

**ENGINEERING
and
ENVIRONMENTAL
SERVICES**



ENGINEERING & ENVIRONMENTAL SERVICES DEPARTMENT

Hameed Malik, Ph.D., P.E.
Director

MEMORANDUM

TO: Andy Penick
Director - Procurement

FROM: *HM* Hameed Malik, Ph.D., P.E.
Director

DATE: December 22, 2025

SUBJECT: RFP 26-055 Janitorial Services

The Engineering & Environmental Services Department and the Procurement Department have concluded the RFP process for RFP Item #26-055, Janitorial Services for the Augusta Solid Waste & Recycling Facility's Maintenance Building and Scale House.

After the evaluation process of the eight compliant vendors, JP Logistics Solutions LLC scored higher than the other seven vendors. They have also met all specified requirements of the RFP documents without taking any exceptions and within an acceptable budget amount of \$49,260.00. Therefore, it is the recommendation of the Augusta Engineering & Environmental Services Department that JP Logistics Solutions LLC should be awarded the contract for Janitorial Services.

Thank you in advance for your time and attention. Please feel free to contact me at 706-796-5040, should you have any questions or require any additional information.

HM/tgh

Attachment

Cc: File

Request for Proposals

Sealed bids will be received at this office until Thursday, October 9, 2025 @ 11:00 a.m. via ZOOM Meeting ID: 966 517 3229; Passcode: 620177 for furnishing:

RFP ITEM FOR ENGINEERING & ENVIRONMENTAL SERVICES DEPARTMENT

COMMODITY CODE (Bid Items may have more parent codes)

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No.	Bid Item Description
1	26-055 Janitorial – RFP

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

**Andy Panick II, Procurement Department
535 Telfair Street - Room 605
Augusta, Georgia 30901
706-821-2422**

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).

All questions must be submitted in writing by email to procannualbids@augustaga.gov to the office of the Augusta, Georgia Procurement Department by Friday, October 2, 2025 @ 5:00 P.M. No bid will be accepted by fax; all must be received by mail or hand delivered. To ensure timely deliveries, all submittals must be received during our normal office hours from 8:30 a.m. to 5:00 p.m., Monday through Friday. No deliveries will be accepted prior to 8:30 a.m. or after 5:00 p.m., as the building is closed to the public and delivery services outside of these hours.

No 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 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:

Attn: **Augusta Procurement Department**
Andy Panick, Director of Procurement
535 Telfair Street, Room 605
Augusta, GA 30901

Email: procannualbids@augustaga.gov

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

Andy Panick, Procurement Director

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 Metro Courier **September 11, 2025**