



# Central Services Department

Ron Lampkin, Interim Director 2760 Peach Orchard Road, Augusta, GA 30906  
Maria Rivera-Rivera, Deputy Director (706) 828-7174 Phone (706) 796-5077 Fax

## MEMORANDUM

*D White*  
12/16/24

**TO:** Darrell White, Interim Director, Procurement Department  
**FROM:** ~~Ron Lampkin, Interim Director, Central Services Department~~  
**DATE:** December 5, 2024  
**SUBJECT:** Emergency Memo – Fleet Shop #2 Waste Oil Heater

In accordance with §1-10-57 Emergency Procurements, we respectfully ask you to accept this communication as notification of an emergency at Fleet Shop #2 relating to the failure of the waste oil heater.

The current waste oil heater is completely inoperable and cannot be repaired as the parts are obsolete. The failure of the heater, coupled with the current outside temperature, is causing temperatures in the shop to decrease. The replacement of the waste oil heater is required in order to regulate temperatures throughout the facility. Sig Cox has been deemed qualified to make the necessary replacement of the waste oil heater.

Please process a purchase order for Sig Cox, in the amount of \$27,975.00 for the replacement of the waste oil heater.

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

RL/mcrr

**AUGUSTA-RICHMOND COUNTY GEORGIA  
PURCHASING DEPARTMENT**

**DEPARTMENT NAME:** Central Services Department  
**DEPARTMENT NUMBER:** 626-01-6442/52.23112  
**DEPARTMENT HEAD:** 

**REQUISITION**

**REQUISITION:**  
**REQUISITION DATE:** 12/5/24  
**PURCHASE ORDER NUMBER:**  
**PURCHASE ORDER DATE:**

ITEM NO	DESCRIPTION	Quantity	NAME OF BIDDER		NAME OF BIDDER		NAME OF BIDDER
			Unit Price	Total Price	Unit Price	Total Price	
<b>VENDOR</b> Sig Cox <b>PHONE NUMBER</b> 706-722-5304 <b>QUOTED BY</b> Bubba Smith							
1	FURNISH & INSTALL NEW EL WASTE OIL 350H OIL HEATING SYSTEM. COMPLETE SYSTEM INCLUDES HEATER W/ 250 GAL SW TANK, MOUNTING STANDS & HARDWARE, CLASS A 8" FLUE KIT, ONBOARD AIR COMPRESSOR, METERING PUMP, DRAFT GAUGE, LOW FUEL CUTOFF, STAINLESS TEE & DAMPER AND STAINLESS STEEL HEAT EXCHANGER. 2 YR PARTS WARRANTY & 10 YRS ON HEAT EXCHANGER, PRORATED AFTER 5 YRS	1	\$ 27,975.00	\$ 27,975.00			
2							
3							
4							
5	*Emergency - Fleet Shop 2 Waste Oil Heater						
6	Quote # q100783						
7	Funding is available in the following accounts:						
8	626-01-6442/52.23112						
9							
10							
11							
<b>TOTAL BID</b>			<b>\$</b>	<b>27,975.00</b>			
<b>SHIPPING CHARGES</b>							
<b>DELIVERY TIME FROM RECEIPT OF PURCHASE ORDER</b>							



Sig Cox Heating & Air Conditioning  
1431 Greene Street  
Augusta, GA 30901

Phone: (706) 722-5304  
sigcoxservice@sigcox.com  
sigcox.com

Bill to  
Augusta Georgia  
Accounting Dep Suite 800  
535 Telfair St Municipal Bld  
Augusta, GA 30901-2379

Ship to  
Road And Bridges Office00013  
2316 Tobacco Road  
Augusta, GA 30906

Quote Date: 12/4/2024

Sales Rep: Bubba

Quote #: q100783

Item	Description	Quantity	Price	Amount
EST	Furnish and install a new EL WASTE OIL 350H oil heating system. Complete System includes heater with 250 gal sw tank, mounting stands and hardware, Class A 8" flue kit, onboard air compressor, metering pump, draft gauge, low fuel cutoff, stainless tee & damper and stainless-steel heat exchanger. 2-year parts warranty and 10 years on the heat exchanger, prorated after 5 years.  Serves heavy equipment shop	1	\$27,975.00	\$27,975.00

Subtotal: \$27,975.00  
Tax: \$0.00  
Total: \$27,975.00  
Payments: \$0.00