



## **PUBLIC SERVICES COMMITTEE MEETING AGENDA**

Commission Chamber

Tuesday, January 30, 2024

1:00 PM

### **PUBLIC SERVICES**

- 1.** **New Location: A.N. 24-1:** A request by **Jacqueline V. Stephenson** for a retail package **Beer & Wine** License to be used in connection with Family Dollar #21675 located at 2510 Tobacco Rd. District 4. Super District 9.
- 2.** Augusta Canal Authority announcing retirement of Dayton Sherrouse and introduction of New Executive Director Tyler Snead.
- 3.** Motion to approve Change Order #2 to Contract with ER Snell Inc. for Standard Aero Ramp Rehabilitation for a total deduct of (\$363,250.22). Approved by the Augusta Aviation Commission on December 19, 2023. (22ARA159)
- 4.** Motion to approve Trinity Electrical Services to install new Precision Approach Path Indicator (PAPI) Lights on Runway 17/35 in the amount of \$42,980.00. Approved by the Augusta Aviation Commission on December 19, 2023.
- 5.** Motion to approve a five (5) year MOU between AGS and Battelle Savannah River Alliance, LLC as managing and operating contractor for Savannah River National Laboratory (SRNL). Approved by the Augusta Aviation Commission on December 19, 2023.
- 6.** Motion to approve selection of Republic Parking System, LLC to manage the public parking lots at AGS and approval of the public parking management services agreement between the company and the Airport. Three (3) year contract with option to extend for two (2) additional years. Approved by the Augusta Aviation Commission on December 19, 2023. (RFP 24-175)
- 7.** Update on the Newman Tennis Courts getting redone in 2024. (**Requested by Commissioner Sean Frantom**)
- 8.** Motion to approve design for pavement renovation, design for long term parking paving and project formulation for property exchange due diligence.
- 9.** Motion to accept a grant from the Georgia Recreation and Park Association for the execution of the "Coaching Boys into Men" program.
- 10.** Motion to accept two grants of \$5,000 each from the Georgia Recreation and Park Association for the execution of the "Coaching Boys into Men" program.
- 11.** Discussion of funds for senior program. (**Requested by Commissioners Bobby Williams and Francine Scott**)
- 12.** Approve directing the Planning Commission to create an ordinance to allow for special exceptions to the Augusta zoning ordinance related to annotated code of GA O.C.G.A. 16-12-

215(a) concerning the licensing of a pharmacy for low THC oil dispensing within 1,000 feet of a covered entity. Covered entity includes schools, day cares, or churches. **(Requested by Mayor Pro Tem Brandon Garrett)**

**13.** Discussion on the appearance of the city. **(Requested by Mayor Garnett Johnson)**

**14.** Motion to approve the minutes of the Public Services Committee held on January 8, 2024.



## Public Services Committee Meeting

January 9, 2024

Alcohol Application

<b>Department:</b>	Planning & Development Department
<b>Presenter:</b>	Brian Kepner, Deputy Director
<b>Caption:</b>	<b>New Location: A.N. 24-1:</b> A request by <b>Jacqueline V. Stephenson</b> for a retail package <b>Beer &amp; Wine</b> License to be used in connection with Family Dollar #21675 located at 2510 Tobacco Rd. District 4. Super District 9.
<b>Background:</b>	This is a New Location
<b>Analysis:</b>	The applicant meets the requirements of the City of Augusta's Alcohol Ordinance.
<b>Financial Impact:</b>	The applicant will pay a fee of \$1,330.00.
<b>Alternatives:</b>	N/A
<b>Recommendation:</b>	The Planning & Development approved the application subject to additional information not contradicting the applicant's statements.  The Sheriff's Office approved the application subject to additional information not contradicting applicant's statements.
<b>Funds are available in the following accounts:</b>	N/A
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A

**PLANNING & DEVELOPMENT DEPARTMENT  
STAFF REPORT**

**Case Number:** A.N. 24-1

**Application Type:** Retail Package Beer & Wine

**Business Name:** Family Dollar #21675

**Hearing Date:** January 9, 2024

**Report Prepared By:** Brian Kepner, Deputy Director Planning & Development

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**Applicant:** *Jacqueline V. Stephenson*

**Property Owner:** TW Crossing LLC

**Address of Property:** 2510 Tobacco Rd

**Tax Parcel #:** 153-0-581-00-0

**Commission District:** District: 4 Super District: 9

**Background:** New Location

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**ANALYSIS:** Location restrictions: zoning and proximity to churches, libraries, schools, and public recreation areas.

- **Zoning:** B-2 (General Business) Zone
- **Distance Requirements:** The proposed location for retail package Beer & Wine meets the minimum distance location to churches, schools, libraries, and public recreation 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 he has violated any laws, regulations or ordinance 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 in which he 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.
  - **The proposed location is a New Location**
- **Number of licenses in a trading area.** The number of licenses already granted for similar business in the trading area of the 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 him, the manner in which he 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 licenses 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 requirement 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 \$1,330.00

**RECOMMENDATION:**

The Planning & Development approved the application subject to additional information not contradicting the applicant's statements.

The Sheriff's Office approved the application subject to additional information not contradicting applicant's statements.

**Note:** The staff report includes the information available approximately two weeks prior to the Public Services Committee meeting. It represents an evaluation of the facts presented by the applicant, research done by the 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 the information available at that



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

**ALCOHOL BEVERAGE APPLICATION**

Alcohol Number \_\_\_\_\_ Year 2023 Alcohol Account Number \_\_\_\_\_

1. Name of Business Family Dollar Stores of Georgia, LLC d/b/a Family Dollar # 21675
2. Business Address 2510 TOBACCO RD
3. City HEPHZIBAH State Georgia Zip 30815-7016
4. Business Phone ( 757 ) 321-5493 Home Phone ( ) \_\_\_\_\_
5. Applicant Name and Address: Jacqueline Viretta Stephenson  
2908 Lee St  
Augusta, Georgia 30906
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) Jacqueline Stephenson
10. Is Applicant an American Citizen or Alien lawfully admitted for permanent residency?  
(X) Yes ( ) No

**OWNERSHIP INFORMATION**

11. Corporation (if applicable): Date Chartered: 1/27/2016
12. Mailing Address:  
Name of Business Family Dollar Stores of Georgia, LLC  
Attention Alcohol/Tobacco Team (8th Floor)  
Address 500 Volvo Parkway  
City/State/Zip Chesapeake, Virginia 23320
13. Ownership Type: (X) Corporation ( ) Partnership ( ) Individual
14. Corporate Name: Family Dollar Stores of Georgia, LLC  
List name and other required information for each person having interest in this business.

Name	Position	SSNO #	Address	Interest
See attached				

15. What type of business will you operate in this location?  
( ) Restaurant ( ) Lounge ( ) Convenience Store  
( ) Package Store (X) Other: Retail/Grocery

License Information	Liquor	Beer	Wine	Dance	Sunday Sales
Retail Package Dealer		\$550	\$550		\$1,100
Consumption on Premises					
Wholesale					

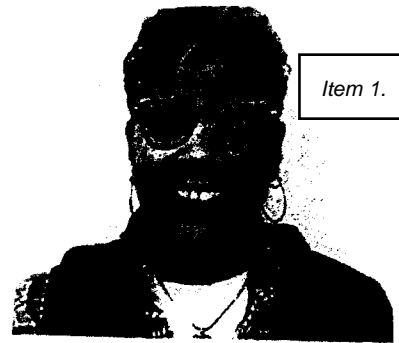
Total License Fee: \$ 2,200

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: 2022 Approved
17. Are you familiar with Georgia and Augusta-Richmond County laws regarding the sale of alcoholic beverages? (X) Yes ( ) No If so, please initial. JVS

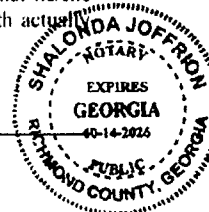


Item 1.



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 (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. \_\_\_\_\_
22. List the name and other required information for each person, firm or corporation having any interest in the business. Family Dollar Stores Holdings II, LLC
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, Jacqueline Stephenson  
Do solemnly swear, subject to the penalties of false swearing, that the statements and answers made by me as the applicant in the foregoing alcoholic beverage application are true.  
Jacqueline Stephenson  
Applicant Signature
25. I hereby certify that Jacqueline Stephenson 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 7th day of May, in the year 2013.

Shalonda Joffrin  
Notary Public



FOR OFFICE USE ONLY

Department Recommendation	Approve	Deny	Comments
Alcohol Inspector			
Sheriff			
Fire Inspector			

EXP. 06-14-2015

The Board of Commissioners on the \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_  
(Approved, Disapproved) the foregoing application.

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Date



## Public Services Committee

January 30, 2024

Dayton Sherrouse Retirement

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<b>Department:</b>	N/A
<b>Presenter:</b>	N/A
<b>Caption:</b>	Augusta Canal Authority announcing retirement of Dayton Sherrouse and introduction of New Executive Director Tyler Snead.
<b>Background:</b>	N/A
<b>Analysis:</b>	N/A
<b>Financial Impact:</b>	N/A
<b>Alternatives:</b>	N/A
<b>Recommendation:</b>	N/A
<b>Funds are available in the following accounts:</b>	N/A
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A

## AGENDA ITEM REQUEST FORM

**Commission meetings: First and third Tuesdays of each month – 2:00 p.m.**

**Committee meetings: Second and last Tuesdays of each month – 1:00 p.m.**

**Commission/Committee: (Please check one and insert meeting date)**

<input checked="" type="checkbox"/>	Commission	Date of Meeting	1-16-2024
<input type="checkbox"/>	Public Safety Committee	Date of Meeting	
<input type="checkbox"/>	Public Services Committee	Date of Meeting	
<input type="checkbox"/>	Administrative Services Committee	Date of Meeting	
<input type="checkbox"/>	Engineering Services Committee	Date of Meeting	
<input type="checkbox"/>	Finance Committee	Date of Meeting	

**Contact Information for Individual/Presenter Making the Request:**

Name: Dayton Sherrouse

Address: 1450 Greene Street Suite 400

Telephone Number: 706-799-0442

Fax Number: 706-823-1045

E-Mail Address: sherrouse@augustacanal.com

**Caption/Topic of Discussion to be placed on the Agenda:**

Augusta Canal Authority announcing retirement of Dayton Sherrouse and introduction of new Executive Director,  
Tyler Snead.

**Please send this request form to the following address:**

**Ms. Lena J. Bonner**  
**Clerk of Commission**  
**Suite 220 Municipal Building**  
**535 Telfair Street**  
**Augusta, GA 30901**

**Telephone Number: 706-821-1820**  
**Fax Number: 706-821-1838**  
**E-Mail Address: nmorawski@augustaga.gov**

**Requests may be faxed, e-mailed or delivered in person and must be received in the Clerk's Office no later than 9:00 a.m. on the Thursday preceding the Commission and Committee meetings of the following week. A five-minute time limit will be allowed for presentations.**





## Public Services Committee Meeting

Meeting Date: January 30, 2023

Augusta Regional Airport

<b>Department:</b>	Augusta Regional Airport – Standard Aero Ramp Rehabilitation, Change Order # 2
<b>Presenter:</b>	Herbert Judon
<b>Caption:</b>	Motion to Approve Change Order #2 to Contract with ER Snell Inc. for Standard Aero Ramp Rehabilitation for a total deduct of (\$363,250.22). Approved by the Augusta Aviation Commission on December 19, 2023. (22ARA159)
<b>Background:</b>	<p>ER Snell, Inc. has completed the Standard Aero Ramp Rehabilitation Project (Base Bid).</p> <p>This requested Change Order #2 includes the costs and savings to balance the final quantities. These quantities are associated with the as-built construction line-item quantities along with additional apron paving outside of the originally contracted project limits.</p> <p>The addition of new line items relating to additional mobilization, safety and security and milling is due to the additional paving on Standard Aero's ramp agreed upon after completion of the originally contracted work. This includes remobilization of all necessary crews, additional survey and escorting, and milling not included in the original bid. The remainder of the items included within this change order are associated with the as-constructed quantity and reflect what was completed in the field.</p>
<b>Analysis:</b>	Staff has evaluated the change order request provided by ER Snell and finds that the costs associated with the new line items are acceptable and are within the unit prices provided as part of the original contract.
<b>Financial Impact:</b>	The original contract value for ER Snell was \$2,102,033.60. This is the second and final Change Order for this project and reduces ER Snell's contract to \$1,817,594.93.
<b>Alternatives:</b>	To deny.
<b>Recommendation:</b>	Recommend Approval. Approved by the Augusta Aviation Commission on December 19, 2023.
<b>Funds are available in the following accounts:</b>	551081118-5412110
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A





# CONTRACT CHANGE ORDER NO. 2 – FINAL/BALANCING

Item 3.

<b>AIRPORT</b>	<u>Augusta Regional Airport</u>	<b>Date</b>	<u>September 21, 2023</u>
<b>LOCATION</b>	<u>Augusta, GA</u>	<b>AIP No.</b>	<u>3-13-0011-054-2022</u>
<b>PROJECT</b>	<u>Construct Standard Aero Ramp Rehabilitation – 0119700-202062.03</u>	<b>CONTRACTOR</b>	<u>ER Snell Contracting, Inc.</u>

You are requested to perform the following described work upon receipt of an approved copy of this document or as directed by the engineer.

Item No.	Bid Alternate	Description	Unit	Unit Price	Quantity	Amount
<b>Extra Work – Base Bid</b>						
C-105.1	CO 2	Mobilization, Cleanup, and Demobilization	LS	\$14,750.00	1	\$14,750
C-105.2	CO 2	Airfield Safety and Traffic Control	LS	\$17,325.00	1	\$17,325.00
P-101.5	CO 2	Asphalt Pavement Milling (2")	SY	\$14.00	2,062	\$28,868.00
C-102.1a	Base	Installation and Removal of Silt Fence or Silt Sock	LF	\$6.75	-301	(\$2,034.45)
C-102.1b	Base	Construct, Maintain, and Remove Inlet Sediment Trap	EA	\$429.00	-1	(\$429.00)
C-102.1c	Base	Construct, Maintain, and Remove Excavated Inlet Sediment Trap	EA	\$920.00	-1	(\$920.00)
C-102.1d	Base	Installation and Removal of Check Dam Hay Bale	EA	\$429.00	-44	(\$18,876.00)
C-102.1e	Base	Construct, Maintain, and Remove Construction Exit	EA	\$5,320.00	-1	(\$5,320.00)
C-102.1g	Base	Emergency Erosion Control Mobilization	LS	\$6,130.00	-1	(\$6,130.00)
P-101.1	Base	Asphalt Concrete Pavement Removal, Full Depth, Off Site	SY	\$12.50	-972	(\$12,150.00)
P-101.2	Base	Asphalt Pavement Milling (4")	SY	\$20.00	-49	(\$980.00)
P-101.3	Base	Remove Existing Sidewalk	SY	\$79.00	-20	(\$1,580.00)
P-101.4	Base	PCC Pavement Removal, Dispose Off Site	SY	\$42.50	-12	(\$495.98)
P-152.1	Base	Unclassified Excavation/Dispose Off Site	CY	\$41.75	-1,940	(\$80,995.00)
P-152.2	Base	Subgrade Preparation	SY	\$1.50	-9,368	(\$14,052.00)
P-152.3	Base	Unsuitable/Over Excavation	CY	\$92.50	-47	(\$4,342.88)
P-209.1	Base	Crushed Aggregate Base Course (10")	CY	\$85.50	-1,822	(\$155,781.00)
P-401.1	Base	Asphalt Concrete Surface Course	TON	\$193.00	-61	(\$11,693.87)
P-403.1	Base	Asphalt Concrete Leveling Course	TON	\$171.00	453	\$77,463.00
P-602.1	Base	Emulsified Asphalt Prime Coat	GAL	\$20.75	-1,019	(\$21,144.25)
P-603.1	Base	Emulsified Asphalt Tack Coat	GAL	\$5.40	1,176	\$6,350.40
P-620.1	Base	Temporary Pavement Markings	SF	\$13.25	-195	(\$2,583.75)
P-620.2	Base	Permanent Pavement Markings	SF	\$13.25	-195	(\$2,583.75)
F-162.1	Base	Remove Airfield Perimeter Fence (Chain Link)	LF	\$10.00	-75	(\$750.00)
F-162.2	Base	Install New Airfield Perimeter Fence (Chain Link)	LF	\$49.00	-75	(\$3,675.00)
F-162.3	Base	Install Vehicle Swing Gate	EA	\$3,060.00	-1	(\$3,060.00)
D-751.2	Base	Aircraft Rated Manhole Covers	EA	\$6,130.00	-1	(\$6,130.00)
D-751.6	Base	Adjust Storm Manhole to Grade	EA	\$1,230.00	-1	(\$1,230.00)
331000.1a	Base	6" Restrained Joint eDuctile Iron Pipe	LF	\$145.00	-16	(\$2,320.00)



1. Brief description of the proposed contract Amendment and location(s).

**Quantity Adjustments:**

There are items included in the original bid that need to be adjusted in order to cover the quantities and revised unit cost shown on the construction plans to complete the approved project scope. These items include:

- **C-102.1a Installation and Removal of Silt Fence or Silt Sock – Base Bid:**
  - As-constructed quantity
- **C-102.1b Construct, Maintain, and Remove Inlet Sediment Trap – Base Bid:**
  - As-constructed quantity
- **C-102.1c Construct, Maintain, and Remove Excavated Inlet Sediment Trap – Base Bid:**
  - As-constructed quantity
- **C-102.1d Installation and Removal of Check Dam Hay Bale – Base Bid:**
  - As-constructed quantity
- **C-102.1e Construct, Maintain, and Remove Construction Exit – Base Bid:**
  - As-constructed quantity
- **C-102.1g Emergency Erosion Control Mobilization – Base Bid:**
  - As-constructed quantity
- **P-101.1 Asphalt Concrete Pavement Removal, Full Depth, Off Site – Base Bid:**
  - As-constructed quantity
- **P-101.2 Asphalt Pavement Milling (4”) – Base Bid:**
  - As-constructed quantity
- **P-101.3 Remove Existing Sidewalk – Base Bid:**
  - As-constructed quantity
- **P-101.4 PCC Pavement Removal, Dispose Off Site – Base Bid:**
  - As-constructed quantity
- **P-152.1 Unclassified Excavation/Dispose Off Site – Base Bid:**
  - As-constructed quantity
- **P-152.2 Subgrade Preparation – Base Bid:**
  - As-constructed quantity
- **P-152.3 Unsuitable/Over Excavation – Base Bid:**
  - As-constructed quantity
- **P-209.1 Crushed Aggregate Base Course (10”) – Base Bid:**
  - As-constructed quantity
- **P-401.1 Asphalt Concrete Surface Course – Base Bid:**
  - As-constructed quantity
- **P-403.1 Asphalt Concrete Leveling Course – Base Bid:**
  - As-constructed quantity
- **P-602.1 Emulsified Asphalt Prime Coat – Base Bid:**
  - As-constructed quantity
- **P-603.1 Emulsified Asphalt Tack Coat – Base Bid:**
  - As-constructed quantity
- **P-620.1 Temporary Pavement Markings – Base Bid:**
  - As-constructed quantity
- **P-620.2 Permanent Pavement Markings – Base Bid:**
  - As-constructed quantity
- **F-162.1 Remove Airfield Perimeter Fence (Chain Link) – Base Bid:**
  - As-constructed quantity
- **F-162.2 Install New Airfield Perimeter Fence (Chain Link) – Base Bid:**
  - As-constructed quantity
- **F-162.3 Install Vehicle Swing Gate – Base Bid:**
  - As-constructed quantity
- **D-751.2 Aircraft Rated Manhole Covers – Base Bid:**

- As-constructed quantity
- **D-751.6 Adjust Storm Manhole to Grade – Base Bid:**
  - As-constructed quantity
- **331000.1a 6” Restrained Joint, eDuctile Iron Pipe – Base Bid:**
  - As-constructed quantity
- **T-901.1 Seeding, Staging Area – Base Bid:**
  - As-constructed quantity
- **T-901.2 Temporary Seeding – Base Bid:**
  - As-constructed quantity
- **T-901.3 Permanent Seeding – Base Bid:**
  - As-constructed quantity
- **T-905.1 Topsoiling, Staging Area – Base Bid:**
  - As-constructed quantity

#### Extra Work/New Bid Item:

There are several items that were erroneously not included in the original bid or extra items not included in the original bid that will be necessary to complete the approved project scope. These items include:

- **C-105.1 Mobilization, Cleanup, and Demobilization:** Additional Contractor mobilization outside the original constraints of the project’s scope in order to pave additional areas of the Standard Aero Ramp.
- **C-105.2 Airfield Safety and Traffic Control:** Additional Contractor safety and security outside the original constraints of the project’s scope in order to pave additional areas of the Standard Aero Ramp.
- **P-101.5 Asphalt Concrete Pavement Milling (2”):** Additional asphalt pavement removal outside the original constraints of the projects scope in order to pave additional areas of the Standard Aero Ramp.

#### New Construction Specifications:

N/A

#### Revised Construction Specifications

N/A

#### 2. Reason(s) for the change(s) *(Continue on reverse if necessary)*

**C-105.1 Mobilization, Cleanup, and Demobilization** – Additional mobilization related to the additional paving work outside of the original project limits on Standard Aero’s ramp. This additional mobilization was requested by the Contractor in order to remobilize onto the site after they had already completed their contractual work. This line item includes but is not limited to the additional mobilization of men and equipment to the site along with labor and overhead associated with the work and additional survey. During bidding, the project was broken into a base bid and two bid alternatives. At the conclusion of work associated with the base bid, there were conversations between the Owner, Contractor, Tenant, and Consultant to determine if some of the savings within the project could be utilized and pick up additional pavement rehabilitation along the ramp. Because the extra work was not a full depth rehabilitation/reconstruction, the best course of action was to mill the identified areas 2” and repave with an asphalt course. This would give some additional life to the existing pavement for the tenant and Airport as well as utilize some the project savings.

**C-105.2 Airfield Safety and Traffic Control** – Additional airfield safety and traffic control is related to the additional paving work outside of the original project limits on Standard Aero’s ramp. This additional safety and security was requested by the Contractor in order to remobilize onto the site after they had already completed their contractual work and provide the necessary amount of badged personnel and guards to safely control and secure the site. During bidding, the project was broken into a base bid and two bid alternatives. At the conclusion of work associated with the base bid, there were conversations between the Owner, Contractor, Tenant, and Consultant to determine if some of the savings within the project could be utilized and pick up additional pavement rehabilitation along the ramp. Because the extra work was not a full depth rehabilitation/reconstruction, the best course of action was to mill the identified areas 2” and repave with an asphalt course. This would give some additional life to the existing pavement for the tenant and Airport as well as utilize some the project savings.

**C-102.1a Installation and Removal of Silt Fence or Silt Sock** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**C-102.1b Construct, Maintain, and Remove Inlet Sediment Trap** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**C-102.1c Construct, Maintain, and Remove Excavated Inlet Sediment Trap** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**C-102.1d Installation and Removal of Check Dam Hay Bale** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**C-102.1e Construct, Maintain, and Remove Construction Exit** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**C-102.1g Emergency Erosion Control Mobilization** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**P-101.1 Asphalt Concrete Pavement Removal, Full Depth, Off Site** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**P-101.2 Asphalt Pavement Milling (4")** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**P-101.3 Remove Existing Sidewalk** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**P-101.4 PCC Pavement Removal, Dispose Off Site** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**P-101.5 Asphalt Pavement Milling (2")** – This new milling line item was negotiated and introduced into the project in order to pave the additional areas of the ramp that were not originally included within the scope of this project. During bidding, the project was broken into a base bid and two bid alternatives. At the conclusion of work associated with the base bid, there were conversations between the Owner, Contractor, Tenant, and Consultant to determine if some of the savings within the project could be utilized and pick up additional ramp rehabilitation along the ramp. Because the extra work was not a full depth rehabilitation/reconstruction, the best course of action was to mill the identified areas 2" and repave with an asphalt course. This would give some additional life to the existing pavement for the tenant and Airport as well as utilize some the project savings.

**P-152.1 Unclassified Excavation/Dispose Off Site**– The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**P-152.2 Subgrade Preparation** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**P-152.3 Unsuitable/Over Excavation** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**P-209.1 Crushed Aggregate Base Course (10")** - The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**P-401.1 Asphalt Concrete Surface Course** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**P-401.3 Asphalt Concrete Surface Course** – The increase of quantity in the Base Bid is a result of the as performed quantities per the scope of work along with the additional quantity associated with the areas paved outside of the original project limits. During bidding, the project was broken into a base bid and two bid alternatives. At the conclusion of work associated with the base bid, there were conversations between the Owner, Contractor, Tenant, and Consultant to determine if some of the savings within the project could be utilized and pick up additional ramp rehabilitation along the ramp. Because the extra work was not a full depth rehabilitation/reconstruction, the best course of action was to mill the identified areas 2” and repave with an asphalt course. This would give some additional life to the existing pavement for the tenant and Airport as well as utilize some the project savings.

**P-602.1 Emulsified Asphalt Prime Coat** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**P-603.1 Emulsified Asphalt Tack Coat** – The increase of quantity in the Base Bid is a result of the as performed quantities per the scope of work along with the additional quantity associated with the areas paved outside of the original project limits. During bidding, the project was broken into a base bid and two bid alternatives. At the conclusion of work associated with the base bid, there were conversations between the Owner, Contractor, Tenant, and Consultant to determine if some of the savings within the project could be utilized and pick up additional ramp rehabilitation along the ramp. Because the extra work was not a full depth rehabilitation/reconstruction, the best course of action was to mill the identified areas 2” and repave with an asphalt course. This would give some additional life to the existing pavement for the tenant and Airport as well as utilize some the project savings.

**P-620.1 Temporary Pavement Markings** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**P-620.2 Permanent Pavement Markings** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**F-162.1 Remove Airfield Perimeter Fence (Chain Link)** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**F-162.2 Install New Airfield Perimeter Fence (Chain Link)** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**F-162.3 Install Vehicle Swing Gate** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**D-751.2 Aircraft Rated Manhole Covers** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**D-751.6 Adjust Storm Manhole to Grade** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**331000.1a 6” Restrained Joint, eDuctile Iron Pipe** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**T-901.1 Seeding, Staging Area** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**T-901.2 Temporary Seeding** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**T-901.3 Permanent Seeding** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

**T-905.1 Topsoiling, Staging Area** – The reduction of quantity in the Base Bid is a result of the as performed quantities per the scope of work.

3. The Sponsor's share of this cost is available from:

NA

4. If this is a supplemental agreement involving more than \$2,000, is the cost estimate based on the latest wage rate decision? Yes ☐ No ☐ Not Applicable ☒

5. Has consent of surety been obtained? Yes ☐ Not Necessary ☒

6. Will this change affect the insurance coverage? Yes ☐ No ☒

7. If yes, will the policies be extended? Yes ☐ No ☐ Not Applicable ☒

8. Has this Change Order been discussed with FAA officials? Yes ☒ No ☐

When: 11/13/2023

With Whom: Mrs. Laura Breeding

Comment(s):



## Public Services Committee Meeting

Meeting Date: January 30, 2023

Augusta Regional Airport

<b>Department:</b>	Augusta Regional Airport – Installation of Precision Approach Path Indicator (PAPI) Lights
<b>Presenter:</b>	Herbert Judon
<b>Caption:</b>	Motion to approve Trinity Electrical Services to install new Precision Approach Path Indicator (PAPI) Lights on Runway 17/35 in the amount of \$42,980.00. Approved by the Augusta Aviation Commission on December 19, 2023.
<b>Background:</b>	<p>PAPI Lights provide necessary vertical guidance for the Airlines to land in the touchdown areas on the runway. They are sited in the runway safety area one thousand feet on the arrival end of 17 and 35.</p> <p>The current PAPI's that are installed on Runway 17/35 are approximately 15 years old and considered incandescent technology.</p> <p>The new Technology LED PAPI's have been delivered to Airport Maintenance and are ready for installation in the field.</p>
<b>Analysis:</b>	<p>Three (3) quotes were received from Specialized Airfield Companies for installation of the new LED PAPI's on Runway 17/35.</p> <p>Trinity Electrical Services, INC. \$42,980.00</p> <p>Southeast Site Services, LLC \$63,800.00</p> <p>BBH &amp; Associates, INC. \$79,766.50</p>
<b>Financial Impact:</b>	Trinity Electrical Services submitted the lowest bid at \$42,980.00. GDOT provided funding of 75% for the new LED PAPI's. The Airport funded 25% with Airport Enterprise Funds.
<b>Alternatives:</b>	To deny.
<b>Recommendation:</b>	Recommend Approval. Approved by the Augusta Aviation Commission on December 19, 2023.
<b>Funds are available in the following accounts:</b>	551081305-5412110
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A





Industrial / Commercial Contracting  
Air Field Construction  
Sports Lighting · Electrical Utilities

**Chad Hutchinson**

Proposal

Papi Install 17/35

10/19/23

Price Includes

- \*Installing two sets of 4 box owner furnished papis complete on existing pads.
- \*Install grounding grid all the way around all 4 papis with 4/0 copper and  $\frac{3}{4}$  rods per detail.
- \*Install 2-2" conduits between all units for controls and power to go in.
- \*Install all flex and connectors to tie units into existing can bases.
- \*Power units and aim and assist flight check for both ends.

Total: 42,980.00

**This Quote is good for 9 months.**



BROOKS - BERRY - HAYNIE & ASSOCIATES, INC.

November 6, 2023

Quote No. 2303100629

Augusta Regional Airport  
1501 Aviation Way  
Augusta, GA 30906

ATTN: Mr. David W. Widener

RE: Runway 17-35 PAPI Upgrade

Brooks-Berry-Haynie & Associates proposes to furnish the necessary materials, tools, equipment, labor and supervision required to successfully accomplish the installation described herein for the above referenced project as detailed below.

**Pricing**                      **\$79,766.50**

**Specific Project Scope**

1. Trench, backfill, and restore gravel/grassing for the installation of a new grounding system which will be routed around each of the four existing PAPI foundations.
2. Provide and install all bare copper wire, ground rods, exothermic welds, and terminations for the PAPI grounding system and connection to new PAPI light housings.
3. Demolish and dispose of existing PAPI light housings.
4. Install one new 2" PVC conduit between PAPI units for separation of control wiring and primary power cabling.
5. Install eight new PAPI light housings, provided by Others, on new EMT legs, equipped with floor flanges and frangible couplings, anchored to existing concrete foundations.
6. Install all conduit, connectors, and wiring between the existing base cans and new light housings. We assume all conduit to be existing and in good condition.
7. Install Owner provided L-830 isolation transformers and primary connector kits on existing L-824C, 5KV cabling.
8. Assist Owner with aiming and startup of the new PAPI system.
9. Provide all cleanup and disposal.
10. This quote is for two complete PAPI installations, one at each end of Runway 17-35.

**General Conditions**

1. Excavations shall be backfilled with excavated material. Any excess spoils from backfill operations shall be disposed of on site. If excavated material is unsuitable for backfill, then suitable material shall be provided on site for BBH use.

2. BBH shall not be required to commence or continue work unless sufficient areas are ready to insure continuous work.
3. Concrete debris (including existing footings, foundations, or manholes) and rock removal is excluded.
4. Testing for soils and ready mix concrete are excluded.
5. Engineering, engineering fees, geotechnical engineering, plan check fees, permits are excluded.
6. All hazardous materials removal or abatement is excluded.
7. We exclude damage to any private or unmarked utility lines or utility company make-ready work. Any repairs that BBH is directed to make is payable by the Prime Contractor to BBH.
8. This quote is contingent upon the negotiation of mutually agreeable contract terms. This quote is valid for a period of 180 days.
9. This proposal shall become a part of any subcontract awarded to Brooks-Berry-Haynie.
10. Notwithstanding any provision to the contrary, BBH shall maintain the types and limitations of insurance as shown on the attached sample certificate of insurance. BBH is not required to include Prime Contractor, Owner or any others as additional insured or named insured, nor to waive any claims or rights of subrogation against the Prime Contractor, Owner or any others for losses and claims covered or paid by BBH's workers compensation or general liability insurance. Any modifications to this insurance requirement shall be requested before the project bids.

Please review this scope and general conditions, if you should have any questions; please feel free to contact me. We appreciate the opportunity to provide you with this proposal and look forward to working with you in the future.

Very truly yours,



Jared Barfield  
Vice President  
[jbarfield@bbhelectric.com](mailto:jbarfield@bbhelectric.com)  
704-357-8880 Business



# CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)  
 03/15/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> The Dillon Agency P.O. Box 2070  Powder Springs GA 30127	<b>CONTACT NAME:</b> Dawn (Melissa) Howse <b>PHONE (A/C, No, Ext):</b> (404) 410-1430 <b>FAX (A/C, No):</b> (404) 410-1431 <b>E-MAIL ADDRESS:</b> dhowse@dilloninsllc.com
<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURER A:</b> Cincinnati Ins. Co. <span style="float: right;">NAIC # 10677</span>	
<b>INSURER B:</b> CINCINNATI INS CO (10230)	
<b>INSURER C:</b>	
<b>INSURER D:</b>	
<b>INSURER E:</b>	
<b>INSURER F:</b>	

COVERAGES		CERTIFICATE NUMBER: 19-20		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN/AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			ENP0527663	03/31/2019	03/31/2020
						EACH OCCURRENCE \$ 500,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 500,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMPIOP AGG \$ 1,000,000 Employee Benefits \$ 1,000,000
						COMBINED SINGLE LIMIT (Ea accident) \$ 500,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical payments \$ 5,000
						EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$			ENP0527663	03/31/2019	03/31/2020
						PER STATUTE <input checked="" type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	EW0486754-00	03/31/2019	03/31/2020

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Owner, contractor and other entities listed in the contract are additional insured for general liability, including ongoing and completed operations, and shall be primary and non-contributory as required by written contract. Umbrella is following form with underlying policies. A waiver of subrogation applies to the additional insureds with regard to general liability, auto liability and workers compensation when required by written contract. A 30 day notice of cancellation applies with the exception of 10 days for non-payment of premium.

CERTIFICATE HOLDER	CANCELLATION
For Information Purpose Only	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <div style="text-align: center;"> </div>



## Southeast Site Services, LLC

Matt Bragg  
 PO Box 1315  
 Gray, GA 31032  
 706-713-6460 Phone  
 478-986-9486 Fax  
[mbragg@southeastsiteservices.com](mailto:mbragg@southeastsiteservices.com)  
*Georgia Electrical License #EN214314*

### PROJECT PROPOSAL \*\*REVISION 1\*\*

**DATE:** October 18, 2023

**JOB NAME:** Augusta Regional Airport – Runway 17-35 PAPI Replacement

**SCOPE OF WORK:** See Page 3 of this proposal

We are pleased to submit this proposal, which includes all labor, equipment, materials, insurance, and taxes (when applicable), unless otherwise specified, per the Scope of Work, Revised Drawings, Terms and Conditions and Specification Sheets herein. Valid for 180 days from the date of this proposal.

### TERMS & CONDITIONS

1. This proposal does not include any surveying.
2. It is assumed that the existing PAPI foundations are in the correct location, orientation, and elevation. Any changes required for the foundations will require a change order.
3. Access to the runway centerline will be required to install the PAPI Light Housing Assemblies (LHA), escorts and access shall be provided by the owner.
4. Base plates for LED PAPIs require multiple hubs (2 hub base plates on LHA's 1 and 4, 3 hub base plates on LHA's 2 and 3). These base plates are not provided in this quote.
5. The #4/0 ground grid provided in this quote will be installed at 12" depth, and will be installed 24" outside of the edge of the PAPI foundations.
6. This quote does not provide any power or control cable from the vault to the first PAPI LHA. This quote does include new power cable between from LHA 1 to LHA 4 on each PAPI.
7. All excavated materials shall be spun off immediately adjacent to the hole and spread. Any removal of said materials to another location shall be through a change order in addition to any existing contract or agreement. Any grading required, cut or fill, shall be by others.
8. All trenches will be backfilled; machine compacted and dressed with the excavated materials only. Seeding, grassing, erosion control, etc. is to be performed by the prime contractor.
9. This proposal is based on normal soil conditions of 2000/PSF and do not allow, and are not limited to, the excavation of any unforeseen obstacles such as rock, asphalt, concrete, fluid soil

conditions, buried debris, or excessive mud. Execution of such excavation shall be through a change order in addition to any existing contract or agreement.

10. It is the responsibility of others to locate private utilities and any other buried items. We are not responsible for damages due to improper or no locates.
11. This proposal is based on limited mobilizations to complete the project. Any additional trips to complete the project beyond the control of SSS, due to other trades, vendors, persons, etc., not employed or contracted by SSS for this project, may result in additional costs and/or delivery charges.
12. This proposal is based on normal working hours (7:00am to 7:00pm) and work days (Monday-Friday). Any other work schedule will have additional costs.
13. Large and heavy equipment are required to complete this project. This proposal is based on total access for all equipment necessary. While all due care will be taken, any items of concern, but not limited to landscape, grass, sidewalks, fencing, etc. should either be removed or protected by others in a timely manner so we can complete the project. While we have no problem with submitting a price for the care of said items, we cannot be held responsible if they are damaged under this proposal.
14. A certificate of insurance will be provided upon award of contract.
15. Performance and payment bonds are not included in this proposal. Add 3% to total if required.
16. SSS shall have no responsibility or liability for labor, materials or equipment provided by others or any results due to proposal recipient's failure to comply with the Scope of Work, Terms and Conditions herein.
17. SSS shall have no responsibility for material or work damaged by others.
18. This proposal does not include any cost from the FAA for flight check inspection.

Thank you for the opportunity to bid on this project. Should you have any questions, please feel free to call me at (706) 713-6460. If accepted, please sign, date, and return via mail. A fully executed copy will be returned to you for your records.

Sincerely,

Matt Bragg

\_\_\_\_\_  
Southeast Site Services LLC

Title: \_\_\_\_\_ Date - \_\_\_\_\_

\_\_\_\_\_  
Accepting Party

Title: \_\_\_\_\_ Date - \_\_\_\_\_

	<b>PROPOSAL SCHEDULE</b>				
	Augusta Regional Airport				
	Augusta, GA				
	Runway 17-35 PAPI Replacement				
<b>Item No.</b>	<b>ITEM DESCRIPTION</b>	<b>QTY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>EXTENDED TOTAL</b>
1	Install Owner Provided PAPIs on Existing Foundations	2	EA	\$ 30,900.00	\$ 61,800.00
2	Flight Check Support	1	EA	\$ 2,000.00	\$ 2,000.00
	<b>PROPOSAL TOTAL:</b>				<b>\$ 63,800.00</b>



## Public Services Committee Meeting

Meeting Date: January 30, 2023

Augusta Regional Airport

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<b>Department:</b>	Augusta Regional Airport – Memorandum of Understanding (MOU) with Battelle Savannah River Alliance, LLC
<b>Presenter:</b>	Herbert Judon
<b>Caption:</b>	Motion to approve a five (5) year MOU between AGS and Battelle Savannah River Alliance, LLC as managing and operating contractor for Savannah River National Laboratory (SRNL). Approved by the Augusta Aviation Commission on December 19, 2023.
<b>Background:</b>	<p>The Airport has been working with SRNL for the past several years to advance the new aerospace technologies in the CSRA. SRNL staff have participated in multiple events hosted by AGS, including several of the Innovation Xchange Forums and drone demonstrations to local area STEM students. The Airport and SRNL have agreed to expand their efforts to include possible research and development capabilities and explore additional opportunities for collaboration in the areas of Unmanned Aircraft Systems (UAS) and Advanced Air Mobility (AAM).</p> <p>Efforts will include the exploration of funding opportunities, joint utilization of facilities and airspace, and exchanging study results and other relevant information pertaining to these novel aerospace technologies.</p>
<b>Analysis:</b>	The agreement provides the opportunity for AGS to partner with a local, well-respected national institution in order to further the new aerospace technologies. It will help to lay additional groundwork, positioning the Airport to be attractive to the numerous new companies emerging in the industry.
<b>Financial Impact:</b>	N/A
<b>Alternatives:</b>	To deny.
<b>Recommendation:</b>	Recommend Approval. Approved by the Augusta Aviation Commission on December 19, 2023.
<b>Funds are available in the following accounts:</b>	N/A
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A



**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**BATTELLE SAVANNAH RIVER ALLIANCE, LLC**  
**As Managing and Operating Contractor For**  
**SAVANNAH RIVER NATIONAL LABORATORY**  
**AND**  
**THE AUGUSTA REGIONAL AIRPORT**  
**CONCERNING NEW AEROSPACE TECHNOLOGY SYSTEMS TEST SITE**  
**PARTNERSHIP**

This Memorandum of Understanding (“MOU”) is between Battelle Savannah River Alliance, LLC (“BSRA”), located at Savannah River Site (“SRS”), Aiken, South Carolina 29808, under its Contract No. 89303321CEM000080 with the U.S. Department of Energy (“DOE”), as Managing and Operating Contractor of Savannah River National Laboratory (“SRNL”), and the Augusta Regional Airport (“AGS”). AGS and SRNL may individually be referred to as a “Party” or collectively as the “Parties”.

**Purpose**

AGS and SRNL desire to strengthen their research and development capabilities and explore opportunities for collaboration. AGS is seeking to become a test center for the integration of new aerospace technologies, including Unmanned Aircraft Systems (UASs) and Advanced Air Mobility (AAM). Augusta will soon have a designated umbrella of airspace certified for testing UASs and AAM technologies. AGS is actively seeking partnerships with several agencies (e.g., SRNL, local universities, UAS vendors, Original Equipment Manufacturers (OEM)) in examining the future of novel aerospace technologies. AGS has asked SRNL and its UAS Program to become the Research and Development (R&D) arm of the test center. SRNL is the applied research and development laboratory for the DOE’s Office of Environmental Management. Both Parties are known for their innovative, practical applications of strategies and technologies designed to address major issues affecting national and international environmental issues. In view of these common interests and objectives, the Parties desire to foster scientific and technical collaboration in areas of mutual interest by:

- Exchange study results and other relevant information pertaining to Unmanned Aircraft Systems (UASs) and aerospace technologies;
- Collaborate during joint scientific conferences, workshops or similar meetings;
- Participate in STEM and community outreach events supported by both organizations;
- Author joint publications and presentations; and

- Explore funding opportunities and joint utilization of facilities and airspace that benefit both organizations.

As these efforts develop and grow, the formation of alliances between the Parties, and their affiliated institutions will be evaluated to support important initiatives more broadly in the principal focus areas mentioned above. The Parties will negotiate separate written agreements containing mutually agreeable terms and conditions when collaborative opportunities are identified which will address, among other items, the specific object of cooperation, funding, and protection and allocation of any intellectual property shared or developed.

### **Areas of Cooperation**

AGS and SRNL intend to participate jointly in proposal and research efforts that will mutually benefit the Parties. Collaboration will be encouraged on technical tasks that can assist AGS and SRNL in carrying out their respective missions. Proposals submitted to funding agencies for collaborative research projects should emphasize the complementary strengths of AGS and SRNL, including the leveraging of existing resources, expertise of technical staff and collective program management skills. The Parties will execute a formal agreement prior to initiating any cooperative research efforts.

Initial efforts will center on specific initiatives in the areas below:

- Unmanned Aircraft Systems (UASs) and Advanced Air Mobility (AAM) including electric Vertical Take Off & Landing (eVTOL) aircraft
- Development of the Test Center and collaborations with other agencies/vendors
- Community outreach events

Under this MOU, the Parties intend to notify each other of projects on which they can collaborate and provide each with the necessary information and support reasonably requested by the other Party to facilitate the purposes of the MOU.

### **Terms**

The Parties agree that the following terms shall govern this MOU:

1. This MOU shall be effective upon signature by both Parties and shall remain in effect for a period of five (5) years, unless superseded by a more comprehensive agreement or terminated by the Parties. Either Party may terminate this MOU upon sixty (60) days written notice to the other party. In the event of termination, all on-going joint activities not completed as of the termination date may continue to their completion under the terms of this MOU unless specified otherwise by the Parties.
2. Each Party acknowledges that they are entering into this MOU in a spirit of cooperation. The Parties intend to pursue the goals and purposes of this MOU in good faith, subject to its terms and conditions.

3. The Parties agree that any work to be undertaken pursuant to this MOU will be the subject of additional specific agreements that are consistent with the terms and conditions of SRNL's contract with DOE and AGS's operating directives. The exchange of information will also be in accordance with the information protection requirements set forth in SRNL's contract with DOE and AGS's operating directives. The Parties acknowledge neither can undertake activities which are inconsistent with their individual contractual obligations.
4. The Parties acknowledge that during the course of this MOU they may wish to exchange information of a proprietary nature. The Parties agree that any such exchange of proprietary information shall be made under a separate written Non-Disclosure Agreement specific to the subject matter being discussed.
5. No work or funds are committed under this MOU. Any commitment of work or funds shall be made under a separate agreement following the contracting requirements of each Party.
6. Each Party shall bear all costs, risks and liabilities which may incur arising out of its obligations and efforts under this MOU. However, neither Party is obligated to undertake any activity hereunder.
7. In the event one Party publishes an article or report related to specific collaborative work, credit or co-authorship will be provided to all Parties. Each Party will be provided copies of proposed publications by the other Party at least thirty (30) days prior to submission for publication for review and comment. A Party may elect to not have their authorship credited.
8. Any news releases, public announcements, advertisements, or publicity to be released by either Party concerning this MOU, or any proposal or agreement resulting from this MOU shall be subject to prior written approval by the other Party.
9. The Parties agree to conduct activities contemplated by this MOU in accordance with applicable laws and regulations to which it is subject, including export control laws. Each Party acknowledges that it is responsible for its own compliance with all U.S. export laws and regulations. Neither Party will knowingly export, directly or indirectly, any export-controlled hardware, software, or technical data in the performance of this MOU without an appropriate review and license, if necessary.
10. It is understood and agreed that this MOU is entered into by SRNL; however, this MOU may be transferred from SRNL to DOE or a DOE designee without prior approval from AGS. SRNL will notify AGS as soon as practicable if a transfer of MOU authority from SRNL to another party is imminent.
11. Conflicts or issues that may arise which cannot be resolved between AGS and SRNL personnel should be raised to the necessary level of management to obtain resolution. An

effort shall be made by all participants to resolve conflicts with a spirit of cooperation at the working level.

12. Unless otherwise specified, this MOU embodies the entire understanding between the two Parties and any prior representation or agreement is superseded. Any modifications to this MOU must be in writing and signed by all Parties.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representatives.

Augusta Regional Airport

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Dan Troutman  
Chairman  
Augusta Aviation Commission  
Augusta Regional Airport

Date:

BATTELLE SAVANNAH RIVER ALLIANCE, LLC

**Tammy Taylor** Digitally signed by Tammy  
Taylor  
Date: 2023.10.24 12:18:48 -04'00'

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Tammy Taylor  
Associate Laboratory Director, Global Security Directorate  
Battelle Savannah River Alliance, LLC

Date:



## Public Services Committee Meeting

Meeting Date: January 30, 2023

Augusta Regional Airport

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<b>Department:</b>	Augusta Regional Airport – Parking Management Company Selection & Management
<b>Presenter:</b>	Herbert Judon
<b>Caption:</b>	Motion to approve selection of Republic Parking System, LLC to manage the public parking lots at AGS and approval of the public parking management services agreement between the company and the Airport. Three (3) year contract with option to extend for two (2) additional years. Approved by the Augusta Aviation Commission on December 19, 2023. (RFP 24-175)
<b>Background:</b>	In 2018, the Aviation Commission selected Republic Parking to operate and manage the public parking lots at AGS. The contract was executed January 1, 2019. The agreement is set to expire December 31, 2023. Airport staff issued a Request for Proposal (RFP) to solicit bids from companies qualified to handle the management of the Airport's public parking lots. Five compliant bids were received in response to the RFP.
<b>Analysis:</b>	An Evaluation Committee met on Monday, November 20, 2023. Upon careful review, discussion and scoring, the Committee selected the firm of Republic Parking System, LLC.
<b>Financial Impact:</b>	The contract has an initial term of three (3) years with two (2) one-year options for renewal and is attached.
<b>Alternatives:</b>	To deny.
<b>Recommendation:</b>	Recommend Approval. Approved by the Augusta Aviation Commission on December 19, 2023.
<b>Funds are available in the following accounts:</b>	551000000-3492401
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A

**PARKING MANAGEMENT CONTRACT FOR THE**

**PARKING FACILITIES LOCATED**

**AT AUGUSTA REGIONAL AIRPORT**

This Contract for Parking Management Services (hereinafter “Contract”) is made and entered into this 1<sup>st</sup> day of January, 2019, between Augusta, Georgia, a political subdivision of the State of Georgia for the Augusta Aviation Commission, an instrumentality of Augusta, Georgia located at 1501 Aviation Way, Augusta, Georgia 30906-9600, (hereinafter collectively Commission”) and Republic Parking System, LLC, dba Republic Parking, with offices at 611 Chestnut Street, Suite 150, Chattanooga, Tennessee 37456 (hereinafter "Operator").

**WHEREAS**, the Commission is the operator of Augusta Regional Airport located in Augusta-Richmond County, State of Georgia; and

**WHEREAS**, the Commission deemed it advantageous to the public to retain the services of a company specializing in the management, operation and marketing of Airport parking facilities; and

**WHEREAS**, the Commission solicited responses to a Request for Proposal (RFP) to manage, operate and market the Airport’s parking facilities; and

**WHEREAS**, the Commission has determined that the Operator's proposal in response to the RFP was most advantageous to the Airport and to the public interest; and

**WHEREAS**, the Commission and Operator desire to enter into a contract based upon the Commission’s rules and regulations, terms in the RFP and the Operator's response thereto.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions contained herein, the parties do hereby agree as follows:

## **ARTICLE 1** **PREMISES**

The Operator agrees to manage, operate, and market, in accordance with the terms of this Contract, certain parking facilities (hereinafter "Premises") located at the Augusta Regional Airport (hereinafter "Airport"). These Premises include the following:

- 1.1 three (3) long term lots consisting of 826 spaces
- 1.2 one (1) short term lot consisting of 204 spaces
- 1.3 one (1) premium lot (Elite Rewards) consisting of 39 spaces
- 1.4 one (1) employee lot consisting of 95 spaces
- 1.5 one (1) credit card lot consisting of 166 spaces; and
- 1.6 one (1) ground transportation lot.

The Airport reserves the right to modify the Premises as needed during the Term of this Contract.

## **ARTICLE 2**

### **TERM**

- 2.1 This Contract shall commence at 12:00 a.m. on January 1, 2024 and continue for a period of three (3) years terminating at midnight on December 31, 2026. The term and renewal of the Contract shall be in compliance with O.C.G.A. § 36-60-13.
- 2.2 The Commission reserves the right to renew this Contract in its sole discretion and under terms to be determined by the Commission, for two (2) additional one (1) year renewal terms. If the Commission chooses to exercise its right to renew this Contract, the Operator shall be notified of the terms under which the Commission shall exercise this right, at least one-hundred twenty (120) days before the expiration of this Contract. The Operator shall have the choice as to whether to accept the Commission's proposal, or allow the Contract to expire, and shall so notify the Commission in writing within thirty (30) days of receipt of Commission's proposal. Nothing in this paragraph shall be construed as to require the Commission to exercise such option to renew or to require the Operator to accept such proposal from the Commission.

## **ARTICLE 3**

### **GROSS RECEIPTS**

- 3.1 The Operator shall collect and hold in trust for and on behalf of the Commission all Gross Receipts due from parking customers. "Gross Receipts " as used herein shall be defined as all sums collected by the Operator, or sums which should have been collected by the Operator, from the rental of space for the parking and storage of motor vehicles whether on an hourly, daily, weekly, or monthly basis, less all refunds, credit card fee discounts, and other discounts as authorized by the Commission; sales tax, use tax, excise tax, occupancy tax, gross receipts tax, or other taxes assessed upon or



- attributable to said receipts. Said taxes shall be held by the Operator and paid directly to the applicable taxing entity. All taxes, discounts and refunds shall be accounted for and included in the Operator's monthly revenue statement including fees or discounts paid to a third party derived from usage of credit cards to pay parking fees. Gross Receipts Due the Commission shall include and reflect adjustments for any and all cashier shortages, overcharges, undercharges, and uncollected parking fees. Dishonored checks, uncollectible or uncollected fees and credit card charges and other bad debts shall not be included in Gross Receipts Due provided such transactions were processed in accordance with procedures previously accepted and approved by the Commission or its designated representative.
- 3.2 The Operator shall deposit all cash receipts into an account as designated by the Commission and in the name of the Commission, prior to the end of the next banking day after collection. A penalty for failure to deposit said Cash Receipts by the end of the next banking day following collection shall be assessed daily equaling ten percent (10%) of the total amount of that day's Gross Receipts. Failure to deposit the Cash Receipts within the required time period in excess of two (2) occurrences per month shall be cause for immediate termination of this Contract.
- 3.3 The Operator shall submit to the Commission a monthly revenue statement accounting for all "Gross Receipts Due" by the fifteenth (15th) day of the month following the month of operation. The monthly revenue statement shall be in a format approved by the Commission. Failure to submit this statement on or before the indicated date may be cause for immediate cancellation of this Contract.

#### **ARTICLE 4**

#### **OPERATING EXPENSES**

- 4.1 The Commission shall advance to Operator one twelfth (1/12) of the first year annual budgeted expenses exclusive of the Management Fee prior to start of service. This will be considered an operating advance and used to pay costs incurred for operating expenses. Upon termination of the Contract, Operator shall return to Commission any remaining balance of the operating advance.
- 4.2 The Commission shall reimburse the Operator for all approved operating expenses incurred in the management, operation and marketing of the Premises.
- 4.3 "Operating expenses" (hereinafter Operating Expenses) shall include all expenses relating to the management, operation and marketing of the Premises, including all salaries and wages, Workmen's' Compensation insurance as provided by state law, related payroll taxes, uniforms, supplies and tools for the maintenance of the Premises, cleaning, maintenance, repair costs to revenue control/office equipment, tickets, office and marketing expenses, hospitalization insurance, and other expenses as authorized and included within an operating budget approved in advance by the Commission. All such labor expenses shall be included on the Labor Distribution Report form. Such form is attached hereto as part of the "Operational Procedures and Policy Manual".

- 4.4 Specifically, Operating Expenses shall not include the costs of business licenses, permits, headquarters' bookkeeping, administrative, or accounting fees, insurance, as described in Article 17 and Fidelity Bond which shall be paid by the Operator from the Operator's Management Fee as defined in Article 5. Operating Expenses shall also not include taxes on the Operator's personal property, debt retirement, or any other expenditure that is not included in the Operator's approved Annual Budget as included and defined herein, or not approved by the Commission in writing.
- 4.5 The Operator shall invoice the Commission, by the twentieth (20<sup>th</sup>) day of the month following the month of operation, for its Operating Expenses incurred in the single monthly period preceding. The Commission shall reimburse the Operator for all authorized and approved budgeted expenses, less any undocumented expenses, within thirty (30) days following receipt by the Commission of such invoice. The monthly Operator's Management Fee shall be included in the monthly invoice. Except for payroll and payroll related expenses, receipts for all expenditures shall be included with Operator's monthly invoice. Payroll and payroll related expenses shall be submitted in accordance with the policies agreed to between the Commission and the Operator. The Operator's monthly invoice shall be in a format approved by the Commission.
- 4.6 Any disputed invoices or charges shall be deducted by the Commission from the Operator's invoice. The Commission shall provide the Operator, in writing at the time of payment of the monthly invoice, reasons for the deduction. The Operator, within thirty (30) days, has the right to present a written explanation of the disputed invoices or charges to the Commission. The Commission shall determine the validity of the disputed invoices or charges based on additional documentation supplied by the Operator. If approved, after additional documentation is considered, the amount shall be added to the next invoice paid by the Commission. The Commission's decision in any matter pertaining to disputed invoices or charges is final.

## **ARTICLE 5**

### **MONTHLY MANAGEMENT FEE**

As compensation for the Operator's performance hereunder, the Commission shall pay to the Operator each month a Management Fee. Such fee shall be included in the Operator's monthly invoice as indicated in Article 4. The monthly Management Fee shall be one twelfth (1/12) of the annual Management Fee. The annual Management Fee shall be as follows:

CONTRACT YEAR	FEE
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1	\$36,000
2	\$36,900
3	\$37,823
<b>OPTIONAL YEAR</b>	<b>FEE</b>
1	\$38,768
2	\$39,737

## **ARTICLE 6**

### **ANNUAL BUDGET**

- 6.1 The Operator shall submit to the Commission, one hundred eighty (180) days prior to each anniversary date of this Contract a proposed annual and monthly budget for all Operating Expenses to be incurred during the year. The Commission shall notify the Operator of any changes to the budget or budget approval, on or before the anniversary date of this Contract.
- 6.2 Upon approval by the Commission, all Operating Expenses included in the annual budget shall be considered authorized and reimbursable, as incurred, to the Operator. Changes to the annual budget shall be approved in writing by the Commission. Any expense incurred by the Operator above the pre-approved budget amount shall not be reimbursed by the Commission unless prior written approval is received from the Commission.
- 6.3 Following execution and return of this Contract to the Commission, the Operator shall, within thirty (30) days, of the commencement of this Contract, furnish the Commission with a monthly budget for the first year of this Contract which shall be the same budget submitted for the first year included in the Operator's proposal unless otherwise revised and approved by the Commission.

## **ARTICLE 7**

### **OPERATIONAL PROCEDURES AND POLICY MANUAL**

- 7.1 An Operational Procedures and Policy Manual (hereinafter "Manual"), reflecting the operation of the facility as proposed by the Operator shall be submitted to the Commission within thirty (30) days of the commencement date of this Contract. The Manual shall include, at a minimum, the following:
- a. General operating and management policies
  - b. Customer Service policies

- c. A sample of monthly invoice to Commission
- d. Cash control, audit and ticket exceptions, including validation procedures
- e. Lost ticket and missing ticket procedures
- f. Employee job descriptions
- g. Employee training guide
- h. Employee schedules
- i. Emergency procedures and phone numbers
- j. Manager's office, cellular and home phone number
- k. Company personnel policies
- 1. Check and credit card approval procedures

- 7.2 The Manual shall be modified as the operation of the facility or the information contained in the Manual changes. The Operator is responsible for the maintenance of the Manual to assure that all data is correct and current. The Manual shall be reviewed and revised annually within thirty (30) days following the annual commencement date of this Contract. It shall be the Operator's responsibility to submit the revised Manual for review and approval by the Commission. The provisions of the Manual, and any subsequent amendments, are incorporated herein by reference.
- 7.3 Operator shall be responsible for maintaining compliance of the revenue-processing parking equipment and related hosting and other systems servicing the Premises, including their deployment in their current configuration (the "Systems") with prevailing industry standards governing the storing, handling, processing and transmission of personal and financial information, including, but not limited to, Payment Card Industry standards (collectively, the "Standards"). The Commission agrees not to knowingly make any changes to the Systems which may impact their compliance with the Standards during the Term of this Contract without first apprising Operator in writing, it being the intent of the parties that Operator shall at all times have current information regarding the Systems for Standards compliance purposes and be fully accountable to the Operator with respect thereto.
- 7.4 Operator shall notify the Commission in writing if it becomes aware that the Systems or any portion thereof are not compliant with the Standards at any time during the Term, and shall obtain competitive quotations for requisite upgrades, the cost of which shall be paid by the Commission. All costs incurred by Operator in the performance of its obligations under this Article 7.4 shall be operating expenses, provided that Operator shall seek the prior approval of the Commission for any

proposed cost that exceeds the sum of \$10,000, such consent not to be unreasonably withheld.

- 7.5 If the Commission does not approve an upgrade or other expenditure requested by Operator to maintain compliance of the Systems with the Standards, the Commission agrees that the Operator shall not be held responsible by the Commission for such non-compliance.
- 7.6 If the services of an independent Qualified Security Assessor are obtained with respect to compliance of the Systems, the Operator shall provide the Commission with names of at least two Qualified Security Assessors and the parties shall agree upon a Qualified Security Assessor. The report of the Qualified Security Assessor and any certificates of compliance issued by the Qualified Security Assessor shall be determinative as to the compliance of the Systems.

## **ARTICLE 8**

### **RECORDS AND REPORTS**

- 8.1 The Operator shall keep and maintain true and accurate records of Gross Receipts Due and Operating Expenses in accordance with Generally Accepted Accounting Principles (GAAP). The Operator shall submit daily to the Commission, or its designated representative, a validated deposit slip for the previous banking day's receipts. The Operator shall submit monthly to the Commission, or his designated representative, the following:
  - a) An activity report reconciling total Gross Receipts Due to the daily deposits.
  - b) Daily report of Gross Receipts Due, overnight vehicle count, ticket validations and exceptions, and ticket reconciliation in accordance with the Operations Procedures and Policy Manual.
  - c) Monthly activity and Gross Receipts Due summaries and certifications, to be reconciled to Daily Reports.
- 8.2 In addition, the Operator shall have available to the Commission, or its designated representative, for inspection, upon twenty-four (24) hours notice and within normal business hours, the following:
  - a) Records of all tickets purchased, ticket dispenser number and date used.
  - b) All used parking tickets, lost ticket forms and validations for a twelve (12) month period. At the end of this period, all of these records shall be turned over to the Commission.

- c) All shift reports for a twelve (12) month period. At the end of this period, copies of all of these records shall be turned over to the Commission.
  - d) Any and all other accounting records maintained locally which pertain to the receipt of parking revenues and operating expenses.
- 8.3 The Operator shall make all records available upon twenty-four (24) hours notice, no matter where retained, during normal business hours, at the Airport's Executive offices.
- 8.4 The Operator shall not destroy any records pertaining to the operation of the Premises without the express written permission of the Commission.
- 8.5 At the expiration or termination of this Contract, the Operator shall turn over to the Commission all the books and records of Gross Receipts Due and Operating Expenses, including supporting documents, maintained throughout the term of this Contract.
- 8.6 All source records of Gross Receipts Due, which shall include, but not be limited to: Parking Tickets, Cash Register Tapes, Shift Reports, Master Reports, Daily Revenue Reports, whether computer generated or manually generated, shall be kept at all times within the City of Augusta. All records shall be maintained for a period of seven (7) years . These records shall be maintained by the Operator until the Annual Report required above is delivered to and accepted by the Commission, at which time they shall be delivered to the Commission for further disposition. The Commission shall provide and maintain such storage facilities as necessary to facilitate the storage of the above records and shall provide reasonable access to such facilities. All data bases for such purpose will be maintained by the Operator who shall, ensure that adequate hard copies and data backups are done on a routine basis. Data backups should be stored on an approved media for such storage for a period of seven (7) years.
- 8.7 Operator acknowledges that the records maintained may be subject to Georgia Open Records Act. Operator shall immediately notify the Commission of any Open Records Act requests.

## **ARTICLE 9**

### **LOST TICKETS AND MISSING TICKETS**

- 9.1 Lost tickets shall be accounted for by a lost ticket form, in a format approved by the Executive Director, and signed by the customer. Appropriate audit procedures shall be taken by the Operator monthly to verify by telephone or in writing a minimum of ten percent (10%) of all lost tickets confirming the customer name, address, phone number and signature included on the form. Lost tickets accounted for by the appropriate form shall not be included in the missing ticket ratio. Missing

tickets are tickets that are unaccounted for and shall be included in the missing ticket ratio.

- 9.2 If, during any single month, the missing ticket ratio exceeds one-half of one percent (0.5% or .005); the Commission shall impose a Missing Ticket penalty by decreasing the Operator's Management Fee for the following month on the basis of the following graduated scale:

<u>Percentage of Missing Tickets</u>	<u>Penalty</u>
.000-.005	\$0
.005-.01	\$5.00 per ticket
.01-.015	\$7.50 per ticket
.015 and above	\$15.00 per ticket

- 9.3 The above penalty shall be imposed at the sole discretion of the Commission. A Missing Ticket Report, in a format approved by the Commission, shall be submitted with the monthly invoice.

## **ARTICLE 10**

### **AUDIT**

- 10.1 Within ninety (90) days following the end of each fiscal year, Operator shall provide an unqualified statement certified by an Independent Certified Public Accountant in accordance with GAAP certifying that the Gross Receipts Due the Commission and Operating Expenses are true and accurately reported as defined within this Contract.
- 10.2 The Commission reserves the right to audit all books and records of the Operator at any time upon forty-eight (48) hours advance notice to the Operator. If the audit results reflect a shortage of funds over three percent (3%) per annum, the Operator shall bear the full cost of the audit and reimburse the Commission for any shortage.

## **ARTICLE 11**

### **OBLIGATIONS OF THE COMMISSION**

- 11.1 The Commission shall operate and maintain the lighting system within the Premises and pay all costs thereof.
- 11.2 The Commission shall reasonably patrol roads and land areas outside of the Premises to prevent illegal parking. The patrolling and enforcement of parking shall be in accordance with policies established by the Commission.
- 11.3 The Commission shall pay the Operator's invoiced amount, less any unauthorized or undocumented charges, including the monthly Management Fee, within thirty (30) days receipt by the Commission of the invoice.

- 11.4 The Commission shall be responsible for any major maintenance or repair of the parking surface, landscaping, entrance/exit roadways, and areas outside of the Premises.
- 11.5 The Commission shall be responsible for selection, placement, and erection of all signage.
- 11.6 The Commission reserves the right, at its sole discretion, to modify the scope of Services, to add or delete parking areas, add parking access and revenue control systems, construct additional parking facilities, and to change parking assignments.
- 11.7 The Commission shall provide the parking revenue control equipment. The Commission shall review the need for additional equipment which may be requested from time to time by the Operator in order to meet the demands of new technologies or in order to provide more effective and efficient service due to revised Operating Procedures. The approval for the purchase of such requested equipment shall be at the sole discretion of the Commission. Any such equipment approved for purchase by the Operator shall be purchased according to established Commission purchasing procedures and shall be included in the Operating Budget as approved by the Commission. The expense for the purchase of additional equipment shall be purchased at cost without mark-up to the Airport. All such purchases shall be reimbursed to the Operator during the remaining term of the fiscal year of this Contract amortized at six percent (6%) as of the date the equipment is invoiced.
- 11.8 All such equipment shall be owned by the Commission and Operator shall make no claim to the equipment upon termination of this Contract, except in the event of an early termination of this Contract, in which event the Commission shall pay Operator for any unamortized cost of the purchased equipment, less any credit due the Commission.
- 11.9 Any new parking equipment procured should be compatible with DataPark revenue control system which is currently in use in some of the Airport parking lots.

## **ARTICLE 12**

### **OBLIGATIONS OF THE OPERATOR**

- 12.1. The Operator shall invoice the Commission on or before the twentieth (20th) day of each month for the preceding month's operating expenses including the monthly Management Fee.
- 12.2. The Operator shall submit a Missing Ticket Report with each monthly invoice. The Operator shall also submit a Ticket Validation Report with each monthly invoice, which includes the dollar value of each validation.



- 12.3 The Operator shall submit a monthly Maintenance Log to the Commission. Such Maintenance Log shall be due on the twentieth (20th) day of the month immediately following the month for which such Maintenance Log was maintained.
- 12.4 The Operator shall store on the premises an adequate inventory of replacement parts to cover routine maintenance of equipment. It is understood that this inventory will be paid for by the Commission and shall remain the property of the Commission. A copy of the inventory shall be provided monthly to the Commission.
- 12.5 The Operator shall submit to the Commission, monthly no later than twentieth (20th) day of the month following the month of operation, a statement, witnessed and certified correct by an officer of the company, accounting for all Gross Receipts Due from the Premises during the previous month.
- 12.6 The Operator shall continuously operate the Premises, three hundred sixty five (365) days per year, twenty-four hours per day, seven (7) days per week, including holidays unless otherwise authorized by the Commission.
- 12.7 The Operator shall employ a dedicated onsite General Manager experienced in Parking Administration who will devote his/her full time to the performance of Operator's responsibilities established in this Contract. The General Manager will meet regularly with Airport staff to keep the Commission fully informed concerning operations whose responsibility include to manage, operate and market the Facilities. The General Manager shall hire, train, supervise and terminate, as necessary, personnel to operate cashier booths and perform the required duties; provide supervisory personnel necessary to ensure efficient operation of the facilities; and equip, staff, and maintain a business office. The Commission reserves the right to approve selection of the Operator's General Manager. The Operator shall additionally employ an Assistant Manager who shall be on duty when the General Manager is not on duty.
- 12.8 The Operator shall provide ten (10) days advance written notice to Commission of any change in its General Manager or Assistant Manager(s) and shall include any change of address or telephone number.
- 12.9 The Operator shall provide sufficient personnel at all times to accommodate departing cars in a timely manner. It is the goal of the Commission that no car shall wait in line over five (5) minutes before exit. The Commission reserves the right to require the Operator to provide additional staff as required.
- 12.10 Operator shall employ personnel to enter and update all computer database functions including but not limited to vehicles, inventory, ingress and egress of vehicles, toll plaza, toll plaza revenues, time functions, and ticket inventories.
- 12.11 The Operator shall anticipate peak traffic periods and staff the Premises appropriately. If staffing is anticipated that exceeds authorized budget, the Operator shall, in advance, request a budget increase from the Commission.

- 12.12 With the exception of the General Manager, the Operator shall provide new uniforms for employees as necessary to ensure that employees are dressed in neat, clean, identifiable uniforms at all times. Uniforms shall be consistent in appearance, style and color for all parking employees and subject to the approval of the Commission. Contractor shall submit a uniform proposal to the Commission within thirty (30) days of the execution of the Contract. The cost of new uniforms is a reimbursable expense that will be paid by the Operator. Operator's employees, while on duty, must wear a photo identification badge, which shall be returned to Operator when employees cease work for the Operator. The names of on-duty cashiers shall be placed on the exterior of the booths to be readily visible by drivers of exiting vehicles.
- 12.13 The Operator shall remove from service at the Airport, any employee who is discourteous to any customer or who does not present the professional image the Commission expects of its own employees. The Operator shall immediately remove, from service at the Airport, any employee the Commission requests for any reason whatsoever. No employee of the Operator shall use improper language, act in a loud, or boisterous manner, or in any manner act in an improper, inappropriate or offensive way. Employees of operator shall have the option to park their vehicles in Long Term parking area. Each parking ticket issued to Operator's employees shall be appropriately accounted for in the Validation Report in accordance with approved Manual.
- 12.14 The Operator shall employ experienced and knowledgeable personnel and provide all employees with appropriate operational and Customer Service training.
- 12.15 The Operator shall be responsible for maintenance of the interiors of the tollbooths, Revenue Control Office, and any other structures that may be provided hereafter. The Operator shall be responsible for keeping the Premises, including all parking areas, Entrance and Exit Areas, Exit Tollbooths, Revenue Control Office, rest room and landscaped areas in or immediately adjacent to the Premises in a neat and clean condition at all times. The Operator shall be responsible for operation of the Premises in accordance with the Manual. The Operator shall conduct daily inspections (daytime and nighttime) of the Premises. Written reports of inspections shall be submitted to the Commission in the format agreed upon by the parties and shall set forth the conditions of lighting, general appearance, potential safety hazards, fire equipment, graffiti, cleanliness and any other items which may be requested by Commission. The Operator shall notify the Commission of any areas requiring maintenance and/or repair upon discovery of such items. Notwithstanding anything within the Contract to the contrary, Operator is not be responsible for any maintenance or repair of the structures and/or systems of the parking structures including any design or structural defects.

- 12.16. The Operator shall keep the Premises at all times free of trash and debris. All trash shall be removed and stored by the Operator in approved receptacles provided by the Commission. The Operator shall be responsible for periodic sweeping of only the Premises, the daily removal of debris and trash from the Premises including along curbs and between parked vehicles and depositing same in a receptacle provided by Commission. Operator shall have no responsibility for the existence of Hazardous Substances in, about, or under the premises (whether or not such materials or substances were Hazardous Substances at the time they were brought upon the premises), except where and to the extent such Hazardous Substances were brought on to the premises by the Operator.
- 12.17 The Operator shall provide ticket stock and all other supplies in order to ensure effective control and management of the Premises.
- 12.18 The Operator shall maintain all of the Parking Revenue Control equipment. Maintenance contracts for this equipment shall have the approval of the Commission prior to their execution by the Operator. Such costs shall be reimbursable under the Operator's approved annual budget.
- 12.19 The Operator shall provide all office furniture, safes, if necessary, equipment and supplies for the exit booths in a manner consistent with the intent of this Contract, such costs to be reimbursed by the Commission by inclusion in the Annual Budget. The purchase of all furniture and equipment shall be subject to the prior approval of the Commission.
- 12.20 The Operator shall have no power to do any act or make any contract which may create any lien, mortgage or other encumbrance, upon an interest of the Commission in the Premises, or the improvements located thereon.
- 12.21 Operator shall provide a cash bank sufficient to accommodate parking transactions.
- 12.22 Operator shall provide professional advice to Commission regarding appropriate parking rates, enhanced Parking Revenue Control Systems/equipment, parking facility requirements, signage, internal traffic flow, customer service enhancements, additional service amenities, holiday and peak period public information needs and operating procedures which will improve the level of service efficiency and profit of the parking Premises.
- 12.23 Operator shall coordinate with Commission for the removal of abandoned vehicles from the Facilities and relocation of vehicles that are inappropriately parked or remove/relocate vehicles for other operational needs as directed by Commission
- 12.24 The Operator shall provide Commission with copies of any and all written complaints received and the Operator's response thereto within five (5) days.

- 12.25 The Operator shall provide management and staffing for the Parking and Courtesy Shuttle Operations.
- 12.26 Operator shall be responsible for the Courtesy Shuttle Operation which transports passengers from the various parking facilities to and from the Terminal between the hours of 5 a.m. and the final airline arrival seven (7) days per week.
- 12.27 Operator shall be responsible for distributing employee permits and maintaining a database associated with the Airport's employee parking program.
- 12.28 Operator shall be responsible for nightly inventory of license plate information for all vehicles parked in the public parking facilities.
- 12.29 Operator shall be responsible for maintaining the cleanliness of all Commission-owned vehicles and equipment used in the course of operations and shall return the same at the end of the Contract, normal wear and tear excepted. Operator shall notify the Commission of any needs for repairs to such vehicles and equipment.
- 12.30 Operator shall be responsible for the provision of housekeeping cleaning services for the parking areas, including litter control.
- 12.31 Operator shall adhere to all Rules and Regulations of the Airport, particularly with regard to safety and security matters. Each of Operator's employees assigned to work in the secured areas of the Airport facilities shall undergo a Transportation Security Administration background check to receive the clearance necessary for the employee to work in "Secure Areas" without an escort. The Operator shall bear the cost for all such background checks. The Operator shall not permit any personnel not having undergone such security background check to work in secured areas of the Airport.
- 12.32 Operator shall provide additional parking related services as requested by the Commission.
- 12.33 Operator shall conduct criminal background checks and administer a drug testing program for all new employees prior to their assignment to the Airport and conduct periodic checks at least once per year of all employees working on Airport's property.
- 12.34 Operator shall secure current driving records for each of its employees with driving responsibilities bi-annually.
- 12.35 Operator shall have regular and frequent coordination meetings with Commission (including attendance at Aviation Commission meetings) to ensure the provision of the highest quality Parking services.

- 12.36 Operator's staff shall adhere to the operating procedures and standards established by Commission.
- 12.37 Operator shall prepare financial reports, including additional reporting that may be required from time-to-time, in formats as directed by Commission. Operator will also be required to provide reports and back-up documentation on a monthly basis.
- 12.38 Operator shall take all necessary emergency actions to protect the Premises, revenue and safety of the public. Notwithstanding anything to the contrary in the Contract between the parties, Operator is not responsible for (i) providing any security services and (ii) for claims or liabilities to the extent caused by the acts or omissions of the Commission, third parties or their employees, contractors, or agents.
- 12.39 Operator shall provide a management team to ensure proper operation of the Premises. Changes to the management team shall be subject to Commission's prior review and approval.
- 12.40 Operator shall provide additional parking related services as requested by Commission.
- 12.41 Operator shall distribute Airport employee parking permits and maintain a database associated with the Airport's employee parking.
- 12.42 Operator shall provide adequate information technologies to accommodate telecommunications, internet and credit card processing charges.
- 12.43 Operator shall provide the Commission, upon request, facility utilization data in a format approved by Commission.

### **ARTICLE 13**

### **PARKING RATES**

The following Parking Rates shall be in effect upon Contract execution.

Long Term/Credit Card Lots	Short Term Lot
0 — 30 Minutes Free	0 — 30 Minutes Free
Each add '1 Hour \$1.00	Each add '1 30 minutes- \$1.00
Daily Max \$10.00	Daily Max \$12.00

These Parking Rates shall remain in effect until authorized and changed only upon approval of the Commission.

## **ARTICLE 14**

### **TRANSITION**

The Operator shall cooperate with the Commission in achieving an effective and efficient transition of the operation of the Premises at the termination of this Contract. Failure to comply with this paragraph is considered damaging to the Commission.

## **ARTICLE 15**

### **LOSS CONTROL AND SAFETY**

15.1 Precaution shall be exercised at all times by the Operator for the protection of all persons, including employees, and property. The Operator shall make special effort to detect hazards and shall take prompt action where loss control/safety measures should reasonably be expected. Operator shall be responsible for ensuring that its employees, agents, servants and subcontractors comply with all safety-related ordinances, rules and procedures governing the Airport. Contract

15.2 Operator and its personnel shall adhere to all Rules and Regulations of the Airport, particularly with regard to safety and security matters. Airport Rules and Regulations may be found at <http://www.flyags.com/Resources/1316.pdf>.

## **ARTICLE 16**

### **FIDELITY BOND**

16.1 The Operator agrees to obtain and maintain during the term of this Contract a Fidelity Bond in an amount not less than Two Hundred Fifty Thousand Dollars (\$250,000) guaranteeing the faithful performance of the General Manager, Assistant Manager, Supervisors and employees handling or responsible for the handling of daily gross receipts. The Fidelity Bond shall be in a form and drawn on a surety acceptable to the Commission.

16.2 Operator shall report to Commission within twenty-four (24) hours after Operator becomes aware of any possible theft by employee(s) or any allegation of employee dishonesty.

## **ARTICLE 17**

### **INSURANCE AND INDEMNIFICATION**

17.1 Operator shall provide and maintain, at its own expense which is not reimbursable, the following types and amounts of insurance, during the term of this Contract: Comprehensive General (Public) Liability to include (but not limited to) the

following: Combined Single Limit for Bodily Injury and Property Damage:

\$3,000,000

a) Premises/operations

- b) Independent contractor
- c) Personal injury liability
- d) Contractual liability (insuring Indemnity provision within this contract) the above \$3,000,000 public liability and property damage shall be primary coverage.

Any expense for deductible loss sustained by the Operator where such insurance policy includes a deductible limit approved by the Commission is reimbursable.

The procuring of such policies of insurance shall not be construed to be a limitation upon Operator's liability or as a full performance on its part of the indemnification provisions of the Contract. Operator's obligations to the Commission are, notwithstanding said policy of insurance, for the full and total amount of any damage, injury or loss as provided under the terms of the Contract.

- 17.2 Prior to the Contract effective date, Operator shall furnish to Commission certificates or copies of the Policies, plainly and clearly evidencing required insurance and thereafter new certificates prior to the expiration date of any prior certificate. Operator understands that it is its sole responsibility to provide this necessary information and that failure to comply timely with the requirements of this Article shall be a cause for termination of this Contract, under the provisions of the termination clause.
- 17.3 Insurance required herein shall be issued by a company or companies of sound and adequate financial responsibility and authorized to do business in the State of Georgia. All policies shall be subject to examination and approval by the Commission for their adequacy as to form, content, form of protection, and providing company.
- 17.4 Insurance required by this Contract for the Commission, as additional insured shall be primary insurance and not contributing with any other insurance available to Commission, under any third party liability policy.
- 17.5 Operator further agrees that with respect to the above-required insurance, the Commission shall:
- a. Be named as additional insured/or an insured, as its interest may appear or be provided with a waiver of subrogation.
  - b. Be provided with thirty (30) days advance notice, in writing, of or material change.
- If either requirement under subsection a. or b. requires the payment of additional premium by Operator it may present such information to the Commission for its reconsideration. Commission will not be responsible for any of Operator's insurance costs.

- 17.6 The Commission shall stand indemnified by the Operator as provided herein. It is expressly understood and agreed by and between the parties that the Operator is and shall be deemed to be an independent contractor responsible to all persons for its respective acts or omissions, and the Commission shall in no way be responsible therefor.
- 17.7 Operator shall indemnify, defend, save and hold harmless Augusta, Georgia, the Commission, their officers, directors, agents, and employees from any and all claims, liabilities, damages, losses, suits, fines, penalties, demands and expenses, including costs of suit and attorney fees, which any or all of them may hereafter incur, be responsible for, or pay out as a result of bodily injury (including death) to any person or damage to any property or person, arising out of the Premises or any acts or omissions of the Operator, its agents, guests, invitees, employees, or contractors in connection with the Operator's use of the Premises or its operations at the Airport, except to the extent caused by the sole gross negligence or willful misconduct of the Commission or its officers, directors, agents or employees. Contract
- 17.8 Upon the filing with the Commission of a claim for damages arising out of incidents for which Operator herein agrees to indemnify, defend, save and hold harmless Augusta, Georgia, the Commission shall notify the Operator of such claim. Any final judgment rendered against Augusta Georgia for any cause for which the Operator is liable hereunder shall be conclusive against the Operator as to liability and amount, provided the Commission has notified the Operator of such claim as provided above.
- 17.9 Notwithstanding anything to the contrary in this Contract, in no event will either party or any of its shareholders, members, officers, directors, employees or personnel be liable for any liability or claim for punitive, special, exemplary, liquidated, indirect, or consequential damages or for loss of profits or business.
- 17.10

## **ARTICLE 18**

### **INDEPENDENT CONTRACTOR**

The Operator act at all times as an Independent Contractor and shall retain control over its employees, agents, servants and subcontractors, as well as, control over its invitees, patrons and activities on and about the Premises and the manner in which such activities shall be undertaken and to that end, the Operator shall not be deemed to be an agent of the Commission.

## **ARTICLE 19**

### **TERMINATION**

- 19.1 This Contract shall expire at the end of the full term hereof, and the Operator shall have no further duties with regard to the Premises.



- 19.2 The Commission may terminate this Contract upon ninety (90) days written notice to the Operator for any reason whatsoever at the sole discretion of the Commission with the understanding that all services being performed by the Operator under this Contract shall cease upon the date such notice becomes effective. The Commission shall upon invoice, pay for all service rendered to the date of termination as provided for herein.
- 19.3 The Commission shall have the right to terminate this Contract for a violation of the terms hereof, at any time after thirty (30) days notice, or such other time period as set forth in such notice, has been given to the Operator and unless corrective action has been taken or commenced within said thirty (30) day period and thereafter diligently completed.
- 19.4 The Commission shall have the right to terminate this Contract immediately upon or after any of the following:
- a) Assignment for Creditors: The Operator makes a general assignment for the benefit of creditors.
  - b) Bankruptcy: The Operator files a petition for relief as a debtor under any section or chapter of the Federal Bankruptcy Code, as amended from time to time.
  - c) Receivership: A receiver, trustee, or custodian is appointed for all or substantially all of the assets of the Operator in any proceeding brought by or against the Operator, or the Operator consents to or acquiesces in such appointment.
  - d) The Commission may terminate this Contract immediately if the Operator abandons and discontinues service within the Premises.
- 19.5 If this Contract is terminated, the Commission shall have the right to repossess the Premises in accordance with applicable law without prejudice to any other remedies available to the Commission for such default, absent such reentry.
- 19.6 The Operator may terminate this Contract upon thirty (30) days advance written notice, after any of the following:
- a) The issuance by any court of competent jurisdiction of an injunction in any way preventing or restraining the use of the Airport or any part thereof so as to substantially affect Operator's use of the Airport and the remaining in force of such injunction for a period of ninety (90) days or more, provided, however, that said court action is not due to any fault of Operator.
  - b) The inability of the Operator to use the Airport for a period of ninety (90) days or more because of the issuance of any order, rule or regulation by the Federal Aviation Administration, the United States Department of Transportation, or other governmental entity preventing Operator from operating into and from the Airport, provided, however, that such

inability or such order, rule or regulation is not due to any fault of Operator.

- c) The assumption by the United States Government or by any authorized agency thereof of the operation, control or use of the Airport and its facilities or of any substantial part(s) thereof, in such manner as substantially to exclude the Operator from the Airport or to prevent it from operating at the Airport, for a period of at least ninety (90) days.
- d) The substantial restriction of the Operator's ability to conduct its business at the Airport for a period of ninety (90) days or more because of the action of the Federal or State government or any agency or political subdivision thereof substantially restricting the operation of the Airport by the Commission.

- 19.7 Upon expiration of the term, or upon termination of this Contract, the Operator shall peacefully surrender and vacate the Premises in as good condition as when the term of this Contract commenced, excepting ordinary wear and tear. The Operator and the Commission agree that all improvements placed on the Premises shall be and remain the Commission's property upon the expiration of the term or upon the termination of this Contract. Personal property of the Operator shall be removed at the Operator's expense, within ten (10) days of the expiration, or termination of this Contract. If Operator fails to remove its personal property within said ten (10) day period, the Commission may remove the property and store it, all at the expense of the Operator.

## **ARTICLE 20**

### **SUBORDINATION**

This Contract shall be subject and subordinate to all the terms and conditions of any instrument and documents under which the Commission acquired the land or improvements thereon, of which said Premises are a part, and shall be given only such effect as will not conflict with nor be inconsistent with such terms and conditions. Operator understands and agrees that this Contract shall be subordinate to the provisions of any existing or future agreement between Commission and the United States of America, or any of its agencies, relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal funds for the development of the Airport.

## **ARTICLE 21**

### **SUSPENSION OF SERVICES**

- 21.1 The Commission may, by written notice, direct Operator to suspend performance on all or any part of the services for such period of time as may be determined by Commission to be necessary or desirable for its convenience. If such suspension causes additional expense to Operator in performance, and is not due to fault or negligence of Operator, the Contract may be adjusted, and the adjustment must be supported by appropriate

documentation asserted promptly after Operator has been notified to suspend performance.

- 21.2 In the event that all or any part of the parking facilities shall remain closed or their use substantially restricted for a twenty-four (24) hour period because Operator, for any reason, is unable to provide the personnel necessary to maintain normal operations, Commission shall have the right to take over the duties of Operator, using its own employees or others.

## **ARTICLE 22**

### **ASSIGNMENT AND SUBCONTRACTING**

- 22.1 The Operator agrees that it will not sell, convey, transfer, mortgage, subcontract, sublease or assign this Contract or any part thereof, or any rights created thereby, without the prior written consent of the Commission, it being the intention of the Commission to grant this Contract individually to the Operator.
- 22.2 Any assignment or transfer of this Contract or any rights of the Operator hereunder, without the prior written consent of the Commission is invalid, and shall convey to the Commission the right to terminate this Contract at its sole discretion.

## **ARTICLE 23**

### **NON-DISCRIMINATION**

- 23.1 Compliance with Title VI of the Civil Rights Act of 1964, 49 CFR 21.

23.1.1 The Operator, for itself, its personal representatives, successors in interest and assigns, as a part of the consideration hereof, does hereby covenant and agree that if improvements are constructed, maintained, or otherwise operated on the said property described in this Contract for a purpose for which a United States Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the Operator shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to 49 CFR PART 21, Non-discrimination in Federally Assisted Programs of the Department of Transportation, and as said Regulations may be amended.

23.1.2 The Operator does hereby covenant and agree that:

- a) No person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in the use of said facilities.
- b) In construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race,

color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subject to discrimination, in the provision of such construction or services.

- c) The Operator shall operate the Premises in compliance with all other requirements imposed by or pursuant to 49 CFR Part 21, Non-discrimination in Federally Assisted Programs of the Department of Transportation and as said Regulations may be amended.

23.1.3 The Operator shall include the provisions of paragraph B (i) - (iii) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The Operator shall take such action with respect to any subcontract or procurement as the Commission or the FAA may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided, however, that if the Operator becomes involved in, or is threatened with litigation with a subcontractor or supplier as a result of such direction, the Operator may request the Commission to enter into such litigation to protect the interests of the Commission and, in addition, the Operator may request the United States to enter into such litigation to protect the interests of the United States.

23.2 Compliance with Section 250 of the Airport and Airway Improvement Act of 1982, 14 CFR 152, Subpart E The Operator shall assure that no person is excluded from participating in, denied the benefits of, or is otherwise subjected to discrimination in the conduct of its activities, on the grounds of race, creed, color, national origin or sex, and shall comply with the requirements of 14 CFR 152 Subpart E to the extent that such requirements are applicable to the Operator's activities at the Airport.

### 23.3 Compliance with the Contract.

The Operator agrees that it shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or any matter related-to employment because of such employee's or applicant's race, color, religion, national origin, ancestry, age or sex, except where a requirement as to age or sex is based on a bona fide occupational qualification.

### 23.4 Cooperation with Enforcement Procedures.

The Operator further agrees to comply with such enforcement procedures as the United States might demand that the Commission take in order to comply with its Sponsor's Assurances to the United States.

## **ARTICLE 24**

### **GENERAL PROVISIONS**

- 24.1 The Commission reserves the right to further develop or improve the Airport as it sees fit.
- 24.2 The Commission reserves the right to maintain and keep in repair the landing area and all publicly owned facilities of the Airport, together with the right to direct and control all activities of the Operator in this regard.
- 24.3 During a time of war or national emergency, the Commission shall have the right to lease the landing area or any part of the Airport to the United States Government for military or naval use, and, if such lease is executed, the provisions of this Contract, insofar as they are inconsistent with the provisions of the lease to the United States Government, shall be suspended.
- 24.4 The Commission reserves the right to take any action it considers necessary to protect the aerial approaches of the Airport against obstruction, together with, the right to prevent the Operator from erecting, or permitting to be erected, any building or any other structure on, or adjacent to, the Airport, which, in the opinion of the Commission, would limit the usefulness of the Airport or constitute a hazard to aircraft, as determined by the appropriate state or federal law, rules and regulations including, but not limited to 14 CFR Part 77.
- 24.5 Use Nonexclusive: This Contract shall be nonexclusive and subordinate to the provisions of any existing or future agreements between the Commission and the United States, relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal funds for the development of the Airport.
- 24.6 The Operator agrees to abide by all Federal, State and local laws, ordinances, rules and regulations which may be applicable to its operation under this Contract and to abide by the ordinances, rules and regulations of the Commission which may from time to time be formulated by the Commission in regard to the management, operation or use of the Airport.
- 24.7 Cumulative Remedies: Each of the rights and remedies provided by this Contract shall be cumulative and shall not be exclusive of any other rights or remedies provided by this Contract or allowed by law.
- 24.8 Waivers: Failure by the Commission to insist upon the strict performance by the Operator of any of the terms herein contained shall not constitute a waiver of the Commission's right to thereafter enforce any such term, but the same shall continue in full force and effect. The exercise of any right to terminate arising under this Contract shall not operate to deprive the Commission of any co-existing right to seek damages or other remedies arising from the default of the Operator.

- 24.9 The acceptance of rents or fees or the continued performance by the Commission of its obligations under this Contract after a default by the Operator in its performance of any of Operator's obligations under this Contract shall not be deemed a waiver of the Commission's right to terminate this Contract for such default.
- 24.10 The Operator shall not use, or permit the use of, the Premises or any part thereof, for any purpose or uses other than those authorized by this Contract.
- 24.11 Choice of law and venue: This Contract shall be performable and enforceable in the Superior Court of Richmond County, Georgia, and shall be construed in accordance with the laws of the State of Georgia. Operator by execution of this Contract specifically consents to jurisdiction and venue in the Superior Court of Richmond County and waives any right to contest same.
- 24.12 This Contract is made for the sole and exclusive benefit of the Commission and the Operator, their successors and assigns, and is not made for the benefit of any third party.
- 24.13 In the event of any ambiguity in any of the terms of this Contract, it shall not be construed for or against any party hereto on the basis that such party did or did not author the same.
- 24.14 All covenants, stipulations and agreements in this Contract shall extend to and bind each party hereto, its legal representatives, successors and assigns.
- 24.15 The titles of the several articles of this Contract are inserted herein for convenience only, and are not intended and shall not be construed to affect in any manner the terms hereof, or the interpretation or construction thereof.
- 24.16 Nothing herein contained shall create or be construed to create a co-partnership between the Commission and Operator or to constitute the Operator an agent of the Commission. The Commission and Operator each expressly disclaim the existence of such a relationship between them.
- 24.17 Invalid Provisions: If any covenant, condition or provision contained in this Contract is held to be invalid by any Court of competent jurisdiction, the invalidity of any such covenant, condition or provision shall in no way affect any other covenants, conditions or provisions contained in this Contract; provided, that the validity of such covenant, condition or provision does not materially prejudice either the Commission or Operator in its respective rights and obligations contained in the valid covenants, conditions or provisions of this Contract.
- 24.18 Interpretation of Contract: Nothing in this Contract shall be construed or interpreted in any manner whatsoever as limiting, relinquishing or waiving any right of ownership enjoyed by the Commission in the Airport property, or in any manner waiving or limiting the Commission's control over the management, operation, or maintenance of the Airport property, except as specifically provided for in this Contract, or in any manner impairing the right of the Commission.

- 24.19 Force Majeure. Neither the Commission nor Operator shall be deemed to be in violation of this Contract for reason of failure to perform any of its obligations hereunder, by reason of strikes, boycotts, labor disputes, embargoes, shortages of materials, acts of God., acts of the public enemy, flight restrictions, weather conditions, riots, rebellion, accidents, sabotage or any other events, conditions or circumstances for which it is not responsible, and/or which are not within its control.
- 24.20 Conflict of Interest: The Operator agrees that, upon signing of this Contract or within five (5) days after the acquisition of any interest herein described during the term of this Contract, the Operator shall disclose in writing to the Commission whether any Commission Member or Officer or employee of the Commission has or hereafter acquires any direct, indirect, legal or beneficial interest in the Operator or in any contract, lease or agreement between the Commission and the Operator, or in any franchise, concession, right or privilege of any nature herein or otherwise granted by the Commission to the Operator.
- 24.21 Notices: Notices to the parties shall be deemed sufficient if in writing and mailed, postage prepaid, address to:

The Commission:

Augusta Regional Airport  
1501 Aviation Way  
Augusta, GA 30906-  
9600 ATTN:  
Executive Director

With a Copy to:  
General Counsel  
535 Telfair St., Building 3000  
Augusta, GA 30901

Operator:  
Republic Parking System, LLC

ATTN: Legal Department

233 Peachtree Street NE

Haris Tower, Suite 2600

Atlanta, GA 30303

With a copy via email to:

legalnotices@reefparking.com

**ARTICLE 25**  
**ENTIRE AGREEMENT**

This Contract consists of Articles 1 to 25 inclusive and all Exhibits attached hereto. This Contract represents the entire and integrated agreement between the Commission and Operator superseding all prior negotiations, representations or agreements, either written or oral. This Contract may be amended only by written instrument signed by both the Commission and Operator.



**AUGUSTA AVIATION COMMISSION    REPUBLIC PARKING SYSTEM, INC.**

\_\_\_\_\_  
Dan Troutman, Chairman

ATTEST:

\_\_\_\_\_  
Dereena Harris, Clerk

ATTEST:

\_\_\_\_\_  
Herbert Judon, Director

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018

By: \_\_\_\_\_

AUGUSTA, GEORGIA

\_\_\_\_\_  
Garnett L. Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Lena Bonner, Clerk

**EXHIBIT A**  
**ORGANIZATIONAL INFORMATION**

**HIBIT B**

**REQUIRED FORMS**





**EXHIBIT D**  
**REVENUE CONTROLS**



**EXHIBIT E**  
**CUSTOMER RELATIONS/MARKETING**





**EXHIBIT F**  
**MARKETING PLAN**

**EXHIBIT G  
ANNUAL BUDGET**



**EXHIBIT H  
COST PROPOSAL**



## Request for Proposals

Request for Proposals will be received at this office until **Wednesday, November 8, 2023 @ 3:00 p.m.** via ZOOM Meeting ID: **818 1613 7475**; Passcode: **085896** for furnishing:

### RFP Item #24-175      Parking Management for Augusta, GA – Augusta Regional Airport

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 Monday, October 23, 2023 @ 10:00 a.m. Via Zoom Meeting ID: 861 5372 9840; Passcode: 514590. An optional site visit will be held on Tuesday, October 24, 2023. Please contact Diane Jonston at (709 796-4002 for details.**

**All questions must be submitted in writing by fax to 706 821-2811 or by email to [procbidandcontract@augustaga.gov](mailto:procbidandcontract@augustaga.gov) to the office of the Procurement Department by Wednesday, October 25, 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 **90** days after bids have been opened, pending the execution of contract with the successful bidder(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 the 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](mailto:procbidandcontract@augustaga.gov)**

GERI A. SAMS, Procurement Director

Publish:

Augusta Chronicle      September 28, 2023 and October 5, 12, 19, 2023  
Metro Courier      September 28, 2023

Revised: 3/22/21




**RFP Item #24-175 Parking Management for Augusta, GA**  
**Augusta Regional Airport**  
**RFP Due: Wednesday, November 8, 2023 @ 3:00 p.m.**

Total Number Specifications Mailed Out: 11  
Total Number Specifications Download (Demandstar): 15  
Total Electronic Notifications (Demandstar): 305  
Georgia Procurement Registry: 1166  
Total packages submitted: 5  
Total Noncompliant: 0

VENDORS	Attachment "B"	E-Verify #	Save Form	Addendum 1	Original 1	Copies 7	Fee Proposal
Laz Parking Georgia, LLC 3575 Piedmont Rd. N.E. Ste 375 Atlanta, GA 30305	Yes	472673	Yes	Yes	Yes	Yes	Yes
MARPCO Auto Parks, Ltd. 488 White Spruce Blvd. Rochester, NY 14623	Yes	840339	Yes	Yes	Yes	Yes	Yes
Republic Parking 611 Chestnut Street, Ste. 150 Chattanooga, TN 37450	Yes	2076546	Yes	Yes	Yes	Yes	Yes
Parking Concepts, Inc. 12 Mauchly Blvd., Bldg. 1 Irvine, CA 92618	Yes	1376387	Yes	Yes	Yes	Yes	Yes
SP + Airport Services 16200 Brookpark Rd., 2nd Floor Cleveland, OH 44135	Yes	1231637	Yes	Yes	Yes	Yes	Yes



<div><div></div><div><div>RFP Item #24-175 Parking Management for Augusta, GA</div><div>Augusta Regional Airport</div><div>RFP Due: Wednesday, November 8, 2023 @ 3:00 p.m.</div><div>Evaluation Date: Monday, Novembrt 20, 2023 @ 3:00 p.m. via ZOOM</div></div></div>																								
Vendors			Laz Parking Georgia, LLC 3575 Piedmont Rd. N.E. Ste 375 Atlanta, GA 30305		MARPCO Auto Parks, Ltd. 488 White Spruce Blvd. Rochester, NY 14623		Republic Parking 611 Chestnut Street, Ste. 150 Chattanooga, TN 37450		Parking Concepts, Inc. 12 Mauchly Blvd., Bldg. 1 Irvine, CA 92618		SP + Airport Services 16200 Brookpark Rd., 2nd Floor Cleveland, OH 44135				Laz Parking Georgia, LLC 3575 Piedmont Rd. N.E. Ste 375 Atlanta, GA 30305		MARPCO Auto Parks, Ltd. 488 White Spruce Blvd. Rochester, NY 14623		Republic Parking 611 Chestnut Street, Ste. 150 Chattanooga, TN 37450		Parking Concepts, Inc. 12 Mauchly Blvd., Bldg. 1 Irvine, CA 92618		SP + Airport Services 16200 Brookpark Rd., 2nd Floor Cleveland, OH 44135	
Phase 1			Ranking of 0-5 (Enter a number value between 0 and 5)																					
Evaluation Criteria		Ranking	Points	Scale 0 (Low) to 5 (High)										Weighted Scores										
1. Completeness of Response • Package submitted by the deadline • Package is complete (includes requested information as required per this solicitation) • Attachment B is complete, signed and notarized		N/A	Pass/Fail	PASS	PASS	PASS	PASS	PASS						PASS	PASS	PASS	PASS	PASS						
2. Qualifications & Experience		(0-5)	20	5.0	3.3	5.0	2.3	4.5						100.0	65.0	100.0	45.0	90.0						
3. Organization & Approach		(0-5)	15	3.8	3.8	5.0	3.5	4.5						56.3	56.3	75.0	52.5	67.5						
Scope of Services (40 points) Scope of Services: Provide supporting documentation of your ability, capacity, and skills to perform the contract or provide the services required in Section II Scope of Services and Section III Proposal Requirements to also include the following: • Past service record at other locations similar in size and scope to the Airport. • Concept and operational plans. • Quality of performance on previous contracts. • Willingness to purchase equipment at Proponents cost for the Airport.		(0-5)	25	4.0	4.5	5.0	4.0	4.5						100.0	112.5	125.0	100.0	112.5						
5. References		(0-5)	5	5.0	4.0	5.0	4.5	5.0						25.0	20.0	25.0	22.5	25.0						
6. Financial Stability		(0-5)	10	5.0	4.0	5.0	5.0	5.0						50.0	40.0	50.0	50.0	50.0						
Phase 1 Total - (Total Maximum Ranking 25 - Maximum Weighted Total Possible 375)				22.8	19.5	25.0	19.3	23.5						331.3	293.8	375.0	270.0	345.0						
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											0.0	0.0	0.0	0.0	0.0						
9. Q&A Response to Panel Questions		(0-5)	5											0.0	0.0	0.0	0.0	0.0						
10. Cost/Fee Proposal Consideration (only choose 1 line according to dollar value of the proposal in relation to all fee proposals - enter the point value for the one line only)												Cost/Fee Proposal Consideration												
Lowest Fees		5	10			5.0							0.0	0.0	50.0	0.0	0.0							
Second		5	6							5.0			0.0	0.0	0.0	0.0	0.0	30.0						
Third		5	4	5.0									20.0	0.0	0.0	0.0	0.0	0.0						
Forth		5	2		5.0								0.0	10.0	0.0	0.0	0.0	0.0						
Fifth		5	1										0.0	0.0	0.0	0.0	0.0	0.0						
Total Phase 2 - (Total Maximum Ranking 15 - Maximum Weighted Total Possible 125)				5.0	5.0	5.0	0.0	5.0					20.0	10.0	50.0	0.0	30.0							
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 525)				27.8	24.5	30.0	19.3	28.5					351.3	303.8	425.0	270.0	375.0							
Internal Use Only																								
Evaluator: Cumulative      Date: 11/20/23																								
Procurement DepartmentRepresentative:_____Nancy Williams_____																								
Procurement Department Completion Date: 11/20/23																								



Phone: (706) 798-3236 Fax: (706) 798-1551

1501 Aviation Way  
Augusta, Georgia • 30906

January 18, 2024

Ms. Geri Sams  
Director of Procurement  
Augusta Richmond County  
530 Greene Street  
Augusta, GA 30901

RE: Letter of Recommendation – Parking Management Services RFP 24-175

Dear Ms. Sams:

Augusta Regional Airport recommends awarding proposal #24-175 Parking Management Services to Republic Parking. If you have questions please reach out to me at 706 796-4040 or through my email at [hjudon@augustaga.gov](mailto:hjudon@augustaga.gov).

Respectfully,

A handwritten signature in black ink that reads 'Herbert L. Judon Jr.'.

Herbert Judon, Jr., AAE, IAP  
Executive Director

**Republic Parking Systems**  
633 Chestnut Street  
Suite 2000 Republic Center  
Chattanooga TN 37450

**SP+ Corporate Office**  
200 E. Randolph Street  
Suite 7700  
Chicago IL 60601

**ProPark America**  
One Union Place  
Hartford CT 06103

**Laz Parking**  
15 Lewis Street  
Hartford CT 06103

**PMAC, LLC dba IParking Company  
of America (PCA)**  
3165 Garfield Avdw.  
Los Angeles, CA 90040

**Parking Company of America**  
Corporate Headquarters  
523 West 6<sup>th</sup> Street, Suite 528  
Los Angeles CA 90014

**LAZ Parking**  
11035 Lavender Hill, Suite 160  
LAS VEGAS, NV 89135

**SP+**  
1301 E. 9TH Street  
Cleveland, OH 44114

**ABM Parking Services**  
701 Commerce Street  
Suite 605  
Dallas TX 75202

**Kelly Redfern**  
SP+ Airport Services  
16200 Brookpark Road, 2nd Floor  
Cleveland, Ohio 44135

**HERBERT JUDON, JR,**  
AUGUSTA REGIONAL AIRPORT

**DIANE JOHNSTON**  
AUGUSTA REGIONAL AIRPORT

**Phyllis Johnson**  
COMPLIANCE DEPARTMENT

**RFP ITEM 24-175**  
**PARKING MANAGEMENT SERVICES**  
**FOR AUGUSTA REGIONAL AIRPORT**  
**MAILED: SEPTEMBER 26, 2024**

**BID ITEM 24-175**  
**PARKING MANAGEMENT SERVICES**  
**FOR AUGUSTA REGIONAL AIRPORT**  
**BID DUE: WED, 9/8/23 @ 3:00 P.M.**

Pg 1 of 1

*(Signature)*

*(Signature)*

*(Signature)*

**Tywanna Scott**

**From:** bidnotice.donotreply@doas.ga.gov  
**Sent:** Friday, September 29, 2023 5:20 PM  
**To:** Tywanna Scott  
**Subject:** [EXTERNAL] Confirmation of the Event Batch Email process - PE-72155-NONST-2024-000000007

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-2024-000000007  
**Event Title:** 24-175 Parking Lot Management  
**Event Type:** Non-State Agency

**Process Log**

2023/09/29 17:13:20 : Log starts for - 1716951 - EVENT\_RELEASE\_TO\_SUPL  
 2023/09/29 17:13:24 : Email Process Log for the Event#: PE-72155-NONST-2024-000000007  
 2023/09/29 17:13:24 : Email Batch# 2309291451  
 2023/09/29 17:13:24 : Notification Type: EVENT\_RELEASE\_TO\_SUPL  
 2023/09/29 17:15:02 : Bad Email not sent to pccannady of CONTINENTAL CONSTRUCTION COMPANY INC  
 2023/09/29 17:15:02 : Bad Email not sent to rhorton of CONTINENTAL CONSTRUCTION COMPANY INC  
 2023/09/29 17:18:13 : Bad Email not sent to Mike.chamison@oneatlas.com. of ATLAS TECHNICAL CONSULTANTS LLC  
 2023/09/29 17:18:22 : Bad Email not sent to D&D95@BELLSOUTH.NET of D&D IMAGE MAINTENACE  
 SEALING&STRIPING  
 2023/09/29 17:20:13 : Total No of Contacts found for sending Email: 1166  
 2023/09/29 17:20:13 : No of Email(s) not sent due to Bad Email Address: 4

The sourcing event can be reviewed at: <https://ssl.doas.state.ga.us/gpr/eventDetails?eSourceNumber=PE-72155-NONST-2024-000000007&sourceSystemType=gpr20>

09/29/2023 05:20:13 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 (15)

Supplier 

Download Date

AAA Parking	10/05/2023
ABM Industries	10/02/2023
ABM Industry Groups	10/03/2023
Aparkate	10/05/2023
Cardinal Tracking	10/02/2023
ConstructConnect	10/27/2023
Dodge Data	09/30/2023
HZIP LLC	10/02/2023
Malor & Company Inc	11/05/2023
None	10/21/2023
Onvia, Inc. - Content Department	09/29/2023
Parking Systems Plus	10/04/2023
PCI Municipal Services	10/03/2023
Pivot Parking, LLC	10/12/2023
Refined Parking Solutions LLC	10/02/2023

[Add Supplier](#)

## Supplier Details

Supplier Name	AAA Parking
Contact Name	Miles Hamilton
Address	1100 Spring Street NW 800, Atlanta, GA 30309
Email	mhamilton@aaaparking.com

## **FYI: Process Regarding Request for Proposals**

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

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

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

### **Sec. 1-10-52. Sealed proposals.**

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

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

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

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

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

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



provide the services required;

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

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

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



## Public Services Committee

January 30, 2024

Update on the Newman Tennis Courts getting redone in 2024

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<b>Department:</b>	N/A
<b>Presenter:</b>	N/A
<b>Caption:</b>	Update on the Newman Tennis Courts getting redone in 2024. <b>(Requested by Commission Sean Frantom)</b>
<b>Background:</b>	N/A
<b>Analysis:</b>	N/A
<b>Financial Impact:</b>	N/A
<b>Alternatives:</b>	N/A
<b>Recommendation:</b>	N/A
<b>Funds are available in the following accounts:</b>	N/A
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A

**Lena Bonner**

---

**From:** Commissioner Sean Frantom  
**Sent:** Tuesday, January 9, 2024 10:27 AM  
**To:** Lena Bonner; Takiyah A. Douse; Maurice D. McDowell  
**Subject:** Agenda item for Public Seviles

Ms. Bonner,

Please add the following agenda item to Public Services-

Update on the Newman Tennis Courts getting redone in 2024.

Thanks,  
Sean

Get [Outlook for iOS](#)

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





## Public Services Committee Meeting

Meeting Date: January 30, 2024

Daniel Field - Project Engineering & Design of Pavement Rehabilitation

<b>Department:</b>	Daniel Field
<b>Presenter:</b>	Antony Wanjau / Becky Shealy
<b>Caption:</b>	Motion to approve design for pavement renovation, design for long term parking paving and project formulation for property exchange due diligence
<b>Background:</b>	<p>DESIGN FOR RUNWAY 11/29, TAXIWAY A, TAXIWAY C &amp; TOWER APRON PAVEMENT REHABILITATION ALONG WITH AIRFIELD PAVEMENT REMOVAL</p> <p>This project provides the engineering design and preparation of construction documents for pavement rehabilitation for the 11/29 crosswind runway, parallel taxiway A, midfield/infield taxiway C and the Tower Apron pavements on the north side of the airport., as well as removal of miscellaneous abandoned pavements around the airfield.</p> <p>DESIGN OF LONG-TERM PARKING LOT PAVING</p> <p>This project provides the engineering design and preparation of construction documents for paving the long-term parking lot with pervious pavement to improve drainage.</p> <p>PROJECT FORMULATION FOR PROPERTY EXCHANGE DUE DILIGENCE</p> <p>This project formulation is for assistance in the required due diligence studies with the Federal Aviation Administration (FAA) and Georgia Department of Transportation (GDOT) for a potential land exchange.</p>
<b>Analysis:</b>	<p>DESIGN FOR RUNWAY 11/29, TAXIWAY A, TAXIWAY C &amp; TOWER APRON PAVEMENT REHABILITATION ALONG WITH AIRFIELD PAVEMENT REMOVAL and DESIGN OF LONG-TERM PARKING LOT PAVING</p> <p>These projects will generally include the following pavement remediation for all pavements within the scope of work:</p> <ul style="list-style-type: none"> <li>• Geotechnical investigation</li> <li>• milling existing pavement,</li> </ul>

- crack sealing of the paved shoulders and exposed milled surfaces (with the exception of the runway which is anticipated to receive an overlay interlayer instead of crack sealing) to alleviate crack propagation, and
- overlaying a new asphalt wearing surface.
- paving the long-term parking lot with pervious pavements
- bidding assistance services

**Financial Impact:**

DESIGN FOR RUNWAY 11/29, TAXIWAY A, TAXIWAY C & TOWER  
APRON PAVEMENT REHABILITATION ALONG WITH AIRFIELD  
PAVEMENT REMOVAL

\$102,142.43 = GDOT Aviation Program (75%)

\$ 34,047.47 = TIA 2 (25%)

DESIGN OF LONG-TERM PARKING LOT PAVING

\$ 30,196.00 = TIA 2 (100%)

PROJECT FORMULATION FOR PROPERTY EXCHANGE DUE  
DILIGENCE

\$ 13,835.00 = TIA 2 (100%)

\$180, 220.90 = TOTAL AMOUNT

**Alternatives:**

The only alternative is no action, which is infeasible due to FAA safety and compliance rules. We must complete this airfield pavement project to ensure continued airport viability.

**Recommendation:**

The Daniel Field General Aviation Commission recommends approval of the design projects and due diligence study

**Funds are available in the following accounts:**

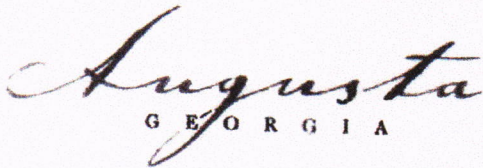
\$102,142.43 = GDOT GRANT    Org Key 552081211

\$ 78,078.47 = Daniel Field TIA 2 Org Key 372081132

**REVIEWED AND  
APPROVED BY:**

N/A





---

**Office of the Administrator**

Takiyah A. Douse  
Interim Administrator

August 15, 2023

Rebecca Shealy, Director  
Daniel Field Airport  
1775 Highland Avenue  
Augusta, GA 30904

Dear Ms. Shealy:

At their meeting held on Tuesday, August 15, 2023, the Augusta, Georgia Commission, acted on the following items:

17. Approved selection of Daniel Field Airport Consultant to MaesAwyr (RFQ #23-257) for Planning & Feasibility Study Services to be effective 8/21/2023. RFQ 23-257 (Approved by Public Services Committee August 8,

18. Approved selection of Daniel Field Airport Consultant to MaesAwyr (RFQ #23-256) for Engineering, Architectural & Construction Admin Services to be effective 8/21/2023. (Approved by Public Services Committee August 8, 2023)

19. Approved the Daniel Field Airport FY2024 Tentative Allocation of \$2,152,726 for FAA & GDOT funding & approve Mayor Johnson signing the acceptance of the TA (Approved by Public Services Committee August 8, 2023)

If you have any questions, please contact me.

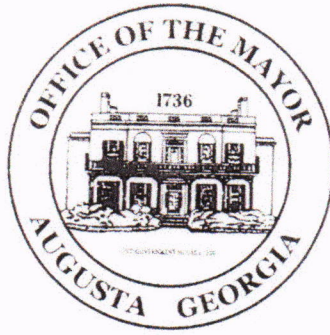
In Service,

A handwritten signature in dark ink, appearing to be "CJ", followed by a horizontal line.

Charles M. Jackson, Deputy Administrator

CJ/nd





August 25, 2023

Mr. Russell R. McMurry, P.E., Commissioner  
Georgia Department of Transportation  
600 W. Peachtree St., NW  
Atlanta, GA 30308

Attn: Colette E. Williams, A.A.E., Assistant Aviation Program Manager

Dear Commissioner McMurry:

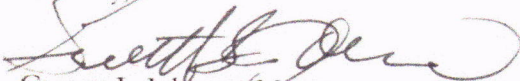
By copy of this letter, we confirm our intent to proceed with and fund design and construct Rwy 11/29, Twy D, and Apron Rehabilitation, and environmental assessment at Daniel Field.

1. In accordance with Department policy, we respectfully request state funding assistance in the amount of 75% of the state/local project and 50% of the eligible nonfederal share of the federal project.
2. Will meet the following project schedule to meet a contract date of

Project Activity	Date
Scope Submittal-EA and Design	September
GDOT Scope Response	September
Final Scope Submittal	September
GDOT Contract	October
Sponsor Execution	October
Bid Advertisement-Rwy, Twy, Apron	March
Bid Opening	April
Certified Bid Tab Submittal	April
GDOT Contract	May
Sponsor Execution	May

In addition, it is understood if the agreed upon scheduled contract date is not met the Department will consider moving the project to later in FY24 or consider deferring the project to the next fiscal year.

Sincerely,

  
Garnett L. Johnson, Mayor



# AUGUSTA, GEORGIA

## New Grant Proposal/Application

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

PR000447 DNL FIELD Design & Const for RW11/29 Rehab; Environ Assess RW23

Requesting grant funds for the Design and Rehabilitation of RW 11/29 (State Grant) and for the Environmental Assessment for Obstruction Mitigation for RW 23 (Federal Grant w/State match)

Daniel Field was awarded a TIA 2 grant. The local match will come from this fund.

Cash Match Source: TIA 2

EEO Required: Yes

EEO Notified: NO

Start Date: 08/31/2023

End Date: 01/31/2025

Submit Date: 07/26/2023

Department: 082

Daniel Field Cash Match? Y

Total Budgeted Amount: 2,152,726.00

Total Funding Agency:

1,664,544.00 Total Cash Match: 488,182.00

Sponsor: GM0004

Fed Aviation Adm

Sponsor Type: F

Federal

Purpose: 19

Airport improvement

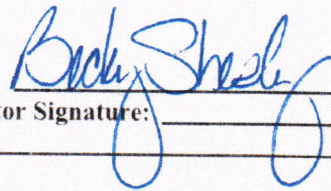
Flow Thru ID: GM0006 GDOT

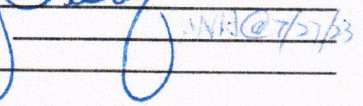
### Contacts

Type	ID	Name	Phone
I	GMI019	Shealy, Becky	(706)922-0408

### Approvals

Type	By	Date
FA	RSHEALY	07/26/2023

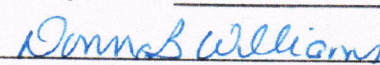
Dept. Signature: 

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

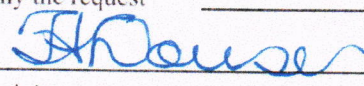
  
Finance Director

7-26-2023  
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

7/31/2023  
Date

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.



DANIEL FIELD AIRPORT  
AUGUSTA, GA

EXHIBIT B

SUMMARY OF CONSTRUCTION ITEMS - LIMITED PARTICIPATION

GDOT PROJECT NUMBER: AP024-9000-69(245) Richmond  
PID - T008671

Engineering Design Services for Runway 11-29, Taxiway A, Taxiway C, and Apron Pavement Rehabilitation; and Miscellaneous Airfield Pavement Removal

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL	%	FEDERAL FUNDS	%	STATE FUNDS
Part 1 State Funds FY24									
	LIMITED PARTICIPATION PROJECT. THE AMOUNT SHALL NOT EXCEED \$102,142.43 OR 75%, WHICHEVER IS LESS OF THE ACTUAL DESIGN COST OF \$136,189.90 AIRPORT DESIGN - LIMITED PARTICIPATION	136,189.90	EA	\$1.00	\$136,189.90	0%	\$0.00	75%	\$102,142.43
1	Total Part 1 State Funds FY24				\$136,189.90		\$0.00		\$102,142.43
	Total Project Cost				\$136,189.90		\$0.00		\$102,142.43

FAA Federal Grant # and FAIN #	Federal Award Date	Amount	Fund Source	Activity Code
State FY24	N/A	\$102,142.43	01235	AVIA
Total Maximum Obligation of State Funds this Contract: \$102,142.43				



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

December 29, 2023

Dr. Hameed Malik, P.E.  
Director of Engineering  
City of Augusta  
452 Walker St, Suite 110  
Augusta, Georgia 30901

SUBJECT: PI 0017623, Richmond County  
Daniel Field Airport – Airfield Improvements  
**Preliminary Engineering - Notice to Proceed**

Dr. Malik:

This is a Conditional Notice to Proceed (NTP) to perform work on the Preliminary Engineering and phase of the project per the TIA Agreement. The Preliminary Engineering activities authorized by this conditional Notice to Proceed are not to exceed \$80,000. A written Authorization to Advertise and a NTP are required from the Department or its Agent prior to beginning work on the Construction Phase of this project. Additionally, the County must provide all required certifications prior to receiving Authorization to Advertise. Any construction costs incurred on this project prior to receipt of NTP will not be reimbursable under this Agreement.

Should you have any questions, or need additional information, please contact Jeramy Durrence at 404-694-6545 or by email at [jdurrence@dot.ga.gov](mailto:jdurrence@dot.ga.gov).

Sincerely,

Kenneth Franks,  
State TIA Administrator

KKF:JPD

Cc: General Files  
Priti Patel, Office of Financial Management  
TIA Contracts

**Daniel Field Airport – Airfield Improvements  
PI 0017623, Richmond County  
TIA2 FY2024 Program**

**Local Project Delivery Request**

**Phase III – Engineering Design Services for Runway 11-29, Taxiway A, Taxiway C, And Tower Apron Pavement Rehabilitation; Miscellaneous Airfield Pavement Removal; And Long-Term Parking Lot Paving**

**Summary**

<b>Project Phase</b>	<b>Project Name</b>	<b>Estimated Project Dates</b>	<b>Design Cost</b>
Phase III Design + Bidding	Engineering Design Services for Runway 11-29, Taxiway A, Taxiway C, And Tower Apron Pavement Rehabilitation; Miscellaneous Airfield Pavement Removal; And Long-Term Parking Lot Paving	January – April 2024	\$78,079.84

**Scope Narrative**

*full scope and fee available upon request*

This project provides the engineering design and preparation of construction documents for pavement rehabilitation for the crosswind runway, Runway 11-29, parallel Taxiway A, midfield/infield Taxiway C, and the Tower Apron pavements on the north side of the airport, as well as the removal of miscellaneous abandoned pavements around the airfield and paving the long-term parking lot with pervious pavement to improve drainage. This project will generally include the following pavement remediation for all pavements within the scope of work:

- geotechnical investigation
- milling existing pavement
- crack sealing of the paved shoulders and exposed milled surfaces (with the exception of the runway which is anticipated to receive an overlay interlayer instead of crack sealing) to alleviate crack propagation
- overlaying a new asphalt wearing surface
- paving the long-term parking lot with pervious pavements
- removal of abandoned airfield pavements
- bidding assistance services

All projects will be completed in accordance with GDOT Aviation Programs guidance including GDOT Specifications and FAA Advisory Circulars, where required, and GDOT TIA Manual and guidance.

**Requested NTP date - December 31, 2023**

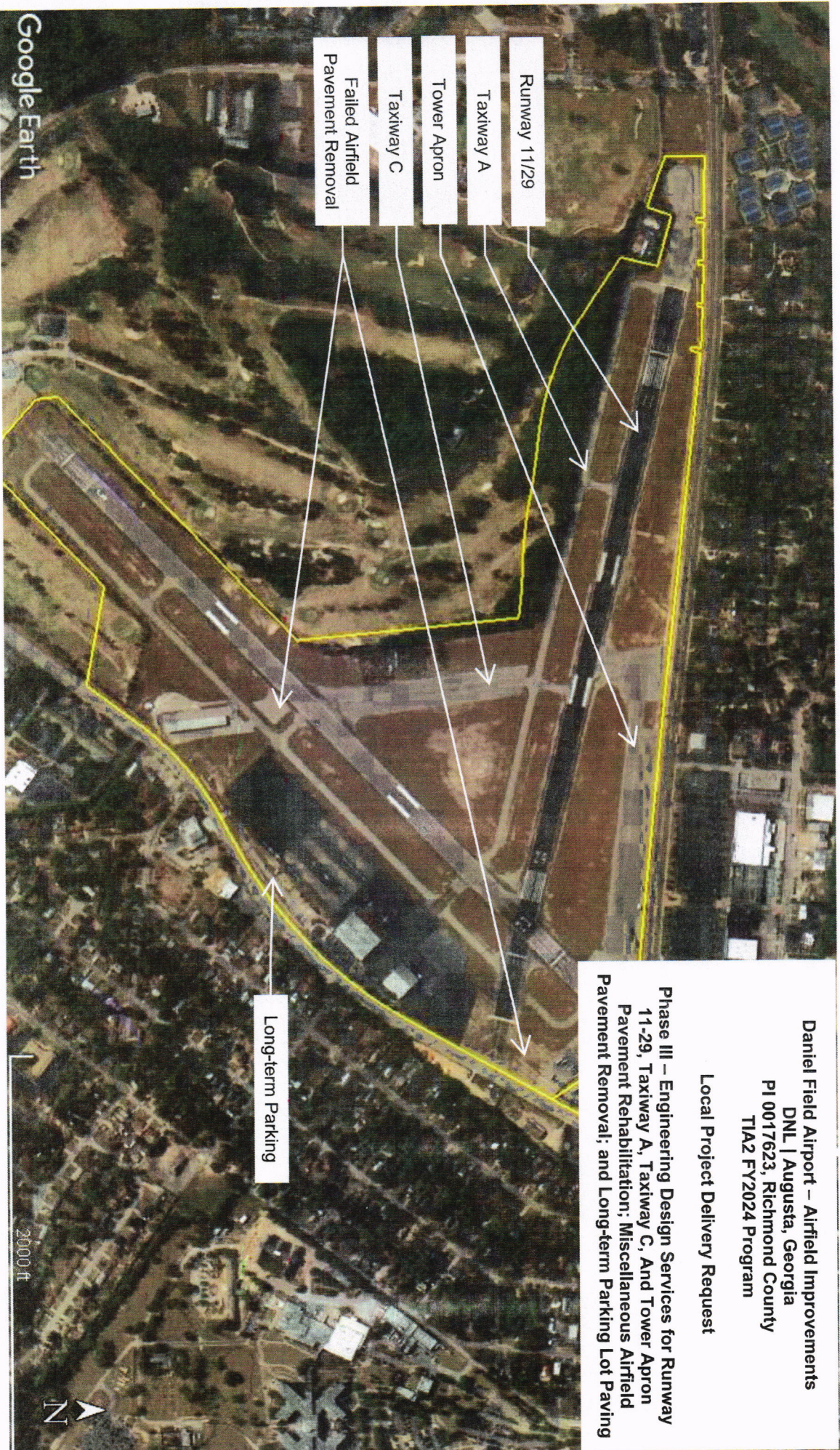
**Construction**

Phase IV Airfield Pavement Rehabilitation Construction will be requested once bids are received in April 2024 for requested NTP date of April-May 2024 and construction June-December 2024 – Estimated cost of \$700,000

### **Schedule**

We expect to conduct design and bidding services within 120 days and submit certified bid tabulations to GDOT no later than 30 April 2024 for construction NTP.







**TASK ORDER****OWNER:**

Augusta, Georgia  
General Aviation Commission – Daniel Field  
535 Telfair Street  
Augusta, Georgia 30901

706.733.1647

Contact: Becky Shealy, Airport Manager

**CONSULTANT:**

MaesAwyr, LLC  
1245 Buford Highway  
Suite 305  
Suwanee, Georgia 30024

770.262.1191

Contact: Amanda J. Hill, Principal

---

**PROJECT: Planning Task Order #P04 – Property Exchange – Due Diligence PROJECT FORMULATION ONLY**

---

**SCOPE:** The CONSULTANT will provide the OWNER planning services for the following project at Daniel Field Airport:

**PROPERTY EXCHANGE**

This project will be executed in two (2) phases, a due diligence phase and an execution phase, progressing only to the execution phase after successfully satisfying the due diligence requirements of FAA, GDOT – Aviation Programs and Daniel Field Airport (DNL) in full consensus. A project formulation scope is included in advance of the commencement of either of the due diligence phase and the execution phases.

- **PROJECT FORMULATION** – In preparation for the potential to further develop the Airport via the completion of a land exchange agreement to be conducted between parcels within the existing ownership of Augusta, Georgia, the Airport requires the performance of multiple due-diligence studies to qualify the project/land exchange with the Federal Aviation Administration (FAA) and Georgia Department of Transportation (GDOT) Aviation Program. This project task order will address the initial effort of this due diligence project in completing the project formulation for pending study requirements.

The completion of this Project Formulation Element will result in concurrent guidance from FAA and GDOT in determining and defining the full scope of these studies required to satisfy the requirements of both agencies and result in an affirmation of the Land Exchange moving forward.

The Due Diligence Phase conceives of the minimum tasks required to justify the property exchange while the Execution Phase addresses the practical business required to fully address the remaining FAA guidance on the Exchange of Airport Property up to and including the completion of the exchange itself and the submission of any final reporting documentation to conclude the exchange. The purpose of this division of effort is to define and reduce the at-risk effort in the early stages of developing the property exchange prospectus.

All work will be completed in accordance with USDOT Order 5100.38D, *Airport Improvement Program Handbook*.



**COSTS:** Lump sum amount of **\$13,773.42** in accordance with the *Master Agreement for Professional Airport Planning and Feasibility Studies Services* contract dated 21 August 2023, with Task Fee amount below (full scope expected to be approved by GDOT by Fall 2023):

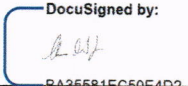
Element 1 – Project Formulation	\$13,773.42
<b>Total</b>	<b>\$13,773.42</b>

**SCHEDULE:** It is anticipated this Task Order will be complete by 31 March 2024.

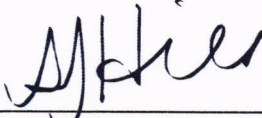
**AUTHORIZATION DATE:** 10/19/2023, 2023

Witness the hands and seals of the undersigned, effective on the Authorization Date set forth hereinabove.

**OWNER:**

By:    
DA36681EC60E4D2...  
David Fields, Chairman  
General Aviation Commission

**CONSULTANT:**

By:    
Amanda J Hill, Principal

[illegible]



## Public Services Committee Meeting

Meeting Date: January 30, 2024

Motion to accept a grant from the Georgia Recreation and Park Association

---

<b>Department:</b>	Parks and Recreation
<b>Presenter:</b>	Maurice McDowell
<b>Caption:</b>	Motion to accept a grant from the Georgia Recreation and Park Association for the execution of the "Coaching Boys into Men" program.
<b>Background:</b>	Augusta Parks and Recreation was awarded a grant from the Georgia Recreation and Park Association for the execution of the "Coaching Boys into Men" program, a preventative educational program to help youth build healthy relationship skills and avoid domestic violence. The Department has offered the program twice at the Bernie Ward Community Center and is eligible to receive the grant funds twice, for a total of \$10,000. The Augusta Commission during their regular meeting on November 11, 2022, accepted the initial \$5,000. This agenda item is for the acceptance of the second \$5,000.
<b>Analysis:</b>	As condition of the grant, funding is made available after the execution of the programs.
<b>Financial Impact:</b>	Augusta will receive \$5,000. No match required. Those funds are not bound to a specific utilization. The department will use the funds for program supplies and to increase programming.
<b>Alternatives:</b>	<ol style="list-style-type: none"> <li>1. To accept the grant funds.</li> <li>2. To move to no action.</li> </ol>
<b>Recommendation:</b>	<ol style="list-style-type: none"> <li>1. To accept the grant funds.</li> </ol>
<b>Funds are available in the following accounts:</b>	Funds will be set up in fund 220 once approved (220-06-1518).
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A

# AUGUSTA, GEORGIA

## New Grant Proposal/Application

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

PR000462    RECREATIO Coaching Boys into Men - GRPA Grant - 2nd Award 2022

Requesting grant funds offered by the Georgia Recreation & Park Association for the execution of the "Coaching Boys into Men" program. Staff has already executed the program and is eligible for the grant. The awarded funds are not bound to any requirements. No cash match is required. EEO required: No EEO Department notified: No

This is the second award for the execution of the coaching boys into men program. The first grant was submitted with proposal PR000372.

<b>Start Date:</b> 01/01/2023	<b>End Date:</b> 12/31/2024			
<b>Submit Date:</b> 09/27/2023	<b>Department:</b> 061	Recreation	<b>Cash Match?</b> N	
<b>Total Budgeted Amount:</b> 5,000.00	<b>Total Funding Agency:</b>	5,000.00	<b>Total Cash Match:</b> 0.00	

<b>Sponsor:</b> GM0036	Georgia Recreation and Parks Asso.
<b>Sponsor Type:</b> PVT	Private Entity
<b>Purpose:</b> 13	Community

**Flow Thru ID:**

### Contacts

Type	ID	Name	Phone
I	10215	RILES, JAMES D	0-
	23996	ROST, FRANK	(706)796-5030

### Approvals

Type	By	Date
FA	M. MCDOWELL	09/27/2023

**Dept. Signature:** *Aphanya Williams*

**Grant Coordinator Signature:** *WAE 9/27/2023*

- 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

<u><i>Dannos Williams</i></u>	<u><i>9-27-2023</i></u>
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

<u><i>[Signature]</i></u>	<u><i>9/28/23</i></u>
Administrator	Date

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.





## Program: Coaching Boys into Men

**Purpose: To build healthy relationship skills for youth  
\$5,000 per site with 15 total sites across the state**

### What's needed from sites/recreation agencies:

- Attend 1 training and complete pre-survey (3 hours)
- Submit schedule for when you're going to hold sessions
- Hold 12 sessions for youth (about 15 min each)
- Make sure youth complete 1 pre-survey before the sessions start (about 10 minutes)
- Make sure youth complete 1 post-survey after the sessions end (about 10 minutes)
- Participate in 3 check-in calls with DPH/GNESA (about 15 minutes each)
- Host 1 "half-time" or "fan day" activity, which includes spreading messages about what participants have learned (Time commitment varies by activity. Some past activities have included creating and displaying posters, making announcements during games, posting on social media, and sharing a story with local media)

### What GNESA/DPH will provide:

- Training
- Assistance with any questions you have along the way
- Links for all pre and post surveys
- \$5,000 in funding for sites that submit schedules, surveys, and documentation to show they completed the halftime/fan day activity
- This is funded through Cooperative Agreement NUF2CE002479 from the Centers for Disease Control and Prevention

### Frequently Asked Questions:

#### ***What's the minimum age for youth to participate?***

We recommend high-school aged youth.

#### ***How many youth need to participate to receive funding?***

We ask that a minimum of 5 youth participate throughout the sessions.

#### ***Is the program only for sports teams?***

The program was designed for sports teams and uses language like "coach" and "athlete". However, if you have a group of youth that have a strong purpose and a clear leader or mentor, the program can be used outside of sports teams.

#### ***Does it have to be the same group of youth for all 12 sessions?***

We recommend that you have the same group of youth for all 12 sessions. The sessions build upon each other and reiterate messages from previous sessions along the way.

#### ***Can female athletes participate?***

Yes, absolutely. The content of "Coaching Boys into Men" is geared toward males but lessons are applicable to all. If you have a group of females, you might want to consider using the "Athletes as Leaders" program instead of "Coaching Boys into Men". We can provide training and assistance

**Please register by March 21 by contacting: Sarah Wilkinson at [sarah.wilkinson@dph.ga.gov](mailto:sarah.wilkinson@dph.ga.gov) or 404-406-3210**

### Training information:

#### ***March 22 Training, 9am to 12pm***

Join on your computer or mobile app

Click here to join the meeting

Or call in (audio only)

+1 470-344-9228,,720656555# United States, Atlanta

Phone Conference ID: 720 656 555#



## Public Services Committee Meeting

Meeting Date: January 30, 2024

Motion to accept the 2023 grants from the Georgia Recreation and Park Association

---

<b>Department:</b>	Parks and Recreation
<b>Presenter:</b>	Maurice McDowell
<b>Caption:</b>	Motion to accept two grants of \$5,000 each from the Georgia Recreation and Park Association for the execution of the "Coaching Boys into Men" program.
<b>Background:</b>	Augusta Parks and Recreation was awarded two grants from the Georgia Recreation and Park Association for the execution of the "Coaching Boys into Men" program, a preventative educational program to help youth build healthy relationship skills and avoid domestic violence. The Department has offered the program at the Bernie Ward Community Center as well as the May Park Community Center and is now eligible to receive the grant funds, for a total of \$10,000.
<b>Analysis:</b>	As condition of the grant, funding is made available after the execution of the programs.
<b>Financial Impact:</b>	Augusta will receive \$10,000. No match required. Those funds are not bound to a specific utilization. The department will use the funds for program supplies and to increase programming.
<b>Alternatives:</b>	<ol style="list-style-type: none"> <li>1. To accept the grant funds.</li> <li>2. To move to no action.</li> </ol>
<b>Recommendation:</b>	<ol style="list-style-type: none"> <li>1. To accept the grant funds.</li> </ol>
<b>Funds are available in the following accounts:</b>	Funds will be set up in fund 220 once approved (220-06-1518).
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A

**Frank Rost**

---

**From:** Shelly Strickland <shelly@grpa.org>  
**Sent:** Monday, November 13, 2023 11:14 AM  
**To:** Sarah Merriweather; Steve Card  
**Cc:** Maurice D. McDowell; Brandi E. Robertson; Frank Rost  
**Subject:** RE: [EXTERNAL] Boys to Men Funding

**Got it.**

*Thank you.*

**Shelly Strickland**

**Office Manager**

Georgia Recreation & Park Association

1285 Parker Road

Conyers, GA 30094

Phone: 770.760.1403

Fax: 770.760.1550

[shelly@grpa.org](mailto:shelly@grpa.org)

[www.grpa.org](http://www.grpa.org)

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---

**From:** Sarah Merriweather <SMerriweather@augustaga.gov>

**Sent:** Monday, November 13, 2023 11:13 AM

**To:** Steve Card <scard@grpa.org>; Shelly Strickland <shelly@grpa.org>

**Cc:** Maurice D. McDowell <MMcDowell@augustaga.gov>; Brandi E. Robertson <BRobertson@augustaga.gov>; Frank Rost <FRost@augustaga.gov>

**Subject:** RE: [EXTERNAL] Boys to Men Funding

---

Greetings Shelly,

Please accept our address correction below:

2027 Lumpkin Road

Augusta, Ga 30906

Attn: Director Maurice McDowell

Kindest,

Sarah

Item 10.

Administrative Assistant  
Augusta Parks and Recreation  
(706) 842-2681



**From:** Steve Card <[scard@grpa.org](mailto:scard@grpa.org)>  
**Sent:** Monday, November 13, 2023 9:20 AM  
**To:** Maurice D. McDowell <[MMcDowell@augustaga.gov](mailto:MMcDowell@augustaga.gov)>  
**Cc:** Shelly Strickland <[shelly@grpa.org](mailto:shelly@grpa.org)>  
**Subject:** RE: [EXTERNAL] Boys to Men Funding

Thanks Maurice we will get the check out early this week to you.

**Steve Card, CPRP**  
**Executive Director**  
**Georgia Recreation and Park Association**  
**1285 Parker Road**  
**Conyers, GA 30094**  
**Office- 770-760-1403**  
**Cellular- 706-463-9656**  
**e-mail - [scard@grpa.org](mailto:scard@grpa.org)**  
**web - [www.grpa.org](http://www.grpa.org)**

***"Caring For Georgia's People and Parks"***

---

**From:** Maurice D. McDowell <[MMcDowell@augustaga.gov](mailto:MMcDowell@augustaga.gov)>  
**Sent:** Monday, November 13, 2023 9:12 AM  
**To:** Steve Card <[scard@grpa.org](mailto:scard@grpa.org)>  
**Cc:** Shelly Strickland <[shelly@grpa.org](mailto:shelly@grpa.org)>  
**Subject:** Re: [EXTERNAL] Boys to Men Funding

Please mail check to:

2027 Lampkin Road  
Augusta Ga 30906

Attn: Director Maurice McDowell

Thanks Steve



---

**From:** Steve Card <[scard@grpa.org](mailto:scard@grpa.org)>  
**Sent:** Monday, November 13, 2023 6:58:22 AM  
**To:** Maurice D. McDowell <[MMcDowell@augustaga.gov](mailto:MMcDowell@augustaga.gov)>  
**Cc:** Shelly Strickland <[shelly@grpa.org](mailto:shelly@grpa.org)>  
**Subject:** [EXTERNAL] Boys to Men Funding

Maurice,

Hope all is well. I want to thank you and congratulate you and your TEAM for participating in and completing 2 Boys to Men sites through the Department of Public Health (DPH). GRPA received (2) \$5,000 checks from DPH and we want to make sure that we get them to you promptly. They are for completion from Bernie Ward and May Park facilities. We wanted to make sure we get the unrestricted payment in the correct place so it can be utilized by your agency. How you like for us to get you the \$10,000? We can ACH your agency or we can send a check. If you would rather have a check please let us know a good address to send it to where it will be deposited in a timely manner so we do not have issues with the state.

Thanks again and we look forward to hearing from you.

**Steve Card, CPRP**  
**Executive Director**  
**Georgia Recreation and Park Association**  
**1285 Parker Road**  
**Conyers, GA 30094**  
**Office- 770-760-1403**  
**Cellular- 706-463-9656**  
**e-mail - [scard@grpa.org](mailto:scard@grpa.org)**  
**web - [www.grpa.org](http://www.grpa.org)**

***"Caring For Georgia's People and Parks"***

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AED:104.1



## Program: Coaching Boys into Men

**Purpose: To build healthy relationship skills for youth  
\$5,000 per site with 15 total sites across the state**

### What's needed from sites/recreation agencies:

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**Please register by March 21 by contacting: Sarah Wilkinson at [sarah.wilkinson@dph.ga.gov](mailto:sarah.wilkinson@dph.ga.gov) or 404-406-3210**

### Training information:

#### ***March 22 Training, 9am to 12pm***

Join on your computer or mobile app

Click here to join the meeting

Or call in (audio only)

+1 470-344-9228,,720656555# United States, Atlanta

Phone Conference ID: 720 656 555#

# AUGUSTA, GEORGIA

## New Grant Proposal/Application

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

PR000475 RECREATIO Coaching Boys into Men - GRPA Grant - Award 2023

Requesting grant funds offered by the Georgia Recreation & Park Association for the execution of the "Coaching Boys into Men" program. Staff has already executed the program and is eligible for the grant. The awarded funds are not bound to any requirements. No cash match is required. EEO required: No EEO Department notified: No

Start Date: 07/01/2023

End Date: 12/31/2024

Submit Date: 01/16/2024

Department: 061

Recreation

Cash Match?

N

Total Budgeted Amount: 10,000.00

Total Funding Agency:

10,000.00

Total Cash Match: 0.00

Sponsor: GM0036

Georgia Recreation and Parks Asso.

Sponsor Type: PVT

Private Entity

Purpose: 13

Community

Flow Thru ID:

### Contacts

Type	ID	Name	Phone
I	10215	RILES, JAMES D	0-
I	23996	ROST, FRANK	(706)796-5030

### Approvals

Type	By	Date
FA	M. MCDOWELL	01/16/2024

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

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.

User: FR18366 - Frank Rost

Page

Current Date: 01/16/2024

Report: GM1000\_PROPOSAL - GM1000: Grants Management: 1

Current Time: 13:00:45



## Public Services Committee

January 30, 2024

### Funds for Senior Program

---

<b>Department:</b>	N/A
<b>Presenter:</b>	N/A
<b>Caption:</b>	Discussion of funds for senior program. (Requested by Commissioners Bobby Williams and Francine Scott)
<b>Background:</b>	N/A
<b>Analysis:</b>	N/A
<b>Financial Impact:</b>	N/A
<b>Alternatives:</b>	N/A
<b>Recommendation:</b>	N/A
<b>Funds are available in the following accounts:</b>	N/A
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A

**Lena Bonner**

---

**From:** Natasha L. McFarley  
**Sent:** Wednesday, January 17, 2024 2:33 PM  
**To:** Lena Bonner  
**Subject:** Agenda Item Request\_ Public Services - January 30  
  
**Importance:** High

Commissioner Bobby Williams and Commissioner Francine Scott- discussion of funds for senior program.

---

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AED:104.1





## Public Services Committee

January 30, 2024

Creation of an ordinance by Planning Commission

---

<b>Department:</b>	N/A
<b>Presenter:</b>	N/A
<b>Caption:</b>	Approve directing the Planning Commission to create an ordinance to allow for special exceptions to the Augusta zoning ordinance related to annotated code of GA O.C.G.A. 16-12-215(a) concerning the licensing of a pharmacy for low THC oil dispensing within 1,000 feet of a covered entity. Covered entity includes schools, day cares, or churches. <b>(Requested by Mayor Pro Tem Brandon Garrett)</b>
<b>Background:</b>	N/A
<b>Analysis:</b>	N/A
<b>Financial Impact:</b>	N/A
<b>Alternatives:</b>	N/A
<b>Recommendation:</b>	N/A
<b>Funds are available in the following accounts:</b>	N/A
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A

**Lena Bonner**

---

**From:** Brandon Garrett <brandon@azaleaoutdoor.com>  
**Sent:** Tuesday, January 23, 2024 2:19 PM  
**To:** Lena Bonner  
**Subject:** [EXTERNAL] Agenda item

Can't remember which committee this should go to (Planning and Dev)

Approve directing the Planning Commission to create an ordinance to allow for special exceptions to the Augusta zoning ordinance related to annotated code of Georgia, GA, O. C. G.A. 16-12-215 (a) concerning the licensing of a pharmacy for low THC oil dispensing within 1,000 ft of a covered entity. Covered entity includes, schools, day cares, or churches.

Have a great day!

Brandon Garrett

Sales Manager

Azaleaoutdoor.com  
706.836.6317

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**Public Services Committee**

**January 30, 2024**

Appearance of the City

---

<b>Department:</b>	N/A
<b>Presenter:</b>	N/A
<b>Caption:</b>	Discussion on the appearance of the city. <b>(Requested by Mayor Garnett Johnson)</b>
<b>Background:</b>	N/A
<b>Analysis:</b>	N/A
<b>Financial Impact:</b>	N/A
<b>Alternatives:</b>	N/A
<b>Recommendation:</b>	N/A
<b>Funds are available in the following accounts:</b>	N/A
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A

## Lena Bonner

---

**From:** Brennan Meagher  
**Sent:** Wednesday, January 24, 2024 1:17 PM  
**To:** Lena Bonner  
**Cc:** Natasha L. McFarley; Mayor Johnson; Jasmine Sims  
**Subject:** Agenda Item

Ms. Bonner,

Hope all is well. Mayor Johnson is requesting two items be added to next week's Committee Agenda. The details on these requests are below.

1. Finance: The addition of a capital account line to the Mayor's budget for our surplus funds from the 2023 budget.
2. Public Service: Discussion on the appearance of the city.

Thank you for your assistance. Please don't hesitate to contact me with any questions or concerns.

Best,

**Brennan Meagher, MPA | Communications and Community Liaison**  
**Augusta, GA Government**

Office of the Mayor  
 535 Telfair St Ste 200 | Augusta, GA 30901 | [www.augustaga.gov](http://www.augustaga.gov)

**Office** (706) 821-1833 | **Cell** (706) 993-7961

**Email:** [bmeagher@augustaga.gov](mailto:bmeagher@augustaga.gov)

---

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AED:104.1





## Public Services Committee

January 30, 2024

### Minutes

---

<b>Department:</b>	N/A
<b>Presenter:</b>	N/A
<b>Caption:</b>	Motion to approve the minutes of the Public Services Committee held on January 8, 2024.
<b>Background:</b>	N/A
<b>Analysis:</b>	N/A
<b>Financial Impact:</b>	N/A
<b>Alternatives:</b>	N/A
<b>Recommendation:</b>	N/A
<b>Funds are available in the following accounts:</b>	N/A
<b><u>REVIEWED AND APPROVED BY:</u></b>	N/A



## PUBLIC SERVICES COMMITTEE MEETING MINUTES

Commission Chamber  
Monday, January 08, 2024  
1:00 PM

### PUBLIC SERVICES

#### PRESENT

Mayor Garnett Johnson  
Commissioner Sean Frantom  
Commissioner Bobby Williams  
Commissioner Stacy Pulliam  
Commissioner Wayne Guilfoyle

1. **New Location: A.N. 24-1:** A request by **Jacqueline V. Stephenson** for a retail package **Beer & Wine** License to be used in connection with Family Dollar #21675 located at 2510 Tobacco Rd. District 4. Super District 9.

It was the consensus of the committee that this item be referred to the full Commission with no recommendation without objection.

2. **New Ownership (Existing Location): A.N. 24-2:** A request by **Jason K. Shepherd** for an on-premises consumption **Liquor, Beer & Wine** License to be used in connection with Fishbowl Lounge located at 2248 Lumpkin Rd. There will be **Dance**. District 5. Super District 9.

Motion to approve.

Motion made by Williams, Seconded by Guilfoyle.

Voting Yea: Frantom, Williams, Pulliam, Guilfoyle

Motion carries 4-0.

3. **New Ownership (Existing Location): A.N. 24-3:** A request by **Lanell Demmons** for an on-premises consumption **Beer & Wine** License to be used in connection with Chuck E Cheese located at 3435 Wrightsboro Rd. There will be **Sunday Sales and Kids Arcade**. District 5. Super District 9.

Motion to approve.

Motion made by Williams, Seconded by Guilfoyle.

Voting Yea: Frantom, Williams, Pulliam, Guilfoyle

Motion carries 4-0.

4. **Discussion:** A request by **Catrina E. Anderson** for a **Massage Operator's License** to be used in connection with Beyond Body Massage located at 1835 Central Ave. District 1. Super District 9.

Motion to approve.

Motion made by Pulliam, Seconded by Guilfoyle.

Voting Yea: Frantom, Williams, Pulliam, Guilfoyle

Motion carries 4-0.

5. Presentation by Minister Dante Barley regarding issues with Public Transit buses and lack of new schedules.

Motion to approve receiving this item as information without objection with the Transit Director to meet with Minister Barley.

6. Discuss slumlords and the possible creation of an ordinance. (Requested by Commissioner Jordan Johnson)

Motion to approve tasking the Administrator with organizing a tour in the next 60 days of various neighborhoods such as Harrisburg, Laney-Walker and other areas that commissioners may suggest and that commissioners, representatives from Code Enforcement and the Engineering Department, the Fire Chief, officials in Magistrate Court and anyone else deemed necessary to be there to see the bad conditions of where people are living in the properties owned by slumlords and absentee property owners throughout the county.

Motion made by Williams, Seconded by Guilfoyle.

Voting Yea: Frantom, Williams, Pulliam, Guilfoyle

Motion carries 4-0.

7. Motion to approve the minutes of the Public Services Committee held on November 28, 2023.

Motion to approve.

Motion made by Guilfoyle, Seconded by Williams.

Voting Yea: Frantom, Williams, Pulliam, Guilfoyle

Motion carries 4-0.