



PUBLIC SAFETY COMMITTEE MEETING AGENDA

Commission Chamber

Tuesday, November 25, 2025

1:15 PM

PUBLIC SAFETY

- 1.** Purchase of ammunition for the Richmond County Sheriff's Office (RCSO) in the amount of \$68,550.68 utilizing the Statewide Contract for Gulf-State
- 2.** Motion to accept a bid for ITB 25-239 Kitchen Equipment from Cook's Direct in the amount of \$139,924.07 for Kitchen Equipment for the Charles B. Webster Detention Center (CBWDC)
- 3.** Motion to approve the acceptance of COPS Hiring Grant.
- 4.** Motion to accept the QLR site agreement with the State of Georgia Office of Child Advocate allowing Juvenile Court to pursue reimbursement of expenses for the cost of attorneys and staff associated with Juvenile Court dependency cases.
- 5.** Motion to approve the Mutual Aid Agreement between Augusta, Georgia and Augusta Region Airport and to authorize the mayor to execute the appropriate documents.
- 6.** Motion to approve a new Fire Prevention Fee Structure
- 7.** Motion to approve changes to the Augusta Policy and Procedures Manual, Section 800.001 1 Firefighter I – Recruitment Procedures, Subsection Hiring Procedures #5 for the Augusta Fire Department.
- 8.** Motion to approve the award if RFP #25-203 for Construction Services to Build New Fire Station #3 for the Augusta, Georgia Fire Department to John W Spratlin & Son, LLC in the amount of \$5,694,359.73 and authorize the mayor to execute all necessary documentation to proceed with the contract.
- 9.** Motion to **approve** the minutes of the October 28, 2025 Public Safety Committee Meeting.



Public Safety- Committee Meeting

Meeting Date: November 25, 2025

Approval for Ammunition for RCSO Training Range - SWC

Department:	Sheriff's Office
Presenter:	Sheriff Eugene Brantley
Caption:	Motion to approve purchase of AMMO for RCSO Training Range
Background:	Purchase of ammunition for the Richmond County Sheriff's Office (RCSO) in the amount of \$68,550.68 utilizing the Statewide Contract for Gulf-State
Analysis:	Purchase of ammunition for the Richmond County Sheriff's Office (RCSO) in the amount of \$68,550.68. The requested ammunition will be used to support annual firearms qualifications, in-service training, and academy instruction. The purchase will include 9mm and 5.56 caliber ammunition, which are the standard rounds used by RCSO personnel for both duty and training weapons.
Financial Impact:	Sheriff Office Training Operating Budget
Alternatives:	N/A
Recommendation:	Motion to move forward with the annual purchase of ammunition necessary to ensure compliance with state-mandated firearms qualifications and internal RCSO policy, which require all sworn personnel to qualify annually. Increased training demands, including additional in-service sessions, remedial training, and expanded academy programs, have resulted in higher ammunition usage than in previous years. Maintaining an adequate ammunition supply is essential for ensuring deputies remain proficient, confident, and prepared to respond effectively in real-world situations.
Funds are available in the following accounts:	273031410-5311110
<u>REVIEWED AND APPROVED BY:</u>	N/A



RICHMOND COUNTY SHERIFF'S OFFICE

Sheriff Eugene Brantley

Law Enforcement Center

400 Walton Way


Augusta, GA 30901

Phone: 706.821.1000

Fax: 706.821.1064

Item 1.

To: Augusta-Richmond County Board of Commissioners

From: Eugene Brantley, Sheriff, Richmond County Sheriff's Office 

Date: October 27, 2025

RE: Ammunition Budget

This memorandum serves as a justification for the purchase of ammunition for the Richmond County Sheriff's Office (RCSO). The requested ammunition will be used to support annual firearms qualifications, in-service training, and academy instruction. The purchase will include 9mm and 5.56 caliber ammunition, which are the standard rounds used by RCSO personnel for both duty and training weapons.

This purchase is necessary to ensure compliance with state-mandated firearms qualifications and internal RCSO policy, which require all sworn personnel to qualify annually. Increased training demands, including additional in-service sessions, remedial training, and expanded academy programs, have resulted in higher ammunition usage than in previous years. Maintaining an adequate ammunition supply is essential for ensuring deputies remain proficient, confident, and prepared to respond effectively in real-world situations.

This purchase also supports the agency's commitment to operational readiness, risk reduction, and public safety by ensuring all personnel meet or exceed POST qualification standards. Furthermore, regular training and qualifications reduce liability exposure, enhance decision-making under stress, and improve overall performance in the field. Given these operational and compliance needs, the requested ammunition purchase is justified and essential for maintaining the professional standards and training expectations of the Richmond County Sheriff's Office.

AUGUSTA-RICHMOND COUNTY GEORGIA

DEPARTMENT NAME R.C.S.O. Training Center
 DEPARTMENT NUMBER 5037-5311110 General Supplies
 DEPARTMENT HEAD *Shawne Chisole*

PURCHASING DEPARTMENT
 REQUISITION

REQUISITION DATE

October 21, 2025

PURCHASE ORDER NUMBER

PURCHASE ORDER DATE

ITEM NO	DESCRIPTION	QUANTITY	NAME OF BIDDER			NAME OF BIDDER		
			VENDOR PHONE NUMBER QUOTED BY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	NAME OF BIDDER
1	American Eagle 9mm Practice AE9AP	150		259.00	38850.00		0.00	
2	Hornady 5.56 53 grain TAP Patrol	100		229.20	22920.00		0.00	
3	PMC 5.56 XTAC	30		405.00	12150.00		0.00	
4					0.00		0.00	
5	Credit	1		-536932	-536932.00		0.00	
6					0.00		0.00	
7					0.00		0.00	
8	GA Statewide Contract				0.00		0.00	
9					0.00		0.00	
10	SWC 99999 -				0.00		0.00	
11	SPD 0000209 - 003				0.00		0.00	
12					0.00		0.00	
13					0.00		0.00	
14					0.00		0.00	
15					0.00		0.00	
16					0.00		0.00	
17	(STC)				0.00		0.00	
18	SHIP TO: RCSC Training Center				0.00		0.00	
19	2098 Greenland Rd.				0.00		0.00	
20	Blythe, GA 30805				0.00		0.00	
21	Monday-Friday, 0800hrs - 1500hrs (3PM)				0.00		0.00	
TOTAL BID					\$168550.68		\$0.00	
SHIPPING CHARGES							\$0.00	
DELIVERY TIME FROM RECEIPT OF PURCHASE ORDER								

CHESTER'S NON-COMMERCIAL PRINTERS

Item 1.

Quote



Gulf States Distributors
6000 East Shirley Lane
P.O. Box 241387 (36124-1387)
Montgomery, AL 36117
334.271.2010
www.gulfstatesdist.com

Order Number: 0231052
Order Date: 10/13/2025
Quote Expire Date: 11/13/2025

Salesperson: Nataile Strange
Customer Number: GAARC

Sold To:

Augusta-Richmond County
535 Telfair St
Munic Bldg 1000
Accounting-Site 800
Augusta, GA 30901

Ship To:

Augusta-Richmond Co SO
2098 Greenland Road
Attn: Sheriff's Training Ctr
Blythe, GA 30805

Customer P.O.		Terms	Confirm To:			
		Net 20 days	706.821.1103 pstewart@augustaga.gov			
Item Number	Unit	Ordered	Shipped	Back Order	Price	Amount
FEDAE9AP AE9AP 9mm 124gr FMJ-cs1000	CASE	DropShip: N 150.00	0.00	0.00	259.00	38,850.00
HOR81275 5.56 53gr GMX TAP Patrol	CASE	DropShip: N 100.00	0.00	0.00	229.20	22,920.00
PMC556X 5.56X 5.56mm 55gr FMJ BT-cs1000	CASE	DropShip: N 30.00	0.00	0.00	405.00	12,150.00
/CREDIT3 Outstanding credit	EACH	1.00	0.00	0.00	5,369.32-	5,369.32-
Pricing per State of GA contract SWC99999-SPD0000209-003						

Terms and Conditions:

Customer is responsible for reviewing the details for accuracy prior to ordering (quantity, model, color, size, etc.).
Lead times vary by manufacturer. Let your salesperson know of a deadline.
15-day money back guarantee if not completely satisfied (some restrictions apply).
Certain items are non-returnable. These include items without original packaging, embellished/altered apparel, closeout items and special-ordered or customized items.
All warranties are held by the manufacturer.

Net Order: 68,550.68
Less Discount: 0.00
Freight: 0.00
Sales Tax: 0.00
Order Total: 68,550.68



Supplier Information Sheet

Supplier Name: Gulf States Distributors Inc.

Contract Information			
Statewide Contract Number		99999-001-SPD0000157-0004	
PeopleSoft Supplier Number		0000015475	Location Code 003
Supplier Name & Address			
Gulf States Distributors, Inc. 6000 E. Shirley Lane Montgomery, AL 36117-1936			
Contract Administrator			
Tommy Trammell Tel: 800-223-7869 Fax: 334-279-9267 Gulf States Distributors Website			
Contact Details			
Ordering Information		6000 E. Shirley Lane Montgomery, AL 36117-1936	
Remitting Information		6000 E. Shirley Lane Montgomery, AL 36117-1936	
Delivery Days		Routine items will be shipped within 48 hours after receipt of order. All other equipment and non-routine supplies must be delivered within 7 business days unless a longer delivery time is agreed to by the Authorized User.	
Awarded Manufacturers		Guns Mossberg, Sig Sauer, Smith & Wesson	Ammunition Federal, Hornady, Force on Force, CCI, PMC, and Speer
Discount(s) off Non-Core Items		Please click here	
Special Terms and Conditions		Certain items on this contract may be subject to ATF approval.	
Payment Terms		Net 30 Days	
Bid Offer includes		State and Local Government	
Acceptable payment method		Supplier will accept Purchase Orders and the Purchasing Card under this contract as permitted by current policies governing the Purchasing Card program.	



Public Safety

Meeting Date: November 25, 2025

Motion to Accept Bid for Kitchen Equipment at the CBWDC – ITB 25-239

Department:	Sheriff
Presenter:	Major Chester V. Huffman, Jr.
Caption:	Motion to accept a bid for ITB 25-239 Kitchen Equipment from Cook's Direct in the amount of \$139,924.07 for Kitchen Equipment for the Charles B. Webster Detention Center (CBWDC)
Background:	Originally constructed in 1997, the CBWDC kitchen has aging and outdated equipment. Much of the existing equipment is in disrepair or nonfunctioning.
Analysis:	Bids were received and evaluated. Cook's Direct offered the lowest most responsive bid. Ten vendors responded. The pricing was for removal, purchase and installation of kitchen equipment. Cook's direct provided the lowest most responsive bid.
Financial Impact:	This Invitation to Bid is funded through a donation from Aramark, which was accepted by the Augusta, Georgia Commission on Tuesday, August 5, 2025.
Alternatives:	N/A
Recommendation:	Approve the request to accept the bid from Cook's Direct for the delivery, installation, removal and disposal of kitchen equipment for the CBWDC
Funds are available in the following accounts:	273-03-2511/54-21110

REVIEWED AND
APPROVED BY:

Invitation to Bid

Sealed bids will be received at this office until **Monday, October 20, 2025 @ 11:00 a.m.** via ZOOM Meeting ID: **865 9803 6561**; Passcode: **25239** for furnishing:

Bid Item #25-239 Kitchen Equipment for Charles B. Webster Detention Center (CBWDC) for Augusta, GA – Sheriff's Office

Bids will be received by Augusta, GA Commission hereinafter referred to as the OWNER at the offices of:

Andy Penick, Procurement Director
Augusta, GA. Procurement Department
535 Telfair Street - Room 605
Augusta, Georgia 30901

Bid documents may be viewed on the Augusta, Georgia web site under the Procurement Department **ARCbid**. Bid documents may be obtained at the offices of Augusta, GA Procurement Department, 535 Telfair Street – Suite 605, Augusta, GA 30901 **(706-821-2422)**.

For an optional site visit, please contact Chester Huffman in advance at (706) 821 1442 or via email at cvhuffman@augustaga.gov.

All questions must be submitted in writing by fax to 706 821-2811 or by email to procbidandcontract@augustaga.gov to the office of the Procurement Department by Monday, October 6, 2025 @ 5:00 P.M. No bid will be accepted by fax or email; all must be received by mail or hand delivered. **No deliveries will be accepted prior to 8:30 a.m. or after 5:00 p.m., as the building is closed to the public and delivery services outside of these hours.**

No bids may be withdrawn for a period of ninety (90) days after bids have been opened, pending the execution of contract with the successful bidder.

Invitation for bids and specifications. An invitation for bids shall be issued by the Procurement Office and shall include specifications prepared in accordance with Article 4 (Product Specifications), and all contractual terms and conditions, applicable to the procurement. **All specific requirements contained in the invitation to bid including, but not limited to, the number of copies needed, the timing of the submission, the required financial data, and any other requirements designated by the Procurement Department are considered material conditions of the bid which are not waiveable or modifiable by the Procurement Director.** All requests to waive or modify any such material condition shall be submitted through the Procurement Director to the appropriate committee of the Augusta, Georgia Commission for approval by the Augusta, Georgia Commission. Please mark BID number on the outside of the envelope.

GEORGIA E-Verify and Public Contracts: The Georgia E-Verify law requires contractors and all sub-contractors on Georgia public contract (contracts with a government agency) for the physical performance of services over \$2,499 in value to enroll in E-Verify, regardless of the number of employees. They may be exempt from this requirement if they have no employees and do not plan to hire employees for the purpose of completing any part of the public contract. Certain professions are also exempt. All requests for proposals issued by a city must include the contractor affidavit as part of the requirement for their bid to be considered.

Bidders are cautioned that acquisition of BID documents through any source other than the office of the Procurement Department is not advisable. Acquisition of BID documents from unauthorized sources placed the bidder at the risk of receiving incomplete or inaccurate information upon which to base his qualifications.

Correspondence must be submitted via mail, fax or email as follows:

Augusta Procurement Department
Attn: Andy Penick, Procurement Director
535 Telfair Street, Room 605
Augusta, GA 30901
Fax: 706-821-2811 or Email: procbidandcontract@augustaga.gov

No bid will be accepted by fax or email, all must be received by mail or hand delivered.

Andy Penick, Procurement Director

Publish:

Augusta Chronicle	September 11, 18, 25, 2025 and October 2, 2025
Metro Courier	September 11, 2025



Bid Opening: Bid Item #25-239
Kitchen Equipment for Charles B. Webster Detention Center
Augusta, GA - Sheriff's Office
Bid Date: Monday, October 20, 2025 @ 11:00 a.m.

Total Number Specifications Mailed Out: 10
Total Number Specifications Download (Demandstar): 9
Total Electronic Notifications (Demandstar): 61
Pre-Bid Conference Attendees: N/A
Georgia Procurement Registry: 1300
Total Packages Submitted: 10
Total Noncompliant: 0

Vendors	Cook's Direct, Inc. 2250 75th Street, Suite 200 Woodridge, IL 60517				Douglas Equipment 301 North Street Bluefield, WV 24701			GCI Indutrial 1400 Samuels Drive Thomson, GA 30824			GGG Enterprises, Inc. dba East Coast Restaurant Supply 4299 Northeast Expressway Atlanta, GA 30340		
Attachment B	Yes				Yes			Yes			Yes		
Addendum 1	Yes				Yes			Yes			Yes		
E-Verify Number	571783				395263			2003312			2905634		
SAVE Form	Yes				Yes			Yes			Yes		
DESCRIPTION	Est. Qty	Make Model #	Each	Extended Price	Make Model #	Each	Extended Price	Make Model #	Each	Extended Price	Make Model #	Each	Extended Price
60 Gallon Gas Kettle	1	KGL-60	\$28,289.73	\$28,289.73	Cleveland KGL60	\$26,626.46	\$26,626.46	Cleveland Range KGL60	\$54,960.00	\$54,960.00	Cleveland KGL60	\$30,641.38	\$30,641.38
40 Gallon Braising Pan/Tilt Skillet	1	VG 40	\$25,404.02	\$25,404.02	Vulcan VG 40	\$27,411.43	\$27,411.43	Southbend (Middleby) BCG TS-16	\$49,499.00	\$49,499.00	Vulcan VG40	\$31,450.00	\$31,450.00
2-Door Warmer	1	RHF232W-FHS	\$13,910.12	\$13,910.12	Traulsen RHF232W-FHS	\$18,958.41	\$18,958.41	STA2H-25	\$22,500.00	\$22,500.00	Traulsen RHF232W-FHS	\$23,458.18	\$23,458.18
1-Door Warmer	1	TST-19	\$5,994.92	\$5,994.92	FEW TST-19	\$6,284.62	\$6,284.62	FEW TST-19	\$14,000.00	\$14,000.00	FEW TST-19	\$6,881.70	\$6,881.70
Baking Racks	3	9581-BLHD-20	\$1,081.33	\$3,244.00	Cooks 9581-BLHD-20	\$1,810.79	\$5,432.37	CHANNEL MANF. 400A	\$1,500.00	\$4,500.00	GWS AAR-2022W	\$392.51	\$1,177.53
30" x 96" Worktable	3	MSLAG-308-X	\$1,239.56	\$3,718.69	Advance Tabco SLAG-308-Y	\$1,772.23	\$5,316.69	SWWTS-3096-318	\$1,350.00	\$4,050.00	GSW WT-P3096B	\$925.00	\$2,775.00
Manual Slicer	1	S13	\$6,480.46	\$6,480.46	Globe S13	\$6,045.22	\$6,045.22	Globe S13	\$12,500.00	\$12,500.00	Globe S13	\$6,741.86	\$6,741.86
Disposal System	1	500-PSM	\$13,322.14	\$13,322.14	Salvajor 500-PSM	\$14,001.04	\$14,001.04	Salvaor 500-PSM	\$23,390.00	\$23,390.00	Salvajor 500-PSM	\$14,506.00	\$14,506.00
Disposal System	2	200	\$2,643.88	\$5,287.76	Salvajor 200	\$3,921.69	\$7,843.38	Salvajor 200	\$4,000.00	\$8,000.00	Salvajor 200	\$2,499.00	\$4,998.00
Floor Mixer	1	HL600-ISTD	\$24,922.23	\$24,922.23	Hobart HL 600-15TD	\$26,900.60	\$26,900.60	Hobart HL600-1STD60	\$28,988.00	\$28,988.00	Hobart HL600C-1STD	\$41,221.75	\$41,221.75
Installation & Disposal	\$9,350.00				\$0.00			\$0.00			\$9,200.00		
Discount	-				N/A			-			\$4,915.54		
Total	\$139,924.07				\$144,820.22			\$222,387.00			\$168,135.86		

Vendors	Manning Brothers 210 Sandy Cheek Road Athens, GA 30607				Novell Fiture & Equipment 424 Park West Drive Grovetown, GA 30813			Pueblo Hotel Supply dba Gradys 170 Greenhorn Drive Pueblo, CO 81004			Stafford Smith, Inc. 3414 S. Burdick Street Kalamazoo, MI 49001		
Attachment B	Yes				Yes			Yes			Yes		
Addendum 1	Yes				Yes			Yes			Yes		
E-Verify Number	161069				268523			1416720			242481		
SAVE Form	Yes				Yes			Yes			Yes		
DESCRIPTION	Est. Qty	Make Model #	Each	Extended Price	Make Model #	Each	Extended Price	Make Model #	Each	Extended Price	Make Model #	Each	Extended Price
60 Gallon Gas Kettle	1	Cleveland KGL60	\$34,637.56	\$34,637.56	Cleveland KGL60	\$30,962.48	\$30,962.48	Cleveland KGL60	\$28,995.74	\$28,995.74	Cleveland KGL60	\$28,455.97	\$28,455.97
40 Gallon Braising Pan/Tilt Skillet	1	Vulcan VG 40	\$38,089.16	\$38,089.16	Vulcan VG 40	\$33,172.91	\$33,172.91	Vulcan VG 40	\$27,988.71	\$27,988.71	Vulcan VG 40	\$33,817.38	\$33,817.38
2-Door Warmer	1	Traulsen RHF232W-FHS	\$24,331.48	\$24,331.48	Traulsen RHF232W-FHS	\$19,830.15	\$19,830.15	Traulsen RHF232W-FHS	\$19,867.28	\$19,867.28	Traulsen RHF232W-FHS	\$21,341.60	\$21,341.60
1-Door Warmer	1	FWE TST-19	\$6,646.94	\$6,646.94	TST-19	\$6,079.46	\$6,079.46	FWE TST-19	\$5,618.78	\$5,618.78	FWE TST-19	\$5,261.71	\$5,261.71
Baking Racks	3	Advance Tabco PR20-3W-X	\$495.60	\$1,486.80	Winco #SWR-20	\$1,300.00	\$3,900.00	Thunder Group ALSPRO20	\$222.53	\$667.59	SPG 4H2595	\$351.49	\$1,054.47
30" x 96" Worktable	3	Advance Tabco SS-308	\$2,226.94	\$6,680.82	Advance Tabco SLAG-308-X	\$1,262.05	\$3,786.15	Advance Tabco SLAG-308-X	\$672.00	\$2,016.00	Advance Tabco AG-308	\$979.52	\$2,938.56
Manual Slicer	1	Globe S13	\$6,861.80	\$6,861.80	Globe S13	\$6,561.60	\$6,561.60	Globe S13	\$5,834.00	\$5,834.00	Globe S13	\$5,793.93	\$5,793.93
Disposal System	1	Salvajor 500-PSM	\$17,245.70	\$17,245.70	Salvajor 500-PSM	\$22,478.15	\$22,478.15	Salvajor 500-PSM	\$15,557.42	\$15,557.42	Salvajor 500-PSM	\$14,441.36	\$14,441.36
Disposal System	2	Salvajor 200	\$2,843.80	\$5,687.60	Salvajor 200	\$3,571.68	\$7,143.36	Salvajor 200	\$2,991.62	\$5,983.24	Salvajor 200	\$2,097.74	\$4,195.48
Floor Mixer	1	Hobart HL600-STD	\$33,621.50	\$33,621.50	Hobart HL600-STD	\$27,329.56	\$27,329.56	Hobart HL600-STD	\$20,309.67	\$20,309.67	Hobart HL600-STD	\$38,451.39	\$38,451.39
Installation & Disposal	-				-			To be determined			\$18,262.35		
Discount	N/A				1%			N/A			N/A		
Total	\$175,289.36				\$161,243.82			\$132,838.43			\$174,014.20		

Vendors	Superior Equipment and Supply 4550 S. Brust Ave. St. Francis, WI 53235				Johnson Development LLC, DBA Johnson Procurement 114 Commerce Street Hawkinsville, GA 31036								
Attachment B	Yes				Yes								
Addendum 1	Yes				Yes								
E-Verify Number	2903027				2803824								
SAVE Form	Yes				Yes								
DESCRIPTION	Est. Qty	Make Model #	Each	Extended Price	Make Model #	Each	Extended Price	Make Model #	Each	Extended Price	Make Model #	Each	Extended Price
60 Gallon Gas Kettle	1	Cleveland KGL60	\$31,865.08	\$31,865.08	Cleveland KGL60	\$35,785.43	\$35,785.43						
40 Gallon Braising Pan/Tilt Skillet	1	Vulcan VG 40	\$39,691.76	\$39,691.76	Vulcan VG 40	\$38,205.26	\$38,205.26						
2-Door Warmer	1	Traulsen RHF232W-FHS	\$18,729.67	\$18,729.67	Traulsen RHF232W-FHS	\$32,212.94	\$32,212.94						
1-Door Warmer	1	FWE TST-19	\$7,266.64	\$7,266.64	FWE TST-19	\$9,242.24	\$9,242.24						
Baking Racks	3	CHANNEL MANF. 401A	\$2,210.15	\$6,630.45	Advance Tabco PR20-3W-X	\$1,123.74	\$3,371.22						
30" x 96" Worktable	3	Advance Tabco SLAG-308-X	\$2,958.80	\$8,876.40	Advance Tabco ELAG-308-X	\$1,442.52	\$4,327.56						
Manual Slicer	1	Globe S13	\$7,550.34	\$7,550.34	Globe S13	\$8,651.68	\$8,651.68						
Disposal System	1	Salvajor 500-PSM	\$15,452.35	\$15,452.35	Salvajor 500-PSM	\$16,859.80	\$16,859.80						
Disposal System	2	Salvajor 200	4071.59	\$8,143.18	Salvajor 200	\$4,571.91	\$9,143.82						
Floor Mixer	1	Hobart HL600-STD	\$30,778.24	\$30,778.24	Hobart HL600-STD	\$37,024.43	\$37,024.43						
Installation & Disposal	-				-								
Discount	-				-								
Total	\$174,984.11				\$177,964.58								



RICHMOND COUNTY SHERIFF'S OFFICE

Item 2.

Sheriff Eugene Brantley

Law Enforcement Center

400 Walton Way

Augusta, GA 30901

Phone: 706.821.1000

Fax: 706.821.1064

MEMORANDUM

TO: Andy Penick, Director, Procurement Department
FROM: Chester Huffman, Richmond County Sheriff's Office
DATE: October 30, 2025
SUBJECT: Recommendation Memo for Bid #25-239

On October 20, 2025, ten (10) proposals were received for bid #25-239, Kitchen Equipment for Charles B. Webster Detention Center. The Sheriff's Office recommends awarding Cook's Direct for the purchase of equipment totaling \$139,924.07.

Cook's Direct bid for the listed equipment included \$9,350.00 for "removal/disposal of old, install new". Although a bid submitted by Pueblo Hotel Supply dba Gradys was submitted in the amount of \$132,838.43, it did not include the cost for installation and disposal.

Due to the incomplete bid submitted by Pueblo, the Sheriff's office recommends acceptance of the bid provided by Cook's. Please let me know if you have any questions or concerns.

For the Sheriff,

Major Chester V. Huffman, Jr.
Richmond County Sheriff's Office
Charles B. Webster Detention Center
1941 Phinizy Road
Augusta, GA 30906
(706) 399-2830

NORVELL FIXTURE & EQUIPMENT
COMPANY – GEORGIA
AMY M. GENTRY
424 PARK WEST DRIVE
GROVETOWN, GA 30813

COOK'S DIRECT ARAMARK
LOU RUIZ, TERRITORY SALES
2250 75TH ST. SUITE 200
WOODRIDGE, IL 60517

GCT INDUSTRIAL
1440 SAMUELS DRIVE
THOMSON, GA 30824-4255

GEORGIA CAROLINA RESTAURANT
SUPPLY
507 A, 507A GEORGIA AVENUE
NORTH AUGUSTA, SC 29841

COMMERCIAL KITCHEN RESOURCE
& DESIGN
2800 WILCO AVE
AUGUSTA, GA 30904

MANNING BROTHERS FOOD
EQUIPMENT CO.
210 SANDY CREEK ROAD
ATHENS, GA 30607

EAST COAST RESTAURANT
SUPPLY & EQUIPMENT
4299 NORTHEAST EXPY
ATLANTA, GA 30340

VULCAN COMMERCIAL KITCHEN
EQUIPMENT
1305 LAKES PARKSWAY, STE. 106
LAWRENCEVILLE, GA 30043

DOUGLAS EQUIPMENT
ATTN: REBECCA BERGIN
301 NORTH STREET
BLUEFIELD WV 24701

NOVATECH
1401 NOBEL STREET
SAINTE-JULIE, QC J3E1Z4, CANADA

CHESTER HUFFMAN
SHERIFF'S OFFICE

YOLANDA JACKSON
COMPLIANCE DEPARTMENT

BID ITEM# 25-239 KITCHEN
EQUIPMENT FOR CBWDC
FOR AUGUSTA, SHERIFF'S
DEPARTMENT
BID DUE: MON., 10/20/25 @ 11:00 A.M.

BID ITEM# 25-239 KITCHEN
EQUIPMENT FOR CBWDC
FOR AUGUSTA, SHERIFF'S
DEPARTMENT
MAILED DATE: THURS., 09/11/25

Page 1 of 1

Tywanna Scott

From: bidnotice.donotreply@doas.ga.gov
Sent: Friday, September 12, 2025 3:13 PM
To: Tywanna Scott
Subject: [EXTERNAL] Confirmation of the Event Batch Email process - PE-72155-NONST-2025-000000149

Dear Tywanna Scott,
 tscott@augustaga.gov

Please review the particulars of an event for 72155-AUGUSTA, CITY OF furnished below.

Event Number: PE-72155-NONST-2025-000000149

Event Title: 25-239 Kitchen Equipment

Event Type: Non-State Agency

Process Log
2025/09/12 15:04:30 : Log starts for - 34107050 - EVENT_RELEASE_TO_SUPL
2025/09/12 15:04:36 : Email Process Log for the Event#: PE-72155-NONST-2025-000000149
2025/09/12 15:04:36 : Email Batch# 2509125947
2025/09/12 15:04:36 : Notification Type: EVENT_RELEASE_TO_SUPL
2025/09/12 15:07:16 : Bad Email not sent to cschaffer@speroslcom of SPEROS INC
2025/09/12 15:11:10 : Bad Email not sent to ATTN: Trsargo Direct Procurement (trsargodirect@trsives.com) of Trsargo Direct
2025/09/12 15:12:57 : Total No of Contacts found for sending Email: 1300
2025/09/12 15:12:57 : No of Email(s) not sent due to Bad Email Address: 2

The sourcing event can be reviewed at:

<https://ssl.doas.state.ga.us/gpr/eventDetails?eSourceNumber=PE-72155-NONST-2025-000000149&sourceSystemType=gpr20>


09/12/2025 03:12:57 PM

[NOTICE: This message originated outside of the City of Augusta's mail system -- DO NOT CLICK on links, open attachments or respond to requests for information unless you are sure the content is safe.]

Planholders

[Add Supplier](#)[Export To Excel](#)

Supplier (9)

Supplier 	Download Date
B and E home improvement	09/15/2025
Beato Group. Inc.	09/12/2025
CJIS Group	09/24/2025
Culinary Depot	09/15/2025
Dodge Data	09/12/2025
Douglas Equipment	09/12/2025
GASSANT ENTERPRISES LLC	10/07/2025
Onvia, Inc. - Content Department	09/12/2025
Superior Equipment & Supply	09/22/2025

[Add Supplier](#)

Supplier Details

Supplier Name	B and E home improvement
Contact Name	Corbett Bailey
Address	2350 Windsor springs rd , Augusta, GA 30906
Email	Baileycontracting54@gmail.com
Phone Number	(70-6) -495-9615

Documents

Filename	Type	Action
25-239_ITB	Bid Document / Specifications	View History



Public Safety- Committee Meeting

Meeting Date: November 25, 2025

Approval for Acceptance of COPS Hiring Grant

Department:	Sheriff's Office
Presenter:	Sheriff Eugene Brantley
Caption:	Motion to approve the acceptance of COPS Hiring Grant
Background:	<p>Project VISION: Violence Intervention Strategy for Improving Our Neighborhoods</p>
Analysis:	<p>The Richmond County Sheriff's Office (RCSO) will use COPS Hiring Program (CHP) funds to support Project VISION—Violence Intervention Strategy for Improving Our Neighborhoods—a comprehensive, community-based initiative aimed at nuisance abatement, quality-of-life improvement, and violence reduction in the county's most impacted neighborhoods. CHP funding will support the hiring of 40 additional sworn officers who will be assigned full-time to community-focused strategies designed to reduce crime, increase trust, and improve neighborhood conditions.</p>
Financial Impact:	N/A
Alternatives:	N/A
Recommendation:	<p>Motion to approve the COPS Hiring Grant with the specifications required for the receipted requirements.</p> <ul style="list-style-type: none"> • Total Project Costs: \$8,683,080 • Federal Funds Requested: \$5,000,000 (57.58%) • Local Match: \$3,683,080 (42.42%)
Funds are available in the following accounts:	N/A
<u>REVIEWED AND APPROVED BY:</u>	N/A

October 10, 2025

Dear Eugene Brantley,

On behalf of Attorney General Pamela Bondi, it is my pleasure to inform you the Office of Community Oriented Policing Services (the COPS Office) has approved the application submitted by AUGUSTA-RICHMOND COUNTY GOVERNMENT for an award under the funding opportunity entitled 2025 FY25 COPS Hiring Program. The approved award amount is \$8,683,080.

Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance. For COPS Office and OVW funding the Award Offer also includes any Other Award Documents.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by the COPS Office, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45

days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

Cory D. Randolph
COPS Acting Director

Office for Civil Rights Notice for All Recipients

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) enforces federal civil rights laws and other provisions that prohibit discrimination by recipients of federal financial assistance from OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW).

Several civil rights laws, including Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, require recipients of federal financial assistance (recipients) to give assurances that they will comply with those laws. Taken together, these and other civil rights laws prohibit recipients from discriminating in the provision of services and employment because of race, color, national origin, religion, disability, and sex or from discriminating in the provision of services on the bases of age.

Some recipients of DOJ financial assistance have additional obligations to comply with other applicable nondiscrimination provisions like the Omnibus Crime Control and Safe Streets Act of 1968, which prohibits discrimination on the basis of religion in addition to race, color, national origin, and sex. Recipients may also have related requirements regarding the development and implementation of equal employment opportunity programs.

OCR provides technical assistance, training, and other resources to help recipients comply with civil rights obligations. Further, OCR administratively enforces civil rights laws and nondiscrimination provisions by investigating DOJ recipients that are the subject of discrimination complaints. In addition, OCR conducts compliance reviews of DOJ recipients based on regulatory criteria. These investigations and compliance reviews

permit OCR to evaluate whether DOJ recipients are providing services to the public and engaging in employment practices in a nondiscriminatory manner.

For more information about OCR, your civil rights and nondiscrimination responsibilities, how to notify your employees or beneficiaries of their civil rights protections and responsibilities and how to file a complaint, as well as technical assistance, training, and other resources, please visit www.ojp.gov/program/civil-rights-office/outreach. If you would like OCR to assist you in fulfilling your civil rights or nondiscrimination responsibilities, please contact us at askOCR@ojp.usdoj.gov or www.ojp.gov/program/civil-rights-office/about#ocr-contacts.

Budget Category	Total Cost
Sworn Officer Positions	\$8,683,080
Civilian or Non-Sworn Personnel	\$0
Travel	\$0
Equipment	\$0
Supplies	\$0
SubAwards	\$0
Procurement Contracts	\$0
Other Costs	\$0
Indirect Costs	\$0
Total Project Costs	\$8,683,080

Budget Summary & Statement of Need**Budget Summary**

- **Sworn Officer Positions:** \$8,683,080
- **Civilian/Non-Sworn Personnel:** \$0
- **Travel, Equipment, Supplies, Subawards, Contracts, Other Costs:** \$0
- **Total Direct Costs:** \$8,683,080
- **Indirect Costs:** \$0
- **Total Project Costs:** \$8,683,080
- **Federal Funds Requested:** \$5,000,000 (57.58%)
- **Local Match:** \$3,683,080 (42.42%)
- **Program Income:** \$0 (0.00%)

Need Justification

This project seeks funding to recruit, train, and staff 40 sworn officers to address violent crime, improve response times, and expand community policing in Richmond County, Georgia. Each position includes a base salary of \$56,369 and fringe benefits, totaling approximately \$217,077 per officer over the three-year funding period.

Due to a 4% local budget decrease in the upcoming year and prior restructuring that resulted in the forfeiture of 52 vacant officer positions to enable competitive pay for retention, the agency cannot fund this expansion independently. Federal assistance is essential to restore law enforcement capacity, reduce crime, support nuisance abatement efforts, and improve quality of life in underserved communities.

Project VISION: Violence Intervention Strategy for Improving Our Neighborhoods

The Richmond County Sheriff's Office (RCSO) will use COPS Hiring Program (CHP) funds to support Project VISION—Violence Intervention Strategy for Improving Our Neighborhoods—a comprehensive, community-based initiative aimed at nuisance abatement, quality-of-life improvement, and violence reduction in the county's most impacted neighborhoods. CHP funding will support the hiring of 40 additional sworn officers who will be assigned full-time to community-focused strategies designed to reduce crime, increase trust, and improve neighborhood conditions.

Project VISION will target chronic nuisance issues such as abandoned properties, drug loitering, illegal dumping, public intoxication, and blight, which are often linked to higher rates of violent crime. The initiative reflects growing concern from residents and community stakeholders who have consistently expressed the need for a more visible, collaborative, and solution-oriented law enforcement presence.

Our approach is both strategic and sustainable. These new officers will be assigned to a specialized Community Impact Enforcement Unit (CIEU) that will focus exclusively on nuisance abatement and quality-of-life enforcement in targeted neighborhoods. Each officer will be responsible for a specific geographic zone and will work collaboratively with neighborhood associations, housing authorities, local code enforcement, and public health agencies. The officers will lead monthly neighborhood walkthroughs, participate in community forums, and develop problem-solving action plans specific to their assigned communities.

The implementation plan includes:

- **Recruitment and Hiring (Months 1–6):** RCSO will recruit officers who reflect the diversity of our community and who have demonstrated interest in community-oriented service.
- **Specialized Training (Months 4–8):** Officers will receive training in trauma-informed policing, environmental crime prevention, de-escalation, conflict resolution, and multi-agency collaboration.
- **Deployment and Engagement (Months 6–12 and beyond):** Officers will be assigned to high-need neighborhoods based on data analysis and community input. They will work to proactively identify and abate nuisance issues before they escalate into violent incidents.

This project significantly enhances RCSO's commitment to community-oriented policing by reorienting our service model from reactive enforcement to proactive engagement.

Project VISION integrates community voice, cross-sector partnerships, and evidence-informed policing strategies. Officers will have the time and resources to develop genuine relationships, foster two-way communication, and work alongside residents to address the structural and behavioral contributors to neighborhood decline and violence.

The success of Project VISION will be measured through reductions in violent crime and nuisance complaints, improved neighborhood appearance, and increased community satisfaction. By embedding officers directly within communities and tasking them with long-term, place-based accountability, the RCSO will build trust, reduce fear, and help restore pride in our neighborhoods.

Ultimately, CHP funding will enable Richmond County to realize a safer, more resilient community where law enforcement and residents are true partners in public safety.

COPS Hiring Program Grant – Project VISION: Violence Intervention Strategy for Improving Our Neighborhoods

Areas Affected by Project

Augusta-Richmond County is the second largest city in Georgia and has a population of approximately 206,000 citizens that swells to upward of 350,000 citizens during work and leisure hours. The direct areas affected would be Richmond County including the municipalities of Augusta, Blythe, and Hephzibah. As the largest full-service Sheriff's Office in the state, Richmond County Sheriff's Office frequently assists surrounding counties (Columbia, Burke, Lincoln, Taliaferro, McDuffie, Washington, Wilkes) and across the state related to SWAT callouts, K9 tracking assistance, Bomb Squad, Gang Task Force, Opioid Task Force, and U.S. Marshall Task Force.



Public Safety

Meeting Date: 11/25/25 1:15PM

QLR Program- Improving access to justice for Georgia's Children

Department:	Juvenile Court
Presenter:	Nolan Martin
Caption:	Motion to accept the QLR site agreement with the State of Georgia Office of Child Advocate allowing Juvenile Court to pursue reimbursement of expenses for the cost of attorneys and staff associated with Juvenile Court dependency cases.
Background:	N/A
Analysis:	N/A
Financial Impact:	The reimbursement is funded on a formula basis, but estimates range from 14-38% of our costs
Alternatives:	N/A
Recommendation:	N/A
Funds are available in the following accounts:	N/A
<u>REVIEWED AND APPROVED BY:</u>	N/A



QLR SITE AGREEMENT

THIS AGREEMENT is effective and shall terminate on the dates set forth in Section 2 of this AGREEMENT. This AGREEMENT is made and entered into by and between the Georgia Office of the Child Advocate (“OCA”), Richmond County (“the County”), and the Augusta County Juvenile Court (“the Court”). This AGREEMENT will set forth the parameters of Richmond County’s participation in OCA’s Quality Legal Representation IV-E Program (“the Program”).

WHEREAS OCA is a state agency that provides independent oversight of persons, organizations, and agencies responsible for providing services to children who are involved with Georgia’s child welfare system; and

WHEREAS OCA was created for the purpose of providing the children of this state with an avenue through which to seek relief when their rights are violated or in need of protection O.C.G.A § 15-11-740, *et seq.*, and

WHEREAS the State of Georgia provides a statutory right to counsel for both parents and children in child welfare cases pursuant to O.C.G.A. § 15-11-103, and counties and juvenile courts are responsible for implementing this right to counsel in every child welfare case; and

WHEREAS OCA recognizes that dependency attorneys are best situated to protect the rights of children and families in individual child welfare cases and for that reason has established the Program to assure, enhance, and improve the quality of legal representation being provided to children and families in Georgia dependency cases; and

WHEREAS OCA is empowered to establish policies and procedures necessary to accomplish its purpose (O.C.G.A. § 15-11-743(5)), has the authority to contract as needed to support the work of the advocate (O.C.G.A § 15-11-742(e)), and has the right to access all records related to a child involved with Georgia’s child welfare system pursuant to where the child has been placed for care or received treatment (O.C.G.A § 15-11-744(a)(2)); and

WHEREAS the County currently provides attorney representation for children and parents appearing in the Court, and OCA has budgeted funding to conduct the Program in the County to enhance the quality of legal representation and to seek partial reimbursement under Title IV-E of the Social Security Act for costs of legal representation in dependency, termination of parental rights cases, and related cases (e.g., permanent guardianship, legitimation, etc.) as permitted under Title IV-E; and

WHEREAS the County and the Court recognize that permanency is an essential goal of the child welfare system and acknowledge the critical role effective legal representation plays, as shown by ample research, to expedite permanency and achieve positive outcomes for children

and youth involved with the child welfare system. As such, the County and Court seek to implement strategies to achieve consistent, high quality legal representation in dependency cases in order to better serve the Richmond County community; and

WHEREAS OCA, through the Program, assists counties in implementing quality enhancement strategies for dependency legal representation in exchange for operating the administrative and technical aspects of seeking partial reimbursement under Title IV-E of the Social Security Act for expenditures related to legal representation of children and parents in dependency cases.

NOW, THEREFORE, IN CONSIDERATION of their mutual promises and as set forth in this intergovernmental AGREEMENT, pursuant to the intergovernmental contract clause of the Georgia Constitution of 1983, Article IX, Section III, Paragraph I, THE PARTIES HEREBY AGREE AS FOLLOWS:

1. **Purpose of the AGREEMENT.** This AGREEMENT memorializes the understanding between OCA, the County, and the Court of the intention to secure Title IV-E reimbursement funding to support or offset the costs of implementation of customized strategies to better support dependency attorneys and to assure and enhance the quality of legal representation provided to children and parents in dependency cases and related proceedings.
2. **Period of AGREEMENT.** This AGREEMENT shall be effective as of October 1, 2025, and shall continue in force and effect until September 30, 2027. This AGREEMENT may be extended by mutual agreement of the parties in writing, in accordance with their respective policies, and for a total length of time which shall not exceed the limitation provided in the intergovernmental contract clause of the Georgia Constitution.
3. **Responsibilities and Acknowledgements.**
 - A. Shared Responsibilities: To create and implement strategies to improve legal representation of children and parents, the County, the Court, and OCA shall:
 - i. Assess strengths and needs and identify specific strategies to support Richmond County dependency attorneys and to enhance the quality of legal representation provided to children and parents in dependency and related cases. These strategies will be documented in the QLR Site Quality Enhancement Plan (QEP) and will provide the framework for the County's quarterly reports. The QEP shall not affect the authority of the Court to appoint or remove a participating attorney from a particular case or cases or supplant procedures related to violations of the Georgia Bar Rules;
 - ii. Implement a process for case assignment/docketing based on a one judge, one team approach where feasible;
 - iii. Ensure the system of dependency attorney employment, payment, and oversight is independent of the Court or other parties to the litigation and does not otherwise create conflicts of interest;
 - iv. Assess current attorney caseloads and establish targets, if needed, for reasonable caseloads within the County to be achieved by an agreed upon time frame, taking into account funding and resources needed to reduce caseloads;

- v. Incorporate minimum practice guidelines created or approved by OCA into attorney contracts, policies, and/or administrative orders and develop a local system to monitor and encourage compliance with the guidelines; and
- vi. Facilitate regular opportunities for local stakeholder feedback and partnership designed to improve representation and sustain positive impacts of the Program.

B. The County shall:

- i. Provide legal representation for children and parents in all dependency, TPR, and related child welfare cases in juvenile court as required by law;
- ii. Assist as needed with data collection to evaluate any aspect of the Program;
- iii. Require contract attorneys to submit invoices separating dependency expenses from other representation expenses to ensure that only allowable expenses are submitted for reimbursement;
- iv. Collect and provide OCA with data on the County's expenditures for representation, as requested by OCA, and certify the accuracy of expenses for purposes of obtaining reimbursement;
- v. Track the County's use of IV-E reimbursement funds and ensure at all times that IV-E reimbursement funds are kept separate and are not commingled with funding sources for legal representation expenditures submitted in future IV-E claims; and
- vi. Reimburse OCA for any IV-E funds received that are subsequently disallowed by the responsible authorities at the State or Federal level.

C. The Court shall:

- i. Allow OCA and its contractors full access to court proceedings and files (whether in paper or electronic form) to allow for evaluation of attorneys and of the Program;
- ii. Work with OCA to allow for scheduling of initial and ongoing training of attorneys in the Program as set forth in the County QEP;
- iii. Ensure that all dependency Court Orders are timely executed and filed; and
- iv. Execute any standing orders or internal protocols necessary to effectively implement elements of the Program during the period of this AGREEMENT.

D. OCA shall:

- i. Provide the County with 80% of the Title IV-E funds reimbursed from the County's expenditures on dependency representation;
- ii. Provide training and expertise on the Title IV-E reimbursement process to employees designated by the County and to dependency attorneys;
- iii. Provide legal training to attorneys as agreed with the County and Court;
- iv. Provide practice resources, training, and ongoing technical assistance to dependency attorneys employed by the County and participating in the Program as such resources are developed and become available through OCA;
- v. Provide technical assistance to the County to develop its QEP and to otherwise assure and enhance the quality of representation provided in the Program;
- vi. Determine and implement methods to measure outcomes of the Program; and
- vii. Retain 20% of the Title IV-E funds reimbursed for costs of management of the Program.

4. **Notice and Liaisons.** The parties will coordinate and conduct communications through their respective Liaisons identified below. Any communication in writing, or any oral communication confirmed in writing, from the respective Liaisons will be deemed communications and notices from the party. Either party may designate a new Liaison, indefinitely, for a stated time period, or for certain designated matters.

For OCA:	For the County:
Jerry Bruce	
Director of the Office of the Child Advocate	
2 Capitol Square SW	
Atlanta, GA 30334	
jbruce@oca.ga.gov	
404-656-4200	
For the Court:	

5. **Termination.** This AGREEMENT may be terminated by either party upon thirty (30) days written notice. Written notice shall be given to the Liaisons listed in Section 4 above.
6. **Amendment.** This AGREEMENT may be amended by mutual agreement of the parties by a writing of equal dignity.
7. **Cooperation.** The parties agree to cooperate with each other in the performance of the services under this AGREEMENT including each party providing the other party with timely access to information and resources to meet the objectives of this AGREEMENT. Further, the parties acknowledge that unforeseen issues may arise during the period of this AGREEMENT. The parties agree to work cooperatively to resolve such issues.
8. **Liability.** Each party shall act at its own risk and responsibility. Nothing contained in this AGREEMENT shall make, or shall be construed to make the OCA, the County, or the Court liable to a third party for the debts or obligations of the other.
9. **Confidentiality.** The parties acknowledge that in order to perform their obligations as called for in this AGREEMENT, it may be necessary to disclose to each other certain information considered to be personal, private, or confidential ("Confidential Information"). This information includes but is not limited to confidential child abuse information protected by O.C.G.A. §§ 49-5-40 and 49-5-41, protected health information, and education records. The parties acknowledge that OCA is excepted from these confidentiality statutes insofar as set forth in Title 49 and in O.C.G.A. § 15-11-740 *et al.* Each party agrees that it will hold in

confidence, and not disclose to any third party, all information regarding a child or family that it obtains in connection with the Program that is confidential or has been designated confidential by state or federal law.

This obligation of the parties shall not apply, and the receiving party shall have no further obligations, with respect to any Confidential Information to the extent receiving party can demonstrate that such Confidential Information (i) is or becomes (through no improper action or inaction of the receiving party or any of its affiliates, agents, consultants or employees) generally available to the public; (ii) can be demonstrated by the receiving party to have been in its possession or known by it prior to the receipt under this AGREEMENT; (iii) is rightfully disclosed to the receiving party by a third party without restriction; (iv) is disclosed by the receiving party with the written approval of the disclosing party; (v) is developed independently by the receiving party without use of, reference to, or reliance upon the Confidential Information; or (vi) is obligated to be disclosed by order of a court of competent jurisdiction.

This Confidential Information includes, but is not limited to, all documents, computer programs and documentation, reports, financial and other data, records, forms, tools, products, services, methodologies, present and future research, technical knowledge, marketing plans, trade secrets, and other materials obtained by the County, the Court, and OCA from each other in the course of performing under this AGREEMENT, whether tangible or intangible and whether or not stored, compiled, or memorialized physically, electronically, graphically, in writing, or by means now known or later developed. Confidential Information includes without limitation records and information (i) that have been marked as proprietary or confidential; (ii) whose confidential nature have been made known by OCA, the Court or the County or (iii) that due to its character and nature, a reasonable person under like circumstances would treat as confidential.

- 10. Compliance with Laws.** The parties shall perform their obligations hereunder in accordance with all federal, state, and local governmental laws, ordinances, codes, rules, regulations, and licensing now or hereafter in effect, including but not limited to all applicable nondiscrimination and state ethics laws. All such laws and regulations are hereby made part of this AGREEMENT.
- 11. Time of the Essence; Force Majeure.** Time is of the essence of this AGREEMENT. However, no party shall be liable to another party for any delay or failure of performance of service outside the reasonable control of the affected party or parties, including but not limited to technology failures, fires or other casualties or accidents, acts of God, severe weather conditions, strikes or labor disputes, or war or other the like.
- 12. Execution Electronically or by Facsimile.** This AGREEMENT may be executed in multiple counterparts, electronically and/or by facsimile, each of which counterpart shall be deemed an original, but all of which shall constitute one and the same AGREEMENT so long as the AGREEMENT is signed by all parties involved. It is sufficient for one party to sign the AGREEMENT and then transmit the AGREEMENT, either electronically or by facsimile, to the other party to sign and complete.
- 13. Waiver.** The failure of any party to exercise or enforce any right conferred upon it hereunder shall not be deemed to be a waiver of any such right nor operate to bar the exercise or

performance thereof at any time or times thereafter; nor shall a waiver by a party of any right hereunder at any given time be deemed a waiver thereof for any other time.

14. Entire. This AGREEMENT contains the entire agreement between the parties with regard to its subject matter and supersedes all other prior and contemporaneous statements, and understandings between the parties regarding its subject matter.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed as of the date indicated below their signatures:

THE GEORGIA OFFICE OF THE CHILD ADVOCATE

 Jerry Bruce
 Director of Office of Child Advocate

 Date

RICHMOND COUNTY

 Date
AUGUSTA COUNTY JUVENILE COURT

 Date



ITEM COVERSHEET

Public Safety Committee

Meeting Date: November 25, 2025

Approve Mutual Aid Agreement Between Augusta, GA & Augusta Regional Airport

Department:	Fire
Presenter:	Antonio Burden, Fire Chief/EMA Director
Caption:	Motion to approve the Mutual Aid Agreement between Augusta, Georgia and Augusta Region Airport and to authorize the mayor to execute the appropriate documents.
Background:	This agreement provides for assistance between Augusta Fire Department and Augusta Regional Airport.
Analysis:	When a notice from 911 is received, Augusta Fire Department will automatically respond to a first alarm to any Alert Level at Augusta Regional Airport. Response will consist of three engines, one aerial truck, and one Battalion Chief. All supervision at the Augusta Regional Airport will be under the direction of the ARFF Chief while supervision of actives off Augusta Regional Airport will be under the direction of Augusta Fire Department personnel. This agreement also covers any agreed upon functions of the Augusta Fire Department's Water Rescue Team that Augusta Regional may need.
Financial Impact:	N/A
Alternatives:	None at this time.
Recommendation:	To approve the Motion to approve the Mutual Aid Agreement between Augusta, Georgia and Augusta Region Airport and to authorize the mayor to execute the appropriate documents.
Funds are available in the following accounts:	N/A
<u>REVIEWED AND APPROVED BY:</u>	Antonio Burden, Fire Chief/EMA Director

MUTUAL AID FIREFIGHTING ASSISTANCE AGREEMENT

This Mutual Aid Agreement is entered into this ____, day of _____, ____ by and between the Augusta-Richmond County Fire Department and Augusta Regional Airport ARFF Department; represented by the Chief of the Augusta-Richmond County Fire Department and the Augusta Regional Airport Director.

Upon notice from the Emergency Management Services (911), the Augusta-Richmond County Fire Department will automatically respond to a first alarm to any Alert Level at Augusta Regional Airport. This will consist of three engines, one aerial truck, and one Battalion Chief. It is understood that all supervision on Augusta Regional Airport will be under the direction of the ARFF Chief, while supervision of activities off Augusta Regional Airport will be under the direction of Augusta-Richmond County Fire Department Personnel. This agreement also covers any agreed-upon functions of the Augusta Fire Departments Water Rescue Team that Augusta Regional Airport may need

The above response is for the initial alarm and does not represent total resources of the Augusta-Richmond County Fire Department.

There shall be no compensation, nor remuneration on the part of either party. However, the Airport does agree to replace any firefighting chemicals used at Augusta Regional Airport.

This agreement may be terminated at any time by either party by giving thirty (30) days' notice in writing to the other party.

By: Hubert Judon Jr. on the 23 day of Oct, 2025
Hubert Judon Jr., Executive Director
Augusta Regional Airport

By: C. Burden on the 28 day of Oct, 2025
Antonio Burden
Augusta fire Department

By: _____ on the _____ day of _____, _____
Garnett Johnson, Mayor
Augusta- Richmond County



Public Safety Committee

Meeting Date: November 25, 2025

Approve New Fire Prevention Fee Structure

Department:	Fire
Presenter:	Antonio Burden, Fire Chief/EMA Director
Caption:	Motion to approve a new Fire Prevention Fee Structure
Background:	<p>As a municipality with a population over 100,000, we are mandated by the Office of the State Fire Marshal to perform certain activities outlined in O.C.G.A. 25-2-12. Some of the services that the Augusta Fire Department is required to provide are</p> <ul style="list-style-type: none"> • Conduct fire safety inspections of existing buildings and structures. • Review plans and specifications for proposed buildings and structures, issue building permits when plans are approved, and conduct fire safety inspections of such buildings and structures: and • Issue permanent and temporary certificates of occupancy. <p>This statute also gives the fire department the authority to charge and retain appropriate fees for performing these duties.</p> <p>O.C.G.A. 25-2-4.1 sets the fee schedule that is used by the State Fire Marshal's office, that are also provided by the Augusta Fire Department. Through adopting the requirements set forth by the State of Georgia, Augusta's Codes and Statutes, Title 3, Article 2, Section 3-3-18.1 – Fee Schedule, the published fees have not been adjusted since the last time that this code section was amended with Ordinance No. 7107 dated February 3, 2009. Since that time, the fees have changed in the State Fire Marshal's office, and the Augusta Fire Department needs an update to the current fee schedule to provide parity for providing the same services and to become comparable with other municipalities and jurisdictions of similar size and population.</p>
Analysis:	N/A
Financial Impact:	N/A
Alternatives:	N/A
Recommendation:	To approve the Motion to approve a new Fire Prevention Fee Structure.
Funds are available in the following accounts:	N/A

REVIEWED AND
APPROVED BY:

Antonio Burden, Fire Chief/EMA Director

Item 6.



Fire Department/Emergency Management Agency

Antonio Burden, Fire Chief/EMA Director

Sec. 3-3-18.1. Fee schedule.

The current fee schedule for the Fire Inspection Bureau is as follows:

Certificate of Occupancy (CO)	\$150.00
Plan Review	
Construction Permit:	
Under 10,000 sq. ft.	\$150.00
Over 10,000 sq. ft.	\$150.00+\$0.05 per sq. ft. over 10,000 (example: 25,000 sq. ft.=\$900.00)
Initial Annual Inspection	\$0
First Re-Inspection	\$0
Second Re-Inspection	\$25.00
Third Re-Inspection	\$25.00
Each Follow-Up	\$25.00
Day Care Provider Class	
Five-hour class (per person)	\$30.00
Two-hour class (per person)	\$15.00



Fire Department/Emergency Management Agency

Antonio Burden, Fire Chief/EMA Director

The proposed fee schedule compliant with O.C.G.A. 25-2-4.1 is as follows

Certificate of Occupancy	\$150.00
Plan Review	
First submission, One Revision	\$100.00
Second Revision	\$75.00
After second revision, complete resubmittal	
Accelerated Plans Review Program (14 day)	\$750.00
Fire Alarm, Sprinkler System, Fire Suppression Systems – Plans Review	\$100.00
Construction Permits	
Building construction 10,000 square feet or less	\$150.00
Building construction, more than 10,000 square feet	\$150.00 plus \$0.15 per square foot above 10,000 square feet.
Other construction	\$150.00
Building Construction Inspections	
80% completion, 100 % completion, annual inspection, and first reinspection	No charge
Second follow-up inspection	\$150.00
Third and subsequent follow-up inspections	\$220.00
Fire Alarm, Sprinkler System, Fire Suppression Systems Permit Fee	5% of job cost or \$150.00 (whichever is greater)
Daycare Provider Class	
3-hour class	\$30.00 per person
2-hour Recertification Class	\$15.00 per person
Miscellaneous Inspections	
Tent Inspection	\$100.00
Pyrotechnic Display Permit Application Fee	\$100.00
Pyrotechnic Site Inspection	\$75.00
Fireline Inspection and Flush (witnessed)	\$100.00



Fire Department/Emergency Management Agency

Antonio Burden, Fire Chief/EMA Director

An adjustment of the current fee schedule, bringing fees in line with the State Fire Marshal's office, would provide a revenue increase comparable to other municipalities and jurisdictions within the state, as allowed by state statute.



Public Safety Committee

Meeting Date: November 25, 2025

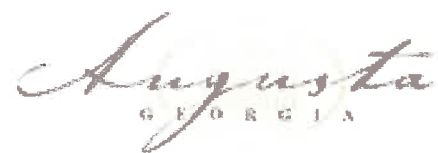
Approve Changes to the Personnel Policy and Procedures Manual – Firefighter Recruitment and Hiring Policies

Department:	Fire
Presenter:	Antonio Burden, Fire Chief/EMA Director
Caption:	Motion to approve changes to the Augusta Policy and Procedures Manual, Section 800.001 1 Firefighter I – Recruitment Procedures, Subsection Hiring Procedures #5 for the Augusta Fire Department.
Background:	The Augusta Fire Department (AFD) is requesting a critical revision to PPPM Section 800.011 Firefighter I - Recruitment Procedures, replacing the specific, detailed language regarding the physical agility test (CPAT) with a generalized policy statement. This change is driven by a departmental review which found the current process to be overly lengthy and cumbersome, often resulting in the loss of excellent candidates to faster-moving departments. The proposed generic language grants the AFD the necessary authority to regularly update its selection procedures for optimal efficiency and compliance without requiring formal policy manual amendments.
Analysis:	This proposed change offers two primary benefits: flexibility and efficiency. The existing process is lengthy and cumbersome, often taking up to a year to complete. This protracted timeline has lead to the department losing out on potentially excellent candidates who opt for departments with faster hiring cycles. Furthermore, the existing ridged language makes it difficult to adjust to evolving department needs and shifts in the labor market. The proposed generic language ensures that the Augusta Fire Department can update the firefighter selectin process more regularly without requiring formal policy manual revisions each time.
Financial Impact:	N/A
Alternatives:	N/A
Recommendation:	To approve the Motion to approve changes to the Augusta Policy and Procedures Manual, Section 800.001 1 Firefighter I – Recruitment Procedures, Subsection Hiring Procedures #5 for the Augusta Fire Department.
Funds are available in the following accounts:	N/A

**REVIEWED AND
APPROVED BY:**

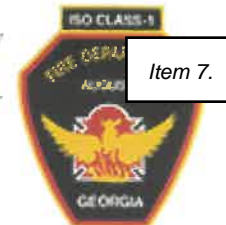
Antonio Burden, Fire Chief/EMA Director

Item 7.



Fire Department/ Emergency Management Agency

Antonio Burden, Fire Chief/EMA Director



DATE: October 31, 2025

TO: Anita Rookard, HR Director, Karen Sessoms HR Deputy Director

FROM: Antonio Burden, Fire Chief

SUBJECT: Proposed Policy Revision to Personnel Policy Procedures Manual (PPPM) Section 800.011 Firefighter I - Recruitment Procedures

This letter serves to formally request an essential revision to the Personnel Policy Procedures Manual (PPPM), Section 800.011 Firefighter I - Recruitment Procedures, Subsection Hiring procedures #5. This change is critical to ensure the Augusta Fire Department (AFD) can maintain a competitive and efficient hiring pipeline for Firefighter Candidates.

Current Policy Language

The current language in PPPM Section 800.011, Subsection Hiring Procedures #5 reads as follows:

"Agility Test - Candidate Physical Ability Test (CPAT) - All applicants who successfully complete the entrance exam will progress to the CPAT. A CPAT video will be made available to all applicants on the August website under Human Resources. Applicants will be provided the opportunity to practice the CPAT for a minimum of two weeks prior to the test date. Upon arriving for this test, applicants must sign a waiver to participate in the CPAT. With all forms submitted, the applicant is allowed to attempt the CPAT. Applicants are notified of their status (pass/fail) in this segment of the process before they leave the drill yard."

Proposed Policy Language

I propose replacing the specific, detailed procedure above with generalized language that grants the department the necessary flexibility to adapt to modern recruitment demands. The intent is to remove highly prescriptive steps from the PPPM, allowing the department's operational leadership to refine and execute recruitment strategies more efficiently.

"The Augusta Fire Department shall establish, maintain, and regularly update its comprehensive procedure for the selection and hiring of Firefighter Candidates, ensuring optimal efficiency, full compliance with all relevant labor regulations, and alignment with the evolving operational needs of the Department."

This new delegation requires the AFD to ensure that all established hiring procedures—including written examinations, physical testing standards, and interview protocols—are consistently applied, non-discriminatory, and fully compliant with all state and federal employment regulations. These detailed procedures will be centrally documented and reviewed annually by



Fire Department/ Emergency Management Agency

Antonio Burden, Fire Chief/EMA Director



the Fire Chief and relevant HR liaisons to guarantee proper governance, transparency, and alignment with the department's commitment to recruiting skilled, diverse personnel.

This revision empowers the Fire Chief or their designee to formally approve and publish detailed hiring procedures (like the new APAT) through internal operational guidelines, rather than bureaucratic policy manual amendments. This separation of high-level policy (what must be done) from operational procedure (how it is done) is crucial for responsiveness and ensures our recruitment efforts remain aligned with the highest caliber of candidate acquisition.

Rationale for Change

This proposed change offers two primary benefits: flexibility and efficiency.

A diverse cross-section of Fire Department members was recently selected to examine current hiring procedures and determine their validity. The group unanimously agreed that the existing process is too lengthy and cumbersome, often taking up to a year to complete. This protracted timeline has led to the department losing out on potentially excellent candidates who opt for departments with faster hiring cycles.

Furthermore, the existing rigid language makes it difficult to adjust to evolving department needs and shifts in the labor market. The proposed generic language ensures the AFD can update the firefighter selection procedure more regularly without requiring formal policy manual revisions each time.

The specific, updated physical agility requirement, the Augusta Physical Agility Test (APAT) is outlined in the attached documentation. This new process is designed to be rigorous yet significantly more streamlined.

We request your review and approval of this proposed change to allow the Augusta Fire Department to submit to the governing body for approval, and implement a more effective and responsive hiring process. Please let us know if you require any additional information regarding the APAT procedure or the committee's findings.

Sincerely,

(Such standards are set forth in the Augusta, Georgia Fire Department Operations Manual (the "Manual")). Applicants for Firefighter positions in the Fire Department will also be required to meet all standards and requirements of the State of Georgia for employment of Firefighters, including without limitation the "Employment Requirements" of the Georgia Firefighter Standards and Training Council. A copy of these requirements is maintained by both the Human Resources Department and the Fire Department and may be reviewed upon request.

Applicants for Firefighter positions in the Fire Department will also be required to pass such written examinations, physical examinations, agility tests, and such other requirements as may be set forth in the section of the Manual entitled "Firefighter Qualifications." See also "Fire Fighter I – Recruitment Procedures" below.

Section 800.011 Fire Fighter I – Recruitment Procedures

Eligibility Requirements - To apply for the position of firefighter, you must -

- a) Be at least 18 years of age;
- b) Have a High school diploma or equivalent ;
- c) Have a valid driver's license and a good driving record;
- d) Have a honorable discharge, if any, from the military; and
- e) Meet the medical requirements set forth in NFPA 1582.

Disqualifiers may include, but are not limited to, the following -

- a) Admission and/or conviction of a felony offense within the past (10) years;
- b) Admission and/or conviction of a misdemeanor involving moral turpitude;
- c) Admission, conviction, or positive test indicating illegal drug use within the past 12 months;
- d) Admission or conviction of the sale of drugs;
- e) Admission, conviction, or positive tests indicating certain drug use and/or patterns of drug use;
- f) Anything other than an honorable discharge from the military;
- g) Admission, conviction, or other evidence of a pattern of theft; or
- h) Admission or conviction of DUI (driving under the influence) within the last 5 years.

Hiring Procedures

1. **Fire Department Interest Form** - When not conducting active recruitment, interested persons may complete a "Job Interest Card". These are available on the www.augustaga.gov/employment.
2. **Applications** - Persons who have completed interest forms are e-mailed a notification that they now need to complete an online employment application. Once recruitment is open, a position will be advertised for no less than 30 calendar days.
3. **Entrance Exam** - All applicants are scheduled to take the Entrance Examination. (The exam is a nationally validated examination.) This exam is based on general knowledge, measuring numerous abilities. A passing score is required to progress from the Entrance Exam to the Agility Test. The Entrance Examination will not be scored on the day of the test, notification will be sent to applicants advising their results as either passing or failure.
4. **Background Check and Pre-employment Screening** - Candidates must consent to a background examination. Candidates will be given a detailed background questionnaire packet at the Entrance Exam. This form is to be returned to Fire Administration as quickly as possible.

5. **Agility Test - Candidate Physical Ability Test (CPAT)** - All applicants who successfully complete the entrance exam will progress to the CPAT. A CPAT video will be made available to all applicants on the August website under Human Resources. Applicants will be provided the opportunity to practice the CPAT for a minimum of two weeks prior to the test date. Upon arriving for this test, applicants must sign a waiver to participate in the CPAT. With all forms submitted, the applicant is allowed to attempt the CPAT. Applicants are notified of their status (pass/fail) in this segment of the process before they leave the drill yard.
6. **Acrophobia Test** - All applicants who successfully complete the Entrance Exam and Agility Test will progress to an acrophobia test. The applicant must sign a fitness acknowledgement and certification that they possess the physical and mental attributes necessary to perform the tasks required to participate in this exam. This exercise tests for fear of heights and leg and hand coordination. The applicant, with a life safety belt on, must climb the ladder to the top, without stopping and without placing both feet on the same rung at the same time, once at the top hook the safety snap ring around the second rung from the top of the ladder, lean back taking the slack out of the safety belt and clap the hands three (3) distinct and separate times over the head. Unhook the safety belt and descend the ladder to the bottom without stopping. **MAXIMUM TIME** - Five (5) Minutes . **EQUIPMENT NEEDED** - Applicant wears helmet, gloves and ladder belt.
7. **Applicant Interview** - Applicants who successfully complete all tests are scheduled for a structured interview before a five (5) member diverse panel to include women and minorities of various ranks from the Fire department. Human Resources and/or EEO will be present.
8. **Candidates List** - Candidates who obtain passing status on the Eligibility Exam, normally a score of 70 or better, and pass all other requirements are then placed on an eligibility list by grouping. The grouping is based upon total points from the exam, and the candidate interview in the following categories -
 1. Highly Qualified "HQ" (Top 20% to include ties)
 2. Basic "BQ" (Middle 60 %)
 3. Minimally Qualified "MQ" (Bottom 20% to include ties)
9. **Eligibility List** - Candidates successfully moving beyond the background check will be placed on an eligibility list for consideration in hiring. This list may be used for consideration in selection for up to one year from the test date.
10. **Applicant Referral list** - Depending on the number of vacancies, a list of referred candidates will be forwarded to the Fire Department for hiring consideration. E.g., if the Fire Department has five vacancies, HR may refer the top 10 candidates in alphabetical order for selection. The applicants that are not selected will be returned to the eligibility list.
11. **Conditional Offer of Employment** - As the department needs to fill vacancies, candidates are scheduled from the eligibility list for a conditional offer of employment. The candidates are to be selected from the "HQ" list first. If there are less than (3) candidates on the "HQ" list, candidates can be considered from the "BQ" list. If there are less than (3) candidates on the "BQ" list, candidates may be considered from the "MQ" list or the position can be re-advertised.
12. **Drug Test Screening** - Within 24 hours of the conditional offer of employment, a drug-screening test must be conducted and provide negative results.
13. **Post Offer/Pre-Employment Medical Examination** - Selected candidates will be scheduled for a complete Firefighter pre-employment medical examination. A trained physician experienced in Firefighter medical exams will conduct this exam. These exams are conducted to meet the NFPA

1582 standard. This standard is to be available for review at the Fire Department Administration building.

14. Employment - Firefighter must continue to meet the NFPA 1582 and NFPA 1001 standards and must successfully complete an annual physical and performance review. Firefighter will also be required annually to pass the minimum performance standards as adopted by the commission. Firefighters that do not meet these minimum requirements of the position will be subject to the Minimum Standards progressive discipline policy outlined below -

1. First failure will result in no punishment and the person will be re-tested in 30 days after the failure.
2. Second failure will result in a letter of reprimand placed in their personnel file and the person will be re-tested in 30 days after the failure. If the person failing the test is a driver, that person will be suspended from their duties of driver until they pass the test.
3. Third failure will result in a 48-hour suspension without pay from duty and the person will be re-tested in 30 days after returning to duty.
4. Fourth failure will result in termination.

15. Certification - Firefighter must receive the Intermediate EMT certification within 12 months of hire.

Section 800.012 Veterans Preference

The Vietnam Era Veterans' Readjustment Assistance Act of 1974 (VEVRAA) requires affirmative action provisions for veterans where federal contracts exist. If a department receives federal contracts, they are required to follow the Veterans Preference guidelines below.

When interviews are conducted from the ARL, all eligible Veterans on the referred list must be given the opportunity for an interview.

To receive preference, a veteran must have been discharged or released from active duty in the Armed Forces under honorable conditions (i.e., with an honorable or general discharge), as defined in 5 U.S.C. 2101(2). "Armed Forces" means the Army, Navy, Air Force, Marine Corps and Coast Guard. The veteran must also be eligible under one of the preference categories below.

Military retirees at the rank of major, lieutenant commander, or higher are not eligible for preference in appointment unless they are disabled veterans. (This does not apply to Reservists who will not begin drawing military retired pay until age 60.)

For non-disabled users, active duty for training by National Guard or Reserve soldiers does not qualify as "active duty" for preference.

For disabled veterans, active duty includes training service in the Reserves or National Guard, per the Merit Systems Protection Board decision in *Hesse v. Department of the Army*, 104 M.S.P.R.647 (2007).

For purposes of this chapter and 5 U.S.C. 2108, "war" means only those armed conflicts declared by Congress as war and includes World War II, which covers the period from December 7, 1941, to April 28, 1952.

Below are preference categories -

- During a war; or
- During the period April 28, 1952 through July 1, 1955; or
- For more than 180 consecutive days, other than for training, any part of which occurred after January 31, 1955 and before October 15, 1976; or
- During the Gulf War from August 2, 1990 through January 2, 1992 (see Gulf War and Campaign Medal Holder Notes below); or
- For more than 180 consecutive days, other than for training, any part of which occurred during the period beginning September 11, 2001 and ending on the date prescribed by Presidential proclamation or by law as the last day of Operation Iraqi Freedom; or
- In a campaign or expedition for which a campaign medal has been authorized. Any Armed Forces Expeditionary medal or campaign badge, including El Salvador, Lebanon, Grenada, Panama, Southwest Asia, Somalia, and Haiti, qualifies for preference (see Campaign Medal Holder Note below).

• *Campaign Medal Holder Note - A campaign medal holder or Gulf War veteran who originally enlisted after September 7, 1980, (or began active duty on or after October 14, 1982, and has not previously completed twenty-four (24) months of continuous active duty) must have served continuously for twenty-four (24) months or the full period called or ordered to active duty. The twenty-four (24)-month service requirement does not apply to eligible veterans separated for disability incurred or aggravated in the line of duty, or to veterans separated for hardship or other reasons under 10 U.S.C. 1171 or 1173.

Gulf War Note

*Gulf War Note - The Defense Authorization Act of Fiscal Year 1998 (Public Law 105-85) of November 18, 1997, contains a provision (§1102 of Title XI) which accords Veterans' preference to *everyone* who served on active duty during the period beginning August 2, 1990, and ending January 2, 1992, provided, of course, the veteran is otherwise eligible. This means that anyone who served on active duty during the Gulf War, regardless of where or for how long, is entitled to preference if otherwise eligible (i.e., have been separated under honorable conditions and served continuously for a minimum of twenty-four (24) months or the full period for which called or ordered to active duty).

Section 800.013 Interview Process

The employment interview is part of the selection process. The primary function of the interview is to obtain data or to assess certain knowledge, skills, and abilities of a candidate not available through review of applications. For basically qualified applicants from the same department as the posted position, interviews may be waived with prior approval by the Employment Manager in very limited circumstances. Certain guidelines will be observed to maximize the validity and reliability of the interview process as well as ensure the adherence to current EEO requirements.

It is highly recommended that the Interview Resource Guide for Managers be reviewed prior to any interview. All interview questions should be forwarded to the HR Employment Manager or designee prior to the interview for approval. When possible and practical, an HR representative should be on the interview panel. If the interview is for a supervisor, manager or director level position, a representative from the EEO office should be included on the panel as a non-interviewer. Under Veterans Preference, qualified applicants on the ARL will be given consideration for an interview if any interviews are conducted from the ARL.

The interview panel will be selected by the hiring department. A minimum of three individuals must serve

Purpose:

The purpose of this policy is to establish the procedure for selection of candidates for hiring at the Firefighter I position

Objective:

To ensure the Augusta Fire Department selects and hires qualified individuals that meet or have the ability to meet applicable statutes and standards.

Scope:

This policy applies to all managers of and participants in the selection and hiring process for Firefighter I.

Responsibilities:

All personnel that have a role in the selection and hiring process as well as participants in the process are responsible to familiarizing and complying with the procedures outlined in this document.

Eligibility Requirements

To apply for the position of Firefighter, an applicant must:

- a) Be 18 years of age
- b) Have High School Diploma or equivalent
- c) Have valid driver's license and good driving record
- d) Have honorable discharge, if any, from the military
- e) Meet the requirements set forth in NFPA 1582
- f) Meet or exceed requirements set forth in OCGA 25-4-8 "Qualifications of Firefighters Generally"

Disqualifiers may include, but are not limited to, the following:

- a) Admission and/ or conviction of a felony offense, or offense within any state that would be considered a felony offense in Georgia, within 10 years. Or 5 years with successful completion of Georgia Department of Corrections Inmate Firefighter Program
- b) Admission and/ or conviction of a misdemeanor involving moral turpitude
- c) Admission, conviction, or positive test indicating illegal drug use within the past 12 months
- d) Admission or conviction of the sale of drugs
- e) Admission, conviction, or positive tests indicating certain drug use and/or patterns of drug use

- f) Anything other than an honorable discharge from the military
- g) Admission, conviction, or other evidence of a pattern of theft or
- h) Admission or conviction of DUI (driving under the influence) within the prior 5 years
- i) Inability to meet requirements set forth in OCGA 25-4-8 "Qualifications of Firefighters Generally"

1. Application Period

- 1.1 The Training Chief will work with the Fire Chief or designee and Human Resources to identify how many positions are open and how many are desired to be filled.
- 1.2 The Fire Chief or designee will direct Human Resources to post job vacancy and solicit applications.
 - 1.2.1 The directive to Human resources will indicate how long the posting is up, whether a length of time, desired number of applications etc.
- 1.3 Human Resources shall vet applications using established processes within Human Resources Department procedures.
- 1.4 Once applications close, qualified applicants will be sent information regarding date and time for written testing as well as study information if available.

2 Written Testing

- 2.1 A suitable entrance examination shall be selected by the Augusta Fire Department that measures general knowledge measuring several abilities.
- 2.2 Candidates will take the selected entrance examination.
 - 2.2.1 Candidates will consent to a background check and pre-employment MVR screening as required by Risk Management
 - 2.2.1.1 Human Resources will conduct and maintain GCIC background check and MVR report and share any excluding factors with appropriate Augusta Fire Department personnel. If necessary remove candidates from the selection and hiring process.
 - 2.2.2 Candidates shall obtain a passing score on the selected exam to progress in the selection and hiring process.
 - 2.2.3 Candidates will be required to sign up for Physical Abilities testing session within 1 week of notification of passing score on Entrance Exam.

3 Physical Abilities Test

- 3.1 The Augusta Fire Department will use the Augusta Fire Department Physical Abilities Test (APAT) as outlined in procedure XXX.XXX. This is a Pass/Fail test.
- 3.2 The Augusta Fire Department shall produce video examples of the APAT and post them conspicuously for review by candidates. Posting or linking this video on the Department website constitutes compliance with this requirement.
- 3.3 The Augusta Fire Department Training Division shall provide an appropriate number and length of familiarization sessions with the equipment used and venue used for the APAT.
- 3.4 Candidates will be given TWO opportunities to pass the APAT.
 - 3.4.1 In the event a candidate does not successfully pass the APAT after two attempts they will be removed from the current selection process and encouraged to apply for the next process.
- 3.5 Candidates will be required to pass the Acrophobia Test. This is a Pass/Fail test.
 - 3.5.1 Acrophobia Test will consist of candidate outfitted with helmet, gloves, and ladder belt.
 - 3.5.2 Suitable Aerial ladder will be raised to a 70 degree climbing angle and extended to 100 feet.
 - 3.5.3 Candidates will be secured by appropriate belay system for safety.
 - 3.5.4 Candidate shall have 5 minutes to complete by ascending securing to an identified rung of the ladder, leaning back and clapping three distinct times over their head, then descending

4 Interview

- 4.1 Candidates will complete a panel interview consisting of three to five members of the department of diverse rank, experience, and demographic backgrounds.
 - 4.1.1 Human Resources will screen and approve the interview questions
 - 4.1.2 Human Resources representative will be invited to monitor the interview
- 4.2 Interviews will consist of 10 questions graded on a 5 point scale.
 - 4.2.1 Scores will be averaged across the panel and then totaled
 - 4.2.2 This total score will be converted to a 100 point scale

5 Candidate Selection

5.1 Candidates will be selected at this point in the process using written test scores, and interview scores will be used to develop a composite score.

5.1.1 Candidates must have achieved a passing score on each portion of the testing individually

5.2 Candidates will then be ranked highest to lowest by their composite score

5.3 Additionally the following points will be added to the composite score

5.3.1 Georgia Certified Firefighter 3 points

5.3.2 Georgia Licensed EMT, AEMT, or Paramedic 3 points

5.4 The ranked list of eligible candidates will be valid for 12 months

5.5 Selection will be from this list in order, highest to lowest.

6 Physical and Background Checks

6.1 Upon Completion of the interview, selected candidates will be scheduled to complete pre-employment physical with appropriate medical facility

6.2 Candidates will also be provided with instructions regarding completion of background checks required by OCGA 25-4-8

6.2.1 Candidates MUST be provided a copy of their privacy rights and acknowledge receipt thereby

7 Hiring

7.1 Upon successful completion of physical and background checks candidates will be scheduled for their orientation day as county employees with Human Resources

Purpose:

The purpose of this policy is to establish the procedures for the Augusta Physical Abilities Test. This policy will serve as the guideline for the physical abilities test.

Objective:

To ensure that all candidates understand the procedures of the Augusta Physical Abilities Test and can safely perform them.

Scope:

This policy applies to all candidates in the Augusta Fire Department's hiring process.

Responsibilities:

All candidates are responsible for familiarizing and complying with the procedures outlined in this document.

1. Augusta Physical Abilities Test:

- 1.1. The Augusta Physical Abilities Test (APAT) consists of eight sequential stations. The test is a timed event with a pass/fail based on the maximum total time of (TBD).
- 1.2. During the test, the candidate will wear the following equipment for the duration of the test: a hard hat with a fastened chin strap, gloves, and a SCOTT self-contained breathing apparatus (SCBA). At any time during the test that a piece of equipment falls off or becomes dislodged, the candidate will be stopped and required to fix it before being allowed to continue. The time will not stop while the candidate adjusts the equipment.
- 1.3. Candidates may walk fast between stations, but running is not permitted during the test.
- 1.4. At any time during the test, if the candidate begins to experience chest pain, dizziness, loss of balance, or if injured, they should notify the lead proctor immediately. Upon notification, the lead proctor will stop the test, but only as requested by the candidate.
- 1.5. The lead proctor will use two stopwatches during the test to ensure scoring accuracy by eliminating the possibility of timer failure. The lead proctor will follow behind the candidate to monitor and provide instruction between events. If time elapses before the completion of all stations, the lead proctor will conclude the test and inform the candidate of the failure.

2. Pre-Test:

- 2.1. All candidates must sign in with Training Division personnel and provide proof of identification. Candidates will complete the necessary paperwork and return it to Training Division personnel.
 - 2.2. All candidates will have their vitals assessed before beginning the APAT. The candidate's vitals must be within permissible range to ensure their safety.
 - 2.2.1. Each of the assessed vitals must be below the following criteria:
 - Pulse- 140 bpm
 - Systolic Blood Pressure – 160 mmHg
 - Diastolic Blood Pressure – 100 mmHg
 - Respiratory Rate – between 12–20 bpm
 - Temperature below – 100.6 degrees F
 - 2.3. Any candidate with one or more vitals outside of the permissible range will be given a twenty-minute rest period before reassessment. After reassessing vitals, if one or more vitals are outside of the permissible range, they will not be allowed to test.
3. Testing Procedure:
- 3.1. The candidate will don the required equipment and position themselves at the line in front of the climb tower. The lead proctor will tell the candidate to begin, and the time will start. Candidates must complete all exercises in order within ten minutes.
 - 3.2. Station 1 – Tower Climb:
 The candidate will pick up the high-rise pack (100ft of 1 3/4" hose) and climb to the top of the tower. The candidate must use every step during their ascent. Upon reaching the top platform, the candidate will place the high-rise pack down on the platform.
 - 3.3. Station 2 – Equipment Hoist:
 The candidate will approach the rail and grasp the rope. The candidate will hoist a single section of 1 3/4" hose to the top platform and lift it over the rail, then place it on the hose on the platform. The candidate will then pick up the high-rise pack and descend back down the tower using every step. Upon reaching the ground, the candidate will place the high-rise pack on the ground, then proceed to the next station.
 - 3.4. Station 3 – Ladder Carry:
 The candidate will grasp the 14-foot roof ladder with both hands and remove it from the wall. The candidate will place the ladder on one shoulder, walk to the yellow line, and then return to the starting point. The candidate will place the ladder back on the mount properly, then proceed to the next station.
 - 3.5. Station 4 – Ladder Raise and Extension:
 The candidate will walk to the top rung of the extension ladder. The candidate

will grasp the top rung and lift it from the ground. Using a hand-over-hand method, the candidate will raise the ladder all the way up to the tower without skipping rungs. Once the ladder is resting against the tower, the candidate will then step over to the secured ladder and extend the fly section until it stops. The candidate will lower the fly all the way back down in a controlled manner and then proceed to the next station.

3.6. Station 5 – Ventilation Simulation:

The candidate will step on top of the platform with one foot on each side of the kaiser sled. The candidate will use the provided hammer to strike the kaiser sled until it reaches the other side. The candidate will dismount the kaiser sled and proceed to the next event.

3.7. Station 6 – Ceiling Breach and Pull:

The candidate will step inside the frame of the prop and grasp the provided pike pole. The candidate will place the tip of the pike pole in the notch and push up three (3) times. The candidate will then hook the bar and pull down five (5) times. The candidate will complete four (4) sets of three up and five down. The lead proctor will count aloud the repetitions and sets. Any repetition that is not complete will not be counted, and the proctor will call out the last completed repetition. Upon completion, the candidate will hang the pike pole in the starting position and proceed to the next station.

3.8. Station 7 – Hose Advance:

The candidate will pick the nozzle of the charged hose line and place it over their shoulder, grasping it with both hands. The candidate will advance the hose line fifty (50) feet forward. Once the nozzle crosses the line, the candidate will place the nozzle on the ground and proceed to the next station.

3.9. Station 8 – Rescue Drag:

The candidate will position themselves at the head of the 165-pound rescue mannequin. The candidate will grasp the handles of the harness and drag the mannequin to the drum 25 ft. The candidate will then proceed around the drum back to the starting position. Once the mannequin fully crosses the line, the timer will be stopped, and the total time will be recorded.

4. Post-Test:

- 4.1. Upon completion of the test, the candidate will be taken to rehab and allowed to rest and rehydrate. The candidate's vitals will be assessed to ensure they have returned to a permissible range (using the same criteria used for Pre-test Vitals). If the candidate's vitals are outside of the permissible range, the candidate will be required to wait an additional twenty minutes before reassessing vitals. When vitals are inside the permissible range, the candidate will be free to leave the testing event.

5. Documentation:

- 5.1. Training Division will maintain all records of the Augusta Physical Abilities Test in accordance with the records and retention requirements of the Augusta Fire Department.

Augusta Fire Department Physical Agility Test
EXERCISE COMPLETION SHEET

Candidate Name _____

Date _____

- ☐ Tower Climb with 100' 1 $\frac{3}{4}$ " Hose Pack
- ☐ Equipment Hoist – Hoist 50' 1 $\frac{3}{4}$ " hose roll to top of tower using rope
- ☐ Ladder Removal/Replacement (Walk 50' with ladder and replace)
- ☐ Ladder Raise and Extension
- ☐ Ventilation Simulation - Keiser Sled
- ☐ Ceiling Breach and Pull (4 sets of 3 up and 5 down)
- ☐ Hose Advance (Advance charged 1 $\frac{3}{4}$ " Hose 50')
- ☐ Rescue Drag (Around barrel and back – 50')

Elapsed Time _____

NOTE: The entire test must be completed in ten minutes or less; wearing SCBA, Helmet, and Gloves.

Assessor Name _____

Date _____

Assessor Signature _____



Public Safety

Meeting Date: November 25, 2025

Approval to Award RFP #25-203 for Construction of New Fire Station #3 to John W Spratlin & Son

Department:	Fire
Presenter:	Antonio Burden, Fire Chief/EMA Director
Caption:	Motion to approve the award if RFP #25-203 for Construction Services to Build New Fire Station #3 for the Augusta, Georgia Fire Department to John W Spratlin & Son, LLC in the amount of \$5,694,359.73 and authorize the mayor to execute all necessary documentation to proceed with the contract.
Background:	<p>In response to the growing operational demands and public safety needs of the Augusta community, the City initiated Request for Proposals (RFP) #25-203 for the construction of a new Fire Station #3. The new facility is planned as a 12,469-square-foot modern fire station designed to enhance emergency response capability and better serve residents in the surrounding service area. The project includes three apparatus bays and a full range of dedicated support spaces, including a turn-out gear room, decontamination area with gear extractor, dryers, shower facilities, EMS storage, tool rooms, community room for community engagement/training, along with associated site work. These improvements will support firefighter readiness, safety, and operational efficiency, enabling the Fire Department to continue meeting the community's critical public safety expectations.</p> <p>RFP #25-203 was publicly advertised, and multiple proposals were received and evaluated in accordance with Augusta's procurement policies. The evaluation committee reviewed each submission for responsiveness, experience, technical approach, and adherence to project specifications.</p>
Analysis:	<p>Following a detailed grading and evaluation process, John W Spratlin & Son, LLC was determined to be the most responsive proposer, demonstrating a clear understanding of the project scope and the technical requirements outlined in the RFP. Their submission reflected strong qualifications, relevant experience in public safety construction, and the ability to deliver a facility meeting Augusta's operational and design standards.</p> <p>During subsequent contract negotiations, John W Spratlin & Son, LLC agreed to complete the project for a total cost of \$5,694,359.73. This negotiated amount is consistent with the project's scope, current construction market conditions, and the City's expectations for a facility of this type and complexity.</p>

Awarding the contract to John W Spratlin & Son, LLC will allow the project to move forward into the construction phase, providing the Fire Department with a modern, fully equipped station that supports efficient emergency response and improved service to the community. Approval of this award ensures that the City proceeds with a qualified contractor capable of delivering a high-quality facility within the negotiated terms.

Financial Impact:	The total cost is \$5,694,359.73. Fire Station #3 is part of the approved SPLOST 7 Fire Stations project.
Alternatives:	None at this time
Recommendation:	To approve the Motion to approve the award if RFP #25-203 for Construction Services to Build New Fire Station #3 for the Augusta, Georgia Fire Department to John W Spratlin & Son, LLC in the amount of \$5,694,359.73 and authorize the Mayor to execute all necessary appropriate documentation to proceed with the contract.
Funds are available in the following accounts:	SPLOST account 329-03-4510/54-13130
<u>REVIEWED AND APPROVED BY:</u>	N/A

STANDARD FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)

THIS AGREEMENT is by and between AUGUSTA, GA (“Owner”) and
JOHN W SPRATLIN & SON, LLC (“Contractor”).

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

AUGUSTA FIRE STATION #3/RFP #25-203

ARTICLE 2 – THE PROJECT

2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

Construction of a new 12,469 square foot Fire Station facility, featuring three apparatus bays, dedicated support spaces, including a Turn-out Gear room, Decontamination area with Gear Extractor, dryers, shower, EMS storage, a tools room, and associated site work.

ARTICLE 3 – ENGINEER

3.01 The Project has been designed by Johnson, Laschober & Associates, P.C. (A/E), which is to act as Owner’s representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Dates for Substantial Completion and Final Payment*

A. Contractor shall achieve Substantial Completion of the entire Work in 12 months from Notice to Proceed and application for final payment can be made in accordance with Paragraph 14.07 of the General Conditions of the Construction Contract. If Contractor fails to achieve

Substantial Completion as provided in this Section, liquidated damages, if any, shall be assessed as set forth in Section 4.02.

4.02 *Liquidated Damages*

\$350 per day

ARTICLE 5 – CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 6.01.A, 6.02.A-B, and 6.03 below:

For all Work other than Unit Price Work, the Contract Sum shall be *Five Million, Six Hundred and Ninety-Four Thousand, Three Hundred Fifty-Nine Dollars and Seventy-Three Cents (\$5,694,359.73)*.

All specific cash allowances are included in the above price in accordance with Paragraph 11.02 of the General Conditions.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

A. Owner shall make progress payments on account of the Contract Price based on Contractor's Applications for Payment on or about the 25th day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions.

- a. 95 percent of Work completed (with the balance being retainage).; and
- b. 95 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).

- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 95 percent of the Work completed, less such amounts as Engineer shall determine in accordance with Paragraph 14.02.B.5 of the General Conditions and less 95 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the tentative list of items to be completed or corrected attached to the certificate of Substantial Completion.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

ARTICLE 7 – CONTRACTOR'S REPRESENTATIONS

7.01 Contractor makes the following representations:

- A. Contractor has examined and carefully studied the Contract Documents, and the other related data identified in the Bidding Documents.
- B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities), if any, that have been identified in Paragraph SC-4.02 of the Supplementary Conditions as containing reliable "technical data," and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in Paragraph SC-4.06 of the Supplementary Conditions as containing reliable "technical data."
- E. Contractor has considered the information known to Contractor; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Contract Documents; and (3) Contractor's safety precautions and programs.

- F. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- G. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

ARTICLE 8 – CONTRACT DOCUMENTS

8.01 *Contents*

A. The Contract Documents consist of the following:

1. This Agreement (pages 1 to 7, inclusive).
2. Performance bond (pages _____ to _____, inclusive).
3. Payment bond (pages _____ to _____, inclusive).
4. Other bonds (pages _____ to _____, inclusive).
 - a. _____ (pages _____ to _____, inclusive).
 - b. _____ (pages _____ to _____, inclusive).
 - c. _____ (pages _____ to _____, inclusive).
5. General Conditions (pages 1 to 63, inclusive).
6. Supplementary Conditions (pages 1 to 7, inclusive).
7. Specifications as listed in the table of contents of the Project Manual.
8. Drawings consisting of 67 sheets with each sheet bearing the following general title: Fire Station #3 [or] the Drawings listed on attached sheet index.

INDEX:

G-001 COVER SHEET

9. Addenda (numbers _____ to _____, inclusive).

Addendum #1 – July 28, 2025

10. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Bid (pages _____ to _____, inclusive).

- b. Documentation submitted by Contractor prior to Notice of Award (pages _____ to _____, inclusive).
 - c. RFP Item 25-203
 - d. Exhibit 1: Section 012200 – Unit Prices
 - e. Exhibit 2: Email correspondence last dated October 9, 2025, 12:59PM
- 11. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
 - a. Notice to Proceed (pages _____ to _____, inclusive).
 - b. Work Change Directives.
 - c. Change Orders.
- B. The documents listed in Paragraph 8.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

ARTICLE 9 – MISCELLANEOUS

9.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

9.02 *Assignment of Contract*

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

9.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

9.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

9.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

9.06 *Other Provisions*

NONE

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement. Counterparts have been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

This Agreement will be effective on the ____ day of _____, 2025 (which is the Effective Date of the Agreement).

AUGUSTA, GA

JOHN W. SPRATLIN & SON, LLC

By: GARNETT L. JOHNSON

By: JIM GAINES

Title: As Its Mayor

Title: Owner/President

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: Lena J. Bonner

Attest: [Signature]

Title: Clerk of Commission

Title: Vice President / Owner

Address for giving notices:

Address for giving notices:

Augusta, GA, Administrator's Office

Jim Gaines

535 Telfair Street, Suite 910

5133 Washington Road, Suite 300

Augusta, GA 30901

Evans, GA 30809

License No.: GCCO004401

**Fire Department/Emergency Management Agency****Antonio Burden, Fire Chief/EMA Director**

September 24, 2025

Mr. Andy Penick
Procurement Director

Re: RFP 25-203 – Construction Services to Build New Fire Station #3 for Augusta, GA – Fire Department

Dear Mr. Penick:


After careful review and scoring of the proposals submitted for RFP 25-203 Construction Services to Build New Fire Station #3 for Augusta, GA – Fire Department, Spratlin Construction met or exceeded all assessment criteria and was determined to be the most responsive bidder. Therefore, our evaluation team recommends entering contract negotiations with Spratlin Construction.

Please schedule a meeting with the vendor at your earliest convenience to begin negotiations.

If you have any questions or require additional information, please contact me at 706-821-1640 or 706-821-2933.

Sincerely,

Antonio Burden
Fire Chief / EMA Director

<div><div></div><div><div>Evaluation Sheet</div><div>RFP Item #25-203 Construction Services to Build New Fire Station #3 for Augusta, GA - Augusta Fire Department</div><div>RFP Date: Wednesday, August 6, 2025 @ 3:00 p.m.</div><div>Evaluation Meeting: Wednesday, September 24, 025 @ 9:00 a.m. (Via Zoom)</div></div></div>														
Vendors			Kenrick's Construction Company 910 Georgia Avenue North Augusta, SC 29831	John W. Spratling & Son, LLC 5133 Washington Road, Suite 300 Evans, GA 30809	Continental Construction Co, Inc. 4190 Crosstowne Court Evans, GA 30809	Kuhlke Construction & Associates, Inc. 3704 Benchmark Drive Augusta, GA 30909	RW Allen Construction Services LLC 1015 Broad Street Augusta, GA 30901	Kenrick's Construction Company 910 Georgia Avenue North Augusta, SC 29831	John W. Spratling & Son, LLC 5133 Washington Road, Suite 300 Evans, GA 30809	Continental Construction Co, Inc. 4190 Crosstowne Court Evans, GA 30809	Kuhlke Construction & Associates, Inc. 3704 Benchmark Drive Augusta, GA 30909	RW Allen Construction Services LLC 1015 Broad Street Augusta, GA 30901		
Phase 1			Ranking of 0-5 (Enter a number value between 0 and 5)											
Evaluation Criteria		Ranking	Points	Scale 0 (Low) to 5 (High)				Weighted Scores						
1. Completeness of Response • Package submitted by the deadline • Package is complete (includes requested information as required per this solicitation) • Attachment B is complete, signed and notarized		N/A	Pass/Fail	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS		
2. Qualifications & Experience		(0-5)	20	2.7	4.8	3.0	3.3	4.1	53.3	96.7	60.0	66.7	82.7	
3. Organization & Approach		(0-5)	20	2.7	4.8	2.3	4.5	4.5	53.3	96.7	46.7	89.3	90.0	
4. Scope of Services: a. Detailed scope of Services to be provided - Scope addresses all known services needed and appears achievable in the period set forth in the project schedule. b. Deliverables are appropriate to schedule and scope set forth in above requirements c. Firm's experience, capabilities and other qualifications for this project. d. Firm's organizational and management approach to the requested services		(0-5)	10.0	2.3	4.8	2.0	3.1	3.8	23.3	48.3	20.0	31.3	38.3	
5. Financial Stability		(0-5)	5.0	3.2	4.2	3.2	3.8	4.2	15.8	20.8	15.8	19.2	20.8	
6. Schedule of Work		(0-5)	5.0	2.0	4.8	2.0	4.2	3.5	10.0	24.2	10.0	20.8	17.5	
7. References		(0-5)	5.0	3.0	4.8	1.0	3.8	3.8	15.0	24.2	5.0	19.2	19.2	
8. Proximity to Area - (enter th epoint bvalue for the one line only)														
Within Richmond County		5	10.0				5.0	5.0	0.0	0.0	0.0	50.0	50.0	
Within CSRA		5	6.0	5.0	5.0	5.0			30.0	30.0	30.0	0.0	0.0	
Within Georgia		5	4.0						0.0	0.0	0.0	0.0	0.0	
Within SE		5	2.0						0.0	0.0	0.0	0.0	0.0	
All Others		5	1.0						0.0	0.0	0.0	0.0	0.0	
Phase 1 Total - (Total Maximum Ranking 30 - Maximum Weighted Total Possible 375)			15.8	28.3	13.5	22.8	24.0	200.8	340.8	187.5	296.5	318.5		
Phase 2 (Option - Numbers 8-9) (Vendors May Not Receive Less Than a 3 Ranking in Any Category to be Considered for Award)														
8. Presentation by Team		(0-5)	10						0.0	0.0	0.0	0.0	0.0	
9. Q&A Response to Panel Questions		(0-5)	5						0.0	0.0	0.0	0.0	0.0	
10. Cost/Fee Proposal Consideration (only choose 1 line according to dollar value of the proposal in relation to all fee proposals - enter the point value for the one line only)														
Lowest Fees		5	10				5.0		0.0	0.0	0.0	50.0	0.0	
Second		5	6		5.0				0.0	30.0	0.0	0.0	0.0	
Third		5	4					5.0	0.0	0.0	0.0	0.0	20.0	
Forth		5	2						0.0	0.0	0.0	0.0	0.0	
Fifth		5	1						0.0	0.0	0.0	0.0	0.0	
Total Phase 2 - (Total Maximum Ranking 15 - Maximum Weighted Total Possible 125)				0.0	5.0	0.0	5.0	5.0	0.0	30.0	0.0	50.0	20.0	
Total (Total Possible Score 500) Total (May not Receive Less Than a 3 Ranking in Any Category to be Considered for Award)														
Total Cumulative Score (Maximum point is 500)			15.8	33.3	13.5	27.8	29.0	200.8	370.8	187.5	346.5	338.5		
Internal Use Only														
Evaluator: Cumulative Date: Phase I - 9/24/25														
Procurement Department Representative: _____ Nancy Williams _____														
Procurement Department Completion Date: Phase I - 9/24/25														



**RFP Opening: RFP Item #25-203 Construction Services to Build New Fire Station #3
for Augusta, GA-Augusta Fire Department
RFP Date: Wednesday, August 6, 2025 @ 3:00 p.m.**

**Total Number Specifications Mailed Out: 27
Total Number Specifications Download (Demandstar): 10
Total Electronic Notifications (Demandstar): 731
Georgia Procurement Registry:
Pre-Proposal Conference Attendees: 25
Total Packages Submitted: 5
Total Non-Compliant: 0**

Vendors	Attachment "B"	Addendum 1	E-Verify Number	SAVE Form	Bid Bond	Original	7 Copies	Fee Proposal	Compliance Goal
Kenrick's Construction Company 910 Georgia Avenue North Augusta, SC 29831	YES	YES	2372554	YES	YES	YES	YES	YES	YES
John W. Spratling & Son, LLC 5133 Washington Road, Suite 300 Evans, GA 30809	YES	YES	231881	YES	YES	YES	YES	YES	YES
Continental Construction Co, Inc. 4190 Crosstowne Court Evans, GA 30809	YES	YES	59451	YES	YES	YES	YES	YES	YES
Kuhlke Construction & Associates, Inc. 3704 Benchmark Drive Augusta, GA 30909	YES	YES	247102	YES	YES	YES	YES	YES	YES
RW Allen Construction Services LLC 1015 Broad Street Augusta, GA 30901	YES	YES	2601239	YES	YES	YES	YES	YES	YES

Request for Proposals

Request for Proposals will be received at this office until **Wednesday, August 6, 2025 @ 3:00 p.m.** via ZOOM Meeting ID: **810 1424 5203**; Passcode: **25203** furnishing:

RFP Item #25-203

Construction Services to Build New Fire Station #3 for Augusta, GA – Fire Department

RFPs will be received by: The Augusta Commission hereinafter referred to as the OWNER at the offices of:

Darrell White, Interim Director
Augusta Procurement Department
535 Telfair Street - Room 605
Augusta, Georgia 30901

RFP documents may be examined at the office of the Augusta, GA Procurement Department, 535 Telfair Street – Room 605, Augusta, GA 30901 (706-821-2422). Plans and specifications for the project shall be obtained by all prime contractors, subcontractors, and suppliers exclusively from Augusta Blueprint. **The fees for the plans and specifications which are non-refundable are \$400.00.**

It is the wish of the Owner that all businesses are given the opportunity to submit on this project. To facilitate this policy the Owner is providing the opportunity to view plans online (www.augustablue.com) at no charge through Augusta Blueprint (706 722-6488) beginning Thursday, June 26, 2025. Bidders are cautioned that submitting a package without Procurement of a complete set are likely to overlook issues of construction phasing, delivery of goods or services, or coordination with other work that is material to the successful completion of the project.

Pre-Proposal Conference will be held on Monday, July 21, 2025 @ 10:00 a.m. via ZOOM – Meeting ID: 823 4995 9890; Passcode: 25203. Optional Site Visit will be held on Tuesday, July 22, 2025; please contact Antonio Burden at (706) 821 1640 in advance.

All questions must be submitted in writing by fax to 706 821-2811 or by email to procbidandcontract@augustaga.gov to the office of the Procurement Department by Wednesday, July 23, 2025 @ 5:00 P.M. No RFP will be accepted by fax or email, all must be received by mail or hand delivered. **To ensure timely deliveries, all submittals must be received during our normal office hours from 8:30 a.m. to 5:00 p.m., Monday through Friday. No deliveries will be accepted prior to 8:30 a.m. or after 5:00 p.m., as the building is closed to the public and delivery services outside of these hours.**

No RFP may be withdrawn for a period of 90 days after bids have been opened, pending the execution of contract with the successful bidder(s). **A 10% Bid bond is required to be submitted along with the proposer's qualifications. A 100% performance bond and a 100% payment bond will be required for award.**

Request for proposals (RFP) and specifications. An RFP shall be issued by the Procurement Office and shall include specifications prepared in accordance with Article 4 (Product Specifications), and all contractual terms and conditions, applicable to the procurement. **All specific requirements contained in the request for proposal including, but not limited to, the number of copies needed, the timing of the submission, the required financial data, and any other requirements designated by the Procurement Department are considered material conditions of the bid which are not waivable or modifiable by the Procurement Director.** All requests to waive or modify any such material condition shall be submitted through the Procurement Director to the appropriate committee of the Augusta, Georgia Commission for approval by the Augusta, Georgia Commission. Please mark RFP number on the outside of the envelope.

GEORGIA E-Verify and Public Contracts: The Georgia E-Verify law requires contractors and all sub-contractors on Georgia public contract (contracts with a government agency) for the physical performance of services over \$2,499 in value to enroll in E-Verify, **regardless of the number of employees.** They may be exempt from this requirement if they have no employees and do not plan to hire employees for the purpose of completing any part of the public contract. Certain professions are also exempt. All requests for proposals issued by a city must include the contractor affidavit as part of the requirement for their bid to be considered.

Proponents are cautioned that acquisition of RFP documents through any source other than the office of the Procurement Department is not advisable. Acquisition of RFP documents from unauthorized sources places the proponent at the risk of receiving incomplete or inaccurate information upon which to base their qualifications.

Correspondence must be submitted via mail, fax or email as follows:

Augusta Procurement Department
Attn: Darrell White, Interim Director of Procurement
535 Telfair Street, Room 605
Augusta, GA 30901
Fax: 706-821-2811 or Email: procbidandcontract@augustaga.gov

DARRELL WHITE, Interim Procurement Director

Publish:

Augusta Chronicle June 26, 2025 and July 3, 10, 17, 2025

Metro Courier June 26, 2025

Revised:10/02/24

FYI: Process Regarding Request for Proposals

Sec. 1-10-51. Request for proposals.

Request for proposals shall be handled in the same manner as the bid process as described above for solicitation and awarding of contracts for goods or services with the following exceptions:

- (a) Only the names of the vendors making offers shall be disclosed at the proposal opening.
- (b) Content of the proposals submitted by competing persons shall not be disclosed during the process of the negotiations.
- (c) Proposals shall be open for public inspection only after the award is made.
- (d) Proprietary or confidential information, marked as such in each proposal, shall not be disclosed without the written consent of the offeror.
- (e) Discussions may be conducted with responsible persons submitting a proposal determined to have a reasonable chance of being selected for the award. These discussions may be held for the purpose of clarification to assure a full understanding of the solicitation requirement and responsiveness thereto.
- (f) Revisions may be permitted after submissions and prior to award for the purpose of obtaining the best and final offers.
- (g) In conducting discussions with the persons submitting the proposals, there shall be no disclosure of any information derived from the other persons submitting proposals.

Sec. 1-10-52. Sealed proposals.

- (a) *Conditions for use.* In accordance with O.C.G.A. § 36-91-21(c)(1)(C), the competitive sealed proposals method may be utilized when it is determined in writing to be the most advantageous to Augusta, Georgia, taking into consideration the evaluation factors set forth in the request for proposals. The evaluation factors in the request for proposals shall be the basis on which the award decision is made when the sealed proposal method is used. Augusta, Georgia is not restricted from using alternative procurement methods for

obtaining the best value on any procurement, such as Construction Management at Risk, Design/Build, etc.

- (b) *Request for proposals.* Competitive sealed proposals shall be solicited through a request for proposals (RFP).
- (c) *Public notice.* Adequate public notice of the request for proposals shall be given in the same manner as provided in section 1-10- 50(c)(Public Notice and Bidder's List); provided the normal period of time between notice and receipt of proposals minimally shall be fifteen (15) calendar days.
- (d) *Pre-proposal conference.* A pre-proposal conference may be scheduled at least five (5) days prior to the date set for receipt of proposals, and notice shall be handled in a manner similar to section 1-10-50(c)-Public Notice and Bidder's List. No information provided at such pre-proposal conference shall be binding upon Augusta, Georgia unless provided in writing to all offerors.
- (e) *Receipt of proposals.* Proposals will be received at the time and place designated in the request for proposals, complete with bidder qualification and technical information. No late proposals shall be accepted. Price information shall be separated from the proposal in a sealed envelope and opened only after the proposals have been reviewed and ranked.

The names of the offerors will be identified at the proposal acceptance; however, no proposal will be handled so as to permit disclosure of the detailed contents of the response until after award of contract. A record of all responses shall be prepared and maintained for the files and audit purposes.

- (f) *Public inspection.* The responses will be open for public inspection only after contract award. Proprietary or confidential information marked as such in each proposal will not be disclosed without written consent of the offeror.
- (g) *Evaluation and selection.* The request for proposals shall state the relative importance of price and other evaluation factors that will be used in the context of proposal evaluation and contract award. (Pricing proposals will not be opened until the proposals have been reviewed and ranked). Such evaluation factors may include, but not be limited to:

- (1) The ability, capacity, and skill of the offeror to perform the contract or

provide the services required;

- (2) The capability of the offeror to perform the contract or provide the service promptly or within the time specified, without delay or interference;
 - (3) The character, integrity, reputation, judgment, experience, and efficiency of the offeror;
 - (4) The quality of performance on previous contracts;
 - (5) The previous and existing compliance by the offeror with laws and ordinances relating to the contract or services;
 - (6) The sufficiency of the financial resources of the offeror relating to his ability to perform the contract;
 - (7) The quality, availability, and adaptability of the supplies or services to the particular use required; and
 - (8) Price.
- (h) *Selection committee.* A selection committee, minimally consisting of representatives of the procurement office, the using agency, and the Administrator's office or his designee shall convene for the purpose of evaluating the proposals.
 - (i) *Preliminary negotiations.* Discussions with the offerors and technical revisions to the proposals may occur. Discussions may be conducted with the responsible offerors who submit proposals for the purpose of clarification and to assure full understanding of, and conformance to, the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussions and revision of proposals and such revisions may be permitted after submission and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of information derived from proposals submitted by competing offerors.
 - (j) From the date proposals are received by the Procurement Director through the date of contract award, no offeror shall make any substitutions, deletions,

additions or other changes in the configuration or structure of the offeror's teams or members of the offeror's team.

- (k) *Final negotiations and letting the contract.* The Committee shall rank the technical proposals, open and consider the pricing proposals submitted by each offeror. Award shall be made or recommended for award through the Augusta, Georgia Administrator, to the most responsible and responsive offeror whose proposal is determined to be the most advantageous to Augusta, Georgia, taking into consideration price and the evaluation factors set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain a written report of the basis on which the award is made/recommended. The contract shall be awarded or let in accordance with the procedures set forth in this Section and the other applicable sections of this chapter.



Public Safety Committee Meeting

November 25, 2025

Minutes

Department:	N/A
Presenter:	N/A
Caption:	Motion to approve the minutes of the October 28, 2025 Public Safety Committee Meeting.
Background:	N/A
Analysis:	N/A
Financial Impact:	N/A
Alternatives:	N/A
Recommendation:	N/A
Funds are available in the following accounts:	N/A
<u>REVIEWED AND APPROVED BY:</u>	N/A