



ADMINISTRATIVE SERVICES COMMITTEE MEETING AGENDA

Commission Chamber
Tuesday, May 26, 2026
1:20 PM

ADMINISTRATIVE SERVICES

1. Motion to approve the replacement of asset #220168, a 2020 Ford Escape, deemed a total loss from Hurricane Helene damage, with a Ford Escape at a total cost of \$28,556 for the Richmond County Planning and Development - Licensing division. The requested amount is from the GA state contract # SWC 99999-001-SPD000287-0005.
2. Motion to approve the purchase of one hydraulic tilt trailer, at a total cost of \$31,619 from Aria Contracting Sales and Services, Inc. of Sarasota, FL for the Utilities Department.
3. Receive as information the emergency request for the assessment of the building's structure and design services at the Richmond County Sheriff's Office in the amount of \$27,000.00 by Johnson Laschober & Associates.
4. Receive as information the emergency request for the water extraction and remediation services at the Jeff Maxwell Library in the amount of \$43,118.24 by Servpro.
5. Receive a presentation regarding the Class and Compensation Study conducted by Segal and provide direction on the next steps for implementation.
6. Motion to approve the minutes of the April 28, 2026 Administrative Services Committee Meeting.
7. **Clarification of Richmond County Marshal's Office Support Activities:** Request for the Richmond County Marshal's Office to provide clarification regarding prescribed support activities identified within the Augusta-Richmond County Charter, and to identify opportunities for collaboration with Code Enforcement to address trash, illegal signage, and community cleanup concerns. **(Requested by Commissioner Don Clark) (No recommendation lacked committee quorum) (Deferred from the May 21, 2026 Commission Meeting)**
8. **Update Regarding Housing Authority Development on Deans Bridge Road:** Receive as information an update regarding the Augusta Housing Authority's development project located on Deans Bridge Road, including current status, community impact, and anticipated next steps. **(Requested by Commissioner Don Clark) (No recommendation lack committee quorum) (Deferred from the May 21, 2026 Commission Meeting)**



Administrative Services Committee

Meeting Date:

2026 –P&D – 2026 Ford Escape

- Department:** Central Services Department – Fleet Management
- Presenter:** Horace Green
- Caption:** Motion to approve the replacement of asset #220168, a 2020 Ford Escape, deemed a total loss from Hurricane Helene damage, with a Ford Escape at a total cost of \$28,556 for the Richmond County Planning and Development - Licensing division. The requested amount is from the GA state contract # SWC 99999-001-SPD000287-0005.
- Background:**

The Richmond County Planning and Development department – Licensing division lost asset #220168, a 2020 Ford Escape, during Hurricane Helene. The department has requested a replacement, and Fleet located a 2026 Ford Escape available utilizing the GA statewide contract. FEMA has approved a reimbursement amount of \$16,425 based on the fair market value of asset #220168 at the time of damage.

Fleet Management requested approval from the Procurement department to issue a LOI to potentially hold the order until the Augusta Commission has approved the purchases. Once approval is obtained, Fleet Management will acquire the purchase order and submit it to the vendor to secure the asset purchase.
- Analysis:** The Procurement Department approved the purchase of one 2026 Ford Escape from Akins Dodge Ford via letter of intent to purchase.
- Financial Impact:** (1) 2026 Ford Escape - \$28,556 – Akins Dodge Ford
- Alternatives:** (1) Approve (2) Do not approve
- Recommendation:** Motion to approve the replacement of asset #220168, a 2020 Ford Escape, deemed a total loss from Hurricane Helene damage, with a Ford Escape at a total cost of \$28,556 for the Richmond County Planning and Development - Licensing division.
- Funds are available in the following accounts:** \$28,556: Capital account #272-01-6440/54-21110



Central Services Department

Horace Green, Director
LaQuona Porter, Fleet Manager

Fleet Management
1568-C Broad Street
Augusta GA 30904
Phone: (706) 821-2892

MEMORANDUM

TO: Andy Penick, Director, Procurement Director

FROM: Horace Green, Director, Central Services Director

DATE: May 6, 2026

SUBJECT: Request to Utilize State Contract #SWC 99999-001-SPD0000218-0005
Administrative Vehicles

Central Services-Fleet Management request to utilize state contract #SWC 99999-001-SPD0000218-0005 (Administrative Vehicles) and a "Letter of Intent" (LOI) to purchase one vehicle for the Augusta Richmond County Planning and Development Department to replace a Ford Escape that was damaged during Hurricane Helene.

The state contract holder, Akins Ford Dodge, informed Fleet Manager there is a small stock inventory for Ford Escapes. Ford Motor Company has cut off all Ford Escapes orders as the vehicle model will be faded out. The vendor requested a LOI to hold one Ford Escape in their inventory until the Augusta Commission approves the purchase. Once approved, Fleet Management will acquire the purchase order and submit it to the vendor for securing the asset purchase.

Planning and Development is requesting the purchase of one 2026 Ford Escape utilizing capital funds. The new vehicle will replace asset #220168 that was a total loss during Hurricane Helene. Central Services-Fleet Management has consulted with the department to ensure the vehicle specifications meet their operational needs.

Please approve the use of the state contract and LOI in total amount of \$28,556 to Akins Ford Dodge. Thank you for your assistance. Please contact Fleet Management with any questions or concerns.

LP/kg



BUYER'S ORDER / INVOICE / BILL OF SALE

Item 1.

P.O. Box 280 • Winder, GA 30680 • 770-867-9136 • 800-282-7872 • www.akinsford.com • sales @ akinsford.net

CUSTOMER INFORMATION FOR TITLE PURPOSES							SALES PERSON SAVANNA		PROSPECT #							
NAME(S) FIRST, MIDDLE, LAST OR BUSINESS AUGUSTA GEORGIA							STOCK NUMBER		DATE 05/05/26							
STREET ADDRESS							CITY		COUNTY		STATE GA		ZIP CODE			
MAILING ADDRESS							CITY		COUNTY		STATE		ZIP CODE			
HOME PHONE			CELL OR PAGER #		OFFICE OR WORK PHONE			E-MAIL ADDRESS								
PRIMARY PURCHASER INFORMATION							BASE PRICE		\$28,406.00							
SOCIAL SECURITY		DRIVER'S LICENSE #		DATE OF BIRTH		NAD #		Delivery		\$150.00						
VEHICLE PURCHASED									\$0.00							
TYPE NEW	YEAR 2026	MAKE FORD		MODEL ESCAPE		BODY										
CYLINDERS		TRANSMISSION AUTO	FUEL	COLOR WHITE	TRIM ACTIVE	VIN 1FMCU0GN7TUA37493										
KEY CODE			OTHER		ODOMETER											
TRADE-IN #1							TOTAL PRICE INCLUDING DEALER OPTIONS		\$28,556.00							
YEAR	MAKE		VIN				ADJUSTED PRICE INCL DISCOUNT(S)		\$28,556.00							
MODEL		STOCK NUMBER		ODOMETER		TRADE ALLOWANCE \$		GROSS TRADE-IN ALLOWANCE		\$0.00						
PAYOFF AMOUNT		GOOD UNTIL		ACCOUNT NUMBER				TRADE DIFFERENCE		\$28,556.00						
PAYOFF OWED TO			PHONE NUMBER		QUOTED BY		SERVICE & DOCUMENTATION FEE		\$0.00							
ADDRESS			CITY		STATE		ZIP CODE		TAXABLE AMOUNT		\$28,556.00					
TRADE-IN #2							SALES TAX 0%		\$0.00							
YEAR	MAKE		VIN				TAG & TITLE FEE		\$0.00							
MODEL		STOCK NUMBER		ODOMETER		TRADE ALLOWANCE \$		GA WARRANTY RIGHTS FEE (NEW ONLY)		\$0.00						
PAYOFF AMOUNT		GOOD UNTIL		ACCOUNT NUMBER				PRICE INCLUDING TAX & FEES		\$28,556.00						
PAYOFF OWED TO			PHONE NUMBER		QUOTED BY		BALANCE OWED ON TRADE(S)		\$0.00							
ADDRESS			CITY		STATE		ZIP CODE		TOTAL PURCHASE PRICE W/TRADES		\$28,556.00					
LIEN HOLDER							REBATE(S) ASSIGNED TO DEALER		\$0.00							
PURCHASED VEHICLE LIEN HOLDER				LIEN HOLDER CODE			DEPOSIT RECEIPT #		\$0.00							
ADDRESS			CITY		STATE		ZIP CODE		CASH DOWN RECEIPT \$		\$0.00					
INSURANCE							SERVICE CONTRACT		\$0.00							
COMPANY				POLICY NUMBER			UNPAID BALANCE									
AGENT				PHONE			NET DUE UPON DEL CASH/CHECK CONTRACT		\$28,556.00							
ADDRESS			CITY		STATE		ZIP CODE		GAP							
Purchaser agrees that this Order, including all the terms on BOTH THE FACE AND REVERSE SIDE HEREOF, and any retail installment sales contract reflecting the above transaction cancel and supercede any prior agreement or contract and compromise the complete and exclusive statement of the terms. Purchaser agrees that THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY DEALER OR HIS AUTHORIZED REPRESENTATIVE, AND FURTHERMORE IN THE EVENT OF A TIME SALE, THIS ORDER SHALL NOT BE BINDING UNTIL THE RETAIL INSTALLMENT SALES CONTRACT IS SIGNED BY PURCHASER AND HAS BEEN APPROVED BY A BANK OR FINANCE COMPANY WILLING TO PURCHASE SAID CONTRACT ON SUCH TERMS. This agreement cannot be modified except by express agreement of the parties. Purchaser by his executing of the Agreement acknowledges that he has read the terms and conditions and has received a true copy of the agreement.																
PURCHASER'S SIGNATURE _____				ACCEPTED BY: _____												
DATE _____				DEALER OR HIS AUTHORIZED REPRESENTATIVE												
CO-PURCHASER'S SIGNATURE _____				DATE _____												

FIXED ASSET TRANSACTION DOCUMENT

DEPT SUBMITTING INFO: RISK MANAGEMENT

DELETION

ASSET NUMBER	<u>220168</u>
DEPARTMENT	<u>PLANNING AND DEVELOPMENT</u>
DESCRIPTION	<u>2020 FORD ESCAPE</u>
SERIAL NUMBER	<u>1FMCU0F60LUC11995</u>
ACQ. NUMBER	<u>N/A</u>
FUND SOURCE	<u>5522101</u>

COMMENTS: VEHICLE TOTALED DUE TO ACCIDENT

CONDITION VEHICLE TOTALED

Equipment Table _____

FASTER _____

Fuelman _____

File _____

COPIES

Finance - Fixed Assets: Sophia

Dept Director: _____

Fleet Manager: LaQuona

Accident file: Charli

Date/Time: 10/18/2024 15:20

Item 1.

Trade In to Dealer

Prices shown are what people received from a dealer for their trade-in vehicle by condition. See definitions.

Base Price		\$10,625
Mileage and Options		\$4,075
Rough Condition ⓘ		\$14,700
Base Price		\$11,850
Mileage and Options		\$4,075
Average Condition ⓘ		\$15,925
Base Price		\$12,850
Mileage and Options		\$4,075
Clean Condition ⓘ		\$16,925

\$14,425

Looking for values for your business? J.D. Power Valuation Services can help.

J.D. POWER

2020 Ford Escape Utility 4D S 2WD Values

Pricing & Values

Prices shown for the used **2020 Ford Escape Utility 4D S 2WD** with 12,000 miles are what people paid to buy this vehicle or what people received when trading in this vehicle at a dealer. Edit options.

Buy from Dealer

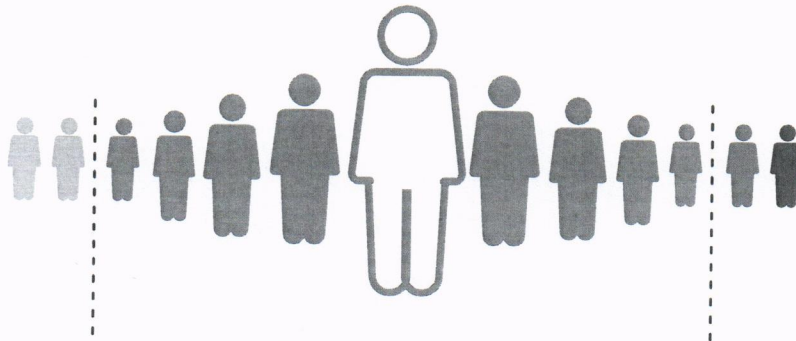
Prices shown are what people paid including dealer discounts. Taxes and fees (title, registration, license, document, and transportation fees) are not included.

Buy from Dealer Buy Certified from Dealer 

Average Price Paid

\$18,955

Data from 221 transactions - Updated 10/13/24



80% of People Paid

\$18,276 - \$19,748

Augusta Richmond County Risk Management

Workfile ID:
PartsShare:

82 Item 1.
8cnqfp

535 TELFAIR STREET, SUITE 920, Augusta, GA 30901

Phone: (706) 821-1704

Preliminary Estimate

Customer: charli

Job Number:

Written By: Charli Rhoades

Insured: charli
Type of Loss:
Point of Impact:

Policy #:
Date of Loss:

Claim #: 220168
Days to Repair: 0

Owner:
charli

Inspection Location:
Augusta Richmond County Risk Management
535 TELFAIR STREET, SUITE 920
Augusta, GA 30901
Repair Facility
(706) 821-1704 Business

Insurance Company:

VEHICLE

2020 FORD Escape S FWD 4D UTV 3-1.5L Turbocharged Gasoline Port/Direct Injection

VIN: 1FMCU0F60LUC11995
License:
State:

Interior Color:
Exterior Color:
Production Date:

Mileage In:
Mileage Out:
Condition:

Vehicle Out:

Job #:

TRANSMISSION

Automatic Transmission

POWER

Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors

DECOR

Dual Mirrors
Tinted Glass
Console/Storage
Overhead Console

CONVENIENCE

Air Conditioning
Intermittent Wipers
Tilt Wheel
Cruise Control
Rear Defogger
Keyless Entry
Message Center
Steering Wheel Touch Controls
Rear Window Wiper

Telescopic Wheel
Backup Camera
Remote Starter

RADIO

AM Radio

FM Radio
Stereo
Search/Seek
Auxiliary Audio Connection

SAFETY

Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
4 Wheel Disc Brakes
Traction Control
Stability Control
Front Side Impact Air Bags
Head/Curtain Air Bags
Hands Free Device

Blind Spot Detection
Lane Departure Warning

SEATS

Cloth Seats
Bucket Seats
Reclining/Lounge Seats

WHEELS

Wheel Covers

PAINT

Clear Coat Paint

OTHER

Rear Spoiler
California Emissions

Preliminary Estimate

Item 1.

Customer: charli

Job Number:

2020 FORD Escape S FWD 4D UTV 3-1.5L Turbocharged Gasoline Port/Direct Injection

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER & GRILLE					
2		O/H front bumper				3.5	
3	Repl	Bumper cover w/o auto park	LJ6Z17D957AAPT	1	798.37	Incl.	3.0
4		Add for Clear Coat					1.2
5	Repl	RT Upper bracket	LJ6Z17C946A	1	16.88	0.2	
6	Repl	LT Upper bracket	LJ6Z17C947A	1	19.20	0.2	
7	Repl	RT Upper bracket rivet upper bracket	W703756S300	1	3.25		
8	Repl	LT Upper bracket rivet upper bracket	W703756S300	1	3.25		
9	Repl	RT Upper bracket rivet bumper cover	W704342S300	1	8.50		
10	Repl	LT Upper bracket rivet bumper cover	W704342S300	1	8.50		
11	Repl	RT Side cover w/o fog lamps	LJ6Z15A245AB	1	39.93	Incl.	
12	Repl	LT Side cover w/o fog lamps	LJ6Z15A246AB	1	38.68	Incl.	
13	Repl	RT Side cover screw	W716890S450B	1	7.75		
14	Repl	LT Side cover screw	W716890S450B	1	7.75		
15		FRONT LAMPS					
16	Repl	RT Headlamp assy w/o projector lamp	LJ6Z13008A	1	1,313.80	0.3	
17		Aim headlamps				0.5	
18		HOOD					
19	Repl	Hood	LJ6Z16612A	1	1,125.35	1.2	2.8
20		Add for Clear Coat					1.1
21		Add for Underside(Complete)					1.4
22		Add for Clear Coat					0.3
23	Repl	Hood bumper	CV6Z16758A	1	12.72		
24	Repl	Insulator	LJ6Z16738B	1	126.65	Incl.	
25	Repl	RT Hinge	LJ6Z16796A	1	42.12	0.6	0.3
26		Add for Clear Coat					0.1
27	Repl	LT Hinge	LJ6Z16797A	1	41.38	0.6	0.3
28		Add for Clear Coat					0.1
29		FENDER					
30	Repl	RT Fender	LJ6Z16005A	1	243.03	2.2	2.2
31		Overlap Major Adj. Panel					-0.4
32		Add for Clear Coat					0.4
33		Add for Edging					0.5
34		Add for Clear Coat					0.1
35	Repl	LT Fender	LJ6Z16006C	1	239.62	2.2	2.2
36		Overlap Major Adj. Panel					-0.4
37		Add for Clear Coat					0.4
38		Add for Edging					0.5

Preliminary Estimate

Item 1.

Customer: charli

Job Number:

2020 FORD Escape S FWD 4D UTV 3-1.5L Turbocharged Gasoline Port/Direct Injection

39		Add for Clear Coat						0.1
40	WINDSHIELD							
41	Repl	Windshield FORD, w/o auto wiper w/o htd park area	LJ6Z7803100L	1	432.47		Incl.	
42	INSTRUMENT PANEL							
43	Repl	Instrument panel w/6 speaker audio, w/o head up display w/o keyless start	LJ6Z7804320AC	1	2,193.32		9.0	
44	Repl	Center support	LJ6Z18888B	1	65.00			
45	Repl	Center cover	LJ6Z78045F48BB	1	14.70			
46	Repl	RT Speaker grille outer	LJ6Z18978AD	1	20.00			
47	Repl	LT Speaker grille outer	LJ6Z18978AE	1	20.00			
48	Repl	Speaker grille center	LJ6Z18978AC	1	45.00			
49	Repl	Reinf beam	LX6Z5804545R	1	1,845.62		Incl.	
50	Repl	Reinf beam lower bracket	LX6Z78043B92A	1	71.93			
51	Repl	Cluster bezel	LJ6Z7804321AA	1	129.60		0.2	
52	Repl	Center reinf ebony	LJ6Z7804654AB	1	148.13			
53	Repl	Center cover ebony	LJ6Z7804459AA	1	93.97		0.2	
54	Repl	Cluster assy mid-series w/paddle shift	LJ6Z10849BEA	1	529.02		Incl.	
55	Repl	Start button	H1BZ10B776A	1	66.67			
56	Repl	Air bag lamp	JK2Z10A936A	1	9.97		Incl.	
57	Repl	Hazard switch	JX7Z13350A	1	32.00			
58	Repl	Temp sensor	E1GZ19C734A	1	16.56			
59	Repl	Heater control manual AC w/o driver htd seat	LJ6Z19980X	1	338.18		Incl.	
60	Repl	Module SYNC to 12/16/2020	LU5Z14G371AP	1	685.36		Incl.	
61	Repl	Microphone	LJ6Z19A391AE	1	45.00		Incl.	
62	ROOF							
63	Repl	Roof panel	LJ6Z7850202B	1	1,079.87		17.0	3.6
64		Overlap Major Non-Adj. Panel						-0.2
65	*	Add for Clear Coat						0.7
66	Repl	RT Roof rail	LJ6Z78513A08B	1	32.87 s		2.0	1.0
67	*	Add for Clear Coat						0.2
68	Repl	LT Roof rail	LJ6Z78513A09B	1	97.95 s		2.0	1.0
69	*	Add for Clear Coat						0.2
70	PILLARS, ROCKER & FLOOR							
71	Repl	RT Inner center plr (BOR)	LJ6Z7824300A	1	370.95 s		6.0	0.7
72	Repl	LT Inner center plr (BOR)	LJ6Z7824301A	1	370.95 s		6.0	0.7
73		Overlap Minor Panel						-0.2
74	Repl	RT Center plr reinf (BOR)	LJ6Z7824300C	1	289.37 s		3.5	0.7
75		Overlap Minor Panel						-0.2
76	Repl	LT Center plr reinf (BOR)	LJ6Z7824301C	1	325.30 s		3.5	0.7
77		Overlap Minor Panel						-0.2
78	Repl	RT Rocker reinf (UHS)	LJ6Z78100K31A	1	602.20 s		5.1	1.4
79		Overlap Minor Panel						-0.2

Preliminary Estimate

Item 1.

Customer: charli

Job Number:

2020 FORD Escape S FWD 4D UTV 3-1.5L Turbocharged Gasoline Port/Direct Injection

80	Repl	LT Rocker reinf (UHS)	LJ6Z78100K32A	1	587.38 s	5.1	1.4
81		Overlap Major Non-Adj. Panel					-0.2
SUBTOTALS					14,656.07	71.1	27.3

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			14,656.07
Body Labor	71.1 hrs @	\$ 46.00 /hr	3,270.60
Paint Labor	27.3 hrs @	\$ 46.00 /hr	1,255.80
Paint Supplies	27.3 hrs @	\$ 38.00 /hr	1,037.40
Body Supplies	67.1 hrs @	\$ 38.00 /hr	2,549.80
Subtotal			22,769.67
Grand Total			22,769.67

NOTICE TO THIRD PARTY CLAIMANTS: Failure to use the insurance proceeds in accordance with a security agreement between you and a lienholder, if any, may be a violation of Code Section 16-8-4 of the O.C.G.A. If you have any questions, contact your lending institution.



Administrative Services Committee Meeting

Meeting Date:

2026 – UTIL-FM – Trailer, Over Hydraulic Tilt – Bid #25-264

Department:	Central Services – Fleet Management
Presenter:	Horace Green; Central Services Director
Caption:	Motion to approve the purchase of one hydraulic tilt trailer, at a total cost of \$31,619 from Aria Contracting Sales and Services, Inc. of Sarasota, FL for the Utilities Department.
Background:	<p>The Augusta Utilities Facilities Maintenance division is requesting the purchase of a hydraulic tilt trailer that will be able to haul up to 38,300lbs. This trailer will be used to tow a large tractor, bush hog mower, heavy equipment, long electrical poles and the new 30' at the Raw Water Pump Station. The department will also be able to remove the 2,000 HP diesel motors at the Raw Water Pump Station.</p> <p>The lowest bidder, Rockland Cargo Equipment, Inc., offered a GVWR 32,000lbs trailer that did not meet the minimum requested GVWR in the bid specifications. Aria Contracting Sales and Services quoted a GVWR 40,000lb trailer capable of meeting the department's needs.</p> <p>The division will relinquish trailer asset #985004, a 1998 Homemade V5.</p>
Analysis:	The Procurement Department published a competitive bid using the Demand Star application for a Trailer, Over Hydraulic Tilt. Invitations to bid were sent to 24 vendors with 4 compliant bids received.
Financial Impact:	<ul style="list-style-type: none"> Utilities – 506-04-3580/54-21110
Alternatives:	(1) Approve (2) Do not approve
Recommendation:	Motion to approve the purchase of one hydraulic tilt trailer, at a total cost of \$31,619 from Aria Contracting Sales and Services, Inc. of Sarasota, FL for the Utilities Department.
Funds are available in the following accounts:	<ul style="list-style-type: none"> Utilities - 506-04-3580/54-21110
<u>REVIEWED AND APPROVED BY:</u>	N/A

Invitation to Bid

Sealed bids will be received at this office until **Monday, November 3, 2025 @ 11:00 a.m.** via ZOOM Meeting ID: **847 8493 8540**; Passcode: **25264** for furnishing:

Bid Item #25-264 Trailer, Deck Over Hydraulic Tilt for Augusta, GA – Central Service Department – Fleet Management Division

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

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

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

All questions must be submitted in writing by email to procbidandcontract@augustaga.gov to the office of the Procurement Department by Friday, October 24, 2025 @ 5:00 P.M. No bid will be accepted by 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 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.

The local bidder preference program is applicable to this project. To be approved as a local bidder and receive bid preference an eligible bidder must submit a completed and signed written application to become a local bidder at least thirty (30) days prior to the date bids are received on an eligible local project. An eligible bidder who fails to submit an application for approval as a local bidder at least thirty (30) days prior to the date bids are received on an eligible local project, and who otherwise meets the requirements for approval as a local bidder, will not be qualified for a bid preference on such eligible local project.

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 or email as follows:

Augusta, GA Procurement Department
Attn: Andy Penick, Director of Procurement
535 Telfair Street, Room 605
Augusta, GA 30901
Email: procbidandcontract@augustaga.gov

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

ANDY PENICK, Procurement Director

Publish:

Augusta Chronicle October 2, 9, 16, 23, 2025
Metro Courier October 2, 2025



Bid Opening: Bid Item #25-264
Trailer, Deck Over Hydraulic Tilt for Augusta, GA-
Central Services Department – Fleet Management
Bid Due: Monday, November 3, 2025 @ 11:00 a.m.

Total Number Specifications Mailed Out: 24
Total Number Specifications Download (Demandstar): 3
Total Electronic Notifications (Demandstar): 17
Georgia Procurement Registry: 133
Total Packages Submitted: 4
Total Non-Compliant: 0

Vendors	Aria Contracting Sales and Services, Inc. 4155 Southwell Way Sarasota, FL 34241	Phoenix Contracting 9915 Smart Jones Dr Ruskin, FL 33573	Certified Stainless Service, Inc. dba West-Mark 2704 Railroad Avenue Ceres, CA 95307	Rockland Cargo Equipment, Inc. 1532 Old McDonough Rd Conyers, GA 30094
Attachment B	YES	YES	YES	YES
E-Verify Number	2092008	1627384	314032	1889309
SAVE Form	YES	YES	YES	YES
Exceptions	YES	NO	NO	YES

Trailer, Deck Over Hydraulic Tilt

Year	2026	2025/2026	2026	2025
Make	BEHNKE	BEHNKE	INTERSTATE TRAILERS	TUFF DAWG
Model	FB8X28 TPT-40L	102X30' 40000# GVW AIR BRAKE GRAVITY TILT DECKOVER TRAILER FB8X30TPT-40L	30 TDE	30 DECK OVER TILT SHD
Bid Price	\$31,619.00	\$47,550.00	\$34,744.05	\$29,197.00
Approximate Delivery Time	110 DAYS ARO	12-14 WEEKS ARO	180 DAYS ARO	30-45 DAYS FROM ORDER DATE



Central Services Department

Horace Green, Director
LaQuona Porter, Fleet Manager

Fleet Management
1568-C Broad Street
Augusta GA 30904
Phone: (706) 821-2892

MEMORANDUM

TO: Andy Penick, Director, Procurement Department
FROM: Horace Green, Director, Central Services Department
DATE: December 15, 2025
SUBJECT: Recommendation for Bid #25-264, Trailer, Over Hydraulic Tilt

On November 3, 2025, four proposals were received for bid #25-264, Trailer, Over Hydraulic Tilt. After consultation with the Utilities department, Fleet Management recommends awarding Aria Contracting Sales and Services, Inc. of Sarasota, FL in the amount of \$31,619.00.

The lowest bidder at \$29,197 is Rockland Cargo Equipment, Inc. offering a Tuff Dawg 30 deck over tilt shd with exceptions to the requested bid specifications. This trailer offered has a GVWR of 32,000lbs therefore does not meet the minimum GVWR of 38,300lbs required in the bid specifications.

Please advise this office upon completion of notifications so that we may proceed with the acquisition process.

If you need further information or if you have any questions regarding this recommendation, please contact the Fleet Management Office at 706-821-2892.

HG/kg



Bid Opening: Bid Item #25-264
Trailer, Deck Over Hydraulic Tilt for Augusta, GA-
Central Services Department – Fleet Management
Bid Due: Monday, November 3, 2025 @ 11:00 a.m.

Total Number Specifications Mailed Out: 24
Total Number Specifications Download (Demandstar): 3
Total Electronic Notifications (Demandstar): 17
Georgia Procurement Registry: 133
Total Packages Submitted: 4
Total Non-Compliant: 0

Vendors	Aria Contracting Sales and Services, Inc. 4155 Southwell Way Sarasota, FL 34241	Phoenix Contracting 9915 Smart Jones Dr Ruskin, FL 33573	Certified Stainless Service, Inc. dba West-Mark 2704 Railroad Avenue Ceres, CA 95307	Rockland Cargo Equipment, Inc. 1532 Old McDonough Rd Conyers, GA 30094
Attachment B	YES	YES	YES	YES
E-Verify Number	20922008	1627384	314032	1889309
SAVE Form	YES	YES	YES	YES
Exceptions	YES	NO	NO	YES
Trailer, Deck Over Hydraulic Tilt				
Year	2026	2025/2026	2026	2025
Make	BEHNKE	BEHNKE	INTERSTATE TRAILERS	TUFF DAWG
Model	FB8X28 TPT-40L	102X30' 40000# GVM AIR BRAKE GRAVITY TILT DECKOVER TRAILER FB8X30TPT-40L	30 TDE	30 DECK OVER TILT SHD
Bid Price	\$31,619.00	\$47,550.00	\$34,744.05	\$29,197.00
Approximate Delivery Time	110 DAYS ARO	12-14 WEEKS ARO	180 DAYS ARO	30-45 DAYS FROM ORDER DATE

Vermeer Southeast Sales & Service

65 Chandler St
Richmond Hill, GA 31324

Georgia Trailer Outlet

45 Carson Loop NW
Cartersville, GA 30121

Ronnie's Trailers & Hitches

1989 Jefferson Davis Hwy
Warrenville, SC 29851

**Big Tex Trailer World
Mcdonough**

345 Industrial Blvd
McDonough, Georgia 30253

A & A Center Trailers

8834 Tara Blvd
Jonesboro, GA 30236

Tidewater Trailer Supply

3928 Ogeechee Rd
Savannah, GA 31405

NAC Trailer Sales

5950 Jefferson Davis Hwy
North Augusta, SC 29841

Sunbelt Rentals

2530 Peach Orchard Rd
Augusta, GA 30906

James Green

Central Services

**Bid Item #25-264 Trailer, Deck Over
Hydraulic Tilt for Augusta, GA- Central
Services/Fleet Management**

Bid Due: Mon, Nov 3, 2025 @11:00 a.m.

Hills Machinery Company, LLC

512 Bourne Ave
Savannah, GA 31408

Felling Trailers

1525 Main Steet South
Sauk Centre, MN 56378

Hooper Trailer Sales, Inc.

1726 Us 41 Bypass S
Griffin, GA 30224

Trailer Nation

297 Perry House Rd
Fitzgerald Ga. 31750

Country Boy Trailers

1550 Atlanta Hwy
Cumming GA 30040

Superior Trailers of Georgia

3785 US-29
Danielsville, GA 30633

Custom Trailer Works, Inc.

13719 GA Hwy 4
Wrens, GA 30833

Axon's Trailer Sales

4550 Augusta Highway
Dearing, GA 30808

Kaycee Gordy

Fleet Management

**Bid Item #25-264 Trailer, Deck Over
Hydraulic Tilt for Augusta, GA- Central
Services/Fleet Management**

Mail Date: 10/2/25

JME Sales, Inc.

1549 Ethridge Mill Road
Griffin, GA 30224

Quality Trailers

515 W Milledgeville Rd
Harlem, GA 30814

Trailers-for-Less

949 GA Hwy 85
Fayetteville, GA 30215

Best Trailers

8614 Hawkinsville Rd
Macon, GA 31216

TrailersPlus

2382 Homer Rd
Commerce, GA 30529

Rockland Cargo Equipment

1532 Old McDonough Hwy
Conyers, GA 30094

United Rentals

2425 Mike Padgett Hwy
Augusta, GA 30906

Down 2 Earth Trailers

1605 E. Parker St
Baxley, Ga 31513

Dr. Yolonda Jackson

Compliance

Planholders

Add Supplier

Export To Excel

Supplier (3)

Supplier ⌵	Download Date
Aria Contracting Sales & Services, Inc.	10/19/2025
Onvia, Inc. - Content Department	10/02/2025
Rockland Cargo Equipment, Inc.	10/03/2025

Add Supplier

Supplier Details

Supplier Name	Aria Contracting Sales & Services, Inc.
Contact Name	Chip Castaing
Address	4155 Southwell Way , Sarasota, FL 34241
Email	ccastaing@ariacss.com
Phone Number	813-431-2311

Remove

Documents

Filename	Type	Action
Bid Item 25-264 Trailer, Deck Over Hydraulic Tilt	Bid Document / Specifications	View History

Jamye Mortley

From: bidnotice.donotreply@doas.ga.gov
Sent: Thursday, October 2, 2025 1:11 PM
To: Jamye Mortley
Subject: [EXTERNAL] Confirmation of the Event Batch Email process - PE-72155-NONST-2025-000000156

Dear Jamye Mortley,
jmortley@augustaga.gov

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

Event Number: PE-72155-NONST-2025-000000156
Event Title: Bid Item #25-264 Trailer, Deck Over Hydraulic Tilt
Event Type: Non-State Agency

Process Log

2025/10/02 13:09:58 : Log starts for - 35170541 - EVENT_RELEASE_TO_SUPL
2025/10/02 13:10:05 : Email Process Log for the Event#: PE-72155-NONST-2025-000000156
2025/10/02 13:10:05 : Email Batch# 2510026713
2025/10/02 13:10:05 : Notification Type: EVENT_RELEASE_TO_SUPL
2025/10/02 13:10:55 : Total No of Contacts found for sending Email: 133
2025/10/02 13:10:55 : No of Email(s) not sent due to Bad Email Address: 0

The sourcing event can be reviewed at:
<https://ssl.doas.state.ga.us/gpr/eventDetails?eSourceNumber=PE-72155-NONST-2025-000000156&sourceSystemType=gpr20>

10/02/2025 01:10:55 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.]



Administrative Services Committee

Meeting Date: Tuesday, May 26, 2026

Emergency – Richmond County Sheriff’s Office Pre-Cast Stone / Structural Assessment & Design Services

Department: Central Services Department

Presenter: Horace Green

Caption: Receive as information the emergency request for the assessment of the building’s structure and design services at the Richmond County Sheriff’s Office in the amount of \$27,000.00 by Johnson Laschober & Associates.

Background: During a recent inspection, it was identified that certain sections of the precast stone structure, specifically located on the exterior top sides of the building, are exhibiting signs of instability. Also, the supporting metal studs are experiencing crushing and structural fatigue, compromising the integrity of these architectural elements. Given the severity of this structural compromise and the associated safety implications, it is imperative that immediate and comprehensive measures are undertaken. We strongly recommend the prompt initiation of a detailed structural engineering assessment and temporary stabilization measures without delay to mitigate any immediate danger.

It is of utmost importance that this is addressed as the deterioration presents a serious and imminent safety hazard to both employees and members of the public who frequent the areas adjacent to the building. Johnson Laschober & Associates were contacted on an emergency basis to assess the building’s structure.

Analysis: Johnson Laschober & Associates is performing the corresponding work.

Financial Impact: \$27,000.00; SPLOST VIII
GL: 329-05-1120/52.12999
JL: 216-05-7902/52.12999

Alternatives: A – Receive as information
B – Do not receive as information

Recommendation: Receive as information the emergency request for the assessment of the building’s structure and design services at the Richmond County Sheriff’s Office in the amount of \$27,000.00 by Johnson Laschober & Associates.

Funds are available in the following accounts: \$27,000.00; SPLOST VIII
GL: 329-05-1120/52.12999

JL: 216-05-7902/52.12999

Item 3.



Central Services Department


Horace Green, Director
Maria Rivera-Rivera, Deputy Director

2760 Peach Orchard Road, Augusta, GA 30906
(706) 828-7174 Phone (706) 796-5077 Fax

MEMORANDUM

TO: Andy Penick, Director, Procurement Department

FROM: Horace Green, Director, Central Services Department

DATE: May 12, 2026 

SUBJECT: Emergency Memo – RCSO Pre-Cast Stone

In accordance with §1-10-57 Emergency Procurements, we respectfully ask you to accept this communication as notification of an emergency at the Richmond County Sheriff’s Office.

During a recent inspection, it was identified that certain sections of the precast stone structure, specifically located on the exterior top sides of the building, are exhibiting signs of instability. Also, the supporting metal studs are experiencing crushing and structural fatigue, compromising the integrity of these architectural elements. It is of utmost importance that this is addressed as the deterioration presents a serious and imminent safety hazard to both employees and members of the public who frequent the areas adjacent to the building. Johnson Laschober & Associates were contacted on an emergency service basis to assess the building’s structure.

Please process a purchase order for Johnson Laschober & Associates in the amount of \$27,000.00 for the assessment of the building’s structure and design services.

If you have any questions or concerns, please contact the Central Services Department

Myana Mahadi

From: Andy Penick
Sent: Thursday, March 5, 2026 10:19 AM
To: Maria Rivera-Rivera
Cc: Horace Green; Katie Cornelius; Nancy M. Williams; Audrey Sutton; Valerie Murray
Subject: RE: Emergency Request - Richmond County Sheriff Office Structural

Follow Up Flag: Follow up
Flag Status: Flagged

Approved.

Regards,

Andy Penick, CPSM, GCPM, GCPA, MBA

Director of Procurement
 Augusta, Georgia Government
 535 Telfair Street, Suite 605, Augusta, GA 30901
 Office: (706) 821-4820 | Mobile: (762) 383-9357
 Email apenick@augustaga.gov | www.augustaga.gov

From: Maria Rivera-Rivera <MRivera-Rivera@augustaga.gov>
Sent: Thursday, March 5, 2026 10:07 AM
To: Andy Penick <apenick@augustaga.gov>
Cc: Horace Green <hgreen@augustaga.gov>; Katie Cornelius <KCornelius@augustaga.gov>; Nancy M. Williams <NWilliams@augustaga.gov>; Audrey Sutton <ASutton@augustaga.gov>; Valerie Murray <vmurray@augustaga.gov>
Subject: Emergency Request - Richmond County Sheriff Office Structural
Importance: High

Good morning,

In accordance with §1-10-57 Emergency Procurements, we respectfully ask you to accept this communication as notification of a structural concern at the Richmond County Sheriff Office facility.

During a recent inspection, it was identified that certain sections of the precast stone structure, specifically located on the exterior top sides of the building, are exhibiting signs of instability. Further investigation revealed that the supporting metal studs are experiencing crushing and structural fatigue, compromising the integrity of these architectural elements.

This deterioration presents a serious and imminent safety hazard to both employees and members of the public who frequent the areas adjacent to the building. The potential for dislodged precast stone poses a considerable risk of injury.

Given the severity of this structural compromise and the associated safety implications, it is imperative that immediate and comprehensive measures are undertaken. We strongly recommend the prompt initiation of a detailed structural engineering assessment to determine the full scope of the damage.

Myana Mahadi

From: Mattie Sue Stevens
Sent: Saturday, May 2, 2026 3:58 PM
To: Horace Green; Maria Rivera-Rivera; Katie Cornelius
Cc: Scarlet Green
Subject: Funding Sources for Open Projects

Importance: High

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon,

Thank you for your patience as we have been working through 2026 capital and SPLOST reconciliations. Here are the funding sources:

- RSCO Pre-Cast Stone Structural Assessment (\$27,000) - *available now*
 - GL 329051120-5212999 / JL 216057902-52129999
- Maxwell Library (\$43,118.24) - *available now*
 - \$36,758.24 - GL 325051120-5413120 / JL 206055105-5413120
 - \$16,360 - GL 329064310-5413120 / JL 218059113-5413120
- 5th Street Marina (\$90,000) - *BTR to be completed by Weds - Sophia or Scarlet will confirm*
 - 272061711-5211120
- PACT Project (\$48,274) - *BTR to be completed by Weds - Sophia or Scarlet will confirm*
 - 272016218-5211120

Your total 2026 capital allocation will be provided in the next few days. If you have any questions, please let me know.

Thanks,

Mattie Sue Stevens, MPA | Deputy Administrator

Augusta, GA Government

535 Telfair St, Suite 910 | Augusta, GA 30901

Direct (706) 842-2806 | **Main Office** (706) 821-2400

Email MStevens@augustaga.gov | www.augustaga.gov

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**AUGUSTA-RICHMOND COUNTY GEORGIA
PURCHASING DEPARTMENT
REQUISITION**

REQUISITION:
REQUISITION DATE: 5/12/26
PURCHASE ORDER NUMBER:
PURCHASE ORDER DATE:

DEPARTMENT NAME: Central Services Department
DEPARTMENT NUMBER: 329051120-521999/ JL 216057902-52129999
DEPARTMENT HEAD: 

ITEM NO	DESCRIPTION	NAME OF BIDDER		NAME OF BIDDER		Quantity	Unit Price	Total Price	Unit Price	Total Price	NAME OF BIDDER
		Unit Price	Total Price	Unit Price	Total Price						
	VENDOR Johnson Laschober & Associates										
	PHONE NUMBER 706-724-5766										
	QUOTED BY Rett Harbeson										
1	VISIT THE RICHMOND COUNTY SHERIFF'S OFFICE TO OBSERVE STRUCTURAL CONDITION AND DETERMINE IF THERE IS AN IMMEDIATE SAFETY CONCERN & PROVIDE A WRITTEN EVALUATION OF THE BUILDING'S STRUCTURE. EVALUATION REPORT PROVIDED TO ARC 4 WEEKS OF RECEIPT OF PO.	\$ 7,000.00	\$ 7,000.00			1	\$ 7,000.00	\$ 7,000.00			
2	DESIGN SERVICES HOURLY RATE NTE	\$ 20,000.00	\$ 20,000.00			1	\$ 20,000.00	\$ 20,000.00			
3											
4											
5											
6	EMERGENCY - RC SO PRE-CAST STONE										
7	Proposal#2025-222REV										
8	Funding is available in the following accounts :										
9	GL3290051120-5212999 / JL 216057902-52129999										
10											
11											
12											
13											
14											
TOTAL BID			\$					27,000.00			
SHIPPING CHARGES											
DELIVERY TIME FROM RECEIPT OF PURCHASE ORDER											



ARCHITECTS • ENGINEERS • LANDSCAPE ARCHITECTS

FEE AGREEMENT

PROPOSAL #: 2025-222REV

DATE: 5/11/2026

To: Maria Rivera-Rivera
Central Services Director- ARC
2760 Peach Orchard Rd
Augusta, Georgia 30906

SENT BY: PHONE
 FAX
 EMAIL MRivera-Rivera@augustaga.gov

RE: Richmond County Sheriff's Office

BY: Rett Harbeson, RLA

TIME FRAME: Evaluation Report provided to ARC 4 weeks receipt of PO.

FEE ARRANGEMENT: Evaluation/Report 7,000 Lump Sum
Design Services - \$20,000 Hourly Rate NTE

LOCATION: 400 Walton Way
Augusta, GA 30901

SCOPE OF SERVICES:

Augusta Richmond County (ARC) Central Services noted a concern with the Richmond County Sheriff's Office building, potentially related water intrusion from the roof, and requested an assessment of the building's structure.

Johnson Laschober & Associates, P.C. (JLA) propose to perform the following structural services:

1. Visit the site to observe the structural condition and determine if there is an immediate safety concern.
2. Provide a written evaluation of the building's structure.

Deliverable will be a structural report in PDF format.

The observation will be primarily visual from accessible areas of the buildings. Accordingly, JLA will need to have access to the roof, attic, and utility spaces of the facility to perform the evaluation. JLA will also use other non-destructive methods of evaluation such as feeling for sags, sways and vibrations, water marks, and/or listening for hollow soundings, etc. If potential structural compromises are revealed or indicated with this evaluation, JLA will discuss options with ARC for additional evaluations as an additional service. JLA understands that the roof is said to be replaced, so proposal includes a structural evaluation of potential water intrusion into the Richmond County Sheriff's Office as well as structural recommendations for the out-of-place cast stone on the roof of the building. The deliverable will not include architectural evaluations and/or recommendations.

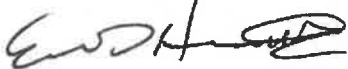
Included in this proposal are design services for JLA to prepare a set of bid documents for the proposed solutions. This fee is hourly rate not to exceed as the overall problem has not been determined. JLA will notify the owner prior to spending beyond the budgets in this proposal.

If ARC finds this proposal acceptable, please sign and fill out the attached JLA Terms and Conditions in the bottom right corner and return to JLA for countersignature and agreement execution. JLA will forward a copy of the executed agreement to you for your records. Alternately, ARC may issue a purchase order for this work outlining the terms and conditions of the contract. JLA's Terms and Conditions will be in effect if none are provided in the purchase order.

PZL 2025-222 – Richmond County Sheriff's Office

Thank you for the opportunity to submit this proposal. We look forward to working with you on this project.

Sincerely,
JOHNSON, LASCHOBER & ASSOCIATES, P.C.



Rett Harbeson, PLA, CLARB
Attachments: JLA Terms and Conditions

Terms and Conditions

Johnson, Laschober & Associates P.C. (JLA) shall perform the services outlined in this agreement for the stated fee agreement.

Access to Site -- Unless otherwise stated, JLA will have access to the site for activities necessary for the performance of the services. JLA will take precautions to minimize damage due to these activities but has not included in the fee the cost of restoration of any resulting damage.

Fee --The total fee, except stated lump sum, shall be understood to be an estimate, based upon Scope of Services, and shall not be exceeded by more than ten percent, without written approval of the Client. Where the fee arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered.

Billings/Payments -- Invoices will be submitted monthly for services and reimbursable expenses and are due when rendered. Invoices shall be considered PAST DUE if not paid within 30 days after the invoice date and JLA may, without waiving any claim or right against Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice. A service charge will be charged at 1.5% (or the legal rate) per month on the unpaid balance. In the event any portion of an account remains unpaid 90 days after billing, the Client shall pay cost of collection, including reasonable attorneys' fees.

Indemnifications -- The Client shall indemnify and hold harmless JLA and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorneys' fees) arising out of or resulting from the performance of the services, provided that any such claims, damage, loss or expense is caused in whole or in part by the negligent act or omission and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except JLA) or anyone for whose acts any of them may be liable.

Hidden Conditions -- A hidden condition is hidden if concealed by existing finishes or if it cannot be investigated by reasonable visual observation. If JLA has reason to believe that such a condition may exist JLA shall notify the client who shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If (1) the client fails to authorize such investigation or correction after due notification, or (2) JLA has no reason to believe that such a condition exists, the client is responsible for all risks associated with this condition, JLA shall not be responsible for the existing condition nor any resulting damages to persons or property.

Risk Allocation -- In recognition of the relative risks, rewards and benefits of the project to both the Client and JLA, the risks have been allocated so that the Client agrees that, to the fullest extent permitted by law, JLA's total liability to the Client, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement, from any cause or causes, shall not exceed the total amount of JLA's fee or other amount agreed upon when added under Special Conditions. Such causes include, but are not limited to JLA's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

Jobsite Safety -- Neither the professional activities of JLA, nor the presence of JLA or its employees and subconsultants at a construction/project site, shall relieve the General Contractor of its obligations, duties, and responsibilities including but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the Work in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. JLA and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The Client agrees that the General Contractor shall be solely responsible for jobsite safety and warrants that this intent shall be carried out in the Client's contract with the General Contractor. The Client also agrees that the Client, JLA, and the Consultant's subconsultants shall be indemnified by the General Contractor and shall be made additional insureds under the General Contractor's policies of general liability insurance.

Termination of Services -- This agreement may be terminated upon 10 days written notice by either party should the other fail to perform his obligations hereunder. In the event of termination, the Client shall pay JLA for all services, rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

Ownership Documents -- All documents produced by JLA under this agreement shall remain the property of JLA and may not be used by this Client for any other endeavor without the written consent of JLA.

Applicable Law -- Unless otherwise specified, this agreement shall be governed by the laws of the principal place of business of JLA.

Johnson, Laschober & Associates, P.C.:

Accepted by **Augusta Richmond County** :

(signature)

(signature)

(printed name/title)

(printed name/title)

Billing Address: _____

(executed agreement date)



Central Services Department

Horace Green, Director 2760 Peach Orchard Road, Augusta, GA 30906
Maria Rivera-Rivera, Deputy Director (706) 828-7174 Phone (706) 796-5077 Fax

MEMORANDUM

TO: Andy Penick, Director, Procurement Department
FROM: Horace Green, Director, Central Services Department
DATE: May 12, 2026
SUBJECT: Emergency Memo – RCSO Pre-Cast Stone

In accordance with §1-10-57 Emergency Procurements, we respectfully ask you to accept this communication as notification of an emergency at the Richmond County Sheriff's Office.

During a recent inspection, it was identified that certain sections of the precast stone structure, specifically located on the exterior top sides of the building, are exhibiting signs of instability. Also, the supporting metal studs are experiencing crushing and structural fatigue, compromising the integrity of these architectural elements. It is of utmost importance that this is addressed as the deterioration presents a serious and imminent safety hazard to both employees and members of the public who frequent the areas adjacent to the building. Johnson Laschober & Associates were contacted on an emergency service basis to assess the building's structure.

Please process a purchase order for Johnson Laschober & Associates in the amount of \$27,000.00 for the assessment of the building's structure and design services.

If you have any questions or concerns, please contact the Central Services Department

ACTION BY ADMINISTRATOR:

Approved: _____

Rejected: _____

Date: _____

Item 3.

**AUGUSTA-RICHMOND COUNTY GEORGIA
PURCHASING DEPARTMENT**

REQUISITION

REQUISITION:

REQUISITION DATE: 5/12/26

PURCHASE ORDER NUMBER:

PURCHASE ORDER DATE:

ITEM NAME: Central Services Department

DEPARTMENT NUMBER: 329051120-521999 / JL 216057902-52129999

DEPARTMENT HEAD: 

ITEM NO	DESCRIPTION	Quantity	NAME OF BIDDER		NAME OF BIDDER		NAME OF BIDDER	
			Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
	VENDOR		Johnson Laschober & Associates					
	PHONE NUMBER		706-724-5766					
	QUOTED BY		Rett Harbeson					
1	RECEIPT OF PO.	1	\$ 7,000.00	\$ 7,000.00				
2	DESIGN SERVICES HOURLY RATE NTE	1	\$ 20,000.00	\$ 20,000.00				
3								
4								
5								
6	EMERGENCY - RCSSO PRE-CAST STONE							
7	Proposal#2025-222REV							
8	Funding is available in the following accounts :							
9	GL3290051120-5212999 / JL 216057902-52129999							
10								
11								
12								
13								
14								
TOTAL BID			\$	27,000.00				
SHIPPING CHARGES								
DELIVERY TIME FROM RECEIPT OF PURCHASE ORDER								



ARCHITECTS ♦ ENGINEERS ♦ LANDSCAPE ARCHITECTS

FEE AGREEMENT**PROPOSAL #:** 2025-222REV**DATE:** 5/11/2026

To: Maria Rivera-Rivera
 Central Services Director- ARC
 2760 Peach Orchard Rd
 Augusta, Georgia 30906

SENT BY: PHONE
 FAX
 EMAIL MRivera-Rivera@augustaga.gov

RE: Richmond County Sheriff's Office**BY:** Rett Harbeson, RLA**TIME FRAME:** Evaluation Report provided to ARC 4 weeks receipt of PO.

FEE ARRANGEMENT: Evaluation/Report 7,000 Lump Sum
 Design Services - \$20,000 Hourly Rate NTE

LOCATION: 400 Walton Way
 Augusta, GA 30901

SCOPE OF SERVICES:

Augusta Richmond County (ARC) Central Services noted a concern with the Richmond County Sheriff's Office building, potentially related water intrusion from the roof, and requested an assessment of the building's structure.

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1. Visit the site to observe the structural condition and determine if there is an immediate safety concern.
2. Provide a written evaluation of the building's structure.

Deliverable will be a structural report in PDF format.

The observation will be primarily visual from accessible areas of the buildings. Accordingly, JLA will need to have access to the roof, attic, and utility spaces of the facility to perform the evaluation. JLA will also use other non-destructive methods of evaluation such as feeling for sags, sways and vibrations, water marks, and/or listening for hollow soundings, etc. If potential structural compromises are revealed or indicated with this evaluation, JLA will discuss options with ARC for additional evaluations as an additional service. JLA understands that the roof is said to be replaced, so proposal includes a structural evaluation of potential water intrusion into the Richmond County Sheriff's Office as well as structural recommendations for the out-of-place cast stone on the roof of the building. The deliverable will not include architectural evaluations and/or recommendations.

Included in this proposal are design services for JLA to prepare a set of bid documents for the proposed solutions. This fee is hourly rate not to exceed as the overall problem has not been determined. JLA will notify the owner prior to spending beyond the budgets in this proposal.

If ARC finds this proposal acceptable, please sign and fill out the attached JLA Terms and Conditions in the bottom right corner and return to JLA for countersignature and agreement execution. JLA will forward a copy of the executed agreement to you for your records. Alternately, ARC may issue a purchase order for this work outlining the terms and conditions of the contract. JLA's Terms and Conditions will be in effect if none are provided in the purchase order.

PZL 2025-222 – Richmond County Sheriff's Office

Thank you for the opportunity to submit this proposal. We look forward to working with you on this project.

Sincerely,
JOHNSON, LASCHOBER & ASSOCIATES, P.C.



Rett Harbeson, PLA, CLARB
Attachments: JLA Terms and Conditions

Terms and Conditions

Johnson, Laschober & Associates P.C. (JLA) shall perform the services outlined in this agreement for the stated fee agreement.

Access to Site -- Unless otherwise stated, JLA will have access to the site for activities necessary for the performance of the services. JLA will take precautions to minimize damage due to these activities but has not included in the fee the cost of restoration of any resulting damage.

Fee --The total fee, except stated lump sum, shall be understood to be an estimate, based upon Scope of Services, and shall not be exceeded by more than ten percent, without written approval of the Client. Where the fee arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered.

Billings/Payments -- Invoices will be submitted monthly for services and reimbursable expenses and are due when rendered. Invoices shall be considered PAST DUE if not paid within 30 days after the invoice date and JLA may, without waiving any claim or right against Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice. A service charge will be charged at 1.5% (or the legal rate) per month on the unpaid balance. In the event any portion of an account remains unpaid 90 days after billing, the Client shall pay cost of collection, including reasonable attorneys' fees.

Indemnifications -- The Client shall indemnify and hold harmless JLA and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorneys' fees) arising out of or resulting from the performance of the services, provided that any such claims, damage, loss or expense is caused in whole or in part by the negligent act or omission and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except JLA) or anyone for whose acts any of them may be liable.

Hidden Conditions -- A hidden condition is hidden if concealed by existing finishes or if it cannot be investigated by reasonable visual observation. If JLA has reason to believe that such a condition may exist JLA shall notify the client who shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If (1) the client fails to authorize such investigation or correction after due notification, or (2) JLA has no reason to believe that such a condition exists, the client is responsible for all risks associated with this condition, JLA shall not be responsible for the existing condition nor any resulting damages to persons or property.

Risk Allocation -- In recognition of the relative risks, rewards and benefits of the project to both the Client and JLA, the risks have been allocated so that the Client agrees that, to the fullest extent permitted by law, JLA's total liability to the Client, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement, from any cause or causes, shall not exceed the total amount of JLA's fee or other amount agreed upon when added under Special Conditions. Such causes include, but are not limited to JLA's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

Jobsite Safety -- Neither the professional activates of JLA, nor the presence of JLA or its employees and subconsultants at a construction/project site, shall relieve the General Contractor of its obligations, duties, and responsibilities including but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the Work in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. JLA and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The Client agrees that the General Contractor shall be solely responsible for jobsite safety and warrants that this intent shall be carried out in the Client's contract with the General Contractor. The Client also agrees that the Client, JLA, and the Consultant's subconsultants shall be indemnified by the General Contractor and shall be made additional insureds under the General Contractor's policies of general liability insurance.

Termination of Services -- This agreement may be terminated upon 10 days written notice by either party should the other fail to perform his obligations hereunder. In the event of termination, the Client shall pay JLA for all services, rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

Ownership Documents -- All documents produced by JLA under this agreement shall remain the property of JLA and may not be used by this Client for any other endeavor without the written consent of JLA.

Applicable Law -- Unless otherwise specified, this agreement shall be governed by the laws of the principal place of business of JLA.

Johnson, Laschober & Associates, P.C.:

Accepted by **Augusta Richmond County**

(signature)

(signature)

(printed name/title)

(printed name/title)

Billing Address: _____

(executed agreement date)

Myana Mahadi

From: Andy Penick
Sent: Thursday, March 5, 2026 10:19 AM
To: Maria Rivera-Rivera
Cc: Horace Green; Katie Cornelius; Nancy M. Williams; Audrey Sutton; Valerie Murray
Subject: RE: Emergency Request - Richmond County Sheriff Office Structural

Follow Up Flag: Follow up
Flag Status: Flagged

Approved.

Regards,

Andy Penick, CPSM, GCPM, GCPA, MBA

Director of Procurement
 Augusta, Georgia Government
 535 Telfair Street, Suite 605, Augusta, GA 30901
 Office: (706) 821-4820 | Mobile: (762) 383-9357
 Email apenick@augustaga.gov | www.augustaga.gov

From: Maria Rivera-Rivera <MRivera-Rivera@augustaga.gov>
Sent: Thursday, March 5, 2026 10:07 AM
To: Andy Penick <apenick@augustaga.gov>
Cc: Horace Green <hgreen@augustaga.gov>; Katie Cornelius <KCornelius@augustaga.gov>; Nancy M. Williams <NWilliams@augustaga.gov>; Audrey Sutton <ASutton@augustaga.gov>; Valerie Murray <vmurray@augustaga.gov>
Subject: Emergency Request - Richmond County Sheriff Office Structural
Importance: High

Good morning,

In accordance with §1-10-57 Emergency Procurements, we respectfully ask you to accept this communication as notification of a structural concern at the Richmond County Sheriff Office facility.

During a recent inspection, it was identified that certain sections of the precast stone structure, specifically located on the exterior top sides of the building, are exhibiting signs of instability. Further investigation revealed that the supporting metal studs are experiencing crushing and structural fatigue, compromising the integrity of these architectural elements.

This deterioration presents a serious and imminent safety hazard to both employees and members of the public who frequent the areas adjacent to the building. The potential for dislodged precast stone poses a considerable risk of injury.

Given the severity of this structural compromise and the associated safety implications, it is imperative that immediate and comprehensive measures are undertaken. We strongly recommend the prompt initiation of a detailed structural engineering assessment to determine the full scope of the damage.

Myana Mahadi

From: Mattie Sue Stevens
Sent: Saturday, May 2, 2026 3:58 PM
To: Horace Green; Maria Rivera-Rivera; Katie Cornelius
Cc: Scarlet Green
Subject: Funding Sources for Open Projects

Importance: High

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon,

Thank you for your patience as we have been working through 2026 capital and SPLOST reconciliations. Here are the funding sources:

- RCSO Pre-Cast Stone Structural Assessment (\$27,000) - *available now*
 - GL 329051120-5212999 / JL 216057902-5212999
- Maxwell Library (\$43,118.24) - *available now*
 - \$36,758.24 - GL 325051120-5413120 / JL 206055105-5413120
 - \$16,360 - GL 329064310-5413120 / JL 218059113-5413120
- 5th Street Marina (\$90,000) - *BTR to be completed by Weds - Sophia or Scarlet will confirm*
 - 272061711-5211120
- PACT Project (\$48,274) - *BTR to be completed by Weds - Sophia or Scarlet will confirm*
 - 272016218-5211120

Your total 2026 capital allocation will be provided in the next few days. If you have any questions, please let me know.

Thanks,

Mattie Sue Stevens, MPA | Deputy Administrator
Augusta, GA Government

535 Telfair St, Suite 910 | Augusta, GA 30901

Direct (706) 842-2806 | **Main Office** (706) 821-2400

Email MStevens@augustaga.gov | www.augustaga.gov

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Administrative Services Committee

Meeting Date: Tuesday, May 26, 2026

Emergency – Jeff Maxwell Library Water Remediation

Department: Central Services Department

Presenter: Horace Green

Caption: Receive as information the emergency request for the water extraction and remediation services at the Jeff Maxwell Library in the amount of \$43,118.24 by Servpro.

Background: A pipe burst at the Jeff Maxwell Library, resulting in water leakage throughout the facility. The leaks affected the carpet, books, and furniture within the library, creating conditions that could lead to further structural and property damage if not addressed. It is imperative that the maintenance process continues to preserve the integrity of the structure, as well as prevent potential safety risks to personnel that utilize the building. Due to the urgency of the situation and the need to prevent additional damages, Servpro was contacted on an emergency basis to provide immediate water remediation services.

Analysis: Servpro has performed the corresponding work.

Financial Impact: \$43,118.24; SPLOST VIII

GL: 325-05-1120/54.13120	\$36,758.24
JL: 206-05-5105/54.13120	
GL: 329-06-4310/54.13120	
JL: 218-05-9113/54.13120	\$6,360.00

Alternatives: A – Receive as information
B – Do not receive as information

Recommendation: Receive as information the emergency request for the water extraction and remediation services at the Jeff Maxwell Library in the amount of \$43,118.24 by Servpro.

Funds are available in the following accounts: \$43,118.24; SPLOST VIII accounts

GL: 325-05-1120/54.13120	\$36,758.24
JL: 206-05-5105/54.13120	
GL: 329-06-4310/54.13120	
JL: 218-05-9113/54.13120	\$6,360.00



Central Services Department

Horace Green, Director

2760 Peach Orchard Road, Augusta, GA 30906

Maria Rivera-Rivera, Deputy Director

(706) 828-7174 Phone (706) 796-5077 Fax

MEMORANDUM

TO: Andy Penick, Director, Procurement Department

FROM: Horace Green, Director, Central Services Department

DATE: May 12, 2026

SUBJECT: Emergency Memo – Jeff Maxwell Library Water Remediation

In accordance with §1-10-57 Emergency Procurements, we respectfully ask you to accept this communication as notification of an emergency at the Jeff Maxwell Library regarding water remediation.

A pipe burst at the Jeff Maxwell Library, resulting in water leakage throughout the facility. The leaks affected the carpet, books, and furniture within the library, creating conditions that could lead to further structural and property damage if not addressed. It is imperative that the maintenance process continues to preserve the integrity of the structure, as well as prevent potential safety risks to personnel that utilize the building. Due to the urgency of the situation and the need to prevent additional damages, Servpro was contacted on an emergency basis to provide immediate water remediation services.

Please process a purchase order for Servpro, in the amount of \$43,118.24 for the necessary water remediation services.

If you have any questions or concerns, please contact the Central Services Department.

HG/mcrr

SERVPRO
683 Commerce Ct
Evans, GA 30809 US
7067500200
office@servproaugusta.com
www.servproaugusta.com

Invoice



BILL TO
Maxwell Library
26-0199-WTR;Self Pay
1927 Lumpkin Rd
Augusta, GA 30906 USA

SHIP TO
Maxwell Library
26-0199-WTR;Self Pay
Maria Rivera
1927 Lumpkin Rd
Augusta, GA 30906 USA

INVOICE #	DATE	TOTAL DUE	DUE DATE	ENCLOSED
26-0199-WTR	02/06/2026	\$43,118.24	02/06/2026	

CREW CHIEF
75% Rachel/ 25% David

PROJECT MANAGER
Josh

Please choose one of the links to pay your invoice or you may contact SERVPRO® of Augusta to answer any payment related questions.
We accept cash, check which can be mailed to above address.

BALANCE DUE **\$43,118.24**

Katie Cornelius

From: Andy Penick
Sent: Monday, February 2, 2026 10:25 AM
To: Katie Cornelius
Cc: Horace Green; Maria Rivera-Rivera; Valerie Murray; Myana Mahadi; Audrey Sutton; Nancy M. Williams
Subject: Re: Emergency Request - Jeff Maxwell Library Burst Pipe

Follow Up Flag: Follow up
Flag Status: Flagged

Approved

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From: Katie Cornelius <KCornelius@augustaga.gov>
Sent: Monday, February 2, 2026 10:23:13 AM
To: Andy Penick <apenick@augustaga.gov>
Cc: Horace Green <hgreen@augustaga.gov>; Maria Rivera-Rivera <MRivera-Rivera@augustaga.gov>; Valerie Murray <vmurray@augustaga.gov>; Myana Mahadi <msmahadi@augustaga.gov>; Audrey Sutton <ASutton@augustaga.gov>; Nancy M. Williams <NWilliams@augustaga.gov>
Subject: Emergency Request - Jeff Maxwell Library Burst Pipe

Good morning,

In accordance with §1-10-57 Emergency Procurements, we respectfully ask you to accept this communication as notification of a safety and operations related emergency at the Jeff Maxwell Library.

A pipe has burst at this location, and is causing water to leak onto the carpet, books and furniture within the facility. It is of utmost importance that corrections are made in order to prevent further damages.

We are requesting approval to proceed with ServPro to address this situation. We currently do not have an estimate on the repairs at this time as the situation will need to be assessed to determine what is needed.

Please contact us with any questions or concerns regarding this information.

Thank you,
Katie

Katie Cornelius | Administrative Assistant
Augusta – Richmond County | Central Services Department
2760 Peach Orchard Rd | Augusta, Georgia 30906
(p) 706-312-4152
KCornelius@augustaga.gov | www.augustaga.gov

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AED:104.1



Administrative Services Committee Meeting

Meeting Date: May 26, 2026

Human Resources – Compensation Study Presentation

Department:	Human Resources
Presenter:	Anita Rookard
Caption:	Receive a presentation regarding the Class and Compensation Study conducted by Segal and provide direction on the next steps for implementation.
Background:	In 2023, the Commission approved Segal to conduct a comprehensive classification and compensation study for Augusta-Richmond County. Segal worked extensively with Department Directors and staff to review job classifications, assess internal equity, evaluate market competitiveness, and develop recommendations for improvements to the County's classification and salary structures.
Analysis:	<p>Segal will present the results of their study and their recommendations for a new classification structure. Based on the completed study, the following actions are recommended:</p> <ol style="list-style-type: none"> 1. Accept the recommended classification structure changes Adjust classifications for certain job titles to improve alignment with job duties, internal equity, and market benchmarks. 2. Collaborate with the Administrator and Department Directors Continue working with leadership on a small number of titles that require additional review or refinement prior to final implementation. 3. Phase in the new salary structure, contingent on budget approval Begin implementation of the proposed updated salary structure in phases, pending Commission approval of the associated budget requirements during the FY2027 budget process and future years.
Financial Impact:	Phasing of the salary structure implementation (if approved) will be determined by budget availability. \$750,000 was included in the FY2026 General Fund budget for the initial phase of implementation. Positions in enterprise/special revenue funds will be adjusted in accordance with available budgets.
Alternatives:	N/A
Recommendation:	Receive a presentation regarding the Class and Compensation Study conducted by Segal and provide direction on the next steps for implementation.

**Funds are available in N/A
the following accounts:**

**REVIEWED AND
APPROVED BY:**



Administrative Services Committee Meeting

May 12, 2026

Minutes

Department:	N/A
Presenter:	N/A
Caption:	Motion to approve the minutes of the April 28, 2026 Administrative Services 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



ADMINISTRATIVE SERVICES COMMITTEE MINUTES

Commission Chamber
Tuesday, April 28, 2026
1:20 PM

PRESENT: Slendak, Clark, Lewis, Members.

ABSENT: B. Garrett, Member

Also Present: Mayor Johnson, Guilfoyle, Scott, Wimberly, Johnon, Pulliam, Rice.

- 1. An update on procedure for Delegations presenting at Commission Meetings. **(Requested by Commissioner Tina Slendak)**

Deleted from the agenda without objection.

- 2. **Mr. Lawrence Brannen-** the Commission denounce the financial misconduct at Housing and Community Development and welcome an investigation by the appropriate law enforcement agency.

Deleted from the agenda without objection.

- 3. Motion to approve the minutes of the April 14, 2026 Administrative Services Committee Meeting.

Motion to approve

Motion made by Lewis and seconded by Slendak

Motion 3-0

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Administrative Services Committee Meeting

May 12, 2026

Marshal's Office

Department: N/A

Presenter: N/A

Caption: **Clarification of Richmond County Marshal's Office Support Activities:** Request for the Richmond County Marshal's Office to provide clarification regarding prescribed support activities identified within the Augusta-Richmond County Charter, and to identify opportunities for collaboration with Code Enforcement to address trash, illegal signage, and community cleanup concerns. **(Requested by Commissioner Don Clark)**

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

REVIEWED AND APPROVED BY: N/A



Administrative Services Committee

May 12, 2026

Augusta Housing Authority development on Deans Bridge Road

Department:	N/A
Presenter:	N/A
Caption:	Update Regarding Housing Authority Development on Deans Bridge Road: Receive as information an update regarding the Augusta Housing Authority's development project located on Deans Bridge Road, including current status, community impact, and anticipated next steps. (Requested by Commissioner Don Clark)
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