



Print Form

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

Vendor: Johnson, Laschober & Associates(JLA) E-Verify Number: 8657

Commodity: Architectural & Engineering

Estimated annual expenditure for the above commodity or service: \$ 120,000.00

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

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

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

Name: Valerie W Murray Department: Central Services Date: 08/03/2026

Department Head Signature:  Date: 8/12/2026

Approval Authority:  Date:

Administrator Approval: (required — not required)  Date:

COMMENTS:



Central Services Department

Horace Green, Director
Maria Rivera-Rivera, Deputy Director

2760 Peach Orchard Road, Augusta, GA 30906
(706) 828-7174 Phone (706) 796-5077 Fax

MEMORANDUM

TO: Andy Penick, Director, Procurement Department

FROM: Horace Green, Director, Central Services Department

DATE: August 03, 2026

RE: Sole Source Memo – Municipal Building Marble Slab & Roof Project

In accordance with the Procurement Policies and Procedures Manual, §1-10-56 we are seeking approval to proceed with a sole source procurement for architectural services resulting from the JLA & Midwest maintenance contracts at the Municipal Building.

JLA was awarded the contract for the Municipal Building Façade project assessment through SPLOST and Capital Funding. We are requesting Sole Source of Johnson, Laschober & Associates P.C. (JLA) to provide professional architecture and engineering services for preparation of construction and replacement of the exiting roof systems at the center tower, the east & west wings of the exiting 1977 portion of the Municipal Building. Repair and replacement of the upper course exterior stone veneer at the ten-story portion of the building; and replacement of sealant associated with the exterior stone veneer system throughout the building.

Please process a purchase order to Johnson, Laschober & Associates P.C. (JLA) for \$120,000.00 for repairs needed at the Municipal Building.

Feel free to reach out to me with any further questions or concerns.

HG/mcrr



ARCHITECTS • ENGINEERS • LANDSCAPE ARCHITECTS

FEE AGREEMENT

PROPOSAL #: 2023-233 SCOPE ADDITION

DATE: 5/26/2026

TO: Maria Rivera-Rivera
Augusta-Richmond County
2760 Peach Orchard Rd
Augusta, GA 30906

SENT BY: ☐ PHONE
☐ FAX
☒ EMAIL mrivera-rivera@augustaga.gov

RE: Augusta-Richmond County Municipal Building – Roof and Stone Veneer Repair Documents

BY: PATRICK JONES, AIA, NCARB

TIME FRAME: Approximately 12 weeks excluding Owner review periods and permitting.

FEE ARRANGEMENT: \$120,000.00 Lump Sum

LOCATION: 530 Greene St.
Augusta, GA 30901

SCOPE OF SERVICES:

Johnson, Laschober & Associates, P.C. (JLA) shall provide professional architectural and engineering services for preparation of construction documents and limited construction administration services associated with:

- Replacement of the existing roof systems at the center tower and east and west wings of the existing 1977 portion of the Augusta Municipal Building;
- Repair and replacement of the upper course exterior stone veneer at the ten-story portion of the building; and
- Replacement of sealant associated with the exterior stone veneer system throughout the building.

Services shall include:

1. Review of Existing Information

- Review available reports, studies, and investigative information provided by the Owner regarding existing roof and stone veneer conditions.
- Conduct limited field observations as necessary to verify general existing conditions relevant to preparation of construction documents.

2. Roof Replacement Construction Documents

- Prepare construction documents for replacement of the existing roof system, including associated flashing, coping, drainage, and waterproofing details as required for construction.
- Coordinate roofing system selection with Owner requirements and budget considerations.

3. Stone Veneer Repair and Replacement Construction Documents

- Prepare construction documents for repair and replacement of deteriorated exterior stone veneer conditions identified in Owner-provided reports and verified through limited field observations.
- Develop architectural repair details, flashing, and related waterproofing details necessary for construction.

- Prepare specifications for replacement of sealant joints associated with the exterior stone veneer system at the entire building.
 - Sealant replacement design shall be limited to accessible and observable conditions at the time of document preparation.

4. Bidding and Procurement Assistance

- Assist the Owner during bidding by:
 - Responding to Requests for Information
 - Issuing addenda as required
 - Assisting with review of contractor bids and substitutions

5. Construction Administration

- Review contractor submittals and shop drawings.
- Respond to contractor Requests for Information.
- Conduct periodic site observations during construction progress.
- Prepare punch list observations at substantial completion.
- Fee includes up to eight (8) construction observation visits during the construction phase. Additional visits required due to construction duration extensions, phased construction, contractor performance issues, or Owner-requested additional services shall be compensated as Additional Services.

SPECIAL CONDITIONS:

- JLA shall be entitled to rely upon the accuracy and completeness of reports, investigations, and information provided by others.
- JLA shall not be responsible for errors, omissions, or conclusions contained within reports or investigations prepared by others.
- JLA's services do not include comprehensive investigation of concealed or latent conditions.
- Any additional services required due to unforeseen concealed conditions, deterioration beyond observed areas, or Owner-requested scope revisions shall be considered Additional Services.
- Contractor shall verify all field dimensions and existing conditions prior to construction.
- JLA shall not be responsible for construction means, methods, techniques, sequencing, procedures, or site safety precautions.
- Design, engineering, permitting, and safety associated with scaffolding, swing staging, fall protection, temporary weather protection, hoisting, shoring, and construction access shall be the sole responsibility of the Contractor.
- JLA shall not be responsible for concealed deterioration, water intrusion damage, corroded anchorage systems, or substrate deficiencies discovered during demolition or construction.
- This proposal includes bidding assistance for one bid phase. Additional bidding phases or rebidding efforts shall constitute Additional Services.
- Permit fees, testing fees, and third-party inspection costs shall be paid by the Owner.

Exclusions:

The following services are excluded unless specifically authorized in writing:

- Preparation of condition assessment reports
- Destructive testing or investigative services
- Structural analysis beyond incidental review associated with preparation of repair details
- Hazardous material testing or abatement design
- Surveying services
- Testing and special inspections
- Temporary shoring or delegated engineering by contractor
- Litigation support or expert witness services
- Preparation of as-built drawings
- Water testing or building envelope performance testing

Terms and Conditions

Johnson, Laschober & Associates P.C. (JLA) shall perform the services outlined in this agreement for the stated fee agreement.

Access to Site -- Unless otherwise stated, JLA will have access to the site for activities necessary for the performance of the services. JLA will take precautions to minimize damage due to these activities but has not included in the fee the cost of restoration of any resulting damage.

Fee -- The total fee, except stated lump sum, shall be understood to be an estimate, based upon Scope of Services, and shall not be exceeded by more than ten percent, without written approval of the Client. Where the fee arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered.

Billings/Payments -- Invoices will be submitted monthly for services and reimbursable expenses and are due when rendered. Invoices shall be considered PAST DUE if not paid within 30 days after the invoice date and JLA may, without waiving any claim or right against Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice. A service charge will be charged at 1.5% (or the legal rate) per month on the unpaid balance. In the event any portion of an account remains unpaid 90 days after billing, the Client shall pay cost of collection, including reasonable attorneys' fees.

Indemnifications -- The Client shall indemnify and hold harmless JLA and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorneys' fees) arising out of or resulting from the performance of the services, provided that any such claims, damage, loss or expense is caused in whole or in part by the negligent act or omission and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except JLA) or anyone for whose acts any of them may be liable.

Hidden Conditions -- A hidden condition is hidden if concealed by existing finishes or if it cannot be investigated by reasonable visual observation. If JLA has reason to believe that such a condition may exist JLA shall notify the client who shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If (1) the client fails to authorize such investigation or correction after due notification, or (2) JLA has no reason to believe that such a condition exists, the client is responsible for all risks associated with this condition, JLA shall not be responsible for the existing condition nor any resulting damages to persons or property.

Risk Allocation -- In recognition of the relative risks, rewards and benefits of the project to both the Client and JLA, the risks have been allocated so that the Client agrees that, to the fullest extent permitted by law, JLA's total liability to the Client, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement, from any cause or causes, shall not exceed the total amount of JLA's fee or other amount agreed upon when added under Special Conditions. Such causes include, but are not limited to JLA's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

Jobsite Safety -- Neither the professional activities of JLA, nor the presence of JLA or its employees and subconsultants at a construction/project site, shall relieve the General Contractor of its obligations, duties, and responsibilities including but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the Work in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. JLA and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The Client agrees that the General Contractor shall be solely responsible for jobsite safety and warrants that this intent shall be carried out in the Client's contract with the General Contractor. The Client also agrees that the Client, JLA, and the Consultant's subconsultants shall be indemnified by the General Contractor and shall be made additional insureds under the General Contractor's policies of general liability insurance.

Termination of Services -- This agreement may be terminated upon 10 days written notice by either party should the other fail to perform his obligations hereunder. In the event of termination, the Client shall pay JLA for all services, rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

Ownership Documents -- All documents produced by JLA under this agreement shall remain the property of JLA and may not be used by this Client for any other endeavor without the written consent of JLA.

Applicable Law -- Unless otherwise specified, this agreement shall be governed by the laws of the principal place of business of JLA.

Johnson, Laschober & Associates, P.C.:

Accepted by (Client Name) :

(signature)

(signature)

(printed name/title)

(printed name/title)

Billing Address:

(executed agreement date)

**AUGUSTA-RICHMOND COUNTY GEORGIA
PURCHASING DEPARTMENT**

DEPARTMENT NAME: Central Services Department

DEPARTMENT NUMBER: 272016210 / 54.13120

DEPARTMENT HEAD: 

REQUISITION

REQUISITION:

REQUISITION DATE: 08/03/2026

PURCHASE ORDER NUMBER:

PURCHASE ORDER DATE:

		NAME OF BIDDER		NAME OF BIDDER		NAME OF BIDDER	
VENDOR		JLA					
PHONE NUMBER		(706) 724-5756					
QUOTED BY		Patrick Jones					
ITEM NO	DESCRIPTION	Quantity	Unit Price	Total Price	Unit Price	Total Price	Total Price
1	Marble Slab & Roof on 3rd & 9th Floor Project repairs @ Augusta Municipal Building	1	\$ 120,000.00	\$ 120,000.00			
2							
3							
4	Sole Source - Johnson, Laschober & Associate (JLA); #2023-233						
5							
6	Funding is available in the following account:						
7	272016210 / 54.13120						
8							
9							
10							
11							
12							
13							
14							
TOTAL BID			\$	120,000.00			
SHIPPING CHARGES							
DELIVERY TIME FROM RECEIPT OF PURCHASE ORDER							