



ADMINISTRATIVE SERVICES COMMITTEE MEETING AGENDA

Commission Chamber

Tuesday, August 29, 2023

1:20 PM

ADMINISTRATIVE SERVICES

- 1. Presentation of the Rightsizing Plan recommendations by Interim Administrator Douse. (No recommendation from Administrative Services Committee July 11, 2023 - referred from July 18 Commission meeting)**
- 2. Motion to approve utilizing state contract (#SWC 99999-SPD-ES40199373-002) for the purchase of nineteen Ford F150s, at a total cost of \$818,612 from Allan Vigil Ford for various departments.**
- 3. Motion to approve quantity one (1) Healthy Homes Project located at 2363 Mt. Auburn Street.**
- 4. Motion to approve Housing and Community Development Department's (HCD's) request to provide Laney Walker/Bethlehem Revitalization Funding to contract with Capitalrise, LLC to develop new construction of two (2) single family units, identified as 1101 and 1110 Cedar Street, within Laney Walker/Bethlehem.**
- 5. Motion to approve Housing and Community Development Department's (HCD's) request to approve the addendum engagement agreement with Cherry Bekaert to continue to provide grant management assistance to the Housing and Community Development Department. (23-501C)**
- 6. Request for approval from the Central Services Department, bid #23-130, Vernon Forest Park – Restroom Permit Plan in the amount of \$28,500.00 to be performed by Johnson, Laschober & Associates, P.C.**
- 7. Motion to approve the award of bid #23-177, Augusta Print Shop – Structural Retrofit in the amount of \$93,450.00 to be performed by Contract Management, Inc. A thirty percent (30%) contingency of \$28,035.00 was included. The final amount with contingency is \$121,485.00.**
- 8. Receive as information the emergency request for the replacement of the membrane roof system at the Probation Office in the amount of \$80,000.00 by Hixon's Roofing.**
- 9. Receive as information the emergency request for the replacement of a 5-ton HVAC unit at Mc Bean Community Center in the amount of \$25,998.00 by Trane Company.**
- 10. Receive as information the emergency request for the evaluation of the current conditions of the electrical distribution system at the Augusta Commons in the amount of \$28,000.00 by Johnson Laschober & Associates, P.C..**
- 11. Receive as information the emergency request for the demolition of the 4 5th Street building in the amount of \$37,250.00 by Thompson Building Wrecking Co.**

12. Request and discuss Information regarding the city's grant application process including seeking grants works. **(Requested by Commissioner Stacy Pulliam)**
13. Request that the Augusta-Richmond County Board of Commissioners instruct the Board of Assessors, Chief Appraiser and/or their designee to appeal the 2022 Georgia Department of Audits and Accounts (DOAA) Sales Ratio Study, and to 'to refer the question of correctness of the current (2022) equalized adjusted property tax digest of the local school system to the state auditor' as permitted by Georgia Code 48-5-274, and to authorize the Board of Assessors, Chief Appraiser, and/or their designee to act on behalf of Augusta-Richmond County in any related hearings
14. **Discuss** enhance lighting improvement to address safety concerns at the Augusta Judicial Center. **(Requested by Commissioner Wayne Guilfoyle)**
15. Motion to approve the minutes of the Administrative Services Committee held on August 8, 2023.
16. Discuss the organizational structure of the Choice Neighborhoods Initiative.
17. Receive a **report** from the Administrator's Office regarding the current state of ARC 311 Department e.g.-call/email volume, job vacancies and the standard turnaround time given to departments/department heads to respond to 311 requests. **(Requested by Commissioner Stacy Pulliam)**