



Administrative Services Committee Meeting

Meeting Date: May 5, 2026

2026 Annual Bid Award – Procurement Department ITB 26-065A

Department:	Procurement
Presenter:	Andy Penick – Tameka Williams
Caption:	Motion to approve of the following annual bid item, as the estimated annual purchases for these items are expected to exceed \$25,000.00. This request is in accordance with Sec. 1-10-58 of the Annual Contracts provision. Bid item 26-065A Fireworks for Independence Day Celebration. The recommendation for the award is for a one-year term with the option to extend for four (4) additional one (1) year terms upon mutual consent of both parties.
Background:	<p>Sec. 1-10-58 stipulates that upon approval of an annual contract by the Board of Commissioners, any using agency is authorized to order supplies or services under such annual contract as needed, up to the maximum amount approved in the annual bid. An annual contract is defined as any contract entered for a period of one year or multiple one-year periods, including options to renew for additional one-year periods, with a vendor or contractor. The purpose is to provide Augusta, Georgia, with specified products or services, such as paving, concrete, or office supplies, at a predetermined rate or price. These commodities or services are let in accordance with the Augusta Procurement Code. The Annual Bid Item for consideration includes the following items</p> <p>1) Recreation and Parks– 2026 Budget \$38,115.00 – recommendation of award to Pyro Shows East Coast, Inc</p>
Analysis:	<p>The Department may need to submit requisitions for the purchase of items that exceed the \$25,000 authority approval of the Administrator, as specified in accordance with the Procurement Code, Section 1-10-54.</p> <p>Enclosed herewith are the comprehensive details of the bid submission, along with the User Department's recommendations. We believe that this bid not only meets but exceeds the required specifications, and its approval will facilitate the seamless acquisition of essential items for our organization.</p>
Financial Impact:	User Departments within our organization are entrusted with the responsibility of procuring the items specified in the individual bids. Purchases are made on an as-needed basis, allowing for a flexible and efficient acquisition process that aligns with our operational requirements. This approach ensures that our organization can respond promptly to evolving needs while maintaining fiscal responsibility. The payment for requested items will be sourced from the appropriate budget line item associated with the specific department making the request.

Alternatives: Deny and require the user departments to follow the Procurement for acquiring quotes for the services needed.

Recommendation: The Procurement Department recommendation is to approve as submitted by the User Department and award the Annual Bid(s) as recommended per the Augusta Code.

Funds are available in the following accounts: User Department are responsible for the procurement of items within their approved 2026 Budget.

REVIEWED AND APPROVED BY: N/A