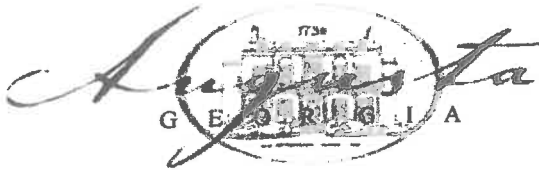


K392375



CORRECTIONAL INSTITUTION

Evan Joseph
Warden

Memorandum

**TO: Geri Sams
Procurement Director**

**FROM: Evan Joseph
Warden**

DATE: July 3, 2024

RE: Emergency Purchase Justification

The department continues to experience malfunctions with our A/C Units. Another one of the A/C Units is inoperable.

The vendor recommended a new A/C Unit, because the cost to repair would be very excessive.

The cost for the new unit, which includes installation and labor is \$26,800.00

Funds are available in the following accounts:

- (101033211-5223111) – R & M Contract Buildings**
- (101033211-5223112) - R & M Contract Equipment**
- (101033211-5319120) - R & M Building**
- (101033211-5319130) - R & M Equipment**
- (272033211-5319130) - Capital Outlay**

AUGUSTA, GEORGIA

PURCHASE ORDER

SUITE 605, PROCUREMENT DEPARTMENT
535 TELFAIR STREET, MUNICIPAL BUILDING 1000
AUGUSTA, GEORGIA 30901-2377
PHONE: (706) 821-2422

Page 1 of 1

PURCHASE ORDER NO. P471975

REQUISITION/QUOTE NO. R392375

DATE 07/09/24	DEPARTMENT 033212	VENDOR PHONE #	
VENDOR # 273	E-VERIFY # 199332	EMAIL	PURCHASE ORDER NUMBER ABOVE MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES.

VENDOR SIG COX INC 1431 GREENE ST AUGUSTA, GA 30902	ATTN: EMERGENCY BID NUMBER: CONTRACT #: BUYER:
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SHIP TO: AUG RC CTY CORRECTIONAL INST 2314 TOBACCO ROAD AUGUSTA, GA 30906	BILL TO: AUGUSTA, GEORGIA ACCOUNTING DEPARTMENT, SUITE 800 535 TELFAIR STREET, MUNICIPAL BUILDING 1000 AUGUSTA, GA 30901-2379 (706) 821-2335 ALL INVOICES AND CORRESPONDENCE MUST BE SENT TO ABOVE ADDRESS REGARDLESS OF SHIPPING DESTINATION.
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ITEM #	QUANTITY	UNIT	PRODUCT ID	DESCRIPTION	UNIT PRICE	AMOUNT
0001	1	EACH		PROVIDE AND INSTALL OF 10 TON RTU M#50FCM12A2A50A0A0 SET RTU ON EXISTING ROOF-TOP CURB. PROPERLY WIRE AND CONNECT HIGH AND LOW VOLTAGE WIRING. 101-03-3212/53-19120	26,800.00	26,800.00

- CONDITIONS - READ CAREFULLY**
1. The purchaser is exempt by statute from payment of Federal, State, and Municipal sales, excise and other taxes.
 2. Shipping charges prepaid by vendor.
 3. Payment will be made on complete shipments only, unless otherwise requested.
 4. **DELIVERY TICKET MUST ACCOMPANY GOODS.**
 5. No back orders. We will reorder if available.
 6. Please make deliveries between 9 A.M. and 4 P.M.
 7. All goods received with subsequent privilege to inspect and return at Vendor's expense if defective or not in compliance with our specifications.
 8. Indoor delivery if necessary.
 9. Payment Net 30 or according to contract.

NET TOTAL.....	26,800.00
APPROVED FOR ISSUE 	

R392375



Sig Cox Heating & Air Conditioning
1431 Greene Street
Augusta, GA 30901

Phone: (706) 722-5304
sigcoxservice@sigcox.com
sigcox.com

Bill to
Augusta Georgia
Accounting Dep Suite 800
535 Telfair St Municipal Bld
Augusta, GA 30901-2379

Ship to
Richmond County Correctional 00034
2314 Tobacco Road
Augusta, GA 30906

Quote Date: 7/3/2024

Sales Rep:

Quote #: q100416

Item	Description	Quantity	Price	Amount
EST	Provide and Installation of 10 ton RTU M#50FCM12A2A50A0A0 Set RTU on existing roof-top curb Properly wire and connect High and Low voltage wiring Perform Start-Ups on 10 ton RTU and check systems operations Total cost \$26,800 Quote is basted on customer providing Crane	1	\$26,800.00	\$26,800.00
Subtotal:				\$26,800.00
Tax:				\$0.00
Total:				\$26,800.00
Payments:				\$0.00