




## Housing and Community Development Department

Hawthorne E. Welcher Jr,  
Director

Shauntia Lewis,  
Deputy Director

### MEMORANDUM

To: Geri Sams, Procurement Director

From: Hawthorne Welcher, Jr., Housing and Community Development Director 

CC: Darrell White, Procurement Deputy Director  
Nancy Williams, Procurement Contract Compliance Administrator

Date: December 8, 2023

RE: **HCD Recommendation of Award to Enter into Contract Negotiations for RFQ Item #23-188 Lead Grant Hazard Reduction Program**

### SUBJECT

- I. In compliance with Augusta, Georgia's Code, and following direction from the Augusta Procurement Department, Housing and Community Development (HCD) requests the recommendation of award for the following RFQ Item #23-188.
  - **Augusta Partnership for Children**

### HOUSING COMMUNITY DEVELOPMENT RECOMMENDATION

Approve and authorize securing services in response to # RFQ Item 23-188 through Contract Service are to include:

### SCOPE OF SERVICES

- a. Basic Requirements
  - i. For the lifetime of the grant the agency must:
    1. Provide conduct targeted outreach, affirmative marketing, education, or outreach programs on lead hazard control and lead poisoning prevention designed to:
      - a. Increase Augusta, Georgia's ability to deliver the specified lead hazard control services through this program, including educating owners of eligible rental properties, tenants, and others on the benefits and expectations of participating in the program.
      - b. Educate owners of rental properties, tenants, and others on Lead safety and risk.
      - c. Partner with other local and/or statewide agencies such as WIC clinics, pediatric events, Medicaid events, physician referrals, community gatherings to further education and awareness of the program.

- d. Collaborate with the program and other community agencies to organize and administer Community/Neighborhood Resource Fairs at least one (1) event in of the ten (10) Augusta, Georgia judications. To increase HCD's ability to deliver specified lead hazard control services to residents of the Augusta, Georgia-Richmond County area.
- e. Report monthly reports information with support such as but not limited to:
  - i. Track and report event participation to HCD program staff through the required reporting system.
  - ii. Referral of services to Augusta, Georgia-Richmond County residents that potentially qualify for the program.

Recommendation of Award RFQ Item #23-188 Lead Hazard Reduction December 8, 2023

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Secure sound professional services from a Community Service Organization to support the RFQ Item #23-188 Lead Hazard Reduction Program

Thank you again, and if you have any questions or concerns, please do not hesitate to give me a call at (706) 821-1797.

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**COMMENTS:**