



ADMINISTRATIVE SERVICES COMMITTEE MEETING AGENDA

Commission Chamber

Tuesday, January 13, 2026

1:15 PM

ADMINISTRATIVE SERVICES

1. Discuss moving forward with a 401 retirement plan. (**Requested by Commissioner Wayne Guilfoyle**)
2. Motion to approve of the following annual bid item, as the estimated annual purchases for these items are expected to exceed \$25,000.00. This request is in accordance with Sec. 1-10-58 of the Annual Contracts provision.

Central Services Department: 26-006–Elevator Maintenance Services, Engineering and Environmental Services Department: 26-055 - Janitorial Services and/or Recycling Augusta Utilities Department: 26-066 – Warehouse Supplies.

The recommendation for the award is for a one-year term with the option to extend for an additional four (4) one (1) year options upon mutual consent of both parties.

3. Motion to **approve** the minutes of the November 25, 2025 Administrative Services Committee meeting.
4. Discuss the application process including:
 1. Having NGO define, how their offering addresses a clearly defined measurable community need.
 2. Metrics for determining long-term, positive community impact and sustainable results;
 3. Require transparency and accountability in all financial disclosures and proposed uses of funds; and
 4. Utilize a competitive, data-driven evaluation process to ensure equitable and effective allocation of City resources.

Applications will be reviewed and scored by a committee. (**Requested by Commissioner Stacy Pulliam**)