# ADMINISTRATIVE SERVICES COMMITTEE MEETING AGENDA

Commission Chamber
Tuesday, November 10, 2026
1:15 PM

## ADMINISTRATIVE SERVICES

1. Motion to approve the purchase of one replacement pothole patch truck, at a total cost of $394,605.80 from Southern Vac of Gilbert, SC for the Engineering Department.
2. Housing and Community Development Department proposes the reprogramming of Community Development Block Grant (CDBG) funds in the amount of $611,228.32 from the Community Development Block Grant-COVID-19 activities to eligible CDBG-CV activities that better address current community needs and urgently ensure the timely expenditure of HUD funds.
3. Motion to **approve** the minutes of October 27, 2026 Administrative Services Committee Meeting.

**Administrative Services Committee Meeting**

Meeting Date:

2026 – SW – Pothole Patch Truck – SWC

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| | |
|---|---|
| **Department:** | Central Services – Fleet Management |
| **Presenter:** | Hameed Malik, Ph.D., PE, Director of Engineering & Environmental Services |
| **Caption:** | Motion to approve the purchase of one replacement pothole patch truck, at a total cost of $394,605.80 from Southern Vac of Gilbert, SC for the Engineering Department. |
| **Background:** | The Augusta Engineering Department Maintenance division requests the replacement of asset# 213005 a pothole patch truck that was totaled in an accident in July 2024.<br><br>Pothole repair service request is the top request for the Engineering Maintenance division. Currently there is an older pothole truck that is frequently unavailable due to extensive repairs based on age, wear and tears. The new pothole repair truck will become the primary unit with the ability to have a second back up unit available during high demand time periods.<br><br>Southern Vac will hold the pothole truck until the 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 purchases. Funding is available in Engineering SPLOST account 330-04-1110/224-830-916/54-21110. |
| **Analysis:** | The Procurement Department approved the request to utilize the source well contract #050625-SMC and issued a letter of intent to purchase one pothole patch truck utilizing Engineering SPLOST account 330-04-1110/224-830-916/54-21110. |
| **Financial Impact:** | Engineering SPLOST account 330-04-1110/224-830-916/54-21110 |
| **Alternatives:** | (1) Approve (2) Do not approve |
| **Recommendation:** | Motion to approve the purchase of one replacement pothole patch truck, at a total cost of $394,605.80 from Southern Vac of Gilbert, SC for the Engineering Department. |
| **Funds are available in the following accounts:** | Engineering SPLOST account 330-04-1110/224-830-916/54-21110 |

**REVIEWED AND APPROVED BY:** N/A

Augusta GEORGIA

Procurement Department

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

## LETTER OF INTENT TO PURCHASE STEPP TRUCK MOUNTED PATCH TRUCVK FROM SOUTHERN VAC

This letter of intent dated, **October 20, 2026**, is to inform you that the Central Services Department – Fleet Management Division has concluded that we intend to purchase: one (1) Stepp Mounted patch truck for the below listed Departments, utilizing:

**Sourcewell Cooperative Contract #050625-SMC**

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

1. **Buyer**: Augusta, Georgia – Central Services Department: Fleet Management Division
2. **Seller**: Southern Vac
   3605 Augusta Hwy. / Gilbert, SC 29054
3. **Vehicles Total Purchase Price**: $326,948.00
4. **Source**: Sourcewell Cooperative Agreement: 050625-SMC

Vehicles to be purchased for the Engineering and Environmental Services Department:

| # of Vehicles | Vehicle | Price |
|---|---|---|
| One (1) | Stepp STPH 3.0 Non-CDL Asphalt Pothole Patch Truck | $326,948.00 |
| One (1) | Freightliner 5 yr/150k engine and Allison 5 yr/unlimited Warranty | $ 48,240.00 |
| One (1) | 3 year Stepp Body Extended Warranty | $ 9,971.00 |
| One (1) | Bi-annual Service Contract - $2,289.36 x 5 Years | $ 11,446.80 |
| TOTAL | | $396,605.80 |

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: Patch Truck Purchase Price /Specifications/Quotes

Augusta GEORGIA

# Central Services Department

Horace Green, Director
LaQuona Porter, Fleet Manager

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

**MEMORANDUM**

**TO:** **Andy Penick, Director, Procurement Director**

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

**DATE:** **September 15, 2026**

**SUBJECT:** **Request LOI to purchase one Stepp Patch Truck for the Engineering Department**

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Central Services-Fleet Management requests LOI to purchase one Stepp MFG STPH-3.0 Truck Mounted Patch Truck for the Engineering department.

- Stepp MFG STPH-3.0 Mounted Patch Truck - $326,948.00
  - Freightliner 5yr/150k engine and Allison 5yr/unlimited Warranty - $48,240.00
  - 3 Year Stepp Body Extended warranty - $9,971.00
  - Bi-annul Service Contract - $2,289.36 x 5 Years = $11,446.80

**Total Purchase - $396,605.80**

The Engineering department consulted with Southern Vac to identify a patch truck to meet their departmental needs. Southern Vac has a stocked unit ready for purchase utilizing Sourcewell Contract #050625-SMC. The department provided a purchase justification that is attached. This purchase will replace asset #213005, a 2014 International 4000 pothole truck, totaled in 2023 due to an accident.

Southern Vac will hold the order for the Stepp patch truck until the 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 Engineering SPLOST account 330-04-1110/224-830-916/54-21110.

# PURCHASE JUSTIFICATION

## Stepp STPH 3.0 Non-CDL Asphalt Pothole Patch Truck

### Primary Operational Justification

The primary need for a new pothole patch truck is fleet reliability and continuity of service. Augusta's current patch truck is older and is frequently unavailable because of repair and maintenance needs. Because pothole repair is the number one service request for Engineering- Maintenance Division, dependence on a single aging specialized unit creates a service vulnerability: when the truck is in the shop, hot-mix patching capacity is reduced or interrupted, work is delayed, and crews must rely on less-efficient alternatives.

The proposed Stepp STPH 3.0 would become the primary pothole-patching unit. The existing truck would be retained as a backup production unit. This creates a more resilient two-unit capability: the older truck, one fully renovated, can maintain service during scheduled or unexpected downtime of the new unit and can also be deployed as a second truck during periods of elevated demand, backlog reduction, storm recovery, or when simultaneous work is needed in different areas of Augusta.

This purchase therefore does more than replace aging equipment. It removes a single point of failure while preserving the remaining useful value of the existing asset and adding surge capacity when workload requires it.

### Why the Stepp STPH 3.0 Fits the Operation

| Feature | Operational Benefit |
|---|---|
| **Non-CDL, ~4-ton class** | Expands the pool of employees who can operate the unit and reduces competition for CDL drivers needed for dump trucks, hauling, storm response, and other work. |
| **Oil-jacketed heating** | Provides even, controlled heat to maintain asphalt workability, support compaction and repair quality, and reduce waste from cooled material. |
| **Powered auger delivery** | Reduces manual shoveling, improves ergonomics, meters material at the repair point, and can increase production across many small repairs during a shift. |
| **Integrated patch platform** | Allows a crew to prepare, clean, tack, place, compact, and move to the next location with less dependence on multiple support vehicles. |

### Comparison With Comparable Equipment

**Stepp is recommended based on the combined configuration, not simply the brand name.** Falcon also offers a four-ton non-CDL unit, but its design emphasizes an air-jacketed hopper and mechanical simplicity without an auger/conveyor. Spaulding, PB Loader, and Thermo-Lay offer capable patching systems and can provide similar individual features depending on configuration. The Stepp STPH 3.0 packages Augusta's desired combination of non-CDL operation, approximately four-ton capacity, oil-jacketed heating, powered auger delivery, and integrated patching capability in a defined production-oriented unit.

### Service Delivery and Recommendation

**The purchase also supports Augusta's SR/WO and priority-queue improvements.** The SR/WO system identifies and prioritizes pavement work; a reliable primary patch truck provides the field capacity to complete it. With the existing truck retained as backup/second-unit capacity, Augusta can reduce service interruptions, respond more quickly to pothole-related work, and deploy two crews when conditions warrant.

**Recommendation:** Purchase the Stepp STPH 3.0 as the primary pothole patch truck and retain the existing unit as a backup/secondary truck. This provides greater equipment reliability, continuity of service, surge capacity, workforce flexibility, and a more resilient pothole-maintenance operation.

**Myana Mahadi**

**From:** Lewis Avery
**Sent:** Wednesday, August 19, 2026 12:23 PM
**To:** Oscar Flite; Kaycee Gordy; Charlie Gay; kmoore@southern-vac.us
**Cc:** Christopher Tyler
**Subject:** RE: [EXTERNAL] RE:

The SPLOST account number to use is 330 041110 224830916 5421110.

Thanks,

Lewis Avery, Jr., CPA, CMA
Assistant Director – Engineering & Environmental Services Finance & Administration
Ph: 706-821-4254 Cell: 706-564-4100 Fx: 706-796-5045

**From:** Oscar Flite <OFlite@augustaga.gov>
**Sent:** Tuesday, August 18, 2026 2:24 PM
**To:** Kaycee Gordy <KGordy@augustaga.gov>; Charlie Gay <CGay@augustaga.gov>; kmoore@southern-vac.us; Lewis Avery <LAvery@augustaga.gov>
**Cc:** Christopher Tyler <CTyler@augustaga.gov>
**Subject:** RE: [EXTERNAL] RE:

Sorry for the delay!
We are going with all 3 extended warrantees offered. We are also choosing the stock option because it is (was) available immediately, the other would have taken many months to receive.

I have added Mr Avery to this email for the acct#; Mr Avery, could you please provide the SPLOST account number for the pothole patch truck?

I will work on the justification letter.

Please let me know if there is anything else you need from me.

Thank you!
Oscar

**Oscar P. Flite III, Ph.D.**
Associate Director for Stormwater and Environmental Services
Augusta Engineering and Environmental Services Department
452 Walker St, Suite #110
Augusta, GA 30901
Direct (706) 771-2651
Cell (762) 333-5620
oflite@augustaga.gov

**From:** Kaycee Gordy <KGordy@augustaga.gov>
**Sent:** Tuesday, July 21, 2026 2:40 PM
**To:** Oscar Flite <OFlite@augustaga.gov>; Charlie Gay <CGay@augustaga.gov>; kmoore@southern-vac.us
**Cc:** Christopher Tyler <CTyler@augustaga.gov>
**Subject:** RE: [EXTERNAL] RE:

Oscar,

Which pricing are we moving forward with?

Stock Option - $326,948.00
New Option - $313,261.00
Bi-annual service contract - $2,289.36
3year Stepp body extended warranty - $9,971.00
Freightliner 5yr/150k engine & Allison 5year/unlimited warranty - $48,240.00

**Kaycee Gordy l Fleet Operations Specialist**
**Augusta – Richmond County l Central Services Department**
1568 Broad St Bldg. C l Augusta, Georgia 30901
(p) 706-821-2894 l (c) 762-622-0744
kgordy@augustaga.gov l www.augustaga.gov

**From:** Oscar Flite <OFlite@augustaga.gov>
**Sent:** Wednesday, July 15, 2026 10:09 AM
**To:** Charlie Gay <CGay@augustaga.gov>; kmoore@southern-vac.us
**Cc:** Kaycee Gordy <KGordy@augustaga.gov>; Christopher Tyler <CTyler@augustaga.gov>
**Subject:** Re: [EXTERNAL] RE:

Perfect, thank you!

Kaycee and Mr Moore, it looks like we are ready to move forward, what do you all need from me at this point?

Thank you all!
Oscar

Get Outlook for iOS

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**From:** Charlie Gay <CGay@augustaga.gov>
**Sent:** Wednesday, July 15, 2026 8:30 AM
**To:** Oscar Flite <OFlite@augustaga.gov>
**Cc:** Kaycee Gordy <KGordy@augustaga.gov>
**Subject:** RE: [EXTERNAL] RE:

Oscar,

I'm good with moving forward with the Stepp machine with the extended warranties.

Thanks,

*Charlie H. Gay III*
Augusta Engineering Department
Assistant Director, Maintenance
cell, (706)799-3124

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**From:** Oscar Flite <OFlite@augustaga.gov>
**Sent:** Tuesday, July 14, 2026 10:55 PM
**To:** Kaycee Gordy <KGordy@augustaga.gov>
**Cc:** Charlie Gay <CGay@augustaga.gov>
**Subject:** Re: [EXTERNAL] RE:

Charlie has questions for the vendor, awaiting that dialog

Get Outlook for iOS

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**From:** Kaycee Gordy <KGordy@augustaga.gov>
**Sent:** Tuesday, 14 July 2026 10:09:34
**To:** Oscar Flite <OFlite@augustaga.gov>
**Subject:** RE: [EXTERNAL] RE:

Oscar,

Any update?

**Kaycee Gordy | Fleet Operations Specialist**
**Augusta – Richmond County | Central Services Department**
1568 Broad St Bldg. C | Augusta, Georgia 30901
(p) 706-821-2894 | (c) 762-622-0744

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**From:** Oscar Flite <OFlite@augustaga.gov>
**Sent:** Monday, July 6, 2026 12:51 PM
**To:** Kaycee Gordy <KGordy@augustaga.gov>
**Subject:** RE: [EXTERNAL] RE:

We have arranged for an on-site demo, it is scheduled for this Friday, will know more after that.
Thank you!
Oscar

**Oscar P. Flite III, Ph.D.**
Associate Director for Stormwater and Environmental Services
Augusta Engineering and Environmental Services Department
452 Walker St, Suite #110
Augusta, GA 30901
Direct (706) 771-2651
Cell (762) 333-5620
oflite@augustaga.gov

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**From:** Kaycee Gordy <KGordy@augustaga.gov>
**Sent:** Thursday, June 18, 2026 3:17 PM
**To:** Oscar Flite <OFlite@augustaga.gov>
**Subject:** FW: [EXTERNAL] RE:

Oscar,

How would you like to move forward? Would you like to add any of the attached?

**Kaycee Gordy | Fleet Operations Specialist**
**Augusta – Richmond County | Central Services Department**
1568 Broad St Bldg. C | Augusta, Georgia 30901
(p) 706-821-2894 | (c) 762-622-0744
kgordy@augustaga.gov | www.augustaga.gov

Augusta
GEORGIA

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**From:** Kyle Moore <kmoore@southern-vac.us>
**Sent:** Thursday, May 28, 2026 1:09 PM
**To:** Oscar Flite <OFlite@augustaga.gov>; Kaycee Gordy <KGordy@augustaga.gov>
**Cc:** Charlie Gay <CGay@augustaga.gov>; Christopher Tyler <CTyler@augustaga.gov>; Drew Gilbert <dgilbert@southern-vac.us>; Russell Senn <rsenn@southern-vac.us>
**Subject:** [EXTERNAL] RE:

Kaycee,

I hope you are having a good week. I would like to apologize for this information taking longer than expected to get together for your group. We reached out to Stepp to find out what they recommended for service intervals and parts needed for their module. We also gathered the Freightliner and Allison Extended Warranty Information. We then prepared a cost for our Southern Vac service team to come at the proper intervals (bi-annually)to maintain the module. The Stepp extended maintenance is based on a 3 year period and the Freightliner and Allison Warranty is for a 5 year period. Please look over everything and let me know if this covers what you were requesting. All warranties and service agreements are normally paid at time of order.

Thanks,

Kyle A. Moore
Southern Vac
Mobile # 803-413-4536
e-mail: kmoore@southern-vac.com

SOUTHERN VAC

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**From:** Kyle Moore
**Sent:** Friday, May 8, 2026 3:14 PM
**To:** Oscar Flite <OFlite@augustaga.gov>; Kaycee Gordy <KGordy@augustaga.gov>
**Cc:** Charlie Gay <CGay@augustaga.gov>; Christopher Tyler <CTyler@augustaga.gov>; Drew Gilbert <dgilbert@southern-vac.us>; Russell Senn <rsenn@southern-vac.us>
**Subject:** RE:

Oscar,

I hope you all are having a good Friday. I really appreciate the opportunity of conducting business with Augusta Richmond County on our Stepp STPH Truck Mounted Asphalt Hotbox I am attaching 2 Sourcewell quotes for everyone's review. Stepp has an existing truck that has been built already and has been taken to some trade

shows for display. It still has some commitments for a few shows but would be available in the 30 to 45 day for delivery and training. It has many of the options offered on it including some fairly expensive Whalen lighting that actually drives it's cost up higher than we would typically build one of our new units. I am also including a quote for a newly built unit that has our typical options listed. It is a little less expensive than the show unit. The tradeoff is the lead time is longer for the new build if that is of any concern for your group. Please look over everything and let me know if I need to provide you anything else for either of these Non-CDL units. I will also have, Drew Gilbert, our Operations Manager to reach out and make sure we are reistered as a vender with Augusta Richmond County.

Thanks,

Kyle A. Moore
Southern Vac
Mobile # 803-413-4536
e-mail: kmoore@southern-vac.com

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**From:** Oscar Flite <OFlite@augustaga.gov>
**Sent:** Thursday, May 7, 2026 10:54 AM
**To:** Kaycee Gordy <KGordy@augustaga.gov>; Kyle Moore <kmoore@southern-vac.us>
**Cc:** Charlie Gay <CGay@augustaga.gov>; Christopher Tyler <CTyler@augustaga.gov>
**Subject:** RE:

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Yes, they are working on that now...

**Oscar P. Flite III, Ph.D.**
Associate Director for Stormwater and Environmental Services
Augusta Engineering and Environmental Services Department
452 Walker St, Suite #110
Augusta, GA 30901
Direct (706) 771-2651
Cell (762) 333-5620
oflite@augustaga.gov

**From:** Kaycee Gordy <KGordy@augustaga.gov>
**Sent:** Wednesday, May 6, 2026 10:46 AM
**To:** Oscar Flite <OFlite@augustaga.gov>; kmoore@southern-vac.com
**Cc:** Charlie Gay <CGay@augustaga.gov>; Christopher Tyler <CTyler@augustaga.gov>
**Subject:** RE:

Oscar,

Can you get an official quote with the sourcewell information for the Stepp Mfg pothole patch truck?

**Kaycee Gordy l Fleet Operations Specialist**
**Augusta – Richmond County l Central Services Department**
1568 Broad St Bldg. C l Augusta, Georgia 30901
(p) 706-821-2894 l (c) 762-622-0744
kgordy@augustaga.gov l www.augustaga.gov

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**From:** Oscar Flite <OFlite@augustaga.gov>
**Sent:** Tuesday, May 5, 2026 3:50 PM
**To:** kmoore@southern-vac.com
**Cc:** Charlie Gay <CGay@augustaga.gov>; Christopher Tyler <CTyler@augustaga.gov>; Kaycee Gordy <KGordy@augustaga.gov>
**Subject:**

Mr Moore,
Thank you again for your time today. I am including Charlie, Chris, and Kaycee on this email so everyone is on the same page with the Stepp Mfg pothole patch truck discussion. From our discussion:

- You all do use SourceWell
- You have a non-CDL version, possibly model STP 3.0
- Chassis is preferred automatic but particular brand is not critical
- Crew cab is preferred but not a show stopper if unavailable
- Optional equipment should be discussed further with operator
- We are trying to move this fairly quickly since we are behind on the SPLOST spending window
- You mentioned that you may have some time next week to stop by

Please let me know if I missed anything.

Thank you again for your time!
Oscar

**Oscar P. Flite III, Ph.D.**
Associate Director for Stormwater and Environmental Services
Augusta Engineering and Environmental Services Department
452 Walker St, Suite #110

Augusta, GA 30901
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3605 Augusta Hwy.
Gilbert, SC 29054
(803) 358-0221
Website: www.southern-vac.com

September 15, 2026

**City of Augusta-Richmond County**
**Attn: Kaycee Gordy**
**535 Telfair St.**
**Augusta, GA 30901**

Ms. Gordy,

Thank you for considering Southern Vac for your equipment needs.

Southern Vac is pleased to offer ***Augusta-Richmond County*** the following quote on a ***Stock Stepp MFG STPH-3.0 Truck Mounted Patch Truck.*** If you have any questions regarding this quote, I can be reached at ***(803) 413-4536***.

Thanks,

Kyle Moore

City Works Equipment and
Supply LLC dba Southern Vac

3605 Augusta Hwy
Gilbert, SC 29054

(803) 358-0221

# Quote

| Date | Estimate # |
|---|---|
| 9/15/2026 | 4343 |

| Name / Address | Ship To |
|---|---|
| CITY OF AUGUSTA<br>535 TELFAIR ST.<br>AUGUSTA, GA 30901 | CITY OF AUGUSTA<br>1586 BROAD STREET C<br>AUGUSTA, GA 30901 |

| Item | Description | Qty | Rate | Total |
|---|---|---|---|---|
| EXTENDED WA... | FREIGHTLINER 5YR/150K ENGINE | 1 | 47,370.00 | 47,370.00 |
| EXTENDED WA... | ALLISON 5YR/UNLIMITED<br>**THIS WILL BE COVERED BY THE FREIGHTLINER/ALLISON AND WILL NEED TO BE ADDED TO THE QUOTE. | 1 | 870.00 | 870.00 |

Signature _____

**Total** $48,240.00

City Works Equipment and
Supply LLC dba Southern Vac

3605 Augusta Hwy
Gilbert, SC 29054

(803) 358-0221

# Quote

| Date | Estimate # |
|---|---|
| 9/15/2026 | 4302 |

| Name / Address | Ship To |
|---|---|
| CITY OF AUGUSTA<br>535 TELFAIR ST.<br>AUGUSTA, GA 30901 | CITY OF AUGUSTA<br>1586 BROAD STREET C<br>AUGUSTA, GA 30901 |

| Item | Description | Qty | Rate | Total |
|---|---|---|---|---|
| FIELD LABOR GA | INCLUDES TRAVEL & ON SITE LABOR HOURS | 8 | 205.00 | 1,640.00 |
| STEPP PARTS | P10005132 F-12 FUEL RETURN HEAD | 1 | 39.00 | 39.00 |
| STEPP PARTS | P10005127 BURNER NOZZLE | 1 | 26.00 | 26.00 |
| STEPP PARTS | 509086 OIL BURNER DRIVE COUPLING | 1 | 15.00 | 15.00 |
| STEPP PARTS | 509111 GASKET - DIESEL BURNER FLANGE | 1 | 5.00 | 5.00 |
| STEPP PARTS | A10007678 PHOTO ELECTRIC EYE W/CONNECTOR | 1 | 45.00 | 45.00 |
| STEPP PARTS | P10015548 GASKET-IGN. HOUSING | 1 | 9.00 | 9.00 |
| STEPP PARTS | 509078 FUEL OIL FILTER - ELEMENT BURNER | 1 | 14.00 | 14.00 |
| STEPP PARTS | P10024794 TANK TOP FILTER ASSY | 1 | 236.00 | 236.00 |
| STEPP PARTS | P10000164 FUEL FILTER - OIL BURNER | 1 | 95.00 | 95.00 |
| MISC PART | HYDRAULIC OIL | 1 | 110.36 | 110.36 |
| SHOP SUPPLIES... | MISC SHOP SUPPLIES | 1 | 55.00 | 55.00 |
| | **THIS IS AN ESTIMATE FOR A BI-ANNUAL SERVICE CONTRACT FOR THE STEPP TRUCK MOUNTED HOT BOX. THIS IS JUST FOR THE BODY ALONE AND INCLUDES CHANGING OIL, HYDRAULIC FILTER, AND FUEL FILTER FOR BURNER. WE WILL ALSO CHECK THERMOSTATS, AND INSPECT DISCHARGE AUGER AND SWING AUGER. ANNUALLY WE WILL REPLACE BURNER FUEL NOZZLE, AND HYDRAULIC OIL. WHILE ON SITE WE WILL ALSO CLEAN OUT TANK AND INSPECT FOR LEAKS. | | | |
| Signature | _____ | | | |
| | | | **Total** | $2,289.36 |

City Works Equipment and
Supply LLC dba Southern Vac

3605 Augusta Hwy
Gilbert, SC 29054

(803) 358-0221

# Quote

| Date | Estimate # |
|---|---|
| 9/15/2026 | 4304 |

| Name / Address | Ship To |
|---|---|
| CITY OF AUGUSTA<br>535 TELFAIR ST.<br>AUGUSTA, GA 30901 | CITY OF AUGUSTA<br>1586 BROAD STREET C<br>AUGUSTA, GA 30901 |

| Item | Description | Qty | Rate | Total |
|---|---|---|---|---|
| EXTENDED WA... | 3 YEAR STEPP BODY EXTENDED WARRANTY | 1 | 9,971.00 | 9,971.00 |
| | **THIS WILL BE COVERED BY THE MANUFACTURER AND WILL NEED TO BE ADDED TO THE QUOTE. | | | |

Signature _____

**Total** $9,971.00

## TERMS AND CONDITIONS

1. Binding Agreement. By executing this Sales Agreement (the "Agreement"), Purchaser agrees to purchase from CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC the equipment and attachments described on the face hereof (collectively referred to herein as the "Equipment") pursuant to the terms and conditions specified in this Agreement.

2. Purchase of Equipment. CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC will have no obligation to fulfill timely orders for Equipment which are out-of-stock or otherwise, unavailable, but CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC will promptly notify you of such unavailability or delay as soon as it becomes aware of it. Any terms and conditions contained in Purchaser's documents that are different or in addition to the terms and conditions herein, including but not limited to letters, purchase orders or sales acknowledgements, are hereby rejected by CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC, are not a part of this Agreement, and shall be of no effect or binding upon CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC unless specifically agreed to in writing by an authorized officer of CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC. Failure by CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC specifically to object to provisions contained in such documents shall not in any way be deemed an alteration to or waiver of these terms and conditions.

3. Price and Other Expenses. All prices set forth on the face of this Agreement, are the purchase prices of the Equipment. Purchaser shall be responsible for all expenses relating to the Equipment purchased including but not limited to (a) any federal, state, local, foreign or provincial taxes or tariffs, now or hereafter enacted, applicable to the Equipment, as further set forth in Section 7, below; (b)standard shipping or other special transportation costs to the point of delivery specified by Purchaser; (c) all charges in the event payment from Purchaser is delinquent, including, without limitation, all costs and expenses, including attorney's fees, of collecting any amount not paid when due hereunder; and (d) all other expenses, not included in the sale and delivery contemplated above, of whatever kind or nature, relating to special insurance requirements, the purchase, shipment, transportation or delivery of Equipment.

4. Equipment Delivery. Unless otherwise agreed, all shipments will be made by third-party carriers chosen by CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC or its designees, at costs, tariffs and other charges, and in accordance with terms and conditions established, by CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC and its designees from time to time.

5. Risk of Loss. The risk of loss associated with any Equipment and title passes to Purchaser upon delivery of the goods to the shipping point, FOB, subject to the reservation of a security interest to CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC in Section 6 of this Agreement. CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC shall have no liability of any kind or nature, whether for consequential or other damages for any reason whatsoever, relating to shipment of Equipment purchased by Purchaser, including but not limited to damage to the Equipment, taxes, duties, loss, theft or any illness of or personal injury to any person or property under any environmental, health or safety law. Purchaser acknowledges that there may be a delay between the time the Equipment is delivered to the shipping point and Purchaser receiving an invoice and/or full completion of the title transfer paperwork and that the transfer of risk of loss stated in the paragraph occurs as stated regardless of the full completion of the title transfer paperwork.

6. Payment and Credit. Purchaser shall pay for all Equipment in accordance with payment terms set forth on the face of this Agreement. Purchaser's right to purchase any Equipment is conditioned upon approval of Purchaser's credit and may be withdrawn or amended at any time by CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC in its sole discretion. A late payment charge of one and one-half (1.5%) percent per month shall be added to all invoices which are delinquent, subject to federal, state and local laws, calculated from the original due date of the invoice until payment in full. In the event Purchaser is delinquent, Purchaser shall pay all costs of collection, including but not limited to reasonable attorneys' fees. Should Purchaser become delinquent in the payment of any sum due under this Agreement, all contractual or other obligations of CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC to Purchaser shall terminate without further notice to Purchaser. CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC retains, and Purchaser hereby grants CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC, a purchase money security interest in the Equipment, including all accessions to and replacements of them, to secure the payment of the purchase price of the Equipment, until Purchaser has made payment in full in accordance with the terms hereof, and Purchaser shall cooperate fully with CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC in executing such documents, including a Uniform Commercial Code financing statement, and accomplishing such filings and/or recordings thereof as CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC deems necessary for the perfection, protection and enforcement of such security interest. Purchaser hereby appoints CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC or CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC'S agent or designee as Purchaser's attorney-in-fact with power to execute all such financing statements pursuant hereto in the name and stead of Purchaser.

7. Taxes and Other Charges. Purchaser is responsible for the payment of all federal, state, local, foreign, or provincial taxes (now or hereafter enacted), fees, or charges which may be assessed or levied now or hereafter on or on account of materials sold hereunder to Purchaser. Published prices do not include such taxes, which may be added by CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC to the

invoice where CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC has a legal obligation to collect them. When Purchaser claims that this transaction is not subject to any such tax, or that Purchaser is exempt, or that CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC is not required to collect such tax, Purchaser agrees to provide CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC with any documentation necessary to support such a claim and to allow CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC to document its decision not to collect tax(es).

8. Acceptance; Non-Conforming Equipment; Sole Remedy. Purchaser agrees to accept all Equipment upon delivery to Purchaser where the Equipment is in material conformity with CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC's or the applicable manufacturer's published description or specifications of such Equipment. In any event, Equipment shall be deemed automatically, irrevocably and conclusively accepted without defects when Purchaser has had possession of the Equipment for five (5) days and has failed to notify CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC that the Equipment has been rejected and the reasons for such rejection. Such acceptance shall occur regardless of the full completion of any title transfer paperwork. Purchaser's sole remedy hereunder for CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC's failure to deliver Equipment in material conformity with applicable published description or specifications of such Equipment shall be, at CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC's option, the replacement of such non-conforming Equipment with conforming Equipment, or refund of the applicable purchase price paid therefor.

9. Purchaser Representations and Covenants. Purchaser shall be solely responsible for the use and disposition of the Equipment, including, without limitation, the obtaining of all permits, licenses or certificates required for the use thereof. Purchaser agrees to use the Equipment only in accordance with all laws, rules and regulations applicable thereto.

10. Indemnification. Purchaser shall indemnify, defend and hold CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC harmless from any and all liabilities, claims, demands, causes of action, or suits of whatever nature including, but not limited to, attorneys' fees and litigation expenses, arising from any: (a) breach by Purchaser of any representation or covenant made by Purchaser under this Agreement; (b) breach by Purchaser of any provision of this Agreement; (c) failure of Purchaser to comply with applicable environmental, health and safety laws; and (d) any use by Purchaser or third parties of the Equipment sold to Purchaser. Notwithstanding the foregoing, Purchaser shall not be liable to CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC for any portion of such liabilities that result from CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC'S gross negligence or willful misconduct.

11. Equipment Warranties. Some Equipment may come with limited warranties. Purchaser may obtain a copy of the applicable equipment warranty by contacting CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC. EXCEPT FOR THEAFOREMENTIONED LIMITED WARRANTIES OF VARIOUS EQUIPMENT, TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC DISCLAIMS ANY AND ALLREPRESENTATIONS AND WARRANTIES, WHETHER ORAL OR WRITTEN, EXPRESS OR IMPLIED, INCLUDING (WITHOUT LIMITATION) ANY IMPLIED WARRANTIES AS TO MERCHANTABILITYOR FITNESS FOR A PARTICULAR PURPOSE WITH RESPECT TO THE EQUIPMENT.

12. Limitations on Liability. IN NO EVENT SHALL CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC BE LIABLE FOR LOSS OF PROFITS, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES ARISING OUT OF ANYBREACH OF THIS AGREEMENT OR OBLIGATIONS UNDER THIS AGREEMENT, AND IN NO EVENT SHALL THE LIABILITY OF CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC EXCEED THE UNIT PRICE OF THE DEFECTIVE EQUIPMENT. ANY ACTION BY PURCHASER UNDER OR RELATING TO THIS AGREEMENT SHALL COMMENCE WITHIN TWELVE (12) MONTHS AFTER SUCH CAUSE OF ACTION ACCRUED. CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC'S LIABILITY SHALL BE LIMITED AS SET FORTH HEREIN AND OTHER PROVISIONS OF THIS AGREEMENT.

13. Force Majeure. CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC shall not be responsible for any failure to perform the contract formed hereunder due to causes beyond its control, including, but not limited to, acts of God, labor disputes or shortages, acts or omissions of buyer, government or judicial authorities, or military authorities, delays in transportation, or inability to obtain necessary materials or supplies, all whether foreseen or unforeseen.

14. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of South Carolina, without regard to the choice of law provisions thereof. Any dispute or claim relating to or arising out of or in connection with this Agreement shall be finally settled by binding arbitration in Gilbert, Southy Carolina using the then current rules and procedures of the American Arbitration Association. Notwithstanding the foregoing, nothing herein shall preclude either party from seeking injunctive relief in any state or federal court of competent jurisdiction in South Carolina without first complying with the arbitration provisions of this Section, and each party hereby consents to the exclusive jurisdiction of state and federal courts in South Carolina for such purpose.

15. Complete Agreement; Severability; Non-Waiver; No Third Party Beneficiaries. This Agreement constitutes the entire understanding between Purchaser and CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC with respect to the purchase of Equipment, superseding all prior written and oral communications and understandings. If any provisions or portion of this Agreement is not given legal effect by
a court of competent jurisdiction, such provisions or portions shall drop out of this Agreement and the remaining provisions and portions of this Agreement shall be construed and enforced. This Agreement shall not be interpreted or construed to confer any rights or remedies upon any third parties. CITY WORKS EQUIPMENT AND SUPPLY LLC DBA SOUTHERN VAC's failure to exercise any of its rights for any period shall not constitute or be deemed a waiver or forfeiture of such rights.

# Specifications for: City of Augusta

| CONTRACT: | Sourcewell 050625-SMC |
|---|---|

| ITEM # | DESCRIPTION | QTY |
|---|---|---|
| STPH-3.0 | **Stepp Truck Mounted Premix Heater - 3.0 Cubic Yard (4 ton)** | 1 |
| | **Each base unit includes:** Diesel Burner, Automatic Temperature Controls, Hydraulic Auger, Oil Jacket, PTO and Hydraulic Pump | |
| | | |
| | Electric Overnight Heat 220V 6000 W | 1 |
| | Whelen TAI65NFI LED Arrowboard | 1 |
| | Compactor Plate Carrier | 1 |
| | Stainless Steel Tool Holder | 2 |
| | Slide out Hopper Access Walkway | 1 |
| | LP Hand Torch w/ 20# LP Bottle | 1 |
| | Hose Reel for Hand Torch | 1 |
| | Washdown System | 1 |
| | Hose Reel for Washdown | 1 |
| | Shovel Cleaning Compartment | 1 |
| | Spoils Bin | 1 |
| | Asphalt Anti- Bridging Mixer | 1 |
| | Asphalt Swing Auger w/ Wireless Remote | 1 |
| | Camera System | 1 |
| | Wacker WP1550 AW Plate Compactor | 1 |
| | Compactor Plate Carrier Holddown | 1 |
| | Tack Tank w/ Oil Jacket, Auto Temp, Gravity Discharge | 1 |
| | Pumping System for Tack Tank | 1 |
| | Electric Overnight Heat for Tack Tank 110V 1500 W | 1 |
| | Hose Reel for Tack Hose | 1 |
| | Aluminum Wand in leiu of steel | 1 |
| | Power Beyond for Hydraulic Controls | 1 |
| | Dual Hydraulic Hose Reel | 1 |
| | Hydraulic Jack Hammer (requires power beyond) Stanley BR67 w/ cutter a& moil point | 1 |
| | Whelen Super LED Light Package | 1 |

**Customer Signature:**_____ **Date:**

_____

**Southern Vac Representative:**_____ **Date:**

_____

| | |
|---|---|
| **Truck Chassis:** | |
| | 2025 Freightliner M2 106 300HP 25,995 GVWR Single Axle |

***UNIT IS 30 DAYS ARO***

## Total Price: $326,948.00

***Price good for 30 days**

****ALL APPLICABLE SALES TAX AND FEES ARE NOT INCLUDED IN THE QUOTE****

**Administrative Services Committee Meeting**

Meeting Date:

**HCD_ Reprogramming of CDBG-CV Funding**

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**Department:** **HCD**

**Presenter:** **Charles Jackson, HCD Interim Director**

**Caption:** Housing and Community Development Department proposes the reprogramming of Community Development Block Grant (CDBG) funds in the amount of $611,228.32 from the Community Development Block Grant-COVID-19 activities to eligible CDBG-CV activities that better address current community needs and urgently ensure the timely expenditure of HUD funds.

**Background:** Based on the available funding, the City of Augusta proposes utilizing the remaining CDBG-CV funds for eligible COVID-19 response activities. Proposed uses may include, but are not limited to, the following:

- Program administration and eligible activity delivery costs.
- Professional sanitation and disinfectant spraying services at eligible public or community-serving facilities;
- Eligible equipment necessary to carry out CDBG-CV-funded activities. All proposed expenditures will be reviewed for eligibility, reasonableness, necessity, applicable national objective requirements, procurement requirements, duplication of benefits, and required documentation before expenditure. Final activity allocations may be adjusted based on eligibility review and the approval process.

**Analysis:** The proposed reallocation reflects HCD's commitment to directing remaining CDBG-CV resources toward activities that address community needs and can be implemented promptly. Proposed activities include program administration and eligible activity delivery costs; professional sanitation and disinfectant spraying services at eligible public or community-serving facilities; and the purchase of eligible equipment necessary to carry out CDBG-CV-funded activities. These activities will support efforts to prevent, prepare for, and respond to coronavirus while benefiting low- and moderate-income residents.

The proposed uses will be evaluated and documented for compliance with the CARES Act, Public Law 116-136, and HUD's CDBG-CV Notice, 85 FR 51457, as amended, including applicable eligibility, national objective, procurement, and duplication-of-benefits requirements. Reallocation of these funds will support timely implementation and expenditure while advancing the goals and priorities identified in the City's Consolidated Plan and Annual Action Plan.

**Financial Impact:** There is no impact on the General Fund. The proposed action reallocates existing Community Development Block Grant COVID-19 (CDBG-CV) funds not previously appropriated by any activity. No additional local funds are required. The total CDBG-CV allocation remains unchanged; only the use of the existing federal funds is being amended.

**Alternatives:** Failure to approve the reallocation of the funds may affect the City's ability to meet HUD expenditure requirements, potentially placing future CDBG-CV funding at risk and reducing the overall effectiveness of the City's Community Development Block Grant program.

**Recommendation:** Motion to approve HCD's approval of the proposed reprogramming of CDBG-CV funds from the Community Development Block Grant COVID-19 activities to eligible CDBG-CV activities that better address current community needs and urgently ensure the timely expenditure of HUD funds.

**Funds are available in the following accounts:** **221073221/5311110**

**REVIEWED AND APPROVED BY:**

**Administrative Services Committee**

November 10, 2026

Minutes

| | |
|---|---|
| **Department:** | N/A |
| **Presenter:** | N/A |
| **Caption:** | Motion to **approve** the minutes of October 27, 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 |