



PUBLIC SERVICES COMMITTEE MEETING AGENDA

Commission Chamber

Tuesday, July 30, 2024

1:00 PM

PUBLIC SERVICES

- 1. A.N. 24-33 – Existing Location, New Ownership: Retail Package for Beer and Wine, Pankaj Gupta** Applicant for **Aepex Augusta, LLC** located at 2940 Inwood Drive. District 5, Super District 9
- 2. A.N. 24-36 - New Location: Consumption on Premises Liquor, Beer and Wine with Sunday Sales, James Klugo** Applicant located at 551 Broad Street. District 1, Super District 9
- 3.** Motion to approve installation of the Richmond County 911 Dispatch Notification System PURVIS at the Airport Fire Station as a sole source procurement. Approved by the Augusta Aviation Commission on June 27, 2024.
- 4.** Motion to approve bid award contract for RFQ 24-185 – Augusta Regional Transportation Study 2055 Metropolitan Transportation Plan (MTP) to WSP USA, Inc.
- 5.** Motion to approve the 2025 Cooperative Agreement with CSRA Regional Commission for Senior Nutrition Services for Augusta, Georgia.
- 6.** Approve Award of On-Call Construction and Maintenance Services Contract to (1) ACC Restoration, (2) Contract Management, Inc., (3) GoldMech, Inc., (4) Horizon Construction and Associates, (5) Larry L McCord Design-Build, LLC, (6) LEP Contracting, LLC, (7) M & C Lawn Care and Maintenance Services, LLC, (8) Pamela's Plumbing, LLC, (9) Sector One, Inc., (10) TFJ Construction, Inc., and (11) Vertex Roofing, subject to receipt of signed contract and proper insurance documents. The Contract is for three years with an option to extend for two (2) additional one (1) year terms. Also approve \$500,000.00 from Central Services SPLOST 8 Account #330-05-1120-53.19120 to initiate funding as requested by Augusta Parks and Recreation and Central Services Department. RFP 23-186
- 7.** Motion to approve the minutes of the Public Services Committee held on July 9, 2024.



Public Services Committee Meeting

July 9, 2024

Alcohol License

Department:	Planning & Development
Presenter:	Brian Kepner, Deputy Director, Planning and Licensing Divisions
Caption:	A.N. 24-33 – Existing Location, New Ownership: Retail Package for Beer and Wine, Pankaj Gupta Applicant for Aepex Augusta, LLC located at 2940 Inwood Drive. District 5, Super District 9
Background:	Name of Business to be Determined
Analysis:	Applicant meets the requirements of the City of Augusta's Alcohol Ordinance.
Financial Impact:	Applicant will pay a fee of \$665.00
Alternatives:	N/A
Recommendation:	Planning & Development Department approved the application subject to additional information not contradicting the applicant's statements. Sheriff's Office approved the application subject to additional information not contradicting applicant's statements.
Funds are available in the following accounts:	N/A
<u>REVIEWED AND APPROVED BY:</u>	N/A

Augusta-Richmond County
1815 Marvin Griffin Road
Augusta, GA 30906

ALCOHOL BEVERAGE APPLICATION

Alcohol Number _____ Year _____ Alcohol Account Number 9024-616

1. Name of Business AEPEX AUGUSTA LLC
2. Business Address 2940 INWOOD DR,
3. City HEPHZIBAH, State GA Zip 30815
4. Business Phone (404) 202 - 3691 Home Phone (____) _____
5. Applicant Name and Address: PANKAJ GUPTA
3760 PEACHBLUFF CT
DULUTH, GA 30097
6. Applicant Social Security # _____ D.O.B. _____
7. If Application is a transfer, list previous Applicant: _____
8. Business Location: Map & Parcel _____ Zoning _____
9. Location Manager(s) _____
10. Is Applicant an American Citizen or Alien lawfully admitted for permanent residency?
(☒) Yes () No

OWNERSHIP INFORMATION

11. Corporation (if applicable): Date Chartered: _____
12. Mailing Address:
Name of Business AEPEX AUGUSTA LLC
Attention PANKAJ GUPTA
Address 2940 INWOOD DR,
City/State/Zip HEPHZIBAH, GA 30815
13. Ownership Type: () Corporation (☒) Partnership () Individual
14. Corporate Name: _____
List name and other required information for each person having interest in this business.

Name	Position	SSNO #	Address	Interest
PANKAJ GUPTA	MEMBER		3760 PEACHBLUFF CT, DULUTH, GA 30097	50%
RAKESH KUMAR SURYAVANSHI	MEMBER		971 ASHEBROOK CT NE, MARIETTA, GA 30068	50%

15. What type of business will you operate in this location?
() Restaurant () Lounge (☒) Convenience Store
() Package Store () Other: GASOLINE STATION WITH CONVENIENCE STORE

License Information	Liquor	Beer	Wine	Dance	Sunday Sales
Retail Package Dealer		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Consumption on Premises					
Wholesale					

Total License Fee: \$ _____
Prorated License Fee: (After July 1 ONLY) \$ _____

16. Have you ever applied for an Alcohol Beverage License before: NO
If so, give year of application and its disposition: _____
17. Are you familiar with Georgia and Augusta-Richmond County laws regarding the sale of alcoholic beverages? (☒) Yes () No If so, please initial. g



18. Attach a passport-size photograph (front view) taken within two years. Write name on back of the dealer submitting the license application.
19. Has any liquor business in which you hold, or have held, any financial interest, or are employed, or have been employed, ever been cited for any violation of the rules and regulations of Richmond County or the State Revenue Commission relating to the sale and distribution of distilled spirits? () Yes (✓) No
If yes, give full details: _____
20. Have you ever been arrested, or held by Federal, State, or other law-enforcement authorities, for any violation of any Federal, State, County or Municipal law, regulation or ordinance? (Do not include traffic violations, with the exception of any offenses pertaining to alcohol or drugs.) All other charges must be included, even if they are dismissed. () Yes (✓) No
If yes, give reason charged or held, date and place where charged and its disposition. _____
21. List owner or owners of building and property.
Rakesh Patel -
22. List the name and other required information for each person, firm or corporation having any interest in the business.
NONE
23. If a new application, attach a surveyor's plat and state the straight line distance from the property line of school, church, library, or public recreation area to the wall of the building where alcohol beverages are sold.
A.) Church None C.) School _____
B.) Library None D.) Public Recreation _____
24. State of Georgia, Augusta-Richmond County, I, PANKAJ GUPTA
Do solemnly swear, subject to the penalties of false swearing, that the statements and answers made by me as the applicant in the forgoing alcoholic beverage application are true.
- Applicant Signature _____
25. I hereby certify that PANKAJ GUPTA is personally known to be, that he/she signed his/her name to the foregoing application stating to me that he/she knew and understood all statements and answers made herein, and, under oath actually administered by me, has sworn that said statements and answers are true.
This 3rd day of May, in the year 2024.

Notary Public

FOR OFFICE USE

Department Recommendation	Approve	Deny	Comments
Alcohol Inspector			
Sheriff			
Fire Inspector			

The Board of Commissioners on the _____ day of _____, in the year _____
(Approved, Disapproved) the forgoing application.

Administrator

Date

PLANNING & DEVELOPMENT DEPARTMENT STAFF REPORT

Case Number: A.N. 24-33

Application Type: Retail Package Beer, and Wine – Existing Location - New Ownership

Business Name: To Be Determined

Hearing Date: July 9, 2024

Prepared By: Brian Kepner, Deputy Director, Planning & Licensing Divisions, Planning and Development Department

Applicant: Pankaj Gupta / Aepex Augusta, LLC

Property Owner: Shanhil Enterprises 2, LLC

Address of Property: 1902 Windsor Springs Road

Tax Parcel #: 106-0-013-01-0

Commission Districts: District 5, Super District 9

ANALYSIS:

Location Restrictions:

- **Zoning:** General Business, B-2
- **Distance Requirements:** The proposed location for retail package Beer & Wine meets the minimum distance to churches, schools, libraries, and public recreational areas.

ADDITIONAL CONSIDERATIONS:

- **Reputation, Character** – The applicant's reputation, character, trade and business associations or past business ventures, mental and physical capacity to conduct business.
- **Previous Violations of Liquor Laws** – If the applicant is a previous holder of a license to sell alcoholic liquors, whether they have violated any laws, regulations, or ordinances relating to such business.
- **Manner of Conducting Prior Liquor Business** – If the applicant is a previous holder of a license to sell alcoholic liquors, the manner with which they conducted the business thereunder especially as to the necessity for unusual police observation and inspection to prevent the violation of any law, regulation, or ordinance relating to such business.
- **Location** - The location for which the license is sought, as to traffic congestion, general character of neighborhood, and the effect such an establishment would have on the adjacent surrounding property values.
- **Number of Licenses in a Trading Area** – The number of licenses already granted for a similar business in the trading area of place for which the license is sought.

- **Dancing** – If dancing is to be permitted upon the premise for which the license is sought and the applicant has previously permitted dancing upon the premises controlled or supervised by them, the manner with which they controlled or supervised such dancing to prevent any violation of any law, regulation, or ordinance.
- **Previous Revocation of License** – If the applicant is a person whose license issued under the police powers of any governing authority has been previously suspended, or revoked, or who has previously had an alcoholic beverages license suspended or revoked.
- **Payment of Taxes** - If the applicant and business are not delinquent in the payment of any local taxes.
- **Congregation of Minors** – Any circumstances which may cause minors to congregate in the vicinity of the proposed location, even if the location meets the distance requirements under Section 6-2-64(b) herein.
- **Prior Incidents** - Evidence that a substantial number of incidents requiring police intervention have occurred within a square city block of the proposed location during the twelve (12) months immediately preceding the date of application.
- **Previous Denial or Revocation** – The denial of an application or revocation of a license, occurring within the preceding twelve (12) months, which was based on the qualifications of the proposed location.

FINANCIAL IMPACT: The applicant will pay a fee of \$665.00

RECOMMENDATION:

Planning and Development Department recommends approval of the application subject to additional information not contradicting the applicant's statements.

Sheriff's Office recommends approval of the application subject to additional information not contradicting the applicant's statements.

NOTE: The staff report includes information available approximately two (2) weeks prior to the Public Services Committee meeting. It represents an evaluation of the facts presented by the applicant; research done by staff, and consideration of the relevant factors in the Comprehensive Zoning Ordinance and the Alcohol Ordinance of Augusta, Georgia. New facts may emerge, and staff reserves the right to make an oral recommendation at the hearing based on all information available at that time.

PLANNING & DEVELOPMENT DEPARTMENT STAFF REPORT

Case Number: A.N. 24-36

Application Type: Consumption on Premises for Liquor, Beer, and Wine with Sunday Sales
New Location

Business Name: 5th and Fire Restaurant

Hearing Date: July 9, 2024

Prepared By: Brian Kepner, Deputy Director, Planning & Licensing Divisions, Planning and Development Department

Applicant: James Klugo

Property Owner: 551 Broad Street, LLC

Address of Property: 551 Broad Street

Tax Parcel #: 047-1-024-00-0

Commission Districts: District 1, Super District 9

ANALYSIS:

Location Restrictions:

- **Zoning:** General Business, B-2
- **Distance Requirements:** The proposed location for consumption on premises for Beer, and Wine meets the minimum distance to churches, schools, libraries, and public recreational areas.

ADDITIONAL CONSIDERATIONS:

- **Reputation, Character** – The applicant's reputation, character, trade and business associations or past business ventures, mental and physical capacity to conduct business.
- **Previous Violations of Liquor Laws** – If the applicant is a previous holder of a license to sell alcoholic liquors, whether they have violated any laws, regulations, or ordinances relating to such business.
- **Manner of Conducting Prior Liquor Business** – If the applicant is a previous holder of a license to sell alcoholic liquors, the manner with which they conducted the business thereunder especially as to the necessity for unusual police observation and inspection to prevent the violation of any law, regulation, or ordinance relating to such business.
- **Location** - The location for which the license is sought, as to traffic congestion, general character of neighborhood, and the effect such an establishment would have on the adjacent surrounding property values.
- **Number of Licenses in a Trading Area** – The number of licenses already granted for a similar business in the trading area of place for which the license is sought.

- **Dancing** – If dancing is to be permitted upon the premise for which the license is sought and the applicant has previously permitted dancing upon the premises controlled or supervised by them, the manner with which they controlled or supervised such dancing to prevent any violation of any law, regulation, or ordinance.
- **Previous Revocation of License** – If the applicant is a person whose license issued under the police powers of any governing authority has been previously suspended, or revoked, or who has previously had an alcoholic beverages license suspended or revoked.
- **Payment of Taxes** - If the applicant and business are not delinquent in the payment of any local taxes.
- **Congregation of Minors** – Any circumstances which may cause minors to congregate in the vicinity of the proposed location, even if the location meets the distance requirements under Section 6-2-64(b) herein.
- **Prior Incidents** - Evidence that a substantial number of incidents requiring police intervention have occurred within a square city block of the proposed location during the twelve (12) months immediately preceding the date of application.
- **Previous Denial or Revocation** – The denial of an application or revocation of a license, occurring within the preceding twelve (12) months, which was based on the qualifications of the proposed location.

FINANCIAL IMPACT: The applicant will pay a fee of \$2,805.00

RECOMMENDATION:

Planning and Development Department recommends approval of the application subject to additional information not contradicting the applicant's statements.

Sheriff's Office recommends approval of the application subject to additional information not contradicting the applicant's statements.

NOTE: The staff report includes information available approximately two (2) weeks prior to the Public Services Committee meeting. It represents an evaluation of the facts presented by the applicant; research done by staff, and consideration of the relevant factors in the Comprehensive Zoning Ordinance and the Alcohol Ordinance of Augusta, Georgia. New facts may emerge, and staff reserves the right to make an oral recommendation at the hearing based on all information available at that time.

Augusta-Richmond County Planning & Development Department
1803 Marvin Griffin Road
Augusta, GA. 30906

ALCOHOL BEVERAGE APPLICATION

Alcohol Number _____ Year _____ Alcohol Account Number _____

1. Name of Business 5th and Fire
2. Business Address 551 Broad St
3. City Augusta State GA Zip 30901
4. Business Phone (864) 207 0688 Home Phone () _____
5. Applicant Name and Address: James Kluga
207 Horse Head Pt Dr
Seneca SC 29672
6. Applicant Social Security # _____ D.O.B. _____
7. If Application is a transfer, list previous Applicant: _____
8. Business Location: Map & Parcel 047-1-024-0000 Zoning _____
9. Location Manager(s) Erik Ram
10. Is Applicant an American Citizen or Alien lawfully admitted for permanent residency?
(☒) Yes () No

OWNERSHIP INFORMATION

11. Corporation (if applicable): Date Chartered: 11/05/2019 5th and Fire, LLC
12. Mailing Address:
Name of Business 5th and Fire LLC
Attention Jay Kluga
Address 1033 Broad St
City/State/Zip Augusta GA 30901
13. Ownership Type: () Corporation () Partnership () Individual
14. Corporate Name: _____
List name and other required information for each person having interest in this business.

Name	Position	SSNO#	Address	Interest
<u>James Kluga</u>	<u>CEO</u>		<u>207 Horse Head Pt Dr</u> <u>Seneca SC 29672</u>	<u>82%</u>
<u>Thomas Grove</u>	<u>Vice Pres</u>		<u>206 Great Circle</u> <u>Clemson SC 29631</u>	<u>18%</u>

15. What type of business will you operate in this location?
(☒) Restaurant - Full () Lounge () Convenience Store
() Restaurant - Limited () Package Store () Hybrid
() Other: _____

License Information	Liquor	Beer	Wine	Dance	Sunday Sales
Retail Package Dealer					
Consumption on Premises	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Wholesale					

Total License Fee: \$ _____
Prorated License Fee: (After July 1 ONLY) \$ _____

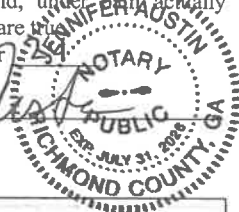
16. Have you ever applied for an Alcohol Beverage License before: Yes
If so, give year of application and its disposition: 2015 - Sold Augusta - still have License
17. Are you familiar with Georgia and Augusta-Richmond County laws regarding the sale of alcoholic beverages? (☒) Yes () No If so, please initial AK



18. Attach a passport-size photograph (front view) taken within two years. Write name on back of the dealer submitting the license application.
19. Has any liquor business in which you hold, or have held, any financial interest, or are employed, or have been employed, ever been cited for any violation of the rules and regulations of Augusta-Richmond County or the State Revenue Commission relating to the sale and distribution of distilled spirits? () Yes (X) No
If yes, give full details: _____
20. Have you ever been arrested, or held by Federal, State, or other law-enforcement authorities, for any violation of any Federal, State, County or Municipal law, regulation or ordinance: (Do not include traffic violations, with the exception of any offenses pertaining to alcohol or drugs). All other charges must be included, even if they are dismissed. () Yes (X) No
If yes, give reason charged or held, date and place where charged and its disposition. _____
21. List owner or owners of building and property.
551 Broad St LLC (Klugo 82.7% / Grotz 18%)
22. List the name and other required information for each person, firm or corporation having any interest in the business.
none
23. If a new application, attach a surveyor's plat and state the straight line distance from the property line of school, church, library, or public recreation area to the wall of the building where alcohol beverages are sold.
A) Church _____ C) School _____
B) Library _____ D) Public Recreation _____
24. State of Georgia, Augusta-Richmond County, I, James Klugo
Do solemnly swear, subject to the penalties of false swearing, that the statements and answers made by me as the applicant in the forgoing alcoholic beverage application are true.
25. I hereby certify that James Klugo is personally known to be. That he/she signed his/her name to the forgoing allocation stating to me that he/she knew and understood all statements and answers made herein, and, under oath, actually administered by me, has sworn that said statements and answers are true.
This 16th day of May in the year 2020

Applicant Signature

Notary Public



FOR OFFICE USE ONLY

Department	Approve	Deny	Comments
Recommendation			
Alcohol Inspector			
Sheriff			
Fire Inspector			

The Board of Commissioners on the _____ day of _____, in the year _____.
(Approved, Disapproved) the forgoing application

Administrator

Date



Public Services Committee Meeting

July 9, 2024

Alcohol License

Department:	Planning & Development
Presenter:	Brian Kepner, Deputy Director, Planning and Licensing Divisions
Caption:	A.N. 24-36 - New Location: Consumption on Premises Liquor, Beer and Wine with Sunday Sales, James Klugo Applicant located at 551 Broad Street. District 1, Super District 9
Background:	New Location – 5 th and Fire Restaurant
Analysis:	Applicant meets the requirements of the City of Augusta's Alcohol Ordinance.
Financial Impact:	Applicant will pay a fee of \$2,805.00
Alternatives:	N/A
Recommendation:	Planning & Development Department approved the application subject to additional information not contradicting the applicant's statements. Sheriff's Office approved the application subject to additional information not contradicting applicant's statements.
Funds are available in the following accounts:	N/A
<u>REVIEWED AND APPROVED BY:</u>	N/A



Public Services Committee Meeting

Meeting Date: July 30, 2024

Augusta Regional Airport

Department:	Augusta Regional Airport – Airport Fire Department 911 Dispatch Notification System PURVIS
Presenter:	Herbert Judon
Caption:	Motion to approve installation of the Richmond County 911 Dispatch Notification System PURVIS at the Airport Fire Station as a sole source procurement. Approved by the Augusta Aviation Commission on June 27, 2024.
Background:	<p>The purpose is to maintain equal dispatch capabilities across the county to improve notification and response to all reported incidents.</p> <p>SPLOST funds were approved to purchase and upgrade the county 911 dispatch center's capabilities to notify and dispatch the Augusta Richmond County fire department. This system included communication equipment within each fire station throughout the county. The Airport Fire Department and Hephzibah Fire Department were not included.</p>
Analysis:	<p>Installing the PURVIS alerting system in the airport fire station creates uniformity within 911 Dispatch and across the county for communication and notification to our responders. Currently our personnel monitor the radio communications between 911 and all county fire stations throughout the entire 24 hours shift. The mass number of communications has an unintended consequence of become white noise and information/ dispatch can be missed. The Purvis system would limit the radio traffic to only communications and notification meant for the airport fire station and our responders.</p>
Financial Impact:	Funding was planned for FY 2024 and available. The current quote for equipment and installation is \$37,754.45 with and annual post warranty maintenance and service cost of \$2,667.50.
Alternatives:	To deny.
Recommendation:	Recommend Approval. Approved by the Augusta Aviation Commission on June 27, 2024.
Funds are available in the following accounts:	551081207-5421110
<u>REVIEWED AND APPROVED BY:</u>	N/A

STATEMENT OF WORK (SOW)

PURVIS FIRE STATION ALERTING SYSTEM

FOR THE AUGUSTA AIRPORT FIRE DEPARTMENT

1.0 Scope

The Augusta Airport Fire Department (AAFD) seeks the configuration, installation and implementation of an IP-based PURVIS Fire Station Alerting System™ (PURVIS FSAS™) (FSAS) for their existing Fire Station. In order for the system to be fully functional in the Fire Stations, the system must interface with the existing Augusta PURVIS FSAS. The PURVIS FSAS is integrated with the Tyler Technologies New World CAD system at Augusta's Dispatch Center utilizing Tyler Technologies's interface to the PURVIS FSAS Application Programming Interface (API). With this interface in place, the PURVIS FSAS must automatically transmit incident detail from the CAD system to the Fire Station via AAFD's IP network. The project includes the purchase, implementation, and installation of the PURVIS FSAS fire station-based control and alerting equipment at the Fire Stations. The project does not include the installation of any required 120VAC power for the FSAS devices.

2.0 Task Description

The scope and tasks identified in this statement of work represent the complete PURVIS FSAS implementation for the Augusta Airport Fire Department. PURVIS will provide the AAFD with the PURVIS Fire Station Alerting System and the PURVIS Team will perform the following tasks in support of the system implementation:

Task A. FSAS Procurement, Assembly, Configuration, and Installation

PURVIS will procure, assemble, configure, and install the PURVIS FSAS Fire Station equipment for Augusta Airport Fire Department. All system design and software components will be based on the current PURVIS FSAS Station Control Unit (SCU). No new custom software development or new software functionality is included with this implementation.

As part of the project planning phase, PURVIS will work with Augusta Airport Fire Department to define a System Configuration Document and a Network Configuration Document. These two documents define the AAFD's technical and operational details that will be used by the PURVIS Engineering organization to develop, configure and test the requirements of the AAFD's FSAS system. AAFD's Station configuration will need to be developed and based on existing station configurations as common integration points will exist among the agencies dispatched by the Augusta Fire Department.

Following project start and as part of the implementation phase project kickoff, PURVIS will work with AAFD to collect the information required to complete the two configuration documents. The customer's input for these documents is crucial, since incorrect or incomplete information may potentially impact the project's resources and schedule.

PURVIS will configure the PURVIS FSAS Station Control Units to meet the System Technical Requirements provided below.

SYSTEM TECHNICAL REQUIREMENTS

The following PURVIS FSAS components are required for Augusta Airport Fire Department Fire Station:

1. PURVIS FSAS Station Control Unit (Qty 1)
 - a. The delivered system includes one (1) PURVIS FSAS Station Control Unit at AAFD Fire Station. The PURVIS FSAS SCU receives incidents/alerts and activates all appropriate station electronics, as well as playing tones and messages over the station speakers.
2. PURVIS FSAS Station Alerting Electronics:
 - a. The delivered system includes audio and visual alerting electronics that are identified in PURVIS Quote No. PC2024-285. The specific quantities and locations of the alerting devices have been defined by Augusta Airport Fire Department.

Task B. System Testing.

PURVIS will be responsible to conduct system integration, verification and validation testing. As part of this testing, PURVIS utilizes an Acceptance Test Plan that documents these activities as well as the Functional Acceptance Testing. PURVIS will update existing PURVIS FSAS test scripts to reflect the AAFD FSAS configuration.

PURVIS will also conduct Functional Acceptance Testing, with the AAFD personnel witnessing this test. PURVIS FSAS Test Scripts will be used as the basis of the Functional Acceptance Testing. Successful completion of Acceptance Testing will constitute system acceptance.

Task C. Project Management Services.

PURVIS will provide project management services in support of the procurement, assembly, configuration, testing, integration, and installation of the PURVIS FSAS into the Augusta Airport Fire Department Fire Station.

PURVIS will provide services to coordinate, lead, monitor and report all project activities. Services include scheduling, status reporting, coordinating activities of vendors, identifying Augusta Airport Fire Department and other agency dependencies, and ensuring completion and acceptance of all activities.

PURVIS will participate in regularly scheduled status meetings/conference calls with AAFD. Meeting participants will include, at minimum, the AAFD Project Manager and PURVIS Project Manager as well as required individuals based on the agenda items defined for that specific meeting.

PURVIS will provide a project status report every other week that will include:

- Progress against schedule
- Key accomplishments for the reporting period
- Short-term upcoming tasks/activities
- Identification of project risks and mitigation options
- Open and closed action item lists.

Task D. Training.

In support of the FSAS implementation, the PURVIS Team will provide the following remote training:

- Training Course for Fire Personnel. The training modules below will be provided in a “train the trainer” format for up to ten (10) personnel. One training session will be provided, with a total duration of approximately 30 minutes.
 - FSAS Station Control Unit Module (30 minutes).

Task E. Warranty/Maintenance.

PURVIS will provide a Remote and On-site Warranty on all parts and labor for a period of one year from final system acceptance by Augusta Airport Fire Department. Warranty services will be provided in accordance with the PURVIS FSAS Warranty, Maintenance and Service Agreement.

Upon the expiration of the initial one-year Warranty period, Annual Maintenance may be purchased as an option that may be renewed each year.

3.0 Project Schedule

PURVIS will work with the Augusta Airport Fire Department to mutually develop a comprehensive implementation schedule as part of the project kickoff activities.

The project schedule will be monitored weekly, formally updated with any required changes, and distributed on a monthly basis to all project team members.

4.0 Assumptions

The scope of this SOW is limited to the equipment, software and documentation identified within the SOW. Requests to procure and/or modify any additional equipment, software and/or documentation will be considered out of scope.

AAFD's Role

In order for PURVIS to fulfill project requirements and avoid delays, Augusta Airport Fire Department will perform the following:

Augusta Airport Fire Department

Fire Station Alerting System

4/12/2024

- Assign a primary point of contact for the project.
- Key project team members will participate in regularly scheduled project meetings.
- Ensure PURVIS has timely access to all necessary physical locations during the project. Communicate all project activities to dispatch and station personnel.
- Provide and maintain all speakers. PURVIS assumes no responsibility for speaker quality or performance. SOW does not include rewiring or zoning existing speakers in the fire station.
- Provide Airport Crash Phone for connectivity to the PURVIS FSAS.
- Make dispatch and fire station operational personnel available to provide operational data necessary for system configuration.
- Make personnel available to approve recommended acceptance test procedures and to participate in the execution of these procedures.
- Provide approval of all PURVIS documentation within 10 working days of delivery.

Hardware Requirements

- Provide a fire station radio within 100' of the PURVIS FSAS Station Control Unit (SCU) in the fire station.
- The following FSAS hardware will be installed in the PURVIS supplied station equipment rack:

Item	Power Requirements	Environment Requirements	
		Space Requirements	Other Requirements
Station Control Unit	Input: 120VAC, 20 Amp outlet. Power will be supplied from the PURVIS provided UPS.	Rack Mounted - 3U of 19" rack space, depth of 24".	To ensure system longevity and reliability, the SCU operating temperature is 32° F to 100° F
24 Port Unmanaged Network Switch	Input: 120VAC, 15 Amp outlet. Power will be supplied from the PURVIS provided UPS.	Rack Mounted - 1U of 19" rack space, depth of 16".	To ensure system longevity and reliability, the operating temperature range is 32° F to 100° F.
Remote Touch Screen (RTS)	Input: 120VAC, 15 Amp outlet. Power will be	Dimensions: 3.5x3.1x1.2 in Weight: 1.2 lbs.	To ensure system longevity and reliability, the operating

Fire Station Alerting System

4/12/2024

Video Distribution	supplied from the PURVIS provided UPS.		temperature range is 32° F to 100° F.
Amplifier 1 Ch (70v) 250w	Input: 120VAC, 15 Amp outlet. Power will be supplied from the PURVIS provided UPS.	Rack Mounted - 2U of 19" rack space. Depth of 20".	To ensure system longevity and reliability, the operating temperature range is 32° F to 100° F.
Uninterruptible Power Supply	Input: A single dedicated 120V, 20AMP circuit in the fire station with a minimum of one outlet. Power termination shall be located within 6 feet of the PURVIS FSAS UPS in the station.	Rack Mounted - 2U of 19" rack space. Depth of 20". Weight: 58 lbs	To ensure system longevity and reliability, the operating temperature range is 32° F to 100° F.
Rack Shelf	N/A	Rack Mounted - 2U of 19" rack space.	N/A

Power Requirements

- Provide all 120VAC power for the FSAS devices as identified below:
 - a. Provide one 120V, 20AMP dedicated circuit with a duplex outlet within 5 feet of the PURVIS provided Uninterruptable Power Supply for the PURVIS FSAS rack equipment identified above.
 - b. Provide one 120V, 15AMP duplex outlet within 5 feet of the FSAS devices at the fire station for the PURVIS FSAS Remote Touch Screen.
 - c. PURVIS FSAS devices connected to the PURVIS provided UPS in the station will be limited to the following: Station Control Unit, Network Switch, and RTS Video Distribution.

Network

- Provide routing on the Dispatch Center's network to the Augusta's FSAS Central Servers and the station SCU (within 30 calendar days of project start). Network routing between the Augusta Dispatch Center and the AAFD Fire Station shall be designed, implemented and tested by Augusta Airport Fire Department and the Augusta Dispatch Center.
- The bandwidth required from the FSAS Central Servers to the FSAS Station Control Unit (SCU) are minimal, with a compressed incident message size of around 1200-1300 bytes. A connection in excess of 5-10KB/s is required. For software updates and

Fire Station Alerting System

4/12/2024

maintenance over the network, a bandwidth in excess of 1Mb/s is recommended, but not required

- Provide a configured WAN switch port at the station for the PURVIS SCU to plug into for connectivity back to the Augusta Dispatch Center
- Provide the static WAN IP addresses as required for the Station Control Unit.
- Implement firewalls as required for FSAS at both the Dispatch Center and Fire Station. Any hardware, software and services required to implement the firewalls are the responsibility of the Augusta Airport Fire Department.
- Provide PURVIS with remote access to the FSAS via a browser-based remote login software.
- Time sync the FSAS Central Server.
- Provide a point of contact available 24/7/365 for WAN support.

Radio

- Perform all radio or console programming changes required to support the FSAS receiving automated audio over radio. This includes channel/talk group and any other custom configuration (within 45 calendar days of project start) PURVIS will provide guidance in programming.
- Maintain all radio equipment required for FSAS communications. This includes preventive maintenance, signal strength, issues resolution, software updates and other support.
- Provide a single point of contact for all radio related issues.
- Provide, install, configure, test and maintain a primary radio at the fire station. The primary radio will be used for monitoring the radio and redundant alerting.
- For the interface between the station radio and the SCU, provide the physical cable connection at the radio end. PURVIS will provide the connection at the SCU end.

E-mail Notifications

- Supply the contact information for the individuals to be notified of system trouble via auto-generated email notifications (within 30 calendar days of project start).

Training

- Ensure all personnel scheduled for training are present at schedule time(s).

Fire Station Installation

- PURVIS assumes that the PURVIS Team will have full and timely access to the installation site on the date(s) specified in the Project Schedule. Access on each date will be all day (7:30am – 5:00pm local time).
- Existing Equipment
 - a. Provide a dedicated radio at the fire station with an analog audio output.
 - b. Provide the Airport Crash Phone with an analog audio output.
 - c. Provide existing/working Augusta Airport supplied speakers and wiring. PURVIS assumes that the existing speakers are on 1 audio zone and the delivered system supports 1 zone.
 - d. Proposal does not include connection with any other existing fire station devices, including I/O devices, such as lighting relays, bay door controls, etc.
- Fire Station Repair
 - a. Any ceiling tiles damaged during installation will be replaced with similar tiles but exact color and type match cannot be guaranteed.
 - b. Any damaged paint / drywall will be repaired with similar colors but exact color match cannot be guaranteed.

Warranty/Maintenance

- Provide PURVIS with remote access to the FSAS via a browser-based remote login software.

5.0 System Acceptance

System Acceptance will be based on successful execution of the Functional Acceptance Testing using the FSAS Test Scripts provided by PURVIS. Successful execution is defined as tests that are run with no major system problems identified. Major system problems are problems which prevent dispatches from being announced over the correct radio channel.

6.0 Customer Acknowledgement

I acknowledge that I have read, and understand, the Statement of Work, and all Project Assumptions.

Name

Signature

Date

PURVIS PRICE QUOTATION

PURVIS SYSTEMS

Tax ID #: 11-2299301

Date: April 12, 2024

Quote #: PC2024-285

Item 3.

Augusta Regional Airport Fire

Customer: Department

Address: 1535 Hanger Rd

Augusta, GA 30906

Customer POC: Frederick Shaver, Asst. Chief

E-mail: fshaver@augustaga.gov

Phone #: 706-798-2696

88 Silva Ln

Middletown, RI 02842

Sales: J. Mascola 401-862-1184

jmascola@purvis.com

Contracts: D Flynn 401-845-8432

DFlynn@purvis.com

TASK:

Procurement, implementation, and installation of the PURVIS Fire Station Alerting System™ (PURVIS FSAS™) for the Augusta Regional Airport Fire Station. Please refer to the attached "PURVIS Fire Station Alerting System SOW Augusta Airport Fire Department RevA" for additional details associated with our quote.

HARDWARE:

Item	PURVIS Part #	Qty	Unit Price	Adjusted Unit Price	Extended Price
Station Control Unit (SCU)	315-030005-131-NN	1	\$18,000.00	\$17,460.00	\$17,460.00
SCU Remote Touch Screen (RTS) - 22"	315-250005-131	1	\$735.00	\$712.95	\$712.95
Remote Touch Screen Video Distribution - VGA TX/RX	315-250300-131	1	\$475.00	\$460.75	\$460.75
Vesa Mount for VGA Receiver	315-250100-131	1	\$50.00	\$48.50	\$48.50
Wall Mounting Bracket, Tilt, RTS Monitor	315-190302-131-RTS	1	\$45.00	\$43.65	\$43.65
USB Extender, 1-Port	315-250202-131	1	\$150.00	\$145.50	\$145.50
Desktop Microphone	315-032002-131-D	1	\$275.00	\$266.75	\$266.75
24 Port Unmanaged Network Switch	315-290005-131-LAN	1	\$225.00	\$218.25	\$218.25
Uninterruptible Power Supply (UPS) - 2U - Line Interactive 1500VA	315-040308-131	1	\$1,120.00	\$1,086.40	\$1,086.40
Amplifier 1 Ch (25/70v) 250w	315-070304-131	1	\$1,410.00	\$1,367.70	\$1,367.70
Amplifier Input Module - Mono	315-070600-131	1	\$85.00	\$82.45	\$82.45
19" Rack Shelf 1U, 10" Deep	315-383001-131	1	\$55.00	\$53.35	\$53.35
19" Rack 12U - Wall Mount	315-380004-131	1	\$1,000.00	\$970.00	\$970.00
TOTAL					\$22,916.25
Sales and Use Tax					\$0.00
TOTAL HARDWARE					\$22,916.25

Hardware Prices do not include installation or any system configuration, if applicable. Any applicable manufacturer warranties will be extended to the customer.

Hardware lead time is at least 12 weeks after receipt of order (ARO)

SOFTWARE:

Item	PURVIS Part #	Qty	Unit Price	Adjusted Unit Price	Extended Price
Text-to-Speech (TTS) Voice Module					
Software License (Annual)	315-990400-120	1	\$1,410.00	\$1,367.70	\$1,367.70
Station Control Unit (SCU) FSAS Software License (Perpetual)	315-990300-120	1	\$500.00	\$485.00	\$485.00
TOTAL					\$1,852.70
Sales and Use Tax					\$0.00
TOTAL SOFTWARE					\$1,852.70

FIXED PRICE SERVICES:

Description	Unit Price	Adjusted Unit Price	Price
Implementation Services (Project Management, Configuration, Integration, Test, & Training)	\$7,500.00	\$7,275.00	\$7,275.00
Installation Services	\$5,650.00	\$5,480.50	\$5,480.50
Freight/Shipping & Handling		\$230.00	\$230.00
1 Year Warranty & Maintenance		Included	\$0.00

TOTAL SERVICES	\$12,985.50	
GRAND TOTAL	\$37,791.50	<i>Item 3.</i>

POST WARRANTY, MAINTENANCE & SUPPORT:

Description	Qty	Unit Price	Adjusted Unit Price	Extended Price
Annual Post Warranty, Maintenance and Support (Remote and On-site - 24/7/365) (Coverage begins upon the expiration of the initial one-year Warranty period)	1	\$2,500.00	\$2,425.00	\$2,425.00
Text-to-Speech (TTS) Voice Module Software (Annual)	1	\$250.00	\$242.50	\$242.50
TOTAL POST WARRANTY, MAINTENANCE & SUPPORT and SOFTWARE FEES				\$2,667.50

SALES AND USE TAX: Any required sales and use tax not identified in this quote is responsibility of the quote recipient or Fire Station Alerting System end-user. PURVIS is not responsible for the collection of any required taxes and payments to any tax collection agencies.

BONDS: Quote does not include any bid, payment, or performance bonds.

PERMITS: Quote does not include any permits that may be required

PREVAILING WAGE RATES: Pricing is not based on prevailing wage rates.

PAYMENT TERMS: Net 30

VALIDITY: This FFP Quote is valid for 90 days

WARRANTY: First Year Remote and On-site Warranty & Maintenance begins upon Functional System Validation conducted jointly by PURVIS and the customer using standard PURVIS FSAS manual alerting tools.

PURVIS AGREEMENTS: The PURVIS FSAS Standard License Agreement and the PURVIS FSAS Maintenance Agreement must be signed and returned to PURVIS Systems with any initial orders placed for the PURVIS Fire Station Alerting System.

EXPORT CONTROL: Products purchased or received under any resulting Sale may be subject to export control laws, restrictions, regulations, and orders of the United States. Customer agrees to comply with all applicable export laws, restrictions and regulations of the United States or foreign agencies or authorities, and shall not export, or transfer for the purpose of re-export any product to any prohibited or embargoed country or to any denied, blocked or designated person or entity as mentioned in any United States or foreign law or regulation.



Print Form

Sole Source Justification (Reference Article 6, Procurement Source Selection Methods and Contract Awards, § 1-10-56 SOLE SOURCE PROCUREMENT)

Vendor: PURVIS System Inc E-Verify Number: 13273

Commodity: Fire Notification System

Estimated annual expenditure for the above commodity or service: \$ 37754.45

Initial all entries below that apply to the proposed purchase. Attach a memorandum containing complete justification and support documentation as directed in initialed entry. (More than one entry will apply to most sole source products/services requested).

- RMB
1. SOLE SOURCE REQUEST IS FOR THE ORIGINAL MANUFACTURER OR PROVIDER, THERE ARE NO REGIONAL DISTRIBUTORS. (Attach the manufacturer's written certification that no regional distributors exist. Item no. 4 also must be completed.)
 2. SOLE SOURCE REQUEST IS FOR ONLY THE AUGUSTA GEORGIA AREA DISTRIBUTOR OF THE ORIGINAL MANUFACTURER OR PROVIDER. (Attach the manufacturer's — not the distributor's — written certification that identifies all regional distributors. Item no. 4 also must be completed.)
 3. THE PARTS/EQUIPMENT ARE NOT INTERCHANGEABLE WITH SIMILAR PARTS OF ANOTHER MANUFACTURER. (Explain in separate memorandum.)
 4. THIS IS THE ONLY KNOWN ITEM OR SERVICE THAT WILL MEET THE SPECIALIZED NEEDS OF THIS DEPARTMENT OR PERFORM THE INTENDED FUNCTION. (Attach memorandum with details of specialized function or application.)
 5. THE PARTS/EQUIPMENT ARE REQUIRED FROM THIS SOURCE TO PERMIT STANDARDIZATION. (Attach memorandum describing basis for standardization request.)
 6. NONE OF THE ABOVE APPLY. A DETAILED EXPLANATION AND JUSTIFICATION FOR THIS SOLE SOURCE REQUEST IS CONTAINED IN ATTACHED MEMORANDUM.

The undersigned requests that competitive procurement be waived and that the vendor identified as the supplier of the service or material described in this sole source justification be authorized as a sole source for the service or material.

Name: R. Michael Beal Department: ARFF Date: 20240708

Department Head Signature: Nalbert L. Jordan Jr. Date: 20240708

Approval Authority: GASAMS Date: 7/9/24

Administrator Approval: (required – not required) _____ Date: _____

COMMENTS:



MEMORANDUM

Date: July 8, 2024
To: Geri Sams, Procurement Director
From: Richard Beal, ARFF Director *RKB*
Herbert Judon, Executive Director *NLJ*
Re: **Purchase & Install PURVIS SYSTEM**

Augusta Regional Airport Fire Department provides 24 hours fire prevention and suppression to the Augusta Regional Airport for it's facilities the aircraft and passengers and staff. Installing the PURVIS alerting system in the airport fire station creates uniformity within 911 Dispatch and across the county for communication and notification to our responders. Currently our personnel monitor the radio communications between 911 and all county fire stations throughout the entire 24 hours shift. The mass number of communications has an unintended consequence of become white noise and information/ dispatch can be missed. The Purvis system would limit the radio traffic to only communications and notification meant for the airport fire station and our responders.

Funding was planned for FY 2024 and available. The current quote for equipment and installation is \$37,754.45 with an annual post warranty maintenance and service cost of \$2667.50.

Please feel free to contact me with any questions or concerns you may have (rbeal@augustaga.gov, 762-994-6416).



Meeting Name

Meeting Date: Public Services Committee Meeting 07/30/2024 01:00PM

Motion to approve bid award contract for RFQ 24-185 – Augusta Regional Transportation Study 2055 Metropolitan Transportation Plan (MTP) to WSP USA, Inc.

Department:	Planning and Development
Presenter:	Carla Delaney or Department Designee
Caption:	Motion to approve bid award contract for RFQ 24-185 – Augusta Regional Transportation Study 2055 Metropolitan Transportation Plan (MTP) to WSP USA, Inc.
Background:	On May 8, 2023, the ARTS MPO was awarded \$280,000 from the Georgia Association of Metropolitan Planning Organizations (GAMPO) to complete the 2055 MTP with a \$200,000 contribution from Aiken County Planning and Development. On November 7, 2023, the Augusta Commission approved the 2055 MTP funding GDOT contract. On June 25, 2024, with the help of the Augusta Procurement Department, WSP USA, Inc. was deemed the successful consultant to complete the 2055 MTP. The Augusta Regional Transportation Study (ARTS) comprises Aiken, Augusta, Columbia, and Edgefield County. The last MTP was completed in September 2020 and is federally required to be updated every 5 years.
Analysis:	Each Metropolitan Planning Organization (MPO) must prepare a Metropolitan Transportation Plan (MTP), in accordance with 49 USC 5303 (i), to accomplish the objectives outlined by the MPO, the state, and the public transportation providers with respect to the development of the metropolitan area's transportation network. This plan must identify, how the metropolitan area will manage and operate a multi-modal transportation system (including transit, highway, bicycle, pedestrian, and accessible transportation) to meet the region, economic, transportation, development, and sustainability goals - among others - for a 20+year planning horizon, while remaining fiscally constrained.
Financial Impact:	\$550,000 has been earmarked in the MPO Budget for FY 2025 to cover the expense. The contract will utilize \$508,877.37 of the \$550,000.00 planned.

The funding source(s) are outlined as follows:
FHWA-GA-PL= not to exceed \$280,000.00
Augusta Local Match: not to exceed \$70,000.00
Aiken County Contribution: not to exceed \$200,000.00

Alternatives: Forfeiture of the funds and the Metropolitan Transportation Plan (MTP) will be outdated and out of federal compliance.

Recommendation: Planning & Development seeks approval to award the Augusta Regional Transportation Study 2055 Metropolitan Transportation Plan (MTP) to WSP USA, Inc. in the amount of \$508,877.37

Funds are available in the following accounts: 220016309/5212999

REVIEWED AND N/A
APPROVED BY:

AUGUSTA, GEORGIA
New Grant Proposal/Application

Item 4.

Before a Department/agency may apply for the grant/award on behalf of Augusta Richmond County, they must first obtain approval signature from the Administrator and the Finance Director. The Administrator will obtain information on the grant program and requirements from the funding agency and review these for feasibility to determine if this grant/award will benefit Augusta Richmond County. The Finance Director will review the funding requirement to determine if the grant will fit within our budget structure and financial goals.

Proposal Project No. Project Title

PR000451 PLANNING GAMPO/GDOT Metropolitan Transportation Plan 2055

Augusta-Richmond County MPO/ARTS is tasked with compliance with the federally mandated 3C (cooperative, comprehensive, continuous) planning process to create a multimodal performance transportation plan for the ARTS region. This region is bi state and includes portions or all of the following jurisdictions: Columbia County, GA, Augusta-Richmond County, GA, Edgefield County, SC, and Aiken County, SC. The 2050 MTP was completed in September 2020. In order to reach compliance, the Metropolitan Transportation Plan (MTP) is updated every five (5) years and must meet the requirements of Moving Ahead for Progress in the 21st Century (MAP-21) Act, the Fixing America's Surface Transportation (FAST) Act and current federal guidance and regulations.

Federal match: Y/N: Yes \$270,000 Cash match (Y/N) : Yes \$70,000 Provided by Richmond County Contribution (Y/N): Yes \$80,000 Provided by Aiken County. The cash match has been proposed to be included in the 2024 budget.

EEO required (Y/N): No EEO Department Notified: No

Start Date: 09/01/2023

End Date: 09/30/2024

Submit Date: 08/29/2023

Department: 074

Planning and Zoning

Cash Match?

Y

Total Budgeted Amount: 430,000.00

Total Funding Agency:

360,000.00

Total Cash Match: 70,000.00

Sponsor: GM0013

US DOT

Sponsor Type: PT

Pass thru Federal

Purpose: 24

ARTS -MPO

Flow Thru ID: GM0006 GDOT

Contacts

Type	ID	Name	Phone
I	GMI023	Harris, Mariah	(706)821-1810

Approvals

Type	By	Date
FA	C. DELANEY	08/30/2023

Dept. Signature:

Grant Coordinator Signature:

1.) I have reviewed the Grant application and enclosed materials and:

☒ Find the grant/award to be feasible to the needs of Augusta Richmond County

☐ Deny the request

Finance Director

Date

2.) I have reviewed the Grant application and enclosed materials and:

☒ Approve the Department Agency to move forward with the application

☐ Deny the request

Administrator

Date

AUGUSTA, GEORGIA
New Grant Proposal/Application

Item 4.

Before a Department/agency may apply for the grant/award on behalf of Augusta Richmond County, they must first obtain approval signature from the Administrator and the Finance Director. The Administrator will obtain information on the grant program and requirements from the funding agency and review these for feasibility to determine if this grant/award will benefit Augusta Richmond County. The Finance Director will review the funding requirement to determine if the grant will fit within our budget structure and financial goals.

Proposal Project No. Project Title

This form will also be used to provide the external auditors with information on all grants for compliance and certification requirements as required by the State and Federal Government.



Russell R. McMurry, P.E., Commissioner
One Georgia Center
600 West Peachtree Street, NW
Atlanta, GA 30308
(404) 631-1000 Main Office

May 8, 2023

Georgia Association of Metropolitan Planning Organizations (GAMPO) Board Members

Subject: March 2023 PL Funds Review Committee Meeting

Dear GAMPO Members:

The Department would like to thank you for conducting the PL Funds Review Committee Meeting that was held on March 27, 2023. This letter will serve as official correspondence from the Department acknowledging and highlighting the results of the March 27, 2023 meeting.

Listed below is the approved applications summary with the assigned Georgia Department of Transportation (GDOT) project identification number (P.I. No.) and cost summary.

- **Augusta Regional Transportation Study 2050 Metropolitan Transportation Plan (MTP):** Requested \$350,000 (\$280,000 federal, \$70,000 local) to update the 2050 Metropolitan Transportation Plan. The PL Funds Review Committee voted yes for approval of this application request. The GDOT project ID for this study is **P.I. No. 0019898**
- **Brunswick Area Transportation Study 2050 Metropolitan Transportation Plan (MTP):** Requested \$250,000 (\$200,000 federal, \$50,000 local) to update the 2050 Metropolitan Transportation Plan. The PL Funds Review Committee voted yes for approval of this application request. The GDOT project ID for this study is **P.I. No. 0019899**
- **Brunswick Area Transportation Study Regional Freight Plan:** Requested \$218,000 (\$174,400 federal, \$43,600 local) to update the Freight Plan. The PL Funds Review Committee voted yes for approval of this application request. The GDOT project ID for this study is **P.I. No. 0019900**
- **Gainesville-Hall 2050 Metropolitan Transportation Plan and Bicycle Pedestrian Plan:** Requested \$400,000 (\$320,000 federal, \$80,000 local) to update the 2050 Metropolitan Transportation Plan and update a Bicycle

March 2023 PL Funds Review Committee Meeting
May 8, 2023
Page 2 of 3

Pedestrian Plan. The PL Funds Review Committee voted yes for approval of this application request. The GDOT project ID for this study is **P.I. No. 0019901**

- **Hinesville Area Metropolitan Planning Organization 2050 Metropolitan Transportation Plan (MTP):** Requested \$250,000 (\$200,000 federal, \$50,000 local) to update the 2050 Metropolitan Transportation Plan. The PL Funds Review Committee voted yes for approval of this application request. The GDOT project ID for this study is **P.I. No. 0019902**
- **Macon Area Transportation Study 2050 Freight Plan:** Requested \$250,000 (\$200,000 federal, \$50,000 local) to update the 2050 Metropolitan Transportation Plan. The PL Funds Review Committee voted yes for approval of this application request. The GDOT project ID for this study is **P.I. No. 0019903**

The projects selected totaled \$1,718,000 (\$1,374,400 Federal; \$343,600 Local) based upon the submitted applications. As a reminder, any MPO that receives supplemental PL funding for planning studies utilizing consultant services must follow all standard applicable Federal, State and Local procurement procedures. Additionally, any MPO that receives supplemental PL funding will need to work with their respective GDOT transportation planner to execute the new separate PL planning study contract. An amendment is required to the respective MPO's Unified Planning Work Program (UPWP) placing the associated funds in the funded portion of the UPWP. This specific amendment can be completed administratively or through the respective MPO's standard UPWP amendment process.

The Augusta, Brunswick, Gainesville-Hall, Hinesville, and Macon Metropolitan Planning Organizations will need to provide progress status updates at the next GAMPO meeting in October 2023 and in writings to the Department prior to the upcoming meeting. This will enable the PL Funds Review Committee to thoroughly track progress, dollar amounts expended, and provide an effective oversight measure.

The Department looks forward to continue working with the GAMPO members and the MPOs in this process. If you have any additional questions, please feel free to contact Kayla Husted at khusted@dot.ga.gov.

March 2023 PL Funds Review Committee Meeting
May 8, 2023
Page 3 of 3

Sincerely,

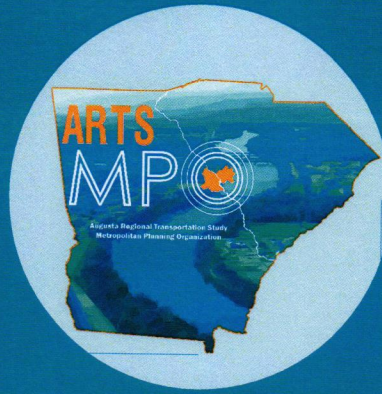
Matt Markham

Digitally signed by Matt
Markham
Date: 2023.05.08 16:19:10
-04'00'

Matt Markham
Deputy Director of Planning

MM: kh

cc: Ann-Marie Day, FHWA
Vivian Canizares, GDOT Planning
Kelly Gwin, GDOT Planning
Habte Kassa, GDOT Planning



Unified Planning Work Program

FY 2024

Prepared By:
Augusta Planning & Development Department
Carla Delaney, Director



In Cooperation With:
Aiken County, Edgefield County, and Columbia County
Federal Transit Administration
Federal Highway Administration
Georgia Department of Transportation
South Carolina Department of Transportation

<https://www.augustaga.gov/680/ARTS-Metropolitan-Planning-Organization>

Adopted March 16, 2023
Amended May 18, 2023

WORK ELEMENT 4 - TRANSPORTATION SYSTEM PLANNING

TASK 4.1 – Metropolitan Transportation Plan

Purpose: Maintain updates of the ARTS MTP per transportation planning regulations.

The work activities and products in this work element will be coordinated with Work Elements: 2.1 Community Outreach, 3.3 Transportation Surveys, Model and Analysis, 3.5 - GIS Development and Applications, 4.2 - Congestion Management Process, 4.3- Intermodal Planning, and 6.1- Performance-Based Planning.

Previous Work:

1. Updating ARTS 2050 MTP based on amendments, performance targets, financial constraint analysis, and newly identified transportation projects and programs.
2. Procured consultant began updating the 2055 MTP based on recommendations in special studies such as corridor plans, and public transit plans completed during FY 2020 through FY 2023.
3. Staff continued to develop a regional transportation system GIS database to support all transportation planning work tasks.

FY 2024 Work Activities and Schedule: Any updates and amendments to the 2050 MTP for new transportation projects and/or funding will be considered at the appropriate time during FY 2024. The completion dates in the table below represent dates presented to ARTS PC for approval or adoption.

ACTIVITIES	EXPECTED COMPLETION DATE
1. Updates and amendments to the 2050 MTP for new transportation projects, Program of Projects (POP), funding and performance measures, and targets.	As Needed
2. Update Performance Measures to align with 2050 MTP Goals and Objectives.	As Needed
3. Update List of Amendments and Administrative Modifications to MTP.	As Needed
4. Identify stakeholders with bicycle/active transportation interests.	On-Going
5. 2050 MTP Update – Public Meetings and coordination of outreach and engagement activities	As Needed
6. Public notices of outreach activities related to amendments of the ARTS 2050 MTP Update	As Needed
7. Begin preparing for the 2055 MTP update	On-Going

2055 Metropolitan Transportation Plan Update

The purpose of the MTP is to promote a safe and efficient transport system to serve future year transportation needs. Meeting this objective the MTP must be the result of a continuing, cooperative, and comprehensive (3C) transportation planning process. The MTP as a comprehensive performance-based multimodal transportation plan for the ARTS area documents and assesses multimodal transportation facilities, services, financial and policy needs for a 25 year period (2025 – 2055). FY 2024 work activities and schedule are presented below.

Previous Work:

1. Develop Scope 2055 MTP Scope of Services and RFQ – Jan/Feb 2023
2. ARTS Committees review of GAMPO Application – January 2023

3. MPO Partner/GDOT/FHWA Application Review – February 2023
4. ARTS Committees approval of GAMPO Application – March 2023
5. Submit Application and PC Resolution to GAMPO PL Committee – March 2023
6. March 2023 GAMPO Presentation/Award – June 2023
7. Augusta Commission Accept Grant – June 2023

FY 2024 Work Activities and Schedule:

1. Consultant Selection	October 2023
2. Augusta Commission Accept Consultant	November 2023
3. Task #1: Project Administration/Project Kick-Off	December 2023
4. Task #2: Public Involvement, Education and Outreach (Part 1)	January - February 2024
5. Task #3: Data Collection and Development	December 2023 – May 2024
6. Task #4: Public Involvement, Education and Outreach (Part 2)	June-August 2024
7. Task #5: Refine Goals, Objectives, and Measures of Effectiveness/Performance Indicators	August - September 2024
8. Task #6: Year 2055 Transportation Needs Assessment/Plan	September – October 2024
9. Task #7: Financial Resources and Feasibility Plan	September – October 2024
10. Task #8: Document Preparation, Draft 2055 MTP and Final 2055 MTP	October – December 2024

Proposed Funding Sources:

Responsible Agencies: Augusta Planning and Development Department (APDD)

Work Schedule: July 1, 2023- June 30, 2024

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Responsible Agencies: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

FUNDING SOURCE	APDD	ACPDD	TOTALS
FHWA (GA PL)	\$36,000.00		\$36,000.00
APDD (GA PL Match)	\$9,000.00		\$9,000.00
FHWA (SC PL)	\$800.00	\$4,800.00	\$5,600.00
ACPDD (SC PL Match)	\$200.00	\$1,200.00	\$1,400.00
FHWA (GA PL) – GAMPO	\$280,000.00		\$280,000.00
APDD (GA PL Match) – GAMPO	\$70,000.00		\$70,000.00
TOTAL	\$396,000.00	\$6,000.00	\$402,000.00

Figure 3 - FY 2024 UPWP Budget

FIGURE 3	ARTS FY 2024 UPWP WORK ELEMENTS BY FUNDING SOURCE Revised 5/18/2023	AUGUSTA PLANNING & DEVELOPMENT DEPARTMENT										COLUMBIA COUNTY ENGINEERING AND PLANNING		AIKEN COUNTY PLANNING & DEVELOPMENT		LOWER SAVANNAH COUNCIL OF GOVERNMENTS				NORTH AUGUSTA PLANNING & DEVELOPMENT			TOTAL
		FHWA GA PL		APDD MATCH	FHWA SC PL		ACPPD MATCH	FTA SEC 5303 FUNDS	SEC 5303 GA STATE MATCH	SEC 5303 APDD MATCH	CBODC MATCH		FHWA SC PL	ACPPD MATCH	FTA SEC 5303 SC PL	SEC 5303 LSCOG MATCH	FHWA SC PL	NAPDD MATCH					
	1.1 Program Coordination/Administration	\$48,000.00	\$12,000.00		\$6,000.00	\$1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$11,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$123,750.00
	1.2 Training/Employee Education	\$37,600.00	\$9,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$54,500.00
	1.3 UPWP	\$22,078.33	\$5,518.33		\$800.00	\$200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$31,091.66
	Subtotal: Program Administration	\$107,678.33	\$26,918.33		\$6,800.00	\$1,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$13,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$209,341.66
	2.1 Community Outreach / Education	\$29,600.00	\$7,400.00		\$2,000.00	\$500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$45,750.00
	Subtotal: Public Involvement	\$29,600.00	\$7,400.00		\$2,000.00	\$500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$45,750.00
	3.1 Environmental Justice & Socioeconomic Data	\$24,000.00	\$6,000.00		\$1,200.00	\$300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$34,500.00
	3.2 Land Use Monitoring	\$20,000.00	\$5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$31,500.00
	3.3 Transportation Surveys, Models & Analysis	\$7,000.00	\$1,700.00		\$400.00	\$100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$38,500.00
	3.4 Environmental Justice / Title VI	\$20,000.00	\$5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$28,000.00
	3.5 GIS Development & Applications	\$28,000.00	\$7,000.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$85,000.00
	Subtotal: Data Collection/ Analysis	\$120,000.00	\$30,000.00		\$1,600.00	\$400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$13,100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$217,500.00
	4.1 Metropolitan Transportation Plan	\$36,000.00	\$9,000.00		\$800.00	\$200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$52,000.00
	4.2 Congestion Management	\$32,000.00	\$8,000.00		\$800.00	\$200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$49,500.00
	4.3 Intermodal Planning	\$30,000.00	\$7,500.00		\$400.00	\$100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$45,500.00
	4.4 Air Quality Issues	\$26,000.00	\$6,500.00		\$1,600.00	\$400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$31,500.00
	4.5 Bike and Pedestrian Plan Update	\$28,000.00	\$7,000.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$35,000.00
	4.6 Complete Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Subtotal: Transportation System Planning	\$152,000.00	\$38,000.00		\$3,600.00	\$900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$14,800.00	\$3,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$213,000.00
	5.1 Georgia Avenue Traffic Calming and Pedestrian Access	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$50,000.00
	5.2 North Augusta Unified Transportation Plan	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$100,000.00
	5.3 Aiken County Urbanized Area Bicycle Pedestrian Plan Update	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$200,000.00
	5.4 Five Notch Corridor Study	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$200,000.00
	5.5 US 278/5th Street Intersection and Gateway Study	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$200,000.00
	5.6 US 278/Martintown Road/Buena Vista Boulevard Study	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$100,000.00
	5.7 SC 118 Intersection Analysis	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$100,000.00
	5.8 US 78 (Charleston Highway) Intersection Analysis	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$100,000.00
	Subtotal: Special Transportation Studies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$400,000.00	\$100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$200,000.00
	16.1 Performance Based Planning	\$20,000.00	\$5,000.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$37,000.00
	Subtotal: Performance Based Planning	\$20,000.00	\$5,000.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$37,000.00
	7.1 Transportation Improvement Program	\$40,000.00	\$10,000.00		\$1,600.00	\$400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$58,500.00
	Subtotal: Transportation Improvement Program	\$40,000.00	\$10,000.00		\$1,600.00	\$400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$58,500.00
	8.1 Program Support and Administration	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$41,164.00	\$5,145.50	\$5,145.50	\$ -	\$ -	\$ -	\$26,040.00	\$ -	\$ -	\$6,510.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$84,005.00
	8.2 Long-Range Transportation Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$52,000.00	\$6,500.00	\$6,500.00	\$ -	\$ -	\$ -	\$2,000.00	\$ -	\$ -	\$500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$67,500.00
	8.3 Short-Range Transportation Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$60,000.00	\$7,500.00	\$7,500.00	\$ -	\$ -	\$ -	\$15,960.00	\$ -	\$ -	\$94,950.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$94,950.00
	8.4 Transportation Improvement Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$35,200.00	\$4,400.00	\$4,400.00	\$ -	\$ -	\$ -	\$4,000.00	\$ -	\$ -	\$11,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$49,000.00
	Subtotal: Public Transit/Paratransit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$188,364.00	\$23,545.50	\$23,545.50	\$ -	\$ -	\$ -	\$48,000.00	\$ -	\$ -	\$12,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$395,455.00
	SUBTOTAL: FY 2024 MPO PL & Local Match	\$469,273.33	\$117,318.33	\$15,600.00	\$3,900.00	\$23,545.50	\$23,545.50	\$188,364.00	\$23,545.50	\$23,545.50	\$ -	\$ -	\$ -	\$540,000.00	\$135,000.00	\$48,000.00	\$12,000.00	\$280,000.00	\$100,000.00	\$280,000.00	\$100,000.00	\$1,959,546.66	
	4.1 Metropolitan Transportation Plan	\$280,000.00	\$70,000.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$300,000.00
	4.3 GAMPD PL 0019245-PLN Regional Freight Plan Update	\$240,000.00	\$60,000.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$300,000.00
	4.5 GAMPD PL 0018099-PLN 2022 Bike and Pedestrian Plan	\$240,000.00	\$60,000.00		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$300,000.00
	4.6 Y410 FUNDING - Complete Streets Funding	\$12,418.20	\$93.98		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$12,512.18
	SUBTOTAL: FY 2024 GAMPD PL & Local Match	\$772,418.20	\$190,093.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$962,512.18
	N/A Wrightsboro Road Corridor Study	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$350,000.00
	SUBTOTAL: FY 2024 UNFUNDED PROJECTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$350,000.00
	GRAND TOTAL: FY 2024 MPO PL & Local Match	#####	\$307,412.31	\$15,600.00	\$3,900.00	\$188,364.00	\$23,545.50	\$23,545.50	\$23,545.50	\$23,545.50	\$70,000.00	\$280,000.00	\$70,000.00	\$540,000.00	\$135,000.00	\$48,000.00	\$12,000.00	\$280,000.00	\$100,000.00	\$280,000.00	\$100,000.00	\$1,959,546.66	
	FY 2024 GAMPD PL & Local Match and Unfunded Projects																						



Russell R. McMurtry, P.E., Commissioner
One Georgia Center
600 West Peachtree Street, NW
Atlanta, GA 30308
(404) 631-1000 Main Office

Item 4.

May 8, 2023

Georgia Association of Metropolitan Planning Organizations (GAMPO) Board Members

Subject: March 2023 PL Funds Review Committee Meeting

Dear GAMPO Members:

The Department would like to thank you for conducting the PL Funds Review Committee Meeting that was held on March 27, 2023. This letter will serve as official correspondence from the Department acknowledging and highlighting the results of the March 27, 2023 meeting.

Listed below is the approved applications summary with the assigned Georgia Department of Transportation (GDOT) project identification number (P.I. No.) and cost summary.

- **Augusta Regional Transportation Study 2050 Metropolitan Transportation Plan (MTP):** Requested \$350,000 (\$280,000 federal, \$70,000 local) to update the 2050 Metropolitan Transportation Plan. The PL Funds Review Committee voted yes for approval of this application request. The GDOT project ID for this study is **P.I. No. 0019898**
- **Brunswick Area Transportation Study 2050 Metropolitan Transportation Plan (MTP):** Requested \$250,000 (\$200,000 federal, \$50,000 local) to update the 2050 Metropolitan Transportation Plan. The PL Funds Review Committee voted yes for approval of this application request. The GDOT project ID for this study is **P.I. No. 0019899**
- **Brunswick Area Transportation Study Regional Freight Plan:** Requested \$218,000 (\$174,400 federal, \$43,600 local) to update the Freight Plan. The PL Funds Review Committee voted yes for approval of this application request. The GDOT project ID for this study is **P.I. No. 0019900**
- **Gainesville-Hall 2050 Metropolitan Transportation Plan and Bicycle Pedestrian Plan:** Requested \$400,000 (\$320,000 federal, \$80,000 local) to update the 2050 Metropolitan Transportation Plan and update a Bicycle

Pedestrian Plan. The PL Funds Review Committee voted yes for approval of this application request. The GDOT project ID for this study is **P.I. No. 0019901**

- **Hinesville Area Metropolitan Planning Organization 2050 Metropolitan Transportation Plan (MTP):** Requested \$250,000 (\$200,000 federal, \$50,000 local) to update the 2050 Metropolitan Transportation Plan. The PL Funds Review Committee voted yes for approval of this application request. The GDOT project ID for this study is **P.I. No. 0019902**
- **Macon Area Transportation Study 2050 Freight Plan:** Requested \$250,000 (\$200,000 federal, \$50,000 local) to update the 2050 Metropolitan Transportation Plan. The PL Funds Review Committee voted yes for approval of this application request. The GDOT project ID for this study is **P.I. No. 0019903**

The projects selected totaled \$1,718,000 (\$1,374,400 Federal; \$343,600 Local) based upon the submitted applications. As a reminder, any MPO that receives supplemental PL funding for planning studies utilizing consultant services must follow all standard applicable Federal, State and Local procurement procedures. Additionally, any MPO that receives supplemental PL funding will need to work with their respective GDOT transportation planner to execute the new separate PL planning study contract. An amendment is required to the respective MPO's Unified Planning Work Program (UPWP) placing the associated funds in the funded portion of the UPWP. This specific amendment can be completed administratively or through the respective MPO's standard UPWP amendment process.

The Augusta, Brunswick, Gainesville-Hall, Hinesville, and Macon Metropolitan Planning Organizations will need to provide progress status updates at the next GAMPO meeting in October 2023 and in writings to the Department prior to the upcoming meeting. This will enable the PL Funds Review Committee to thoroughly track progress, dollar amounts expended, and provide an effective oversight measure.

The Department looks forward to continue working with the GAMPO members and the MPOs in this process. If you have any additional questions, please feel free to contact Kayla Husted at khusted@dot.ga.gov.

Sincerely,

Matt Markham
Digitally signed by Matt
Markham
Date: 2023.05.08 16:19:10
-04'00'

Matt Markham
Deputy Director of Planning

MM: kh

cc: Ann-Marie Day, FHWA
Vivian Canizares, GDOT Planning
Kelly Gwin, GDOT Planning
Habte Kassa, GDOT Planning



Takiyah A. Douse
Interim Administrator

November 7, 2023

Carla Delaney, Director
Planning and Development
535 Telfair Street
Augusta, GA 30901

Dear Ms. Delaney:

At the regular meeting held Tuesday, November 7, 2023, the Augusta, Georgia Commission took action on the following:

1. Approved New Ownership/Existing Location: A.N. 23-49: A request by Iqbal H. Mohammad for a retail package Beer & Wine License to be used in connection with Forest Hills Market located at 3216 Wrightsboro Rd. District 2. Super District 9.
2. Approved New Location: A.N. 23-50: A request by Rakeshkumar Patel for a retail package Beer & Wine License to be used in connection with Yogi Convenience Store located at 2319 Milledgeville Rd. District 2. Super District 9.
3. Approved New Ownership/Existing Location: A.N. 23-51: A request by Pawan K. Wanwari for a retail package Beer & Wine License to be used in connection with Jones Corner located at 1496 Jones Street. District 1. Super District 9.
4. Approved New Location: A.N. 23-52: A request by Deep Patel for a retail package Beer & Wine License to be used in connection with Gas World #17 located at 2062 Gordon Hwy. District 2. Super District 9.
5. Approved New Ownership/Existing Location: A.N. 23-53: A request by Gurpreet Walia for a retail package Liquor, Beer & Wine License to be used in connection with Wine and Shine located at 2065 Walton Way. District 3. Super District 10.
6. Approved New Location: A.N. 23-54: A request by Ryan M. Simms for a consumption on premise Liquor, Beer & Wine License to be used in connection with Jim N Nicks BBQ #4052 located at 275 Robert C. Daniel Jr. Pkwy. There will be Sunday Sales. District 3. Super District 10.
7. Approved New Location: A.N. 23-55: A request by Cassandra Parker for a consumption on premise Liquor, Beer & Wine License to be used in connection with Lush Lounge Eatery located at 1647 Gordon Hwy. There will be Dance. District 2. Super District 9
13. Approved FY 2024 Metropolitan Transportation Planning Services Annual Contract (aka GDOT PL Funds Contract).



Takiyah A. Douse
Interim Administrator

14. Approved motion to execute the FY 2024 Metropolitan Planning Organization (MPO) Annual Complete Streets Funding Contract from the Georgia Department of Transportation (GDOT).

15. Approved motion to execute the 2055 Metropolitan Transportation Plan (MTP) Update Funding Contract from the Georgia Department of Transportation (GDOT).

18. Approved decaling of Food Trucks and to report back in 90 days the proposed amendments to the Food Truck Ordinance.

If you have any questions, please contact me.

In Service,

A handwritten signature in blue ink, appearing to read "T. Douse".

Takiyah A. Douse, Interim Administrator

TAD/nd



Unified Planning Work Program

FY 2025

Prepared By:
Augusta Planning & Development Department
Carla Delaney, Director



In Cooperation With:
Aiken County, Edgefield County, and Columbia County
Federal Transit Administration
Federal Highway Administration
Georgia Department of Transportation
South Carolina Department of Transportation
<https://www.augustaga.gov/680/ARTS-Metropolitan-Planning-Organization>

Adopted May 16, 2024

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FISCAL YEAR 2025

**DRAFT UNIFIED PLANNING WORK PROGRAM
FOR THE
AUGUSTA REGIONAL TRANSPORTATION STUDY**

PREPARED BY THE

AUGUSTA PLANNING AND DEVELOPMENT DEPARTMENT

IN COOPERATION WITH:

AIKEN COUNTY PLANNING AND DEVELOPMENT DEPT.

AUGUSTA TRANSIT

LOWER SAVANNAH COUNCIL OF GOVERNMENTS

GEORGIA DEPARTMENT OF TRANSPORTATION AND

SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION

SERVICING

CITY OF BLYTHE, GA | CITY OF HEPHZIBAH, GA |

RICHMOND COUNTY, GA | CITY OF GROVETOWN, GA |

COLUMBIA COUNTY, GA | FORT EISENHOWER, GA | AUGUSTA TRANSIT |

CITY OF NORTH AUGUSTA, SC | CITY OF AIKEN, SC | AIKEN COUNTY, SC |

TOWN OF BURNETTOWN, SC | CITY OF NEW ELLENTON, SC | EDGEFIELD COUNTY, SC |

BEST FRIEND EXPRESS | LOWER SAVANNAH COUNCIL OF GOVERNMENTS

ADOPTED May 16, 2024

The contents of this report reflect the views of the persons preparing the document and those individuals are responsible for the facts and the accuracy of the data presented herein. The contents of this report do not necessarily reflect the views or policies of the Georgia Department of Transportation, the South Carolina Department of Transportation, the Federal Highway Administration, or the Federal Transit Administration. This report does not constitute a standard, specification, or regulation.

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**AUGUSTA REGIONAL TRANSPORTATION STUDY
RESOLUTION OF THE POLICY COMMITTEE
ADOPTION OF THE FY 2025 UNIFIED PLANNING WORK PROGRAM (UPWP)**

WHEREAS, in accordance with the joint Federal Transit Administration - Federal Highway Administration regulations on urban transportation planning (23 CFR Parts 420 and 450, and 49 CFR Part 613), a Unified Planning Work Program is required to be developed; and

WHEREAS, the Governors of Georgia and South Carolina have designated the Augusta Planning and Development Department as the Metropolitan Planning Organization (MPO) for the Augusta Regional Transportation Study, and;

WHEREAS, it is the objective of the Augusta Regional Transportation Study, hereinafter referred to as ARTS, to maintain a comprehensive transportation planning process which results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, the Unified Planning Work Program is an annual element of the ARTS process which outlines the transportation-related and other planning projects to be undertaken during the forthcoming fiscal year; and

WHEREAS, the ARTS Citizens Advisory and Technical Coordinating Committees on May 1, 2024, recommended that the Augusta Regional Transportation Study adopt the FY 2025 Unified Planning Work Program.

WHEREAS, the ARTS Policy Committee on May 16, 2024, adopted the FY 2025 Unified Planning Work Program.

NOW THEREFORE BE IT RESOLVED, ARTS Policy Committee hereby approves the adoption of the FY 2025 Unified Planning Work Program and its Chairman is authorized to execute a joint endorsement to this effect with the Georgia Department of Transportation and the South Carolina Department of Transportation.

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution adopted by the Augusta Regional Transportation Study (ARTS) Policy Committee at a meeting held on May 16, 2024.

Sign Carla Delaney
Print Carla Delaney
MPO Director

05/16/2024
Date

Sign William Molnar
Print William Molnar
MPO Chairman

May 16, 2024
Date

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U.S. Department
of Transportation
**Federal Highway
Administration**

Georgia Division

May 23, 2024

75 Ted Turner Dr.
Suite 1000
Atlanta, Georgia 30303
Phone: 404-562-3630
Fax: 404-562-3703
www.fhwa.dot.gov/gadiv

In Reply Refer To:
HIP-GA

Carla Delaney
Director of Planning and Development
Augusta Planning & Development Department
535 Telfair Street
Augusta, GA 30901

Dear Ms. Delaney:

The following is in response to our receipt of your final Fiscal Year (FY) 2025 Unified Planning Work Program (UPWP) adopted by the ARTS Board on May 16, 2024. Upon our review of the subject document, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) have determined that the document satisfies the requirements of 23 U.S.C. 134, 49 U.S.C. 5303, 23 CFR Part 450 and 420, 2 CFR Part 200, and other pertinent legislation, regulations, and policies and hereby approve the FY 2025 UPWP.

The FY 2025 UPWP reflects \$478,766.51 of programmed PL Funds and an additional \$12,276.05 PL Set-aside for Safe and Accessible Transportation Options, totaling \$491,042.56. These funds are available upon an approved authorization. The FY 2025 UPWP 5303 funds are consistent with the distribution of FTA 5303 funds as identified by the Georgia Department of Transportation (GDOT) and are available upon award and execution by GDOT of a Transit Award Management System (TrAMS) planning grant.

Expenditure invoicing and progress reports should be submitted quarterly and/or annually, with copies to the FHWA and FTA. Expenditures incurred without prior authorization will not be reimbursed.

If you have any questions, please contact Ms. Olivia Lewis at 404-562-3639 or Ms. Aviance Webb at 404-865-5489.

Sincerely,

Olivia Lewis
Transportation Specialist

LIST OF ACRONYMS

3C	Cooperative, Continuous & Comprehensive planning	DBE	Disadvantaged Business Enterprise
ACPDD	Aiken County Planning & Development Department	EJ	Environmental Justice
ADA	Americans with Disabilities Act of 1990	EMA	Emergency Management Agency
APA	American Planning Association	EPA	Environmental Protection Agency
APDD	Augusta Planning & Development Department	FAST Act	Fixing America's Surface Transportation Act
ARP	American Rescue Plan	FFR	Federal Financial Reports
AT	Augusta Transit	FHWA	Federal Highways Administration
ARTS	Augusta Regional Transportation Study	FTA	Federal Transit Administration
BFE	Best Friend Express	GA	Georgia
BPAC	South Carolina Bicycle and Pedestrian Advocacy Committee	GAMPO	Georgia Association of Metropolitan Planning Organizations
CAC	Citizens Advisory Committee	GAPA	Georgia Chapter of American Planning Association
CCPD	Columbia County Planning Division	GDOT	Georgia Department of Transportation
CMP	Congestion Management Process	GIS	Geographic Information Systems
CHSP	Coordinated Human Services Plan	ITS	Intelligent Transportation Systems
CMS	Congestion Management System	LEP	Limited English Proficiency
COA	Comprehensive Operations Analysis	LOS	Level of Service
COG	Council of Governments	LSCOG	Lower Savannah Council of Governments
COOP	Continuity of Operations Plan	MOU	Memorandum of Understanding
CSRA-RC	Central Savannah River Area – Regional Commission	MPA	Metropolitan Planning Area
DAR	Dial-A-Ride	MPO	Metropolitan Planning Organization
		MPR	Milestone Progress Reports

MSA	Metropolitan Statistical Area	STIP	State Transportation Improvement Program
MTP	Metropolitan Transportation Plan	TA	Transportation Alternatives (TA set-aside)
NAPDD	North Augusta Planning and Development Department	TAM	Transit Asset Management
NHPMS	National Highway Performance Monitoring System	TAP	Transportation Alternatives Program
NHS	National Highway System	TASC	Transportation Association of South Carolina
NPMRDS	National Performance Management Research Data Set	TAZ	Traffic Analysis Zone
NTD	National Transit Database	TBD	To be determined
NTI	National Transit Institute	TCAC	Transit Citizens Advisory Committee
PBPP	Performance-Based Planning and Programming	TCC	Technical Coordinating Committee
PC	Policy Committee	TDP	Transit Development Plan
POP	Program of Projects	TIP	Transportation Improvement Program
PPP	Public Participation Plan	TNSC	Test Network Subcommittee
PTASP	Public Transit Agency Safety Plan	TrAMS	Transit Award Management System
RFP	Request for Proposals	TSIR	Traffic Safety Improvement Report
SC	South Carolina	TTI	Travel Time Index
SCDHEC	South Carolina Department of Health and Environmental Control	UPWP	Unified Planning Work Plan
SCDOT	South Carolina Department of Transportation		
SCDPS	South Carolina Department of Public Safety		
SETP	Self-Evaluation and Transition Plan		
SMTF	State Mass Transit Funds		

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INTRODUCTION

1. Purpose of the Unified Planning Work Program

The Unified Planning Work Program (UPWP) is the annual work program for transportation and transit planning activities in the Augusta Regional Transportation Study (ARTS) area. The UPWP includes an overview of the ARTS planning process and a description of each work element for Fiscal Year 2025 (July 1, 2024 – June 30, 2025).

Work elements, tasks, activities, programs, and projects are categorized into the following functional areas:

- Program Administration
- Public Involvement
- Transportation Data Collection and Analysis
- Transportation System Planning
- Public Transit and Paratransit
- Performance-Based Planning
- Transportation Improvement Program (TIP)

Special emphasis is placed on the following areas:

- Performance-based planning
- Update project prioritization tool(s)
- Stakeholder involvement in freight, safety, and security coordination
- Developing a regional transportation system database for monitoring and updating socioeconomic and land use data and the annual demographic and growth trends report.
- Updating the Geographic Information System (GIS) mapping database
- Corridor/area planning
- Developing a framework to identify needs and coordinate stakeholders relative to coordinated human services transportation
- Enhance public transit planning for fixed-route bus, paratransit, and demand response services and enhance mobility for seniors and persons with disabilities
- Implementing local and regional air quality initiatives
- Strengthening the public involvement process
- Other special studies

2. ARTS Metropolitan Planning Organization Overview

ARTS is a Metropolitan Planning Organization (MPO) established for urbanized areas in Columbia County, GA, Aiken and Edgefield County, SC, and all of Augusta-Richmond County, GA. The Federal-Aid Highway Act of 1962 established the requirement for transportation planning in urban areas throughout the country. Fixing America's Surface Transportation Act (FAST Act) passed on December 4, 2015, (Pub. L. No. 114-94) reauthorizing federal-aid funding and regulations for the metropolitan transportation planning process.

The FAST Act streamlines the federal surface transportation project delivery process. Its strengths include performance-based planning, intermodal and freight movement, and multimodal transportation planning, and addresses challenges facing the transportation system. The FAST Act also makes provisions for improving safety, maintaining infrastructure conditions, reducing traffic congestion, improving the efficiency of the system, protecting the environment, and reducing delays in project delivery. Project delivery focuses on four general categories to achieve streamlining:

- Adding new flexibilities to increase efficiencies
- Refining existing authorities
- Adding new tools to accelerate project delivery
- Building on existing activities of the Federal Highways Administration (FHWA) that accelerate project delivery

The FAST Act requires that the planning process considers projects/strategies to improve the resilience and reliability of the transportation system, storm-water mitigation, and enhance travel and tourism. This UPWP has been developed per the FAST Act regulations and guidelines.

The most recent federal transportation laws affecting ARTS are the Moving Ahead for Progress in the 21st Century Act (MAP-21), enacted on July 6, 2012, the Fixing America's Surface Transportation Act (FAST Act), enacted on December 4, 2015, and the Infrastructure Investment and Jobs Act (IIJA), aka the Bipartisan Infrastructure Law (BIL), enacted on November 12, 2021.

In keeping with the original federal mandate, the ARTS metropolitan transportation planning process is cooperative, continuous, and comprehensive (3C). The ARTS MPO planning process is "cooperative" because it brings together locally elected officials, state and federal transportation personnel, citizens, and other interested parties to plan and program transportation projects. ARTS participants "continuously" evaluate transportation needs and plan for long-term improvements. The ARTS process is "comprehensive" because it considers all modes of transportation, including cars, trucks, buses, airplanes, railroads, public transit, bicycles, and pedestrians.

The ARTS Metropolitan Planning Area (MPA) includes the urbanized area of Augusta-Richmond County, Georgia, Columbia County, Georgia, Aiken County, South Carolina and Edgefield County, South Carolina Metropolitan Statistical Area (MSA), as defined by the U. S. Bureau of Census, and the area expected to be urbanized over the next twenty years. The study area includes Richmond County and the urbanized area of Columbia County in Georgia; the Fort Eisenhower Military Base; and the urbanized area of Aiken and Edgefield Counties in South Carolina. Incorporated places within the study area include four (4) cities in Georgia: Augusta, Hephzibah, Blythe, and Grovetown; and four (4) cities in South Carolina: Aiken, North Augusta, Burnetown, and New Ellenton. The study area boundaries reflecting regional growth based on the 2010-2020 Decennial Census were modified and adopted by the Policy Committee on July 20, 2023 (Figure 2).

3. ARTS MPO Organizational Structure

The ARTS MPO consists of several committees that review and approve all amendments to the TIP/Metropolitan Transportation Plan (MTP), technical documents, and special studies. The current structure of committee meetings is bi-monthly, with each committee meeting two to three weeks before the subsequent committee. The role of each committee is described below and schematically presented in Figure 1.

Technical Coordinating Committee (TCC) – comprised of planners and engineers from the two states, the local governments in the study area, and two regional planning agencies. The final draft and detailed information on a project are presented to the committee for recommended approval by the Policy Committee. The composition of the TCC can be found in Appendix Section C.

Citizens Advisory Committee (CAC) – made up of citizens representing the jurisdictions and communities in the study area. The CAC provides local knowledge and citizen input on the projects and makes recommendations to the Policy Committee. The composition of the CAC can be found in Appendix Section C.

South Carolina Technical Coordinating Committee – the subcommittee for the South Carolina portion of the ARTS area is made up of planners and engineers from the South Carolina Department of Transportation (SCDOT) and local governments. The final draft and detailed information on a project are presented to the committee for recommended approval to the other ARTS MPO committees and the South Carolina Policy Subcommittee.

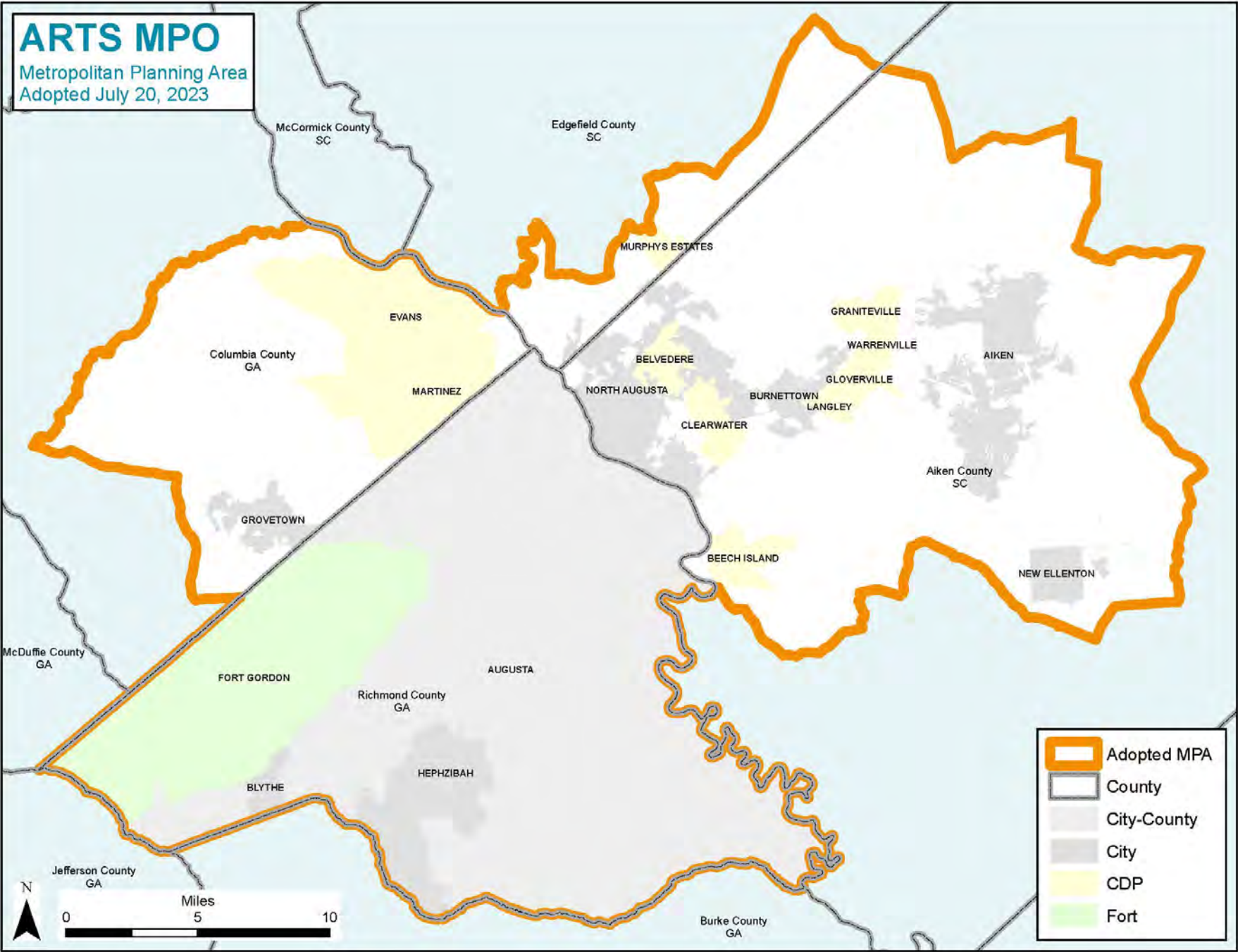
South Carolina Policy Subcommittee – includes local elected and appointed officials from the South Carolina portion of the ARTS area. The committee evaluates and endorses projects for inclusion in the TIP and MTP.

Policy Committee (PC) – voting members include elected officials from each local government in the study area, representatives from the Georgia and South Carolina Departments of Transportation, the Fort Eisenhower Garrison Commander, and representatives of providers of public transportation. The Policy Committee is responsible for making the final decision on ARTS planning and programming issues, including amendments to the MTP and TIP. The composition of the PC can be found in Appendix Section C.

Figure 1: ARTS MPO Committees



Figure 2: ARTS MPO Planning Area



4. Federal Planning Factors

The FAST Act emphasizes performance-based planning as an integral component of the metropolitan planning process. Enabling this process, national planning factors were established as follows:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve transportation system resiliency and reliability, reduce (or mitigate) the stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

5. 2025 Planning Emphasis Areas:

Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future – Work Element

4.4

Federal Highway Administration (FHWA) divisions and Federal Transit Administration (FTA) regional offices should work with State departments of transportation (State DOT), metropolitan planning organizations (MPO), and providers of public transportation to ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. Field offices should encourage State DOTs and MPOs to use the transportation planning process to accelerate the transition toward electric and other alternative-fueled vehicles, plan for a sustainable infrastructure system that works for all users, and undertake actions to prepare for and adapt to the impacts of climate change. Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, shift to lower emission modes of transportation; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions. We encourage you to visit FHWA's Sustainable Transportation or FTA's Transit and Sustainability Webpages for more information.

(See [EO 14008](#) on "Tackling the Climate Crisis at Home and Abroad," [EO 13990](#) on "Protecting Public Health and the Environment and Restoring Science to Tackle the Climate Crisis," [EO 14030](#) on "Climate-Related Financial Risk," See also [FHWA Order 5520](#) "Transportation System Preparedness and Resilience to Extreme Weather Events," FTA's "[Hazard Mitigation Cost Effectiveness Tool](#)," FTA's "[Emergency Relief Manual](#)," and "[TCRP Document 70: Improving the Resilience of Transit Systems Threatened by Natural Disasters](#)")

Equity and Justice in Transportation Planning - Work Element 3.4

FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to advance racial equity and support for underserved and disadvantaged communities. This will help ensure public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that: (1)

improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

[Executive Order 13985](#) (*Advancing Racial Equity and Support for Underserved Communities*) defines the term “equity” as the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. The term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.” In addition, [Executive Order 14008](#) and [M-21-28](#) provide a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities. FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to review current and new metropolitan transportation plans to advance Federal investments in disadvantaged communities.

To accomplish both initiatives, our joint planning processes should support State and MPO goals for economic opportunity in disadvantaged communities that have been historically marginalized and overburdened by pollution and underinvestment in housing, transportation, water and wastewater infrastructure, recreation, and health care.

Complete Streets - Work Element 4.6

FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users. This effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles.

A complete street is safe, and feels safe, for everyone using the street. FHWA and FTA seek to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network.

Per the National Highway Traffic Safety Administration’s 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles.

To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations.

A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility

located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.

Public Involvement - Work Element 2.1

Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. FHWA Division and FTA regional offices should encourage MPOs, State DOTs, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decision-making processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects. Increasing participation earlier in the process can reduce project delays and lower staff time and costs. More information on VPI is available [here](#).

Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination - Work Element 7.1

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. According to the Declaration of Policy in 23 U.S.C. 101(b)(1), it is in the national interest to accelerate construction of the Federal-aid highway system, including the Dwight D. Eisenhower National System of Interstate and Defense Highways, because many of the highways (or portions of the highways) are inadequate to meet the needs of national and civil defense. The DOD's facilities include military bases, ports, and depots. The road networks that provide access and connections to these facilities are essential to national security. The [64,200-mile STRAHNET system](#) consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment in times of peace and war. It includes the entire 48,482 miles of the Dwight D. Eisenhower National System of Interstate and Defense Highways and 14,000 miles of other non-interstate public highways on the National Highway System. The STRAHNET also contains approximately 1,800 miles of connector routes linking more than 200 military installations and ports to the primary highway system. The DOD's facilities are also often major employers in a region, generating substantial volumes of commuter and freight traffic on the transportation network and around entry points to the military facilities. Stakeholders are encouraged to review the STRAHNET maps and recent Power Project Platform (PPP) [studies](#). These can be a useful resource in the State and MPO areas covered by these route analyses.

Federal Land Management Agency (FLMA) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies should focus on the integration of their transportation planning activities and develop cross-cutting State and MPO long-range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support the access and transportation needs of FLMAs before transportation projects are programmed in the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP). Each State must consider the concerns of FLMAs that have jurisdiction over land within the boundaries of the State (23 CFR 450.208(a)(3)). MPOs must appropriately involve FLMAs in the development of the metropolitan transportation plan and the TIP (23 CFR 450.316(d)). Additionally, the Tribal Transportation Program,

Federal Lands Transportation Program, and the Federal Lands Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).

Planning and Environment Linkages (PEL)

FHWA Division and FTA regional offices should encourage State DOTs, MPOs, and Public Transportation Agencies to implement PEL as part of the transportation planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources. More information on PEL is available [here](#).

Data in Transportation Planning

To address the emerging topic areas of data sharing, needs, and analytics, the FHWA Division and FTA regional offices should encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision making at the State, MPO, regional, and local levels for all parties.

6. MPO Planning Factors

Item 4.

MPO Planning Factors are presented in the following table. The tasks contained in this UPWP aim to incorporate the national planning framework as follows:

FY 2025 UPWP Work Elements		Planning Factors									
		Economic Vitality	Safety	Security	Accessibility/Mobility	Enhance/Protect Environment	Integration/Connectivity	Management and Operation	Preservation	Resiliency/Reliability/ Mitigation	Enhance Travel and Tourism
Administration											
	1.1 Program Coordination	✓			✓	✓	✓	✓	✓		
	1.2 Training & Employee Education	✓				✓					
	1.3 Unified Planning Work Program					✓	✓	✓		✓	
Public Involvement											
	2.1 Community Outreach/Education	✓	✓	✓	✓	✓					
Transportation Data Collection & Analysis											
	3.1 Socioeconomic Data / Environmental Justice							✓	✓		
	3.2 Land Use Monitoring		✓	✓		✓		✓	✓	✓	
	3.3 Transportation Surveys, Model & Analysis		✓	✓		✓		✓	✓	✓	
	3.4 Environmental Justice/Title VI			✓	✓	✓		✓			
	3.5 GIS Development & Applications							✓			
Transportation System Planning											
	4.1 Long Range Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	4.2 Congestion Management		✓	✓	✓		✓			✓	✓
	4.3 Intermodal Planning	✓	✓	✓	✓	✓	✓			✓	✓
	4.4 Air Quality				✓	✓			✓		
	4.5 Complete Streets	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Public Transit/Paratransit											
	8.1 Program Support and Administration	✓				✓		✓	✓	✓	
	8.2 Long-Range Transportation Planning (System Level)	✓				✓		✓	✓	✓	
	8.3 Short-Range Transportation Planning	✓				✓		✓	✓	✓	
	8.4 Transportation Improvement Plan	✓				✓		✓	✓	✓	
Performance-Based Planning											
	6.1 Performance-Based Planning	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Transportation Improvement Program											
	7.1 Transportation Improvement Program						✓	✓	✓		

7. 2050 Metropolitan Transportation Plan (MTP) Goals and Objectives

The table below shows the ARTS Future Mobility 2050 MTP goals, objectives, and planning emphasis areas to address regional transportation issues/priorities.

2050 MTP GOALS AND OBJECTIVES	PLANNING EMPHASIS AREAS
<p>1. Reduce Traffic Congestion and Delay - Promote strategies to reduce traffic congestion and delay.</p>	<ul style="list-style-type: none"> • Maximize existing transportation facilities through active management and integrated systems in real time. • Implement projects that improve street network connectivity to provide alternative routes and increase system redundancy. • Continue to implement and promote strategies and policies such as Transportation Demand Management (TDM), public transit, and alternative transportation modes to reduce demand for single-occupant motor vehicle travel. • Support regional connectivity and ridesharing through investment in intercity bus service, intercity bus facilities, and commuter vanpools.
<p>2. Mobility, Accessibility & Connectivity - Promote strategies that improve mobility, accessibility, and connectivity for all users of the transportation network including public transit and non-motorized modes.</p>	<ul style="list-style-type: none"> • Prioritize transportation improvements that support access to the urban core. • Increase access, expand, and improve the reliability of public transportation. • Promote investment in infrastructure for non-motorized modes such as bicycles and pedestrians.
<p>3. Safety & Security - Improve traffic safety and improve the security of transportation systems.</p>	<ul style="list-style-type: none"> • Reduce the number and severity of crashes, injuries, and fatalities across all modes by coordinating safety improvements with planning initiatives. • Reduce the vulnerability of existing transportation infrastructure to natural disasters by supporting the development of regional preparedness plans. • Continue to educate all users of the transportation network on safety and sharing the road.
<p>4. Maintenance and System Preservation - Maintain and preserve the existing transportation system to provide safe and reliable movement of persons and goods/freight.</p>	<ul style="list-style-type: none"> • Adequately fund routine maintenance and rehabilitation of roadways, pavement, and bridges. • Provide viable public transportation options to meet daily travel needs. • Monitor and manage transportation assets to prioritize improvements.

<p>5. Economic Vitality - Enhance the economic vitality of the region and promote job opportunities.</p>	<ul style="list-style-type: none"> • Provide transportation linkages to employment, business, retail activity, and other activity centers. • Address the needs of the local freight industry and the intermodal movement of goods via rail and truck. • Promote investments in transportation facilities that provide access to tourist destinations. • Enhance the visual appeal of transportation facilities.
<p>6. Environmental Stewardship - Enhance the social and environmental fabric of the region.</p>	<ul style="list-style-type: none"> • Minimize disruption or displacement of residential or commercial areas from restructured or new transportation facilities. • Minimize impact on environmental resources, wetlands, wildlife, historic properties, and water quality. • Reduce mobile emissions and meet air quality standards with projects including managed lanes, operational projects, transit, and non-motorized vehicles such as bicycles, and pedestrians. • Serve Environmental Justice populations through direct benefits or access to the project. • Reduce or mitigate the stormwater impacts of surface transportation.
<p>7. Land Use & Transportation Integration - Promote efficient land use and development patterns that improve safety and economic vitality to meet existing and future multimodal transportation needs.</p>	<ul style="list-style-type: none"> • Provide transportation services that conform with regional and local land use plans. • Control access to conservation or preservation areas to discourage development. • Promote redevelopment of the urban fringe through improved accessibility. • Promote the concentration of future employment and other activity centers along existing and planned major travel corridors. • Preserve and enhance the natural and built environments through context-sensitive solutions that exercise flexibility and creativity to shape effective transportation solutions. • Protect adequate rights-of-way in newly developing and redeveloping areas for pedestrian, bicycle, transit, and roadway facilities.
<p>8. Financial Feasibility - Develop a financially and politically feasible plan and gain broad support by increasing the safety and security of the transportation system for all users.</p>	<ul style="list-style-type: none"> • Prioritize projects with high project readiness and available funding.
<p>9. Effective Engagement and Coordination - Promote effective public and stakeholder engagement and coordinate strategies throughout the planning process.</p>	<ul style="list-style-type: none"> • Foster coordination with local, state, and federal partners to implement community priorities. • In partnership with local communities, equitably and strategically focus resources in areas of need and importance.

8. Transportation Planning Priorities

The 2050 MTP identified specific priorities for the regional transportation priorities. These priorities were identified through Travel Behavior Surveys conducted during the planning process and reflect the plan's goals and FHWA Planning Emphasis Areas. As a result, the following priorities are important to improving the ARTS planning area's transportation system and relate to the 2050 MTP Goals and FHWA Planning Emphasis Areas:

2055 Metropolitan Transportation Plan (MTP) – the 2050 MTP update was completed in September 2020. The staff made the necessary updates in response to changing transportation needs and priorities and conform to the transportation planning regulations. The consultant (WSP USA Inc.) completed the update and its various components, including the Freight Plan update, the Bicycle and Pedestrian Plan update, and the Project Prioritization and Performance-Based Planning Measures as required by the FAST Act. ARTS staff will begin taking steps to complete the 2055 MTP. The 2055 MTP development process and the content will prioritize equity, economy, climate change/resiliency, and COVID-19 relief efforts.

Corridor Planning - The purpose of corridor planning is to analyze traffic and travel conditions along major transportation corridors and sub-areas and develop impact and land use patterns on existing and future transportation systems. It also determines the potential growth, traffic flow, safety, multimodal mobility, and transportation infrastructure needs for short- and long-term improvements. The important study themes are to reduce/mitigate congestion, improve traffic flow, and traffic safety; increase mobility during peak travel times; optimize the relationship between land use and transportation; access management; complete streets; enhance multimodal systems and connectivity; evaluate existing and future travel; and analyze the need and location for intersection improvements.

Public Transportation – The MPO and local transit providers are challenged to increase the use of public transportation in an era with land use patterns that encourage strip development and urban sprawl. Furthermore, the MPO is also mandated to improve accessibility for the elderly, retirees, and veterans with limited personal budgets. Providing transportation services for the disabled and the Environmental Justice (EJ) population groups to meet the demand for medical trips and workforce development continues to be a priority through the development of a Coordinated Human Services Plan (CHSP). The ARTS transportation planning staff will continue to strive to provide access to essential services for low-income, minorities, environmental justice populations, seniors, and individuals with disabilities through better utilization of Federal Transit Administration (FTA) Section 5310 funds to support mobility management and enhance transit service provided by the Lower Savannah Council of Governments (LSCOG). The continued use of paratransit services within the 0.75-mile buffer along fixed routes will be expanded by the new GIS address database. Both programs support regional transit improvements and the regional model of cooperation.

During FY 2024, ARTS staff continued ongoing FTA grant administration for Section 5310, provided technical support to the Transit Citizens Advisory Committee (TCAC), and assisted Augusta Transit (AT) with developing an implementation strategy for transit service improvements identified in the Comprehensive Operations Analysis (COA) Report completed in 2018. Other ongoing tasks related to public transit include transit asset management and the monitoring of transit ridership and service operation data to develop performance measures and target settings. ARTS will also work with AT, LSCOG Central Savannah River Area – Agency on Aging, and other social service agencies to address transit issues for the elderly and persons with disabilities through the implementation of the CHSP.

Performance-Based Planning – The integration of performance management concepts into the existing federally-required transportation planning and programming processes involves using data to support *long-range* and *short-range* investment decision-making. For the FHWA, the FAST Act¹ establishes the following National Performance Goals for

¹ <https://www.fhwa.dot.gov/fastact/legislation.cfm>

Federal highway programs: safety, infrastructure condition, congestion reduction, system reliability, freight movement, economic vitality, environmental sustainability, and reducing project delivery delays.

In the ARTS MPO, the Safety Performance measures provided by the Georgia Department of Transportation (GDOT) and SCDOT will be adopted by the MPO every year by the end of February. Additionally, the ARTS MPO worked with GDOT, SCDOT, FHWA, and FTA on the further development of future performance measures for roads and bridges, highway asset management, system performance, and MPO coordination. The Performance-Based Planning and Programming (PBPP) measures will be included in the 2050 MTP and the TIP updates as more information on the performance measures is received from GDOT and SCDOT.

Coordinating Land Use and Transportation – Coordinating land use and transportation improvements is an important task, given expected regional development patterns. In FY 2025, ARTS continued to collect certificates of occupancy for residential and commercial developments to track land development and update the GIS spatial analysis and maps. ARTS will continue these tasks and work with Aiken County, Edgefield County, and Columbia County, and the MPO cities to improve data collection, analysis, and reporting. This data analysis is part of the Regional Transportation System GIS Database. ARTS will continue efforts to develop an annual growth trend report to support socioeconomic demographic data updates for travel modeling.

In FY 2025, the MPO will work closely with local planning and development organizations to monitor updates to land use plans; review site plans for regional models for existing or future traffic generators; utilize area zoning maps to update the existing regional land use map; develop a future regional land use map and spatial analysis; develop and promote best land-use practices that support sustainable development; and reduce transportation impacts and enhance land use and transportation integration near employment/retail/commercial activity nodes along regional transportation corridors.

ARTS will identify feasible redevelopment alternatives to strip development that enhance opportunities for redevelopment along regional corridors and other highway improvements included in the TIP. Coordinating land use and transportation is an important component of the MTP since it provides an opportunity to analyze the effects of growth, develop policy responses to regional issues, and determine the demand for public facilities. Additionally, coordinated land use and transportation enables local, regional, and federal agencies to address access management, right-of-way concerns, utilities, and stormwater issues using common expectations about future growth and development.

Intermodal Connections and Safety – Due to the presence of at-grade railroad crossings on roads throughout the ARTS planning area, there are many opportunities for conflicts between trains, vehicles, and alternative modes of transportation. Cooperation between the railroads, transportation agencies, and local governments is pertinent in resolving this long-term problem and improving traffic safety. ARTS staff will continue to work with the Citizens Advisory Committee (CAC), Technical Coordinating Committee (TCC), Policy Committee (PC), and Chambers of Commerce to identify key stakeholders from railroad companies, trucking, other freight interest groups, and large industries to encourage participation and integration in the metropolitan planning process.

9. Fiscal Year 2024 - Highlights and Accomplishments

- Commenced preparation of FY 2025 UPWP
- Commenced preparation of 2055 MTP UPWP
- Commenced preparation of Regional Freight Plan Update
- Executed 2050 MTP – Amendments, Transit Capital Program of Projects (POP), updated Performance Measures to align with 2050 Transportation Goals and Congestion Management System (CMS)
- FY 2024-2033 Transportation Improvement Program Adoption
- Established Performance-Based Planning – Safety and Public Transit Performance Measures
- Updated Title VI FHWA Monitoring report & Title VI FTA Monitoring report
- Awarded GDOT FY 2024 Planning Grant

- Submitted GDOT FTA 5303 Planning Grant application for FY 2025
- Submitted FTA 5310 grant application & administrative and grant management
- Completed Regional Transportation System Database – socioeconomic data and traffic/travel data, and Growth Trends Report
- Updated Online Interactive Public Forum – ARTS TIP/MTP Interactive Transportation Projects
- Completed the ARTS Traffic Safety Improvement Report – semi-annual update
- Updated the list of Administrative Modifications in TIP and MTP
- Completed FY 2025 Annual Obligated Projects
- Completed the 2022 Bike and Pedestrian Plan Update
- Completed the Envision Augusta Comprehensive Plan 5 Year - Update
- ARTS MPO Transit Feasibility Study and Implementation Action Plan report
- ARTS MPO Environmental Protection Agency (EPA) Path Forward report

10. Other Planning Studies Underway or Recently Completed

ONGOING AND FUTURE PLANNING STUDIES FOR THE ARTS AREA		
NAME	DESCRIPTION	DATE COMPLETED/ADOPTED
Regional Freight Plan Update	The ARTS MPO solicited Metro Analytics, Inc. to develop the Augusta Regional Freight Profile. The update will reassess the existing freight plan (2008 Augusta Regional Freight Profile) as well as address the current and future freight volumes, bottlenecks, and potential solutions.	Work started in FY 2024 and will end in FY 2025; expected to be completed on or before November 2024.
Special Studies – 2055 Metropolitan Transportation Plan update	The ARTS MPO will solicit consultants to develop the 2055 MTP. MPO staff will update SE data for the regional travel model; and procure consultants.	Work will be performed in FY 2024 and 2025; expected to be completed on or before September 2025
Special Studies – Congestion Management Process Update	Augusta Planning and Development Department (APDD) will solicit consultants to update the CMP, conduct the CMP Monitoring Report, and develop a Project Prioritization Process.	The project will begin in FY 2024 expected to be completed in January 2026

WORK ELEMENT 1 – ADMINISTRATION

TASK 1.1 - Program Coordination

Purpose: Complete all the basic activities needed to coordinate the work of ARTS participants and ensure compliance with all federal and state requirements.

Previous Work

1. Coordinated work among study participants, governments, and citizens; including agenda items for ARTS South Carolina Policy Subcommittee.
2. Updated and monitored staff work program for APDD to reflect UPWP tasks.
3. Organized ARTS Committee agenda and meetings.
4. Prepared minutes for the CAC, TCC, and PC meetings held bi-monthly.
5. Approved meeting minutes from previous meetings and approval during each meeting.
6. Updated the TCC, CAC, and PC bylaws and membership lists.
7. Updated the meeting calendar, current TIP, and UPWP.
8. Created and disseminated newsletters for existing and new committee members.
9. Prepared and submitted progress reports with quarterly requisitions and a year-end progress report for reimbursement.

FY 2025 Work Activities and Schedule: Activities under this work element include, but are not limited to the following:

ACTIVITY	EXPECTED COMPLETION DATE
1. Coordinate work among study participants, governments, and citizens.	<p>Monthly & Quarterly FY 2025</p> <p>Quarterly reports are due on the 15th day following the last day of the month.</p>
2. Monitor the work program schedule.	
3. Provide progress reports to all ARTS committees.	
4. Organize ARTS Committee meetings and prepare minutes of those meetings.	
5. Update the ARTS Policy and Procedures Manual and ARTS committees' membership list.	
6. Travel to meetings with ARTS participants, as well as other transportation-related meetings or conferences.	
7. Amend the transportation planning process in response to changes in federal laws and regulations.	
8. Submit progress reports with quarterly requisitions and a year-end progress report with the final requisition.	
9. Implement a Continuity of Operations Plan (COOP) for ARTS and identify gaps and areas needing improvements to ensure continuous operations in the event of a catastrophe.	Schedule TBD to coincide with County Emergency Management Agency (EMA) training or drills
10. 2024 Financial SEFA Report (Grant Reconciliation)	February 28, 2025
11. Finalize ARTS Memorandum of Understanding	July 2024 – September 2025
12. 2024 TMA Certification Review Desk Audit	July 2024 – October 2024

Work Schedule: July 1, 2024 - June 30, 2025

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	TOTALS
	\$48,000.00	\$12,000.00	\$60,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTALS
FHWA (SC PL)	\$6,000.00	\$45,000.00	\$51,000.00
ACPDD (SC PL Match)	\$1,500.00	\$11,250.00	\$12,750.00
TOTAL	\$7,500.00	\$56,250.00	\$63,750.00

TASK 1.2 - Training & Employee Education

Purpose: Expand the working knowledge of transportation planning methods, tools, techniques, and procedures of the staff members involved in ARTS activities.

Previous Work

- Staff participated in conferences and work sessions sponsored by the Georgia Chapter of the American Planning Association (GAPA), the Georgia Association of Metropolitan Planning Organizations (GAMPO) Conference, the Association of Metropolitan Planning Organizations (AMPO), the Georgia Transit Administration Annual and Fall Conferences, and the American Planning Association (APA) Conference.
- Staff also attended workshops and stakeholder meetings sponsored by FHWA, GDOT, SCDOT, FTA, and the bi-annual GAMPO conferences.

FY 2025 Work Activities and Schedule

- Attend transportation planning-related webinars, seminars, conferences, and meetings as opportunities arise.
- Participate in educational opportunities related to topics covered by other work elements in the UPWP. Examples include GDOT training classes, the annual GAMPO conference and work session, FHWA workshops and National Transit Institute (NTI) training courses, the annual South Carolina MPO/Council of Governments (COG) conference, the annual American Planning Association (APA) Conference – SC Chapter, the Annual Training Conference sponsored by TASC and mandatory continued education for planning staff as required by the South Carolina State Legislature.

ACTIVITY	EXPECTED COMPLETION DATE
1. 2025 Georgia Chapter of APA Fall Conference	Sept/Oct 2024
2. 2025 APA National Conference	April 2025
3. South Carolina American Planning Association Conference	Spring 2025
4. Georgia Association of MPOs Business Meetings and Annual Conference	September 2024/ March 2025
5. Association of Metropolitan Planning Organizations (AMPO) Conference	September 2024
6. Meetings/Workshops with GDOT, SCDOT, and FHWA	On-Going
7. In-house MPO staff training (NHI Courses, ESRI, etc.)	On-Going

Work Schedule: July 1, 2024 - June 30, 2025

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	TOTALS
	\$44,000.00	\$11,000.00	\$55,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTAL
FHWA (SC PL)	\$0.00	\$6,000.00	\$6,000.00
ACPDD (SC PL Match)	\$0.00	\$1,500.00	\$1,500.00
TOTAL	\$0.00	\$7,500.00	\$7,500.00

TASK 1.3 - Unified Planning Work Program

Purpose: The Unified Planning Work Program (UPWP) defines all ARTS planning activities undertaken in any fiscal year. The UPWP identifies the various agencies that will perform each activity and determines sources of funding for study activities. This document is prepared in conformance with Federal regulations.

Activities involved in preparing the UPWP include a review of planning issues; the development of goals and objectives to address those issues; and the development of planning programs that coincide with the stated goals and objectives. The planning programs must be assigned to the proper study participants and funding must be secured.

Previous Work

1. FY 2025 UPWP was approved on March 21, 2024 (tentatively).
2. Tracked and documented UPWP work activities, budget, and expenses to produce quarterly reimbursement reports and performance reports.

FY 2025 Work Activities and Schedule: The following activities will be undertaken by the Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), and Lower Savannah Council of Governments (LSCOG) in developing the UPWP:

ACTIVITIES	EXPECTED COMPLETION DATE
1. Modifications and amendments to the FY 2025 UPWP	As Needed
2. Start Draft of FY 2026 UPWP	September 2024
3. Complete Draft of FY 2026 UPWP	November 2024
4. Submit the draft to Federal, State, and Local agencies for comments	November 2024
5. Incorporate comments from reviewing agencies & other stakeholders	January 2025
6. E-mail revised Draft FY 2026 UPWP to state and federal agencies	January 2025
7. E-mail revised Draft FY 2026 UPWP to CAC/TCC/PC	January 2025
8. CAC /TCC endorses Final FY 2026 UPWP	March 2025
9. PC endorses Final FY 2026 UPWP	March 2025
10. Complete Resolution of Final FY 2026 UPWP	March 2025
11. Endorsement by GDOT	March 2025

ACTIVITIES	EXPECTED COMPLETION DATE
12. Endorsement by FHWA/FTA	April 2025
13. E-Mail Final FY 2026 UPWP to state and federal agencies	April 2025

Work Schedule: July 1, 2024 - June 30, 2025

Product(s): FY 2026 ARTS Unified Planning Work Program (UPWP)

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	TOTALS
	\$24,000.00	\$6,000.00	\$30,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTALS
FHWA (SC PL)	\$800.00	\$2,000.00	\$2,800.00
ACPDD (SC PL Match)	\$200.00	\$500.00	\$700.00
TOTAL	\$1,000.00	\$2,500.00	\$3,500.00

WORK ELEMENT 2 – PUBLIC INVOLVEMENT

TASK 2.1 - Community Outreach/Education

Purpose: Provide information to ARTS participants and the public about the transportation planning process; respond to requests for information from the public; and foster valuable public input into all transportation plans, programs, and projects.

Public involvement is an integral part of the success of the regional transportation planning process. The ARTS Public Participation Plan was adopted by the Policy Committee on June 4, 2007, and amended on September 6, 2012, December 7, 2017, and July 22, 2021. The Plan guides community outreach, education, and public input into the regional transportation planning process. It also includes the steps to be taken to consult with other interested parties that have a stake in the transportation planning process. A variety of outreach and educational techniques are employed to obtain public input including, but not limited to, publicizing proposed changes to ARTS documents through multiple media platforms.

Previous Work

1. Distributed ARTS meeting agendas to stakeholders and all area media outlets.
2. Responded to requests for information/interviews from media outlets (print, TV, and radio).
3. Provided regular feedback to CAC on issues and concerns
4. Provided opportunities for public involvement for reviews and comments on amendments to the TIP and MTP per the procedures in the ARTS Public Participation Plan.
5. Published and distributed the ARTS newsletter.
6. Distributed ARTS information at other public meetings.
7. Updated the MPO website regularly with information on ARTS meetings, plans, and special studies.
8. Provided technical support to the TCAC of Augusta Transit.
9. Evaluated the effectiveness of existing public involvement techniques.
10. Responded to requests for information from the public and other stakeholders.
11. Completed four (4) public meetings for the FY 2024-2033 TIP.

FY 2025 Work Activities and Schedule: During this program year, the MPO staff will implement the strategies in the ARTS Participation Plan. Anticipated public outreach opportunities include the following:

ACTIVITIES	EXPECTED COMPLETION DATE
1. Public comment periods for amendments and the annual update of the TIP. Prepare meeting summaries and respond to public questions.	As Needed
2. ARTS Newsletter publication and dissemination.	Bi-Annually
3. Placement of ARTS MPO documents in local libraries in the study area as reference periodicals.	On-Going
4. Prepare public notices, flyers, press releases, and posters for public review /comment periods. Web site updates – Public meeting materials and Online Interactive Public Forum – ARTS TIP/MTP Interactive Transportation Projects.	As Needed

Work Schedule: July 1, 2024 - June 30, 2025

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	TOTALS
	\$28,000.00	\$7,000.00	\$35,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTALS
FHWA (SC PL)	\$2,000.00	\$5,000.00	\$7,000.00
ACPDD (SC PL Match)	\$500.00	\$1,250.00	\$1,750.00
TOTAL	\$2,500.00	\$6,250.00	\$8,750.00

WORK ELEMENT 3 – TRANSPORTATION DATA COLLECTION AND ANALYSIS

TASK 3.1 - Socioeconomic Data/Environmental Justice

Purpose: Maintain a comprehensive, current socioeconomic database for the transportation planning process. Activities under this work element will focus on maintaining and updating the socioeconomic data needed for the ARTS travel demand model and the provision of essential services to all under-served populations.

The socioeconomic characteristics used in the ARTS travel demand model will be updated and major land-use data will be analyzed to track changes to Traffic Analysis Zone (TAZ) centroids. Environmental Justice (EJ) data is used to assess the impact of transportation projects on all under-served populations. The basic socioeconomic data is aggregated at the traffic zone level. EJ data will be aggregated at the census tract level. The MPO, with assistance from Columbia County, Georgia, will continue to maintain the data for the Georgia portion of the study area. Aiken County and the LSCOG, with assistance from ARTS staff, will maintain the data for the South Carolina portion of the ARTS area. GDOT will continue to maintain the ARTS travel demand model.

Previous Work

1. Requested and compiled annual socioeconomic data estimates, at the county and pertinent city level.
2. Initiated developing a regional GIS database of available data resources for transportation planning.
3. Collected new business licenses, construction permits, and school enrollment data to track employment and retail/commercial and non-retail traffic generators.

FY 2025 Work Activities and Schedule: Activities under this work element focus on the socioeconomic data used and entered into the ARTS travel demand model.

ACTIVITIES	EXPECTED COMPLETION DATE
1. Estimate the updated population and housing based on building permit data. Specific dates are July 1st and January 1st.	On-Going
2. Collect educational institution (i.e., school, college, etc.,) enrollment and employment figures and allocate them to TAZs.	March 2025
3. Collect the latest employment estimates and allocate them to TAZs based on known/observed trends.	April 2025
4. Compile the latest Median Household Income Level estimates at the TAZ level.	April 2025
5. Assess the impact of transportation projects on all under-served populations.	As Needed
6. Update, implement, and monitor the EJ Plan through GIS data analysis and conduct the benefits/burden analysis relative to transportation improvement projects and capital public transit projects implemented within the MPO area.	April 2025
7. Produce ARTS MPO Annual Growth Trends Report	April 2025

Work Schedule: July 1, 2024 - June 30, 2025

Product(s):

1. Annual Population and Land Development Growth Trends Report.
2. Updated Socioeconomic demographic data by TAZ for 2055 MTP Update

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	TOTALS
	\$24,000.00	\$6,000.00	\$30,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTALS
FHWA (SC PL)	\$1,200.00	\$2,400.00	\$3,600.00
ACPDD (SC PL Match)	\$300.00	\$600.00	\$900.00
TOTAL	\$1,500.00	\$3,000.00	\$4,500.00

TASK 3.2 - Land Use Monitoring

Purpose: Maintain a current land use database for transportation planning processes. The land use information is useful in the annual update of socioeconomic estimates for the study areas.

Planning Factors

1. Increase the safety of the transportation system for motorized and non-motorized users;
2. Increase the security of the transportation system for motorized and non-motorized users;
3. Protect and enhance the environment; promote energy conservation; improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
4. Promote efficient system management and operation;
5. Emphasize the preservation of the existing transportation system; and,
6. Improve transportation system resiliency and reliability; reducing (or mitigating) the stormwater impacts of surface transportation.

Previous Work

1. Tracked changes in land use based on the review of subdivision plans, site plans, zoning cases, and building permit activity.
2. Updated socioeconomic data estimates.
3. Continued to compile and update a spatial data analysis for changes in current land use (rezoning), and certificates of occupancy for residential and commercial development.

FY 2025 Work Activities and Schedule: The activity under this work element will include an inventory of present land uses and an examination of future land use trends as necessary to integrate with the transportation planning process.

ACTIVITIES	EXPECTED COMPLETION DATE
1. Updated zoning and land use GIS data collected from regional partners. Previous year data archived.	January - March, 2025

ACTIVITIES	EXPECTED COMPLETION DATE
2. Update, implement, and monitor the EJ Plan through GIS data analysis and conduct the benefits/burdens analysis relative to transportation improvement projects and capital public transit projects implemented within the MPO area.	April 2025
3. Consolidate data into a single regional land use GIS layer.	April 2025

Work Schedule: July 1, 2024 - June 30, 2025

Product(s)

1. GIS map shape files (all maintained in the transportation system database) and, the Augusta Data Enterprise.
2. 2025 Comprehensive Plan

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	TOTALS
	\$20,000.00	\$5,000.00	\$25,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTALS
FHWA (SC PL)	\$0.00	\$5,200.00	\$5,200.00
ACPDD (SC PL Match)	\$0.00	\$1,300.00	\$1,300.00
TOTAL	\$0.00	\$6,500.00	\$6,500.00

TASK 3.3 - Transportation Surveys, Models and Analysis

Purpose: To promote and encourage traffic safety throughout the ARTS area. To compile and distribute historical and current crash statistics and other data related to traffic safety to the public at large and state and local officials responsible for traffic and transportation safety.

Previous Work

1. Compiled the most current crash data for Aiken, Columbia, Edgefield, and Richmond Counties.
2. Created frequency diagrams and prepared maps for the Traffic Safety Improvement Report (TSIR)
3. Coordinated with GDOT, SCDOT, and the South Carolina Department of Public Safety (SCDPS) in collecting data for crash analysis.
4. Updated a regional GIS map of traffic crash locations.

FY 2025 Work Activities and Schedule: This work element will be integrated with MTP, Performance-Based Planning, CMP, and TIP.

ACTIVITIES	EXPECTED COMPLETION DATE
1. Data collection for TAZ and 2055 MTP	September 2024
2. Gather crash data from GDOT and SCDPS	September 2024
3. Update Traffic Crash Data Analysis Report	September 2024
4. Sort and compile data into the required format	September 2024
5. Prepare GIS maps to be used in the report	October 2024
6. Prepare a draft Traffic Crash Data Analysis Report	November 2024
7. Present results of the Traffic Crash Data Analysis Report to ARTS committees	January 2025
8. Prepare and publish the final Traffic Crash Data Analysis Report	February 2025

Work Schedule: July 1, 2024 - June 30, 2025

Product(s)

1. ARTS TSIR based on the most current available crash data.
2. Regional GIS map of traffic crash locations and intersections with annual report.

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	TOTALS
	\$28,000.00	\$7,000.00	\$35,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTALS
FHWA (SC PL)	\$400.00	\$2,400.00	\$2,800.00
ACPDD (SC PL Match)	\$100.00	\$600.00	\$700.00
TOTAL	\$500.00	\$3,000.00	\$3,500.00

TASK 3.4 - Environmental Justice / Title VI

Purpose: Identify residential, employment, and transportation patterns for access to essential services for all underserved populations, as defined under Executive Order 12898 and Title VI of the 1964 Civil Rights Act, and address those needs by increasing the partnerships with the organizations that serve them. The Title VI complaint process has been adopted by ARTS and AT. This ensures all individuals the rights and opportunities of those who wish to participate in the department's programs, are given an equal opportunity to participate and/or receive departmental services or benefits. ARTS and AT jointly updated the Title VI Program for Augusta Georgia to comply with FTA regulations and guidance of (49 CFR part 21) per Circular FTA C4702.1 B issued October 1, 2012.

Previous Work

1. Staff worked with the Augusta, GA - Office of Compliance to monitor the implementation of the Self-Evaluation and Transition Plan (SETP) relating to transportation and public transit facilities.
2. Compiled and monitored data and information for EJ Analysis.
3. Developed updates to profile and analysis of different demographic groups based on ethnicity, race, income, disability status, and age, etc.
4. Completed the Title VI Questionnaire required by GDOT

FY 2025 Work Activities and Schedule

ACTIVITIES	EXPECTED COMPLETION DATE
1. FY 2025 Post ARTS studies and reports (e.g. UPWP, TIP, CMP, updates to demographic data and GIS spatial maps) on the MPO website	December 2024 & July 2025
2. Title VI Questionnaire required by GDOT	November 2024
3. Public meeting advertisements and MPO announcements translations (Korean and Spanish).	As Needed

Work Schedule: July 1, 2024 - June 30, 2025

Product(s)

1. Title VI Questionnaire required by GDOT
2. Update Title VI Monitoring Report

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	TOTALS
	\$24,000.00	\$6,000.00	\$30,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTALS
FHWA (SC PL)	\$0.00	\$2,400.00	\$2,400.00
ACPDD (SC PL Match)	\$0.00	\$600.00	\$600.00
TOTAL	\$0.00	\$3,000.00	\$3,000.00

TASK 3.5 - GIS Development & Applications

Purpose: Continue the development and maintenance of GIS data and ARTS websites in support of transportation planning activities.

Previous Work

1. Digital and hard-copy maps were created for use in transportation planning and analysis, internal and external meetings, and reports.
2. Existing geospatial and tabular data was updated and used to support performance-based planning related to all modes of travel, congestion management, land-use and transportation data monitoring, traffic safety, bicycle and pedestrian safety, and public transit.
3. Created new geospatial and tabular data to support planning and analysis.
4. Reorganization of the ARTS geodatabase commenced which will consolidate existing geospatial and tabular data into a single database while incorporating new data into the same location.
5. Updated existing ARTS transportation project online map.
6. Met with Augusta IT-GIS staff to discuss the creation of a new ARTS website which features new interactive online maps and dashboards.
7. Enhanced GIS knowledge by utilizing courses offered by ESRI.
8. Increased knowledge of census tools and data through webinars offered by the U.S. Census Bureau.

FY 2025 Work Activities and Schedule

ACTIVITIES	EXPECTED COMPLETION DATE
1. Create maps for use in transportation planning and analysis.	On-Going
2. Continue redesign of ARTS geodatabase, which contains geospatial and tabular data necessary for mapping and analysis related to construction projects, congestion management, traffic safety, bicycle and pedestrian safety, public transit, freight, and socioeconomic studies.	On-Going
3. Update existing geospatial and tabular data as required for planning and analysis.	FY 2025
4. Create/collect new geospatial and tabular data as required for planning and analysis.	On-Going
5. Update existing geospatial and tabular data as required for planning and analysis.	On-Going
6. Update the existing ARTS transportation project online map.	As needed
7. Purchase computer equipment and software to support transportation planning functions and work tasks.	As needed
8. Update maps based on designated urbanized areas from the 2020 Census.	July 2024
9. Update maps based on the designated Metropolitan Planning Area.	July 2024

Work Schedule: July 1, 2024 - June 30, 2025

Product(s)

1. New and updated digital and hard-copy maps for use in the transportation planning process, internal and external meetings, and publications.
2. New and updated geospatial data in a redesigned geodatabase for use in transportation planning and analysis, including MTP and TIP project locations, CMP corridors, traffic safety, freight, public transit, and bicycle/pedestrian studies.
3. New and updated socioeconomic data for use in transportation planning and analysis.
4. Redesigned website with new online maps and dashboards.
5. Update the ARTS transportation project interactive online map.

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	TOTALS
	\$32,000.00	\$8,000.00	\$40,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTALS
FHWA (SC PL)	\$0.00	\$40,000.00	\$40,000.00
ACPDD (SC PL Match)	\$0.00	\$10,000.00	\$10,000.00
TOTAL	\$0.00	\$50,000.00	\$50,000.00

WORK ELEMENT 4 - TRANSPORTATION SYSTEM PLANNING

TASK 4.1 – Metropolitan Transportation Plan

Purpose: Maintain updates of the ARTS MTP per transportation planning regulations.

The work activities and products in this work element will be coordinated with Work Elements: 2.1 Community Outreach, 3.3 Transportation Surveys, Model and Analysis, 3.5 - GIS Development and Applications, 4.2 - Congestion Management Process, 4.3- Intermodal Planning, and 6.1- Performance-Based Planning.

Previous Work:

1. Updating ARTS 2050 MTP based on amendments, performance targets, financial constraint analysis, and newly identified transportation projects and programs.
2. Procured consultant began updating the 2055 MTP based on recommendations in special studies such as corridor plans, and public transit plans completed during FY 2020 through FY 2024.
3. Staff continued to develop a regional transportation system GIS database to support all transportation planning work tasks.

FY 2025 Work Activities and Schedule: Any updates and amendments to the 2050 MTP for new transportation projects and/or funding will be considered at the appropriate time during FY 2025. The completion dates in the table below represent dates presented to ARTS PC for approval or adoption.

ACTIVITIES	EXPECTED COMPLETION DATE
1. Updates and amendments to the 2050 MTP for new transportation projects, Program of Projects (POP), funding and performance measures, and targets.	As Needed
2. Update Performance Measures to align with 2050 MTP Goals and Objectives.	As Needed
3. Update the List of Amendments and Administrative Modifications to MTP.	As Needed
4. Identify stakeholders with bicycle/active transportation interests.	On-Going

2055 Metropolitan Transportation Plan Update – Consultant Services

The purpose of the MTP is to promote a safe and efficient transport system to serve future year transportation needs. To meet this objective the MTP must be the result of a continuing, cooperative, and comprehensive (3C) transportation planning process. The MTP as a comprehensive performance-based multimodal transportation plan for the ARTS area documents and assesses multimodal transportation facilities, services, financial, and policy needs for 25 years (2025 – 2055). Work activities and schedule presented below will be completed by a consultant and show activities that begin in FY 2024 and will conclude in FY 2025. The 2055 MTP is required to be adopted by September 2025.

Previous Work:

1. ARTS Committee's approval of GAMPO Application – March 2023
2. Submit Application and PC Resolution to GAMPO PL Committee – March 2023
3. March 2023 GAMPO Presentation/Award – June 2023
4. Augusta Commission Accept Grant – June 2023
5. 2055 MTP Contract routed via DocuSign – March 2024
6. Procurement process started – April 2024
7. RFQ Submission /Consultant Selection - June 2024

FY 2025 Work Activities and Schedule:

1. Augusta Commission Accept Consultant / Contract Signatures	June – August 2024
2. Consultant and MPO project management	August 2024 – September 2025

3. Task #1: Project Administration/Project Kick-Off	August 2024
4. Task #2: Public Involvement, Education, and Outreach (Part 1)	September – October 2024
5. Task #3: Data Collection and Development	September 2024 – February 2025
6. Task #4: Public Involvement, Education and Outreach (Part 2)	February – March 2025
7. Task #5: Refine Goals, Objectives, and Measures of Effectiveness/Performance Indicators	April – May 2025
8. Task #6: Year 2055 Transportation Needs Assessment/Plan	June 2025
9. Task #7: Financial Resources and Feasibility Plan	July 2025
10. Task #8: Document Preparation, Draft 2055 MTP and Final 2055 MTP	August 2025
11. TCC & CAC Review and Adopt Final 2055 MTP	September 4, 2025
12. Policy Committee Review and Adopt Final 2055 MTP	September 19, 2025
13. Consultant submits final report and contract closeout	September 27, 2025

Product(s)

- Technical Report #1: Public Participation Strategy, Process and Outcomes
- Technical Report #2: Document review of data about the ARTS multimodal transportation system
- Technical Report #3: Description of the development of goals, objectives, and measures of effectiveness/performance indicators
- Technical Report #4: Robust project prioritization tool/process
- Technical Report #5: Transportation Needs Assessment/Plan
- Technical Report #6: Financial plan which includes a fiscally constrained project list for the final preferred scenario

Work Schedule: July 1, 2024- September 30, 2025

Responsible Agencies: Augusta Planning and Development Department (APDD)

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	FHWA (GA PL) – GAMPO	APDD (GA PL Match) – GAMPO	TOTALS
	\$46,400.00	\$11,600.00	\$280,000.00	\$70,000.00	\$408,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTALS
FHWA (SC PL)	\$800.00	\$4,800.00	\$5,600.00
ACPDD (SC PL Match)	\$200.00	\$1,200.00	\$1,400.00
ACPDD (SC PL Match) – GAMPO	\$0.00	\$200,000.00	\$200,000.00
TOTAL	\$1,000.00	\$206,000.00	\$207,000.00

TASK 4.2 - Congestion Management Process

Purpose: To implement existing congestion mitigation strategies and projects identified in the 2024 CMP Update, MTP, and ARTS Travel Demand Model. This work element will be integrated with Performance-Based Planning.

CMP is an integral transportation planning task in the ARTS planning area. The purpose of the ARTS CMP is to document traffic congestion on major transportation corridors in the study area; identify and implement strategies for reducing or eliminating the congestion, and track and/or program the implementation of congestion mitigation projects. Activities under this work element will include completing the annual traffic congestion data collection and spatial analysis of travel data using the National Performance Management Research Data Set (NPMRDS) and/or HERE data.

Previous Work:

1. Coordination with ARTS partners to create the scope of services and GAMPO application for the 2024 CMP.
2. 1st round of required presentations to ARTS committees in January 2024.
3. GAMPO application submitted to GAMPO PL committee in March 2024 pending signed PC resolution.
4. GAMPO PL committee approved the CMP application on March 25, 2024 pending a signed resolution from the Policy committee.
5. 2nd round of required presentations to ARTS committees in May 2024.
6. Signed resolution submitted to GAMPO PL committee May 16, 2024.

FY 2025 Work Activities and Schedule: The MPO will solicit professional consultant(s) to update the CMP and its integration with performance-based planning and the Metropolitan Transportation Plan to meet federal requirements related to the CMP.

ACTIVITIES	EXPECTED COMPLETION DATE
1. RFQ Development and Finalization	July 2024
2. Consultant Selection via Procurement Process	August 2024 – December 2024

Work Schedule: July 1, 2024 - June 30, 2025

Product(s): Complete travel time validation surveys for the ARTS CMP; publish the annual ARTS CMP Report; implement specific congestion management strategies identified in the CMP Report; Update Transportation System GIS Database, traffic volume GIS Map, and current year LOS analyses.

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	TOTALS
	\$46,400.00	\$11,600.00	\$58,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTALS
FHWA (SC PL)	\$800.00	\$3,200.00	\$4,000.00
ACPDD (SC PL Match)	\$200.00	\$800.00	\$1,000.00
TOTAL	\$1,000.00	\$4,000.00	\$5,000.00

TASK 4.3 - Intermodal Planning (Regional Freight Plan Update)

Purpose: To incorporate bicycle, pedestrian, public transit, freight, and non-motorized transportation planning activities into the overall ARTS transportation planning process. To implement projects that resolve conflicts between modes of

transportation, such as rail/highway conflicts, and projects that improve connections and travel alternatives among modes of transportation.

This work element will be used to foster a transportation system that accommodates bicycle, pedestrian, public transit, freight, and other non-motorized means of transportation. Activities under this work element will focus on evaluating the highway and rail conflicts in the ARTS area; addressing the efficient movement of freight; identifying possible solutions to problem locations related to intermodal connections and improving safety for non-motorized travel.

Through the implementation of the Regional Bicycle and Pedestrian Plan, the ARTS transportation system will be more intermodal. This plan will prioritize proposed projects based on numerous factors identified by local stakeholders. The plan recommends local governments strengthen policies related to:

1. Bicycle paths and parking
2. Pedestrian facilities
3. Regional connectivity
4. Bicycle and Pedestrian Safety and Educational Outreach

The implementation of the Regional Bicycle and Pedestrian Plan will be pursued by ARTS MPO committees as projects in the TIP progress through preliminary engineering and all subsequent phases of work during the project implementation.

Previous Work

1. Develop Scope Regional Freight Plan Scope of Services and RFQ – December 2022
2. ARTS Committees review of GAMPO Application – February 2023
3. MPO Partner/GDOT/FHWA Application Review – February 2023
4. ARTS Committees approval of GAMPO Application – March 2023
5. March 2024 GAMPO Presentation/Award – March 2023
6. Augusta Commission Accept Grant –May 2023
7. Consultant Selection – October 2023
8. Project kickoff November 15, 2023

ACTIVITIES	EXPECTED COMPLETION DATE
1. Task 1 – Project Management	November 2023 – October 2024
2. Task 2 – Existing Conditions Inventory and Profiles Analysis	November 2023 – May 2024
3. Task 3 – Stakeholder Involvement / Freight Advisory Committee	November 2023 – October 2024
4. Task 4 – Freight Project Identification	July 2024
5. Task 5 – Freight Project Evaluation / Project Feasibility	July 2024 – September 2024
6. Task 6 – Draft and Final Freight Report	July 2024 – October 2024
7. TCC & CAC Approval of the Final Regional Freight Plan	November 6, 2024
8. Policy Committee Adoption of the Final Regional Freight Plan	November 21, 2024
9. Consultant submits final report and contract closeout	November 22, 2024

Work Schedule: July 1, 2024 - June 30, 2025

Product(s)

1. ARTS Regional Freight Plan Update completed by Metro Analytics, Inc. ARTS staff will use intermodal task funds to assist the selected consultant with public outreach and administrative support.

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	FHWA (GA PL) – GAMPO	APDD (GA PL Match) – GAMPO	TOTALS
	\$44,800.00	\$11,200.00	\$240,000.00	\$60,000.00	\$356,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTALS
FHWA (SC PL)	\$400.00	\$3,200.00	\$3,600.00
ACPDD (SC PL Match)	\$100.00	\$800.00	\$900.00
ACPDD (GAMPO Match)	\$0.00	\$80,000.00	\$80,000.00
TOTAL	\$500.00	\$84,000.00	\$84,500.00

TASK 4.4 - Air Quality

Purpose: To monitor relevant air quality data and regulations, restart and coordinate the work of the CSRA Air Quality Alliance (or other regional/local air quality advocacy nonprofit organization), help implement local and regional air quality initiatives, keep local stakeholders informed about air quality issues and participate in air quality training.

ARTS will focus work on efforts to improve Air Quality by increasing access to public transit, connecting public transit to bicycle paths installing bicycle racks in activity centers, and linking public transit to park-and-ride lots throughout the region. Rideshare and carpool programs are being researched to promote and market to regional businesses and universities.

Previous Work: ARTS staff will continue to monitor and dialogue with industry leaders, regional, state, and local government officials, local school officials, the Bureau of Air Quality with the South Carolina Department of Health and Environmental Control (SCDHEC), local Chambers of Commerce, Economic Development Agencies, and local citizens to stay abreast of and disseminate pertinent information regarding air quality and regional initiatives. Other types of activities undertaken by ARTS staff include:

1. Maintained the ARTS website and updated information about Air Quality from SCDHEC.
2. Distributed Air quality information at special events in the Augusta-Aiken area.
3. Attended, coordinated, and hosted periodic meetings discussing air quality issues.
4. Continued to monitor air quality data and changes in federal air quality regulations.
5. Provided ARTS committees and other stakeholders with regular updates on the Air Quality Alliance and air quality issues and initiatives.
6. Disseminated information on air quality issues and tips for improving air quality through the ARTS newsletter and the ARTS website.
7. ARTS MPO Environmental Protection Agency (EPA) Path Forward report

ARTS staff will attend state Air Quality Summits conducted by SCDHEC and share best practices with other Air Quality Alliances/advocacy groups. These best practices include ways to promote alternative transportation options and energy conservation such as:

1. Carpooling, ridesharing, combining trips, and limiting unnecessary trips;
2. Trip-chaining or combining errands to reduce the daily number of trips;
3. Keeping personal motor vehicles properly maintained, tires properly inflated, and saving electricity;
4. Walking or riding a bike on short trips and avoid driving during peak hours;
5. Don't drive above the speed limit; and, using public transit

FY 2025 Work Activities and Schedule:

ACTIVITIES	EXPECTED COMPLETION DATE
1. ARTS staff will explore participation in the Environmental Protection Agency (EPA) Advance Program (EPA Region 4) to position the region to remain in attainment.	December 2024
2. Prepare a Technical Memorandum on the Review of the EPA Advance Program and ARTS Action steps.	December 2024
3. Participate in local and regional air quality initiatives and activities	On-Going
4. Pursue viable air quality initiatives made available throughout the fiscal year to Aiken County by the SCDHEC	On-Going
5. Monitor relevant air quality data	On-Going

6. Coordinate the work of a localized air quality advocacy group	On-Going
7. Monitor developments related to federal air quality regulations and requirements	On-Going
8. Attend air quality training workshops	On-Going
9. Work with other stakeholders to maintain an air quality action plan and disseminate information to stakeholders in the study area	On-Going

Work Schedule: July 1, 2024 - June 30, 2025

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	TOTALS
	\$28,000.00	\$7,000.00	\$35,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTALS
FHWA (SC PL)	\$1,600.00	\$3,600.00	\$5,200.00
ACPDD (SC PL Match)	\$400.00	\$900.00	\$1,300.00
TOTAL	\$2,000.00	\$4,500.00	\$6,500.00

TASK 4.5 – Complete Streets

Purpose: To incorporate complete street planning activities into the ARTS transportation planning process. This work element will be used to focus on examining policies, regulations, and multimodal safety improvement strategies that help to integrate complete street elements into the planning and design of future roadway safety improvement projects in the ARTS planning area. The goal of this work element is to promote the practice of complete street elements in the design, construction, and operation of safe roads to increase safety and accessible options for travelers of all ages and abilities who use the street network in the ARTS MPO area.

Previous Work:

1. ARTS Staff continued work on monitoring current complete street policies and regulations.
2. The ARTS MPO produced a technical report, that explored the fundamentals of Complete Streets Policies, and the importance of how completing street guidelines to support multimodal transportation planning for cities across the U.S.

FY 2025 Work Activities and Schedule:

ACTIVITIES	EXPECTED COMPLETION DATE
1. Monitor developments related to federal Complete Street Policies and Regulations	Ongoing
2. Attend Complete Street policy training workshops and webinars	Ongoing
3. Performance-Based Project Evaluation- collect and analyze traffic safety data of pedestrian and bicycle safety improvement projects included in the ARTS MPO current Metropolitan Transportation Plan (MTP) and TIP to assess safety improvements	Ongoing
4. Collect and analyze traffic crash reports (vehicle, bike, and pedestrian) and traffic safety conflicts for non-motorized users at arterial roadways	Ongoing
5. GIS Map Audit of existing bike infrastructure	Ongoing
6. Collect and analyze data on the number of transit stops accessible to sidewalks/ curb ramps	Ongoing
7. Review transit system automated passenger count data report of annual passenger boarding and a light count at existing fixed-route transit stop service areas	Ongoing
8. Development of a Complete Streets prioritization plan that identifies a specific list of Complete Streets projects to improve the safety, mobility, or accessibility of a street;	As needed
9. Complete Streets Policy Technical Report	January 31, 2025

Work Schedule: July 1, 2024 –June 30, 2025

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Federal Highway Administration – GA (FHWA GA), and Georgia Department of Transportation (GDOT).

GEORGIA	FHWA (GA SA PL Y410 Funding)	APDD (GA PL Match)	TOTALS
	\$12,276.05	\$0.00	\$12,276.05

SOUTH CAROLINA	USDOT (SC PL)	ACPDD (SC PL Match)	TOTALS
	\$36,000.00	\$0.00	\$36,000.00

WORK ELEMENT 5 - SPECIAL TRANSPORTATION STUDIES

TASK 5.1 – Georgia Avenue Traffic Calming and Pedestrian Access

Purpose:

- Continue new connections to pedestrian and multimodal facilities from the bridge replacement on Georgia Avenue/15th Street
- Create detailed plans for the implementation of traffic calming and pedestrian access on Georgia Avenue
- Determine needs to connect to surrounding land uses and important local landmarks.

Overview: GDOT has initiated the replacement of the Georgia Avenue/15th Street Bridge. As one of the most important gateways into not only North Augusta but also into Aiken County and South Carolina, the city must connect proposed improvements through the North Augusta downtown area. The projects will include, at a minimum, traffic calming, recommendations for on-street parking, and recommendations for improved pedestrian and multimodal accommodations in downtown North Augusta.

Termini: The area for the study is Georgia Avenue through the North Augusta Downtown area from the Savannah River to Martintown Road.

Product(s):

1. Detailed project plans for specific improvements along SCDOT and local right-of-ways.
2. Ranking of projects based on cost, effort, impact, and feasibility.
3. Identification of alternative funding sources, if available.

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: North Augusta Planning and Development Department (NAPDD)

FUNDING SOURCE	NAPDD	TOTALS
FHWA (SC PL)	\$56,000.00	\$56,000.00
NAPDD (SC PL Match)	\$14,000.00	\$14,000.00
TOTAL	\$70,000.00	\$70,000.00

TASK 5.2 – North Augusta Unified Transportation Plan

Purpose: The purpose of the Unified Transportation Plan is to prepare the City of North Augusta to better accommodate both recent development and proposed development in a systematic way for the entire City and surrounding communities. This study proposes to incorporate several recently completed transportation plans and studies to bring large-scale studies to the city scale. The city believes that the inclusion of multi and inter-modal planning is needed to support and accommodate preferred development patterns. In addition to determining the potential growth, traffic flow, safety, multimodal mobility, and transportation infrastructure needs for short and long-term improvements, important study themes include the following:

1. Reduce/mitigate congestion and improve traffic safety
2. Increase mobility during peak travel times
3. Optimize the relationship between land use and transportation
4. Determine the location and feasibility of other multimodal systems and connections
5. Evaluate existing and future travel
6. Analyze the need and location for intersection improvements

This work task's purpose is to hire consultants to conduct the study. The project will include but not be limited to land use development policies, identify access management practices, traffic analysis, capacity analyses, micro-simulation modeling, signal warrants, and concept drawings suitable for presentations to stakeholders, business and property owners, local and state elected officials, and the public. This study will produce recommendations for transportation improvement projects to present to the ARTS MPO committees and SCDOT, as identified.

Study Area: The scope of the study is the City of North Augusta.

Product(s):

1. Unified Transportation Plan outlining the goals and objectives important to the implementation of the plan.
2. A list of potential development regulation practices for continued management of the outlined goals and objectives of the plan.
3. A list of realistic and actionable projects for inclusion in ARTS MPO and SCDOT improvement plans. These projects should be both long and short-range projects.
4. Prioritization of these projects.
5. Identification of funding sources for individual projects.

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: North Augusta Planning and Development Department (NAPDD)

FUNDING SOURCE	NAPDD	TOTALS
FHWA (SC PL)	\$80,000.00	\$80,000.00
NAPDD (SC PL Match)	\$20,000.00	\$20,000.00
TOTAL	\$100,000.00	\$100,000.00

TASK 5.3 – Gateway Study

Purpose:

- Evaluate intersection for improvements related to recent traffic changes
- Evaluate aesthetic improvements
- Create detailed project lists and estimates and rank priority for implementation

Overview: With the recent closure of the Fifth Street Bridge to vehicle traffic, the city proposes to evaluate the effectiveness of the US 278 intersection in and around US 278. The project will review the operation of the intersection, access to and from local subdivisions and associated multi-use connections, and an evaluation of uses for the former Sand Pit Road Extension. Furthermore, the study will evaluate the US 278/Martintown Road/Buena Vista Boulevard intersection. Analysis of the intersection shall include a review of previous concepts, propose any needed updates, include connection to multi-modal improvements, and an evaluation of aesthetic improvements at the intersection.

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: North Augusta Planning and Development Department (NAPDD)

FUNDING SOURCE	NAPDD	TOTALS
FHWA (SC PL)	\$80,000.00	\$80,000.00
NAPDD (SC PL Match)	\$10,000.00	\$10,000.00
ACPDD (SC PL Match)	\$10,000.00	\$10,000.00
TOTAL	\$100,000.00	\$100,000.00

Product(s):

1. Detailed recommendations for specific improvements along SCDOT and local right-of-ways.
2. Ranking of projects based on cost, effort, impact, and feasibility.
3. Identification of alternate funding sources, if available.

TASK 5.4 – Five Notch Corridor Study

Purpose:

- Evaluate corridor for improvements related to congestion management, potential profile upgrades, multi-modal access, and safety
- Identify intersections in need of improvements
- Create detailed estimates and rank priority for implementation

Overview: Five Notch Road has become a significant corridor as the city continues to grow. With access to the North Augusta Greenway and several proposed developments, the impacts on the corridor will only increase over time. This has resulted in increased safety and multi-modal demands for this corridor. This plan proposes a holistic review of the operation of the road, including provision for pedestrian and bicycle uses and the challenges associated with improving the road. The projects will include a review of existing and potential safety conflicts, intersection redesign, potential widening and profile revisions, and recommendations for improved pedestrian and multi-modal accommodations. These recommended projects will be estimated and ranked.

Termini: The area for the study is the length of Five Notch Road from Georgia Avenue to I-20/Austin Graybill Road.

FUNDING SOURCE	NAPDD	TOTALS
FHWA (SC PL)	\$80,000.00	\$80,000.00
ACPDD (SC PL Match)	\$20,000.00	\$20,000.00
TOTAL	\$100,000.00	\$100,000.00

Product(s):

1. Detailed project plans and estimates for specific improvements along SCDOT and local right-of-ways.
2. Ranking of projects based on cost, effort, impact, and feasibility.
3. Identification of alternate funding sources, if available.

Agencies responsible for task funding: North Augusta Planning and Development Department (NAPDD)

TASK 5.5 – SC 118 INTERSECTION ANALYSIS

Purpose:

- Evaluate the named intersections under present and future conditions along with current and future traffic volumes.
- Evaluate the current geometry, site conditions, level of service, turning movements, and pedestrian/bicycle use at each of the specifically mentioned intersections and any other critical intersections within the study area.
- Provide real-world sketches/layouts of any geometric recommendations and identify feasibility and constraints that may be associated with implementation.
- Project future demand and service deficiencies. Evaluate future demand scenarios based on alternative build-out scenarios in the corridor.
- Prioritize projects identified during the study based on criteria defined by the project team and stakeholder groups.

Overview: SC 118 (University Parkway) serves as a beltway around Aiken, SC providing access to the University of South Carolina Aiken, Aiken Regional Hospital, Trolley Run Station Subdivision, and a slew of current and future commercial and

residential developments. The state-maintained road was not designed or constructed to meet the needs of adjacent properties and growing commuter traffic.

Aiken County desires to retain a consultant to analyze and seek solutions to improve the safety and function of the SC 118 intersections at Trolley Line Road (S-80), Trolley Run Boulevard (C-2655), and University Parkway (S-2131). This study will also develop strategies to address present and future development and improve operational efficiency along SC 118.

Termini: The intersection analysis stretches about .250 miles beginning at Trolley Line Road (S-80) including the intersection at Trolley Run Boulevard (C-2655) and ending at University Parkway (S-2131).

FUNDING SOURCE	ACPDD	TOTALS
FHWA (SC PL)	\$80,000.00	\$80,000.00
ACPDD (SC PL Match)	\$10,000.00	\$10,000.00
City of Aiken (SC PL Match)	\$10,000.00	\$10,000.00
TOTAL	\$100,000.00	\$100,000.00

Product(s):

1. Detailed recommendations for specific improvements along SCDOT and local right-of-ways.
2. Ranking of projects based on cost, effort, impact, and feasibility.
3. Identification of alternate funding sources, if available.

Agencies responsible for task funding: Aiken County Planning and Development Department (ACPDD)

TASK 5.6 – US 78 (Charleston Highway) Intersection Analysis

Project Area: The intersection analysis stretches approximately 2.2 miles beginning at Airco Boulevard (S-2018) to Old Tory Trail (S-1669) including the intersections at Old Tory Trail (S-1669), Old Barnwell Road (S-113), Montmorenci Road (S-77)/Woodward Drive (C-985), the various connections of Woodward Drive to US 78, and the segment of Woodward Drive from US 78 to Old Dibble Road (S-507).

Overview: US 78 (Charleston Highway) is a primary arterial, which runs through the center of Aiken County. The extent of this study will examine the corridor and its intersections from Airco Boulevard to Old Tory Trail, a segment of approximately 2.2 miles. As a primary route connecting Aiken to Charleston, US 78 serves as a major freight route and evacuation route for the region. The corridor also provides access to Oakwood-Windsor Elementary School, which enrolls approximately 410 students and is the location of the Montmerenci Fire Department. This segment contains three primary intersections, which connect the corridor to Old Tory Trail, Montmorenci Road, Old Barnwell Road, and Old Dibble Road through Woodward Drive. The corridor also has two connectors to Woodward Drive. These intersections currently experience traffic issues as well as associated safety issues, which should be analyzed to determine what improvements should be made for the corridor to operate safely and efficiently.

Aiken County seeks to retain the services of a qualified traffic engineering consultant to analyze and formulate solutions to improve the function and safety of the US 78 intersections at Old Tory Trail (S-1669), Old Barnwell Road (S-113), Montmorenci Road (S-77)/Woodward Drive (C-985), the various connections of Woodward Drive to US 78, and the segment of Woodward Drive from US 78 to Old Dibble Road (S-507).

Project Goals:

- The current study will evaluate the US 78 (Charleston Hwy) intersections at Old Tory Trail (S-1669), Old Barnwell Road (S-113), Montmorenci Road (S-77)/Woodward Drive (C-985), and the segment of Woodward Drive from US 78 to Old Dibble Road (S-507), and the various connections of Woodward Drive to US 78 including present and future conditions and capacity.
- Evaluate the current geometry, site conditions, level of service, turning movements, and pedestrian/bicycle use at each of the specifically described intersections and any other significant intersections within the study area.
- The level of service should be determined for each situation, as well as an evaluation of its operational and safety performance. Options for improvement of the intersection should be set forth to address, at a minimum: location, geometric changes, traffic control and signing improvements, signalization installation, and signal timing and phasing concerning the existing street signals.
- Project future demand and service deficiencies. Evaluate future demand scenarios based on alternative build-out scenarios in the corridor.
- Evaluate current deficiencies and possible corrections, and recommend actions to protect, preserve, and expand intersections and segments.
- Provide real-world sketches/layouts of any geometric recommendations and identify feasibility and constraints that may be associated with implementation.
- Prioritize projects identified during the study based on criteria defined by the project team and stakeholder groups.
- Provide reliable cost estimates and funding mechanisms for all recommendations and options.
- Coordinate with the SCDOT, Office of Planning to determine whether a Feasibility Report is necessary for the proposed projects. Any required Feasibility Reports will be completed within the scope of this analysis.

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Aiken County Planning and Development Department (ACPDD)

FUNDING SOURCE	ACPDD	TOTALS
FHWA (SC PL)	\$160,000.00	\$160,000.00
ACPDD (SC PL Match)	\$40,000.00	\$40,000.00
TOTAL	\$200,000.00	\$200,000.00

TASK 5.7 – Ascauga Lake Road Feasibility Study

Purpose: The purpose of this Feasibility Study is to develop a Corridor Management Plan for the entire segment of S-33 (Ascauga Lake Road) that extends from Edgefield Road (US-25) to SC-191 (Canal Street), a distance of approximately 7.5 miles. If deemed feasible, this task will also include a conceptual redesign of the road that identifies ways to improve safety, reliability, and livability, especially for people walking and biking.

More specifically, the Corridor Management Plan will:

- Analyze existing and future capacity, flow, and safety issues with specific attention to through and local traffic, freight traffic, and multimodal facilities;
- Outline an overview of the strengths, weaknesses, and opportunities within the corridor;
- Identify and respond to social justice transportation needs from nearby residential and commercial enclaves;
- Provide analysis and recommendations sensitive to the fluctuating nature of the corridor;
- Recommend elements for an aesthetically pleasing corridor that promotes natural features such as terrain, stream crossings, and man-made features;
- Recommend both transportation and land use improvements;
- Assemble a series of corridor plan alternatives, and select and refine a final corridor vision that can be adopted and implemented;
- Establish criteria to guide the selection process including but not limited to adherence to the vision statement, objectives, a cost-benefit analysis, infrastructure (including utilities), and operational impacts;
- Obtain stakeholder and community input to reach a consensus on roadway design;
- Recommend land use regulations and access management policies.

This work task proposes to hire consultants to conduct a feasibility study of the section between Edgefield Road (US-25) and Canal Street (SC-191). The concept plan and report will identify the issues, costs, and actions needed to implement any proposed improvements. Proposed improvements will be presented to the ARTS MPO Committees and the South Carolina Department of Transportation to amend the Metropolitan Transportation Plan (MTP).

Product(s):

1. Detailed recommendations for specific improvements along SCDOT and local right-of-ways.
2. Ranking of projects based on cost, effort, impact, and feasibility.
3. Identification of alternate funding sources, if available.

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Aiken County Planning and Development Department (ACPDD)

FUNDING SOURCE	ACPDD	TOTALS
FHWA (SC PL)	\$160,000.00	\$160,000.00
ACPDD (SC PL Match)	\$40,000.00	\$40,000.00
TOTAL	\$200,000.00	\$200,000.00

WORK ELEMENT 6 – PERFORMANCE-BASED PLANNING

TASK 6.1 - Performance-Based Planning

Purpose: PBPP refers to the application of performance management principles within the planning and programming processes of transportation agencies to achieve desired performance outcomes for the multimodal transportation system. PBPP attempts to ensure that transportation investment decisions are made – in both the long-term MTP and short-term TIP programming of projects – based on MPO goals and objectives for improving the overall transportation system. The work activities and products in this work element will be coordinated with Work Elements: 2.1- Community Outreach; 3.3- Transportation Surveys; Models and Analysis; 3.5- GIS Development and Applications; 4.1- Metropolitan Transportation Plan; 4.2- Congestion Management Process, 4.3- Intermodal Planning; and. 5.4- Transportation Improvement Program.

The FAST Act established performance measures in seven (7) areas:

1. Safety
2. Infrastructure Condition
3. Congestion Reduction
4. System Reliability
5. Freight Mobility and Economic Vitality
6. Environmental Sustainability
7. Reduced Project Delivery Delays

Furthermore, the FAST Act established performance measures for Public Transit, such as the Transit Asset Management Plan (49 USC Section 625) and the Public Transportation Agency Safety Plan (49 USC Section 5329).

Previous Work

1. ARTS staff worked with Richmond and Columbia Counties to identify traffic data and travel time data from the Intelligent Transportation System (ITS) and NPMRDS and HERE datasets.
2. ARTS staff worked with AT to identify transit system performance data that will be utilized to develop performance measures related to public transit operations.
3. Adoption of FY 2024 Safety Measures from GDOT and SCDOT.

FY 2025 Work Activities and Schedule: The ARTS MPO intends to develop a performance assessment process that encompasses the federally set performance metrics, performance measurements required as part of the CMP, and other, locally relevant performance metrics. The MPO's goal is to develop a system whereby projects will be directly evaluated to determine their effectiveness at meeting regional goals.

ACTIVITIES	EXPECTED COMPLETION DATE
1. State targets reported in baseline report from National Highway System (NHS) & FHWA.	October 2024
2. TAM Performance Measure elements added to TIP/MTP after 2/2025; adopted by CAC and TCC.	February 2025
3. Include TAM Performance Measure elements in TIP/MTP after 2/2025; adopted by PC.	February 2025
4. MPO executes updated planning agreements – SCDOT.	April - June 30, 2024
5. TAM - Submit Asset Inventory and Condition Report to NTD.	January 31, 2025
6. Pavement, Bridge, System Performance, and Freight – MPO 4-year targets due to GDOT and SCDOT if necessary.	April - June 30, 2024

ACTIVITIES	EXPECTED COMPLETE DATE
7. Pavement/bridge/system performance/freight Performance Measures added to TIP/MTP after 9/2024, adopted by CAC and TCC if necessary.	June 30, 2025
8. Pavement/bridge/system performance/freight Performance Measures added to TIP/MTP after 09/2024, adopted by PC if necessary.	June 30, 2025
9. Collection, editing, and processing of data for performance measures occurs concurrently with other deliverables: CMS, and Intersection and Traffic Crash Analysis Report.	Data collected throughout FY 2025
10. Collection and editing of data resources from Federal and state data. Dates are subject to change based on data release dates. National Highway Performance Monitoring System (NHPMS) releases data around October for the previous year.	Data collected throughout FY 2025
11. Yearly update of Performance Measures with 2050 MTP Goals and objectives. Develop draft Performance Measures Data Matrix, Methodology Summary Report.	February 2025
12. Coordinate and collaborate with FHWA, FTA, GDOT, SCDOT, and ARTS MPO Committees methodology for data analysis and target setting process.	On-Going
13. Present GDOT and SCDOT Safety Measures and targets to ARTS MPO committees for approval and adoption by PC.	February 2025
14. Update documentation of Data collection methodology and final performance measures and targets in coordination with ARTS MPO committees, GDOT, and SCDOT.	On-Going
15. Public review and comment on performance measures and targets.	As Needed
16. ARTS Traffic Safety Improvement Report Semi-Annual Update.	December 2024

Product(s): Updated Performance Measures and Goals Matrix for each transportation mode, highway, freight, public transit, bike and pedestrian, traffic safety, and congestion.

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	TOTALS
	\$24,800.00	\$6,200.00	\$31,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTALS
FHWA (SC PL)	\$0.00	\$9,600.00	\$9,600.00
ACPDD (SC PL Match)	\$0.00	\$2,400.00	\$2,400.00

WORK ELEMENT 7 – TRANSPORTATION IMPROVEMENT PROGRAM

TASK 7.1 - Transportation Improvement Program (TIP)

Purpose: Update the ARTS TIP in conformance with Federal regulations.

This work element involves the annual update of the TIP. The TIP covers a four-year programming period in the Georgia part of the study area and ten years on the South Carolina side. Updates involve the removal of projects that have advanced to construction; the development, or update of project descriptions or cost estimates; and the prioritization of projects. The TIP is developed with public input and is coordinated with other transportation providers. Documentation of the effort is submitted for review and adoption by ARTS committees and goes through a public involvement process.

Previous Work:

1. Development and adoption of the FY 2024-2027 (GA) & FY 2024-2033 (SC) TIP by November 16, 2023.
2. The ARTS FY 2024-2027 (GA) & FY 2024-2033 (SC) TIP was updated based on amendments and administrative modifications during the previous fiscal year.

FY 2025 Work Activities and Schedule: TIP updates and amendments will be integrated with work element 6.1- Performance-Based Planning.

ACTIVITIES	EXPECTED COMPLETION DATE
1. Public comments on FY 2024-2027 (GA) & FY 2024-2033 (SC) TIP Amendments	On-Going
2. Update List of Administrative Modification and Amendments to FY 2024-2027 (GA) & FY 2024-2033 (SC) TIP	On-Going

Product(s):

1. Updated ARTS Transportation Improvement Program (TIP).
2. Updated GIS Interactive online map MTP/TIP Maps and GIS attribute database.

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Aiken County Planning and Development Department (ACPDD), Federal Highway Administration – GA (FHWA GA), Federal Highway Administration – SC (FHWA SC), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT).

GEORGIA	FHWA (GA PL)	APDD (GA PL Match)	TOTALS
	\$16,000.00	\$4,000.00	\$20,000.00

SOUTH CAROLINA	APDD	ACPDD	TOTALS
FHWA (SC PL)	\$1,600.00	\$5,200.00	\$6,800.00
ACPDD (SC PL Match)	\$400.00	\$1,300.00	\$1,700.00
TOTAL	\$22,000.00	\$6,500.00	\$28,500.00

WORK ELEMENT 8 – PUBLIC TRANSIT /PARATRANSIT

TASK 8.1 - Program Support and Administration (44.21.00)

Purpose: To provide planning and administrative assistance to Augusta Transit (AT) and LSCOG (Lower Savannah Council of Governments). Under this work element, the MPO staff will aid AT and Best Friend Express (BFE) in preparing financial and operation reports required by the MAP 21/ FAST Act/ Bipartisan Infrastructure Law legislation. Assistance in the preparation of the National Transit Database (NTD) reports will also continue.

Additional administrative assistance will include: Preparing required certifications; Updating annual Title VI assurances; Providing an opportunity for public hearings on grant applications and fare/service changes; Processing procurements involving Federal and State funds; Assisting in planning for transit system capital investments that will lead to increased security for the transit system; Monitoring requirements of the grant process (e.g. labor certifications, third party contracting, bidding, and award process); Developing the Georgia public transportation portion of the Unified Planning Work Program; and providing technical assistance on any transit-related issues facing AT.

LSCOG and their BFE staff will participate in the above-mentioned activities on behalf of their program and will also engage in employee training and education; participation in, and attendance at, ARTS committees; community outreach and marketing events; multiple grant(s) development, writing, and grant administration; grant reporting; Disadvantaged Business Enterprise (DBE) reporting; procurement; service provider contracting and oversight.

Previous Work

1. Grant management for continuing FTA Section 5310 Enhanced Mobility for the Elderly and Disabled Persons for LSCOG.
2. First-time development of GTFS information for the BFE fixed routes.
3. Grant amendment for existing FTA federal award to support the BFE.

FY 2025 Work Activities and Schedule

ACTIVITIES	EXPECTED COMPLETION DATE
1. Update the Annual Title VI Monitoring Report.	August 2025
2. Update socioeconomic demographic GIS data analysis for EJ.	July 2025 - March 2025
3. Conduct public meetings for review and comment period for Program of Projects (POP) related to grant applications and fare increases/service reduction, MTP & and special studies.	As Needed
4. Assist in planning for transit system capital investments that will lead to increased security for the transit system.	As Needed
5. Develop UPWP and Georgia 5303 Grant Application.	September 30, 2025
6. Provide technical transit planning and grant management assistance related to Coordinated Human Services Transportation, ADA accessibility, transit service operational improvements, land use and transportation, transit-oriented development, and other issues.	As Needed
7. FY 2025 FTA 5303 Quarterly Reports to GDOT and SCDOT.	Oct, Jan, Apr, Jun
8. Facilitate MPO committee meetings for transit planning tasks.	Quarterly
9. Prepare split grant funding tables and assist with grant submission for 5307 and 5339 split allocations for AT and LSCOG.	January 31, - April 1, 2025
10. FY 2025 Invoices for Section 5310 Program sent from the MPO to the GDHS contractor for processing.	Monthly by the 10 th
11. Assist with POP and transit funding tables in TIP for AT and LSCOG.	September 30, 2025
12. FTA Section 5307 Grant Application SC	November 2025
13. Semi-annual Disadvantaged Business Enterprise (DBE) Reporting for Urban Transit Services SC	Dec. & June 2025/2025

ACTIVITIES	EXPECTED COMPLETION DATE
14. FTA Required Milestone Progress Reports (MPR) and Federal Financial Reports (FFR) Reporting for Grants in TrAMS SC	Annually
15. Quarterly Reporting for 5303 Planning Services SC	Quarterly
16. State Application to SCDOT for State Mass Transit Funds (SMTF) funding SC	March 30, 2025
17. Attendance and report presentation to all ARTS Committees SC	Quarterly
18. Applications for Funding to be used as Local Match SC	Annually
19. SCDOT Public Transportation Workshop	September 2025
20. Transportation Association of South Carolina (TASC) conference	Spring 2025
21. Attendance Georgia Transportation Association (GTA) Conference	December 2025
22. Triennial National Database Sampling – onboard counting of bus riders	Summer 2025
23. Attendance Zero Emission Bus Conference	Summer 2025
24. South Carolina Annual MPO/COG Workshop	TBD
25. National Transit Institute (NTI) webinars	On-Going
26. Assist with Program of Projects (POP) and transit funding tables	On-Going
27. Perform Transit Service Provider Contract Oversight	On-Going
28. LSCOG administration of FTA 5310 funding. Monthly ridership report and invoices submitted to the ARTS MPO.	Monthly

Product(s)

1. Grant administration activities for FTA Urban Section 5310
2. Submission of a grant application for capital and operating assistance for public transit
3. Preparation of the GA / SC UPWP public transit elements.
4. Various Monthly, Quarterly, and Annual Reports.
5. Attendance and presentation to all three ARTS Committees (each held bi-monthly).

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Lower Savannah Council of Governments (LSCOG), Georgia Department of Transportation (GDOT), and Federal Transit Administration (FTA).

FUNDING SOURCE	APDD	LSCOG	TOTAL
FTA (SEC 5303)	\$50,196.00	\$0.00	\$50,196.00
GA DOT (SEC 5303 Match)	\$6,274.50	\$0.00	\$6,274.50
APDD (SEC 5303 Match)	\$6,274.50	\$0.00	\$6,274.50
FTA (SC SEC 5303)	\$0.00	\$26,040.00	\$26,040.00
LSCOG (SEC 5303 Match)	\$0.00	\$6,510.00	\$6,510.00
TOTALS	\$62,745.00	\$32,550.00	\$95,295.00

TASK 8.2 – Metropolitan Transportation Planning (System Level) (44.23.01)

Purpose: Provide and/or create current data annually that is utilized in the MTP and Analysis. These data sets include Socioeconomic Data/Environmental Justice; Land Use Monitoring; Transportation Surveys, Models and Analysis; GIS Development and Application; long-range transit Planning; Performance-Based Planning; Congestion Management; Air Quality Issues; Public Administration; and Intermodal Planning. Community Outreach and Education are performed as part of this task to disseminate the new information. To successfully respond to public transit requirements for Transit Asset Management (TAM) Plans and Safety. To review the ten-year planning horizon for the BFE's Transit Improvement Study (TIS) completed in 2025.

Previous Work

1. Developed framework for FTA Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities which included service operation strategy, grant administration, and mobility management for travel training.
2. LSCOG assisted with the development and implementation of the FTA Section 5310 urban program for residents of Aiken County who are 60+ or a person with a disability.
3. Developed GIS mapping for address matching for transit service zones to schedule mobility trips and reservations for ADA complementary trips.

FY 2025 Work Activities and Schedule

ACTIVITIES	ESTIMATED COMPLETION DATES
1. Continue assessing the financial capability of AT and BFE and continue to secure other funding sources to implement recommendations from previous planning studies.	On-Going
2. Staff tasks related to 2050 MTP Performance-Based Multimodal Plan Update – Socioeconomic data, GIS analysis, and mapping, community outreach, regional travel demand model for transit.	July 2025 – June 30, 2025
3. LSCOG Updates and Amendments to the MTP SC.	As needed
4. Participate in Performance-Based Planning for the Transit System.	On-Going
5. Enhancements to Public Transit	On-Going

Product(s):

1. ARTS will continue all task activities for FTA Section 5310 Enhance Mobility for Seniors and Individuals with Disabilities, service operation strategy, and regional Coordinated Human Services Transportation Framework.
2. 2050 MTP Performance-Based Multimodal Plan Update – socioeconomic data, land use development data collection and analysis, GIS analysis and mapping, community outreach, regional travel model for transit.
3. Corridor Plans – application of Land use and Access Management and Complete Streets policies to increase transit ridership and ADA safety
4. Performance Measures – Public Transit
5. GIS map and address matching for transit service zones to schedule mobility trips and reservations for ADA complementary trips.
6. To review, study, and assist August Transit in addressing transit-related issues. Issues include safety, bus shelter lighting, and ADA compliance.

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Lower Savannah Council of Governments (LSCOG), Georgia Department of Transportation (GDOT), and Federal Transit Administration (FTA).

FUNDING SOURCE	APDD	LSCOG	TOTAL
FTA (GA SEC 5303)	\$67,200.00	\$0.00	\$67,200.00
GA DOT (SEC 5303 Match)	\$8,400.00	\$0.00	\$8,400.00
APDD (SEC 5303 Match)	\$8,400.00	\$0.00	\$8,400.00
FTA (SC SEC 5303)	\$0.00	\$2,000.00	\$2,000.00
LSCOG (SEC 5303 Match)	\$0.00	\$500.00	\$500.00
TOTALS	\$84,000.00	\$2,500.00	\$86,500.00

TASK 8.3 - Short-Range Transportation Planning (44.24.00)

Purpose: To perform tasks that are immediate and are reviewed for implementation within the next 3-5 years. LSCOG staff will undertake their required short-range transit planning activities on behalf of Best Friend Express and its paratransit programs. APDD will prepare short-range planning activities on behalf of Augusta Transit. This includes transit program staff preparing the necessary operations reports, periodically evaluating the level of transit service, monitoring requirements of the grant process, preparing the annual update to the Title VI assurances, and assisting in the following year's UPWP.

FY 2025 Work Activities and Schedule

ACTIVITIES	EXPECTED COMPLETION DATE
1. Monitor, update, and program grant funds for buses and/or vans for ADA complementary services including the purchase or lease of new transit vehicles accessible to and usable by individuals with disabilities, including individuals who use wheelchairs.	On-Going
2. Participate with ARTS/MPO in a review and update, if needed, of any Regional Human Services Coordination Plan	On-going or as requested by the MPO
3. Marketing of any New or Revised Service	On-Going
4. Respond to Requests for Presentations to the Public or Agencies	On-Going
5. LSCOG Attorney and Executive Director Signatures on Annual Certification & Assurances for FTA	March 2025
6. Capital Vehicle Acquisition Planning	February 2025
7. Updates to Transit Asset Management (TAM) Plan	June 2025
8. Safety and Planning Mandate Updates	July – December 2025
9. Review the Planning Studies for Possible Implementation of Previous Recommendations	On-Going
10. Submit transit system performance data reported to NTD.	October 2025
11. Annual NTD Report and Validation Response	January – February 2025

Product(s):

1. Annual Certifications and Assurances
2. TAM Plan Updates
3. Transit section of UPWP Completed
4. Continued Implementation of the Public Transit Agency Safety Plan (PTASP)
5. Annual NTD Report

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Lower Savannah Council of Governments (LSCOG), Georgia Department of Transportation (GDOT), and Federal Transit Administration (FTA).

FUNDING SOURCE	APDD	LSCOG	TOTALS
FTA (GA SEC 5303)	\$51,200.00	\$0.00	\$51,200.00
GA DOT (SEC 5303 Match)	\$6,400.00	\$0.00	\$6,400.00
APDD (GA PL Match)	\$6,400.00	\$0.00	\$6,400.00
FTA (SC SEC 5303)	\$0.00	\$15,960.00	\$15,960.00
LSCOG (SEC 5303 Match)	\$0.00	\$3,990.00	\$3,990.00
TOTAL	\$64,000.00	\$19,950.00	\$83,950.00

TASK 8.4 - Transportation Improvement Program (44.25.00)

Purpose: LSCOG will participate with the ARTS MPO in the completion of the TIP and its updates; coordinate with the MPO for the split allocation letters for Section 5307 funding; assist with the additional programming of FTA Section 5339 and 5310.

Previous Work

1. Continued assessment of the financial capability of AT and secure other possible funding sources to implement recommendations from the COA.

FY 2025 Work Activities and Schedule

ACTIVITIES	ESTIMATED COMPLETION DATES
1. Prepare and submit to the ARTS MPO the annual updates to the TIP.	As Needed
2. Review SC STIP and follow up with APDD to make sure LSCOG programming has made it to SCDOT. Programming may include but is not limited to sections 5307, 5339, and 5310.	November 2025
3. Update the text in the TIP regarding the Program of Projects and Financial Plan for the BFE transit system.	On-going

Product(s):

1. Completed TIP document reviewed and adopted by the ARTS Committees.
2. SCDOT STIP reflecting accurate programming information for Aiken County Transit.

COST ESTIMATES AND PROPOSED FUNDING SOURCES

Agencies responsible for task funding: Augusta Planning and Development Department (APDD), Lower Savannah Council of Governments (LSCOG), Georgia Department of Transportation (GDOT), and Federal Transit Administration (FTA).

FUNDING SOURCE	APDD	LSCOG	TOTALS
FTA (GA SEC 5303)	\$26,400.00	\$0.00	\$26,400.00
GA DOT (SEC 5303 Match)	\$3,300.00	\$0.00	\$3,300.00
APDD (SEC 5303 Match)	\$3,300.00	\$0.00	\$3,300.00
FTA (SC SEC 5303)	\$0.00	\$4,000.00	\$4,000.00
LSCOG (SEC 5303 Match)	\$0.00	\$1,000.00	\$1,000.00
TOTAL	\$33,000.00	\$5,000.00	\$38,000.00

UNFUNDED PROJECTS

Congestion Management Plan Update

Purpose: To implement existing congestion mitigation strategies and projects identified in the 2024 CMP Update, MTP, and ARTS Travel Demand Model. This work element will be integrated with Performance-Based Planning.

CMP is an integral transportation planning task in the ARTS planning area. The purpose of the ARTS CMP is to document traffic congestion on major transportation corridors in the study area; identify and implement strategies for reducing or eliminating the congestion, and track and/or program the implementation of congestion mitigation projects. Activities under this work element will include completing the annual traffic congestion data collection and spatial analysis of travel data using the National Performance Management Research Data Set (NPMRDS) and/or HERE data.

Previous Work:

1. Coordination with ARTS partners to create the scope of services and GAMPO application for the 2024 CMP.
2. 1st round of required presentations to ARTS committees in January 2024.
3. GAMPO application submitted to GAMPO PL committee in March 2024 pending signed PC resolution.
4. GAMPO PL committee approved the CMP application on March 25, 2024 pending a signed resolution from the Policy committee.
5. 2nd round of required presentations to ARTS committees in May 2024.
6. Signed resolution submitted to GAMPO PL committee May 16, 2024.

FY 2025 Work Activities and Schedule: The MPO will solicit professional consultant(s) to update the CMP and its integration with performance-based planning and the Long Range Transportation Plan to meet federal requirements related to the CMP. The following tasks will be performed during FY 2024, 2025, and 2026.

ACTIVITIES	EXPECTED COMPLETION DATE
1. Consultant and MPO project management	January 2025 – January 2026
2. Consultant begins performing Scope of Work Tasks 1, 2 & 3: Task 1: Review and Conduct Assessment of the Existing CMP; Task 2: Research CMP Best Practices Task 3: Develop a Stakeholder and Public Outreach Approach	January 2025 – April 2025
3. Consultant begins performing Scope of Work Tasks 4 & 5 Task 4: Data Collection and Analysis of Existing and Future CMP Transportation System Network Task 5: Analyze Traffic Congestion Problems and Needs	February 2025 – May 2025
4. Consultant begins performing Scope of Work Tasks 5, 6 & 7 Task 5: Analyze Traffic Congestion Problems and Needs Task 6: Review and Refine Goals and Objectives Task 7: Develop Multi-Modal Performance Measures	May 2025 – August 2025
5. Consultant begins performing Scope of Work Tasks 8 & 9 Task 8: Review and Update Existing CMP Strategies Task 9: Develop CMP Data Collection, Monitoring and Performance Reporting Process	July 2025 – October 2025
6. Public Meeting – Comment Period on CMP	October 2025 – November 2025
7. Consultant begins performing Scope of Work Tasks 10 Task 10: Develop CMP System Performance Monitoring Evaluation	November 2025 – January 2026
8. TCC & CAC Review and Adopt Final CMP	January 7, 2026
9. Policy Committee Review and Adopt Final CMP	January 22, 2026
10. Consultant submits final report and contract closeout	January 30, 2026

Work Schedule: July 1, 2024 - June 30, 2025

Product(s): Complete travel time validation surveys for the ARTS CMP; publish the annual ARTS CMP Report; implement specific congestion management strategies identified in the CMP Report; Update Transportation System GIS Database, traffic volume GIS Map, and current year LOS analyses.

GEORGIA	FHWA (GA PL) – GAMPO	APDD (GA PL Match) – GAMPO	TOTALS
	\$200,000.00	\$50,000.00	\$250,000.00

SOUTH CAROLINA	ACPDD	TOTALS
ACPDD Match – GAMPO	\$115,000.00	\$115,000.00

Wrightsboro Road Corridor Study

Purpose: Perform a Corridor Study of Wrightsboro Road from Jimmie Dyess Parkway (Georgia State Route 383) to Appling Harlem Highway (Georgia State Route 47). The total length is approximately 11.7 miles (7.6 miles as Georgia State Route 223 and 4.1 miles as Columbia County Road 571). Approximately 8.6 miles lie within the ARTS metropolitan boundary with the remaining 3.1 miles outside of the boundary. The portion of the corridor between Jimmie Dyess Pkwy and Horizon South Pkwy is included in the ARTS Transportation Improvement Program (TIP) under P.I. No 0008348 for FY 2025-2025. The corridor study will be locally sponsored and managed by Columbia County and coordinated with the Georgia Department of Transportation, the City of Grovetown, and the Augusta Regional Transportation Study.

Overview: The 2022 ARTS Growth Trends Report indicates a population increase of 75% in Columbia County over the past two decades (90,000 in 2010 to 156,000 in 2020) with the county responsible for over two-thirds of all growth in the ARTS metropolitan boundary. This population growth is expected to continue as Fort Eisenhower and other major employment centers continue to locate and expand in the region.

The Wrightsboro Road corridor serves volumes in the range of 6,000 to 16,500 vehicles a day. Future traffic and development growth over the next two decades is projected to reach over 20,000 vehicles a day over a majority of the corridor. The section of the corridor under P.I. No 0008348 is expected to widen from 2 to 4 lanes. This study will help to identify the patterns and impacts of future growth to the corridor and confirm the need for widening anticipated in 0008348. The study will also help to establish a timeline for the implementation of additional short and long-term improvements along the corridor.

General Scope of Work:

- Analyze existing conditions, such as field observations, collect traffic data, analyze existing capacity, safety analysis, and environmental screening;
- Perform a needs assessment by developing a vision for the corridor, anticipate future growth patterns, analyze future capacity, and identify corridor needs;
- Develop and test alternatives to reduce project costs, prepare concept layouts, and identify recommendations to include areas of limited access, restricted turn movement of intersections, and preferred intersection control;

Responsible Agency: Columbia County Engineering and Planning Services Divisions (CCBOC)

Proposed Funding Sources:

FUNDING SOURCE	CCBOC	TOTALS
	\$280,000.00	\$280,000.00
CCBOC (GA PL Match)	\$70,000.00	\$70,000.00
TOTAL	\$350,000.00	\$350,000.00

FY 2025 UPWP BUDGET

Figure 3 - FY 2025 UPWP Budget

FIGURE 3		AUGUSTA PLANNING & DEVELOPMENT DEPARTMENT							COLUMBIA COUNTY ENGINEERING AND PLANNING		AIKEN COUNTY PLANNING & DEVELOPMENT		LOWER SAVANNAH COUNCIL OF GOVERNMENTS		NORTH AUGUSTA PLANNING & DEVELOPMENT		TOTAL	
		FHWA		APDD		FTA		SEC 5303	SEC 5303			FTA		SEC 5303				
		GA PL	MATCH	SC PL	ACPDD MATCH	SEC 5303 FUNDS	GA STATE MATCH	APDD MATCH	CCBOC MATCH	FHWA SC PL	ACPDD MATCH	SEC 5303 SC PL	LSCOG MATCH	FHWA SC PL	NAPDD MATCH			
ARTS FY 2025 UPWP WORK ELEMENTS BY FUNDING SOURCE Revised 4/18/2024																		
1.1	Program Coordination/Administration	\$48,000.00	\$12,000.00	\$6,000.00	\$1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$45,000.00	\$11,250.00	\$ -	\$ -	\$ -	\$ -	\$123,750.00
1.2	Training/Employee Education	\$44,000.00	\$11,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$6,000.00	\$1,500.00	\$ -	\$ -	\$ -	\$ -	\$62,500.00
1.3	UPWP	\$24,000.00	\$6,000.00	\$800.00	\$200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,000.00	\$500.00	\$ -	\$ -	\$ -	\$ -	\$33,500.00
Subtotal: Program Administration		\$116,000.00	\$29,000.00	\$6,800.00	\$1,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$53,000.00	\$13,250.00	\$ -	\$ -	\$ -	\$ -	\$219,750.00
2.1	Community Outreach / Education	\$28,000.00	\$7,000.00	\$2,000.00	\$500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$5,000.00	\$1,250.00	\$ -	\$ -	\$ -	\$ -	\$43,750.00
Subtotal: Public Involvement		\$28,000.00	\$7,000.00	\$2,000.00	\$500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$5,000.00	\$1,250.00	\$ -	\$ -	\$ -	\$ -	\$43,750.00
3.1	Environmental Justice & Socioeconomic Data	\$24,000.00	\$6,000.00	\$1,200.00	\$300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,400.00	\$600.00	\$ -	\$ -	\$ -	\$ -	\$34,500.00
3.2	Land Use Monitoring	\$20,000.00	\$5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$5,200.00	\$1,300.00	\$ -	\$ -	\$ -	\$ -	\$31,500.00
3.3	Transportation Surveys, Models & Analysis	\$28,000.00	\$7,000.00	\$400.00	\$100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,400.00	\$600.00	\$ -	\$ -	\$ -	\$ -	\$38,500.00
3.4	Environmental Justice / Title VI	\$24,000.00	\$6,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,400.00	\$600.00	\$ -	\$ -	\$ -	\$ -	\$33,000.00
3.5	GIS Development & Applications	\$32,000.00	\$8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$40,000.00	\$10,000.00	\$ -	\$ -	\$ -	\$ -	\$90,000.00
Subtotal: Data Collection/ Analysis		\$128,000.00	\$32,000.00	\$1,600.00	\$400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$52,400.00	\$13,100.00	\$ -	\$ -	\$ -	\$ -	\$227,500.00
4.1	Metropolitan Transportation Plan	\$46,400.00	\$11,600.00	\$800.00	\$200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$4,800.00	\$1,200.00	\$ -	\$ -	\$ -	\$ -	\$65,000.00
4.2	Congestion Management	\$46,400.00	\$11,600.00	\$800.00	\$200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$3,200.00	\$800.00	\$ -	\$ -	\$ -	\$ -	\$63,000.00
4.3	Intermodal Planning	\$44,800.00	\$11,200.00	\$400.00	\$100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$3,200.00	\$800.00	\$ -	\$ -	\$ -	\$ -	\$60,500.00
4.4	Air Quality Issues	\$28,000.00	\$7,000.00	\$1,600.00	\$400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$3,600.00	\$900.00	\$ -	\$ -	\$ -	\$ -	\$41,500.00
4.5	Complete Streets	\$ -	\$ -	\$36,000.00	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$36,000.00
Subtotal: Transportation System Planning		\$165,600.00	\$41,400.00	\$39,600.00	\$900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$14,800.00	\$3,700.00	\$ -	\$ -	\$ -	\$ -	\$266,000.00
5.1	Georgia Avenue Traffic Calming and Pedestrian Access	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$56,000.00	\$14,000.00	\$70,000.00
5.2	North Augusta Unified Transportation Plan	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$80,000.00	\$20,000.00	\$100,000.00
5.3	Gateway Study	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$10,000.00	\$ -	\$ -	\$80,000.00	\$10,000.00	\$100,000.00
5.5	Five Notch Corridor Study	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$80,000.00	\$20,000.00	\$100,000.00
5.6	SC 118 Intersection Analysis	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$80,000.00	\$20,000.00	\$ -	\$ -	\$ -	\$ -	\$100,000.00
5.7	US 78 (Charleston Highway) Intersection Analysis	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$160,000.00	\$40,000.00	\$ -	\$ -	\$ -	\$ -	\$200,000.00
5.8	Ascauga Lake Road Feasibility Study	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$160,000.00	\$40,000.00	\$ -	\$ -	\$ -	\$ -	\$200,000.00
Subtotal: Special Transportation Studies		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$400,000.00	\$110,000.00	\$ -	\$ -	\$296,000.00	\$64,000.00	\$870,000.00
6.1	Performance Based Planning	\$24,800.00	\$6,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$9,600.00	\$2,400.00	\$ -	\$ -	\$ -	\$ -	\$43,000.00
Subtotal: Performance Based Planning		\$24,800.00	\$6,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$9,600.00	\$2,400.00	\$ -	\$ -	\$ -	\$ -	\$43,000.00
7.1	Transportation Improvement Program	\$16,366.51	\$4,091.63	\$1,600.00	\$400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$5,200.00	\$1,300.00	\$ -	\$ -	\$ -	\$ -	\$28,958.14
Subtotal: Transportation Improvement Program		\$16,366.51	\$4,091.63	\$1,600.00	\$400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$5,200.00	\$1,300.00	\$ -	\$ -	\$ -	\$ -	\$28,958.14
8.1	Program Support and Administration	\$ -	\$ -	\$ -	\$ -	\$50,196.00	\$6,274.50	\$6,274.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$26,040.00	\$6,510.00	\$ -	\$ -	\$95,295.00
8.2	Long-Range Transportation Planning	\$ -	\$ -	\$ -	\$ -	\$67,200.00	\$8,400.00	\$8,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,000.00	\$500.00	\$ -	\$ -	\$86,500.00
8.3	Short -Range Transportation Planning	\$ -	\$ -	\$ -	\$ -	\$51,200.00	\$6,400.00	\$6,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$15,960.00	\$3,990.00	\$ -	\$ -	\$83,950.00
8.4	Transportation Improvement Program	\$ -	\$ -	\$ -	\$ -	\$26,400.00	\$3,300.00	\$3,300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$4,000.00	\$1,000.00	\$ -	\$ -	\$38,000.00
Subtotal: Public Transit/Paratransit		\$ -	\$ -	\$ -	\$ -	\$194,996.00	\$24,374.50	\$24,374.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$48,000.00	\$12,000.00	\$ -	\$ -	\$303,745.00
SUBTOTAL: FY 2025 MPO PL & Local Match		\$478,766.51	\$119,691.63	\$51,600.00	\$3,900.00	\$194,996.00	\$24,374.50	\$24,374.50	\$0.00	\$0.00	\$540,000.00	\$145,000.00	\$48,000.00	\$12,000.00	\$296,000.00	\$64,000.00	\$2,002,703.14	
4.3	GAMPO PL 0019245-PLN Regional Freight Plan Update	\$240,000.00	\$60,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$80,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$380,000.00
4.1	Metropolitan Transportation Plan	\$280,000.00	\$70,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$200,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$550,000.00
4.5	Complete Streets	\$12,276.05	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$12,276.05
SUBTOTAL: FY 2025 GAMPO PL & Local Match		\$532,276.05	\$130,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$280,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$942,276.05
N/A	Wrightsboro Road Corridor Study	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$280,000.00	\$70,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$350,000.00
4.2	Congestion Management Process Update	\$200,000.00	\$50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$115,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$365,000.00
SUBTOTAL: FY 2025 UNFUNDED PROJECTS		\$200,000.00	\$50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$280,000.00	\$70,000.00	\$ -	\$115,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$715,000.00
GRAND TOTAL: FY 2025 MPO PL & Local Match w/ FY 2025 GAMPO PL & Local Match and Unfunded Projects		\$1,211,042.56	\$299,691.63	\$51,600.00	\$3,900.00	\$194,996.00	\$24,374.50	\$24,374.50	\$280,000.00	\$70,000.00	\$540,000.00	\$540,000.00	\$48,000.00	\$12,000.00	\$296,000.00	\$64,000.00	\$3,659,979.19	

Figure 4 - FTA Section 5303 Budget Activity Line Item

UPWP FY 2025 SECTION 5303 GA & SC ARTS FTA SUMMARY WORK ELEMENT		APDD			
		FTA SEC 5303	GA DOT Match	APDD Match	Total GA SEC 5303
8.1	Program Support and Administration (44.21.00)	\$50,196.00	\$6,274.50	\$6,274.50	\$62,745.00
8.2	Long-Range Transportation Planning (44.23.01)	\$67,200.00	\$8,400.00	\$8,400.00	\$84,000.00
8.3	Short-Range Transportation Planning (44.24.00)	\$51,200.00	\$6,400.00	\$6,400.00	\$64,000.00
8.4	Transportation Improvement Program (44.25.00)	\$26,400.00	\$3,300.00	\$3,300.00	\$33,000.00
Total		\$194,996.00	\$24,374.50	\$24,374.50	\$243,745.00

UPWP FY 2025 SECTION 5303 GA & SC ARTS FTA SUMMARY WORK ELEMENT		LSCOG		
		FTA SEC 5303	LSCOG Match	Total SC SEC 5303
8.1	Program Support and Administration (44.21.00)	\$26,040.00	\$6,510.00	\$32,550.00
8.2	Long-Range Transportation Planning (44.23.01)	\$2,000.00	\$500.00	\$2,500.00
8.3	Short-Range Transportation Planning (44.24.00)	\$15,960.00	\$3,990.00	\$19,950.00
8.4	Transportation Improvement Program (44.25.00)	\$4,000.00	\$1,000.00	\$5,000.00
Total		\$48,000.00	\$12,000.00	\$60,000.00

APPENDIX A – TITLE VI

SECTION 6

TITLE VI ASSURANCES

AUGUSTA, GEORGIA (hereinafter referred to as the "Recipient"), HEREBY AGREES THAT as a condition to receiving any federal financial assistance from the U.S. Department of Transportation, it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d-42 USC 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations), and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, sex, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives federal financial assistance from the Department of Transportation, including the Federal Highway Administration, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This Assurance is required by Subsection 21.7{a}(1) of the Regulations.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances to its Federal Aid Highway Program.

1. That the Recipient agrees that each "program" and each "facility" as defined in Subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.

2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations made in connection with the Federal Aid Highway Program and in adapted form in all proposals for negotiated agreements:

"Augusta Georgia in accordance with Title VI of the Civil Rights Act of 1964 and 78 Stat. 252, 42 USC 2000d-42 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration for an award."

3. That the Recipient shall insert the clauses of Appendix A of this Assurance in every contract subject to the Act and the Regulations.

4. That the Recipient shall insert the clause of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.

5. That where the Recipient receives federal financial assistance to construct a facility, or part of a facility, the Assurance shall extend to the entire facility and facilities operated in connection therewith.

6. That where the Recipient received federal financial assistance in the form, or for the acquisition of real property, or an interest in real property, the Assurance shall extend rights to space on, over, or under such property.

7. That the Recipient shall include the appropriate clauses set forth in Appendix C of this Assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under the Federal Aid Highway Program; and (b) for the construction or use of, or access to space on, over, or under, real property acquired or improved under the Federal Aid Highway Program.

8. That this Assurance obligates the Recipient for the period during which federal financial assistance is extended to the program, or is in the form of personal property, or real property or interest therein or structures or improvements thereon, in which case the Assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.

9. The Recipient shall provide for such methods of administration for the program, as are found by the State Secretary of Transportation or the official to whom s/he delegates specific authority, to give reasonable guarantee that it, other recipients, sub-grantees, contractors, subcontractors, transferees, successors in interest, and other participants of federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations, and this Assurance.

10. The Recipient agrees that the United States has a right to seek judicial endorsement with regard to any matter arising under the Act, the Regulations, and this Assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts or other federal financial assistance extended after the date hereof to the Recipient by the Department of Transportation under the Federal Aid Highway Program and is binding on it, other recipients, sub-grantees, contractors, subcontractors, transferees, successors in interest and other participants in the Federal Aid Highway Program. The person or persons whose signatures appear below are authorized to sign this Assurance on behalf of the Recipient.



Garnett L. Johnson, Mayor

2/27/2024
Date

The text below, in its entirety, is in all contracts entered into by AUGUSTA GEORGIA. All of the text except the final section, entitled "Incorporation of Provisions," should be included in any contract entered into by any AUGUSTA GEORGIA contractor.

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor"), agree as follows:

1. Compliance with Regulations

The Contractor shall comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter referred to as DOT), Title 49, Code of Federal Regulations, part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

2. Nondiscrimination

The Contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program outlined in Appendix B of the Regulations.

3. Solicitations for Subcontracts, Including Procurement of Materials and Equipment

In all solicitations either by competitive bidding or negotiations made by the Contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the ground of race, color, sex, or national origin.

4. Information and Reports

The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by Augusta Georgia, or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, orders, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to Augusta Georgia, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Noncompliance

In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, Augusta Georgia shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

- a. Withholding of payments to the Contractor under the contract until the Contractor complies; and/or
- b. Cancellation, termination, or suspension of the contract, in whole or in part.

6. Incorporation of Provisions

The Contractor shall include the provisions of paragraphs (1) through (5) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

The Contractor shall take such action with respect to any subcontractor or procurement as Augusta Georgia or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request Augusta Georgia enter into such litigation to protect the interests of the state and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

The following clauses shall be included in any and all deeds affecting or recording the transfer of real property, structures, or improvements thereon, or interest therein from the United States.

Granting Clause

NOW, THEREFORE, Augusta Georgia—as authorized by law, and upon the condition that the state of Georgia will accept title to the lands and maintain the project constructed thereon, in accordance with and in compliance with Title 23, United States Code, the Regulations for the Administration of Federal Aid for Highways; the policies and procedures prescribed by the Federal Highway Administration of the Department of Transportation; and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252: 42 USC 2000d to 2000d-4)—does hereby remise, release, quitclaim, and convey unto the state of Georgia all the right, title, and interest of AUGUSTA GEORGIA in and to said land described in Exhibit A attached hereto and made a part thereof.

Habendum Clause

TO HAVE AND TO HOLD said lands and interests therein unto the state of Georgia, and its successors forever, subject, however, to the covenants, conditions, restrictions, and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and shall be binding on the state of Georgia, its successors, and assigns.

The state of Georgia , in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree, as a covenant running with the land for itself, its successors and assigns, that (1) no person shall, on the grounds of race, color, sex, disability, national origin, age, or religion, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed*, (2) that the state of Georgia shall use the lands, and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination of Federally Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended, (3) that in the event of breach of any of the above mentioned nondiscrimination conditions, the agency shall have a right to reenter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in, and become the absolute property of, AUGUSTA GEORGIA and its assigns as such interest existed prior to this instruction.¹

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by AUGUSTA GEORGIA pursuant to the provisions of Assurance 7.

The LESSEE, for himself or herself, his or her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land, that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this lease, for a purpose for which AUGUSTA GEORGIA program or activity is extended, or for another purpose involving the provision of similar services or benefits, the LESSEE shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964, as said Regulations may be amended. That in the event of breach of any of the above nondiscrimination covenants, the STATE shall have the right to terminate the lease, and to reenter and repossess said land and the facilities thereon and hold the same as if said lease had never been made or issued.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by AUGUSTA GEORGIA pursuant to the provisions of Assurance 7.

The LESSEE, for himself or herself, his or her personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant, and agree as a covenant running with the land, that (1) no person, on the grounds of race, color, sex, or national origin, shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land and furnishing of services thereon, no person on the grounds of race, color, sex, and national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the LESSEE shall use the premises in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended. That in the event of breach of any of the above nondiscrimination covenants, the STATE shall have the right to terminate the [license, lease, permit, etc.] and to reenter and repossess said land and the facilities thereon, and hold the same as if said [license, lease, permit, etc.] had never been made or issued. *[Include in deeds subject to a reverter clause]. That in the event of breach of any of the above nondiscrimination covenants, the STATE shall have the right to reenter said land and facilities there-on, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of the STATE and its assigns.

¹ Reverter Clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purpose of Title VI of Civil Rights Act of 1964.



AUGUSTA, GEORGIA

Title VI Self-Survey: 2016 YEAR

Survey Date: June 21, 2016

Name of Program/Grant: FHWA-PL Funds Augusta Planning and Development Department (ARTS MPO)

Summary of Complaints:

Number of complaints for the past year: 0

Number of complaints voluntarily resolved: 0

Number of complaints currently unresolved: 0

Attach a summary of any type of complaint and provide: None

- Name of complainant
- Race
- Charge
- Findings
- Corrective Action
- Identify any policy/procedure changes required as a result of the complaint
- Provide the date history (date complaint received through resolution)

Distribution of Title VI Information:

Are new employees made aware of Title VI responsibilities pertaining to their specific duties?

Yes X No

Do new employees receive this information via employee orientation?

Yes X No

Is Title VI information provided to all employees and program applicants?

Yes X No

Is Title VI information prominently displayed in the organization and on any program materials distributed?

Yes X No

Identify any improvements you plan to implement before the next self-survey to better support Title VI communication to employees and program applicants.

Augusta Planning and Development Department (APDD) staff will continue to seek training through workshops, courses and webinars sponsored by Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). The APDD staff will update ARTS Public Participation Plan to include successful public engagement and outreach tools that target persons With limited English proficiency. The APDD will begin coordinating with local and regional libraries to place ARTS plans and documents in its list of periodicals. All ARTS documents, plans and programs will be made available in multiple languages upon request. ARTS Citizen Advisory Committee (CAC) established a sub-committee to advise CAC, with representation from organizations serving veterans, disabled persons, rural transportation, and private transportation operators.

Identify any problems encountered with Title VI compliance.

None

Signature: _____

Melanie Wilson

Title: _____

Director/ARTS Project Director

Date: _____

6/21/14

Return to: Augusta-Richmond County
Office of Administrator
535 Telfair Street, Suite 910
Augusta, GA. 30901
Phone: (706)821-2400
Fax: (706)821-2819

APPENDIX B – MPO CERTIFICATIONS

CERTIFICATION OF THE AUGUSTA REGIONAL TRANSPORTATION STUDY METROPOLITAN PLANNING ORGANIZATION

Be it known to all, the below signees do hereby endorse and certify the Augusta Regional Transportation Study MPO, and further certify that the Metropolitan Planning Process is being conducted in accordance with all applicable requirements of:

1. **23 U.S.C. 134, 49 U.S.C. 5305, and this subpart**
 - a) Agreements are in place to address responsibilities of each MPO for its share of the overall Metropolitan Planning Area (MPA), where multiple Metropolitan Planning Organizations share geographic portions of a Transportation Management Area (TMA).
 - b) All major modes of transportation are members of the MPO
 - c) Any changes to the MPA boundaries were reflected in the Policy Board representation.
 - d) Agreements or memorandums are signed and in place for identification of planning responsibilities among the MPO, GDOT, public transit operator(s), air quality agency(ies), or other agencies involved in the planning process.
 - e) Roles and responsibilities are defined for the development of the Long Range Transportation Plan (LRTP) / Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP) and other related planning documents.
 - f) All MPO required planning products per 23 CFR Part 450, meeting minutes and agenda items are current and available on the MPO's website.
 - g) The metropolitan transportation planning process shall provide for the establishment and use of a performance-based approach to transportation decision-making to support the national goals described in 23 U.S.C. 150(b) and the general purposes described in 49 U.S.C. 5301(c).
2. **UPWP (23 CFR Part 450.308)**
 - a) The UPWP documents in detail the activities to be performed with Title 23 and the Federal Transit Act.
 - b) The UPWP activities are developed, selected and prioritized with input from the State, MPO committees and public transit agency(ies).
 - c) The final UPWP is submitted in a timely manner to GDOT with authorization occurring before the MPO's fiscal year begins.
 - d) Initial Adoption and Amendments to the UPWP are developed and processed in accordance with procedures outlined in the MPO's Participation Plan.

- e) Planning activities and status reports are submitted quarterly by the MPO to GDOT and FHWA.

LRTP/MTP (23 CFR Part 450.324)

- a) The LRTP/MTP incorporates a minimum 20-year planning horizon.
- b) The LRTP/MTP identifies both long-range and short-range strategies and actions leading to the development of an intermodal transportation system.
- c) The LRTP/MTP is fiscally constrained.
- d) The development of the LRTP/MTP and the TIP are coordinated with other providers of transportation (e.g. regional airports, maritime port operators).
- e) All of the Fixing America's Surface Transportation (FAST) Act planning factors were considered in the planning process.
- f) The LRTP/MTP includes a discussion of types of potential environmental mitigation activities and potential areas to carry out these activities in consultation with federal, state and tribal land management and regulatory agencies.
- g) The MPO approves the LRTP/MTP in a timely manner without entering into a planning lapse.
- h) Initial Adoption and Amendments to the LRTP/MTP are developed and processed in accordance with procedures outlined in the MPO's Participation Plan.
- i) The transit authority's planning process is coordinated with the MPO's planning process.
- j) In non-attainment and maintenance areas the MPO, as well as FHWA and FTA, must make a conformity determination on any updated or amended LRTP/MTP in accordance with 40 CFR Part 93.

-
- a) The TIP is updated at least every 4 years, on a schedule compatible with STIP development.
 - b) Each project included in the TIP is consistent with the LRTP/MTP.
 - c) The MPO, GDOT and the transit operator collaborate on the development of the TIP.
 - d) The TIP contains all projects to be funded under Title 23 U.S.C. and Title 49 U.S.C. Chapter 53.
 - e) The TIP is financially constrained by year and revenue estimates reflect reasonable assumptions.
 - f) The MPO TIP is included in the STIP by reference, without modification.
 - g) Initial Adoption and Amendments to the TIP are developed and processed in accordance with procedures outlined in the MPO's Participation Plan.
 - h) In non-attainment and maintenance areas, the MPO as well as the FHWA and FTA must make a conformity determination on any updated or amended TIP in accordance with 40 CFR Part 93.

Participation Plan (23 CFR Part 450.316)

- a) A 45-day comment period was provided before the Participation Plan was adopted/revised.
- b) Transportation plans, programs and projects provide timely information about transportation issues and processes to citizens and others who may be affected.
- c) Opportunities are provided for participation by local, State, and federal environmental resource and permit agencies where appropriate.
- d) The public involvement process demonstrates explicit consideration and responsiveness to public input received during the planning and program development process.
- e) The transportation planning process identifies and addresses the needs of those traditionally underserved, including low-income and minority households.
- f) The disposition of comments and changes in the final LRTP/MTP/TIP are documented and reported when significant comments are submitted.
- g) Additional time is provided if the "final" document is significantly different from the draft originally made available for public review.
- h) The MPO undertakes a periodic review of the public involvement process to determine if the process is efficient and provides full an open access for all.

List of Obligated Projects (23 CFR Part 450.334)

- a) The MPO provides a listing for all projects for which funds are obligated each year, including bicycle and pedestrian facilities.
- b) The annual listing is made available to the public via the TIP or the LRTP/MTP.

II. In non-attainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93

- a) The MPO's UPWP incorporates all of the metropolitan transportation-related air quality planning activities addressing air quality goals, including those not funded by FHWA/FTA.
- b) Agreements exist to outline the process for cooperative planning within full nonattainment/maintenance areas that are not designated by the MPO planning area.
- c) The MPO coordinates the development of the LRTP/MTP with SIP development and the development of Transportation Control Measures (TCM) if applicable.
- d) The LRTP/MTP includes design concept and scope descriptions of all existing and proposed transportation facilities in sufficient detail, regardless of funding source, to permit conformity determinations.
- e) The MPO's TIP includes all proposed federally and non-federally funded regionally significant transportation projects, including intermodal facilities.
- f) If applicable, the MPO ensures priority programming and expeditious implementation of

TCMs from the STIP.

- III. **Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21**
 - a) The MPO has adopted goals, policies, approaches and measurements to address Title VI and related requirements.
 - b) The public involvement process is consistent with Title VI of the Civil Rights Act of 1964 and the Title VI assurance execution by the State.
 - c) The MPO has processes, procedures, guidelines, and/or policies that address Title VI, ADA, and DBE.
 - d) The MPO has a documented policy on how Title VI complaints will be handled.
 - e) The MPO has a demographic profile of the metropolitan planning area that includes identification of the locations of protected populations.
 - f) As appropriate, the planning process identifies/considers/addresses the needs of protected/traditionally underserved populations (low-income/minority as defined by the U.S. Census Bureau).
- IV. **49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment of business opportunity**
 - a) The MPO adheres to all requirements prohibiting discrimination against a person under, a project, program, or activity receiving financial assistance under because of race, color, creed, national origin, sex, or age.
- V. **Section 1101(b) of the FAST Act (Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in U.S. DOT funded projects**
 - a) The GDOT establishes overall goals for the percentage of work to be performed by DBE's based on the projections of the number and types of federal-aid highway contracts to be awarded and the number and types of DBE's likely to be available to compete for the contracts.
- VI. **23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts**
 - a) The MPO as required by Title VII of the Civil Rights Act of 1964, does not discriminate on employment opportunities based on race, color, religion, sex, or national origin;
- VII. **The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38**
 - a) The MPO as required by 49 U.S.C. 5332 prohibits discrimination on the basis of race, color, creed, national origin, sex, or age, and prohibits discrimination in employment or business opportunity, otherwise known as Title VI of the Civil Rights

Act of 1964, as amended, 42 U.S.C. 2000d, and U.S. DOT regulations, "Nondiscrimination in Federally- Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act," 49 CFR part 21 at 21.7.

- VIII. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance
- a) The MPO has identified strategies and services to meet the needs of older persons' needs for transportation planning and programming.
- IX. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender
- a) The MPO adheres to the Act on Equality between women and men and prohibits both direct and indirect discrimination based on gender.
- b) The MPO adheres to the Equal Pay Act of 1963 (EPA), which protects men and women who perform substantially equal work in the same establishment from sex-based wage discrimination;
- X. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.
- a) The MPO adheres to Title I and Title V of the Americans with Disabilities Act of 1990 (ADA), which prohibits employment discrimination against qualified individuals with disabilities in the private sector, and in state and local governments.



Dr. William Molnar, Policy Committee Chairman

Date

Augusta Regional Transportation Study (ARTS) Metropolitan Planning Organization

Vivian Canizares

Digitally signed by Vivian Canizares
Date: 2023.09.28 10:18:48-04'00'

Vivian Canizares, Assistant State Transportation Planning Administrator
Georgia Department of Transportation, Office of Planning

Date

Matt Markham

Digitally signed by Matt Markham
Date: 2023.09.28 10:34:18 -04'00'

Matthew Markham, Deputy Director of Planning
Georgia Department of Transportation, Office of Planning

Date

APPENDIX C – ARTS COMMITTEE COMPOSITION

A. Policy Committee

The Policy Committee shall be composed of officials of participating governmental jurisdictions. Voting membership shall be determined by organizational position, with the following positions being members:

1. Mayor, City of North Augusta (South Carolina)
2. Mayor Augusta, Georgia
3. Mayor, City of Blythe, Georgia
4. Chairman, Hephzibah City Commission, Georgia
5. Mayor, City of Grovetown (Georgia)
6. Mayor, City of Aiken (South Carolina)
7. Mayor, Town of Burnetown (South Carolina)
8. Mayor, City of New Ellenton (South Carolina)
9. Chairman, Aiken County Council (South Carolina)
10. Chairman, Edgefield County Council (South Carolina)
11. Chairman, Columbia County Commission (Georgia)
12. Deputy Secretary for Engineering, SC DOT
13. Commissioner or his Designee, Georgia DOT
14. Garrison Commander, Fort Eisenhower (Georgia)
15. Executive Director, Lower Savannah Council of Govt.
16. Director, Augusta Public Transit Department

B. Technical Coordinating Committee

The Technical Coordinating Committee shall be composed of key staff members of participating government jurisdictions. Membership shall be based upon the organizational position held, with the following positions being voting members or their designee represent the listed positions:

City of Augusta

1. Director, Augusta Planning & Development Department
2. City Engineer
3. Director, Augusta Public Transit Department
4. Traffic Engineer

County of Columbia

1. Director of Construction and Maintenance
2. Planning Director

City of North Augusta

1. City Engineer
2. Planning Director

County of Aiken

1. County Engineer
2. Planning Director

Lower Savannah Council of Governments

1. Transit Operations Manager
2. Grants and Compliance Manager

County of Edgefield

1. Director of Building and Planning

City of Aiken

1. City Engineer
2. Planning Director

City of New Ellenton

1. Supervisor of Streets and Roads

Georgia Department of Transportation

1. Transportation Planning Engineer
2. District 2 Engineer

South Carolina Department of Transportation

1. Director of Planning
2. Pre-Construction Program Manager

Other Jurisdictions

1. Augusta Regional Airport, Executive Director
2. Fort Eisenhower Director of Installation Support
3. Chairman, Citizens Advisory Committee

C. Citizens Advisory Committee

Membership in this organization shall be made up of local citizens from each community in the ARTS area. The membership shall be made up of persons interested in transportation issues from any of the following jurisdictions: the City of Augusta-Richmond County, the City of North Augusta, the City of Aiken, and Aiken County.

APPENDIX D – COMPLETE STREETS WAIVER AIKEN COUNTY/USDOT

Summary of Complete Streets Eligible Projects for 100% Waiver

Task #	Task Category	Milestone/Deliverable	\$ Budget (100% Fed)
1	Program Coordination/Administration	Monitor developments related to federal Complete Streets Policies and Regulations	\$2,000.00
2	Intermodal Planning	Develop Complete Streets Design Guidelines for a variety of contexts and all street/roadway user groups	\$7,000.00
3	Intermodal Planning	Require designated bicycle facilities during new development or redevelopment or capital roadway projects	\$3,000.00
4	System Planning	Adopt traffic calming programs, policies, and standards	\$3,500.00
5	Intermodal Planning	Adopt bicycle parking requirements	\$1,500.00
6	Intermodal Planning	Consider multi-modal Level of Service (LOS) in Traffic Impact Analyses and other engineering studies	\$3,000.00
7	Training and Employee Education	Attend Complete Streets policy training workshops and webinars	\$2,000.00
8	System Planning	Performance-Based Project Evaluation- collect and analyze traffic safety data of pedestrian and bicycle safety improvement projects included in the ARTS MPO current Metropolitan Transportation Plan (MTP) and TIP to assess safety improvements	\$4,000.00
9	Data Collection and Analysis	Collect and analyze traffic crash reports (vehicle, bike, and pedestrian) and traffic safety conflicts for non-motorized users at arterial roadways	\$1,000.00
10	Data Collection and Analysis	GIS Map Audit of existing bike infrastructure	\$1,000.00
11	Public Transit/Paratransit	Coordinate with the Lower Savannah Council of Governments (LSCOG) with the review of transit system passenger count data	\$1,500.00
12	Intermodal Planning	Development of a Complete Streets prioritization plan that identifies a specific list of Complete Streets projects to improve the safety, mobility, or accessibility of a street	\$6,500.00
\$ TOTAL:			\$36,000.00
Total Programmed UPWP \$ Budget:			\$1,440,000.00
% of Total Budget Complete Streets Eligible:			2.5%

APPENDIX E – FY 2025 UPWP MODIFICATIONS & AMENDMENTS

DATE	MOD/AMENDMENT	DESCRIPTION	PAGE

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AGREEMENT FOR PROFESSIONAL SERVICES

BETWEEN CITY OF AUGUSTA, GEORGIA AND WSP USA INC.

THIS AGREEMENT is made and entered into as of the ____ day of _____, 2024, by and between the **CITY OF AUGUSTA**, a Georgia municipal corporation, with offices at 535 Telfair Street, Augusta, GA 30901, hereinafter referred to as "CLIENT," and **WSP USA INC.**, a New York corporation, with offices at 3340 Peachtree Road, NE, Tower Place 100, Suite 2400, Atlanta, GA 30326, hereinafter referred to as "CONSULTANT". CLIENT and CONSULTANT may be referred to individually as a "Party" and collectively as the "Parties".

In consideration of their mutual covenants, the parties hereto agree as follows:

1. Engagement of WSP USA Inc. CLIENT retains CONSULTANT to perform certain advisory services in support of RFQ Item #24-185 Augusta Regional Transportation Study 2055 Metropolitan Transportation Plan (MTP) Update Performance-Based Multimodal Transportation Plan, hereinafter referred to as "PROJECT" subject to the terms, conditions, and stipulations as hereinafter stated.
2. Scope of Services. CONSULTANT shall perform or provide for the performance of the services set forth in Exhibit A, Scope of Services ("SERVICES"), attached hereto and incorporated into the Agreement by reference.
3. Compensation. CLIENT shall pay CONSULTANT for performance of the SERVICES according to the fees as set forth in Exhibit B, Compensation, attached hereto and incorporated into the Agreement by reference.
4. Period of Performance. This Agreement shall become effective on the day and year first written above. Unless terminated or extended, this Agreement shall expire on December 31, 2025. CONSULTANT will provide SERVICES as set forth in Exhibit C Schedule, attached hereto and incorporated into the Agreement by reference.

CLIENT reserves the right, upon the mutual agreement of the Parties, to extend the term of this Agreement, and to increase the original compensation amount by giving written notice to CONSULTANT at least thirty (30) days prior to the expiration of the original term of the Agreement. CONSULTANT shall not perform any of the SERVICES and CLIENT shall not pay for any SERVICES performed or expenses incurred by CONSULTANT after this Agreement has expired.

CONSULTANT shall not begin any work under the terms of this Agreement until authorized in writing by CLIENT. The established expiration date of this Agreement shall be extended as

necessary by CLIENT in the event of a delay attributable to CLIENT, or because of delay or default caused by fire, riot, acts of God, or war where such cause was beyond the reasonable control of CLIENT or CONSULTANT, respectively. CONSULTANT shall, however, make reasonable efforts to mitigate such a cause of delay or default and shall, upon the cessation of the cause, diligently pursue performance of its obligations under this Agreement.

5. Payment. CONSULTANT shall deliver to CLIENT a monthly invoice showing the compensation due to CONSULTANT for the Services performance during the invoice period. CLIENT shall make payment to CONSULTANT within thirty (30) days after receipt of a proper invoice. Invoices must reference the Agreement Number, a list of products delivered, all applicable tasks for which payment is being requested, rates charges, and amounts due. Invoices shall be addressed to:

City of Augusta
 Department: Planning and Development
 535 Telfair Street
 Augusta, Georgia, 30901
 ATTENTION: Saralyn Yarborough

Payment shall be sent to:

WSP USA Inc.
 P.O. 732476
 Dallas, Texas 75373-2476

If CLIENT fails to make any payment due CONSULTANT for services and expenses within thirty (30) days after receipt of WSP USA's invoice, then CONSULTANT may, after giving ten (10) days written notice to CLIENT, suspend services under this Agreement until CLIENT has paid in full all amounts due for services, expenses and other related charges. This provision shall only apply to undisputed invoices.

If CLIENT contests an invoice, CLIENT may withhold only that portion of payment so contested and must pay the undisputed portion.

If an invoice does not comply with the Agreement's requirements, the CLIENT shall return it within ten (10) days after receipt or in as much time required to review the requisite duties performed with the reasons why it is not a proper invoice.

6. Progress Reporting. CONSULTANT shall have regular calls with CLIENT, as needed, to discuss the various phases and the order of performance of the SERVICES in sufficient detail.

7. Modification of Agreement. The SERVICES set forth in Exhibit A of this Agreement may be reduced, modified, expanded within or beyond the scope of this Agreement by written agreement modifications executed by CLIENT and CONSULTANT.

- a. Except as provided in Paragraph b, below, in the event CLIENT requires a reduction, expansion, or modification of the SERVICES, CLIENT shall issue to CONSULTANT a written notification which specifies such reduction, expansion, or modification. Within thirty (30) days after receipt of the written notification, CONSULTANT shall provide CLIENT with a detailed cost and schedule proposal for the work to be performed or to be reduced. This proposal shall be accepted by CLIENT or modified by negotiations between CLIENT and CONSULTANT and, thereafter, an agreement modification shall be executed in writing by both parties.
- b. Notwithstanding Paragraph a, above, CLIENT may at any time, by written order, make changes within the general scope of this Agreement to the SERVICES to be performed by CONSULTANT. If any such change causes an increase or decrease in the estimated cost of, or the time required for, the performance of any part of the work under this Agreement, whether or not changed by the order, CLIENT shall make such adjustments as are appropriate and equitable and shall modify the Agreement in writing accordingly. Any claim by CONSULTANT for adjustment under this clause must be asserted within thirty (30) days from the date of receipt by CONSULTANT of the notification of change, provided however, that CLIENT, if it decides that the facts justify such action, may receive and act upon such claim asserted at any time prior to final payment under this Agreement. Failure to agree to any adjustment shall be a dispute subject to the provisions of Section Eighteen.

No services for which additional cost or fee will be charged by CONSULTANT shall be furnished without the prior express written authorization of CLIENT. Unless specified in a written agreement modification, no change, reduction, modification or expansion of the SERVICES within or beyond the scope of this Agreement shall serve to modify the terms and conditions of this Agreement.

8. Data to be Furnished by CLIENT. CLIENT agrees to furnish CONSULTANT any plans, data, and other relevant information available to CLIENT and not prohibited by law upon request by CONSULTANT for the rendition of the SERVICES described herein.

9. Independent Contractor. CONSULTANT shall perform the SERVICES as an independent contractor. Although CLIENT reserves the right to (i) to determine the delivery schedule for the SERVICES to be performed and (ii) to evaluate the quality of the completed performance, CLIENT cannot and will not control the mean or manner of CONSULTANT's performance. CONSULTANT is responsible to determining the appropriate means and manner of

performing the SERVICES.

CONSULTANT shall be responsible for all federal, state, or local taxes applicable to compensation or payments paid to CONSULTANT under this Agreement. CLIENT will not withhold from such compensation or payments any amount(s) to cover CONSULTANT's federal, state, or local tax obligations. CONSULTANT is not eligible for any social security, unemployment insurance, or workers' compensation benefits from compensation or payments paid to CONSULTANT under this Agreement, except as a self-employed individual.

10. Insurance. CONSULTANT shall, at all times that this Agreement is in effect, cause to be maintained in force and effect an insurance policy(s) that will ensure and indemnify the CLIENT against liability or financial loss resulting from injuries occurring to persons or property or occurring as a result of any negligent error, act, or omission of the CONSULTANT in performance of the work during the term of this Agreement.

CONSULTANT shall provide, at all times that this agreement is in effect, Worker's Compensation insurance in accordance with the laws of the State of Georgia.

CONSULTANT shall provide, at all times that this Agreement is in effect, Insurance with limits of not less than:

- a. Workmen's Compensation Insurance – in accordance with the laws of the State of Georgia.
- b. Commercial General Liability Insurance – in an amount of not less than One Million (\$1,000,000) Dollars per occurrence and in the aggregate covering bodily injuries, including those resulting in death, and property damage.
- c. Valuable Papers Insurance – in an amount sufficient to assure the restoration of any plans, drawings, field notes, or other similar data relating to the work covered by the Project.
- d. Professional Liability Insurance – in an amount of not less than One Million (\$1,000,000) Dollars per claim and in the aggregate.

CLIENT will be included as an additional insured with respect to CONSULTANT's liabilities hereunder in insurance coverage's identified in item (b). The policies shall be written by a responsible company(s), authorized to do business in Georgia with an A.M. Best rating of A- VII or better, and shall be noncancellable except on thirty-(30) days' written notice to the CLIENT.

11. Indemnity. Except for willful misconduct of CLIENT, CONSULTANT shall indemnify, protect, defend, and hold harmless CLIENT and any and all of its officers, directors, agents, and employees from and against any claims, charges, damages, costs, expenses, judgments, civil fines and penalties, liabilities, or losses of any kind or nature whatsoever which

may be sustained or suffered by or secured against CLIENT and/or its officers, directors, agents, and employees by reason of any damage to property, injury to persons, or any action that may arise out of the performance of such SERVICES rendered pursuant to this Agreement to the extent such is caused by any negligent act, omission or error of CONSULTANT, its officers, directors, agents, employees, or subconsultants.

Notwithstanding any other provisions of this Agreement, and to the greatest extent permitted by law, CONSULTANT's total aggregate liability for injury or damage to CLIENT arising in any way out of this Agreement, caused by breach of (including, but not limited to loss of use, opportunity, profits, or business) shall in no event exceed a sum equal to the total of professional fees paid by CLIENT to CONSULTANT for performance of the SERVICES.

12. Personal Liability. No liability arising out of this Agreement shall accrue against any individual, director, shareholder, representative, or fiduciary of CONSULTANT unless caused by fraud or willful misconduct.

13. Termination.

- a. Parties' Right to Terminate for Convenience. This Agreement may be terminated at any time by mutual written consent of the Parties.
- b. CLIENT's Right to Terminate for Convenience. CLIENT may, at its sole discretion, terminate this Agreement, in whole or in part, upon thirty (30) days written notice to CONSULTANT. In such an event, CONSULTANT shall be paid for the SERVICES rendered, an amount bearing the same ratio to the total Agreement price as the amount of services complete or partially completed and delivered to CLIENT bears to the total amount of SERVICES provided for herein, in addition to all reasonable termination expenses as determined in good faith by the mutual agreement between CLIENT and CONSULTANT as an amendment to the Agreement.
- c. Client's Right to Terminate for Cause. CLIENT may terminate this Agreement, in whole or in part, immediately upon written notice to CONSULTANT, or at such later date as CLIENT may establish in such notice, upon the occurrence of any of the following events:
 - i. CONSULTANT no longer holds any license or certificate that is required to perform the SERVICES; or,
 - ii. CONSULTANT commits any material breach or default of any covenant, warranty, obligation, or agreement under this Agreement, fails to perform the SERVICES under this Agreement within the time specified herein or

any extension thereof, or so fails to perform the SERVICES as to endanger CONSULTANT's performance under this Agreement in accordance with its terms, and such breach, default and failure is not cured within ten (10) business days after delivery of CLIENT's notice, or such longer period as CLIENT may specify in such notice.

In such an event, CONSULTANT shall be paid for the value of services rendered and delivered to CLIENT up to the time of termination less any additional expenses created by the breach. If it is determined for any reason that CONSULTANT was not in default or that CONSULTANT's failure to perform is without CONSULTANT's or its employee's default or negligence, the termination shall be deemed to be a termination for the convenience of CLIENT. In such an event, CONSULTANT shall be compensated in accordance with the Termination for Convenience clauses listed previously.

d. CONSULTANT's Right to Terminate for Cause.

- i. CONSULTANT may terminate this Agreement by giving written notice to CLIENT if CLIENT fails to pay CONSULTANT pursuant to the terms of this Agreement and if CLIENT fails to cure within ten (10) business days after receipt of CONSULTANT's written notice, or such longer period of cure as CONSULTANT may specify in such notice.
- ii. CONSULTANT may terminate this Agreement, for reasons other than nonpayment, if CLIENT commits any material breach or default of any covenant, warranty, obligation, or agreement under this Agreement, fails to perform under the Agreement within the times specified, or so fails to perform as to endanger CONSULTANT's performance under this Agreement, and such breach, default or failure is not cured within ten (10) business days after delivery of CONSULTANT's notice, or such longer period as CONSULTANT may specify in such notice.

14. Ownership of Documents. CLIENT acknowledges that any software, research, reports, studies, estimates, data, photographs, negatives or other documents, plans, drawings, memoranda, computation sheets, or materials prepared by CONSULTANT in the performance of its obligations under this Agreement are to remain the property of CONSULTANT. The CONSULTANT, however, grants CLIENT a license to use said materials on the PROJECT, extensions of the PROJECT, and other projects of CLIENT, subject to the following limitations:

- a. CLIENT acknowledges that such materials are not intended or represented to be suitable for use on the PROJECT unless completed by CONSULTANT, or for use or reuse by CLIENT or others on extensions of the PROJECT or on any other project without written verification or adaptation by CONSULTANT;
- b. Any such use or reuse, or any modification of the such materials, without written verification, completion, or adaptation by CONSULTANT, as appropriate for the specific purpose intended, will be at CLIENT's sole risk and without liability or legal exposure to CONSULTANT or to CONSULTANT's subconsultants;
- c. CLIENT shall indemnify and hold harmless CONSULTANT and CONSULTANT's subconsultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification without written verification, completion, or adaptation by CLIENT; and,
- d. Such limited license to CLIENT shall not create any rights in third parties.

15. Successors and Assigns. The Parties shall not assign, sublet, sell, transfer, or otherwise dispose of any interest in this Agreement without the prior written approval of the other party. Any unauthorized attempt thereat shall be void and unenforceable.

This Agreement shall be binding upon and inure to the benefit of the parties hereto, their successors and permitted assigns, but shall not inure to the benefit of any third party or other person.

16. Nonwaiver. No failure or waiver or successive failures or waivers by the Parties, their successors or permitted assigns, in the enforcement of any condition, covenant, or section of this Agreement shall operate as a discharge of any such condition, covenant, or section nor render the same invalid, nor impair the right of the Parties, their successors or permitted assigns, to enforce the same in the event of any subsequent breaches by the other Party, their successors or permitted assigns.

17. Notification.

All notices required or permitted under this Agreement shall be in writing and shall be deemed sufficiently served if served by Registered Mail addressed as follows:

To CONSULTANT: WSP USA Inc.
3340 Peachtree Road NE
Tower Place 100, Suite 2400
Atlanta, GA 30326

ATTENTION: Emily Ritzler, Senior Vice President, Southern States Advisory Business Line Lead

To CLIENT: City of Augusta
 Department: Planning and Development
 535 Telfair Street
 Augusta, Georgia, 30901
 ATTENTION: Saralyn Yarborough, Project Manager

18. Disputes, Governing Law.

- a. Any and all claims, disputes, and other matters in question arising out of or relating to this Agreement or the breach thereof shall first be referred to each Party's senior management for good faith negotiations. If such negotiations fail to resolve a dispute within forty-five (45) days from delivery of a written notice requesting referral, either party may pursue its rights through the judicial process.
- b. The law of the State of Georgia shall govern the Agreement between CLIENT and CONSULTANT with regard to its interpretation and performance, and any other claims related to this agreement.
- c. All claims, disputes and other matters in question between CLIENT and CONSULTANT arising out of or relating to the Agreement, or the breach thereof, shall be decided in the Superior Court of Richmond County, Georgia. CONSULTANT, by executing this Agreement, specifically consents to jurisdiction and venue in Richmond County and waives any right to contest the jurisdiction and venue in the Superior Court of Richmond County, Georgia.

19. Key Personnel. CONSULTANT has designated Fred Frank, PMP as the Project Manager (PM). In the event that the PM is unable to continue performance under this Agreement, the appointment of a replacement of equal caliber shall be subject to the prior written approval of CLIENT. CONSULTANT agrees to assign specific individuals to key positions. CONSULTANT agrees that, upon commencement of the SERVICES to be performed under this Agreement, key personnel shall not be removed or replaced without prior written notice to CLIENT.

20. Confidential Information.

- a. During the term of this Agreement, each Party may provide the other access to proprietary technical and commercial information ("Confidential Information") that

is to be protected from disclosure to the same degree as the receiving Party protects its own proprietary information. For purposes of this Agreement, Confidential Information means commercially sensitive information including but not limited to technical data, trade secrets or know-how, research, data, market and financial analysis, technology, designs, drawings, engineering work product, software, inventions, processes, formulas, and other business information that is i) marked as proprietary or confidential, and ii) disclosed by one Party to the other, whether directly, indirectly, in writing, orally, by drawing, or by inspection. If disclosure is not presented in writing, the Party making the disclosure will provide a written version, marked as Confidential Information, within ten (10) business days from the date of disclosure. Confidential Information does not include information that i) is known to the receiving Party at the time of disclosure, ii) has been independently developed by the receiving Party without reference to the disclosing Party's Confidential Information, iii) has become publicly known and generally available through no wrongful act of the receiving Party, or iv) is required to be disclosed pursuant to the lawful order of a court or governmental body, in which case, to the extent legally permissible, the Party subject to such order will give prompt notice to the other and cooperate in that Party's effort to seek appropriate protective orders.

- b. Unless authorized in writing by the disclosing Party, the receiving Party will not use Confidential Information for any purposes other than those anticipated by this Agreement.
- c. Each Party agrees to take reasonable precautions to prevent unauthorized use or disclosure of the other's Confidential Information and will notify the other as soon as possible after it becomes aware of or has reason to suspect unauthorized use or disclosure.
- d. Upon request from the disclosing Party, the receiving Party will return all copies of Confidential Information provided under this Agreement (including summaries) or certify that such information has been destroyed. The receiving Party may retain copies of Confidential Information to the limited extent required for it to comply with audit or other legal or regulatory obligations or in accordance with such Party's security, disaster recovery and/or internal procedures regarding retention of archival copies of the Confidential Information in archived computer system back-up.
- e. This section will survive termination of this Agreement.
- f. Any obligation under this section in conflict with Georgia Open Records Requirements shall be waived.

21. Publication and Publicity. The Parties, their assignees, employees, or agents shall not release or publish any information or material generated from the PROJECT to others without the express written permission of the other Party. This requirement shall survive the expiration of this Agreement. CONSULTANT acknowledges that it may be requested to release specific findings, forward-looking statements, and analyses in the form of documented reports for the explicit benefit of interested third parties, and that such a release of material will be subject to and conditioned upon a separate waiver and release between CONSULTANT and those third parties.
22. No Third Party Beneficiaries. CLIENT and CONSULTANT are the only Parties to this Agreement and are the only Parties entitled to enforce its terms. Nothing in this Agreement gives, is intended to give, or shall be construed to give or provide any benefit or right, whether directly, indirectly, or otherwise, to third parties unless such third parties are individually identified by name herein and expressly described as intended beneficiaries of the terms of this Agreement.
23. Proprietary Rights. CLIENT agrees that if copyrights, patentable discoveries, or inventions or rights in data should result from work described herein, all rights accruing from such discoveries or inventions shall be the sole property of CONSULTANT.
24. Standard of Performance. CLIENT agrees that CONSULTANT warrants only and exclusively to CLIENT that the standard of performance for all professional services performed or furnished by CONSULTANT under this Agreement will be the care and skill ordinarily used by members of the applicable profession practicing under similar circumstances at the same time and in the same locality. **The foregoing warranties are exclusive and are in lieu of any and all other warranties, expressed or implied, arising by law or custom, including, but not limited to, the implied warranty of merchantability and the implied warranty of fitness for a particular purpose.**
25. Subconsultants. During the performance of the Agreement, CONSULTANT may engage subconsultants as may be required for the timely completion of this Agreement. CONSULTANT will notify CLIENT of any subconsultants that may be utilized on this PROJECT.
26. Observance of Laws. Throughout the term of this Agreement, CONSULTANT shall keep fully informed of all applicable federal, state, county, and local laws, ordinances, codes, rules, and regulations in effect when the SERVICES are performed, which directly affect work authorized under the terms of this Agreement. CONSULTANT shall at all times observe and comply in all material respects with all such laws,

ordinances, codes, rules, and regulations in performing its duties, responsibilities, and obligations related to this Agreement.

27. Non-Solicitation of Employees. Neither Party shall, during the term of this Agreement solicit for hire as an employee, consultant, or otherwise any of the other Party's personnel who have had direct involvement with the SERVICES, without such other Party's express written consent. If any employee terminates employment with either Party for any reason during the course of this Agreement, the other Party has the right to hire such employee as an employee or an independent contractor of other Party with no compensation being owed.
28. Signatory Warranty. The undersigned signatory for CLIENT hereby represents and warrants that he or she is an officer of the organization for which he or she has executed this Agreement and that he or she has full and complete authority to enter into this Agreement on behalf of the organization. These representations and warranties are made for the purpose of inducing CONSULTANT to enter into this Agreement.
29. Interpretation. This Agreement is the result of negotiations between the Parties, and accordingly the terms and provisions hereof shall be interpreted and construed in accordance with their usual and customary meanings. The Parties hereby waive the application of any rule of law which otherwise would be applicable in connection with the interpretation and construction of this Agreement that ambiguous or conflicting terms or provisions should be interpreted and construed against the party who (or whose attorney) prepared the executed Agreement or any earlier draft of same.
30. Severability. Each part of this Agreement is intended to be separate. If any term, covenant, condition, or provision hereof is illegal or invalid or unenforceable for any reason whatsoever, such illegality, invalidity, or unenforceability shall not affect the legality, validity, or enforceability of the remaining parts of this Agreement and all such remaining parts hereto shall not be impaired or invalidated in any way, but shall be legal, valid, and enforceable and have full force and effect as if the illegal, invalid, unenforceable part has not been included.
31. Extent of Agreement. This Agreement represents the entire and integrated agreement between CLIENT and CONSULTANT and supersedes and replaces all terms and conditions of any prior agreements, arrangements, negotiations, or representations, written or oral, with respect to this PROJECT.

IN WITNESS WHEREOF, this Agreement has been executed by CLIENT and CONSULTANT,

effective from the day and year first written above.

CITY OF AUGUSTA, GEORGIA

By: _____

Printed Name: _____

Title: _____

Date: _____

WSP USA INC.

By: _____

Printed Name: _____

Title: _____

Date: _____

Attachments: Exhibit A – Scope of Services

Exhibit B – Compensation

Exhibit C - Schedule

SCOPE OF SERVICES

Pursuant to the terms and conditions of the Agreement, CONSULTANT agrees to perform the following Scope of Services.

TASK #1 – PROJECT ADMINISTRATION AND PROJECT KICKOFF

The CONSULTANT will assign a single person to serve throughout the life of the contract as the CONSULTANT Project Manager (CONSULTANT PM). CLIENT will assign a Project Manager (PM) to work closely with the CONSULTANT PM. The overall update process and policy decisions will be guided by Augusta Regional Transportation Study (ARTS) and its committees and subcommittees.

1. The CONSULTANT and ARTS staff will host a project kick-off meeting no more than two (2) weeks after the Notice to Proceed letter. The kick-off meeting will be held at the ARTS offices in Augusta GA at a date and time satisfactory to both parties. The purpose of the project kick-off meeting is to:
 - a. Introduce both teams;
 - b. Understand the project background;
 - c. Understand the expected quality of deliverables;
 - d. Understand what needs to be done; and,
 - e. Agree on how both teams can work together effectively.
2. The CONSULTANT PM is responsible for overall project management necessary to ensure the satisfactory completion of 2055 MTP, on time, on budget, and in accordance with the scope of services. The CONSULTANT PM will be responsible for developing and adhering to a schedule that allows the submission of a Draft 2055 MTP no later than July 2024 and a Final 2055 MTP submitted no later than September 2025.
3. The CONSULTANT will develop an operations plan for completing the MTP within two (2) weeks of the Notice to Proceed letter. The operations plan will include:
 - a. Detailed listing of the activities necessary to complete the MTP;
 - b. Schedule for each activity;
 - c. Identification of who will be responsible for the activity; and,
 - d. Total resources required to complete the activity.

The operations plan developed will be reviewed by the FHWA, GDOT, SCDOT, and ARTS. Once approved, the operations plan will then become the overall management control document for completing the MTP process.

4. The CONSULTANT shall complete a draft 2055 MTP in sufficient time to allow for public review, workshops, and presentations to ARTS committees, constituents, and stakeholders.

ARTS will provide information on scheduled meetings, activities, and deadlines that impact the MTP update effort and will inform the CONSULTANT of any schedule changes.

5. ARTS committees include: the Policy Committee (PC) made up of elected and appointed officials; the Technical Coordinating Committee (TCC) comprised of administrators, planning directors, and transportation engineers from local governments and transportation-related agencies; Citizens Advisory Committee (CAC) comprised of citizens representing geographic areas within the ARTS planning area; and the South Carolina Subcommittee made up of locally elected officials.
6. Scheduled meetings within the proposed project execution period of the PC, TCC, and CAC are during the months of September and November 2024, and March, May, July, and September 2025; the South Carolina Subcommittee meets every quarter. Meetings of any ARTS committee will be important milestones for maintaining the project schedule. The CONSULTANT must be prepared to be present (and answer questions or give a presentation if requested) at ARTS committee meetings.
7. The CONSULTANT will maintain and update the schedule for completing each of the required tasks. The CONSULTANT is responsible for notification to ARTS staff of all proposed changes to the project schedule for approval.
8. The CONSULTANT is required to prepare and maintain a project schedule, indicating the time frame for the project. At a minimum, the project schedule must include:
 - a. Dates for all deliverables;
 - b. Activity start and completion dates;
 - c. Milestones important to maintaining the project schedule; and,
 - d. Steering Committee meetings.

Task #1 Project Administration Deliverables:

- Project kick-off meeting with ARTS staff and CONSULTANT
- Operations plan/ project schedule
- Monthly progress reports and figures
- Monthly invoices with supportive information to account for the invoices

TASK #2 – PUBLIC INVOLVEMENT, EDUCATION AND OUTREACH (PART 1)

Preparation of the 2055 MTP will involve extensive public involvement and public meetings. Public participation is a critical component of this process to ensure a continuing, cooperative, and comprehensive Metropolitan Transportation Planning process as well as community ownership of the 2055 MTP. Outputs of the final 2055 MTP process must reflect robust engagement with all planning partners throughout.

The CONSULTANT will support a public involvement program that ensures the residents of the ARTS planning area are aware of, actively participate in, and are engaged to the maximum extent possible. The 2055 MTP update is the “public’s plan”, so input from as many population groups is a very important part of the plan development.

1. The CONSULTANT shall undertake outreach efforts within the ARTS planning area. The CONSULTANT shall work together with ARTS staff in conducting various Public Involvement, Education, and Outreach activities in the ARTS planning area.
2. The CONSULTANT will be guided in the deployment of public outreach activities by the ARTS Public Participation Plan Update (PPP) (Adopted July 2021). The CONSULTANT may use alongside the PPP other public outreach strategies identified here <http://mpotransportationoutreachplanner.org/mpotop/strategies> as a resource to ensure that all groups, in particular, traditionally under-represented population groups are included in the planning process.
3. The CONSULTANT will be required to develop a Public Participation Strategy (PPS) for the 2055 MTP development that includes the use and expansion of ARTS branding efforts. PPS will be guided by Environmental Justice/Title VI requirements.
4. The CONSULTANT, with input from ARTS staff, shall create a theme, logo, and branding consistent with the 2055 MTP. The CONSULTANT shall use the ARTS logo on all materials such as, but not limited to: brochures, fact sheets, informational booklets, and flyers.
5. Under the guidance of ARTS staff, the CONSULTANT shall create education and outreach materials and publications that inform the public about the MTP update and ways to provide input. In addition to the ARTS logo and MTP theme/logo; the ARTS website, phone number, social media accounts, and other appropriate information must be included on all outreach materials.
6. The CONSULTANT will translate any public outreach material, as a minimum into Spanish. However, ARTS staff will work with the CONSULTANT to determine which outreach documents are translated and the language/s required.
7. The City of Augusta will host the 2055 MTP website as a page on www.augustaga.gov and will be responsible for the management and maintenance of that page. The CONSULTANT will be responsible for purchasing a website domain to redirect to the main MTP webpage on the City of Augusta website.
8. The CONSULTANT will work with ARTS staff to produce content, graphics, short videos, pictures, and infographics for placement on the ARTS and MTP websites as well as social media platforms, such as X (Twitter), Facebook, YouTube, and Instagram. The CONSULTANT will, in conjunction with ARTS, decide which social media opportunities should be pursued to maximize their effective use.
9. The CONSULTANT, under the guidance of ARTS, will develop and post an online interactive map of the ARTS planning area. The map will allow the public to click on an

area on the map and leave comments, concerns, and suggestions as to their thoughts on transportation in the ARTS planning area.

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10. The CONSULTANT together with ARTS will host four public outreach meetings no later than three (3) months after the Notice to Proceed Letter. One venue in each of the four-county ARTS Planning Areas will be selected to host each meeting. The meeting objective is to outline the MTP update process to gain initial insight into the public's thoughts on transportation options and the desired goals of the MTP update.

Task #2 Deliverables - Public Involvement, Education and Outreach (Part 1):

- Development of PPS
- MTP logo, theme, and branding
- Education and outreach materials, with translation as needed
- MTP website/domain purchase and development of content, graphics, short videos, pictures, and infographics for the MTP website and social media content
- Interactive map for the 2055 MTP
- Technical Report #1: Public outlook towards MTP process, potential goals, and transportation in the ARTS planning area

TASK #3 – DATA COLLECTION AND DEVELOPMENT

The CONSULTANT shall collect, compile, and review all documents and data pertaining to the ARTS multimodal transportation system and existing and forecast travel activities in the area. These documents may include, but are not limited to reports, studies, academic literature, state and Federal statutes, programs, and data that pertain to the ARTS planning area transportation system, including best practices. The following documents will be made available to the CONSULTANT as part of the document review process:

- Aiken County Bicycle and Pedestrian Plan (2012 & 2022)
- Aiken County Comprehensive Plan 2014-2024
- ARTS 2050 Metropolitan Transportation Plan (MTP), adopted September 2020
- ARTS Advanced Transportation Management System (ATMS) Master Plan (2013)
- ARTS Congestion Management Process (CMP) Update (2021)
- ARTS FY 2017-2022 Transportation Improvement Program (TIP)
- ARTS FY 2021-2027 Transportation Improvement Program (TIP)
- ARTS FY 2024-2033 Transportation Improvement Program (TIP)
- ARTS Public Participation Plan Update (2021)

- Augusta ADA Self-Evaluation and Transition Plan (2016)
- Augusta ADA Transition Plan Update (2021)
- Augusta Transit (APT) – Comprehensive Operational Analysis (2017)
- Augusta Regional Freight Profile (2023)
- Augusta Regional Transportation Study Bicycle and Pedestrian Plan (2022)
- Augusta-Richmond Comprehensive Plan (2018)
- Augusta-Richmond Comprehensive Plan 5-Year Update (2023)
- Best Friend Express Transit Development Plan (2017)
- City of Aiken Comprehensive Plan (2017)
- City of Grovetown Comprehensive Plan (2021)
- City of North Augusta Comprehensive Plan (2017)
- Columbia County 2035 Comprehensive Plan Update (2021)
- Dougherty Road Corridor Study (2013)
- Georgia Statewide Strategic Transportation Plan (SSTP) (2021)
- Georgia Statewide Freight and Logistics Plan, 2010-2050
- Lower Savannah Council of Governments 2017-2022 Comprehensive Economic Development Strategy
- Realizing the City: The Augusta Sustainable Development Agenda (ASDA) (2010)
- Reclaiming Historic Harrisburg (2011)
- SC 19 (Edgefield Highway) Corridor Study (2014)
- SCDOT Statewide Multi-Modal Plan (2014)
- SCDOT South Carolina Statewide Freight Plan (2014)
- The 2018 Augusta-Richmond County Analysis of Impediments to Fair Housing Choice (2013)
- Transportation Management Area (TMA) Certification Review (2020)
- US 1/US 78 Corridor Study (2012)
- Westobou: A Shared Vision Master Plan (2009)
- Whiskey Road Corridor Study (2017)
- Whiskey Road Feasibility Study (2023)
- Bettis Academy Road Feasibility Study (2023)

The CONSULTANT shall review and identify projects in these documents and corresponding data in terms of their impact and relevance to the MTP update, particularly state and Federal legislation, and include any potential conflicts or inconsistencies that must be addressed.

Data necessary to support the development and measurement of the goals and objectives of the 2055 MTP update as well as required performance measures will be collected and, in some cases, created by the CONSULTANT. The CONSULTANT is expected to identify GIS and other mapping data needs early in the project schedule to support analysis and other MTP update tasks. The CONSULTANT is responsible for collecting relevant GIS layers, mapping, and data. ARTS will provide the CONSULTANT a list of available GIS layers, maps, and data; and supply requested materials electronically, when feasible, to the CONSULTANT.

Socio-Economic Data

The CONSULTANT will develop base year (2020) and future year (2055) socio-economic data for the travel demand model by Traffic Analysis Zone (TAZ) for the ARTS planning area. The socio-economic data must include but is not limited to, the following data elements: population and household data; employment data; hotel/motel, school enrollment data; acreage; and future year projections.

The CONSULTANT will prepare the socio-economic data according to the GDOT General Summary of Recommended Travel Demand Model Development Procedures for Consultants, MPOs, and Modelers. The socio-economic data will be submitted to GDOT's Modeling division on behalf of ARTS in developing the travel demand model for the ARTS planning area. The schedule for submitting data and the analysis of the data will be coordinated with GDOT's Modeling Division.

Pedestrian, Bicycle, and Greenways Data

The pedestrian, bikeways, and greenway data will be used to inventory the existing pedestrian facilities and bikeway networks within the ARTS planning area. ARTS staff will transmit to the CONSULTANT the available sidewalk and bikeway data as contained in the Aiken County Bicycle and Pedestrian Plan (2012 & 2022); and Augusta Regional Transportation Study Bicycle and Pedestrian Plan (2012 & 2022). Sidewalk and bikeway data may also be provided by jurisdictions in the ARTS planning area if needed.

The CONSULTANT will be offer corrections and modifications to the pedestrian, bicycle, and greenway information, as necessary. The CONSULTANT shall use GIS to produce the existing pedestrian, greenways, and bikeway facilities maps. The CONSULTANT shall identify on these maps major traffic generators for pedestrian and bicycle trips such as schools, recreational facilities, major employers, and others.

Freight Transportation Network Data

The 2020 and 2055 highway networks will be used to identify projects that would provide for the safe and efficient movement of freight and goods in the ARTS planning area. An inventory of truck parking facilities in the ARTS Planning Area will be part of this process. ARTS Staff will make available to the CONSULTANT the Augusta Regional Freight Profile Study (2008 & 2023), access to the IHS Markit Transearch® Database (South

Carolina only), and access to freight-related data through ARTS membership of the I-95 Corridor Coalition. The CONSULTANT will be offer corrections and modifications to the information in the Augusta Regional Freight Profile, as necessary.

Transit Data

The CONSULTANT shall assemble relevant, recently completed plans and study documents to inform the development of the transit element of the MTP. The CONSULTANT shall collect Transit service data necessary to validate/calibrate the Travel Demand Model developed by GDOT. All appropriate transit data (e.g., ridership) obtained from special studies shall be reviewed and incorporated by the CONSULTANT where suitable.

Transportation System Management and Operations Data

The Consultant shall assemble and summarize local, regional, state, and national Transportation System Management and Operations (TSM&O) initiatives, projects, and studies relevant to the ARTS planning area. This data will be incorporated into the 2055 MTP, when required or practical.

Task #3 Deliverables: Data Collection and Development

- 2020 socio-economic dataset
- 2055 socio-economic dataset
- Electronic Data Inventory
- Four meetings (1 per county) with Aiken, Edgefield, Columbia, and Aiken Counties to discuss the Program of Projects
- Technical Report #2: Document review of data pertaining to the ARTS multimodal transportation system

TASK #4 – PUBLIC INVOLVEMENT, EDUCATION AND OUTREACH (PART 2)

Preparation of the 2055 MTP will involve extensive public involvement and public meetings. The second phase of public involvement, education, and outreach will be more extensive and maintain robust engagement with all MTP partners and stakeholders. The second phase of public involvement, education, and outreach will commence no later than five (5) months after the Notice to Proceed. Public involvement, education, and outreach will continue on an as-needed basis to a maximum of twelve (12) months after the Notice to Proceed letter.

1. The CONSULTANT will provide and use web-based technology and surveys for seeking public input and interactively capturing public comment throughout the MTP Update public involvement process. Hard copies of surveys and comment forms etc., will be made available to the public as needed.
2. The CONSULTANT will work with ARTS Staff to prepare all materials, documents, websites, social media, videos, and products associated with the development of MTP

update and the public outreach efforts so that they will comply with the Americans with Disabilities Act, 1990.

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3. The CONSULTANT together with ARTS staff will ensure outreach and engagement efforts with key partners and stakeholders. Those partners and stakeholders should at a minimum include Federal partners such as the Federal Highway Administration (FHWA); Federal Transit Administration (FTA), Georgia Department of Transportation (GDOT), and South Carolina Department of Transportation (SCDOT). MPO partners include PCC, TCC, CAC, SC TCC, and Policy Subcommittee. Other key partners and stakeholders shall include, but not be limited to, local historic districts and boards, Fort Eisenhower (formerly Fort Gordon) army installation, etc.
4. The CONSULTANT may consider that venues for public involvement, education, and outreach might include: Community Workshops/Meetings; Speaker Bureaus; Participation in Community Events, e.g., Arts in the Heart; Neighborhood Associations; Town Hall Meetings; and, Transit Hubs/Interchanges.
5. The CONSULTANT will ensure that all presentations made to ARTS and its subcommittees, whether oral or using media (e.g. PowerPoint), include an education component to ensure that PC, TCC, CAC, SC TCC, and Policy Subcommittee members are afforded adequate background and context for the information they are being provided and/or decisions they are being asked to make.
6. The CONSULTANT, along with ARTS staff, will evaluate the public outreach and educational activities of the 2055 MTP update. The results of the review will evaluate how effectively the public has been educated, informed, and encouraged to actively participate in the 2055 MTP update process, as well as to obtain feedback on improving and increasing the effectiveness of future public participation efforts.

Task #4 Deliverables: Public Involvement, Education and Outreach

- Technical Report #1 (Update): Public Participation Strategy, Process and Outcomes
- Two public meetings (one in GA & SC)
- Additional outreach activities as agreed upon in the PPS

TASK #5 – REFINE GOALS, OBJECTIVES AND MEASURES OF EFFECTIVENESS/ PERFORMANCE INDICATORS

The purpose of this task is to refine and identify the 2055 MTP Goals, Objectives, and Measures of Effectiveness (GOMs). GOMs contained in the 2055 MTP and identified during the initial 2050 MTP update public meetings will be re-evaluated, and objectives and performance measures determined. The CONSULTANT will research, consider, document, and apply GOMs “best practices” from other MPOs nationwide to identify alternatives to traditional congestion measures such as volume/capacity and Level of Service (LOS) that attempt to “solve congestion.”

The update process will consider a wide range of social, mobility, freight, safety, infrastructure, environmental, energy, and economic factors to determine and implement new and innovative transportation system performance measures that de-emphasize traditional road “congestion” in lieu of broader desirable transportation outcomes. Accessing datasets such as the Regional Integrated Transportation Information System (RITIS), National Performance Management Research Data Set (NPMRDS), or another data source may provide additional input in GOMs development. As a minimum, GOMs developed will address the 1st Century Act (MAP-21), the Fixing America’s Surface Transportation Act (FAST Act), and the Infrastructure Investment and Jobs Act (IIJA), aka the Bipartisan Infrastructure Law (BIL) to establish national performance goals for Federal highway programs:

- Safety - To achieve a significant reduction in traffic fatalities and serious injuries on public roads;
 - Infrastructure Condition - To maintain the highway infrastructure asset system in a state of good repair;
 - Congestion Reduction - To achieve a significant reduction in congestion on the National Highway System (“NHS”);
 - System Reliability - To improve the efficiency of the surface transportation system;
 - Freight Movement and Economic Vitality - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development;
 - Environmental Sustainability - To enhance the performance of the transportation system while protecting and enhancing the natural environment including impacts on air quality; and,
 - Reduced Project Delivery Delays - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion by eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies’ work practices.
1. The CONSULTANT will incorporate full consideration of the FAST Act planning factors and other associated regulations into updating the GOMs of the 2055 MTP. This development will require strong public input so that adopted GOMs address perceived areas of need or deficiency.
 2. The CONSULTANT will address the possible impacts of transportation policy decisions on land use and development. This will include impacts from pedestrians, bicycle, other non-motorized transportation, transit, extreme weather, freight, greenways, and other transportation options are fully considered and incorporated. The CONSULTANT will consider new and emerging areas such as automobile fleet electrification, ride/car sharing (motorized and non-motorized), and automation.
 3. The CONSULTANT shall be responsible for obtaining and compiling ideas from the ARTS PC, TCC and CAC, SC TCC, Policy Subcommittee, and the public. The

CONSULTANT will also review applicable GDOT and SCDOT plans and consider any other corridor studies performed in the ARTS planning area in order to ensure consistency.

4. Based on the recommended goals and objectives, the CONSULTANT will review the measures of effectiveness. This review will permit the CONSULTANT to give an opinion on an existing project prioritization tool used to rank transportation projects in the South Carolina region of the ARTS Planning Area. Consideration of any revision of the measures of effectiveness, the CONSULTANT will provide a realistic point of view and consider the availability of data and/or the requirements for the collection of the data to be used in evaluating the measures.
5. In accordance with South Carolina's adoption of Act 114, as outlined in Title 57, Section 57-1-370 of the South Carolina Code of Laws, project development shall be governed by Act 114 guidelines in the South Carolina region of the ARTS planning area. The procedural framework is elaborated in Planning Directive 15 (PD-15), officially enacted by the South Carolina Department of Transportation (SCDOT) on July 15, 2020. It is imperative to acknowledge that project prioritization and ranking may require a distinct process apart from ARTS-GA, aligning with the stipulations set forth by Act 114 and PD-15.
6. The CONSULTANT will work with ARTS staff to develop a clear and defensible approach to project prioritization, documentation, partner process guidance/education, and recommend and develop a spreadsheet or database program to implement, create reports and maps. The project prioritization tool/s developed must have the capability of customization to meet GDOTs and SCDOT's project ranking requirements which may differ from each other.
7. The prioritization process will reflect 'best practice' prioritization resources available at GDOT and/or SCDOT. The prioritization process will consider GOMs, project readiness, type of funding required versus available, economic benefit analysis and other metrics as recommended by the CONSULTANT for consideration.

Task #5 Deliverables: Develop Goals, Objectives, and Measures of Effectiveness

- Technical Report #3: Description of the development of goals, objectives and measures of effectiveness/performance indicators
- Technical Report #4: Robust project prioritization process and tool/s

TASK #6 – YEAR 2055 TRANSPORTATION NEEDS ASSESSMENT/PLAN

The CONSULTANT shall conduct a future year (2055) transportation system needs assessment. The purpose of this task is to develop a MTP that incorporates the deficiencies of the Existing & Committed (E+C) transportation facilities (including major roadways, transit, public transportation facilities, intercity bus facilities and operators, multimodal and intermodal facilities, employer-based commuting programs, nonmotorized transportation facilities and intermodal connectors) in coping with transportation demands in 2055. In addition, the CONSULTANT will develop a list of ranked/prioritized transportation needs/projects.

1. The CONSULTANT shall analyze a highway and transit assignment to the regional E+C Network with the 2055 socioeconomic data to determine the deficiencies on the highway and transit networks that will occur by the Year 2055. This will represent the “Do nothing alternative” since the E+C network includes committed improvements in the latest TIP but not beyond that.
2. The CONSULTANT must ensure that the needs assessment includes multi-modal solutions, such as: new bus routes; improvements to existing transit corridors; ITS strategies and applications; pedestrian walkways; greenways and bikeway facilities; transportation disadvantaged services; intermodal linkage and access needs; Complete Streets designs; freight related transportation improvements; Traffic Signal System review; and, arterial intersection improvements.
3. The CONSULTANT will delineate linkage between land use and transportation infrastructures. The CONSULTANT shall examine and explore urban design guidelines, development strategies, and financial incentives that support the linkage between land use and transportation planning.
4. The CONSULTANT shall identify major freight and goods generator facilities and evaluate truck traffic between these facilities and the ARTS planning area. The CONSULTANT shall recommend appropriate transportation improvement projects, which would improve freight and goods movements over the life of the Plan, and include these projects in the needs assessment.
5. The CONSULTANT shall identify areas in the transportation system where TSM&O strategies would be applicable and beneficial. The CONSULTANT shall recommend the type of ITS application(s) appropriate for each situation. The CONSULTANT shall recommend appropriate transportation improvement projects and include these projects in the needs assessment.
6. The MTP will provide for an integrated transportation system to enhance the efficiency of freight movement on the surface transportation network. The CONSULTANT shall address freight and goods movement concerns through inclusion of a variety of surface transportation projects focused on improving truck-mediated goods movement throughout the County.
7. The CONSULTANT shall review the Augusta Regional Transportation Study Bicycle and Pedestrian Plan (2022) and in cooperation with ARTS staff, shall estimate an appropriate LOS for the existing bikeways and sidewalks. The needs plan should focus on improving and enhancing LOS for areas especially around schools, major traffic generators, transit stops/ stations, and other locations identified by the CONSULTANT.
8. The CONSULTANT shall examine existing roadway conditions as they relate to bicycle and pedestrian travel and propose facility improvements to enhance the mobility and safety of pedestrians and bikers. The CONSULTANT shall examine the proposed Greenway Plan and recommend additional extensions to this plan to meet Year 2055 travel demand.
9. The CONSULTANT shall identify steps and activities to encourage the usage of bicycle and pedestrian modes of transportation. This may include documenting the health benefits

of more active choices such as walking and biking, distributing safety pamphlets, and increasing awareness in public school systems and private schools in the ARTS planning area.

10. The CONSULTANT shall identify strategies to mitigate the potential impact of the new transportation infrastructure recommended in the needs assessment on wetlands, cultural (historical/archeological) resources, water resources, threatened and endangered species habitat, and other environmentally sensitive subjects. Costs for the identified environmental mitigation strategies should be considered in the overall project costs.

Deliverables Task #6: Year 2055 Transportation Needs Assessment/Plan

- Technical Report #6: Transportation Needs Assessment/Plan

TASK #7 – FINANCIAL RESOURCES AND FEASIBILITY PLAN

The CONSULTANT shall develop a Financial Resources deliverable from the base year, 2020, through to the horizon year, 2055. The Financial Resources deliverable will describe revenue projections and assumptions supporting the projections. The purpose of this task is to ensure that the recommended projects, programs, and studies considered for inclusion in the MTP can be implemented utilizing the funding that can reasonably be expected to be available within the period of the MTP.

This analysis will demonstrate the accumulation and aggregation of information regarding existing and projected funding sources for modifications outlined in the Year 2050 Needs Plan that shall be used in the development of the Year 2055 Cost Feasible Plan. This task (crucial to the accuracy of the financially feasible plan development) will be led by the CONSULTANT. However, the CONSULTANT shall use any data available from ARTS, GDOT, SCDOT, and other agencies involved in planning and funding of transportation projects.

The funding available for new projects is the difference between the funds reasonably expected to be available for transportation modifications minus the funds required to construct committed projects and those funds required to operate and maintain the transportation system. This difference shall be the funding available to develop the Year 2055 MTP Cost Feasible Plan.

1. Early in the process, the CONSULTANT shall obtain historical financial information and identify potential project funding opportunities relative to the funding of transportation services within the ARTS planning area. This may involve obtaining financial data from Federal, GDOT, SCDOT, local agencies, ARTS, and other agencies involved in planning and funding of transportation projects. The CONSULTANT shall identify funding eligibility for each source used in the plan.
2. The CONSULTANT shall investigate alternative funding sources such as bonds, transit fares, tolls, special taxing districts, Special-Purpose Local-Option Sales Tax (SPLOST), impact fees, user fees, and local option gas taxes. All necessary financial resources from public and private sources that are reasonably expected to be made available to carry out the transportation plan shall be identified. Evaluating the financial availability of potential

funds will assist with the selection of projects that are included in the MTP. The CONSULTANT will develop a consistent, straightforward methodology for potential use by ARTS in the future.

Item 4.

3. As alternative scenarios are developed and refined, the CONSULTANT shall confirm and document revenues and costs related to system operations and maintenance activities covered in the MTP. The financial plan shall contain system-level estimates of costs and revenue sources that are reasonably expected to be available to operate and maintain Federal-aid highways and public transportation. The project costs for each will then be compared to the available and projected revenues. All proposed improvements should include detailed design concept, scope, and estimated engineering and construction costs in year of expenditure dollars. The fiscal constraint will be transparently demonstrated in the 2055 MTP.
4. The CONSULTANT should analyze public input data collected throughout the planning process to develop potential funding priorities. The CONSULTANT and ARTS staff should work together to communicate the relative costs and benefits of investing in various modes, such as via comparisons of person-capacity per project type, or other measures.
5. The CONSULTANT shall forecast potential financial resources for interim and horizon years that can be reasonably anticipated as potential funding for future MPO project implementation during the time frame of the recommended MTP, as follows; short term (2025-2030); mid-term (2031-2045); and, long-term (2046-2055) to build transportation improvements as documented in the needs assessment.
6. The CONSULTANT shall analyze the gap between the funding and other resources required to fully implement proposed projects and the resources reasonably forecast to be available. The CONSULTANT shall analyze whether the gap between resources needed for improvements and resources available for improvements is forecast to become larger or smaller over the time period of the plan. The CONSULTANT must include a plan of action describing the steps necessary to enact, ensure the availability and commitment of the identified funding sources.
7. The CONSULTANT shall carefully review, identify and confirm with the responsible agency the types of projects that may be funded or not with a given fund type. This information should be used in the project prioritization process.
8. The CONSULTANT shall identify ways to reduce the need for costly transportation improvements, such as land use policies, traffic signal system review, and ways to increase funding for transportation improvements, including funding for motorized and non-motorized systems. ARTS is interested in comparing the cost of these strategies relative to the likelihood of meeting forecast transportation needs.
9. The CONSULTANT shall use an inflation rate for revenue and cost estimates to reflect year of expenditure dollars based on reasonable financial principles and information.

Task #7 Deliverables: Financial Resources and Feasibility

Item 4.

- A preliminary financial resources summary should be provided early in the planning process to support outreach activities and scenario planning.
- Conduct a one day financial resources planning module for ARTS staff.
- Technical Report #6: Financial plan which includes a fiscally constrained project list for the final preferred scenario. The Financial Plan will also include a list of unfunded projects.

TASK #8 – DOCUMENT PREPARATION, DRAFT 2055 MTP AND FINAL 2055 METROPOLITAN TRANSPORTATION PLAN

The documentation of the MTP is a key part of the overall process. The entire work effort must be well documented. This documentation not only provides the identification of the recommended transportation system improvements for the ARTS planning area through the horizon year (2055) but outlines the processes that lead to the development of each recommendation. The draft and final 2055 MTP documents will be written in a manner that will allow the average citizen of the community to understand the MTP process and the recommendations contained therein.

1. The CONSULTANT will provide a Draft 2055 MTP for review by PC, TCC, CAC, SC TCC, and Policy Subcommittee in July 2025. Twenty-one (21) business days before review by PC, TCC, CAC, SC TCC, and Policy Subcommittee the CONSULTANT must submit the Draft 2055 MTP for internal review by ARTS and our Federal partners.
2. The CONSULTANT will provide a Final 2055 MTP for adoption by PC, TCC, CAC, SC TCC, and Policy Subcommittee in September 2025. Fifteen (15) business days before review by PC, TCC, CAC, SC TCC, and Policy Subcommittee, the CONSULTANT must submit the Final 2055 MTP for internal review by ARTS and our Federal partners.
3. The CONSULTANT shall work with ARTS staff to post all final documents and maps online, make documents available for distribution, and make documents available through ARTS no later than ninety (90) days after adoption by TPC, TCC, CAC, SC TCC, and Policy Subcommittee.
4. The CONSULTANT shall provide to ARTS up to thirty-five (35) clean, single-sided/loose-leaf, full-color paper original and Adobe Portable Data File (.pdf), InDesign, and Microsoft Word electronic versions of all materials presented. All deliveries will also be provided in an editable electronic format such as Microsoft Word, InDesign, or approved equal. This is in addition to an electronic copy of GIS maps produced along with associated layers and/or shapefiles.
5. The CONSULTANT shall prepare up to thirty-five (35) copies of the Draft 2055 MTP suitable for public distribution, and one unbound, reproducible document; and one copy in electronic format will be submitted to ARTS for their review and recommendation for approval by PC. Because revisions to the draft plan may be required at several points, it shall be printed and bound in a format that will allow changes without complete reprinting.

6. The CONSULTANT shall provide up to thirty-five (35) copies of all PowerPoint presentations to ARTS and posted on the 2055 MTP website. The 2055 MTP website shall include an accommodation to collect public comments.
7. Upon approval of the Draft Final Plan by PC, the CONSULTANT will prepare a Final Plan document incorporating all revisions and comments from the Draft. Up to thirty-five (35) copies shall be supplied to ARTS for distribution. This document should be a stand-alone document and provided in a three-ring binder.
8. The CONSULTANT shall prepare a summary report of twenty (20) or fewer pages to accompany the final report. This summary report shall document the major steps and final results of the long-range transportation plan process.
9. The consultant shall prepare up to one hundred (100) copies of a separate “Citizen’s Guide to the 2055 ARTS Metropolitan Transportation Plan,” based on the goals and objectives of the plan that is easily understood by agencies and members of the public that may not be familiar with transportation planning.

All GIS data and shapefiles, traffic data, accident/crash and intersection data, spatial schematics maps, visualization graphics, and all other related documents produced with federal funds under this Scope of Services shall be provided to the APDD editable electronic versions at the conclusion of this Project. Graphics, mapping, databases, etc., outside of Microsoft Office, ESRI GIS, Adobe Acrobat, or equal will be provided in a software format agreed upon by the CONSULTANT and the CLIENT.

EXHIBIT B**COMPENSATION**

Pursuant to the terms and conditions of the Agreement, CONSULTANT agrees to perform the Scope of Services in accordance with the following fees.

Task	Fee
1 Project Administration & Project Kick-Off	\$47,728.35
1.1 Kick-Off Meeting	\$2,853.16
1.2 Project Management	\$26,526.59
1.3 Operations Plan	\$4,152.30
1.4 PC, TCC & CAC Meeting	\$12,120.16
1.5 Schedule Development & Maintenance	\$2,076.15
2 Public Involvement, Education & Outreach (Part 1)	\$82,929.06
2.1 Develop Public Participation Strategy (PPS)	\$6,526.19
2.2 Develop Theme, Logo & Branding	\$7,062.13
2.3 Create Education and Outreach Materials	\$7,589.90
2.4 Translation Services	\$6,164.30
2.5 Website and Social Media Content	\$11,127.05
2.6 Host Four Outreach Meetings	\$20,148.36
2.7 Online Interactive Mapping & Surveys	\$10,779.29
2.8 Other Outreach Activities	\$13,531.84
3 Data Collection & Development	\$36,999.43
3.1 Data Collection	\$6,458.76
3.2 Data Analysis & Findings	\$23,884.81
3.3 Four Meetings with Municipalities	\$6,655.86
4 Public Involvement, Education & Outreach (Part 2)	\$42,129.10
4.1 Outreach Materials	\$7,166.65
4.2 Outreach to Stakeholders	\$8,188.95
4.3 Outreach Activities	\$8,939.09
4.4 Presentation to ARTS and Subcommittees	\$3,955.58
4.5 Evaluate Success of Outreach Activities	\$3,701.99
4.6 Two Public Meetings	\$10,176.84
5 Refine Goals, Objectives & Measures of Effectiveness/ Performance Indicators	\$74,053.66
5.1 Update GOMs	\$13,804.44
5.2 Policy Analysis	\$10,014.34
5.3 Consistency with Plans	\$7,800.99
5.4 Review Measures of Effectiveness	\$17,021.30
5.5 Prioritization Tool	\$25,412.58
6 Year 2055 Transportation Needs Assessment/ Plan	\$80,246.35
6.1 Transportation System Needs Assessment	\$19,354.89
6.2 Analyze Highway and Transit E+C Network	\$11,678.22
6.3 Transportation/ Land Use Linkage	\$5,448.23
6.4 Multimodal Solutions	\$9,640.63
6.5 Freight and Goods Movement	\$6,913.22
6.6 TSM&O Solutions	\$6,502.80
6.7 Bike/ Ped Considerations	\$6,279.18
6.8 Mitigation Strategies	\$14,429.18

7 Financial Resources and Feasibility Plan	\$78,969.44
7.1 Financial Data Collection	\$3,799.22
7.2 Alternative Funding Sources	\$6,328.70
7.3 Revenue and Cost Scenarios	\$21,412.98
7.4 Funding Priorities	\$9,704.67
7.5 Forecast Financial Resources	\$10,974.42
7.6 Assess Financing Gaps	\$8,011.67
7.7 Identification of Projects	\$13,394.55
7.8 One Day Financial Resource Planning Module	\$5,343.22
8 Document Preparation, Draft 2055 MTP & Final 2055 MTP	\$38,531.58
8.1 Draft 2055 MTP	\$14,397.57
8.2 Final 2055 MTP	\$9,921.45
8.3 Presentation of 2055 MTP	\$7,422.22
8.4 Citizen's Guide to 2055 MTP	\$6,790.35
Labor Budget	\$481,586.97
Reimbursable Expenses & Travel	\$27,290.40
PROJECT TOTAL	\$508,877.37

EXHIBIT C

Item 4.

SCHEDULE

Pursuant to the terms and conditions of the Agreement, CONSULTANT agrees to perform the Scope of Services in accordance with the following Schedule.

Project Schedule

	2024					2025								
	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
TASK 1: Project Administration														
NTP														
Kickoff Meeting														
Operations Plan & Schedule	D													
Committee Meetings														
TASK 2: Public Involvement, Education & Outreach 1														
Branding, Outreach Materials & Website			D											
First Set of Public Meetings (4)				P										
TchRpt 1					D									
TASK 3: Data Collection & Development														
2020 Socio-Economic Dataset			D											
2055 Socio-Economic Dataset				D										
Electronic Data Inventory				D										
4 Meetings - 1 per County	S													
TchRpt 2					D									
TASK 4: Public Involvement, Education & Outreach 2														
TchRpt 1 (Update)														
TASK 5: Goals, Objectives & Measures of Effectiveness														
TchRpt 3: Methodology for Effectiveness/Performance Indicators														
TchRpt 4: Robust Project Prioritization Process & Tools														
TASK 6: Year 2045 Needs Assessment Plan														
TchRpt5: Transportation Needs Assessment/Plan														
TASK 7: Financial Resources & Feasibility Plan														
Financial Resources Summary			D											
One Day Financial Resources Module														
TchRpt 6: Financial Plan, Fiscally Constrained														
TASK 8: Draft and Final 2045 MTP Documents														
Draft MTP for Public														
Draft MTP for TAC & CAC														
Draft MTP for PC														
Adoption by TAC & CAC														
Adoption by PC														

TchRpt = Technical Report

P=Public Meetings

S=Stakeholder Meetings

D=Deliverable

Request for Qualifications

Request for Qualifications will be received at this office until **Monday, May 6, 2024 @ 11:00 a.m.** via ZOOM Meeting ID: 880 8919 7864; Passcode: 24185 for furnishing:

RFQ Item #24-185 2055 Metropolitan Transportation Plan (MTP) – ARTS MPO for Augusta, GA – Planning and Development Department

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

Geri A. Sams, Director
Augusta Procurement Department
535 Telfair Street - Room 605
Augusta, Georgia 30901

RFQ documents may be viewed on the Augusta Georgia web site under the Procurement Department ARcbid. RFQ documents may be obtained at the office of the Augusta, GA Procurement Department, 535 Telfair Street – Room 605, Augusta, GA 30901 (706-821-2422).

All questions must be submitted in writing by fax to 706 821-2811 or by email to procbidandcontract@augustaga.gov to the office of the Procurement Department by Friday, April 19, 2024 @ 5:00 P.M. No RFQ will be accepted by fax or email, all must be received by mail or hand delivered.

No RFQ may be withdrawn for a period of **90 days** after RFQ has been opened, pending the execution of contract with the successful bidder(s).

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

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

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

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

**Augusta Procurement Department
Attn: Geri A. Sams, Director of Procurement
535 Telfair Street, Room 605
Augusta, GA 30901
Fax: 706-821-2811 or Email: procbidandcontract@augustaga.gov**

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle March 28, 2024 and April 4, 11, 18, 2024
Metro Courier March 28, 2024


Revised: 3/22/21



RFQ Opening - RFQ Item #24-185 Augusta Regional Transportation Study
2055 Metropolitan Transportation Plan (MTP) Update
for Augusta, GA - Planning and Development Department
RFQ Date: Monday, May 6, 2024 @ 11:00 a.m. ZOOM

Total Number Specifications Mailed Out: 14
Total Number Specifications Download (Demandstar): 11
Total Electronic Notifications (Demandstar): 394
Georgia Procurement Registry:
Pre-Qualifications Conference:
Total packages Submitted: 5
Total Noncompliant: 1

VENDORS	Attachment "B"	E-Verify Number	Addendum 1	SAVE Form	Original	7 Copies
Benesch 1005 Broad Street, Suite 200 Augusta, GA 30901	YES	307873	YES	YES	YES	YES
High Street Consulting Group, LLC 6397 Blenheim Ct Pittsburg, PA 15208	YES	1208198	YES	YES	YES	YES
Goodwin Mills Cawood, LLC 801 Broad Street, Suite 900 Augusta, GA 30901	YES	829134	YES	YES	YES	YES
WSP USA Inc. 3340 Peachtree Rd. NE, Suite 2400 Atlanta, GA 30326	YES	568440	YES	YES	YES	YES
Metro Analytics LLC 14030 Harvington Dr Huntersville, NC 28078	YES	1297287	NO Non- Compliant	YES	YES	YES

<div><div></div><div>RFQ Item #24-185 Augusta Regional Transportation Study 2055 Metropolitan Transportatiom Plan (MTP) Update for Augusta, GA - Planning and Development Department Date: Friday, May 17, 2024 @ 10:00 a.m. via ZOOM - HOLD Protest Rescheduled Date: Monday, June 17, 2024 @ 2:00 p.m.</div></div>																								
Vendors			Benesch 1005 Broad Street, Suite 200 Augusta, GA 30901		High Street Consulting Group, LLC 6397 Blenheim Ct Pittsburg, PA 15208		Goodwin Mills Cawood, LLC 801 Broad Street, Suite 900 Augusta, GA 30901		WSP USA Inc. 3340 Peachtree Rd. NE, Suite 2400 Atlanta, GA 30326		Metro Analytics LLC 14030 Harvington Dr Huntersville, NC 28078				Benesch 1005 Broad Street, Suite 200 Augusta, GA 30901		High Street Consulting Group, LLC 6397 Blenheim Ct Pittsburg, PA 15208		Goodwin Mills Cawood, LLC 801 Broad Street, Suite 900 Augusta, GA 30901		WSP USA Inc. 3340 Peachtree Rd. NE, Suite 2400 Atlanta, GA 30326		Metro Analytics LLC 14030 Harvington Dr Huntersville, NC 28078	
Phase 1			Ranking of 0-5 (Enter a number value between 0 and 5)																					
Evaluation Criteria		Ranking	Points	Scale 0 (Low) to 5 (High)										Weighted Scores										
1. Completeness of Response • Package submitted by the deadline • Package is complete (includes requested information as required per this solicitation) • Attachment B is complete, signed and notarized		N/A	Pass/Fail	PASS	PASS	PASS	PASS	FAIL						PASS	PASS	PASS	PASS	PASS						
2. Qualifications & Experience		(0-5)	15	4.3	4.4	4.3	4.6							64.3	65.4	64.3	68.6	0.0						
3. Organization & Approach		(0-5)	15	4.1	4.3	4.2	4.5							62.1	64.3	63.2	67.5	0.0						
4. Scope of Services (30 points) - Describe the proposed work plan for the development of major deliverables along with detailed steps from project start through the eight (8) Task listed in Section II. Describe key components of your plan. Include your companies understanding and experience for the following items: a.)Successfully completed projects without major legal, technical problems and financial accountability b.)Demonstrated examples and experience of previous performance-based and financially constrained multimodal Metropolitan Transportation Plans c.)Demonstrates effective public outreach approach and innovation.		(0-5)	40	3.9	4.4	3.9	4.2							157.1	174.9	156.6	167.4	0.0						
5. Schedule of Work		(0-5)	5	3.6	4.1	3.8	3.8							18.2	20.4	19.1	18.9	0.0						
6. Financial Stability		(0-5)	5	4.0	3.7	4.0	4.1							20.0	18.6	20.0	20.7	0.0						
6. References		(0-5)	5	3.9	3.7	3.7	3.7							19.3	18.6	18.6	18.6	0.0						
Phase 1 Total - (Total Maximum Ranking 30 - Maximum Weighted Total Possible 425)				23.9	24.5	24.0	24.9	0.0						341.1	362.0	341.8	361.7	0.0						
Phase 2 (Option - Numbers 8-9) (Vendors May Not Receive Less Than a 3 Ranking in Any Category to be Considered for Award)																								
8. Presentation by Team		(0-5)	10	4.5	3.8	3.3	4.2							45.0	37.9	33.3	42.0	0.0						
9. Q&A Response to Panel Questions		(0-5)	5	4.3	3.5	3.6	4.2							21.7	17.5	18.0	21.1	0.0						
Total Phase 2 - (Total Maximum Ranking 10 - Maximum Weighted Total Possible 75)				8.8	7.3	6.9	8.4	0.0						66.7	55.4	51.3	63.1	0.0						
Total (Total Possible Score 500) Total (May not Receive Less Than a 3 Ranking in Any Category to be Considered for Award)																								
Total Cumulative Score (Maximum point is 500)				32.7	31.8	30.9	33.3	0.0						407.8	417.4	393.0	424.8	0.0						
Internal Use Only																								
Evaluator: Date: Phase I 6/17/24 Phase II 6/25/24																								
Procurement DepartmentRepresentative:_____Nancy Williams_____																								
Procurement Department Completion Date: Phase I 6/17/24 Phase II 6/24/24																								



PLANNING & DEVELOPMENT DEPARTMENT

535 Telfair Street • Suite 300
Augusta, Georgia 30901

1803 Marvin Griffin Road
Augusta, Georgia 30906

Item 4.

AWARD RECOMMENDATION

TO: Geri Sams, Procurement

FROM: Carla Delaney, Planning & Development

DATE: June 25, 2024

CONTRACTOR: WSP USA Inc.

PROJECT: RFQ 24-185 – Augusta Regional Transportation Study 2055 Metropolitan Transportation Plan (MTP)

This letter represents a recommendation from the evaluation committee to award WSP USA Inc. the RFQ 24-185 – Augusta Regional Transportation Study 2055 Metropolitan Transportation Plan (MTP).

The evaluation committee scored WSP USA Inc. the highest of all participating consultants and recommends that negotiations start as soon as possible.

Sincerely,



Carla Delaney
Planning and Development Director

Cc: Nancy Williams
Mariah Harris
Darrell White

RS&H CONSULTANTS
ATTN: STEVE COTE
730 PEACHTREE STREET N.E.
SUITE 430
ATLANTA, GA 30308

CAMBRIDGE SYSTEMATICS
MANAGING DIRECTOR
730 PEACHTREE STREET N.E.
SUITE 500
ATLANTA, GA 30308

GRESHAM SMITH & PARTNERS
MANAGING DIRECTOR
600 WEST PEACHTREE STREET N.W.
SUITE 1550
ATLANTA, GA 30308

KIMLEY-HORN AND ASSOCIATES, INC
ATTN: KEVIN ERGLE
3930 EAST JONES BRIDGE ROAD
SUITE 350
PEACHTREE CORNERS, GA 30092

AECOM
ATTN: GARRICK EDWARDS
1360 PEACHTREE STREET N.E.
SUITE 500
ATLANTA, GA 30309

CDM SMITH
ATTN: DEBRA JAMES
3200 WINDY HILL RD SE
SUITE 210 W
ATLANTA, GA 30339
(RETURNED MAIL)

WSP
MANAGING DIRECTOR
3340 PEACHTREE ROAD NE
SUITE 2400
ATLANTA, GA 30326

ATKINS
MANAGING DIRECTOR
1600 RIVEREDGE PARKWAY, NW
SUITE 700
ATLANTA, GA 30328

NELSON/NYGAARD
ATTN: MANNY GARCIA
215 PARK AVENUE SOUTH
6TH FLOOR
NEW YORK, NY 10003
(RETURNED MAIL)

Pond Co.
3500 Parkway Lane,
Suite 500 Peachtree
Corners, GA 30092

Pond Co.
621 NW Frontage Road,
Suite 320
Augusta, GA 30907

Vanasee Hangen Brustlin, Inc
1355 Peachtree St. NE
Suite 100
Atlanta, GA 30309

Cranston Engineering
452 Ellis Street
Augusta, Georgia 30901

Metro Analytics LLC
PO Box 116999
Atlanta, GA 30368

CARLA DELANEY
PLANNING AND DEVELOPMENT

MARIAH HARRIS
PLANNING AND DEVELOPMENT

PHYLLIS JOHNSON
COMPLIANCE OFFICE

RFQ ITEM #24-185
AUGUSTA REGIONAL TRANSPORTATION STUDY 2055
METROPOLITAN TRANSPORTATION PLAN UPDATE-
PERFORMANCE BASED MULTIMODAL
TRANSPORTATION PLAN-AUGUSTA, GA-PLANNING
AND DEVELOPMENT DEPARTMENT
RFQ DUE: MONDAY 5/06/24@ 11:00 a.m.

RFQ ITEM #24-185
AUGUSTA REGIONAL TRANSPORTATION STUDY 2055
METROPOLITAN TRANSPORTATION PLAN UPDATE-
PERFORMANCE BASED MULTIMODAL
TRANSPORTATION PLAN-AUGUSTA, GA-PLANNING AND
DEVELOPMENT DEPARTMENT
BID MAILED: 3/28/2024

Tywanna Scott

From: bidnotice.donotreply@doas.ga.gov
Sent: Thursday, March 28, 2024 1:18 PM
To: Tywanna Scott
Subject: [EXTERNAL] Confirmation of the Event Batch Email process - PE-72155-NONST-2024-000000049

Dear Tywanna Scott,
tscott@augustaga.gov

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

Event Number: PE-72155-NONST-2024-000000049
Event Title: 24-185 Augusta Regional Transportation Study 2055
Event Type: Non-State Agency

Process Log

2024/03/28 13:06:26 : Log starts for - 10495596 - EVENT_RELEASE_TO_SUPL
2024/03/28 13:06:29 : Email Process Log for the Event#: PE-72155-NONST-2024-000000049
2024/03/28 13:06:29 : Email Batch# 2403287622
2024/03/28 13:06:29 : Notification Type: EVENT_RELEASE_TO_SUPL
2024/03/28 13:17:34 : Total No of Contacts found for sending Email: 1782
2024/03/28 13:17:34 : No of Email(s) not sent due to Bad Email Address: 0

The sourcing event can be reviewed at:
<https://ssl.doas.state.ga.us/gpr/eventDetails?eSourceNumber=PE-72155-NONST-2024-000000049&sourceSystemType=gpr20>

03/28/2024 01:17:34 PM

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

Planholders

Add Supplier

Export To Excel

Supplier (11)

Supplier	Download Date
Atlas Technical Consultants LLC	03/28/2024
Dodge Data	03/28/2024
HDR Engineering	04/18/2024
In Touch Reno LLC	03/29/2024
Kohn's Lawn Care & More	04/03/2024
Metro Analytics	05/03/2024
Onvia, Inc. - Content Department	03/28/2024
Pond & Company	03/28/2024
RYZE UP2 IT SERVICES	04/17/2024
T2 Utility Engineers South	03/28/2024
WGI, Inc.	04/04/2024

Add Supplier

Supplier Details

Supplier Name	Atlas Technical Consultants LLC
Contact Name	Monica Flournoy
Address	2450 Commerce Avenue Suite 100, Duluth, GA 30096
Email	monica.flournoy@oneatlas.com
Phone Number	770-263-5945

Documents

Filename	Type	Action
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Sec. 1-10-47. Request for qualifications; pre-qualifications of contractors.

- (a) The Procurement Director, in consultation with the Administrator and using agency head may determine that it shall be in the best interest of Augusta, Georgia to pre-qualify offerors for contracts of a particular type. The imposed standards shall be met by any contractor who wishes submit a bid or proposal for the subject project. The contractor shall submit required data in order to obtain a fair and impartial determination of whether the pre-qualification standards have been met. When pre-qualification is required, only those contractors who submit the required pre-qualification information and who are actually pre-qualified to submit a bid or proposal for the proposed solicitation.
- (b) *Public notice.* Public notice of pre-qualification shall be given in the same manner as provided in section 1-10-50 (c).
- (c) *Pre-qualification standards.* The Procurement Director and affected using agency heads shall review all information submitted by the suppliers and, if necessary, require additional information. The standards set for pre-qualification shall include but not be limited to factors set forth in section 1-10-50-Sealed Bids; Bid Acceptance and Bid Evaluation or section 1-10-52-Sealed Proposals; Evaluation and Selection. If the Procurement Director and Administrator determine that the contractor meets all standards, then the contractor shall be so pre-qualified. The contractor shall be notified in writing.
- (d) *Failure to pre-qualify.* Should a contractor not be pre-qualified, appropriate written notice shall be sent and the contractor may appeal such determination as provided in Article 9.
- (e) In no instance shall a contract be awarded from the solicitation of request for qualifications.

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

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

- (a) Only the names of the vendors making offers shall be disclosed at the proposal opening.

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

Sec. 1-10-52. Sealed proposals.

- (a) *Conditions for use.* In accordance with O.C.G.A. § 36-91-21(c)(1)(C), the competitive sealed proposals method may be utilized when it is determined in writing to be the most advantageous to Augusta, Georgia, taking into consideration the evaluation factors set forth in the request for proposals. The evaluation factors in the request for proposals shall be the basis on which the award decision is made when the sealed proposal method is used. Augusta, Georgia is not restricted from using alternative procurement methods for obtaining the best value on any procurement, such as Construction Management at Risk, Design/Build, etc.
- (b) *Request for proposals.* Competitive sealed proposals shall be solicited through a request for proposals (RFP).
- (c) *Public notice.* Adequate public notice of the request for proposals shall be given in the same manner as provided in section 1-10- 50(c)(Public Notice and Bidder's List); provided the normal period of time between notice and receipt of proposals minimally shall be fifteen (15) calendar days.

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

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

- (f) *Public inspection.* The responses will be open for public inspection only after contract award. Proprietary or confidential information marked as such in each proposal will not be disclosed without written consent of the offeror.
- (g) *Evaluation and selection.* The request for proposals shall state the relative importance of price and other evaluation factors that will be used in the context of proposal evaluation and contract award. (Pricing proposals will not be opened until the proposals have been reviewed and ranked). Such evaluation factors may include, but not be limited to:
 - (1) The ability, capacity, and skill of the offeror to perform the contract or provide the services required;
 - (2) The capability of the offeror to perform the contract or provide the service promptly or within the time specified, without delay or interference;
 - (3) The character, integrity, reputation, judgment, experience, and efficiency of the offeror;
 - (4) The quality of performance on previous contracts;
 - (5) The previous and existing compliance by the offeror with laws and ordinances relating to the contract or services;
 - (6) The sufficiency of the financial resources of the offeror relating to his ability to perform the contract;

- (7) The quality, availability, and adaptability of the supplies or services to the particular use required; and
 - (8) Price.
- (h) *Selection committee.* A selection committee, minimally consisting of representatives of the procurement office, the using agency, and the Administrator's office or his designee shall convene for the purpose of evaluating the proposals.
 - (i) *Preliminary negotiations.* Discussions with the offerors and technical revisions to the proposals may occur. Discussions may be conducted with the responsible offerors who submit proposals for the purpose of clarification and to assure full understanding of, and conformance to, the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussions and revision of proposals and such revisions may be permitted after submission and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of information derived from proposals submitted by competing offerors.
 - (j) From the date proposals are received by the Procurement Director through the date of contract award, no offeror shall make any substitutions, deletions, additions or other changes in the configuration or structure of the offeror's teams or members of the offeror's team.
 - (k) *Final negotiations and letting the contract.* The Committee shall rank the technical proposals, open and consider the pricing proposals submitted by each offeror. Award shall be made or recommended for award through the Augusta, Georgia Administrator, to the most responsible and responsive offeror whose proposal is determined to be the most advantageous to Augusta, Georgia, taking into consideration price and the evaluation factors set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain a written report of the basis on which the award is made/recommended. The contract shall be awarded or let in accordance with the procedures set forth in this Section and the other applicable sections of this chapter.



Public Services Committee

Meeting Date: July 30, 2024

2025 Cooperative Agreement for Senior Nutrition Program

Department:	Parks and Recreation Department
Presenter:	Charles Jackson
Caption:	Motion to approve the 2025 Cooperative Agreement with CSRA Regional Commission for Senior Nutrition Services for Augusta, Georgia.
Background:	The Augusta Parks and Recreation Department operates six senior nutrition sites throughout Augusta, Georgia through a partnership with CSRA Regional Commission, which provides state and federal grant funds to provide meals to Senior Citizens including the home delivery program.
Analysis:	The agreement provides the mechanism for Augusta, Georgia to receive \$1,064,653 in Fiscal Year 2025 (July 1, 2024 to June 30, 2025).
Financial Impact:	Augusta's match for the 2023 Agreement is \$74,521.
Alternatives:	<ol style="list-style-type: none"> 1. To approve the 2025 Cooperative Agreement with CSRA Regional Commission for Senior Nutrition Services for Augusta, Georgia. 2. To not approve the agreement, which would result in forfeiting grant funds and possibly terminating the program.
Recommendation:	1. To approve the 2025 Cooperative Agreement with CSRA Regional Commission for Senior Nutrition Services for Augusta, Georgia.
Funds are available in the following accounts:	Funds are available in the following accounts: 220-05-4322
<u>REVIEWED AND APPROVED BY:</u>	N/A



AUGUSTA-RICHMOND COUNTY SECTION ONE: ADMINISTRATIVE INFORMATION

CSRA RC Subgrant Agreement# 20-25-0089

Subgrant Agreement beginning as of day **July 1, 2024** and ending on **June 30, 2025**.

BETWEEN

The Administrative Entity, **Central Savannah River Area Regional Commission**, hereafter referred to as the CSRA RC.

AND

The Recipient Agency, **Augusta-Richmond County**, hereafter referred to as the Subgrantee.

FUNDING INFORMATION

Federal Number	Fund Source	Fund Title	Federal	State	Total (less match)	Match
93.045	Title III C1	Congregate Meals	\$230,288	\$13,546	\$243,834	\$27,093
93.053	ACL NSIP	Congregate Meals	\$65,854		\$65,854	
93.045	ARPA Congregate	Congregate Meals	\$126,891	\$13,435	\$140,326	\$8,957
93.045	Title III C2	Home Delivered Meals	\$198,229	\$11,661	\$209,890	\$23,321
N/A	NSIP-State	Home Delivered Meals		\$143,256	\$143,256	
93.667	NSIP-SSBG	Home Delivered Meals	\$24,137		\$24,137	
93.045	ARPA Home Delivered	Home Delivered Meals	\$214,630	\$22,726	\$237,356	\$15,150

Total Federal and State Funds:		\$1,064,653
Match:		\$74,521
Total:		\$1,139,174

Note: All ARPA related funds must be expended by September 30, 2024.



SECTION TWO AREA AGENCY ON AGING SUBGRANT AGREEMENT

THIS Subgrant Agreement, entered into as of the 1st day of July, 2024 by and between the **Augusta-Richmond County** (hereinafter referred to as “Subgrantee”) and the **CENTRAL SAVANNAH RIVER AREA REGIONAL COMMISSION**, (hereinafter referred to as “CSRA RC”).

WITNESSETH THAT:

NOW THEREFORE, in consideration of the premises and the mutual covenants and agreements hereinafter contained, the parties hereto agree as follows:

SECTION THREE GENERAL PROVISIONS AND FINANCIAL AND PROGRAMMATIC INFORMATION

1. **Engagement of the Subgrantee** CSRA RC hereby agrees to engage the Subgrantee and the Subgrantee hereby agrees to perform the services hereinafter set forth in accordance with the terms and conditions herein.
2. **Independent Subgrantees** No provision of this Subgrant Agreement, act of the Subgrantee in the performance of this Subgrant Agreement, or act of CSRA RC in the performance of this Subgrant Agreement shall be construed as constituting the Subgrantee as an agent, servant, or employee of CSRA RC. Neither party to this Subgrant Agreement shall have any authority to bind the other in any respect, it being intended that each shall remain an independent Subgrantee.
3. **Scope of Services** The Subgrantee shall do, perform and carry out in a satisfactory and proper manner, as determined by CSRA RC, the work and services described in this Subgrant Agreement and the following amendments hereto:

Attachment A	Scope of Work (including any special conditions associated with this Subgrant Agreement)
Attachment B	Program and Service Reporting Requirements
Attachment C	Cost and Financial Reporting Requirements
Attachment D	Subgrantee Cost and Technical Proposals.
4. **Term and Time of Performance** The term of this Subgrant Agreement runs from July 1, 2024 through June 30, 2025. The effective date of this Subgrant Agreement is July 1, 2024. Work and services shall be undertaken and pursued in such sequence as to assure their expeditious completion and as may be required in Attachment “A” that is attached hereto and made a part hereof. All work and services required hereunder shall be completed on or before June 30, 2025.
5. **Method of Payment** The amount of this Subgrant Agreement is included in Section One of this Subgrant Agreement (page 1). Total payments from the CSRA RC to the Subgrantee shall not exceed the maximum payments noted in Section One unless otherwise approved in writing as an official amendment to this Subgrant Agreement. Such amendments shall



become addendums to this Subgrant Agreement. Unless otherwise specified in Attachments, which are attached hereto and made a part hereof, the following method of payment shall be used:

- (a) **Progress Payments** Unless otherwise approved by CSRA RC and the funding agencies, the Subgrantee shall be entitled to receive progress payments on the following basis:

- (1) a) Cost Reimbursement Subgrant Agreement - **On or before the fifth business day of the month** following the month for which payment is requested, the Subgrantee shall submit to CSRA RC, in a form acceptable to CSRA RC as specified in Attachment "B", a request documenting actual costs incurred during that month for each cost center as specified in Attachment "A"
- b) Performance Based Fixed Rate Subgrant Agreement - **On or before the fifth business day of the month** following the month for which payment is requested, the Subgrantee shall submit to CSRA RC, in a form acceptable to CSRA RC as specified in Attachment "B", a request documenting the actual number of service units provided during that month for each cost center as specified in Attachment "A"
- (2) Upon the basis of CSRA RC's determination to its satisfaction that the Subgrantee is in compliance with the terms of this agreement, including but not limited to the Paragraph titled **Subcontracts** below, and its audit and review and approval of (1) the monthly program performance report for the relevant month, and (2) the payment request by cost center, for the relevant month as specified hereinabove, CSRA RC will make payment to the Subgrantee not more than once per month.
- (3) CSRA RC may, at its discretion, disallow or delay payment of all or part of a request if CSRA RC determines that the Subgrantee is not in compliance to CSRA RC's satisfaction with any of the terms of this agreement. **Unless the monthly program performance report and the reimbursement request are received by CSRA RC on or before the fifth business day of the month, reimbursement may be withheld until the following payment cycle.**

(b) **Final Payment**

- (1) The Subgrantee's payment request for the last month of the Subgrant Agreement term must be received by CSRA RC no later than five days after the termination date of this Subgrant Agreement. Proposed adjustments subsequent to this date are to be requested within ten days of Subgrant Agreement termination. CSRA RC may, at its discretion, disallow payment of all or part of a final request received after this deadline.
- (2) The final request will be the request submitted on or before the fifth business day following the termination date. Adjusted reports received by CSRA RC on or



before the tenth day after the Subgrant Agreement termination will become the final request.

- (3) Upon receipt by CSRA RC of the Subgrantee's final payment request and all other required documentation, CSRA RC will review such documents and make comparisons among the costs authorized in Attachment "A" for each cost center and the cumulative value of all payments for each cost center. Based on such comparisons and upon its determination that all other requirements hereunder have been completed, CSRA RC will make either a final payment to the Subgrantee for any allowable expenditures in excess of prior payments for each cost center or request from the Subgrantee reimbursement of any overpayment. The Subgrantee shall refund to CSRA RC any such overpayment within thirty calendar days of notification by CSRA RC.

6. **Communications** All formal communication regarding this Subgrant Agreement shall be in writing between the person executing this Subgrant Agreement on behalf of the Subgrantee (executor) and CSRA RC's Executive Director. Formal communications regarding this Subgrant Agreement shall include, but not necessarily be limited to amendments, correspondence, progress reports and fiscal reports. The Subgrantee shall bear the cost and other liability risks of making any changes covered by this Subgrant Agreement in advance of receiving a formal Subgrant Agreement change order from the CSRA RC Executive Director. The Subgrantee executor and CSRA RC's Executive Director shall each have the right to designate in writing to the other an agent to act in his or her behalf regarding this Subgrant Agreement. Any restrictions to such designation shall be clearly defined in the written designation.
7. **CSRA RC's Designated Agent** According to the paragraph titled "**Communications**" above, CSRA RC's Executive Director hereby designates Debra Minor, CSRA RC'S Area Agency On Aging Director, as his agent for purposes of this Subgrant Agreement only, except for executing amendments (see paragraph entitled "**Amendments**" below) or terminations (see paragraph entitled "**Termination**" below) or for interpretation of the requirements of this Subgrant Agreement. In addition, all formal communications regarding this Subgrant Agreement to include correspondence, reports, and requests for payments shall be submitted directly to the CSRA RC's AAA Director, Debra Minor and copied to the CSRA RC's Executive Director. Such appointments herein may be changed only by CSRA RC via a written addendum to this agreement.
8. **Review and Coordination** To ensure adequate assessment of the Subgrantee's program and proper coordination among interested parties, CSRA RC shall be kept fully informed concerning the progress of the work and services to be performed hereunder. The Subgrantee may be required to meet with designated representatives of CSRA RC and the funding agencies from time to time to review the work and services performed. Written notice of such review meetings shall be given to the Subgrantee. The execution of a Health Insurance Portability and Accountability Act (HIPAA) Business Associate agreement (attachment at the end of the Subgrant Agreement) shall occur prior to execution of this agreement and the HIPAA Business Associate agreement shall outline access granted to records under HIPAA regulations.



9. **Access to Records and Inspections** The state and federal government and the CSRA RC (a staff member and/or an outside party hired to review certain records, documents, and/or procedures) shall have full and complete access to all consumer/customer/client records, administrative records, financial records, pertinent books, documents, papers, correspondence, including e-mails, management reports, memoranda, and any other records of the Subgrantee and fourth party Subgrantees(s). Upon request of such records, the Subgrantee shall immediately provide the records requested. Failure to provide such records may result in termination of the Subgrant Agreement and withholding of any remaining payments due until such time the Subgrantee furnishes the records requested.

Reinstatement of payments to Vendors who have been sanctioned as denoted above must be approved by the RC's Board of Directors at the next regularly scheduled meeting of the Commission. The Subgrantee has executed a Health Insurance Portability and Accountability Act (HIPAA) Business Associate Agreement with the CSRA RC. Through the Business Associate Agreement, the Subgrantee acknowledges and agrees that the Georgia Department of Human Services Division of Aging Services, including the Long-Term Care Ombudsman, and the CSRA RC Area Agency on Aging provide functions that are considered health oversight agencies in their funding, quality improvement and regulatory functions. As health oversight agencies, protected health information must be shared with them and authorization is not required, according to HIPAA. The Subgrantee is responsible for ensuring that a HIPAA Business Associate Agreement is executed by any fourth party Subgrantees authorizing the same level of access to the entities noted above.

The Subgrantee and fourth party Subgrantees (subcontractors) record retention requirements are six (6) years from submission of final expenditure reports. If any litigation, claim, or audit is started before the expiration of the six-year period, the records shall be retained until all litigations, claims, or audit findings involving the records have been resolved. The Subgrantee agrees that the DHS Office of Investigative Services, upon the request of the Commissioner or his designee, has full authority to investigate any allegation of misconduct in performance of duties arising from this Subgrant Agreement made against an employee of the Subgrantee. The Subgrantee agrees to cooperate fully in such investigations by providing the Office of Investigative Services full access to its records and by allowing its employees to be interviewed during such investigations.

The CSRA RC and the State Department of Human Services shall have the right to monitor and inspect the operations of the Subgrantee and any fourth party Subgrantees (subcontractors) for compliance with the provisions of this Subgrant Agreement and all applicable federal and state laws and regulations, with or without notice, but at no more than a maximum of 48 hours' notice, at any time during the term of this Subgrant Agreement. Federal regulations can be found within the Super Circular 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, an electronic version can be found at www.ecfr.gov. State regulations and guidance can be found on the Online Directives Information System (ODIS), www.odis.dhs.ga.gov. When not specifically addressed within ODIS, Federal regulations should be followed. Any deviation from these regulations must be approved by the CSRA RC and/or the State Department of Human Services in writing prior to the deviation occurring. The Subgrantee agrees to



cooperate fully with these monitoring and inspection activities. Such monitoring and inspection activities may include, without limitation, on-site health and safety inspections, financial and behavioral health/clinical audits, review of any records developed directly or indirectly as a result of this Subgrant Agreement, review of management systems, policies and procedures, review of service authorization and utilization activities, and review of any other areas, activities or materials relevant to or pertaining to this Subgrant Agreement. The Department and/or CSRA RC will provide the Subgrantee with a report of any findings and recommendations and may require the Subgrantee to develop corrective action plans or reimburse for costs identified as unallowable as appropriate. Such corrective action plans may include requiring the Subgrantee to make changes in service authorization, utilization practices, and/or any activity deemed necessary by the Department and/or CSRA RC.

The Central Savannah River Area Regional Commission's Board of Directors has established the following sanctions for any violations of this section of the Subgrant Agreement:

"If at any time an official representative of the CSRA RC (a staff member and/or an outside party hired to review certain records, documents, and/or procedures) is denied access to the information requested, or if the Contractor does not provide such information as requested, the CSRA RC will withhold any pending and/or future payments for services rendered until such time that the information is presented."

10. General

- (a) The Subgrantee agrees to carry out the program in accordance with all terms, provisions and conditions of the applicable guidelines and regulations issued by the funding agencies (e.g., the Older Americans Act of 1965, as amended, 45 CFR 74, 45 CFR 92, and 45 CFR 202). CSRA RC shall determine the appropriateness and application of such terms, provisions, and conditions. The Subgrantee also agrees to carry out the program in compliance with requirements relating to the application, acceptance and use of Federal funds for this program, including, but not limited to, Executive Order 12372 and 41 CFR 29-70 or 45 CFR 74 or 45 CFR 92, as appropriate. The Subgrantee assures and certifies that it shall comply with all requirements imposed by CSRA RC or the funding agencies concerning special requirements of law or program requirements including, but not limited to, 45 CFR 1321, 45 CFR 202, 2 CFR Part 200 or ODIS as appropriate.
- (b) The Subgrantee agrees that the purpose of this program is to develop greater service capacity and to foster the development of comprehensive and coordinated service delivery systems to serve older persons and others deemed in need. To accomplish this purpose, the Subgrantee agrees to execute a program which will:
 - (1) secure and maintain maximum independence and dignity in a home environment for older persons and other eligible individuals capable of self-care with appropriate supportive services;
 - (2) remove individual and social barriers to economic and personal independence; and



(3) provide specified services to eligible individuals who reside within the planning area, with greatest social need being determined by advanced age (75 years or more);

(4) transport those deemed in need to scheduled sites.

11. **Subgrantee's Personnel** The Subgrantee represents that it has, or will secure at its own expense, all personnel required to perform the services under this Subgrant Agreement. Such personnel shall not be employees of CSRA RC.

12. **Standards for Service Performance**

- (a) The Subgrantee shall perform all services in accordance with the definitions cited in Attachment "A" and as further defined in relevant notices issued by CSRA RC, or through CSRA RC from the Georgia Department of Human Services or the Administration on Aging, U.S. Department of Health and Human Services.
- (b) The Subgrantee agrees that no changes resulting in a decrease in the scope of services, units of service to be provided, or numbers of persons to be served will be made without prior written approval of CSRA RC as provided in the Paragraph titled "**Amendments**" below.
- (c) The Subgrantee acknowledges that CSRA RC has developed a multi-year *Area Plan on Aging* which is updated annually (hereinafter referred to as the "Area Plan") for a comprehensive and coordinated system for the delivery of supportive services and nutrition services to the elderly within the planning area pursuant to the Older Americans Act of 1965 and the Community Care Act of 1985, as amended. Subgrantee further acknowledges that the services provided herein may be included in the Area Plan and that the Area Plan may, from time-to-time, be amended to reflect changes in services, service delivery methods, vendors, subgrantees, and/or subcontractors. Subgrantee acknowledges that inclusion in the Area Plan does not constitute a Subgrant Agreement or agreement for the delivery of services within the period of time covered by the Area Plan. Copies of the plan are maintained on file at the CSRA RC.
- (d) The Subgrantee further acknowledges that said Area Plan defines the specific services to be provided to eligible persons residing within the planning area and that those services provided under this Subgrant Agreement are a part of said Area Plan.
- (e) The Subgrantee acknowledges that the CSRA RC Area Plan delineates a range of available services for the elderly and, therefore, the Subgrantee agrees to coordinate and cooperate with other CSRA RC contracted service providers to the fullest extent possible and in a manner satisfactory to CSRA RC.
- (f) Supportive services and nutrition services, if any, included in this Subgrant Agreement, are aggregated into defined sub-elements. Descriptions of these sub-elements are on file at CSRA RC and are incorporated herein by reference. The service standards listed



in the Georgia Department of Human Resources Division of Aging Services' Manual and shall be the basis for determining the Subgrantee's performance of supportive services and nutrition services.

13. **Termination of Services to Clients** The Subgrantee agrees, with respect to any individual who is a potential program participant or a potentially aggrieved program participant, to provide such individual with meaningful opportunity to be heard concerning his or her eligibility or continuing eligibility at a hearing. The Subgrantee shall have procedural requirements which, at a minimum, include all of the safeguards and elements of the model **Client Grievance/Complaint Procedure** on file at CSRA RC and available from CSRA RC upon written request.
14. **Reports** The Subgrantee shall furnish CSRA RC with monthly program performance reports, in such form as may be specified by CSRA RC, describing the work accomplished by the Subgrantee. Such report(s) shall be furnished to CSRA RC within five days after the end of the period reported. All due dates in this Subgrant Agreement shall be based on calendar days. If any such due date should occur on Saturday, Sunday or CSRA RC holiday, the next CSRA RC workday shall be considered the due date.
15. **Rights in Documents, Materials and Data Produced** The Subgrantee agrees that all reports, studies, records, and other data prepared by or for it under the terms of this Subgrant Agreement shall be the property of CSRA RC upon termination or completion of the work. CSRA RC shall have the right to use the same without restriction or limitation and without compensation to the Subgrantee other than that provided for in this Subgrant Agreement. For the purposes of this contact, "data" includes writings, sound recordings, photographs, films, videotapes or other graphic representations and works of a similar nature. No documents, material or data produced in whole or in part under this Subgrant Agreement shall be the subject of an application for copyright by or on behalf of the Subgrantee or its fourth party Subgrantees. The Subgrantee acknowledges that matters regarding the rights to inventions and materials generated by or arising out of this Subgrant Agreement may be subject to certain regulations issued by the funding agencies. Information regarding the applicability of such regulations to a specific situation may be obtained by written request to CSRA RC.
16. **CSRA RC'S Right to Suspend Subgrant Agreement** The CSRA RC reserves the right to suspend the Subgrant Agreement/subgrant in whole or in part under this Subgrant Agreement provision if it appears to the CSRA RC that the Subgrantee is failing to substantially comply with the quality of service or the specified completion schedule of its duties required under this Subgrant Agreement, and/or to require further proof of reimbursable expenses prior to payment thereof, and/or to require improvement, at the discretion of the CSRA RC, in the programmatic performance or service delivery and/or to comply with any order or directive of a state or federal agency or court or arbitrator(s) with jurisdiction, by law or by consent, over the CSRA RC.
17. **Cooperation in Transition of Services** The Subgrantee agrees upon termination of this Subgrant Agreement, in whole or in part, for any reason that the Subgrantee will cooperate as requested by the CSRA RC to effectuate the smooth and reasonable transition of the care and services for consumers/customers/clients as directed by the CSRA RC. This will include but



not be limited to the transfer of the consumer/customer/client records, personal belongings, and funds of all consumers/customers/clients as directed by the CSRA RC. Subgrantee further agrees that should it go out of business and/or cease to operate, all original records of consumers/customers/clients served pursuant to this Subgrant Agreement shall be transferred by the Subgrantee to the CSRA RC immediately and shall become the property of the CSRA RC in addition to any other remedy afforded the CSRA RC hereunder or by law. Failure to cooperate in the transition of services will result in the Subgrantee becoming an ineligible contractor/Subgrantee for a period of three (3) years from the end of this Subgrant Agreement period.

18. **Force Majeure** Each party will be excused from performance under this Subgrant Agreement to the extent that it is prevented from performing, in whole or in substantial part, due to delays caused by an act of God, civil or military authority, war, court order, acts of public enemy, and such nonperformance will not be default under this Subgrant Agreement nor a basis for termination for cause. Nothing in this paragraph shall be deemed to relieve the Subgrantee from its liability for work performed by any fourth party Subgrantees. If the services to be provided to the CSRA RC are interrupted by a force majeure event, the CSRA RC will be entitled to an equitable adjustment to the fees and other payments due under this Subgrant Agreement.

19. **Publicity**

- A. Subgrantees must ensure that any publicity given to the program or services provided herein identify the CSRA RC and the State Department of Human Services as sponsoring agencies. Publicity materials include, but are not limited to, signs, notices, information pamphlets, press releases, brochures, radio or television announcements, or similar information prepared by or for the Subgrantee. Prior approval for the materials must be received in writing from the CSRA RC and/or DHS's managing programmatic division/office. All media and public information materials must also be approved by the State of Georgia's Commissioner's Office of Policy and Government Services, Office of Communications. In addition, the Subgrantee shall not display the CSRA RC or DHS's name or logo in any manner, including, but not limited to, display on Subgrantee's letterhead or physical plant, without the prior written authorization of the Executive Director of the CSRA RC and/or the Commissioner of DHS.
- B. Notwithstanding subparagraph A above, if the Subgrantee is a county board of health, the Commissioner's Office of Policy and Government Services must be notified prior to major publicity and/or media campaigns developed by or for the board-operated programs which identify the Department as a sponsoring agency. This is to enable the Commissioner's Office of Policy and Government Services to support the effort and to respond in a timely manner to inquiries to the Department that might result. In addition, the Subgrantee shall not display the Department's name or logo in any manner, including, but not limited to, display on Subgrantee's letterhead or physical plant, without the prior written authorization of the Commissioner of the Department.

20. **Inventions, Patents, Copyrights, Intangible Property and Publications** The Subgrantee agrees if patentable items, patent rights, processes, or inventions are produced in the course



of work supported and funded by this Subgrant Agreement, to report such facts in writing promptly and fully to the CSRA RC. The CSRA RC, the federal agency, and DHS shall determine whether protection of the invention or discovery shall be sought. The CSRA RC, the federal agency and DHS will also determine how the rights to the invention or discovery, including rights under any patent issued thereon, shall be allocated and administered in order to protect the public interest consistent with Government Patent Policy.

Copyrights Except as otherwise provided in the terms and conditions of this Subgrant Agreement, the author or the CSRA RC or DHS is free to copyright any books, publications, or other copyrightable materials developed in the course of, or under this Subgrant Agreement. Should any copyright materials be produced as a result of this Subgrant Agreement, the CSRA RC, the federal agency and DHS shall reserve a royalty-free nonexclusive and irrevocable right to reproduce, modify, publish, or otherwise use and to authorize others to use the work for government, CSRA RC, and/or departmental purposes.

Publications All publications, including pamphlets, art work, and reports shall be submitted to the CSRA RC on disk or electronically.

21. **Financial Management System** Subgrantee certifies that its financial management system currently complies and will continue to comply with all of the standards for financial management systems specified in 45 CFR 74, or 45 CFR 92, 41 CFR 29-70, 2 CFR 200, or ODIS as appropriate. In addition, the Subgrantee agrees to accurately maintain its financial records for each cost center as specified in Attachment C in such form and utilizing such procedures as CSRA RC or the funding agencies may require. This includes, but it not limited to, the requirement that Subgrantee financial records shall provide for (1) accurate, current, and complete disclosure of the financial results of each cost center; (2) records that identify adequately the source and application of funds by cost center for activities supported under this Subgrant Agreement; and (3) time, attendance, and payroll distribution records to support salaries and wages paid to employees of the Subgrantee.

This award is governed by the guidance in 2 Code of Federal Regulations (CFR) Part 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. The Department of Health and Human Services adopts the Office of Management and Budget (OMB) Guidance in 2 CFR part 200, and has codified the text, with HHS-specific amendments in 45 CFR part 75.

22. **Employee's Rate of Compensation** The rate of compensation for work performed under this program by a staff member or employee of the Subgrantee shall not exceed the compensation of such person that is applicable to his or her other work activities for the Subgrantee. Time and attendance and payroll distribution records shall support charges for salaries and wages of individual employees.
23. **Financial Reports** In addition to other records required by this Subgrant Agreement, the Subgrantee agrees to provide to CSRA RC such additional financial reports in such form and frequency as CSRA RC may require in order to meet the CSRA RC's requirements for reporting to funding agencies.



24. **Audits** Subgrantees that expend \$750,000 or more in Federal funds during their fiscal year agree to have a single entity-wide **audit** conducted for that year in accordance with the provisions of the Single Audit Act Amendments of 1996 (Public Law 104-156) and their implementing regulation, 2 CFR Part 200, Subpart F, Audit Requirements. The audit reporting package shall include the documents listed in Policy 1244 of the online DHS Directives Information System (ODIS).

Subgrantees expending \$100,000 or more in State funds during their fiscal year agree to have an entity-wide **audit conducted for that year** in accordance with Generally Accepted Auditing Standards issued by the American Institute of Certified Public Accountants. The audit reporting package shall include the documents listed in Policy 1244 of the online DHS Directives Information System.

Subgrantees expending at least \$25,000 but less than \$100,000 in State funds during their fiscal year agree to prepare **unaudited entity-wide financial statements for that year**. **Assertions concerning** the basis of financial statement preparation must be made by the president or other corporate official as described in Policy 1244 of the DHS Directives Information System.

The Subgrantee further agrees to submit the required audit or financial statement, within 180 days after the close of the Subgrantee's fiscal year to:

*Amy DeVries
Director of Finance
3626 Walton Way Ext, Suite 1
Augusta, GA 30909-6421*

Effective July 1, 2005, the Central Savannah River Area Regional Commission's Board of Directors has established the following sanction for any violation of this Subgrant Agreement requirement:

If a Contractor fails to provide a final audit statement as required under the Subgrant Agreement's terms, the CSRA RC will withhold any pending and/or future payments for services rendered until such time that the final audit is submitted and verified. If a pattern of such failures materializes, the Contractor will become ineligible to receive CSRA RC Subgrant Agreements for a period of 12 months. Recognizing that some situations might arise that are above and beyond the Contractor's control, the CSRA RC may extend the date of receipt of the final audit for a thirty (30) day period upon request and verifiable documentation related to the reason for the extension. Extensions past the thirty (30) day period may be requested, but any such request must be presented in person before the CSRA RC's Board of Directors with the Contractor's auditor present.

Reinstatement of payments to Subgrantees who have been sanctioned as denoted above must be approved by the RC's Board of Directors at the next regularly scheduled meeting of the Commission.



25. **Interest of Subgrantee** The Subgrantee covenants that neither the Subgrantee, nor anyone controlled by the Subgrantee, controlling the Subgrantee, or under common control with the Subgrantee, nor its agents, employees or fourth party Subgrantees, presently has an interest, nor shall acquire an interest, direct or indirect, which would conflict in any manner or degree with the performance of its service hereunder, or which would prevent, or tend to prevent, the satisfactory performance of the Subgrantee's service hereunder in an impartial and unbiased manner. The Subgrantee further covenants that in the performance of this Subgrant Agreement no person having any such interest shall be employed by the Subgrantee as an agent, fourth party Subgrantees or otherwise. If the Subgrantee contemplates taking some action which may constitute a violation of this paragraph, and Subgrantee shall request in writing the advice of CSRA RC, and if CSRA RC notifies the Subgrantee in writing that the Subgrantee's contemplated action will not constitute a violation hereof, then the Subgrantee shall be authorized to take such action without being in violation of this paragraph.
26. **Interest of Members of CSRA RC and Others** No officer, member or employee of CSRA RC, and no public official of any local government which is affected in any way by the program, who exercises any function or responsibilities in the review or approval of the program or any component part thereof, shall participate in any decision relating to this Subgrant Agreement which affects his or her personal interests or the interest of any corporation, partnership or association in which he or she is directly, or indirectly, interested; nor shall any such officer, member or employee of CSRA RC, or public official of any local government affected by the program, have an interest, direct, in this Subgrant Agreement or the proceeds arising therefrom.
27. **Officials Not to Benefit** No member or delegate to the (1) Legislature of the State of Georgia, elected or appointed State of Georgia official, or employee of the State of Georgia Department of Human Services (and Division of Aging Services) and (2) Congress of the United States of America, resident commissioner or employee of the United States Government, shall participate or influence any decision relating to the award or administration of this Subgrant Agreement which affects his or her personal interests or the interests of any corporation, partnership or association in which he or she is directly, or indirectly, has any involvement.
28. **Restrictions on Hiring of CSRA RC Employees** The Subgrantee and any associated fourth party Subgrantees shall not hire, retain, or engage in any paid or unpaid capacity (employee, consultant, or advisor) an employee (full-time, part-time, or consultant) of the CSRA RC within a twelve (12) month period after the termination date of this Subgrant Agreement. Further, any former CSRA RC employee who is hired, retained, or engaged having met the above 12-month restriction may not be directly involved with the management and performance of this Subgrant Agreement without the express written approval of the CSRA RC Executive Director. Subgrantee violation of this restriction shall be grounds for Subgrant Agreement termination.



29. **Project Administration**

- (a) The Subgrantee agrees that the Subgrantee executor is responsible for ensuring that all terms and conditions of the Subgrant Agreement are fully met to CSRA RC's satisfaction.
- (b) The Subgrantee agrees that all persons who administer the funds associated with this Subgrant Agreement on behalf of the Subgrantee will be responsible to the Subgrantee executor.
- (c) The Subgrantee agrees to administer the program in a manner satisfactory to CSRA RC and in accordance with relevant procedures, as determined by CSRA RC and the funding agencies (e.g., 29 CFR 1321 or 45 CFR 202, 2 CFR 200, ODIS as appropriate).
- (d) The Subgrantee shall at all times maintain during the term of this agreement policies of insurance (including, where applicable, Worker's Compensation coverage) covering any property acquired with funds made available by this agreement, as well as public liability insurance with generally recognized, responsible insurance companies authorized to do business in the state of Georgia, each of which are also qualified and authorized to assume the risks undertaken. Such insurance shall be in such amounts as a responsible and prudent company or organization would require under similar circumstances. Such insurance shall cover the Subgrantee and its above, described property, as well as its employees, agents and volunteers.

30. **Subcontracts** Work or services to be performed under this (third party) Subgrant Agreement by the Subgrantee may be subcontracted (fourth party) under the following conditions:

- (a) The Subgrantee agrees that the selection of fourth party Subgrantees requires competition between potential fourth party Subgrantees pursuant to 45 CFR 74, 2 CFR 200, or adequate justification for sole source selection.
- (b) All such subcontracts shall bind the fourth party Subgrantee to applicable terms and conditions of this (third party) Subgrant Agreement between CSRA RC and the Subgrantee.
- (c) Any third party Subgrant Agreement in excess of \$10,000 total value shall have written CSRA RC approval prior to execution. CSRA RC approval shall not be unreasonably withheld.
- (d) A copy of all third party Subgrant Agreements shall be on file at the Subgrantee's office and available for review by CSRA RC monitors upon request.
- (e) The Subgrantee will be responsible for the performance and monitoring both fiscally and programmatically of any fourth party Subgrantees to whom any duties are delegated under any provision of this Subgrant Agreement.
- (f) The Subgrantee agrees to reimburse the CSRA RC for any federal or state audit



disallowances arising from a fourth party Subgrantees's performance or non-performance of duties under this Subgrant Agreement, which are delegated to the fourth party Subgrantees.

- (g) If the Subgrantee subcontracts for the provision of any deliverables pursuant to this Subgrant Agreement, the Subgrantee agrees to include the following in each subcontract:
1. Stipulations that the fourth party Subgrantees is required to adhere to each provision of this Subgrant Agreement related to the quality and quantity of deliverables, compliance with state and federal laws and regulations, confidentiality, auditing, access to records and Subgrant Agreement administration.
 2. A clear statement of the service or product being acquired through said subcontract with detailed description of cost including properly completed Division of Aging Services Unit Cost Methodology documentation, as appropriate.
- (h) The Subgrantee shall promptly pursue, at its own expense, appropriate legal and equitable remedies against any fourth party Subgrantees who fails to adhere to the Subgrant Agreement requirements. The Subgrantee's failure to proceed against a fourth party Subgrantees will constitute a separate breach by the Subgrantee in which case the CSRA RC may pursue appropriate remedies as a result of such breach.

Failure by the Subgrantee to comply with the provisions of this paragraph in a timely manner as determined by CSRA RC, may at CSRA RC's discretion result in disallowance or delay in payment under the Paragraph titled "Method of Payment" or in termination pursuant to the Paragraph titled "Termination" below.

31. **Assignability** The Subgrantee shall only assign, sublet or transfer all or any portion of its interest in this agreement with the prior written approval of CSRA RC.
32. **Amendments** The CSRA RC may require changes in this Subgrant Agreement from time-to-time. Such changes, including any increase or decrease in the amount of the Subgrantee's compensation shall be incorporated in written amendments to this Subgrant Agreement. Only the CSRA RC's Executive Director may execute amendments to this Subgrant Agreement on behalf of the CSRA RC.
33. **Disputes and Appeals** The CSRA RC Executive Director shall decide any questions arising under this Subgrant Agreement. Such questions must be submitted to the CSRA RC's Executive Director in writing via certified mail, return-receipt requested. The CSRA RC's Executive Director shall reduce such decision concerning the question to writing and mail or otherwise furnish a copy thereof to the Subgrantee within ten (10) business days after receipt of the question. The Subgrantee agrees that the decision of CSRA RC's Executive Director shall be final and conclusive unless, within ten (10) days of receipt of such copy, the Subgrantee mails or otherwise furnishes a written request for appeal concerning the question



of fact to CSRA RC's Board of Directors, who shall arrange a formal hearing within thirty (30) business days after receipt of the appeal request. All such requests must be mailed via certified mail, return-receipt requested to the attention of the CSRA RC's Board of Directors at 3626 Walton Way Ext, Suite 1, Augusta, GA 30909. Both the Subgrantee and CSRA RC's Executive Director shall have the right to present witnesses and give evidence concerning the question of fact at such time. Within thirty-two (32) days after the hearing, the CSRA RC's Board of Directors shall render its decision concerning the question of fact in writing to the Subgrantee and to CSRA RC's Executive Director.

Pending final decision of an appeal to the CSRA RC's Board of Directors, the Subgrantee shall proceed diligently with the performance of the Subgrant Agreement and in accordance with CSRA's Board of Director's decision.

The Subgrantee agrees that the decision of the CSRA RC's Board of Directors concerning the question shall be final and conclusive unless determined otherwise by the funding agencies, or the Comptroller General of the United States. In the event the funding agencies provide input, the CSRA RC's Board of Directors will reconsider its decision at the next regularly scheduled meeting of the CSRA RC Commission. Any decision made based on the information provided from the funding agencies (the reconsideration action) shall be final and conclusive.

34. **Assurances** The Subgrantee hereby assures and certifies that it will comply with the regulations, policies, guidelines and requirements, including the Executive Order 12372, 45 CFR 74, 45 CFR 92, and OMB Supercircular, as appropriate, as they relate to the application, acceptance, use and audit of Federal funds for this federally assisted program. Also, the Subgrantee gives assurance and certifies with respect to this purchase of service agreement that:

(a) For all purchase of service agreements:

- (1) It possesses legal authority to apply for this purchase of service agreement, and, if appropriate, to finance and construct any proposed facilities; and, a resolution, motion or similar action has been duly adopted or passed as an official act of the Subgrantee's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the Subgrantee to act in connection with the application and to provide such additional information as may be required, and, upon CSRA RC's approval of its application, that the person identified as the official representative of the Subgrantee is authorized to execute a purchase of service agreement contract incorporating the terms of its application.
- (2) It will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352 and 42USC 2000d) and in accordance with Title VI of that Act, no person in the United States shall, on the ground of age, disability, religion, creed or belief, political affiliation, sex, sexual orientation, race, color, or national origin, be executed from participation in, be denied the benefits of, or be otherwise



subjected to discrimination under any program or activity for which the applicant received Federal financial assistance and will immediately take any measures necessary to effectuate this assurance. It will further comply with Title VI provisions prohibiting employment discrimination where the primary purpose of a grant is to provide employment. It will not discriminate against any qualified employee, applicant for employment or service fourth party Subgrantees, or client because of age, disability, religion, creed or belief, political affiliation, race, color, sex, sexual orientation, or national origin. The Subgrantee shall take affirmative action to ensure that qualified applicants are employed and qualified fourth party Subgrantees are selected, and that qualified employees are treated fairly during employment, without regard to their age, disability, religion, creed or belief, political affiliation, race, color, sex, sexual orientation, or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotions, or transfers; recruitment or recruitment advertising; layoffs or terminations; rates of pay or other forms of compensation; selection for training including apprenticeship, and participation in recreational and educational activities. If the Subgrantee has fifty or more employees (regardless of the funding sources) and if the total compensation and reimbursement to be paid to the Subgrantee as specified in Attachment "A" of the contract is fifty thousand dollars (\$50,000) or more, the Subgrantee certifies that: (A) It has developed a written Affirmative Action Program (AAP) which includes: an analysis of the Subgrantee's work forces showing by job category the extent to which minorities and females are being underutilized, and where minorities and females are being underutilized, realistic goals and timetables in each job category for correcting the underutilization; and (b) it presently has such a plan in effect and such plan will remain in effect at least until the program completion date of this Subgrant Agreement. The Subgrantee agrees to post in a conspicuous place available to employees and applicants for employment, notices to be provided setting forth the provisions of this non-discrimination clause.

The Subgrantee shall in all solicitations or advertisements for fourth party Subgrantees or employees placed by or on behalf of the Subgrantee, state that all qualified applicants will receive consideration for employment without regard to age, disability, religion, creed or belief, political affiliation, race, color, sex or national origin. The Subgrantee shall not discriminate against any qualified client or recipient of services provided through this Subgrant Agreement on the basis of age, disability, religion, creed or belief, political affiliation, race, color, sex or national origin. The Subgrantee shall cause the foregoing provisions to be included in all subcontracts for any work covered by this Subgrant Agreement so that such provisions will be binding upon each fourth party Subgrantees, provided that the foregoing provisions shall not apply to subcontracts for less than ten thousand dollars (\$10,000).

The Subgrantee shall keep such records and submit such reports concerning the racial and ethnic origin of applicants for employment and employees as CSRA RC or the funding agencies may require.



The Subgrantee agrees to comply with such rules, regulations or guidelines as CSRA RC or the funding agencies may issue to implement the requirements of this paragraph.

- (3) It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally assisted programs.
- (4) It will comply with the applicable provisions of the Hatch Act, which limits the political activity of employees.
- (5) It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
- (6) It will cooperate with CSRA RC in assisting the funding agencies in compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting, through CSRA RC, with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 3 CFR Part 800.8) by the activity, and subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying, through CSRA RC, the funding agencies of the existence of any such properties, and by (b) complying with all requirements established by CSRA RC or the funding agencies to avoid or mitigate adverse effects upon such properties.
- (7) It understands that the phrase "Federal financial assistance" is included any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
- (8) For purchase of service agreements involving Federal financial assistance for construction, it will make certain that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the Project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the fund agencies, through CSRA RC, of the receipt of any communication from the Director of the EPA office of Federal Activities indicating that a facility to be used in the program is under consideration for listing by EPA.
- (9) It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87



Stat. 975, approved December 31, 1976. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities when such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards.

- (10) The Subgrantee agrees to abide by all State and Federal laws, rules and regulations and DHS and Division of Aging Services policy or procedure on respecting confidentiality of an individual's records. The Subgrantee further agrees not to divulge any information concerning any individual to any unauthorized person without the written consent of the individual employee, client or responsible parent or guardian.
- (11) The Subgrantee agrees to comply with all applicable provisions of the Americans with Disabilities Act (ADA) and any relevant federal and state laws, rules and regulations.

35. **Property Management Standards** The Subgrantee agrees:

- A. That all non-expendable personal property purchased, in total or in part, with funds received from the CSRA RC during the term of this Subgrant Agreement and all previous contracts is property of the CSRA RC and is subject to the rules and regulations of the CSRA RC throughout the life and disposition of said property. Said property cannot be transferred or otherwise disposed of without prior written approval of the CSRA RC.
- B. To adhere to all policies and procedures as promulgated in the State of Georgia's Department of Human Services' DHS Administrative Policy and Procedures Manual, Part IX, the Property Management Manual, and, if applicable, the Vehicle Management Manual, which are by reference made a part of this Subgrant Agreement. Subgrantee understands that the requirements for inventory of property (at least every two years) and a control system to safeguard against loss, damage or theft as contained in the property manual shall be followed.
- C. That property records shall be maintained accurately and reported on Form #5111, Detailed Equipment Listing (available upon request), within 30 days after acquisition of such property, to the CSRA RC as indicated below:

CSRA Regional Commission
Attn: Property Control
3626 Walton Way Ext, Suite 1
Augusta, GA 30909

- D. In the event this Subgrant Agreement is terminated prior to expiration or is not renewed, Subgrantee agrees to properly dispose of all CSRA RC property as



follows:

1. Prepare Form 5086, Equipment Status Change form (available on request), listing all CSRA RC equipment in the Subgrantee's possession and send this form to the CSRA RC for final disposal determination.
2. Upon notification by the CSRA RC, Subgrantee agrees to transport the RC's property to the CSRA RC's facility. Expenses incurred by the Subgrantee in transporting this equipment may be charged to the terminated Subgrant Agreement.

36. **Federal Prohibitions and Requirements Related to Lobbying** Pursuant to Section 1352 of Public Law 101-221, the Subgrantee agrees that:

- (a) No Federally appropriated funds have been paid or will be paid, by or on behalf of the Subgrantee, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) As a condition of receipt of any Federal contract, grant, loan, or cooperative agreement exceeding \$100,000, the Subgrantee shall file with CSRA RC a signed "Certification Regarding Lobbying."
- (c) If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the Federal contract, grant, loan, or cooperative agreement, the Subgrantee shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instruction.
- (d) A disclosure form will be filed at the end of each calendar quarter in which there occurs any event that requires disclosure or that materially affects the accuracy of the information contained in any disclosure form previously filed by the Subgrantee under subparagraphs (B) or (C) of this paragraph. An event that materially affects the accuracy of the information reported includes:
 - (1) A cumulative increase of \$25,000 or more in the amount paid or expected to be paid for influencing or attempting to influence a covered Federal action; or
 - (2) A change in the person(s) or individual(s) influencing or attempting to influence a covered Federal action; or,



- (3) A change in the officer(s), employee(s), or member(s) contacted to influence or attempt to influence a covered Federal action.

Any Subgrantee who makes a prohibited expenditure or who fails to file or amend the disclosure form, as required, shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure.

An imposition of a civil penalty under this action does not prevent the United States from seeking any other remedy that may apply to the same conduct that is the basis for the imposition of such civil penalty.

The Subgrantee shall require that the prohibitions and requirements of this paragraph included in the award documents for all subawards at all tiers (including subcontracts, purchase of service agreements, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

37. **Debarment** In accordance with Executive Order 12549, Debarment and Suspension, and implemented at 45 CFR Part 76, 100-510, the Subgrantee shall certify that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Subgrant Agreement by any federal department or agency. The Subgrantee further agrees that it will include the requirement for the "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier transactions and in all solicitations for lower tier covered transactions.
38. **Compliance with Requirements of the Georgia Department of Human Services (DHS)** The Subgrantee shall be bound by the applicable terms and conditions of the purchase of service contract between CSRA RC and DHS, which is on file in the offices of CSRA RC and is hereby made a part of this Subgrant Agreement as fully as if the same were attached hereto. If any of the terms and conditions of this agreement conflict with any terms and conditions of the purchase of service contract, the Subgrantee agrees to abide by the terms and conditions of the contract, which shall be controlling unless prior written consent to the contrary is received from CSRA RC.
39. **Documentation of Rent Costs** All Subgrantee budgeted rent line items or maintenance in lieu of rent line items on privately owned buildings must be supported by three (3) separate Statements of Comparable Rent, DHS Form #5465 (copies available from the Department).
- Public facility maintenance in lieu of rent budgeted by the Subgrantee will be supported by a Local Statement of Service and Maintenance Cost in Lieu of Rent in Public Buildings, DHS Form #5464, and by three separate Statements of Comparable Rent, DHS Form #5465 (copies available from the Department). Rent per se is not applicable for publicly owned facilities/buildings unless newly occupied on or after October 1, 1980, in accordance with OMB Supercircular.
40. **Criminal Records Investigation**



- (a) The Subgrantee agrees that, for the filling of positions or classes of positions having direct care/treatment custodial responsibilities for services rendered under this Subgrant Agreement, applicants selected for such positions shall undergo a criminal record history investigation that shall include a fingerprint record check pursuant to the provisions of Code Section 49-2-14 of the Official Code of Georgia Annotated. In order to initiate this requirement, the Department will provide forms, which will include the required data from the applicant. The Subgrantee agrees to obtain the required information (which will include two proper sets of fingerprints on each applicant) and transmit said fingerprints directly to the Georgia Crime Information Center together with the fee as required by said Center for a determination made pursuant to Code Section 49-2-14 of the Official Code of Georgia Annotated or any other relevant statutes or regulations.
- (b) After receiving the information from the Georgia Crime Information Center or any other appropriate source, the Department will review any derogatory information and, if the crime is one which is prohibited by duly published criteria within the Department, the Subgrantee will be informed and the individual so identified will not be employed for the purpose of providing services under this Subgrant Agreement.
- (c) The provisions of this paragraph of the Subgrant Agreement shall not apply to persons employed in day-care centers, group day-care homes, family day-care homes, or child-caring institutions which are required to be licensed or registered by the Department or to personal care homes required to be licensed, permitted, or registered by the Department.

41. **Other Requirements** In addition to other requirements of this Subgrant Agreement, the Subgrantee agrees to comply with, and shall be bound by, the applicable terms and conditions of all State and Federal laws or regulations governing and defining resources, project administration, allowable costs and associated procurement standards including but not limited to 41 CFR 29-70, 45 CRR 74, 45 CFR 92, 2 CFR 200, or ODIS as appropriate.

The Subgrantee agrees that, if costs incurred by the Subgrantee are not in conformity with the above requirements and are subsequently disallowed as a result of an audit pursuant to the Paragraph titled “**Audits**” above or by CSRA RC, Georgia Department of Human Services, U.S. Department of Health and Human Services, the Comptroller General of the United States, or any of their duly authorized representatives, then, upon written demand by CSRA RC, the Subgrantee shall reimburse CSRA RC in full for any payment made by CSRA RC to the Subgrantee for such disallowed costs within thirty days of receipt of such written demand.

42. **State of Georgia Ethics Code Violations** The Subgrantee understands that the State of Georgia’s Department of Human Services’ Division of Aging Services (the Department) is the primary source of funds for this subgrant agreement. Under Subsection 93.11 (§93.11) of the Division of Aging Services’ *Compliance with Contractor Responsibilities, Rewards and Sanctions* publication, entitled Ethics Code Violations, all contractors, including the Area Agency on Aging and their sub-contractors are expected to abide by the Code of Ethics for Government Service (See Appendix 93-B of the above-referenced publication for a copy of the current Code of Ethics). Accordingly, any violations of the Ethics Code requirements will



be investigated by the Department and referred by the Department to the appropriate law enforcement agency. Ethics violations may result in criminal prosecution and may be pursued based on the provisions pertinent laws and regulations. When conducting such investigations, the Department will inform the contractor of the exact nature of the complaint and may require the contractor to conduct its own internal investigation. The Department will document its investigation's findings and conclusions and inform the contractor and the complainant of the results. If an investigation indicates there is a substantiated situation in which there is a question of ethics code violations, the Department will require the contractor to take corrective action and/or refer the complaint to appropriate law enforcement agencies.

43. **CSRA RC Ethics Hotline** The Central Savannah River Area Regional Commission has initiated and established an ethics hotline. All recipients of subgrants, Subgrant Agreements, subcontracts, and/or cooperative agreements are required to take proactive steps to ensure that employees within their agencies are aware of the CSRA RC's ethics hotline. To this end, the subgrantee must provide its employees with a copy of the CSRA RC's ethics hotline information brochure and each employee must sign an acknowledgement that the information has been provided to him/her. Copies of all acknowledgements must be maintained in the records associated with this agreement and are subject to review by the CSRA RC at all times.

44. **Termination**

- (a) **Due to Non-Availability of Funds.** Notwithstanding any other provision of this Subgrant Agreement, in the event that any of the funding sources for payments to the CSRA RC for services under this Subgrant Agreement no longer exist, or in the event the sum of all obligations of the CSRA RC incurred under this and all other Subgrant Agreements entered into for this program exceeds the balance of such Subgrant Agreement sources, then this Subgrant Agreement shall immediately be suspended until further modification from the CSRA RC without further obligation of the CSRA RC as of that moment. The certification by the Commissioner of the Department of Human Services of the occurrence of either of the events stated above shall be conclusive.
- (b) **Due to Default or for Cause.** This Subgrant Agreement may be terminated for cause, in whole or in part, at any time by the CSRA RC for failure of the Subgrantee to perform any of the provisions hereof. Should the CSRA RC exercise its right to terminate this Subgrant Agreement under the provisions of this paragraph, the termination shall be accomplished in writing and specify the reason and termination date. The Subgrantee will be required to submit the final Subgrant Agreement expenditure report not later than thirty (30) days after the effective date of written notice of termination. Upon termination of this Subgrant Agreement, the Subgrantee shall not incur any new obligations after the effective date of the termination and shall cancel as many outstanding obligations as possible. The above remedies are in addition to any other remedies provided by law or the terms of this Subgrant Agreement.
- (c) **For Convenience of the Subgrantee.** This Subgrant Agreement may be cancelled or terminated by the Subgrantee without cause; however, the Subgrantee must give written notice of its intention to do so to the CSRA RC at least ninety (90) days prior to the effective date of cancellation or termination.



- (d) **For Convenience of CSRA RC.** This Subgrant Agreement may be cancelled or terminated by the CSRA RC without cause; however, the CSRA RC must give written notice of its intention to do so to the Subgrantee at least thirty (30) days prior to the effective date of cancellation or termination.
- (e) Notwithstanding any other provision of this paragraph, this Subgrant Agreement may be immediately terminated without any opportunity to cure, if any of the following events occurs:
1. Subgrantee becomes insolvent or liquidation or dissolution or a sale of the Subgrantee's assets begins.
 2. Subgrantee or any of its subgrantees violates or fails to comply with any applicable provision of federal or state law or regulation.
 3. Subgrantee or any of its subgrantees knowingly provides fraudulent, misleading or misrepresentative information to any consumer/customer/client of the CSRA RC or the Department of Human Services or to the CSRA RC or DHS's representatives.
 4. Subgrantee has exhibited an inability to meet its financial or services obligations.
 5. A voluntary or involuntary bankruptcy petition is filed by or against the Subgrantee under the U.S. Bankruptcy Code or any similar petition under any state insolvency law.
 6. An assignment is made by the Subgrantee for the benefit of creditors.
 7. A proceeding for the appointment of a receiver, custodian, trustee, or similar agent is initiated with respect to the Subgrantee.
 8. The CSRA RC deems that such termination is necessary if the Subgrantee or any fourth party Subgrantees fails to protect or potentially threatens the health or safety of any consumer/customer/client and/or to prevent or protect against fraud or otherwise protect the CSRA RC or the State of Georgia's personnel, consumers/customers/clients, facilities, or services.
 9. A court with competent jurisdiction, or an arbitrator(s) conducting an arbitration involving the CSRA RC by consent, issues an order or decision that causes or determines the Subgrant Agreement to be rendered voidable or null and void and/or prohibits the CSRA RC from contracting with the Subgrantee, or otherwise invalidates the procurement process and/or the contractual relationship with the Subgrantee.
 10. Subgrantee is debarred or suspended from performing services on any public contracts and/or subject to exclusion from participation in the Medicaid or Medicare programs.



45. **Subgrantee/Fourth-Party License Requirements** The Subgrantee agrees to maintain any required city, county and state business licenses and any other special licenses required, prior to and during the performance of this Subgrant Agreement. The Subgrantee is responsible to ensure that fourth party (sub-subgrantees) contractors are appropriately licensed. The Subgrantee agrees that if it loses or has sanctioned any license, certification or accreditation required by this Subgrant Agreement or state and federal laws, that this Subgrant Agreement may be terminated immediately in whole or in part.
46. **AIDS Policy** Subgrantee agrees, as a condition to provision of services to the CSRA RC's and/or DHS's consumers/customers/clients/patients, not to discriminate against any consumer/customer/client/patient who may have AIDS or be infected with Human Immunodeficiency Virus (HIV). The Subgrantee is encouraged to provide or cause to be provided appropriate AIDS training to its employees and to seek AIDS technical advice and assistance from the appropriate division or office of DHS, as the Subgrantee deems necessary. The Subgrantee further agrees to refer those consumers/customers/clients/patients requesting additional AIDS related services or information to the appropriate county health department.

Notwithstanding subparagraph A above, if the Subgrantee is a county board of health it agrees to comply with the Joint Advisory Notice, entitled "Protection Against Occupational Exposure to Hepatitis B Virus (HBV) and Human Immunodeficiency Virus (HIV)," dated October 30, 1987, from the Department of Labor/Department of Health and Human Services and which has been made available to the board. The board further agrees that in the implementation of the Department's programs it will follow those standard operation procedures developed and identified by the appropriate program division of the Department as applicable to the specific programs and as provided to the board by the program division.

47. **Indemnification of CSRA RC** Subgrantee hereby waives, releases, relinquishes, discharges and agrees to indemnify, protect and save harmless the State of Georgia (including the State Tort Claims Trust Fund), DHS, DOAS, the Central Savannah River Area Regional Commission and the Central Savannah River Area Regional Commission's Area Agency on Aging, their officers and employees (collectively "indemnitees") of and from any and all claims, demands, liabilities, loss, costs or expenses for any loss or damage for bodily injury (including but not limited to death), personal injury, property damage, or contract rights, attorneys' fees caused by, growing out of, or otherwise happening in connection with this Subgrant Agreement, due to any act or omission on the part of Subgrantee, its agents, employees, fourth party Subgrantees, or others working at the direction of Subgrantee or on Subgrantee's behalf: or due to any breach of this Subgrant Agreement by Subgrantee; (collectively, the "Indemnity Claims").

This indemnification extends to the successors and assigns of the Subgrantee, and this indemnification and release survives the termination of this Subgrant Agreement and the dissolution or, to the extent allowed by law, the bankruptcy of the Subgrantee.

If and to the extent such damage or loss as covered by this indemnification is covered by the State Tort Claims Fund or any other self-insurance funds maintained by the Department of Administrative Services (collectively, the "funds"), the Subgrantee agrees to reimburse the

Subgrantee shall, at its expense, be entitled to and shall have the duty to participate in the defense of any suit against the Indemnitees. No settlement or compromise of any claim, loss or damage asserted against Indemnitees shall be binding upon Indemnitees unless expressly approved by the Indemnitees.

- <<<<<<<<<<<<<<<<<< SIGNATURE PAGE FOLLOWS <<<<<<<<<<<<<<<<<<**



IN WITNESS WHEREOF, the Subgrantee and the CSRA RC have executed this Subgrant Agreement as of the day first above written.

SIGNED:

Augusta-Richmond County

Address for Official Notices:

Garnett Johnson
Mayor
535 Telfair Street
Augusta, GA 30901

By: _____

Mayor
Title

DATE: _____

ATTEST:

DocuSigned by:
Jennifer Sankey
86309204F236407...
Jennifer Sankey, CFO

CSRA REGIONAL COMMISSION
3626 Walton Way Ext, Suite 1
Augusta, Georgia 30909-6421

DocuSigned by:
By: _____
2DCD3D536877476...
Andy Crosson, Executive Director

DATE: 6/20/2024 | 8:51:26 AM EDT



SECTION FOUR

Work Services As a provider under this Subgrant Agreement, the Subgrantee shall be responsible for the following general activities:

1. The Subgrantee shall submit quarterly narrative reports that document efforts to develop new sources of community support, both public and private, during the Subgrant Agreement period. Reports are due on the 10th of the succeeding month.
2. The Subgrantee shall attend all regularly scheduled and/or called CSRA RC-sponsored meetings and training sessions.
3. The Subgrantee shall be responsible for developing, maintaining, and fulfilling all written working agreements called for in each cost center.
4. The Subgrantee shall maintain and distribute an updated agency brochure describing available services within its service area. In addition, the Subgrantee shall develop and implement publication strategies that foster high visibility and promote positive public awareness of the aging program and issues facing older adults.
5. The Subgrantee shall encourage and document efforts to generate the program income budgeted in each sub-element. The Subgrantee shall also encourage and document efforts to generate voluntary contributions not budgeted in each sub element.
6. The Subgrantee shall implement the automated client tracking system and shall do so consistent with the policies and procedures promulgated by the Division of Aging Services for WellSky or CSRA RC.
7. The Subgrantee shall notify CSRA RC promptly of any changes in service delivery, organization or sites.
8. The Subgrantee shall do, perform, and carry out, in a satisfactory manner, as determined by CSRA RC's cognizant department director, the goals and objectives as submitted in the Provider's FY 2024 Update. The application by reference is an official Subgrant Agreement document.
9. The Subgrantee shall implement customer satisfaction feedback and provide annual evaluations. The Subgrantee shall do, perform, and carry out, in a satisfactory manner, as determined by CSRA RC's cognizant department director, the following specific work and services.



Attachment A Scope of Work

The Scope of Work to be performed under this agreement is outlined in the Subgrantee's Request for Proposal for the fiscal year covered by this agreement unless otherwise specified.

As noted in Attachment D below, the response to the Request for Proposals is on file with the CSRA RC's Area Agency on Aging and is referenced as submitted herein.

Specific information related to the service(s) outlined in the Scope of Work can be found in Georgia's Administrative Guidelines and Requirements on the On-line Directives Information System (ODIS) at <https://odis.dhs.ga.gov>.



ATTACHMENT B PROGRAM AND SERVICE PERFORMANCE REQUIREMENTS

- I. General: The work to be accomplished by the subgrantee is in support of the services authorized for the provider in the State of Georgia's WellSky system. Services include those listed under the "Services" tab of the provider and outline the service code, service description, unit type and unit cost. If you have questions about your services, units or unit costs, please contact the Area Agency on Aging.
- II. The subgrantee's monthly program performance reports will separately detail progress made relative to each service provided.
- III. Area Covered: The subgrantee shall perform all the services provided for under this Subgrant Agreement within the geographic service areas, herein called the "service delivery area" approved by the CSRA RC's Area Agency on Aging.
- IV. The subgrantee will access Georgia's Administrative Guidelines and Requirements on the On-line Directives Information System (ODIS) at <https://odis.dhs.ga.gov> for compliance and technical assistance issues as needed.
- V. Mandatory Trainings and Meetings – The Subgrantee will be responsible for attending all training(s) and meeting(s) mandated by the Division of Aging Services or the CSRARC AAA. Therefore, should the Subgrantee be unable to attend the training or meeting, he or she may send a staff member if all staff is not mandated to attend.



PROGRAM AND SERVICE REPORTING REQUIREMENTS (continued)

Reporting Requirements: As a provider under this Subgrant Agreement, the Subgrantee shall be responsible for implementing the following reporting requirements.

I. Intake, Assessment and Record Maintenance Basics for All Non-Medicaid Clients

- 1.1 The Title III-SSBG Operations Manual is superseded in part by these policies and procedures.
- 1.2 Basic intake and assessment information for all new clients entering the service delivery system shall be gathered using the following forms:
 - (a) Basic demographics
 - (b) DON-R- (Determination of Need)
 - (c) The NSI “DETERMINE” Checklist
 - (d) <http://odis.dhs.ga.gov>
- 1.3 The same information shall be gathered *for all ongoing clients, at the time of annual individual reassessment*, and changes to these client files are to be entered in the WellSky database as reassessments are completed.
- 1.4 Provider or AAA staff responsible for preparing individual client service plans shall continue to use approved service plan forms until further notice.
- 1.5 Provider or AAA staff responsible for preparing client notification forms shall continue to use approved forms until further notice.
- 1.6 Staff shall continue to include narrative entries in client records using approved documentation formats.
- 1.7 Clients receiving HCBS home care services must come through the ADRC for an initial screening and assessment by the AAA staff. In cases where subcontractors are authorized to admit clients directly, a comprehensive assessment utilizing the Determination of Need-Revised (DON-R) and the Nutritional Screening Initiative (NSI) must be performed at the provider level in accordance with Policy 114 Guideline and Requirements for Client Assessment. Refer to the Georgia Department of Human Services’ Division of Aging Services Division of Aging Services’ Requirements for Non-Medicaid and Community Based Services. In case where the client is served by more than one agency/organization, the AAA will designate which provider will be responsible for conducting reassessments and making appropriate referrals. Providers are expected to review WellSky reports and records to ensure effective coordination of services.



II. Basic Demographics

2.1 All affected providers, and/or Area Agencies will use the Client Intake, Registration and Tracking Form to collect, record and enter into WellSky certain basic individual client data.

2.2 **Complete all** data elements:

2.3 When form is to be completed or information is to be updated:

- (a) For all new clients being registered with WellSky
- (b) At the time of the first or subsequent annual reassessment for ongoing clients
- (c) At any time that there is a change in any of the required data for any client

2.4 Retention and distribution of the form:

- (a) Keep the original form completed for initial registration of the client in the client record.
- (b) Provide a copy of the original form, and of any updated information, to the data entry staff for processing.
- (c) If adding or changing information after initial registration, complete a new form if necessary, or add or change the information (suggestion: Use a 'highlighter' marker to enter changes on the data entry copy.) Retain the original in the client record.

III. Determination of Need (DON-R)

3.1 When form is completed:

- (a) All affected providers of Non-Medicaid Home and Community Based Services, regardless of fund source, or Area Agencies, will complete the DON-R for all clients applying for services, including those who will be placed on a waiting list.
- (b) At the time of first reassessment the following implementation for each ongoing client.
- (c) At any time that there is a significant change in any client's situation which affects functional status and the need for services.

3.2 Use of information



- (a) The information from the DON-R, along with information captured on Poverty Level and the NSI “DETERMINE” Checklist, will evaluate the client’s priority for receiving services.
- (b) Clients at or below poverty, with significant impairments in ADLs and IADLs, and with Nutrition Risk Scores of 6 or higher, shall be given preference for services.
- (c) Ongoing clients shall be reassessed at the annual review date and decisions regarding continued service needs will be based on this reassessment, using the same criteria as in III.2 (b), in conjunction with other significant information about the client’s situation and need for support.

IV. Nutrition Screening Initiative “DETERMINE” Checklist

- 4.1 The NSI “DETERMINE” Checklist shall be used to determine nutritional risk status for each client applying for non-Medicaid home and community-based services.
- 4.2 The initial NSI Checklist Score shall auto populate into WellSky.
- 4.3 For each client who begins receiving nutrition services, either at home or in a congregate setting, the NSI “DETERMINE” Checklist will be administered again within the first three months of service. *This score, whether the same or different, shall auto populate in WellSky.*
- 4.4 *Baseline NSI “DETERMINE” Checklist Scores shall be determined for all current nutrition service clients and recipients of homemaker, in-home respite, and adult day health services (regardless of fund source) at the time of the next scheduled reassessment.*
- 4.5 The risk status for all clients in the specified services shall be tracked for the duration of their participation in the service program using the on an annual review basis.
- 4.6 Wherever feasible, nutrition service applicants/participants with risk scores of 6 or higher shall be referred for additional individualized nutrition screening (Level I Screening) and counseling by a registered dietitian.



ATTACHMENT C COST AND FINANCIAL REPORTING REQUIREMENTS

- I. Deviations between Expenditure Object Class Categories (except FOOD or EQUIPMENT) within the same service are permitted if the cumulative absolute total of such transfers does not exceed ten (10) percent of the total amount for that service shown on individual cost center pages. Subgrantee must promptly submit written notice of such deviation to CSRA RC. No deviation in the FOOD or EQUIPMENT Expenditure Object Class Categories is permitted, under this ten percent provision.
- II. If the Subgrantee's proposed deviations exceed the tolerances identified in A. above, or if transfers of funds are proposed from one or more services to another, a formal Subgrant Agreement amendment must be requested by the Subgrantee, approved by CSRA RC, and executed by both parties.
- III. **Compensation** The compensation is shown by cost center and resource category on the Distribution of Resource, Supplemental Fiscal Year exhibit and on individual cost center pages, which are made a part of this Subgrant Agreement for financial reporting, monitoring, and audit purposes. The maximum amount of CSRA RC's compensation to the Subgrantee by cost center is equal to the total federal and state funds as outlined in Section I of this agreement.

The Subgrantee's request for payment described in the "Method of Payment" paragraph in the main body of the Subgrant Agreement shall delineate charges to be applied to each service. In no event will total payments under each service exceed the maximum amounts listed on the "Distribution of Resources" exhibit, nor shall CSRA RC's payment to the Subgrantee exceed the total federal and state funds as outlined in Section I of this agreement.

Any deviation from or changes to the approved budget shall be handled as follows:

- IV. **Matching-Share** In addition to the requirements specified herein, the Subgrantee specifically agrees to comply with, and shall be bound by, the applicable terms and procedures for determining the allow ability of non-federal contributions by the Subgrantee or other non-federal parties in satisfying the cost sharing and matching requirements of this Subgrant Agreement, if any, including but not limited to 45 CFR 74, 45 CFR 92, 2 CFR 200, and ODIS as appropriate.

The Subgrantee further agrees that if non-federal contributions provided by the Subgrantee or other non-federal parties to fulfill the matching share requirements of this Subgrant Agreement, if any, are not in conformity with the above and are subsequently disallowed as a result of an audit by CSRA RC, the funding agencies, the Comptroller General of the United States, or any of their duly sworn representatives, then, upon written demand by CSRA RC, the Subgrantee shall, within thirty (30) calendar days of receipt of such written demand, reimburse CSRA RC the amount of compensation previously paid by CSRA RC to the Subgrantee that became unearned because of such disallowance.



- V. **Program Income** Program income, as defined in 4 CFR 74, 45 CFR 92, 2 CFR 200, and ODIS as appropriate, is further defined as follows:

Funds projected to be contributed by participant(s) or person(s) on behalf of a particular participant(s) of the program during the period of this subgrant Subgrant Agreement. Expenditure of this resource is limited to funds received, up to the amount shown on the "Distribution of Resources" exhibit. If program income is generated in excess of the amount shown on the "Distribution of Resources" exhibit, a Subgrant Agreement amendment executed by both parties is required prior to expenditure.

All program income is bound by the same guidelines and requirements governing the expenditure of all funds in this Subgrant Agreement. It is a resource to be budgeted and accounted for by service.

VI. **General**

- A. The Subgrantee agrees that the "year to date" percent of annual budget expended (by service or by category, and/or by Part, as appropriate) shall be in approximate alignment with the "year to date" percent of units of service delivered.
- B. The Subgrantee agrees that Match and Program Income collected shall be expended monthly or at intervals, such that state and federal funds are not expended at an accelerated rate (e.g., 10 percent match to 90 percent state and federal funds in Title III; and 12 percent match to 88 percent state and federal funds in SSBG).
- C. The Subgrantee agrees to furnish annual cost/cash contribution or in-kind match for Title III, as appropriate, which represents 10 percent of the total cost of this Subgrant Agreement. The certified cost/expenditures or in-kind match values will be expended/recorded by the Subgrantee monthly at 10 percent of the total monthly project expenditures for each service claimed for reimbursement.
- D. The Subgrantee agrees to furnish annual cost/cash contribution or in-kind match for SSBG, which represents 12 percent of the total cost of this Subgrant Agreement. The certified cost/expenditures or in-kind match values will be expended/recorded by the Subgrantee monthly at 12 percent of the total monthly project expenditures for each service claimed for reimbursement. The Subgrantee agrees that CSRA RC may withhold reimbursement if compliance is not maintained with A., B., and C. above or if satisfactory explanations are not provided regarding the provision of units of service and dollars expended.



ATTACHMENT D CONTRACTOR COST AND TECHNICAL PROPOSALS

The Subgrantee shall do, perform and carry out in a satisfactory and proper manner, as determined by CSRA RC, the work and cost referenced in Attachment A which is on file at the CSRA RC and made a part hereof.

- Subgrantee's Request for Proposal for the agreement's covered fiscal year are official source documents and on file as submitted to the CSRA RC's AAA.
- Unit Cost Methodology Spreadsheet
- CD and/or Thumb Drive included in response to Request for Proposals (if applicable)
- Contractual and Administrative Assurances

On file at:

CSRA Regional Commission
3626 Walton Way Ext Suite 1
Augusta, Georgia 30909-6421



E-Verify Certification Affidavit Under O.C.G.A. § 13-10-91(b)(4)

By executing this affidavit, the undersigned sub-subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract for the Workforce Development Program on behalf of agencies of the State of Georgia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

Furthermore, the undersigned sub-subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned sub-subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the sub-subcontractor with the information required by O.C.G.A. § 13-10-91(b). The undersigned sub-subcontractor shall submit, at the time of such contract, this affidavit to (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract).

Additionally, the undersigned sub-subcontractor will forward notice of the receipt of any affidavit from a sub-subcontractor to (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract). Sub-subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number _____

Date of Authorization _____

Name of Project CSRA Area Agency on Aging Nutrition Subgrant Agreement

Name of Employer Augusta-Richmond County

I hereby declare under penalty of perjury that the forgoing is true and correct.

I understand that an electronic signature has the same legal effect and can be enforced in the same manner as a written signature.

By checking this box and signing my name below, I am electronically signing this form.



Signature _____ **Date** _____

Name (typed) Garnett Johnson

Title Mayor

CONTRACTUAL AND STANDARD PROGRAM ASSURANCES OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED

The responder hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964, as amended, and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 CFR Part 80) issued pursuant to that title, to the end that, in accordance with Title VI and the Act and the Regulation, no person in the United States shall, on the ground of political affiliation, religion, race, color, sex, handicap, age, or national origin, be excluded from participation in, be denied the benefits of or be otherwise subjected to discrimination under any program or activity financed in whole or in part by federal funds, which the RESPONDER provides or participates directly through a contractual or other arrangement.

The RESPONDER agrees to make no distinction on the ground of political affiliation, religion, race, color, sex, handicap, age, or national origin with respect to admission policy or procedure or in the provision of any aid, care, service or other benefits to individuals admitted or seeking admission to the RESPONDER.

This assurance is given in consideration of and for the purpose of receiving any and all payments from state agencies receiving federal grants. The RESPONDER recognizes and agrees that state agency financial payments will be extended in reliance on the presentations and agreements made in this assurance, and that the United States shall have the right to seek judicial enforcement of this assurance.

The assurance is binding on the RESPONDER, its successors, transferees, and assignees, and the persons whose signatures appear below are authorized to sign this assurance on behalf of the RESPONDER.

I understand that an electronic signature has the same legal effect and can be enforced in the same manner as a written signature.

☐

By checking this box and signing my name below, I am electronically signing this form.

Signature _____

Date _____

Name (typed) _____

Title _____

Contact Phone: _____ Email: _____

ASSURANCE OF COMPLIANCE WITH SECTION 504 OF THE REHABILITATION ACT OF 1973, AS AMENDED, AND THE AMERICANS WITH DISABILITIES ACT OF 1990, AS AMENDED

The RESPONDER HEREBY AGREES THAT it will comply with Section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1990, as amended, and all requirements imposed by the applicable DHHS regulation (45 CFR Part 84) and all guidelines and interpretations issued pursuant thereto.

Pursuant to sub-section 84.5(a) of the regulation (45 CFR 84.5(a)), the RESPONDER gives this Assurance in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts (except procurement contracts and contracts of insurance or guaranty), property, discounts, or other federal financial assistance extended by the Department of Health and Human Services after the date of this Assurance, including payments or other assistance made after such date on Responses for federal financial assistance that were approved before such date.

The RESPONDER recognizes and agrees that such federal financial assistance will be extended in reliance on the representations and agreements made in this Assurance and that the United States will have the right to enforce this Assurance through lawful means. This Assurance is binding on the RESPONDER, its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this Assurance on behalf of the recipient.

This Assurance obligates the recipient for the period during which federal assistance is extended by it to the Department of Health and Human Services or, where the assistance is in the form of real property, for the period provided for in sub-section 84.5(b) of the regulation (45 CFR 84.5(b)).

The responder

Employs fifteen (15) or more persons and, pursuant to sub-section 84.7(a) of the regulation (45 CFR 84.7(a)), has designated the following person(s) to coordinate its efforts to comply with the DHHS regulation.

Name of Compliance Person

Employer Identification # (IRS#)

I certify that this information is complete and correct to the best of my knowledge.

I understand that an electronic signature has the same legal effect and can be enforced in the same manner as a written signature.

☐

By checking this box and signing my name below, I am electronically signing this form.

Signature _____

Date _____

Name (typed) _____

Title _____

Contact Phone: _____ Email: _____

COMPLIANCE WITH CLEAN AIR AND WATER ACTS

The grantee certifies that:

This contract is subject to the requirements of the Clean Air Act, as amended, 42 USC 1857 et. seq., and the regulations of the Environmental Protection Agency with respect thereto, at 40 CFR Part 15, as amended from time to time.

In compliance with said regulations:

- 1. The Contractor shall require of subcontractors that any facility to be utilized in the performance of any nonexempt contract or subcontract is not listed on the List of Violating Facilities issued by the Environmental Protection Agency (EPA) pursuant to 4C CFR 15.20.
- 2. The Contractor will comply with all the requirements of Section 114 of the Clean Air Act, as amended, (42 USC 1857c-8) and section 308 of the Federal Water Pollution Control Act as amended, (330 USC 1318) relating to inspection, monitoring, entry, reports, and information, as well as all other requirements specified in said section 114 and section 308, and all regulations and guidelines issued thereunder.
- 3. The Contractor will provide prompt notice of any notification received from the Director, Office of Federal Activities, EPA, indicating that a facility utilized or to be utilized for the contract is under consideration to be listed on the EPA List of Violating Facilities.
- 4. The Contract will include or cause to be included the criteria and requirements to paragraph (1) through (4) of this section in every nonexempt subcontract and take such action as the Government will direct as a means of enforcing such provisions.

Signature of Legally Authorized Person

I understand that an electronic signature has the same legal effect and can be enforced in the same manner as a written signature.

☐

By checking this box and signing my name below, I am electronically signing this form.

Signature

Date

Name (typed)

Title

Contact Phone:

Email:

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION FOR COVERED CONTRACTS AND GRANTS

Federal Executive Order 12549 requires the CSRA RC to screen each covered potential contractor/grantee to determine whether each has a right to obtain a contract/grant in accordance with federal regulations on debarment, suspension, ineligibility, and voluntary exclusion. Each covered contractor/grantee must also screen each of its covered subcontractors/providers.

In this certification "contractor/grantee" refers to both contractor/grantee and subcontractor/sub-grantee: "contract/grant" refers to both contract/grant and subcontract/subgrant. By signing and submitting this certification the potential contractor/grantee accepts the following terms:

1. The certification herein below is a material representation of fact upon which reliance was placed when this contract/grant was entered into. If it is later determined that the potential contractor/grantee knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the Department of Health and Human Services, United States Department of Agriculture or other federal department or agency, the Technical College System of Georgia, or the CSRA Regional Commission may pursue available remedies, including suspension and/or debarment.
2. The potential contractor/grantee shall provide immediate written notice to the person to which this certification is submitted if at any time the potential contractor/grantee learns that the certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
3. The words "covered contract," "debarred," "suspended," "ineligible," "participant," "person," "principal", "response," and "voluntarily excluded," as used in this certification have meanings based upon materials in the Definitions and Coverage sections of federal rules implementing Executive Order 12549. Usage is as defined in the attachment.
4. The potential contractor/grantee agrees by submitting this certification that, should the proposed covered contract/grant be entered into, it shall not knowingly enter into any subcontract with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the Department of Health and Human Services, United States Department of Agriculture or other federal department or agency, the Technical College System of Georgia and/or the CSRA Regional Commission as applicable.
5. The potential contractor/grantee further agrees by submitting this certification that it will include this certification titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion for Covered Contracts and Grants" without modification, in all covered subcontracts and in solicitations for all covered subcontracts.
6. A contractor/grantee may rely upon a certification of a potential subcontractor/subgrantee that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered contract/grant, unless it knows that the certification is erroneous. A contractor/grantee must, at a minimum, obtain certifications from its covered subcontractors/subgrantees upon each subcontract's/subgrant's initiation and upon each renewal.
7. Nothing contained in all the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this certification document. The knowledge and information of a contractor/grantee is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
8. Except for contracts/grants authorized under paragraph 4 of these terms, if a contractor/grantee in a covered contract/grant knowingly enters into a covered subcontract/subgrant with a person who is

suspended, debarred, ineligible, or voluntarily excluded from participation in the transaction, in addition to other remedies available to the federal government, Department of Health and Human Services, United States Department of Agriculture, or other federal department or agency, as applicable, the Technical College System of Georgia, or other state department or agency, as applicable, and/or the CSRA Regional Commission may pursue available remedies, including suspension and or debarment.

Debarment Certification Statement

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (Executive Order 12549, Debarment and Suspension, 34 CFR Part 85)

Organization/Individual certifies to the best of its knowledge and belief, that it and its principals:

- (a) ☐ Are ☐ are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) ☐ Have ☐ have not within a three-year period preceding award of this consulting agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) ☐ Are ☐ are not presently indicted for or otherwise criminally charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in Paragraph (b) above; and
- (d) ☐ Have ☐ have not within a three-year period preceding award of this consulting agreement had one or more public transactions (Federal, State or Local) terminated for cause or default.

Signature of Legally Authorized Person

I understand that an electronic signature has the same legal effect and can be enforced in the same manner as a written signature.

☐ *By checking this box and signing my name below, I am electronically signing this form.*

Signature _____ Date _____

Name (typed) _____ Title _____

Contact Phone: _____ Email: _____

CHECK HERE IF
APPLICABLE

Item 5.

Disclosure of Lobbying Activity Form

X

1. Type of Federal Action: <input type="text"/> a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance		2. Status of Federal Action: <input type="text"/> a. bid/offer/response b. Initial award c. post-award		3. Report Type: <input type="text"/> a. initial filing b. material change For Material Change Only: year _____ quarter _____ date of last report _____	
4. Name and Address of Reporting Entity: ____ Prime ____ Subawardee Tier _____, if known: Congressional District, if known:			5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime Congressional District, if known:		
6. Federal Department/Agency:			7. Federal Program Name/Description CFDA Number, if applicable: _____		
8. Federal Action Number, if known:			9. Award Amount, if known: \$		
10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI): (attach Continuation Sheet(s))			b. Individual Performing Services (including address if different from No. 10a) (last name, first name, MI) SF-LLL-A, if necessary)		
11. Amount of Payment (check all that apply): \$ _____ actual _____ planned			13. Type of Payment (check all that apply): ____ a. retainer ____ b. one-time fee ____ c. commission ____ d. contingent fee ____ e. deferred ____ f. other; specify: _____		
12. Form of Payment (check all that apply): ____ a. cash ____ b. in-kind; specify: nature _____ value _____					
14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for payment indicated in Item 11: (attach Continuation Sheet(s) SF-LLL-A, if necessary)					
15. Continuation Sheet(s) SF-LLL-A attached: <div style="display: flex; justify-content: space-around;"> <input type="text"/> Yes <input type="text"/> No </div>					
16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.				Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	
Federal Use Only				Authorized for Local Reproduction Standard Form--LLL	

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee of prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract, grant, or loan award number, the response/response control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services and include full address if different from 10(a); Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material charge report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name, title and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

Health Insurance Portability Protection Act (HIPAA) Business Associate Agreement

The contractor, _____, satisfactorily assures the Central Savannah River Area Regional Commission Area Agency on Aging (CSRA RC AAA) that it is in compliance with Health Insurance Portability and Accountability Act (HIPAA), Public Law No. 104-191, 110 Stat. 1936. (Kassenbaum, Kennedy), 45 CFR 160, et seq. (HIPAA Privacy Regulations) and its regulations, including but not limited to the Privacy rule promulgated in 45 CFR 160 and Part 164 subparts A and E, that pursuant to HIPAA became effective April 14, 2003. The contractor (provider) understands and acknowledges that the Georgia Department of Human Services is a covered entity as defined by HIPAA and is required to adopt and implement standards and procedures for the handling of protected health information by April 14, 2003. Further, as the CSRA RC Area Agency on Aging is for purposes of HIPAA, a business associate of the Georgia Department of Human Services and Georgia Department of Community Health (collectively "DEPARTMENTS"); its contractors that provide aging related services and handle protected health information are business associates of both the CSRA RC AAA and the DEPARTMENTS. The contractor (provider) further understands and acknowledges that upon entering a contract with the CSRA RC AAA, it is a business associate of the Georgia Department of Human Services and the Georgia Department of Community Health and the CSRA RC Area Agency on Aging as defined by HIPAA and is required to agree to comply with and abide by the Department's and the CSRA RC Area Agency on Aging's privacy standards and procedures. The contractor (provider) therefore agrees that any use of protected health information pursuant to this contract will comply with all HIPAA and DEPARTMENTS and CSRA RC AAA requirements and privacy standards and procedures.

Further, the contractor agrees to provide training for its employees as required by HIPAA. It shall provide the privacy, security, and electronic data interchange safeguards as outlined by federal law and regulations. It shall provide clients' rights, notice of privacy policies, maintain minimum necessary and de-identified information as required by HIPAA and will comply with any policies of the DEPARTMENTS or the CSRA RC Area Agency on Aging. The contractor further acknowledges and agrees that the Georgia Department of Human Services Division of Aging Services, including the Long-Term Care Ombudsman, the Georgia Department of Community Health, and the CSRA RC Area Agency on Aging provide functions that are considered health oversight agencies in their funding, quality improvement and regulatory functions. As health oversight agencies, protected health information **must be shared with them and authorization is not required**, according to HIPAA.

I HAVE REVIEWED, UNDERSTAND AND AGREE TO ABIDE BY ALL CONDITIONS AS STATED HEREIN.

Name of Responder _____ Date: _____
(typed)

Signature of Legally Authorized Person Title: _____

CERTIFICATE OF NON-COLLUSION

FAILURE TO EXECUTE THIS CERTIFICATE WILL AUTOMATICALLY RESULT IN REJECTION OF RESPONSE

I certify that this bid and/or response is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, and/or services and is in all respects fair and without collusion or fraud. I understand that collusive bidding and/or applying is a violation of State and Federal Law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of this response and certify that I am authorized to sign this response for the Responder.

I HAVE REVIEWED, UNDERSTAND AND AGREE THAT THIS RESPONSE HAS BEEN DEVELOPED AND SUBMITTED WITHOUT ANY COLLUSION BETWEEN THE RESPONDER AND ANY OTHER RESPONDER.

Signature of legally Authorized Person

I understand that an electronic signature has the same legal effect and can be enforced in the same manner as a written signature.

☐

By checking this box and signing my name below, I am electronically signing this form.

Signature _____

Date _____

Name (typed) _____

Title _____

Contact Phone: _____ Email: _____

Certificate Of Completion

Envelope Id: 0A5573F2B8A8481399C1F6C1B5C8F007

Subject: Complete with DocuSign: Augusta CSRARC Aging Nutrition Contracts FY25

Source Envelope:

Document Pages: 45

Certificate Pages: 2

AutoNav: Enabled

Envelope Stamping: Enabled

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed

Envelope Originator:

Andy Crosson

3626 Walton Way Ext., Suite 1

nil

Augusta, GA 30909

acrosson@csrarc.ga.gov

IP Address: 207.144.107.122

Record Tracking

Status: Original

6/19/2024 10:35:18 AM

Holder: Andy Crosson

acrosson@csrarc.ga.gov

Location: DocuSign

Signer Events

Amy Devries

adevries@csrarc.ga.gov

Director of Finance

Security Level: Email, Account Authentication
(None)**Signature**

Signature Adoption: Pre-selected Style

Using IP Address: 207.144.107.122

Timestamp

Sent: 6/19/2024 10:37:39 AM

Viewed: 6/19/2024 1:20:13 PM

Signed: 6/19/2024 1:21:26 PM

Electronic Record and Signature Disclosure:

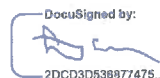
Not Offered via DocuSign

Andy Crosson

acrosson@csrarc.ga.gov

Executive Director

CSRA Regional Commission

Security Level: Email, Account Authentication
(None)

Signature Adoption: Uploaded Signature Image

Using IP Address: 207.144.107.122

Sent: 6/19/2024 1:21:29 PM

Viewed: 6/20/2024 8:51:19 AM

Signed: 6/20/2024 8:51:26 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Jennifer Sankey

jsankey@csrarc.ga.gov

CFO

CSRA Regional Commission

Security Level: Email, Account Authentication
(None)

Signature Adoption: Pre-selected Style

Using IP Address: 207.144.107.122

Sent: 6/20/2024 8:51:29 AM

Viewed: 6/20/2024 9:59:59 AM

Signed: 6/20/2024 10:01:59 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp**

Carbon Copy Events

Debra Minor
dminor@csrarc.ga.gov
AAA Director
CSRA Regional Commission
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Status

COPIED

Timestamp

Sent: 6/20/2024 10:02:02 AM

Item 5.

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent	Hashed/Encrypted	6/19/2024 10:37:39 AM
Certified Delivered	Security Checked	6/20/2024 9:59:59 AM
Signing Complete	Security Checked	6/20/2024 10:01:59 AM
Completed	Security Checked	6/20/2024 10:02:02 AM

Payment Events

Status

Timestamps



Commission Meeting

Meeting Date: 6/27/2024

On-Call Construction and Maintenance Services RFP 23-186

Department:	Parks and Recreation
Presenter:	Charles Jackson
Caption:	Approve Award of On-Call Construction and Maintenance Services Contract to (1) ACC Restoration, (2) Contract Management, Inc., (3) GoldMech, Inc., (4) Horizon Construction and Associates, (5) Larry L McCord Design-Build, LLC, (6) LEP Contracting, LLC, (7) M & C Lawn Care and Maintenance Services, LLC, (8) Pamela's Plumbing, LLC, (9) Sector One, Inc., (10) TFJ Construction, Inc., and (11) Vertex Roofing, subject to receipt of signed contract and proper insurance documents. The Contract is for three years with an option to extend for two (2) additional one (1) year terms. Also approve \$500,000.00 from Central Services SPLOST 8 Account #330-05-1120-53.19120 to initiate funding as requested by Augusta Parks and Recreation and Central Services Department. RFP 23-186
Background:	The Augusta Parks and Recreation Department (APRD), in conjunction with Augusta Central Services Department (ACSD) is responsible for the upkeep of over one hundred (100) parks and facilities within the County. These facilities require improvements that include, but not limited to carpentry, plumbing, electrical, concrete and masonry, HVAC, painting, roofing, irrigation repair, drywalling, finish wood working, landscaping, sitework, and landscape improvements. Other work will include minor construction (small and medium projects). APRD and ACSD are requesting approval of on-call construction and improvement services to help combat much needed operation, improvements, and emergency services that are currently required in both a timely and quality manner.
Analysis:	Proposals were evaluated with (1) ACC Restoration, (2) Contract Management, Inc., (3) GoldMech, Inc., (4) Horizon Construction and Associates, (5) Larry L McCord Design-Build, LLC, (6) LEP Contracting, LLC, (7) M & C Lawn Care and Maintenance Services, LLC, (8) Pamela's Plumbing, LLC, (9) Sector One, Inc., (10) TFJ Construction, Inc., and (11) Vertex Roofing being the selected on-call companies. The Parks and Recreation Department requested to enter into negotiations with all vendors. We have reached an agreement with all vendors for the same base fees for the various areas of discipline submitted by the respective vendors. All Parks and Recreation on-call items will be overseen by the Project Manager ISM.

Financial Impact:	Funds are available in the amount of \$500,000.00 through the following budget: \$500,000.00 - SPLOST VIII Facility Maintenance Account, 330-05-1120/53.19120
Alternatives:	A – Approve; B – Do not approve
Recommendation:	Approve Award of On-Call Construction and Maintenance Services Contract to (1) ACC Restoration, (2) Contract Management, Inc., (3) GoldMech, Inc., (4) Horizon Construction and Associates, (5) Larry L McCord Design-Build, LLC, (6) LEP Contracting, LLC, (7) M & C Lawn Care and Maintenance Services, LLC, (8) Pamela’s Plumbing, LLC, (9) Sector One, Inc., (10) TFJ Construction, Inc., and (11) Vertex Roofing, subject to receipt of signed contract and proper insurance documents. The Contract is for three years with a year-to-year basis for two (2) additional one (1) year term. Also, approve \$500,000.00 to initiate funding for Year 1 Services as requested by Augusta Parks and Recreation Department, and Augusta Central Services Department.
Funds are available in the following accounts:	\$500,000.00 - SPLOST VIII Facility Maintenance Account, 330-05-1120/53.19120

ON-CALL CONTRACTOR UNIT PRICE ANALYSIS SUMMARY FOR NEGOTIATION

Item 6.

			UNIT PRICES	
NO.	DESCRIPTION	UNIT	ISM RECOMMENDATION	NOTES
1	Asbestos Workers	\$/hr	\$ 121.51	
2	Asbestos Workers Apprentice	\$/hr	\$ 78.62	
3	Bricklayer Apprentice	\$/hr	\$ 53.18	
4	Bricklayers	\$/hr	\$ 65.06	
5	Carpenter Apprentice	\$/hr	\$ 74.00	
6	Carpenters	\$/hr	\$ 108.89	
7	Cement Finisher Apprentice	\$/hr	\$ 66.76	
8	Cement Finishers	\$/hr	\$ 85.59	
9	Electrician Apprentice	\$/hr	\$ 95.59	
10	Electricians	\$/hr	\$ 115.00	
11	Elevator Laborers	\$/hr	\$ 150.22	
12	Equipment Operators	\$/hr	\$ 106.40	
13	Equipment Operators Apprentice	\$/hr	\$ 89.90	
14	Foremans	\$/hr	\$ 117.27	
15	General Skilled Workers	\$/hr	\$ 88.40	
16	Laborer Apprentice	\$/hr	\$ 48.01	
17	Laborers	\$/hr	\$ 56.25	
18	Painter Apprentice	\$/hr	\$ 70.19	
19	Painters	\$/hr	\$ 104.60	
20	Plasterer Apprentice	\$/hr	\$ 83.13	
21	Plasterers	\$/hr	\$ 115.54	
22	Plumbers	\$/hr	\$ 125.00	
23	Plumbers Apprentice	\$/hr	\$ 120.00	
24	Rodmens (Reinforcement Worker)	\$/hr	\$ 89.49	

ON-CALL CONTRACTOR UNIT PRICE ANALYSIS SUMMARY FOR NEGOTIATION

Item 6.

			UNIT PRICES	
NO.	DESCRIPTION	UNIT	ISM RECOMMENDATION	NOTES
25	Rodmens (Reinforcement Worker) Apprentice	\$/hr	\$ 76.80	
26	Roofer Apprentice	\$/hr	\$ 88.92	
27	Roofers	\$/hr	\$ 99.93	
28	Sheet Metal Worker Apprentice	\$/hr	\$ 74.33	
29	Sheet Metal Workers	\$/hr	\$ 96.07	
30	Sprinkler Installer Apprentice	\$/hr	\$ 62.62	
31	Sprinkler Installers	\$/hr	\$ 86.24	
32	Steamfitters	\$/hr	\$ 146.33	
33	Steamfitters Apprentice	\$/hr	\$ 80.02	
34	Structural Steel Worker Apprentice	\$/hr	\$ 63.82	
35	Structural Steel Workers	\$/hr	\$ 89.46	
36	Tile Layer Apprentice	\$/hr	\$ 70.36	
37	Tile Layers	\$/hr	\$ 92.63	
38	Truck Driver Apprentice	\$/hr	\$ 67.13	
39	Truck Drivers	\$/hr	\$ 85.45	
40	Welder Apprentice	\$/hr	\$ 70.71	
41	Welders	\$/hr	\$ 96.04	



**Infrastructure Systems
Management, LLC**

SPECIALIZED CONSULTING SERVICES

Memo

June 19, 2024

Good afternoon Ms. Sams,

The Augusta Recreation and Parks Department reviewed and analyzed twelve (12) qualified firms that submitted for *RFP #23-186 - On-Call Construction and Maintenance Services*. After review of the 12, ISM calculated what it considered to be fair unit costs for each item. These unit costs were presented to each firm with eleven (11) accepting; therefore, all contractors will have the same unit prices, which will ensure equity and standardization.

In addition, once the contracts are in place, the performance will be documented by ISM for each work order/project to help determine the dissemination of future projects.

Again, thank you and your staff for supporting this project. Please let us know our next steps.

Thank you,
Abie L. Ladson

Request for Proposals

Request for Proposals will be received at this office until Wednesday, September 20, 2023 @ 3:00 p.m. via ZOOM Meeting ID: 856 8011 4217; Passcode: 416326 for furnishing:

RFP Item #23-186 On-Call Construction and Maintenance Services for Augusta, GA – Parks and Recreation Department

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

Geri A. Sams, Director
Augusta Procurement Department
535 Telfair Street - Room 605
Augusta, Georgia 30901

RFP documents may be viewed on the Augusta Georgia web site under the Procurement Department ARcbid. RFP documents may be obtained at the office of the Augusta, GA Procurement Department, 535 Telfair Street – Room 605, Augusta, GA 30901 (706-821-2422).

Pre-Proposal Conference will be held on Tuesday, September 5, 2023 @ 2:00 p.m. Via Zoom – Meeting ID: 817 0770 3458; Passcode: 210348.

All questions must be submitted in writing by fax to 706 821-2811 or by email to procbidandcontract@augustaga.gov to the office of the Procurement Department by Wednesday, September 6, 2023 @ 5:00 P.M. No RFP will be accepted by fax or email, all must be received by mail or hand delivered.

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

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

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

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

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

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

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle August 10, 17, 24, 31, 2023
Metro Courier August 10, 2023

Revised: 3/22/21



RFP Item # 23-186 On-Call Construction Services
for Augusta, GA – Parks and Recreation Department
RFP Date: Tuesday, September 20, 2023 @ 3:00 p.m. Via ZOOM

Total Number Specifications Mailed Out: 24
Total Number Specifications Download (Demandstar): 13
Total Electronic Notifications (Demandstar): 474
Georgia Procurement Registry: 1231
Total packages submitted: 12
Total Noncompliant: 0

VENDORS	Attachment "B"	Addendum 1	E-Verify	Save Form	Original	Copies 7	Fee Proposal
ACC Restoration, LLC 3026 Deans Bridge Rd Augusta, GA 308906	Yes	Yes	1803430	Yes	Yes	Yes	Yes
Contract Management, Inc. 1829 Killingsworth Road Augusta, GA 30904	Yes	Yes	225306	Yes	Yes	Yes	Yes
Gold Mech, Inc. 1559 Broad Street Augusta, GA 30904	Yes	Yes	181543	Yes	Yes	Yes	Yes
Horizon Construction & Associates, Inc. P. O. Box 798 Evan, GA 30809	Yes	Yes	229921	Yes	Yes	Yes	Yes
Larry L. McCord, LLC Design Build 2016 Highland Avenue Augusta, GA 30904	Yes	Yes	469967	Yes	Yes	Yes	Yes



**RFP Item # 23-186 On-Call Construction Services
for Augusta, GA – Parks and Recreation Department
RFP Date: Tuesday, September 20, 2023 @ 3:00 p.m. Via ZOOM**

**Total Number Specifications Mailed Out: 24
Total Number Specifications Download (Demandstar): 13
Total Electronic Notifications (Demandstar): 474
Georgia Procurement Registry: 1231
Total packages submitted: 12
Total Noncompliant: 0**


VENDORS	Attachment "B"	Addendum 1	E-Verify	Save Form	Original	Copies 7	Fee Proposal
LEP Contracting, LLC 2917 Foxhall Circle Augusta, GA 30907	Yes	Yes	1512510	Yes	Yes	Yes	Yes
M&C Lawn Care & Maintenance Services, LLC 3955 Wrightsboro Rd. Ste. C Augusta, GA 30909	Yes	Yes	1661291	Yes	Yes	Yes	Yes
Pamela's Plumbing, LLC 4096 Business Park Ct. Evans, GA 30809	Yes	Yes	2258758	Yes	Yes	Yes	Yes
R. E. Shearer Construction Co., Inc. 106 South Belair Rd Martinez, GA 30907	Yes	Yes	249402	Yes	Yes	Yes	Yes
Sector One, Inc. 1904 Kings Grant Dr Augusta, GA, 30906	Yes	Yes	1582635	Yes	Yes	Yes	Yes




**RFP Item # 23-186 On-Call Construction Services
for Augusta, GA – Parks and Recreation Department
RFP Date: Tuesday, September 20, 2023 @ 3:00 p.m. Via ZOOM**

**Total Number Specifications Mailed Out: 24
Total Number Specifications Download (Demandstar): 13
Total Electronic Notifications (Demandstar): 474
Georgia Procurement Registry: 1231
Total packages submitted: 12
Total Noncompliant: 0**

VENDORS	Attachment "B"	Addendum 1	E-Verify	Save Form	Original	Copies 7	Fee Proposal
TEJ Construction, Inc. 692 Woodward Lake Rd. Trenton, SC 29847	Yes	Yes	1707821	Yes	Yes	Yes	Yes

<div><div></div><div>Evaluation Sheet RFP Item # 23-186 On-Call Construction Services for Augusta, GA – Parks and Recreation Department RFP Date: Tuesday, September 20, 2023 @ 3:00 p.m. Via ZOOM Evaluation Date: Thursday, October 5, 2023 @ 10:00 a.m. via ZOOM</div></div>														
Vendors			ACC Restoration, LLC 3026 Deans Bridge Rd Augusta, GA 308906	Contract Management, Inc. 1829 Killingsworth Road Augusta, GA 30904	Gold Mech, Inc. 1559 Broad Street Augusta, GA 30904	Horizon Construction & Associates, Inc. P. O. Box 798 Evan, GA 30809	Larry L. McCord, LLC Design Build 2016 Highland Avenue Augusta, GA 30904	LEP Contracting, LLC 2917 Foxhall Circle Augusta, GA 30907	M&C Lawn Care & Maintenance Services, LLC 3955 Wrightsboro Rd. Ste. C Augusta, GA 30909	Pamela's Plumbing, LLC 4096 Business Park Ct. Evans, GA 30809	R. E. Shearer Construction Co., Inc. 106 South Belair Rd Martinez, GA 30907	Sector One, Inc. 1904 Kings Grant Dr Augusta, GA, 30906	TEJ Construction, Inc. 692 Woodward Lake Rd. Trenton, SC 29847	Vertex Roofing 4715 Augusta Rd. Beech Island, SC 29842
Phase 1			Ranking of 0-5 (Enter a number value between 0 and 5)											
Evaluation Criteria	Ranking	Points	Scale 0 (Low) to 5 (High)											
1. Completeness of Response • Package submitted by the deadline • Package is complete (includes requested information as required per this solicitation) • Attachment B is complete, signed and notarized	N/A	Pass/Fail	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS
2. Qualifications & Experience	(0-5)	15	4.0	4.3	4.7	3.3	4.3	3.7	4.3	4.7	4.7	4.7	4.7	5.0
3. Organization & Approach	(0-5)	20	3.3	4.7	4.7	3.3	4.3	3.7	4.3	4.7	4.7	4.7	4.7	5.0
4.Scope of Services Experience and approach to the requested services to include details on the following items. a. Description of the contractor's area of expertise, organizational structure, location of principal offices, number of personnel available to perform the work, employee qualifications. b. Names of any sub-contractors to be utilized, along with their relevant experience and work resumes, contractor licensing, and insurances. Degree to which each proposal submittal responds to the needs of APRD and this request (approach responsiveness, preciseness, thoroughness, etc.) c. Evidence of the ability to provide services in a prompt, thorough, and professional manner to include workload capacity and availability of staff on an on-call basis. d. Experience, reputation, and backgrounds of those who will be providing services. e. Relevant experience and work resumes, contractor licensing, and insurances.	(0-5)	20	4.0	4.3	5.0	3.3	4.7	3.7	4.0	4.7	4.0	4.7	4.3	4.3
5.Financial Stability	(0-5)	5	4.7	4.7	4.3	3.7	4.3	17.3	4.7	4.7	4.3	4.0	4.3	4.3
6. References	(0-5)	5	4.3	4.3	5.0	3.7	4.3	2.3	4.0	4.3	4.3	4.0	4.0	4.7
4														
Within Richmond County	5	10	5.0	5.0	5.0		5.0	5.0	5.0			5.0		
Within CSRA	5	6				5.0				5.0	5.0			5.0
Within Georgia	5	4											5.0	
Within SE United States (includes AL, TN, NC, SC, FL)	5	2												
• All Others	5	1												
Phase 1 Total - (Total Maximum Ranking 30 - Maximum Weighted Total Possible 375)			25.3	27.3	28.7	22.3	27.0	35.7	26.3	28.0	27.0	27.0	27.0	28.3
Phase 2 (Option - Numbers 8-9) (Vendors May Not Receive Less Than a 3 Ranking in Any Category to be Considered for Award)														
8. Presentation by Team	(0-5)	10												
9. Q&A Response to Panel Questions	(0-5)	5												
10. Cost/Fee Proposal Consideration (only choose 1 line according to dollar value of the proposal in relation to all fee proposals - enter the point value for the one line only)														
Lowest Fees	5	10												
Second	5	6												
Third	5	4												
Forth	5	2												
Fifth	5	1												
Total Phase 2 - (Total Maximum Ranking 15 - Maximum Weighted Total Possible 125)			0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total (Total Possible Score 500) Total (May not Receive Less Than a 3 Ranking in Any Category to be Considered for Award)														
Total Cumulative Score (Maximum point is 500)			25.3	27.3	28.7	22.3	27.0	35.7	26.3	28.0	27.0	27.0	27.0	28.3
Areas of Discipline			ALL	ALL	1,3-10, 12-29, 31-41	ALL	1-10, 12-41	3-4, 7-8,12-17, 30-31, 38-39	ALL	22	5-10, 12-19, 22-25, 38-39	15-17, 28-29, 34-35, 40-41	1-2, 5-6, 9-10, 12-23, 26-27, 36-37	5-6, 14-21, 26-27
Internal Use Only														
Evaluator: Cumulative Date: 10/4/23														
Procurement DepartmentRepresentative:____Nancy Williams_____														
Procurement Department Completion Date: 10/4/23														

<div><div></div><div>Evaluation Sheet RFP Item # 23-186 On-Call Construction Services for Augusta, GA – Parks and Recreation Department RFP Date: Tuesday, September 20, 2023 @ 3:00 p.m. Via ZOOM Evaluation Date: Thursday, October 5, 2023 @ 10:00 a.m. via ZOOM</div></div>												
Vendors	ACC Restoration, LLC 3026 Deans Bridge Rd Augusta, GA 308906	Contract Management, Inc. 1829 Killingsworth Road Augusta, GA 30904	Gold Mech, Inc. 1559 Broad Street Augusta, GA 30904	Horizon Construction & Associates, Inc. P. O. Box 798 Evan, GA 30809	Larry L. McCord, LLC Design Build 2016 Highland Avenue Augusta, GA 30904	LEP Contracting, LLC 2917 Foxhall Circle Augusta, GA 30907	M&C Lawn Care & Maintenance Services, LLC 3955 Wrightsboro Rd. Ste. C Augusta, GA 30909	Pamela's Plumbing, LLC 4096 Business Park Ct. Evans, GA 30809	R. E. Shearer Construction Co., Inc. 106 South Belair Rd Martinez, GA 30907	Sector One, Inc. 1904 Kings Grant Dr Augusta, GA, 30906	TEJ Construction, Inc. 692 Woodward Lake Rd. Trenton, SC 29847	Vertex Roofing 4715 Augusta Rd. Beech Island, SC 29842
Evaluation Criteria	Weighted Scores											
1. Completeness of Response • Package submitted by the deadline • Package is complete (includes requested information as required per this solicitation) • Attachment B is complete, signed and notarized	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS	PASS
2. Qualifications & Experience	60.0	65.0	70.0	50.0	65.0	55.0	65.0	70.0	70.0	70.0	70.0	75.0
3. Organization & Approach	66.7	93.3	93.3	66.7	86.7	73.3	86.7	93.3	93.3	93.3	93.3	100.0
4.Scope of Services Experience and approach to the requested services to include details on the following items. a. Description of the contractor's area of expertise, organizational structure, location of principal offices, number of personnel available to perform the work, employee qualifications. b. Names of any sub-contractors to be utilized, along with their relevant experience and work resumes, contractor licensing, and insurances. Degree to which each proposal submittal responds to the needs of APRD and this request (approach responsiveness, preciseness, thoroughness, etc.) c. Evidence of the ability to provide services in a prompt, thorough, and professional manner to include workload capacity and availability of staff on an on-call basis. d. Experience, reputation, and backgrounds of those who will be providing services. e. Relevant experience and work resumes, contractor licensing, and insurances.	80.0	86.7	100.0	66.7	93.3	73.3	80.0	93.3	80.0	93.3	86.7	86.7
5.Financial Stability	23.3	23.3	21.7	18.3	21.7	86.7	23.3	23.3	21.7	20.0	21.7	21.7
6. References	21.7	21.7	25.0	18.3	21.7	11.7	20.0	21.7	21.7	20.0	20.0	23.3
Within Richmond County	50.0	50.0	50.0	0.0	50.0	50.0	50.0	0.0	0.0	50.0	0.0	0.0
Within CSRA	0.0	0.0	0.0	30.0	0.0	0.0	0.0	30.0	30.0	0.0	0.0	30.0
Within Georgia	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	20.0	0.0
Within SE United States (includes AL, TN, NC, SC, FL)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
• All Others	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	301.7	340.0	360.0	250.0	338.3	350.0	325.0	331.7	316.7	346.7	311.7	336.7
Phase 2 (Option - Numbers 8-9) (Vendors May Not Receive Less Than a 3 Ranking in Any Category to be Considered for Award)												
8. Presentation by Team	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
9. Q&A Response to Panel Questions	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
10. Cost/Fee Proposal Consideration (only choose 1 line according to dollar value of the proposal in relation to all fee proposals - enter the point value for the one line only)												
Lowest Fees	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Second	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Third	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Forth	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Fifth	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Phase 2 - (Total Maximum Ranking 15 - Maximum Weighted Total Possible 125)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total (Total Possible Score 500) Total (May not Receive Less Than a 3 Ranking in Any Category to be Considered for Award)												
Total Cumulative Score (Maximum point is 500)	301.7	340.0	360.0	250.0	338.3	350.0	325.0	331.7	316.7	346.7	311.7	336.7
Areas of Discipline	ALL	ALL	1,3-10, 12-29, 31-41	ALL	1-10, 12-41	3-4, 7-8,12-17, 30-31, 38-39	ALL	22	5-10, 12-19, 22-25, 38-39	15-17, 28-29, 34-35, 40-41	1-2, 5-6, 9-10, 12-23, 26-27, 36-37	5-6, 14-21, 26-27
Internal Use Only												
Evaluator: Cumulative Date: 10/4/23												
Procurement DepartmentRepresentative:___Nancy Williams_____												
Procurement Department Completion Date: 10/4/23												


Memorandum

TO: Geri A. Sams, Director – Procurement

FROM: Maurice D. McDowell, Director – Parks & Recreation

DATE: January 19, 2024

SUBJECT: On-Call Contractors – Award and Negotiation



The Augusta Parks and Recreation Department (APRD) has reviewed and analyzed RFP #23-186, On-Call Construction and Maintenance Services. There were eleven (11) firms that submitted, and we determined that all qualify to procure services with APRD. With the approval and permission of the Procurement Department, APRD recommends awarding contracts to all eleven (11) firms pending successful unit price negotiation.

Please see unit prices attached for negotiation. Again, thank you for you and your staff's support for this project. Please let us know our next steps.

FYI: Process Regarding Request for Proposals

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

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

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

Sec. 1-10-52. Sealed proposals.

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

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

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

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

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

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

provide the services required;

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

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

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

CONTRACT MANAGEMENT
1829 KILLINGSWORTH ROAD
AUGUSTA, GA 30904

KUHLKE CONSTRUCTION
3704 BENCHMARK DR.
AUGUSTA, GA 30909

R.W. ALLEN LLC
1015 BROAD STREET
AUGUSTA, GA 30901

ALLEN BATCHELOR CONSTRUCTION
1063 FRANKE INDUSTRIAL BLVD
AUGUSTA, GA 30909

RCN CONSTRUCTION
1115 FRANKE INDUSTRIAL BLVD.
AUGUSTA, GA 30909

R.D BROWN CONSTRUCTION
410 CAROLINA SPRINGS ROAD
NORTH AUGUSTA, SC 29841

SPRATLIN & SON CONSTRUCTION
P.O. BOX 66
139 N. PEACHTREE STREET
LINCOLNTON, GA 30817

BLOUNT'S COMPLETE HOME
2907C OLD TOBACCO ROAD
AUGUSTA, GA 30915
(RETURNED MAIL)

PEACH CONTRACTING
3127 DAMASCUS ROAD
AUGUSTA, GA 30909

CONTRACT MANAGEMENT, INC.
1829 KILLINGSWORTH ROAD
AUGUSTA, GA 30904

SOMMERS CONSTRUCTION LLC
PO BOX 950
EVANS, GA 30809

LARRY MCCORD DESIGN BUILD
2016 HIGHLAND AVE
AUGUSTA, GA 30904

AKINS GENERAL CONTRACTORS
PO BOX 941
520 PARK AVENUE
STATESBORO, GA 30458

SHEARER CONSTRUCTION
ATTN: ROBBIE SHEARER
P. O. BOX 2570
EVANS, GA 30809

B.R. WALDEN CONSTRUCTION
2320 WALDEN DRIVE
AUGUSTA, GEORGIA 30904

CONTINENTAL CONSTRUCTION
4190 CROSSTOWNE COURT
EVANS, GA 30809

HEAVENER & ASSOCIATES
CONSTRUCTION
P.O. BOX 14129
AUGUSTA, GA 30919

ACC CONSTRUCTION CO
635 NORTHWEST FRONTAGE
AUGUSTA, GA 30907
(RETURNED MAIL)

TWENTIETH CENTURY CONST.
ATTN: CARL JORDAN
2106 KELLY STREET
AUGUSTA, GA 30904

S. D. CLIFTON CONSTRUCTION
4324 WHEELER ROAD
AUGUSTA, GA 30907

MIDWEST MAINTENANCE
ATTN: ANDREW DEBROSSE
4268 BELAIR FRONTAGE #B
AUGUSTA, GA 30909

JD GASKINS CONSTRUCTION, INC.
939 DOUGHERTY ROAD
AIKEN, SC 29803

ATTN: PAT PATRICK
MCKNIGHT CONSTRUCTION CO
P. O. BOX 204718
AUGUSTA GA 30917

ATTAWAY CONSTRUCTION
ATTN: MELISSA TYLER
4234 WHEELER ROAD
MARTINEZ, GA 30907
(RETURNED MAIL)

ISM
ATTN: ABIE LADSON
1557 BROAD ST
AUGUSTA, GA 30901

MAURICE MCDOWELL
RECREATION AND PARKS DEPT.

FRANK ROST
RECREATION AND PARKS DEPT.

PHYLLIS JOHNSON
COMPLIANCE DEPT.

RFP Item #23-186 On-Call Construction and
Maintenance Services for Augusta, GA –
Parks and Recreation Department
DUE:
Wednesday, September 20, 2023 @ 3:00 p.m.

RFP Item #23-186 On-Call Construction and
Maintenance Services for Augusta, GA – Parks
and Recreation Department
MAILED: Thurs. August, 10, 2023

BIDDERS LIST

BID ITEM # 23-186 COST \$ _____

#	COMPANY'S NAME & CONTACT PERSON	COMPLETE MAILING ADDRESS TELEPHONE & FAX NUMBERS	DATE	SPEC #	INITIALS	MAILED BY
1	VERTEX ROOFING & CONSTRUCTION ATTN: SHIRLEY HOLSTON 4715 AUGUSTA ROAD BEECH ISLAND, SC 29842	Phone 706 267-5316 803 544-0900	8/25/23	23-186	DW	Picked up
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						

2023-08-11	Miller, Brandon		
Work Horse Temps LLC 2023-08-11	kyoung@workhorsetemps.com Young, Kelvin	N	NOM
World Wide Health and Safety Testing LLC 2023-08-11	steve@worldwidelabtesting.com martin, steve	N	NOM
Xorail, Inc. 2023-08-11	kridley@wabtec.com Ridley, Ken	N	NOM
Xorail, Inc. 2023-08-11	plyle@wabtec.com Lyle, Patrick		
Z & Z PROPERTY ENTERPRISES LLC 2023-08-11	yeszas@gmail.com YESZAS, YESZAS	N	NOM
Z & Z PROPERTY ENTERPRISES LLC 2023-08-11	yeszas@gmail.com SMITH, ZOLTAN		
f.s. scarbrough 2023-08-11	estimating@fsscarbrough.com Scarbrough, Franklin	N	NOM
gibby mechanical 2023-08-11	mgibby48@yahoo.com gibby, mike	N	NOM
paragon Business Management Services 2023-08-11	Lisa@prt-ps.com Smith, Lisa	N	NOM
rand construction corporation 2023-08-11	agriffin@randcc.com Griffin, Anna	N	NOM
rohadfox Construction Control Services C 2023-08-11	debra.james@rccsc.net James, Debra	Y	AFA
rohadfox Construction Control Services C 2023-08-11	rccsc@rccsc.net Rohadfox, Rebekah J.		
sung h chund 2023-08-11	dannyjon0808@gmail.com jon, danny	N	NOM
wade.beard@csusasoutheast.com 2023-08-11	wade.beard@csusasoutheast.com Beard, Wade	N	NOM

ETHNIC GROUP	COUNT
African American	65
Asian American	10
Native American	3
Hispanic/Latino	1
Pacific Island/American	0
Non Minority	544
Not Classified	0
Total Number of Vendors	623
Total Number of Contacts	1231

Planholders

Add Supplier

Export To Excel

Supplier (13)

Supplier	Download Date
Brown Infrastructure Technologies	08/12/2023
ConstructConnect	08/12/2023
Do It All Cleaning Services LLC.,	08/24/2023
Dodge Data	08/12/2023
E.R. Snell Contractor, Inc.	08/11/2023
GL Williams & Daughter Trucking, Inc.	08/11/2023
Glass Act of Augusta LLC dba Fish Window Cleaning	08/14/2023
Gold Mech Inc	08/14/2023
Immaculate Facilities Group LLC	08/25/2023
MC Squared Inc	08/14/2023
Muns Services, LLC	09/05/2023
Onvia, Inc. - Content Department	08/11/2023
Yancey Power Systems	08/11/2023

Add Supplier

Supplier Details

Supplier Name	Brown Infrastructure Technologies
Contact Name	Eric Brown
Address	5211 Peachtree Blvd 1-410, Chamblee, GA 30341
Email	ebbrown@brownit.tech
Phone Number	678-702-4975

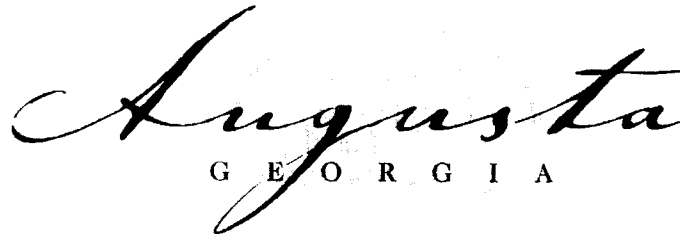


Public Services Committee

July 30, 2024

Minutes

Department:	N/A
Presenter:	N/A
Caption:	Motion to approve the minutes of the Public Services Committee held on July 9, 2024.
Background:	N/A
Analysis:	N/A
Financial Impact:	N/A
Alternatives:	N/A
Recommendation:	N/A
Funds are available in the following accounts:	N/A
<u>REVIEWED AND APPROVED BY:</u>	N/A



PUBLIC SERVICES COMMITTEE MEETING MINUTES

Commission Chamber

Tuesday, July 09, 2024

1:00 PM

PUBLIC SERVICES

PRESENT

Mayor Garnett Johnson
Commissioner Sean Frantom
Commissioner Stacy Pulliam
Commissioner Wayne Guilfoyle

ABSENT

Commissioner Bobby Williams

1. Presentation by Ms. Yolanda Brooks regarding a constructive eviction and HB404 "Safe at Home Act".

Presentation is made by Ms. Brooks.

It was the consensus of the committee that this item be received as information without objection.

2. Consider a request from Ms. Estrella Febus of the Hispanic American Cultural Association of the CSRA regarding the waiver of the rental and staffing fees as an in-kind donation for the 29th Hispanic Festival to be held at the Augusta Commons on September 13 and 14.

Motion to approve the request from Ms. Febus for a waiver of the rental fees for the use of the Augusta Commons in the amount of \$1,500, the mobile stage in the amount of \$2,500 and the costs for the clean-up crew.

Motion made by Pulliam, Seconded by Guilfoyle.

Voting Yea: Frantom, Pulliam, Guilfoyle

Motion carries 3-0.

3. **A.N. 24-30 – New Location: Retail Package Beer and Wine, Jackson Michell** Applicant for Fresh Take Grocery, located at 2907 Washington Road. District 7, Super District 10

Motion to approve.

Motion made by Guilfoyle, Seconded by Pulliam.

Voting Yea: Frantom, Pulliam, Guilfoyle

Motion carries 3-0.

4. **A.N. 24-31 - New Location: Consumption on Premises Beer and Wine with Sunday Jackson Mitchell Applicant for Fresh Take Grocery Corp.** located at 2907 Washington Road. District 7, Super District 10

Motion to approve.

Motion made by Pulliam, Seconded by Guilfoyle.

Voting Yea: Frantom, Pulliam, Guilfoyle

Motion carries 3-0.

5. **A.N. 24-32 New Location: Retail Package Beer and Wine, Riteshkumat (Ricky) Patel Applicant for Mahantji Management, LLC,** located at 3317 Peach Orchard Road. District 5, Super District 10

Motion to approve.

Motion made by Pulliam, Seconded by Guilfoyle.

Voting Yea: Frantom, Pulliam, Guilfoyle

Motion carries 3-0.

6. **A.N. 24-34 – Existing Location, New Ownership: Retail Package for Beer and Wine, Alpeshkumar M. Patel** Applicant located at 1714 Fifteenth Street. District 2, Super District 9

Motion to approve.

Motion made by Pulliam, Seconded by Guilfoyle.

Voting Yea: Frantom, Pulliam, Guilfoyle

Motion carries 3-0.

7. **A.N. 24-35 - New Location: Karl Hunsinger, Jr.** requesting **Retail Package Beer and Wine** located at 4102 Windsor Springs Road. District 6, Super District 10

Motion to approve.

Motion made by Pulliam, Seconded by Guilfoyle.

Voting Yea: Frantom, Pulliam, Guilfoyle

Motion carries 3-0.

8. A request by **Courtney Gray** for **Massage Operator's License** to be used in connection with **Serenity Day Spa** located at 3406 Middleton Drive. District 7, Super District 10.

Motion to approve.

Motion made by Pulliam, Seconded by Guilfoyle.

Voting Yea: Frantom, Pulliam, Guilfoyle

Motion carries 3-0.

9. Motion to adopt the 2024 Strategic Plan for the Augusta Parks and Recreation Department.

Motion to approve receiving this item as information.

Motion made by Guilfoyle, Seconded by Pulliam.

Voting Yea: Frantom, Pulliam, Guilfoyle

Motion carries 3-0.

10. Motion to approve the minutes of the Public Services Committee held on May 28, 2024.

Motion to approve.

Motion made by Pulliam, Seconded by Guilfoyle.

Voting Yea: Frantom, Pulliam, Guilfoyle

Motion carries 3-0.

11. Motion to approve the lease agreement with Textron Specialized Vehicles for hangar storage of their Cessna Citation CJ4 (N880RR). Approved by the Augusta Aviation Commission on May 23, 2024.

Motion to approve.

Motion made by Guilfoyle, Seconded by Pulliam.

Voting Yea: Frantom, Pulliam, Guilfoyle

Motion carries 3-0.

ADDENDUM ITEM

1. Presentation by Mr. Roger Bellow regarding Best Friends Animal Society's offer of \$910,899 to improve conditions at the Augusta Animal Services.

It was the consensus of the committee that this item be added to the agenda without objection.

Motion to approve receiving this item as information.

Motion made by Guilfoyle, Seconded by Pulliam.

Voting Yea: Frantom, Pulliam, Guilfoyle

Motion carries 3-0.

