



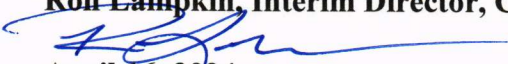
Central Services Department

Ron Lampkin, Interim Director
Maria Rivera-Rivera, Deputy Director

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

MEMORANDUM

TO: Geri Sams, Director, Procurement Department

FROM: Ron Lampkin, Interim Director, Central Services Department


DATE: April 16, 2024

SUBJECT: Amend PO – 23CSA007

In accordance with Augusta, GA policies and procedures we are requesting to have purchase order 23CSA007 amended.

Purchase order 23CSA007 needs to be amended in the amount of \$42,525.00 for supplemental services to provide topographical / underground utilities surveys. The survey process is necessary as the conceptual design for the new RCCI facility has been defined. IPG Incorporated will be in coordination with EMC Engineering Services to develop preliminary design documents for the new RCCI facility.

- Original Purchase Order Amount \$82,500.00
- Revised Purchase Order Amount \$125,025.00

Funding is available in following **SPLOST VIII** accounts:

GL: 330-03-1340 / 52.12999

JL: 222-05-6001 / 52.12999

Your assistance would be greatly appreciated.

Attachments: Purchase Order 23CSA007

Proposal RE: Design Amendment 01 – Topographical & Utilities SURVEY

Cc: Ron Lampkin
Maria Rivera-Rivera

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.
23CSA007

DATE 03/06/23	DEPARTMENT 031340	VENDOR PHONE # (299) 242-3557	REQUISITION/QUOTE NO. R372808
VENDOR # 26157	E-VERIFY # 191305	EMAIL MAIL@IPGARCHITECTS.COM	PURCHASE ORDER NUMBER ABOVE MUST APPEAR ON ALL INVOICES, SHIPPING PAPERS, AND PACKAGES.

VENDOR IPG INCORPORATED 807 NORTHWOOD PARK DR. VALDOSTA, GA 31602-1393	ATTN: BID NUMBER: 22-272 CONTRACT #: 23CSA007 BUYER: NANCY
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SHIP TO: CENTRAL SERVICES ADMIN 2760 PEACH ORCHARD RD. BUILDING A AUGUSTA, GA 30906	BILL TO: AUGUSTA, GEORGIA ACCOUNTING DEPARTMENT, SUITE 800 535 TELFAIR STREET, MUNICIPAL BUILDING 1000 AUGUSTA, GA 30901-2379 (706) 821-2336 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	LS		DESIGN SERVICES To PREPARE CONSTRUCTION DOCUMENTS FOR NEW RCCI FACILITY - PHASE I AND 7 % OF CONSTRUCTION COST APPROVED BY COMMISSION 10/18/2022, ITEM #17 330-03-1340/52-12999	82,500.00	82,500.00


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.....

82,500.00

APPROVED FOR ISSUE



PROCUREMENT DIRECTOR

REQUISITIONER



March 29, 2024

Ron Lampkin | Interim Director

Augusta – Richmond County | Central Services Department
2760 Peach Orchard Rd | Augusta, Georgia 30906

Re: Design Amendment 01 – Topographical and Utilities SURVEY
22-272 New Richmond County Correctional Institute
2314 Tobacco Road, Augusta, GA 30906

As discussed, and pursuant to section 4.1.2.2 of the Architectural Contract, IPG requests **Design Fee Amendment 01 for Supplemental services** to cover the costs of the Survey pursuant to the proposal below:

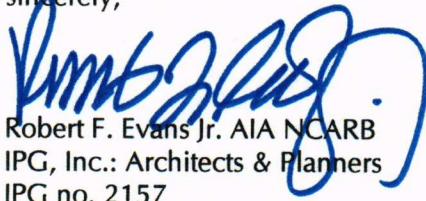
1. EMC Engineering Services, Inc. (*Augusta Chamber Member & Civil Engineer of Record for project.*)
4424 Columbia Road Suite B
Martinez, GA 30907

- a. **\$27,000.00** Topo and existing conditions survey -
- b. **\$13,500.00** Estimated budget for *SUE (*Underground Utility Survey*)
- c. **\$ 2,025.00** IPG 5% Pass through and coordination
- \$42,525.00 TOTAL***

(Due to unknown access issues, their vendor would not give them a fixed fee. EMC has stated that they will try very hard to manage this estimate to be **at or below; however, the project will dictate this in the end)*

Should you have additional questions, concerns or need clarification, please do not hesitate to call our office number at 229.242.3557.

sincerely,


Robert F. Evans Jr. AIA NCARB
IPG, Inc.: Architects & Planners
IPG no. 2157



Office of the Administrator

Takiyah A. Douse
Interim Administrator

October 18, 2022

Mr. Ron Lampkin, Interim Director
Central Services
2760 Peach Orchard Road
Augusta, GA 30906

Dear Director Lampkin:

At their meeting held on Tuesday, October 18, 2022, the Augusta, Georgia Commission, acted on the following items:

15. Approved the purchase of one 2022 Kubota SLV97-2 Compact Tracked Steer Loader at a total cost of \$77,295.00 to include the optional heavy duty rotary cutter attachment from J & B Tractor of Augusta, GA (Bid 22-264) for the Richmond County Sheriff's Office-Training Range.
17. Approved the award of contract RFQ 22-272 to prepare Construction Documents for construction of New RCCI to IPG, Incorporated – Architects & Planners of Valdosta, GA in the amount of \$82,500 for Phase I (preliminary design) and 7% of construction costs for Phase II.

If you have any questions, please contact me.

In Service,

A handwritten signature in blue ink, appearing to read "T. Douse".

Takiyah A. Douse
Interim Administrator

TAD/nd

DEPARTMENT NAME: Central Services Department

DEPARTMENT NUMBER: SPL OST VIII

DEPARTMENT HEAD: 

AUGUSTA-RICHMOND COUNTY GEORGIA
PURCHASING DEPARTMENT

REQUISITION

REQUISITION:

REQUISITION DATE: 1/13/2023

PURCHASE ORDER NUMBER:

PURCHASE ORDER DATE:

		VENDOR		NAME OF BIDDER		NAME OF BIDDER		NAME OF BIDDER	
		PHONE NUMBER		IPG, Inc.					
		QUOTED BY		RFQ #22-272					
ITEM NO	DESCRIPTION	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
1	Award of contract RFQ #22-272 to prepare construction documents for	1	\$ 82,500.00	\$ 82,500.00					
2	construction of new RCCI for Phase I and 7% of construction costs for								
3	Phase II								
4									
5									
6									
7									
8									
9	GL: 330031140/52.12999								
10	JL: 222056001/52.12999								
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21									
22									
TOTAL BID			\$	82,500.00					
SHIPPING CHARGES									
DELIVERY TIME FROM RECEIPT OF PURCHASE ORDER									