



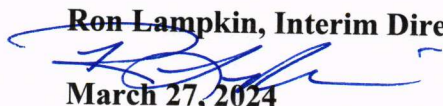
# Central Services Department

Ron Lampkin, Interim Director  
Scarlet Green, Business Analyst

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:** March 27, 2024

**SUBJECT:** Emergency Memo – Charles B. Webster Roof Repairs

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In accordance with §1-10-57 Emergency Procurements, I respectfully ask you to accept this communication as notification of an emergency at the Charles B. Webster Detention Center regarding roof repairs.

The hallway leading from the central tower down to the F, H and I Pods at the Charles B. Webster Detention Center is experiencing numerous leaks. These leaks are persistently causing interior issues and water damage to the walls, ceiling, and flooring. An assessment was performed, and it was determined that repairs would need to be made to several areas of the roof. It is imperative that the maintenance process continues to preserve the safety of personnel and inmates, as well as the integrity of the structure. Hixon's Commercial Roofing was deemed qualified to make the repairs to the roofing for this facility.

Please process a purchase order for Hixon's Commercial Roofing in the amount of \$120,793.00 for the repairs to the roof.

If you have any questions or concerns, please contact the Central Services Department.

RL/mcrr



Hixon's Commercial Roofing

03/04/2024

Company Representative  
Tyler Hixon  
Phone: (803) 341-1483  
tylerhixon@hixonsroofing.com

Timothy Howard  
Charles B. Webster Dentention Center (Walkway Replacement)  
1941 Phinizy Road  
Augusta, GA 30906  
(706) 305-8396

Job: Timothy Howard

### Roofing Section

Mobilization  
Clean Loose Debris From Roof  
Mechanically Attached Duro-last 50 Mil (White) Membrane Roofing System Per Manufactures Specifications  
Fully Adhere Durolast Wall Flashing  
Flash Around All Curbs and Roof Penetrations  
Install Pitch Pockets for A/C Units  
Install New Pipe Boots  
Clean Up Work Area and Dispose of Generated Waste

**\$97,821.00**

### Roofing Section

Remove and Properly Dispose of Existing Metal Coping  
Install New Duro-Last Two Part Compression Metal Base  
Install New Duro-Last Two Part Compression Metal Face  
Clean Up Work Area and Dispose of Generated Waste

**\$22,972.00**

**TOTAL**

**\$120,793.00**

\_\_\_\_\_  
Company Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date

AUGUSTA-RICHMOND COUNTY GEORGIA

DEPARTMENT NAME Central Services Department

PURCHASING DEPARTMENT

REQUISITION

DEPARTMENT NUMBER See Account Listed Below

REQUISITION

REQUISITION DATE 3/27/2024

DEPARTMENT HEAD

PURCHASE ORDER NUMBER

PURCHASE ORDER DATE

			NAME OF BIDDER		NAME OF BIDDER		NAME OF BIDDER	
			Hixon's Commercial					
			803-341-1483					
QUOTED BY								
ITEM NO	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Walkway Replacement to the Hallway Leading from the	1		120,793.00				
2	Central Tower Down to the F,H and I Pods at the							
3	Charles B. Webster Detention Center.							
4								
5	(Emergency)							
6								
7	Charge:							
8	330051120 / 5319120							
9	224056116 / 5319120							
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								
21								
TOTAL BID			\$120,793.00					
SHIPPING CHARGES								
DELIVERY TIME FROM RECEIPT OF PURCHASE ORDER								