ADMINISTRATIVE SERVICES COMMITTEE MEETING AGENDA

Commission Chamber
Tuesday, October 27, 2026
1:15 PM

ADMINISTRATIVE SERVICES

1. Motion to **approve** the purchase of eight vehicles, at a total cost of $357,187.90, from Akins Ford Dodge for the Utilities Department. Seven of the vehicles are replacements and one vehicle is a new request utilizing GA statewide contract.
2. Motion to approve the award of bid #26-269, Ezekiel Harris House Retrofit in the amount of **$170,640.00** to be performed by Horizon Construction.
3. Receive as information the emergency request for the assessment of the building's structure at the Fleet Management Office in the amount of **$47,000.00 by** Johnson Laschober & Associates.
4. Motion to **approve** the minutes of the October 13, 2026 Administrative Services Committee Meeting.

Administrative Services Committee Meeting

Meeting Date:

2026 – Utilities Vehicle Purchases

Department: Central Services – Fleet Management

Presenter: Horace Green; Central Services Director

Caption: Motion to approve the purchase of eight vehicles, at a total cost of $357,187.90, from Akins Ford Dodge for the Utilities Department. Seven of the vehicles are replacements and one vehicle is a new request utilizing GA statewide contract.

Background: The Utilities Department requests the purchase of eight vehicles for various divisions. Fleet staff located eight suitable vehicles on GA statewide contract holder, Akins Ford Dodge vehicle lot.

Akins Dodge Ford is holding the eight vehicles until the Augusta Commission has approved the orders. Once approved, Fleet Management will acquire the purchase orders and submit it to the vendor for delivery of the asset purchases.

Division	Current Asset	New Asset	Akins Ford Dodge	Akins Ford Dodge-Upfit	Total	Funding Source
Metering	206061	2026 Ford F150 Reg Cab	$36,287.00	$ 1,789.00	$38,076.00	506-04-3210/ 54-22210
Metering	206056	2026 Ford F150 Reg Cab	$36,287.00	$ 1,789.00	$38,076.00	506-04-3210/ 54-22210
Metering	208145	2026 Ford F150 Reg Cab	$36,287.00	$ 1,789.00	$38,076.00	506-04-3210/ 54-22210
Metering	F00148	2026 Ford F150 Ext Cab	$46,039.00	$ 1,789.00	$47,828.00	506-04-3210/ 54-22210
Facilities Maint	203189	2026 Ford F150 Ext Cab	$46,848.00	$ 1,789.00	$48,637.00	506-04-3580/ 54-22210
Facilities Maint	F02319	2026 Ford F150 Ext Cab	$46,848.00	$ 1,789.00	$48,637.00	506-04-3580/ 54-22210
Facilities Maint	n/a	2026 Ford Cargo Van	$48,820.90	n/a	$48,820.90	506-04-3580/ 54-22210
Filter Plant	219187	2026 Ford F150 Ext Cab	$47,248.00	$ 1,789.00	$49,037.00	506-04-3540/ 54-22210

The Facilities Maintenance division is requesting the purchase of a new cargo van to transport IT materials and personnel to and from work sites for maintenance, repairs and upgrades to the SCADA system.

The other seven vehicle purchases are replacements and meet the Fleet Management, Operations, Maintenance and Replacement Policy criteria.

- Metering (4)
- Facilities Maintenance (2)
- Fort Gordon (1)

Analysis: The Procurement Department approved the request and issued a letter of intent to purchase the eight vehicles utilizing department funds and GMA Lease program

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Financial Impact: Utilities-Metering Funds – (506-04-3210/54-22210) - $162,056.00

Utilities-Filter Plant Funds – (506-04-3540/54-22210) - $49,037.00

Utilities-Facilities Maintenance – (506-04-3580/54-22210) - $146,094.90

Alternatives (1) Approve (2) Do not approve

Recommendation: Motion to approve the purchase of eight vehicles, at a total cost of $357,187.90, from Akins Ford Dodge for the Utilities Department. Seven of the vehicles are replacements and one vehicle is a new request.

REVIEWED AND APPROVED BY: N/A

Nancy

Augusta GEORGIA

Procurement Department

Andy Penick, CPSM, GCPM, GCPA, MBA
Procurement Director

LETTER OF INTENT TO PURCHASE VEHICLE FROM AKINS FORD DODGE

This letter of intent dated, **August 4, 2026**, is to inform you that the Central Services Department – Fleet Management Division has concluded that we intend to purchase: **One (1) 2026 Ford F150** for the below listed Departments, utilizing:

Statewide Contract Number: 99999-001-SPD0000183
Vehicles: 2026 Dodge Durango Pursuit

The specific specifications and pricing information for this purchase is attached.

1. **Buyer**: Augusta, Georgia – Central Services Department: Fleet Management Division
2. **Seller**: Akins Ford Dodge (Attn: Savanna Waters)
   220 W. May Street, Widner, GA 30680
3. **Vehicles Total Purchase Price**: $49,037.00
4. **Source**: Georgia Statewide Contract Number: **99999-001-SPD0000183**

Vehicles to be purchased and Departments to receive vehicles:

# of Vehicles	Department	Each
One (1)	Utilities Department – Filer Plant Division	$49,037.00

A purchase order will be provided upon the approval of the Augusta, Georgia Commission.

Sincerely,

Andy Penick, CPSM, GCPM, GCPA. MBA
Director of Procurement

Attachments: Vehicle Purchase Price /Specifications/Quotes

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**

FROM: **Horace Green, Director, Central Services**

DATE: **July 30, 2026**

SUBJECT: **Request LOI to purchase 1 vehicle for the Utilities Department**

Central Services-Fleet Management requests an LOI to purchase 1 vehicle for the Utilities Department Filter Plant division. Fleet staff located a suitable vehicle on the GA statewide contract holder Akins Ford Dodge vehicle lot.

(1) - 2026 Ford F150 - $49,037.00

Akins Dodge Ford is holding the vehicle until Augusta Commission has approved the order. Once approved, Fleet Management will acquire the purchase order and submit it to the vendor for delivery of the asset purchase. Funding is available in Utilities account 506-04-3540/54.22210.

220 W. May St
Winder, GA 30680

Phone 770-867-9136
Fax 770-868-5219

Date: 7/30/2026

AUGUSTA GEORGIA

Quoted By: Savanna Waters

QUOTE DATE	QTY	Description	AMOUNT	Pmts	Balance Due
7/30/2026	1	2026 F-150 EXTENDED CAB 4X4 5.0L V8, RUNNING BOARDS, TOW PACKAGE ON ORDER- ETA: 11/15/26	$47,098.00		
		AKINS UPFIT	1,789.00		
		DELIVERY	150.00		

Current		30 Days		AMOUNT DUE
60 Days		90 Days		**$49,037.00**

Georgia
Department of Administrative Services

Supplier Information Sheet

Contract Description	Administrative Vehicles		
Statewide Contract Number	99999-SPD-SPD0000218-0005		
Supplier ID Number	0000060486		
Supplier Name	Akins Ford LLC		
Effective Date	June 16, 2025	**Expiration Date**	June 15, 2027
Number of Suppliers Awarded	15	**Contract Type:**	**Mandatory**

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Supplier and Contract Information

Supplier Name & Address
Akins Ford LLC 220 W. May Street Winder, GA 30680

Supplier Website:	https://www.akinsford.com/

Primary Supplier Contact	Alternate Supplier Contact
Name: Jessica Farriba Email: jfarriba@akinsonline.com Phone Number: 678-227-3797	Name: Savanna Waters Email: ssorrells@akinsonline.com Phone Number: 6678-409-7412

General Supplier Email:	governmentsales@akinsonline.com

Contract Details	
Remittance Address	Akins Ford LLC PO Box 280 Winder, GA 30680
Pricing Structure	**New Vehicles:** % off MSRP **New Vehicle Add-Ons**: % off MSRP **Used Vehicles**: Black Book Value or Less
Delivery Days	The supplier is responsible for communicating with an authorized user about the production window, delivery to the dealer lot from the manufacturer, and delivery dates to the customer.
Payment Terms	Net 30
Authorized Users	State and Local Government
Acceptable Ordering Method	Purchase Orders
Acceptable Payment Method	ACH, Check

Augusta GEORGIA

Procurement Department

Andy Penick, CPSM, GCPM, GCPA, MBA
Procurement Director

LETTER OF INTENT TO PURCHASE VEHICLE FROM AKINS FORD DODGE

This letter of intent dated, **July 6, 2026**, is to inform you that the Central Services Department – Fleet Management Division has concluded that we intend to purchase: **seven (7) 2026 vehicles** for the below listed Departments, utilizing:

Statewide Contract Number: 99999-001-SPD0000183

The specific specifications and pricing information for this purchase is attached.

1. **Buyer**: Augusta, Georgia – Central Services Department: Fleet Management Division
2. **Seller**: Akins Ford Dodge (Attn: Savanna)
   220 W. May Street, Widner, GA 30680
3. **Vehicles Total Purchase Price**: $297,416.90
4. **Source**: Georgia Statewide Contract Number: **99999-001-SPD0000183**

Vehicles to be purchased and Departments to receive vehicles:

# of Vehicles	Vehicle	Department	Division	Price
Three (3)	2026 Ford – F150 Reg Cab	Utilities	Metering	$36,287.00
One (1)	2026 Ford – F150 Ext Cab	Utilities	Metering	$46,039.00
One (1)	2026 Ford – F150 Ext Cab	Utilities	Fac. Maintenance	$46,848.00
One (1)	2023 Ford Ranger	Utilities	Fac. Maintenance	$46,848.00
One (1)	2026 Ford Cargo Van	Utilities	Fac. Maintenance	$48,820.90

A purchase order will be provided upon the approval of the Augusta, Georgia Commission.

Sincerely,

Andy Penick, CPSM, GCPM, GCPA. MBA
Director of Procurement

Attachments: Vehicle Purchase Price /Specifications/Quotes

Central Services Department - Fleet Management Division
Replacement Evaluation Form

Asset Information			
Department Name:	Utilities-Customer Service	Date:	19-May-26
Org Key:	506-04-3210		
Vehicle Description:	2006 Ford E250	Asset Number:	**206061**
Assigned Use:	Used to transport supplies and equipment to repair water meters.		
Signature of Director/Elected Official:			
Name of Director/Elected Official:			
Purchase Date:	7/3/2006		
Purchase Price:	$18,084.00		
Current Mileage:	186,275	Current Hours:	N/A

Replacement Criteria Scoring

	Score	Details
Miles/Hours	18	186,275
Type of Service	3	
M&R Cost	5	146% or $26,507.86 work orders
Reliability	5	Needs a transmission replacement
Condition	5	Age, wear and tear
Total Score	**36**	

Fleet Manager Recommendation:

The mileage is 186,275 and the potential replacement mileage is 175K according to the Fleet Management Operations, Maintenance and Replacement Policy, 3.02. The vehicle was diagnosed to need a transmission replacement estimated at $4,158 and compared to the current FMV of $3,625. The department approved the disposal due to the FMV, overall condition and maintenance history of the vehicle.

Planned Replacement Year:	
Funding Source:	SPLOST VIII
Fleet Manager Approval:	Laquana Porter
Name of Fleet Manager:	Laquona C. Porter, Fleet Manager
Central Services Director Approval:	
Name of Director:	Horace Green, Central Services Director

Central Services Department - Fleet Management Division
Replacement Evaluation Form

Asset Information			
Department Name:	Utilities-Customer Service	Date:	8-Oct-25
Org Key:	506-04-3210		
Vehicle Description:	06 Ford Ranger	Asset Number:	**206056**
Assigned Use:	Used by the a Meter Reader for the Utilities Department to travel to various ARC locations to read and repair water meters.		
Signature of Director/Elected Official:			
Name of Director/Elected Official:			
Purchase Date:	5/25/2006		
Purchase Price:	$17,590.00		
Current Mileage:	173,281		N/A
		Current Hours:	

Replacement Criteria Scoring

	Score	Details
Miles/Hours	17	
Type of Service	3	
M&R Cost	5	101% OR $17,706.91
Reliability	4	
Condition	5	Age, wear and tear and needed repairs
Total Score	**34**	

Fleet Manager Recommendation:

The mileage is 173,281 and the potential replacement mileage is 175K according to the Fleet Management Operations, Maintenance and Replacement Policy, 3.02. Due to the age, wear and tear the vehicle was disposed. Additionally, there are $6,554 in needed repairs to include motor, motor mounts, transmission, water pump, spark plugs, thermostat, intake manifold.

Planned Replacement Year:	
Funding Source:	SPLOST VIII
Fleet Manager Approval:	Laquana Porter
Name of Fleet Manager:	Laquona C. Porter, Fleet Manager
Central Services Director Approval:	
Name of Director:	Horace Green, Central Services Director

Central Services Department - Fleet Management Division
Replacement Evaluation Form

Asset Information

Department Name:	Utilities-Customer Service	Date:	2-Oct-25
Org Key:	506-04-3210		
Vehicle Description:	08 Ford Ranger	Asset Number:	208145

Assigned Use:	Used by the a Meter Reader for the Utilities Department to travel to various ARC locations to read and repair water meters.

Signature of Director/Elected Official:
Name of Director/Elected Official:

Purchase Date:	6/17/2008		
Purchase Price:	$13,703.99		
Current Mileage:	147,914		N/A
		Current Hours:	

Replacement Criteria Scoring

	Score	Details
Miles/Hours	15	
Type of Service	3	
M&R Cost	5	161% OR $22,093.81
Reliability	4	
Condition	5	Age, wear and tear, used as track car
Total Score	**32**	

Fleet Manager Recommendation:

The vehicle needed an engine wiring harness that is oboslete due to the age of the vehicle. The wiring harness is a key function for the operation of the vehicle because it acts as the electrical system's central nervous system. Fleet Shop recommends disposal due to parts being obsolete.

Planned Replacement Year:
Funding Source: SPLOST VIII

Fleet Manager Approval: Laquana Porter
Name of Fleet Manager: Laquona C. Porter, Fleet Manager
Central Services Director Approval:
Name of Director: Horace Green, Central Services Director

Central Services Department - Fleet Management Division
Replacement Evaluation Form

Asset Information			
Department Name:	Utilities-Customer Service	Date:	19-May-26
Org Key:	506-04-3210		
Vehicle Description:	2006 Ford F150	Asset Number:	**F00148**
Assigned Use:	Used by a Meter Reader for the Utilities Department to travel to various ARC locations to read and repair water meters.		
Signature of Director/Elected Official:			
Name of Director/Elected Official:			
Purchase Date:	9/28/2001		
Purchase Price:	$17,549.65		
Current Mileage:	133,128	Current Hours:	N/A

Replacement Criteria Scoring		
	Score	**Details**
Miles/Hours	13	133,128
Type of Service	3	
M&R Cost	5	100% or $17,529.43 work orders
Reliability	5	Needs wiring harness and PCM (obsolete)
Condition	5	
Total Score	**31**	

Fleet Manager Recommendation:

The vehicle needed a PCM and wiring harness that has become oboselete due to the age of the vehicle. The department approved the disposal of the vehicle and budgeted to be replaced in 2026.

Planned Replacement Year:	
Funding Source:	SPLOST VIII
Fleet Manager Approval:	Laquana Porter
Name of Fleet Manager:	Laquona C. Porter, Fleet Manager
Central Services Director Approval:	
Name of Director:	Horace Green, Central Services Director

Central Services Department - Fleet Management Division
Replacement Evaluation Form

Asset Information			
Department Name:	Utilities-Facilities Maintenance	Date:	2-Jun-26
Org Key:	506-04-3580		
Vehicle Description:	2003 Ford F150	Asset Number:	**203189**
Assigned Use:	Used by a facilities employee to travel various Utilities Department locations for repairs needed to building and/or water infrastructure.		
Signature of Director/Elected Official:	JW Byrn		
Name of Director/Elected Official:			
Purchase Date:	9/24/2003		
Purchase Price:	$16,693.04		
Current Mileage:	162,876		N/A
		Current Hours:	

Replacement Criteria Scoring

	Score	Details
Miles/Hours	16	
Type of Service	3	
M&R Cost	3	58% or $9,600.14 work orders
Reliability	3	Due to age, wear and tear
Condition	4	
Total Score	**29**	

Fleet Manager Recommendation:

The KBB value on this truck is $2,625.00. The mileage replacement for this vehicle is 175k. The new vehcle will be delivered in 3-6months from time of approval therefore, the mileage will reach the threshold.

Planned Replacement Year:	
Funding Source:	SPLOST VIII
Fleet Manager Approval:	Laquana Porter
Name of Fleet Manager:	Laquona C. Porter, Fleet Manager
Central Services Director Approval:	
Name of Director:	Horace Green, Central Services Director

220 W. May St
Winder, GA 30680

Phone 770-867-9136
Fax 770-868-5219

Date: 6/8/2026

AUGUSTA GEORGIA

Quoted By: Savanna Waters

QUOTE DATE	QTY	Description	AMOUNT	Pmts	Balance Due
6/8/2026	1	2026 F-150 EXTENDED CAB 4X4 5.0L V8, RUNNING BOARDS, TOW PACKAGE TKD86304	$46,698.00		
		DELIVERY	150.00		

Current		30 Days		AMOUNT DUE
60 Days		90 Days		**$46,848.00**

220 W. May St
Winder, GA 30680

Akins

Phone 770-867-9136
Fax 770-868-5219

Date: 6/8/2026

AUGUSTA GEORGIA

Quoted By: Savanna Waters

QUOTE DATE	QTY	Description	AMOUNT	Pmts	Balance Due
6/8/2026	1	2026 F-150 EXTENDED CAB 4X4 5.0L V8, RUNNING BOARDS, TOW PACKAGE 1FTFX1L56TKD86449	$46,698.00		
		DELIVERY	150.00		

Current		30 Days		AMOUNT DUE
60 Days		90 Days		$46,848.00

QUOTE

DATE:
Date : 05/28/2026

TO: AUGUSTA FLEET SERVICES

QUOTE #
378

CUSTOMER BUILD
2026 FORD F-150- COUNTY EMERGENCY EQUIPMENT PACKAGE

COMPANY	PREPARED BY	PAYMENT TERMS	DUE DATE
AKINS FORD	Josh	NET30	TBD

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	WHELEN MINI 23 INCH LIGHT BAR		450
1	ACARI 3RD BRAKE LIGHT MOUNT		270
1	BACK UP ALARM		29
1	BED COVER TRUXEDO SOFT TRI-FOLD COVER		329
1	TRIPLE OUTLET 12V		54
1	FIRE EXTINGUISHER WITH BRACKET(Install upon customer approval)		68
1	WINDOW TINT 2 FRONTS AND 6" STRIP		189
4	LABOR TO INSTALL ABOVE PARTS		400
		SUBTOTAL	$1,789
		TOTAL	$1,789

MAKE ALL CHECKS PAYABLE TO AKINS
Thank you for your business!

220 WEST MAY STREET WINDER, GA 30680

ESTIMATE

Blue Badger Upfitters LLC
3696 Washington Rd
Augusta, GA 30907-6102

julie@bluebadgerupfitters.com
+1 (706) 524-0996

Bill to
Richmond County Fleet
1568 Broad St. Bldg. C
Augusta, Georgia 30901

Ship to
Richmond County Fleet
1568 Broad St. Bldg. C
Augusta, Georgia 30901

Estimate details
Estimate no.: 1351
Estimate date: 05/29/2026
Expiration date: 06/30/2026

Product or service	Description	Qty	Rate	Amount
	2026 Ford F150 County Emergency Equipment Package			
Vehicle Parts - Non Taxable	FED-HL15P-A HL ELITE,AMB,PERM MNT,AMB DOME	1	$292.60	$292.60
Vehicle Parts - Non Taxable	FED-210239-S TRITON BACKUP ALARM,97D	1	$32.65	$32.65
Vehicle Parts - Non Taxable	12V TRIPLE OUTLET	1	$45.00	$45.00
Vehicle Parts - Non Taxable	FIRE EXT. 5LB FIRE EXT W/ BRACKETS	1	$115.00	$115.00
Vehicle Parts - Non Taxable	BED COVER	1	$450.00	$450.00
Sublet	TINT	1	$200.00	$200.00
Labor	LABOR	1	$720.00	$720.00

All packages we build come with a one-year response guarantee. We will respond to your agency within 24 weekday hours to troubleshoot, address, or repair any critical malfunctions of equipment we install. For critical malfunctions that result in the vehicle being removed from service, we will respond within 24 hours. For minor issues, our response time will be within 72 hours.

Terms unless otherwise agreed to by both

parties: Equipment and installations are billed separately. 50% of equipment due at time of order. Remaining 50% of equipment due upon arrival of equipment. Blue Badger will store and insure all equipment, property of the customer, at no additional charge. Labor billed by vehicle at the time each vehicle is delivered to the customer.

****GUARANTEED INSTALLATION WITHIN 30 DAYS OF FULL EQUIPMENT DELIVERY****

Total **$1,855.25**

Expiry date 06/30/2026

Accepted date

Accepted by

WEST WARNING EQUIPMENT SALES & SERVICE, LLC

QUOTE

115 SAND BAR FERRY ROAD
AUGUSTA, GA 30901

Phone # 706-855-6916

E-mail
laurawest1@comcast.net

Date	Quote #
6/1/2026	8860

Name / Address
FIRSTVEHICLE-TRANSDEV US ATTN: ACCOUNTS PAYABLE 720 E. BUTTERFIELD RD STE 300 LOMBARD IL 60148

Qty	Item	Description	Rate	Total
1	Misc	2026 FORD F150- COUNTY PKG WITH BED COVER 15" MINI BAR AMBER W/ DRILL FREE MOUNTING BRKT, TOGGLE SWITCH	898.25	898.25
1	Misc	BACK UP ALARM, TRIPLE OUTLET, 5LB FIRE EXT W/ MOUNTING BRKT	157.00	157.00
1	Misc	WINDOW TINT- FRONT TWO ROLLDOWNS WITH 6" STRIP 35%	185.00	185.00
1	Misc	FLIP STYLE-HARD COVER FOR A 5.5FT BED	1,025.00	1,025.00
1	LABOR	LABOR TO INSTALL	300.00	300.00

This Quote is an offer by West Warning Equipment to purchase Goods and/or provide Services (as applicable) to the recepiant of this quote in accordance with the specifications stated herein. This Quote is not binding or accepted until the recepitant supplies West Warning Equipment with a purchase order for the quoted goods and/or serivces. Commencement of purchasing goods and/or providing serives will occur once both parties agree upon a date. Quoted Prices are good for 30

Sales Tax (8.5%)	$0.00
Total	$2,565.25

220 W. May St
Winder, GA 30680

Akins

Phone 770-867-9136
Fax 770-868-5219

Date: 5/27/2026

AUGUSTA GEORGIA

SWC# 99999-001-SPD0000218

Quoted By: Savanna Waters

QUOTE DATE	QTY	Description	AMOUNT	Pmts	Balance Due
5/27/2026		TRANSIT CARGO LOW ROOF RWD TKA73526	$48,039.00		
		WHELEN MINI LIGHT BAR FIRE EXTINGUISHER AND BRACKET	$ 781.90		

Current		30 Days		AMOUNT DUE
60 Days		90 Days		$48,820.90

BUYER'S ORDER / INVOICE / BILL OF SALE

Akins Ford · Dodge · Chrysler · Jeep

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

SALESPERSON: Savanna | PROSPECT #:

STOCK NUMBER: | DATE: 05/22/26

TYPE - R.F.W.T.L.: | FLEET#:

CUSTOMER INFORMATION FOR TITLE PURPOSES

NAME(S) FIRST, MIDDLE, LAST OR BUSINESS: AUGUSTA GEORGIA

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

SOCIAL SECURITY: | DRIVER'S LICENSE #: | DATE OF BIRTH: | NAD #:

VEHICLE PURCHASED

TYPE: NEW | YEAR: 2026 | MAKE: FORD | MODEL: F150 | BODY: REGULAR CAB 4X2

CYLINDERS: | TRANSMISSION: AUTO | FUEL: 2.7L GAS | COLOR: WHITE | TRIM: XL | VIN: TKD76013

KEY CODE: | INPO: SWC# 99999-001-SPD0000218 | ODOMETER:

TRADE-IN #1

YEAR: | MAKE: | VIN:

MODEL: | STOCK NUMBER: | ODOMETER: | TRADE ALLOWANCE $:

PAYOFF AMOUNT: | GOOD UNTIL: | ACCOUNT NUMBER:

PAYOFF OWED TO: | PHONE NUMBER: | QUOTED BY:

ADDRESS: | CITY: | STATE: | ZIP CODE:

TRADE-IN #2

YEAR: | MAKE: | VIN:

MODEL: | STOCK NUMBER: | ODOMETER: | TRADE ALLOWANCE $:

PAYOFF AMOUNT: | GOOD UNTIL: | ACCOUNT NUMBER:

PAYOFF OWED TO: | PHONE NUMBER: | QUOTED BY:

ADDRESS: | CITY: | STATE: | ZIP CODE:

LIEN HOLD

PURCHASED VEHICLE LIEN HOLDER: | LIEN HOLDER CODE:

ADDRESS: | CITY: | STATE: | ZIP CODE:

INSURANCE

COMPANY: | POLICY NUMBER:

AGENT: | PHONE:

ADDRESS: | CITY: | STATE: | ZIP CODE:

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 _____ DATE _____ ACCEPTED BY: _____ DEALER OR HIS AUTHORIZED REPRESENTATIVE

CO-PURCHASER'S SIGNATURE _____ DATE _____

BASE PRICE	$36,137.00
Delivery	$150.00
	$0.00
	$0.00
TOTAL PRICE INCLUDING DEALER OPTIONS	$36,287.00
ADJUSTED PRICE INCL DISCOUNT(S)	$36,287.00
GROSS TRADE-IN ALLOWANCE	$0.00
TRADE DIFFERENCE	$36,287.00
SERVICE & DOCUMENTATION FEE	$0.00
TAXABLE AMOUNT	$36,287.00
SALES TAX 0%	$0.00
TAG & TITLE FEE	$0.00
GA WARRANTY RIGHTS FEE (NEW ONLY)	$0.00
PRICE INCLUDING TAX & FEES	$36,287.00
BALANCE OWED ON TRADE(S)	$0.00
TOTAL PURCHASE PRICE W/TRADES	$36,287.00
REBATE(S) ASSIGNED TO DEALER	$0.00
DEPOSIT RECEIPT #	$0.00
CASH DOWN RECEIPT #	$0.00
SERVICE CONTRACT	$0.00
GAP	
UNPAID BALANCE	
NET DUE UPON DE CASH/CHECK CONTRACT	$36,287.00

BUYER'S ORDER / INVOICE / BILL OF SALE

Akins — Ford — Dodge — Chrysler — Jeep

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

SALESPERSON Savanna | PROSPECT #

STOCK NUMBER | DATE 05/22/26

TYPE - R.F.W.T.L. | FLEET#

CUSTOMER INFORMATION FOR TITLE PURPOSES

NAME(S) FIRST, MIDDLE, LAST OR BUSINESS: AUGUSTA GEORGIA

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

SOCIAL SECURITY | DRIVER'S LICENSE # | DATE OF BIRTH | NAD #

VEHICLE PURCHASED

TYPE NEW | YEAR 2026 | MAKE FORD | MODEL F150 | BODY REGULAR CAB 4X2

CYLINDERS | TRANSMISSION AUTO | FUEL 2.7L GAS | COLOR WHITE | TRIM XL | VIN TKD15825

KEY CODE | USED SWC# 99999-001-SPD0000218 | ODOMETER

TRADE-IN #1

YEAR | MAKE | VIN

MODEL | STOCK NUMBER | ODOMETER | TRADE ALLOWANCE $

PAYOFF AMOUNT | GOOD UNTIL | ACCOUNT NUMBER

PAYOFF OWED TO | PHONE NUMBER | QUOTED BY

ADDRESS | CITY | STATE | ZIP CODE

TRADE-IN #2

YEAR | MAKE | VIN

MODEL | STOCK NUMBER | ODOMETER | TRADE ALLOWANCE $

PAYOFF AMOUNT | GOOD UNTIL | ACCOUNT NUMBER

PAYOFF OWED TO | PHONE NUMBER | QUOTED BY

ADDRESS | CITY | STATE | ZIP CODE

LIEN HOLD

PURCHASED VEHICLE LIEN HOLDER | LIEN HOLDER CODE

ADDRESS | CITY | STATE | ZIP CODE

INSURANCE

COMPANY | POLICY NUMBER

AGENT | PHONE

ADDRESS | CITY | STATE | ZIP CODE

BASE PRICE	$36,137.00
Delivery	$150.00
	$0.00
	$0.00
TOTAL PRICE INCLUDING DEALER OPTIONS	$36,287.00
ADJUSTED PRICE INCL DISCOUNT(S)	$36,287.00
GROSS TRADE-IN ALLOWANCE	$0.00
TRADE DIFFERENCE	$36,287.00
SERVICE & DOCUMENTATION FEE	$0.00
TAXABLE AMOUNT	$36,287.00
SALES TAX 0%	$0.00
TAG & TITLE FEE	$0.00
GA WARRANTY RIGHTS FEE (NEW ONLY)	$0.00
PRICE INCLUDING TAX & FEES	$36,287.00
BALANCE OWED ON TRADE(S)	$0.00
TOTAL PURCHASE PRICE W/TRADES	$36,287.00
REBATE(S) ASSIGNED TO DEALER	$0.00
DEPOSIT RECEIPT #	$0.00
CASH DOWN RECEIPT $	$0.00
SERVICE CONTRACT	$0.00
GAP	
UNPAID BALANCE	
NET DUE UPON DE CASH/CHECK CONTRACT	$36,287.00

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 _____ DATE _____ ACCEPTED BY: _____ DEALER OR HIS AUTHORIZED REPRESENTATIVE

CO-PURCHASER'S SIGNATURE _____ DATE _____

To-Reorder call 770/831-3600 APS Form 4005

BUYER'S ORDER / INVOICE / BILL OF SALE

Akins Ford · Dodge · Chrysler · Jeep

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

SALESPERSON Savanna | PROSPECT #

CUSTOMER INFORMATION FOR TITLE PURPOSES

NAME(S) FIRST, MIDDLE, LAST OR BUSINESS: AUGUSTA GEORGIA | STOCK NUMBER | DATE 05/22/26

TYPE - R.F.W.T.L. | FLEET#

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

SOCIAL SECURITY | DRIVER'S LICENSE # | DATE OF BIRTH | NAD #

VEHICLE PURCHASED

TYPE NEW | YEAR 2026 | MAKE FORD | MODEL F150 | BODY REGULAR CAB 4X2

CYLINDERS | TRANSMISSION AUTO | FUEL 2.7L GAS | COLOR WHITE | TRIM XL | VIN TKD90915

KEY CODE | KEY SWC# 99999-001-SPD0000218 | ODOMETER

TRADE-IN #1

YEAR | MAKE | VIN

MODEL | STOCK NUMBER | ODOMETER | TRADE ALLOWANCE $

PAYOFF AMOUNT | GOOD UNTIL | ACCOUNT NUMBER

PAYOFF OWED TO | PHONE NUMBER | QUOTED BY

ADDRESS | CITY | STATE | ZIP CODE

TRADE-IN #2

YEAR | MAKE | VIN

MODEL | STOCK NUMBER | ODOMETER | TRADE ALLOWANCE $

PAYOFF AMOUNT | GOOD UNTIL | ACCOUNT NUMBER

PAYOFF OWED TO | PHONE NUMBER | QUOTED BY

ADDRESS | CITY | STATE | ZIP CODE

LIEN HOLDER

PURCHASED VEHICLE LIEN HOLDER | LIEN HOLDER CODE

ADDRESS | CITY | STATE | ZIP CODE

INSURANCE

COMPANY | POLICY NUMBER

AGENT | PHONE

ADDRESS | CITY | STATE | ZIP CODE

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 _____ DATE _____ ACCEPTED BY: _____ DEALER OR HIS AUTHORIZED REPRESENTATIVE

CO-PURCHASER'S SIGNATURE _____ DATE _____

BASE PRICE	$36,137.00
Delivery	$150.00
	$0.00
	$0.00
TOTAL PRICE INCLUDING DEALER OPTIONS	$36,287.00
ADJUSTED PRICE INCL DISCOUNT(S)	$36,287.00
GROSS TRADE-IN ALLOWANCE	$0.00
TRADE DIFFERENCE	$36,287.00
SERVICE & DOCUMENTATION FEE	$0.00
TAXABLE AMOUNT	$36,287.00
SALES TAX 0%	$0.00
TAG & TITLE FEE	$0.00
GA WARRANTY RIGHTS FEE (NEW ONLY)	$0.00
PRICE INCLUDING TAX & FEES	$36,287.00
BALANCE OWED ON TRADE(S)	$0.00
TOTAL PURCHASE PRICE W/TRADES	$36,287.00
REBATE(S) ASSIGNED TO DEALER	$0.00
DEPOSIT RECEIPT #	$0.00
CASH DOWN RECEIPT $	$0.00
SERVICE CONTRACT	$0.00
GAP	
UNPAID BALANCE	
NET DUE UPON DEL CASH/CHECK CONTRACT	$36,287.00

BUYER'S ORDER / INVOICE / BILL OF SALE

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SALESPERSON: Savanna | PROSPECT #:

STOCK NUMBER: | DATE: 05/22/26

TYPE - R.F.W.T.L.: | FLEET#:

CUSTOMER INFORMATION FOR TITLE PURPOSES

NAME(S) FIRST, MIDDLE, LAST OR BUSINESS: AUGUSTA GEORGIA

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

SOCIAL SECURITY: | DRIVER'S LICENSE #: | DATE OF BIRTH: | NAD #:

VEHICLE PURCHASED

TYPE: NEW | YEAR: 2026 | MAKE: FORD | MODEL: F150 | BODY: EXTENDED CAB 4X4

CYLINDERS: | TRANSMISSION: AUTO | FUEL: 5.0L GAS | COLOR: WHITE | TRIM: XL | VIN: TKD86324

KEY CODE: SWC# 99999-001-SPD0000218 | ODOMETER:

TRADE-IN #1

YEAR: | MAKE: | VIN:

MODEL: | STOCK NUMBER: | ODOMETER: | TRADE ALLOWANCE $:

PAYOFF AMOUNT: | GOOD UNTIL: | ACCOUNT NUMBER:

PAYOFF OWED TO: | PHONE NUMBER: | QUOTED BY:

ADDRESS: | CITY: | STATE: | ZIP CODE:

TRADE-IN #2

YEAR: | MAKE: | VIN:

MODEL: | STOCK NUMBER: | ODOMETER: | TRADE ALLOWANCE $:

PAYOFF AMOUNT: | GOOD UNTIL: | ACCOUNT NUMBER:

PAYOFF OWED TO: | PHONE NUMBER: | QUOTED BY:

ADDRESS: | CITY: | STATE: | ZIP CODE:

FINANCED BY / LIEN HOLDER

PURCHASED VEHICLE LIEN HOLDER: | LIEN HOLDER CODE:

ADDRESS: | CITY: | STATE: | ZIP CODE:

INSURANCE

COMPANY: | POLICY NUMBER:

AGENT: | PHONE:

ADDRESS: | CITY: | STATE: | ZIP CODE:

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 _____ DATE _____

ACCEPTED BY: _____ DEALER OR HIS AUTHORIZED REPRESENTATIVE

CO-PURCHASER'S SIGNATURE _____ DATE _____

BASE PRICE	$45,889.00
Delivery	$150.00
	$0.00
	$0.00
TOTAL PRICE INCLUDING DEALER OPTIONS	$46,039.00
ADJUSTED PRICE INCL DISCOUNT(S)	$46,039.00
GROSS TRADE-IN ALLOWANCE	$0.00
TRADE DIFFERENCE	$46,039.00
SERVICE & DOCUMENTATION FEE	$0.00
TAXABLE AMOUNT	$46,039.00
SALES TAX 0%	$0.00
TAG & TITLE FEE	$0.00
GA WARRANTY RIGHTS FEE (NEW ONLY)	$0.00
PRICE INCLUDING TAX & FEES	$46,039.00
BALANCE OWED ON TRADE(S)	$0.00
TOTAL PURCHASE PRICE W/TRADES	$46,039.00
REBATE(S) ASSIGNED TO DEALER	$0.00
DEPOSIT RECEIPT #	$0.00
CASH DOWN RECEIPT $	$0.00
SERVICE CONTRACT	$0.00
GAP	
UNPAID BALANCE	
NET DUE UPON DE- CASH/CHECK CONTRACT	$46,039.00

QUOTE

DATE:
Date : 05/28/2026

TO: AUGUSTA FLEET SERVICES

QUOTE #
378

CUSTOMER BUILD
2026 FORD F-150- COUNTY EMERGENCY EQUIPMENT PACKAGE

COMPANY	PREPARED BY	PAYMENT TERMS	DUE DATE
AKINS FORD	Josh	NET30	TBD

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	WHELEN MINI 23 INCH LIGHT BAR		450
1	ACARI 3RD BRAKE LIGHT MOUNT		270
1	BACK UP ALARM		29
1	BED COVER TRUXEDO SOFT TRI-FOLD COVER		329
1	TRIPLE OUTLET 12V		54
1	FIRE EXTINGUISHER WITH BRACKET(Install upon customer approval)		68
1	WINDOW TINT 2 FRONTS AND 6" STRIP		189
4	LABOR TO INSTALL ABOVE PARTS		400
		SUBTOTAL	$1,789
		TOTAL	$1,789

MAKE ALL CHECKS PAYABLE TO AKINS
Thank you for your business!

220 WEST MAY STREET WINDER, GA 30680

ESTIMATE

Blue Badger Upfitters LLC
3696 Washington Rd
Augusta, GA 30907-6102

julie@bluebadgerupfitters.com
+1 (706) 524-0996

Bill to
Richmond County Fleet
1568 Broad St. Bldg. C
Augusta, Georgia 30901

Ship to
Richmond County Fleet
1568 Broad St. Bldg. C
Augusta, Georgia 30901

Estimate details
Estimate no.: 1351
Estimate date: 05/29/2026
Expiration date: 06/30/2026

Product or service	Description	Qty	Rate	Amount
	2026 Ford F150 County Emergency Equipment Package			
Vehicle Parts - Non Taxable	FED-HL15P-A HL ELITE,AMB,PERM MNT,AMB DOME	1	$292.60	$292.60
Vehicle Parts - Non Taxable	FED-210239-S TRITON BACKUP ALARM,97D	1	$32.65	$32.65
Vehicle Parts - Non Taxable	12V TRIPLE OUTLET	1	$45.00	$45.00
Vehicle Parts - Non Taxable	FIRE EXT. 5LB FIRE EXT W/ BRACKETS	1	$115.00	$115.00
Vehicle Parts - Non Taxable	BED COVER	1	$450.00	$450.00
Sublet	TINT	1	$200.00	$200.00
Labor	LABOR	1	$720.00	$720.00

All packages we build come with a one-year response guarantee. We will respond to your agency within 24 weekday hours to troubleshoot, address, or repair any critical malfunctions of equipment we install. For critical malfunctions that result in the vehicle being removed from service, we will respond within 24 hours. For minor issues, our response time will be within 72 hours.

Terms unless otherwise agreed to by both

parties: Equipment and installations are billed separately. 50% of equipment due at time of order. Remaining 50% of equipment due upon arrival of equipment. Blue Badger will store and insure all equipment, property of the customer, at no additional charge. Labor billed by vehicle at the time each vehicle is delivered to the customer.

****GUARANTEED INSTALLATION WITHIN 30 DAYS OF FULL EQUIPMENT DELIVERY****

Total **$1,855.25**

Expiry date 06/30/2026

Accepted date

Accepted by

WEST WARNING EQUIPMENT SALES & SERVICE, LLC

115 SAND BAR FERRY ROAD
AUGUSTA, GA 30901

Phone # 706-855-6916

E-mail
laurawest1@comcast.net

QUOTE

Date	Quote #
6/1/2026	8860

Name / Address
FIRSTVEHICLE-TRANSDEV US ATTN: ACCOUNTS PAYABLE 720 E. BUTTERFIELD RD STE 300 LOMBARD IL 60148

Qty	Item	Description	Rate	Total
1	Misc	2026 FORD F150- COUNTY PKG WITH BED COVER	898.25	898.25
1	Misc	15" MINI BAR AMBER W/ DRILL FREE MOUNTING BRKT, TOGGLE SWITCH	157.00	157.00
1	Misc	BACK UP ALARM, TRIPLE OUTLET, 5LB FIRE EXT W/ MOUNTING BRKT	185.00	185.00
1	Misc	WINDOW TINT- FRONT TWO ROLLDOWNS WITH 6" STRIP 35%	1,025.00	1,025.00
1	LABOR	FLIP STYLE-HARD COVER FOR A 5.5FT BED	300.00	300.00
		LABOR TO INSTALL		

This Quote is an offer by West Warning Equipment to purchase Goods and/or provide Services (as applicable) to the recepiant of this quote in accordance with the specifications stated herein. This Quote is not binding or accepted until the recepitant supplies West Warning Equipment with a purchase order for the quoted goods and/or serivces. Commencement of purchasing goods and/or providing serives will occur once both parties agree upon a date. Quoted Prices are good for 30 days.

Sales Tax (8.5%)	$0.00
Total	$2,565.25

FIXED ASSET TRANSACTION DOCUMENT

DEPT SUBMITTING INFO: **RISK MANAGEMENT**

[X] **DELETION**

ASSET NUMBER	219187
DEPARTMENT	FIRE
DESCRIPTION	2026 FORD MAVERICK
SERIAL NUMBER	3FTTW8B3XTRA25154
ACQ. NUMBER	N/A
FUND SOURCE	5522274

COMMENTS: VEHICLE TOTALED DUE TO ACCIDENT

CONDITION [X] **VEHICLE TOTALLED**

Equipment Table _____

FASTER _____

Fuelman _____

File _____

COPIES

Finance - Fixed Assets: Sophia

Dept Director: _____

Fleet Manager: LaQuona

Accident file: **Patrice**

Date/Time:	10/5/2026 14:35

Central Services Department - Fleet Management Division
Replacement Evaluation Form

Asset Information			
Department Name:	Utilities-Facilities Maintenance	Date:	9-Jun-26
Org Key:	506-04-3580		
Vehicle Description:	2003 Ford Ranger	Asset Number:	**F02319**
Assigned Use:	Used by a facilities employee to travel various Utilities Department locations for repairs needed to building and/or water infrastructure.		
Signature of Director/Elected Official:	FWByrne		
Name of Director/Elected Official:	Frank Byrne		
Purchase Date:	5/23/2003		
Purchase Price:	$17,537.19		
Current Mileage:	169,184		N/A
		Current Hours:	

Replacement Criteria Scoring

	Score	Details
Miles/Hours	17	
Type of Service	3	
M&R Cost	4	84% or $14,723.80 work orders
Reliability	4	Due to age, wear and tear
Condition	4	
Total Score	**32**	

Fleet Manager Recommendation:

The KBB value on this truck is $2,990.00. The mileage replacement for this vehicle is 175k. The new vehcle will be delivered in 3-6months from time of approval therefore, the mileage will reach the threshold.

Planned Replacement Year:	
Funding Source:	SPLOST VIII
Fleet Manager Approval:	Laquana Porter
Name of Fleet Manager:	Laquona C. Porter, Fleet Manager
Central Services Director Approval:	
Name of Director:	Horace Green, Central Services Director

Administrative Services Committee Meeting

Meeting Date: Tuesday, October 27, 2026

Bid # 26-269 Ezekiel Harris Retrofit

Department:	Central Services Department
Presenter:	Horace Green
Caption:	Motion to approve the award of bid #26-269, Ezekiel Harris House Retrofit in the amount of $170,640.00 to be performed by Horizon Construction.
Background:	The Central Services Department – Facilities Maintenance Division received fee proposals for Bid Item #26-139, Ezekiel Harris House Retrofit utilizing RFP 23-186 On-Call Construction and Maintenance Services. Horizon Construction submitted a compliant proposal of $170,640.00. Central Services Department's recommendation is to award the contract to Horizon Construction.
Analysis:	Central Services recommends award to Horizon Construction as the company submitted a compliant bid.
Financial Impact:	**$170,640.00**; Capital and SPLOST V 272-06-4113/54.13120 - $96,100.00 **GL:** 325-06-4310/54.13120 - $74,540.00 **JL:** 206-05-5105/54.13120
Alternatives:	A -Award bid B -Do not award bid
Recommendation:	Motion to approve the award of bid #26-269, Ezekiel Harris House Retrofit in the amount of $170,640.00 to be performed by Horizon Construction.
Funds are available in the following accounts:	**$170,640.00**; Capital and SPLOST V 272-06-4113/54.13120 - $96,100.00 **GL:** 325-06-4310/54.13120 - $74,540.00 **JL:** 206-05-5105/54.13120

REVIEWED AND APPROVED BY:

Augusta GEORGIA

Central Services Department

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

MEMORANDUM

TO: **Mr. Andy Penick, Director, Procurement Department**

FROM: **Mr. Horace Green, Director, Central Services Department**

DATE: **June 17, 2026**

SUBJECT: **Bid Item #26-269; Ezekiel House Structural Renovations**

On Wednesday, June 3, 2026 the Central Services Department – Facilities Maintenance Division received one proposal for Bid Item #26-269; Ezekiel House Structural Renovations. Horizon Construction submitted a proposal for $170,640.00. This project has unfortunately exceeded the initial estimated budget of $115,000.00 through three separate bidding processes, even with the most recent round utilizing on-call contractors.

Central Services Department's recommendation is to award the contract to Horizon Construction and the decision to update the project budget to reflect the proposed amount. Given the history of the bidding process and the necessity to move forward with the renovations, this seems to be the most practical path.

Thank you for your assistance in securing these prices. Please do not hesitate to call if you have any questions or need additional clarification.

Cc: Horace Green
Maria Rivera-Rivera

Augusta GEORGIA

Procurement Department

Andy Penick, CPSM, GCPM, GCPA, MBA
Procurement Director

MEMORANDUM

DATE: June 8, 2026

TO: Horace Green, Central Services Department -Facilities Maintenance

FROM: Andy Penick
Director of Procurement

CC: Maria Rivera-Rivera, Central Services Department -Facilities Maintenance

SUBJECT: Bid Item #26-269 ON-CALL VENDORS ONLY - Ezekiel Harris House
For Augusta, Georgia – Central Services Department -Facilities Maintenance

We are forwarding the attached information to you for the following reason. Please return your response to the Procurement Department no later than five (5) business days from the date of this notice:

Submittals received for the above reference item exceeded your Department's Estimated Budget. We have attached a copy of the Tabulation Sheet and the submitted Budget. Pease let us know how to proceed:

- ☐ Re-Bid this item. (You are required to resubmit all documentation via electronic submission.)
- ☐ Cancel this item. (You are required to submit a cancellation letter to Procurement.)
- ☐ Budget Updated: (Provide to Procurement a Justification Letter of cost variance for review and a revised Solicitation Form Checklist updating the Budget.)

Thanking you in advance for your prompt attention to this matter. Should you have any questions, please do not hesitate to contact Andy Penick, Procurement Director, at (706) 821-2422.

Attachments

Augusta GEORGIA

ON_CALL VENDORS ONLY
BID Opening: BID Item #26-269 Ezekiel Harris House Retrofit
For Augusta, GA – Central Services Department
BID Date: Wednesday, June 3, 2026 @ 11:00 a.m.

Total Number Specifications Mailed Out:
Total Number Specifications Download (Demandstar): NA
Total Electronic Notifications (Demandstar): NA
Georgia Procurement Registry: NA
Total Packages Submitted: 1
Total Non-Compliant: 0

Vendors	Attachment "B"	E-Verify Number	SAVE Form	Bid Bond	Bid Total
Horizon Construction P.O. Box 798 Evans, GA 30809	Yes	229921	YES	Yes	$170,640.00

Henry Henderson

From: Nancy M. Williams <NWilliams@augustaga.gov>
Sent: Wednesday, September 23, 2026 6:52 PM
To: Henry Henderson
Cc: Maria Rivera-Rivera; Tywanna Scott
Subject: RE: [EXTERNAL] RE: Bid #26-269 Ezekiel Harris House Retrofit - Revised Contract

Please either bring a copy or resend the signed contract by email.

From: Henry Henderson <hhenderson@horizonaug.com>
Sent: Wednesday, September 23, 2026 6:48 PM
To: Nancy M. Williams <NWilliams@augustaga.gov>
Cc: Maria Rivera-Rivera <MRivera-Rivera@augustaga.gov>; Tywanna Scott <TScott@augustaga.gov>
Subject: [EXTERNAL] RE: Bid #26-269 Ezekiel Harris House Retrofit - Revised Contract

Ms. Williams,

The contract was sign and returned August 11,2026 by email. We can drop a hard copy off to the city tomorrow, if you would like.

Thanks,

From: Nancy M. Williams <NWilliams@augustaga.gov>
Sent: Wednesday, September 23, 2026 4:01 PM
To: Henry Henderson <hhenderson@horizonaug.com>
Cc: Maria Rivera-Rivera <MRivera-Rivera@augustaga.gov>; Tywanna Scott <TScott@augustaga.gov>
Subject: RE: Bid #26-269 Ezekiel Harris House Retrofit - Revised Contract

To our knowledge, this contract has not been returned. Please sign and return so that we can submit to Commission for approval.

From: Nancy M. Williams
Sent: Friday, August 21, 2026 9:22 AM
To: 'Henry Henderson' <hhenderson@horizonaug.com>
Cc: Maria Rivera-Rivera <MRivera-Rivera@augustaga.gov>; Tywanna Scott <TScott@augustaga.gov>
Subject: RE: Bid #26-269 Ezekiel Harris House Retrofit - Revised Contract

Mr. Henderson,
Can I please get a status on the return of the contract documents. Please call me at your earliest convenience.

Nancy Williams
Interim Deputy Director
Augusta Procurement Department
535 Telfair Street, Suite 605

Augusta, GA 30901
(P) 706-821-2888
(C) 706-564-8896

From: Nancy M. Williams
Sent: Monday, August 10, 2026 4:24 PM
To: 'Henry Henderson' <hhenderson@horizonaug.com>
Cc: Maria Rivera-Rivera <MRivera-Rivera@augustaga.gov>; Tywanna Scott <TScott@augustaga.gov>
Subject: Bid #26-269 Ezekiel Harris House Retrofit - Revised Contract

In reference to the contract negotiation for bid #26-269, please find a copy of the daft contract. Please review and respond with markup on the items you would like revised. If the contract is acceptable, please sign and return. Please return no later than 3:00 p.m. Thursday, August 13, 2026. Please send your response to procbidandcontract@augustaga.gov.

Please be advised that this contract does not constitute an approval to proceed with Bid #26-269 Ezekiel House. Final approval will be given by the Augusta, GA Commission followed by the signature of the contract by the Augusta, GA Mayor.

Please do not hesitate to contact the Procurement Department with any questions.

Nancy Williams
Contract Compliance Administrator
Augusta Procurement Department
535 Telfair Street, Suite 605
Augusta, GA 30901
(P) 706-821-2888
(C) 706-564-8896

This e-mail contains confidential information and is intended only for the individual named. If you are not the named addressee, you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. The City of Augusta accepts no liability for the content of this e-mail or for the consequences of any actions taken on the basis of the information provided, unless that information is subsequently confirmed in writing. Any views or opinions presented in this e-mail are solely those of the author and do not necessarily represent those of the City of Augusta. E-mail transmissions cannot be guaranteed to be secure or error-free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or contain viruses. The sender therefore does not accept liability for any errors or omissions in the content of this message which arise as a result of the e-mail transmission. If verification is required, please request a hard copy version.
AED:104.1

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Augusta GEORGIA

Procurement Department

Andy Penick, CPSM, GCPM, GCPA, MBA
Procurement Director

STATE OF GEORGIA
AUGUSTA, GEORGIA

CONTRACT # Bid #26-269

Contract for the Provision of

Insert Services

ARTICLE #101 – INTRODUCTION

This Contract for **Bid #26-269 Ezekiel Harris House Retrofit** (hereinafter "Services") is made and entered into as of _____ (execution date) is by and between Augusta, Georgia, (hereinafter "County") located at 535 Telfair Street, Suite 605, Augusta GA 30901, and **Horizon Construction Co.** with **P. O. Box 798 Evans, GA 30809** (hereinafter "Contractor").

WHEREAS Contractor is an entity that is legally registered and qualified and holding any such licenses and certifications as may be required to render Services to do business in the State of Georgia. County and Contractor are known individually as a "Party" and collectively as the "Parties", and,

WHEREAS nothing contained in this Contract shall be construed to convert the Contractor or any of its employees, agents, into a partner, employee, or agent of the County, nor shall either Party to this Contract have any authority to bind the other in any respect, and,

WHEREAS Contractor represents that it complies with the State of Georgia requirements for corporations and has signified a willingness to provide Services to the County and the County has relied on such representation, and,

WHEREAS the Parties mutually desire to enter into this Contract to document the provision of Services by the Contractor to the County in exchange for payment as compensation; and,

WHEREAS this contract will become legally binding upon signature and execution by both Parties; and,

WHEREAS any documents, including bid advertisements, exhibits, attachments, plans, maps, or other, are all incorporated herein by reference, and,

NOW THEREFORE, and in consideration of the mutual promises, terms, conditions, covenants, and agreements made as expressed and contained herein, or attached, incorporated, and made a part hereof, and other good and valuable consideration expressed by a valid offer and acceptance, the receipt and sufficiency of which the Parties hereby acknowledge, the Parties hereto agree as follows:

ARTICLE #102 – CONTRACT

A. Contractor agrees to provide the Services to the County as detailed in the Scope of Work. Unapproved work outside the Scope of Work may not be compensated.
B. County agrees to pay as compensation any fees as listed on the Exhibit #1 **$170,640.00**, which shall be fixed and firm for the duration of the contract unless modified by mutual consent via Amendment or Renewal.

ARTICLE #103 – NOTICES

To the extent that either Party to this Contract is required to provide notice(s) to the other Party in compliance herewith, then the Party shall direct notice(s) to the following people:

ISSUING OFFICER
Andy Penick, CPSM
Director of Procurement
Augusta, Georgia Government
535 Telfair Street, Suite 605,
Augusta, GA 30901
Ph: (706) 821-4820
apenick@augustaga.gov

COUNTY PROJECT MANAGER
Maria Rivera-Rivera
Facilities Deputy Director
Central Services Department
Address: 2760 Peach Orchard
Augusta, GA 30906
(706) 821-1629
mrivera-rivera@augustaga.gov

CONTRACTOR'S CONTACT INFORMATION
Contact Name(s): **Henry Henderson**
Company Legal Name: **Horizon Construction Co.**
Physical Address: **P. O. Box 798 Evans, GA 30809**
Phone(s): **(706) 719-5003**
Email(s): **hhenderson@horizonaug.com**
Remit to Address (if different): _____

ARTICLE #104 – NON-EXCLUSIVE RIGHTS

The Contract is not exclusive. The County reserves the right to select other Contractors to provide the Services similar to those described in this Contract during the term of the Contract should the need arise, or the Contractor fails to perform.

ARTICLE #105 – CONTRACT TERM

A. For multi-year contracts, one (1) initial year followed by four (4) one-year renewal options. Renewals are not automatic nor guaranteed.

B. For construction, renovations or repair projects, the Contract Term shall be from the Notice-to-Proceed date through the agreed project end date specified as **120 days**, substantial, final completion. Projects shall not commence until a Purchase Order has been issued and accepted by Contractor.

ARTICLE #106 – CONTRACT AMENDMENTS AND MODIFICATION

A. This Contract may only be modified, amended, or changed in writing and fully executed by both Parties hereto. This Contract constitutes the sole and entire Contract and understanding between the Parties as to the subject matter hereof, and no verbal promises have been made by either Party in relation hereto.

B. Contractor acknowledges that this contract and any changes to it by amendment, modification, change order or other similar document may have required or may require the legislative authorization of the Board of Commissioners and approval of the Mayor. Under Georgia law, Contractor is deemed to possess knowledge concerning Augusta, Georgia's ability to assume contractual obligations and the consequences of Contractor's provision of goods or services to Augusta, Georgia under an unauthorized contract, amendment, modification, change order or other similar document, including the possibility that the Contractor may be precluded from recovering payment for such unauthorized goods or services. Accordingly, Contractor agrees that if it provides goods or services to Augusta, Georgia under a contract that has not received proper legislative authorization or if the Contractor provides goods or services to Augusta, Georgia in excess of the any contractually authorized goods or services, as required by Augusta, Georgia's Charter and Code, Augusta, Georgia may withhold payment for any unauthorized goods or services provided by Contractor. Contractor assumes all risk of non-payment for the provision of any unauthorized goods or services to Augusta, Georgia, and it waives all claims to payment or to other remedies for the provision of any unauthorized goods or services to Augusta, Georgia, however characterized, including, without limitation, all remedies at law or equity." This acknowledgement shall be a mandatory provision in all Augusta, Georgia contracts for goods and services, except revenue producing contracts.

ARTICLE #107 – REMEDIES AND CONTRACT PERFORMANCE

A. In the event that Party to this Contract breaches this Contract, including failure to meet the timetables set forth herein, the non-breaching Party shall provide a written Notice-to-Cure to the breaching Party which describes the breach of this Contract.

The breaching Party shall have thirty (30) days from the date of receipt of the written Notice-to-Cure the breach or to otherwise negotiate a resolution of the breach.

B. If the breach has not been cured and the Parties hereto have not resolved the issue described in the Notice-to-Cure by thirty (30) days after receipt of the letter, the Party authoring the letter shall be entitled to seek any and all remedies allowed by Georgia law, including damages, equitable relief, declaratory relief, specific performance, and/or relief as to any bonds issued hereon. Additional provisions are:

1. Delay or Impossibility of Performance. Any failure or delay must be beyond the reasonable control of and without the fault or negligence of the Contractor. If the Services to be provided to the County are interrupted by a force majeure event, as defined below, the County will be entitled to an equitable adjustment to the fees and other payments due. If delay results from a third-party's negligent conduct or failure to perform, the Contractor shall not be excused from compliance with the terms and obligations of the Contract.
2. Neither Party shall be held liable or responsible to the other Party nor be deemed to have defaulted under or breached this Contract for failure or delay in fulfilling or performing any obligation under this Contract when such failure or delay is caused by or results from causes beyond the reasonable control of the affected Party including, but not limited to, fire, floods, embargoes, acts of war, civil unrest, insurrections, riots, strikes, lockouts or other labor disturbances, or acts of God; provided, however, that the Party so affected shall use reasonable commercial efforts to avoid or remove such causes of nonperformance, and shall continue performance hereunder with reasonable dispatch whenever such causes are removed. Either Party shall provide the other Party with prompt written notice of any delay or failure to perform that occurs because of force majeure.
3. Definition: The term "force majeure" as defined in Black's Law Dictionary is "an event or effect that can be neither anticipated nor controlled. It is a contractual provision allocating the risk of loss if performance becomes impossible or impracticable, especially as a result of an event that the Parties could not have anticipated or controlled."
4. Obligations Beyond Contract Term. The Contract shall remain in full force and effect to the end of the specified term or until terminated or canceled pursuant to *ARTICLE #108 – TERMINATION PROVISIONS*.

ARTICLE #108 – TERMINATION PROVISIONS

The County may terminate this Contract by providing thirty (30) days' written Notice-of-Termination to the Contractor at any time. Should the County terminate this Contract prior to the date of automatic termination, Contractor shall provide

the County with all deliverables up to the date of termination thirty (30) days after the Notice-of-Termination is issued. The County shall pay the Contractor for all work properly performed in compliance with the terms of this Contract up to the date of termination.

A. **Termination for Convenience.** Following thirty (30) days' written notice, the County may terminate the Contract in whole or in part for any reason without the payment of any penalty or incurring any further obligation to the Contractor.

B. **Termination for Cause.** The occurrence of any of the following events shall constitute cause for the County to declare the Contractor in default of its obligations under the Contract:
   1. The Contractor fails to deliver or has delivered nonconforming Services or fails to perform, to the County's satisfaction, any material requirement of the Contract or is in violation of a material provision of the Contract including, but without limitation, the expressed warranties made by the Contractor.
   2. The County determines that Contractor's unsatisfactory performance substantially endangers completion or that default is likely to occur.
   3. The Contractor fails to make substantial and timely progress toward performance of the Contract.
   4. The Contractor becomes subject to any Bankruptcy or insolvency proceeding under federal or state law to the extent allowed by applicable federal or state law including Bankruptcy laws; the Contractor terminates or suspends its business; or the County reasonably believes that the Contractor has become insolvent or unable to pay its obligations as they accrue consistently with applicable federal or state law.
   5. The Contractor has failed to comply with applicable federal, state, and local laws, rules, County ordinances, regulations, and orders when performing within the scope of the Contract.
   6. The Contractor has engaged in conduct that has or may expose the County or the State to liability, as determined in the County's sole discretion; or a material breach of the terms of the Contract by County upon County's failure to cure such material breach after written notice thereof has been delivered in accordance with *ARTICLE #108.C* below constitutes cause for the Contractor to declare that the County is in default of its obligations under the Contract.

C. **Notice of Default.** If either Party causes any of the default events set out in *ARTICLE #108 – TERMINATION PROVISIONS*, then either Party shall issue a written Notice-of-Default to the Party that causes one (1) or more of the default events requesting that the breach or noncompliance be remedied within the period of time specified in the Notice-of-Default. If the breach or noncompliance is not remedied within the period of time specified in the written notice, the non-breaching Party may:

1. Immediately terminate the Contract for default without additional written notice; and/or,
2. In the event of a breach by the Contractor, the County may procure substitute Services from another source and charge the difference between the Contract and the substitute Contract to the defaulting Contractor; and,
3. Enforce the terms and conditions of the Contract and seek any legal or equitable remedies.

D. **Termination Due to Non-Availability of Funds.** This Contract will terminate immediately and absolutely if the County determines that adequate funds are de-appropriated such that the County cannot fulfill its obligations under the Contract, such determination being at the County's sole discretion and conclusive. County agrees to provide prompt written notice to Contractor in the event of any de-appropriation.

E. **Termination due to Failure of Contractor to Act.** The County may terminate the Contract for any of the following reasons effective immediately without advance notice:
   1. If the Contractor must be certified or licensed as a condition precedent to providing the Services, the revocation, suspension, or other loss of such license or certification may result in immediate termination of the Contract effective as of the date on which the license or certification is no longer in effect.
   2. The County determines that the actions, or failure to act, of the Contractor, its agents, employees, have caused, or reasonably could cause, life, health, or safety to be jeopardized.
   3. The Contractor furnished any statement, representation, or certification in connection with the Contract or the bidding process, which is materially false, deceptive, criminal, or maliciously incorrect.
   4. Failure of the Contractor to obtain, provide, maintain, and deliver the performance and payment bonds (if required) when required under this Contract, or failure to comply with any requirement pertaining to the appropriate amounts thereof as set forth in ARTICLE #123 – PERFORMANCE AND PAYMENT BONDS.

F. **Payment Limitation in Event of Termination**. In the event of termination of the Contract for any reason by County, the County shall pay only those amounts, if any, due and owing to the Contractor for Services actually received and accepted by the County up to and including the date of termination of the Contract and for which the County is obligated to pay pursuant to the Contract.

G. **Contractor's Termination Duties**. Upon receipt of a Notice of Termination, the Contractor shall:
   1. Cease work under the Contract and take all necessary or appropriate steps to limit disbursements and minimize costs and furnish a report within thirty (30) days of the date of Notice of Termination describing the status of all work under the Contract including, without limitation, results accomplished,

conclusions resulting therefrom, and any other matters the County may require.
2. Immediately cease to use and return to the County any personal property or materials, whether tangible or intangible, provided by the County to the Contractor.
3. Comply with the County's instructions for the timely transfer of any active files and work product produced by the Contractor under the Contract.
4. Cooperate in good faith with the County, its employees, agents, and Contractors during the transition period between the Notification of Termination and the substitution of any replacement Contractor.
5. Contractor is to immediately return any payments made by the County for goods and services that were not delivered by the Contractor.

ARTICLE #109 – NO DEFENSE OR INDEMNIFICATION BY COUNTY

The Parties agree that the County shall not be responsible for defending or indemnifying any Contractor from any claim brought by any third party against the Contractor.

ARTICLE #110 – ASSIGNMENT AND DELEGATION BY CONTRACTOR

The Contractor shall not assign or delegate this Contract, or any performance required by it, in whole or in part, without the prior expressed written consent of the County.

ARTICLE #111 – USE OF THIRD PARTIES

This Contract is for the benefit of the Parties hereto only and is not intended to benefit any third party or give rise to any duty or causes of action for any third party. All restrictions, obligations, and responsibilities of the Contractor under the Contract shall also apply to third parties, if allowed in writing by the County. Any Contract with a third-party must also preserve the rights of the County.

ARTICLE #112 – ENTIRE CONTRACT

This Contract, as executed and approved, shall constitute the entire agreement between the Parties and supersedes all other prior and contemporaneous statements, agreements, and understandings between the Parties. No written or oral statements, agreements, or understandings that are not set out, referenced, or specifically incorporated in this Contract shall in any way be binding or of effect between the Parties.

ARTICLE #113 – SEVERABILITY

If any paragraph, sub-paragraph, sentence, clause, phrase, or portion of this Contract is declared invalid or unconstitutional by any Court of competent jurisdiction or if the provisions of any part of this Contract as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the remaining portions of this Contract not so held to be invalid or the application of this

Contract to other circumstances not so held to be invalid.

ARTICLE #114 – RECORDS

A. Public Records Request. The Georgia Open Records Act, as provided in O.C.G.A. § 50-18-70 et seq, requires procurement records and all other records received by or prepared or maintained on behalf of the County shall be made open to public inspection unless otherwise provided by law.

B. Record Retention and Access. The Contractor shall maintain books, records, and documents in accordance with generally accepted accounting principles and procedures and which sufficiently and properly document and calculate all charges billed to the County throughout the term of the Contract for a period of at least five (5) years following the date of final payment or completion of any required audit, whichever is later. Records to be maintained include both financial records and service records.

ARTICLE #115 – ADDITIONAL TERMS AND CONDITIONS

The County shall not be bound by any terms and conditions included in any Contractor's sales-orders, literature, packaging, invoice, catalog, brochure, technical data sheet, on-line representation, warranties or service level agreement, or other document which attempts to impose any condition in variance with or in addition to the terms and conditions contained herein.

ARTICLE #116 – WAIVER

The failure of any Party hereto to seek a remedy for any alleged breach of this Contract shall not constitute a waiver of any claim, cause of action, or remedy allowed by Georgia law for breach thereof.

ARTICLE #117 – CONTRACTOR AND COUNTY RIGHTS AND OBLIGATIONS

A. The County has the right at any time to require the Contractor to put an immediate stop to any procedure, or the use of any equipment, chemical, material, personnel, etc. considered by the County to be hazardous or toxic to people, buildings, or surfaces. The Contractor will utilize acceptable substitutes approved by the County as quickly as possible. In the event of such replacement, Contractor shall (1) notify County of any resulting replacement, (2) introduce the individual serving as the replacement to County, and/or (3) provide County with a résumé and any other information regarding the individual that may be reasonably requested by County.

B. The County has the right to require the Contractor to reassign or remove any employee from the premises temporarily or permanently when, in the County's sole opinion, the employee is not suitable. The County's decision shall be final, and Contractor will remove the employee immediately and replace them with a person of at least equivalent training, experience, and requisite qualifications as quickly as possible, subject to the County's approval.

C. Contractor agrees to obtain prior written approval from the County for the use of sub-contractor(s) to provide the Services described in Scope of Work prior

to sub-contractor(s) performance of work. Contractor agrees to supply the County with a copy of any contract it enters into with any subcontractor. Such non-disclosure of sub-contractors may result in non-payment for Services.

ARTICLE #118 – INSURANCE REQUIREMENTS

The Contractor must procure and maintain insurance policies at the Contractor's own expense and must furnish the County with a certificate of insurance (COI) providing evidence of proof of coverage at least in the amounts indicated in this subsection. The COI must list "Augusta, Georgia" as the certificate holder and as an additional insured under the commercial general, automobile, and umbrella liability policies as follows: "Augusta, Georgia its Board of Commission, officers, employees, servants, and agents, located at 535 Telfair Street, Augusta, GA 30901". The policy must protect the Contractor and the County (as an additional insured) from any claims for bodily injury, property damage, or personal injury covered by the indemnification obligations set forth herein throughout the duration of the Contract. The Contractor must maintain the following insurance coverage during the term of the Contract, in at least the minimum amounts set forth below, to cover all loss and liability for damages or destruction of property caused by or arising from any and all services carried on and any and all work performed by the Contractor pursuant to this Contract:

Workers' Compensation Insurance:

A. $1,000,000 Bodily Injury by Each Accident

Additional Provisions: Waiver of Subrogation. The insurer agrees to waive all rights of subrogation against Augusta, Georgia Board of Commission, its elected or appointed officers, officials, agents, authorized volunteers, and employees for losses paid under the terms of this policy which arise from work performed by the Named Insured for Augusta, Georgia. This provision applies regardless of whether or not Augusta, Georgia has received a waiver of subrogation from the insurer.

General Liability Insurance: Required for all service contracts.

A. $1,000,000 Each Occurrence
B. $2,000,000 General Aggregate

Commercial Auto Liability Insurance: Required for all service contracts, except for goods and/or services that are remote in nature and/or are delivered by a professional delivery service.

~~1.~~ $1,000,000 Combined Single Limit

Additional Provisions:

A. Uninsured motorists' coverage should be equal to the per occurrence limit except for contracts with other governmental entities.
B. Coverage shall be included for any owned, leased, hired, or non-owned autos.

Professional Liability Insurance (Errors & Omissions): Required for all professional service contracts. This shall include any consultants, medical, legal, technical, insurance agents, or other professions that require proper licenses.

A. $1,000,000 Each Claim/Wrongful Act
B. $2,000,000 General Aggregate

ARTICLE # 119 – NO WAIVER:

A. **Authority to Enter into Contract.** The Contractor represents and warrants that it has full authority to enter and perform its obligations under the Contract and that the Contract constitutes a legal, valid, and binding obligation upon the Contractor in accordance with its terms. The representatives of the parties hereto also represent and warrant that they are authorized to sign this Contract on behalf of each party hereto."

B. **Solicitation.** The Contractor warrants that no person or selling agency (except bona fide employees or selling agents maintained for the purpose of securing business) has been employed or retained to solicit and secure the Contract upon an agreement or understanding for commission, percentage, brokerage or contingency.

C. **Vehicles and Equipment.** Except for any specified County Owned Equipment and Vehicles listed herein, Contractor warrants that no Contractor employees, sub-contractors or others will not use County owned vehicles or equipment in the performance of this Contract without express written consent. Contractor shall be responsible for providing all transportation necessary to deliver Services under the Contract.

ARTICLE # 120 – INTELLECTUAL PROPERTY RIGHTS and OWNERSHIP:

The contractor agrees it will not use the name or any intellectual property, including but not limited to, County trademarks or logos in any manner, including commercial advertising or as a business reference, without the expressed prior written consent of the County.

ARTICLE # 121 - COMPENSATION:

A. The County will pay the Contractor for the Services provided pursuant to this Contract and in accordance with the prices quoted and conditions set forth in the Bidder's response on Exhibit (X), which is attached hereto and incorporated into this Contract as if fully set forth herein. Payments will be made monthly in arrears to the Contractor after acceptance of the Contractor's delivered Services by the County, and after receiving receipt of undisputed invoice to the County.

B. Prices quoted shall be firm and fixed throughout the term of this Contract, unless otherwise Amended or Modified by mutual agreement.

C. Cost may be prorated for Services added or removed under this Contract to align cost with the remaining term of Contract.

D. It is understood that this bid or proposal is made without collusion or fraud.

Contractor understands and acknowledges that collusive bidding is a violation of state and federal law and may result in the cancellation of the Contract.

ARTICLE #122 – COUNTY PAYMENT TO CONTRACTOR

A. Upon Contract execution, the County will issue a Notice-to-Proceed ("NTP") and a Purchase Order ("PO") to the Contractor. The terms of this Contract shall be incorporated by reference into any PO(s) issued prior to the expiration or termination of this Contract. The County will issue the NTP and PO(s) by electronic mail (e-mail) to the Contractor's representative in ARTICLE #103 – NOTICES.

B. The Contractor shall not deliver any Services, equipment, devices, or components thereof until authorized in writing by the County. Any work including, but not limited to, travel, preliminary meetings, planning, etc. performed outside of the terms and conditions of and before the issuance of a Notice-to-Proceed (NTP) will not be considered for payment. Contractors are not to begin work or ship any product on any verbal communication from the County. The County will not be liable for payment for any work or product with the issuance of a verbal communication.

C. The Scope of Services shall remain in effect from the NTP date to substantial completion of the project. The Parties agree that the County will not pay or otherwise compensate the Contractor for any Services, materials, equipment, devices, or components thereof outside of the Scope of Work and/or beyond the term of this Contract, unless specifically authorized in writing as evidenced by an amendment pursuant to ARTICLE #106 – CONTRACT AMENDMENTS AND MODIFICATION, a time extension letter, or otherwise authorized by the County.

D. Invoice/Payment
   1. Contractor shall invoice the County via email each month sent solely to Accounts Payable at 535 Telfair Street, , Augusta, GA 30901 and only after the County inspects and accepts the Services provided. Receipt of the Services and/or materials do not constitute acceptance. Invoice amounts shall not exceed the Contractor's pricing set forth in Exhibit (X).
   2. Each properly prepared invoice must be sent in accordance with the instructions listed on the PO. Each invoice shall include the Contractor's current "Remit to" address, a description of the Services provided, the invoice amount, the Contract number, and the associated PO number issued.
   3. Standard payment terms are net 30 days (N30) in arrears from the date the invoice is accepted. The County does not pay for services not yet received but only in arrears except by written acceptance of pre-payment or deposit.
   4. The Contractor shall be solely responsible for paying all costs, expenses, and charges it incurs in connection with its performance under the Contract.
   5. Contractor must submit Applications for Payment (Pay Apps) in accordance with the Conditions of the Contract.

6. If monthly progress payments are agreed upon, then County will make such payments upon inspection of services completed by the County's Project Manager. Additionally, the County may employ Engineers of Record.
7. Prior to Substantial Completion, progress payments in an amount equal to 95% of the value of the work completed and 95% percent of the value of materials and equipment not incorporated in the Work but delivered and suitably stored, in each case, the aggregate of payments previously made.
8. Retainage payments shall be paid by County after final acceptance of work.

E. Unsatisfactory Performance/Delay of Payment
If the County determines that the quality of the Services provided are deficient, unacceptable, or unsatisfactory the County's Project Manager identified in *ARTICLE #103 – NOTICES* shall issue a written Notice-to-Cure to Contractor. Contractor agrees that upon receipt of the written Notice-to-Cure it shall make every effort to correct the deficiency(ies) within the timeframe prescribed therein. If the Contractor fails to timely correct the deficiency(ies), the County reserves the right to delay or deny payment pursuant to this *ARTICLE* or terminate the Contract pursuant to *ARTICLE #108 – TERMINATION PROVISIONS*.

F. Delay of Payment Due to Contractor's Failure. If the County determines that the Contractor has failed to perform or deliver any Services as required by the Contract, the Contractor shall not be entitled to any compensation under the Contract until such Services are delivered and accepted. In this event, the County may withhold that portion of the Contractor's compensation, which represents payment for Services that were not delivered. To the extent that the Contractor's failure to perform or deliver in a timely manner causes the County to incur costs, the County may deduct the amount of such incurred costs as liquidated damages from any amount payable to Contractor. The County's authority to deduct such incurred costs shall not in any way affect the County's authority to terminate the Contract.

G. Set-Off Against Sums Owed by the Contractor. If the Contractor owes the County any sum under the terms of this Contract, pursuant to any judgment or pursuant to any law, the County may set off the sum owed by the Contractor against any sum owed to the Contractor, in the County's sole discretion.

H. Final Payment. Contractor shall issue an invoice for final payment to the County no later than thirty (30) days following the expiration or termination date of the Contract.

I. The Contractor shall not factor or assign payments to another entity or a financial institution. The County will only pay the Party with whom it is contracted. The County will not pay for a third party under any circumstances.

ARTICLE #123 – PERFORMANCE AND PAYMENT BONDS (if required)

A. The Contractor must furnish to the County both a performance and payment bond, both equal to one hundred percent (100%) of the Contract's total award dollar amount. The County will only issue a Notice to Proceed after the bonds are received. Only surety companies licensed to do business in the State of Georgia are acceptable.
B. The Contractor is required to provide new bonds at the issuance of each renewal option term(s) or extension(s) that follow.

C. The Contractor must provide all required bonding instruments to the County prior to the commencement of any work. The County will consider any work done prior to the receipt of bonding instruments as null and void and thus not eligible for compensation.

ARTICLE #124 – RETAINAGE (If required)

The County will retain and withhold funds from compensation in compliance with Georgia law. The County may hold up to five percent (5%) retainment throughout the entire project and will release said retainage at the point of completion and final acceptance by the County.

ARTICLE #125 – VENUE AND GOVERNING LAW

The Parties agree that this Contract shall be interpreted, construed, and enforced in accordance with the laws of the State of Georgia. Should either party bring a legal suit to enforce the terms of this Contract, including suit in equity, the Parties agree and consent to file any such suit in the Superior Court of Augusta, Georgia
.

ARTICLE #126 – NOTICE OF INTENT TO LITIGATE

Contractor hereby agrees not to file any civil action of disputes or claims relating to the Contract except after first giving thirty (30) days written notice to the County of the claim and the intent to initiate a civil action.

ARTICLE #127 – GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT

A. By signing this Contract, the Contractor certifies that prior to and throughout the performance of all applicable work under this Contract it will remain in full compliance with all federal and state immigration laws including, but not limited to, 8 U.S.C. § 1324a and the Georgia Security and Immigration Compliance Act (O.C.G.A. §13-10-90 et seq.), as amended by the Illegal Immigration Reform and Enforcement Act of 2011 regarding the verification of employment eligibility of employees under the Immigration Reform and Control Act of 1986.

B. Contractor will ensure that only persons who are citizens or nationals of the United States or non-citizens authorized under federal immigration laws are employed to perform services under this Contract or any subcontract or sub-subcontract hereunder.
C. Contractor further certifies its compliance with the aforementioned federal and state immigration laws set forth by signing a sworn affidavit, the Georgia Security and Immigration Compliance Act Affidavit (herein known as *Exhibit E – E-Verify Affidavit*), notarized by an Official Notary Public and incorporated herein by reference providing services pursuant to this Contract.

ARTICLE #128 – ORDER OF PRECEDENCE

In the event of any inconsistency, ambiguity, or conflict among the specific provisions of the Contract and the Contractor's response, the order of precedence shall be as follows:

A. Any amendments to the Contract, including all exhibits thereto.
B. The Contract itself, including all exhibits thereto.
C. Attachments appended to the Contract.
D. All other Contract attachments appended to the Contract.

ARTICLE #129 – CONTRACT EXHIBITS AND ATTACHMENTS

The Parties mutually acknowledge that all exhibits and attachments listed below are made a part of this Contract, as though expressly written in the solicitation documents and the Bidder's response, are herein incorporated by reference.

ARTICLE #130 – SALES TAX EXEMPTION STATUS

The County is exempt from State of Georgia Local Sales and Use Tax. The Bidder understands and acknowledges that they are responsible for any sales and use tax they may incur. The Bidder will not charge the County for any sales and use tax as a separate line item. The Contractor may request a copy of the County's Georgia Sales and Use Tax Exemption Certificate.

ARTICLE #131 – HOLD HARMLESS AGREEMENT

The successful respondent hereby agrees to indemnify, hold free and harmless County of Augusta Government, County Commissioners, its agents, servants, employees, officers, directors, elected officials, or any other person(s) against any loss or expense.

This includes attorney fees because of any liability imposed by law upon the County, except in cases of the County's sole negligence, sustained by any person(s) on account of bodily injury or property damage arising out of or in the consequence of this Contract.

ARTICLE #132 – NOT A JOINT VENTURE

The County shall not be bound by any terms and conditions included in any Contractor quote, packaging, invoice, catalog, brochure, technical data sheet, on-line representation, warranties or service level agreement, or other document

which attempts to impose any condition in variance with or in the addition to the terms and conditions contained herein. In all cases the County's Terms and Conditions shall govern and supersede any Contractor's Terms and Conditions.

ARTICLE #133 – NON-DISCRIMINATION

During the performance of this Contract, the Contractor agrees as follows:

1. **Equal Opportunity.** The Contractor shall not discriminate against any employee, applicant for employment, subcontractor, vendor, or participant in the performance of this Contract on the basis of race, color, religion, sex, pregnancy, national origin, age, disability, genetic information, veteran status, or any other characteristic protected by applicable federal, state, or local law.
2. **Employment Practices.** The Contractor shall ensure that all employment practices, including recruitment, hiring, promotion, compensation, training, discipline, and termination, are conducted without unlawful discrimination.
3. **Access to Programs and Services.** In performing this Contract, the Contractor shall provide services and benefits in a manner that does not unlawfully discriminate against any person and shall comply with all applicable provisions of:
   a. Title VI of the Civil Rights Act of 1964;
   b. Title VII of the Civil Rights Act of 1964;
   c. The Americans with Disabilities Act of 1990 (ADA), as amended;
   d. Section 504 of the Rehabilitation Act of 1973;
   e. The Age Discrimination Act of 1975;
   f. Any other applicable federal, state, and local nondiscrimination laws and regulations.
4. **Subcontractors.** The Contractor shall include this non-discrimination provision in every subcontract and purchase order entered into under this Contract and shall require compliance by all subcontractors and suppliers.
5. **Compliance and Remedies.** Failure to comply with this provision shall constitute a material breach of the Contract and may result in suspension, termination, withholding of payment, or such other remedies as may be authorized by law or by the terms of the Contract.

The Contractor shall comply with all applicable civil rights requirements and shall not retaliate against any individual for exercising rights protected under federal, state, or local anti-discrimination laws or for participating in any investigation or proceeding concerning alleged discrimination.

ARTICLE #134 – CONTRACT TERMS AND CONDITIONS

1. All purchases must comply with the Augusta-Richmond County, GA Official Code of Ordinances, Guidelines & Procedures, Chapter 10 (as amended).

2. If any conflict or ambiguity arises between the terms and conditions herein and the Official Code of Augusta, the latter will govern.
3. The terms and conditions set forth herein shall supersede and govern all Contractor's terms and conditions or service level agreements.
4. The County retains the right to "red line" sections of the Contractor's terms and conditions if such are in conflict with the best interest of the County.
5. Acceptance of a Purchase Order ("PO") and delivery of goods or services serves as the Supplier's full and complete acceptance of the County's terms and conditions.
6. The terms "supplier", "CONTRACTOR", "bidder", "offeror", "Contractor", "designer", "distributor", "dealer" or "manufacturer" or otherwise purveyor or source of supply or performance of service shall mean one and the same, herein denoted as "supplier" for goods and "Contractor" for services.
7. The terms "goods", "materials", "commodities", "components", "drawings", "drafts", "renderings", "plans" (physical or digital), software, SaaS, capital asset equipment, vehicles, heavy earth-moving or other equipment (purchased or leased), or other such deliverables are herein denoted as "goods" and shall mean one and the same.
8. "Services" shall mean all services, either financial, advisory, consultative, labor, staff augmentation, construction, rehabilitation, restoration, repair, support or maintenance, communication, telephony, internet, TV or streaming, pest control, grounds maintenance, custodial and janitorial, street or paved surfaces cleaning, drain cleaning, or otherwise where services are offered for consideration.
9. The Supplier shall transfer and deliver all goods or services described on the respective PO for the consideration set forth herein.
10. The Supplier shall only deliver goods and services as described on the respective PO and within the Scope of Work and the Supplier's bid response.
11. The County holds no obligation to pay for goods delivered or services rendered unless specified on a written PO or a Change Order of such.
12. The Supplier shall not construe any verbal consent to purchase goods or services as valid.
13. The County does not accept substitutions of services or goods that do not comply with the Scope of Work or specifications set forth in the PO, Contract, or Agreement, unless mutually agreed in writing by both Parties.
14. The County does not accept automatic contract renewals except for monthly subscription services.
15. The County does not pay deposits towards goods ordered. Exceptions exist for custom made items such as window treatments, floor coverings, pre-mixed paints and stains, fabrication, decoration, or otherwise custom designed products specifically for the County.
16. The County will accept back orders only if goods are out of stock and with prior written notice. Suppliers shall ship all quantities that they have in stock and hold orders for back orders to ship at a later date.

17. The County participates in cooperative purchasing agreements, State of Georgia Statewide Contracts, and other state and local intergovernmental agreements, Memoranda of Understanding and other such agreements.
18. In all cases, the jurisdiction shall be the State of Georgia, Augusta, GA, for arbitration or other legalities.
19. Deliveries go to the ship-to addresses listed on the PO and within the specified time. The Supplier must follow instructions if multiple ship-to addresses exist on the PO.
20. The County shall have the right to inspect all goods or services at the time and place of delivery. The risk of loss of goods shall pass on to the County upon completion and final acceptance of the project delivery.
21. Title to the goods shall remain with the Supplier until acceptance by the County. Receipt of goods or services does not constitute acceptance.
22. The Supplier warrants that goods are merchantable, and the Supplier has a legal right to deliver the goods and services and as described herein.
23. Contractor agrees not to assign, in full or in part, this Contract to another party without the County's expressed written consent. Any attempted assignment or delegation shall void and make ineffectual this Contract for all intents and purposes.
24. The County is exempt from Federal Excise Tax and Georgia Sales and Use Tax.
25. This issuance of a PO shall not violate the Code of Ethics and Conflicts of Interest for Public Officers and Employees for Government Service set forth in the 2020 Section 45-1020 *et seq.* of the Official Code of Georgia Annotated and the Official Code of Augusta governing Ethics.
26. All goods and services supplied pursuant to a PO shall, unless otherwise stated, conform exactly to all the descriptions, specifications, exhibits, and attachments contained in the bid solicitation upon which a PO is based, and all the terms, conditions, and specifications of the bid solicitation are incorporated herein by reference and made a part hereof.
27. All media production, recordings, videos, photography, artwork, plates, embroidery tape, silk screen, engravings, and other printed or digital media materials paid for in full by the County are considered County property and shall be delivered to the County upon request.
28. If a PO has an attached Contract or Agreement, the terms and conditions of the latter shall govern in the event of any conflict with these terms and conditions.
29. The Supplier may be suspended, terminated, or debarred if it is determined that the Supplier has made false certification(s) or has violated such certification(s) by failure to carry out the requirements herein. Thus, the Supplier certifies that it and its sub-Contractors have not been debarred, suspended, or declared ineligible by any agency of the County, State of Georgia, or as defined in the Federal Acquisition Regulation (FAR) 48 C.F.R. Ch. 1 Subpart 9.4.
30. The Supplier certifies that it is not currently engaged in an active or pending lawsuit or other grievance, injunction, or levy against the County.

31. Unless delivery, shipping, freight, are specified as "included" in the cost, then Goods are Free-On-Board (F.O.B.) destination and freight, Shipping and delivery shall be pre-paid and added to the invoice as a separate line item. The Supplier shall charge the County the exact amount of freight, delivery, handling, and insurance charges the Supplier incurs.
32. The County does not pay late fees nor interest charges.
33. The County is not bound to any minimum or maximum quantity or dollar amount set by the Supplier, unless otherwise arranged.
34. In the event there is a discrepancy between the unit price and extended price, the unit price shall govern.

-Signature Page Follows-

IN WITNESS WHEREOF, said Parties have hereunto affixed their signatures and seals on the day, month, and year below. Contractors must print their company's full legal company name below as it appears on their W-9 form.

Contractor's Full Legal Name:

Horizon Construction & Associates, Inc

By: _____

Print Name: Henry L. Henderson

Title: President

Date: 8-11-26

Owner:

AUGUSTA, GEORGIA

By: _____
Garnett L. Johnson
Mayor, Augusta, Georgia

Date: _____

Attestation: _____
Clerk of Commission

Sworn to and subscribed before me this

11 Day of August, 2026.

Notary Public: _____

Notary commission expires: _____

[Affix Locus Sigilli – Seal or Stamp]

DAWNISHA HARRIS
NOTARY PUBLIC
MY COMMISSION EXPIRES
AUGUST 02, 2030
RICHMOND COUNTY, GEORGIA

Invitation to Bid

Sealed bids will be received at this office until Wednesday, June 3, 2026 @ 3:00 p.m. Bids openings are open to the public in the Procurement Department located 535 Telfair Street, Suite 605 Augusta, GA 30901and additionally via Teams: Meeting ID: 253 316 855 144 194; Passcode: 2Sz3zM3t for furnishing:

Bid Item #26-269 Ezekiel Harris House Retrofit for Augusta, GA – Central Services Department – Facility Maintenance

No bids will be accepted by email; all submittals must be received by mail or hand delivered. All submittals must be received during our normal office hours from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Bid documents may be obtained at the office of the Augusta, GA Procurement Department, 535 Telfair Street – Suite 605, Augusta, GA 30901. Addenda will be mailed to task order vendors. No bids may be withdrawn for a period of ninety (90) days after bid have been opened, pending the execution of contract with the successful bidder.

A 5% Bid bond is required to be submitted along with the bidders' qualifications. A 100% performance bond and a 100% payment bond will be required for award.

For an optional site visit, please contact Maria Rivra-Rivera at (706) 821-1629 in advance.

Questions, request for clarifications or interpretations regarding this bid must be submitted to the Procurement Department:

Augusta Procurement Department
Attn: Tywanna Scott
535 Telfair Street - Room 605
Augusta, Georgia 30901
Phone: 706-821-2422
Email: procbidandcontract@augustaga.gov

All request for clarifications or interpretations must for this bid must be submitted in writing by electronic email to procbidandcontract@augustaga.gov to the Procurement Department on or before the close of business Friday, May 22, 2026 @ 5:00 P.M.

Bidders are cautioned that acquisition of the 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.

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

Publish: E-Mailed to Task Order Vendors on May 15, 2026

Augusta GEORGIA

Central Services Department

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

MEMORANDUM

TO: **Mr. Andy Penick, Director, Procurement Department**

FROM: **Mr. Horace Green, Director, Central Services Department**

DATE: **June 17, 2026**

SUBJECT: **Bid Item #26-269; Ezekiel House Structural Renovations**

On Wednesday, June 3, 2026 the Central Services Department – Facilities Maintenance Division received one proposal for Bid Item #26-269; Ezekiel House Structural Renovations. Horizon Construction submitted a proposal for $170,640.00. This project has unfortunately exceeded the initial estimated budget of $115,000.00 through three separate bidding processes, even with the most recent round utilizing on-call contractors.

Central Services Department's recommendation is to award the contract to Horizon Construction and the decision to update the project budget to reflect the proposed amount. Given the history of the bidding process and the necessity to move forward with the renovations, this seems to be the most practical path.

Thank you for your assistance in securing these prices. Please do not hesitate to call if you have any questions or need additional clarification.

Cc: Horace Green
Maria Rivera-Rivera

Nancy M. Williams

From: Tywanna Scott
Sent: Wednesday, October 21, 2026 4:48 PM
To: Nancy M. Williams
Subject: FW: 26-269 Ezekiel Harris House Retrofit - Task Order
Attachments: Drawings.zip; 26-269_ITB.zip

Importance: High

From: Tywanna Scott
Sent: Friday, May 15, 2026 4:48 PM
To: 'James Williams (CMI)' <jamesw@contractmgmtinc.com>; info@horizonaug.com; 'info@goldmech.com' <info@goldmech.com>; Henry Henderson <hhenderson@horizonaug.com>; llmccord@comcast.net; L C <lncrump@gmail.com>; 'torrey@tfjconstruction.com' <torrey@tfjconstruction.com>; 'swilliams@sectoroneinc.com' <swilliams@sectoroneinc.com>
Subject: 26-269 Ezekiel Harris House Retrofit - Task Order
Importance: High

Hello,

Please see the attached specifications for this Task Order project for the Central Services Department.

Kind Regards,

Tywanna E. Scott
Procurement Department
Phone:(706) 821-2355

Thank You For Doing Business With Us.....
Augusta, Georgia - Procurement Department
tscott@augustaga.gov www.augustaga.gov

This e-mail contains confidential information and is intended only for the individual named. If you are not the named addressee, you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. The City of Augusta accepts no liability for the content of this e-mail or for the consequences of any actions taken on the basis of the information provided, unless that information is subsequently confirmed in writing. Any views or opinions presented in this e-mail are solely those of the author and do not necessarily represent those of the City of Augusta. E-mail transmissions cannot be guaranteed to be secure or error-free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or contain viruses. The sender therefore does not accept liability for any errors or omissions in the content of this message which arise as a result of the e-mail transmission. If verification is required, please request a hard copy version.
AED:104.1

Administrative Services Committee Meeting

Meeting Date: Tuesday, October 27, 2026

Emergency – Fleet Management Structural Assessment

Department:	Central Services Department
Presenter:	Horace Green
Caption:	Receive as information the emergency request for the assessment of the building's structure at the Fleet Management Office in the amount of $47,000.00 by Johnson Laschober & Associates.
Background:	During a recent inspection, it was identified that there are visible cracks in the existing masonry walls. This deterioration presents a serious and imminent safety hazard to both employees and members of the public who frequent this building. Given the severity of this structural damage and the associated safety implications, it is imperative that immediate and comprehensive measures are undertaken. To determine the full scope of the damage, the prompt initiation of a detailed structural assessment is required. Swift action is essential to prevent any potential incidents and ensure the safety of all individuals within and around the facility.
Analysis:	Johnson Laschober & Associates is performing the corresponding work.
Financial Impact:	**$47,000.00**; Capital 272-01-6210/54.13120
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 at the Fleet Management Office in the amount of $47,000.00 by Johnson Laschober & Associates.
Funds are available in the following accounts:	**$47,000.00**; Capital 272-01-6210/54.13120

REVIEWED AND APPROVED BY:

Augusta GEORGIA

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: **September 30, 2026**

SUBJECT: **Emergency Memo – Fleet Management Office Structural**

In accordance with §1-10-57 Emergency Procurements, I respectfully ask you to accept this communication as notification of an emergency at the Fleet Management Office regarding a structural concern.

During a recent inspection, it was identified that there are visible cracks in the existing masonry walls. This deterioration presents a serious and imminent safety hazard to both employees and members of the public who frequent this building. Given the severity of this structural damage and the associated safety implications, it is imperative that immediate and comprehensive measures are undertaken. To determine the full scope of the damage, the prompt initiation of a detailed structural assessment is required. Swift action is essential to prevent any potential incidents and ensure the safety of all individuals within and around the facility.

Please process a purchase order to Johnson Laschober & Associates, in the amount of $47,000.00 for the structural assessment.

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

AUGUSTA-RICHMOND COUNTY GEORGIA
PURCHASING DEPARTMENT
REQUISITION

DEPARTMENT NAME: Central Services Department
DEPARTMENT NUMBER: 272-01-6210/54.13120
DEPARTMENT HEAD:

REQUISITION:
REQUISITION DATE: 9/30/26
PURCHASE ORDER NUMBER:
PURCHASE ORDER DATE:

	NAME OF BIDDER	NAME OF BIDDER	NAME OF BIDDER
VENDOR	Johnson, Laschober, & Associates		
PHONE NUMBER	706-724-5756		
QUOTED BY			

ITEM NO	DESCRIPTION	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	JLA WILL PREPARE STRUCTURAL REPAIR AND RETROFIT DOCUMENTS FOR THE FLEET SERVICES ADMINSTRATION BUILDING.	1	$ 47,000.00	$ 47,000.00				
2								
3								
4								
5								
6	**EMERGENCY - FLEET ADMIN STRUCTURAL ASSESMENT**							
7	**Proposal: #2026-226**							
8	**Funding is available in the following accounts:**							
9	**272-01-6210/54.13120**							
10								
11								
12								
13								
14								
TOTAL BID			**$**	**47,000.00**				
SHIPPING CHARGES								
DELIVERY TIME FROM RECEIPT OF PURCHASE ORDER								

ARCHITECTS ♦ ENGINEERS ♦ LANDSCAPE ARCHITECTS

FEE PROPOSAL #2026-226

TO: Maria Rivera-Rivera
Central Services Department
Augusta – Richmond County

DATE: 09/30/2026

SENT BY: ☐ PHONE
☐ FAX
☒ EMAIL: MRivera-Rivera@augustaga.com

BY: Julian B. Jenkins Jr., Structural EIT

RE: Fleet Admin Building Structural Repairs and Retrofits

TIME FRAME: *(See Anticipated Project Schedule)*

FEE : $47,000 Lump Sum *(See Fee and Cost Breakdown)*

PROJECT LOCATION: 1568 Broad St, BLDG B, Augusta, GA 30901

PROJECT UNDERSTANDING:

Augusta-Richmond County (ARC) has requested that Johnson, Laschober & Associates, P.C. (JLA) prepare structural repair and retrofit documents for the Fleet Services Administration Building. JLA previously evaluated the building following Hurricane Helene in September 2024 and documented its observations and recommendations in Structural Evaluation Report 001, dated February 6, 2025 (Reference JLA Project #3042.2407). The occupancy limitations and high-wind evacuation recommendations in the referenced report shall remain in effect until the repairs are completed.

The approximately 100-foot-long by 22-foot-wide building is an existing multi-wythe, unreinforced masonry structure that appears to have originally been constructed as a stable and was subsequently converted to administrative use. No original or record structural drawings are known to exist. JLA's prior evaluation documented existing and storm-related cracking and deterioration in the masonry walls, including distress at interfaces between the original masonry and later brick infill.

The proposed retrofit will include supplemental steel lateral framing along the building's four perimeter walls. ARC shall disclose to JLA whether the proposed steel lateral frames shall be constructed against the interior face or exterior face of the existing masonry perimeter walls during first phase of the project. The proposed steel framing systems will be designed around existing openings in the wall (ie: existing doors, windows, mechanical units on the exterior of the building).

The steel framing will resist horizontal wind and seismic forces only and will not support the existing roof, masonry walls, or other building gravity loads. The existing roof will continue to bear on the existing load-bearing construction. Roof improvements will include Simpson Strong-Tie hurricane ties or approved equivalents for wind uplift and separate connections, as required, to transfer horizontal roof-diaphragm forces to the supplemental steel framing.

In addition to the proposed steel frame and roof retrofits, the proposed retrofit will also include infilling cracks in the existing masonry walls, replacing masonry infill within the original stable door openings, and additional foundation support through the use of helical piles if deemed necessary.

JLA SCOPE OF SERVICES:

The phase designations below are project sequencing and review milestones only. All services listed are intended to be included under one scope of work, one lump-sum fee, and one ARC purchase order. JLA will provide the following structural engineering services:

PHASE 1 – EXISTING CONDITIONS & DESIGN DEVELOPMENT:

Project Initiation and Design Criteria: Review JLA's previous evaluation, available photographs, and information furnished by ARC; conduct one kickoff meeting; establish the applicable structural design criteria; and prepare a preliminary basis of design. The base scope also includes one preliminary structural code-coordination meeting or written coordination effort with the Authority Having Jurisdiction (AHJ), if reasonably available.

Existing Field Conditions Documentation: Perform one (approximately half-day) site visit to document representative building dimensions and potential conflicts with the proposed work. One limited follow-up verification visit is included if required during design. The investigation will be visual and non-destructive and will not constitute a comprehensive survey, destructive investigation, or verification of concealed construction.

Existing Conditions Drawings: Prepare field-verified existing-condition drawings sufficient to serve as design backgrounds, including:

- Existing Building Plan
- Representative roof-framing and diagram plan
- Elevations of the exterior perimeter walls
- Representative building sections

These drawings will document visible and accessible conditions relevant to the proposed work and will not constitute comprehensive architectural as-built or record drawings. A complete existing foundation plan will not be prepared.

Phase 1 Design Development Package: Develop the preliminary (30%) structural retrofit drawings package to include:

- General Arrangement of the supplemental steel lateral framing
- Preliminary column, lateral member, and diagonal bracing layout
- Preliminary structural connection sections and details
- Preliminary foundation concepts
- Anticipated selective demolition
- Localized masonry repairs

JLA will submit one Phase 1 Design Development package and conduct one review meeting with ARC. ARC will provide one consolidated set of comments.

PHASE 2 – ANALYSIS, DESIGN, & CONSTRUCTION DOCUMENTS:

Three-Dimensional Lateral Frame Analysis and Design: Develop the applicable wind and seismic forces and prepare a three-dimensional structural analysis model of the supplemental steel lateral-framing system.

JLA will design the steel columns, lateral members, diagonal bracing, gusset plates, splices, base plates, anchor rods, wall connections, horizontal collectors, and new foundations required to transfer lateral loads to the ground.

Roof Connection & Hurricane Tie Design: Develop localized improvements to the existing roof connections to include:

- Simpson Strong-Tie hurricane ties or approved equivalents
- Required fasteners, blocking, nailers, straps, plates, or anchors
- Connections needed to complete the roof-uplift load path through the existing load-bearing construction
- Separate collectors or connections required to transfer horizontal roof-diaphragm forces to the supplemental steel framing

Roof-to-Frame connections shall be detailed to transfer horizontal forces without intentionally transferring the existing roof gravity loads to the supplemental steel framing.

Structural Construction Documents: Prepare the structural construction document package anticipated to include the following:

- Existing-conditions and selective demolition plans with demolition notes
- General structural notes, design criteria and material requirements
- Masonry repair plans and/or elevations
- Proposed supplemental-frame foundation plan
- Foundation repair plan (if deemed necessary)
- Lateral-frame steel framing plans and elevations
- Building sections
- Foundation and concrete sections details (if deemed necessary)
- Masonry repair sections and details
- Steel framing, bracing, base plate, anchor, and foundation sections and details

JLA will issue this drawings package to ARC for Review and Comment prior to issuing the package for permitting/bid. ARC shall review the package and send back (1) consolidated set of comments to JLA before this package is issued for permitting/bid. The lump sum fee includes (1) review meeting with ARC to review and discuss any comments that may be presented.

Permitting and Bid Support: JLA shall provide the following permitting and bidding support:

- Respond up to (2) consolidated rounds of technical structural comments from the AHJ
- Participate in (1) pre-bid or contractor design-review meeting
- Respond to structural questions submitted during bidding
- Prepare (1) structural addendum (if required)

ARC or its designated representative will submit the permit application, pay permitting fees, issue bidding document, and administer the procurement process.

PHASE 3 – CONSTRUCTION PHASE SERVIES:

Construction Phase Services: JLA shall provide the following limited construction-phase services:

- Participate in (1) preconstruction meeting
- Review structural shop drawings and product submittals
- Review (1) submission and (1) resubmission of each structural submittal
- Respond up to (10) structural Request for Information's (RFI's)
- Review up to (2) structural substitutions, field modifications, or change-order requests
- Perform up to (5) site-observation visits
- Prepare a Site Observation Report following each site-observation visit

Anticipated site visits include the following:

- Conditions exposed by demolition and foundation excavation
- Foundation reinforcing and anchor assemblies before concrete placement
- Erected steel framing, bracing, and primary connections
- Wall connections, roof connections, hurricane ties, and masonry repairs before concealment
- Substantial (95%) completion of work outlined in the Structural Construction Documents

Construction-phase services are based on anticipated preconstruction duration of 8 weeks construction duration of 12-16 weeks. Site observations will be periodic and will not constitute continuous inspection, construction supervision, or responsibility for contractor means, methods, sequencing, or safety.

ANTICIPATED PROJECT SCHEDULE:

JLA Anticipated the following project schedule for the (3) project phases outlined in the JLA Scope of Services:

PHASE 1 – EXISTING CONDITIONS & DESIGN DEVELOPMENT:

Project Initiation / Kick Off: Within 2 business days after notice to proceed and receipt of ARC PO

Initial Field Investigation: Within 1 Weeks of Project Initiation / Kickoff and confirmation of site access

Design Development (30%) Drawing Package: Within 8 Weeks of Initial Field Investigation

ARC Design Development Review & Meeting: Determined by ARC

PHASE 2 – ANALYSIS, DESIGN, & CONSTRUCTION DOCUMENTS:

100% Drawing Package Issued for Review and Comment: Within 8 weeks of ARC Design Development meeting

ARC 100% Drawing Package Review & Meeting: Determined by ARC

100% Drawing Package Issued for Permit: Within 2 weeks of ARC 100% Drawing Package meeting

AHJ Permitting Process: Determined by AHJ

JLA Response to Permitting Comments: Within 2 weeks of received permitting comments

Pre-Bid Meeting: After permit is obtained and determined by ARC

PHASE 3 – CONSTRUCTION PHASE SERVIES:

Contractor Selection & Preconstruction Duration: Determined by ARC

Construction Duration: Estimated 12-16 weeks after construction initiation. Construction initiation shall be determined by ARC, and construction duration shall be determined by selected contractor.

FEE AND COST BREAKDOWN:

The following breakdown is provided for ARC's budgeting, purchase order, progress-invoicing, and fee transparency purposes only:

Project Initiation & Design Criteria:	$ 2,500
Existing-Conditions Field Investigation:	$ 3,000
Design Development (30%) Drawings:	$ 8,500
Structural Engineering, Analysis, and Design:	$ 11,500
100% Structural Construction Documents:	$ 9,000
Permitting & Bidding Support:	$ 6,000
Construction Phase Services:	$ 6,500
Total :	**Σ = $ 47,000**

All services included are under one scope of work, one lump-sum fee, and shall be under one ARC purchase order. The individual amounts do not represent separately authorized phases or option services.

SPECIAL CONDITIONS:

- This scope of work outlined in this fee proposal are for structural engineering services only. Architectural, civil, survey, mechanical, electrical, plumbing, fire-protection, life-safety, environmental, hazardous-material, and building-envelope services are not included.

- Coordination with historical preservation agencies, historical review boards, or historical preservation societies is not included in this proposal.

- The lump-sum fee includes the stated review cycles, meetings, RFIs, submittals, and site visits. Services exceeding those allowances, owner-directed changes, materially different concealed conditions, or AHJ-required work outside the defined scope may require additional services.

- The final placement of the supplemental steel framing relative to the existing masonry has not been selected. JLA will evaluate feasible placement alternatives during Phase 1, and ARC will determine whether or not the steel framing system is on the interior or exterior of the building prior to Phase 1 initiation. JLA will determine the final placement and configuration of the steel frames and will design such frames around existing openings in the wall (ie: doors, windows, mechanical equipment, etc).

- The supplemental steel framing is not intended to support existing gravity loads. The existing roof framing will continue to bear on and be supported by the existing load-bearing walls. The proposed steel framing will function solely as a supplemental lateral-force-resisting system that receives horizontal wind and seismic forces and transfers those forces to new foundations.

- The existing roof-to-wall connections shall be improved in-place using modern proprietary hurricane ties, anticipated to consist of Simpson Strong-Tie connectors or approved equivalents, to improve the transfer of loads between structural members.

- A formal calculation package and native analytical model files will not be issued to ARC. The calculations and analytical model will be maintained as JLA's internal instruments of service. Additionally, structural Book Specifications are not included in this proposal.

- Preliminary and final design of multiple configurations or simultaneous bid alternatives for the proposed retrofit is not included.

- Special inspections and material testing will be performed by an independent agency retained by ARC or the contractor.

- The contractor selected by ARC is responsible for construction means and methods, sequencing, temporary shoring and bracing, site safety, and stability during construction. Engineered temporary works will be designed by a specialty engineer retained by the contractor.

- Deliverables will consist of the Phase 1 basis-of-design package, 90-percent structural drawings, and final signed and sealed structural construction documents in PDF format. Native CAD, BIM, calculation, and analytical model files are not included.

If Augusta Richmond County finds this proposal acceptable, it is JLA's understanding that a PO will be issued for the structural engineering services identified in the JLA Scope of Services (above). JLA understands that the ARC PO will include contractual terms and conditions under which the project will be executed.

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

Sincerely,

JOHNSON LASCHOBER & ASSOCIATES, P.C.

Julian B. Jenkins Jr.
Structural Engineering

Myana Mahadi

From: Andy Penick
Sent: Wednesday, September 30, 2026 11:11 AM
To: Katie Cornelius
Cc: Horace Green; Maria Rivera-Rivera; Myana Mahadi; Nancy M. Williams; Valerie Murray; Laquona Porter
Subject: Re: Emergency Request - Fleet Admin Structural Assessment

Follow Up Flag: Follow up
Flag Status: Flagged

Katie,

This is approved, please proceed as needed. Andy

Get Outlook for iOS

From: Katie Cornelius <KCornelius@augustaga.gov>
Sent: Wednesday, 30 September 2026 11:07:57
To: Andy Penick <apenick@augustaga.gov>
Cc: Horace Green <hgreen@augustaga.gov>; Maria Rivera-Rivera <MRivera-Rivera@augustaga.gov>; Myana Mahadi <msmahadi@augustaga.gov>; Nancy M. Williams <NWilliams@augustaga.gov>; Valerie Murray <vmurray@augustaga.gov>; Laquona Porter <lporter@augustaga.gov>
Subject: Emergency Request - Fleet Admin Structural Assessment

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 Fleet Administration Building.

We are requesting approval for an emergency procurement for the Fleet Admin to conduct a structural assessment of the facility due to visible cracks in existing masonry walls. JLA will provide a detailed report on the current condition of the facility, along with a recommended action plan, cost estimates, and phases.

We are requesting approval to proceed with Johnson Laschober & Associates to respond to this emergency.

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

Thank you,
Katie

Katie Cornelius | Administrative Assistant
Augusta – Richmond County | Central Services Department

Administrative Services Committee Meeting

October 27, 2026

Minutes

Department:	N/A
Presenter:	N/A
Caption:	Motion to **approve** the minutes of the October 13, 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
REVIEWED AND APPROVED BY:	N/A

ADMINISTRATIVE SERVICES COMMITTEE MINUTES

Commission Chamber
Tuesday, October 27, 2026
1:15 PM

PRESENT: Commissioners Garrett, Chair, Slendak V. Chair, Clark and Lewis, members Also, Scott, J. Johnson, Mayor Johnson, Rice, Wimberly, Guilfoyle, Pulliam

1. Motion to **approve** the purchase of eight vehicles, at a total cost of $357,187.90, from Akins Ford Dodge for the Utilities Department. Seven of the vehicles are replacements and one vehicle is a new request utilizing GA statewide contract.

   Motion to approve

   Motion made by Clark and seconded by Slendak
   Motion carried 4-0

2. Motion to approve the award of bid #26-269, Ezekiel Harris House Retrofit in the amount of **$170,640.00** to be performed by Horizon Construction.

   Motion to approve

   Motion made by Clark and seconded by Slendak
   Motion carried 4-0

3. Receive as information the emergency request for the assessment of the building's structure at the Fleet Management Office in the amount of **$47,000.00 by** Johnson Laschober & Associates.

   Motion to approve

   Motion made by Clark and seconded by Slendak
   Motion carried 4-0

4. Motion to **approve** the minutes of the October 13, 2026 Administrative Services Committee Meeting.

   Motion to approve

   Motion made by Clark and seconded by Slendak
   Motion carried 4-0