



Central Services Department

Horace Green, Director

2760 Peach Orchard Road, Augusta, GA 30906

Maria Rivera-Rivera, Deputy Director

(706) 828-7174 Phone (706) 796-5077 Fax

MEMORANDUM

TO: Andy Penick, Director, Procurement Department

FROM: Horace Green, Director, Central Services Department

DATE: May 19, 2026

SUBJECT: Emergency Memo – Richmond County Correctional Institute Facility Assessment

In accordance with §1-10-57 Emergency Procurements, we respectfully ask you to accept this communication as notification of an emergency at the Richmond County Correctional Institute regarding a facility assessment.

Due to current conditions of the facility, a structural assessment is required. This will cover life safety and ADA compliance, roof and wall conditions, building structure, fire protection systems, plumbing/electrical/mechanical evaluations, elevator and general assessments. As a result, Johnson Laschober & Associates will provide detailed information from each category described.


Please process a purchase order for Johnson Laschober & Associates, in the amount of \$34,500.00 for the assessment of the facility.

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

HG/mcrr

**AUGUSTA-RICHMOND COUNTY GEORGIA
PURCHASING DEPARTMENT**

REQUISITION

DEPARTMENT NAME: Central Services Department
DEPARTMENT NUMBER: 272016210/5413120
DEPARTMENT HEAD: 

REQUISITION:
REQUISITION DATE: 5/19/26
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	Unit Price	Total Price
1	PROPOSED SCOPE IS AS FOLLOWS: ASSESS LIFE SAFETY/ADA, ROOF SYSTEM ASSESSMENT, EXTERIOR WALL ASSESSMENT, STRUCTURAL REVIEW, FIRE PROTECTION SYSTEMS EVALUATION, PLUMBING SYSTEMS EVALUATION, MECHANICAL EVALUATION, ELECTRICAL EVALUATION, ELEVATOR ASSESSMENT, AND GENERATOR ASSESSMENT	1	\$ 34,500.00	\$ 34,500.00				
2								
3								
4								
5								
6	EMERGENCY - RCCI Facility Assessment							
7	Proposal #2026-140							
8	Funding is available in the following accounts: 272016210/5413120							
9								
10								
11								
12								
TOTAL BID			\$	34,500.00				
SHIPPING CHARGES								
DELIVERY TIME FROM RECEIPT OF PURCHASE ORDER								

VENDOR	Johnson, Laschober, & Associates	NAME OF BIDDER	
PHONE NUMBER	706-724-5756	NAME OF BIDDER	
QUOTED BY	Evrett Harbeson	NAME OF BIDDER	



ARCHITECTS • ENGINEERS • LANDSCAPE ARCHITECTS

SCOPE OF WORK AND FEE AGREEMENT

PROPOSAL #: 2026-140

DATE: 5/12/2026

TO: Maria Rivera-Rivera
Augusta – Richmond County
Central Services Department

SENT BY: PHONE
 FAX
 EMAIL MRivera-Rivera@augustaga.gov

RE: Richmond County Correctional Institute Assessment

BY: EVERETT (RETT) HARBESON, III, PLA, CLARB

FEE ARRANGEMENT: \$34,500

LOCATION: 985 Broad Street
Augusta, GA 30901

SCOPE OF SERVICES:

Johnson, Laschober & Associates, P.C. (JLA) is pleased to offer our proposal for Architecture and Engineering services to Augusta Richmond County (ARC) for the visual building assessment of the Richmond County Correctional Institute located at 2314 Tabacco Road.

Per your request our services will include the assessment of the following building systems/features as part of a discovery and due diligence effort prior to a possible purchase:

Life Safety, Building Envelope, Structure, Roof, Mechanical (HVAC), Electrical, Plumbing, and Fire Protection (MEPFP) systems.

The assessment will be performed by a multi-discipline team of professional architects and engineers. Our proposed scope is as follows:

1. Architectural Evaluation:
 - a. Assess Life Safety/ADA.
 - b. Roof System Assessment:
 - i. A summary of the general condition of the roof system on each roof area.
 - ii. The roof areas will be field measured and drawn to show all wall penetrations/fenestrations. An existing roof plan drawing will be provided.
 - iii. A list of deficiencies with photographs will be provided for each roof area.
 - iv. Recommendations and Rough Order of Magnitude (ROM) Cost Estimates for repair/replacement recommendations for each roof area.
 - c. Exterior Wall Assessment:
 - i. A summary of the type and general condition of the exterior wall system and fenestrations.
 - ii. A list of deficiencies with photographs will be provided.
 - iii. Recommendations and ROM Cost Estimates for repair/replacement recommendations.
2. Structural Review:
 - a. Assess buildings construction.
 - b. Identify any visible damage or defects to structure or structural systems.
 - c. Recommendations and ROM Cost Estimates for repair/replacement recommendations.

Johnson, Laschober & Associates, PC
1296 Broad Street
PO Box 2103
Augusta, GA 30903

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Telephone: 706-724-5756
Fax: 706-724-3955
Web Site: www.theJLAGroup.com
Email: jla@theJLAGroup.com

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3. Fire Protection Systems Evaluation:
 - a. Assess fire sprinkler system (sprinklered or non-sprinklered).
 - b. Assess fire alarm system (protected or non-protected).
 - c. Recommendations and ROM Cost Estimates for repair/replacement recommendations.
4. Plumbing Systems Evaluation:
 - a. Assess plumbing system types and equipment condition and capacities.
 - b. Recommendations and ROM Cost Estimates for repair/replacement recommendations.
5. Mechanical Evaluation:
 - a. Assess HVAC system types and equipment condition and capacities.
 - b. Recommendations and ROM Cost Estimates for repair/replacement recommendations.
6. Electrical Evaluation:
 - a. Assess service entrance location, condition, and capacity.
 - b. Assess panel locations, condition, and capacities.
 - c. Recommendations and ROM Cost Estimates for repair/replacement recommendations.
7. Elevator Assessment:
 - a. Assess elevator condition and code review.
 - b. Recommendations and ROM Cost Estimates for repair/replacement recommendations.
8. Generator Assessment
 - a. Assess generator condition.
 - b. Recommendations and ROM Cost Estimates for repair/replacement recommendations.

DELIVERABLES:

- Summary Report of Observations.
- a. Photo documentation of existing conditions.
 - b. Narratives from each discipline

SPECIAL CONDITIONS:

The building visual assessment will involve a thorough observation of a building's exterior and interior components using the naked eye to identify any signs of damage, deterioration, or defects, such as cracks, leaks, water damage, discoloration, and structural issues, across elements like walls, roofs, floors, windows, doors, HVAC systems, plumbing, and electrical from accessible portions of the building. JLA will require access to all areas of the building including the basement, balconies, roof, access hatches, equipment farms, electrical panels, etc. Non-accessible areas or elements will be excluded from the assessment.

The assessment will be based on non-destructive observations which may include temporary removal/replacement of ceiling tiles, access hatches, etc. Other non-destructive observations such as listening for creaks/hammering, feeling for sags/ sways/vibrations or identification of suspicious odors may be used.

Suspect areas or elements, if any, which may require additional, more invasive or destructive testing will be identified as a potential issue in the report.

JLA recommends that the city contract with a firm to test for the existence of lead paint and/or asbestos. This work is excluded from the JLA scope of work.

Thank you for the opportunity to submit this proposal. We look forward to working with you on this project.

Sincerely,
JOHNSON, LASCHOB & ASSOCIATES, P.C.



Rett Harbeson, PLA, CLARB

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 Augusta Richmond County:

(signature)

(signature)

(printed name/title)

(printed name/title)

Billing Address: _____

(executed agreement date)

Johnson, Laschober & Associates, PC
1296 Broad Street
PO Box 2103
Augusta, GA 30903

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Telephone: 706-724-5756
Fax: 706-724-3955
Web Site: www.theJLAgrou.com

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Myana Mahadi

From: Andy Penick
Sent: Tuesday, April 21, 2026 10:04 AM
To: Katie Cornelius
Cc: Horace Green; Maria Rivera-Rivera; Myana Mahadi; Audrey Sutton; Nancy M. Williams; Valerie Murray; Eric Bing
Subject: Re: Emergency Request - RCCI Structural / HVAC / Gas Lines

Follow Up Flag: Follow up
Flag Status: Flagged

This is approved, please proceed as needed.

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From: Katie Cornelius <KCornelius@augustaga.gov>
Sent: Tuesday, April 21, 2026 9:54:47 AM
To: Andy Penick <apenick@augustaga.gov>
Cc: Horace Green <hgreen@augustaga.gov>; Maria Rivera-Rivera <MRivera-Rivera@augustaga.gov>; Myana Mahadi <msmahadi@augustaga.gov>; Audrey Sutton <ASutton@augustaga.gov>; Nancy M. Williams <NWilliams@augustaga.gov>; Valerie Murray <vmurray@augustaga.gov>; Eric Bing <EBing@augustaga.gov>
Subject: Emergency Request - RCCI Structural / HVAC / Gas Lines

Good afternoon,

In accordance with §1-10-57 Emergency Procurements, we respectfully ask you to accept this communication as notification of a safety and operations related emergency at the Richmond County Correctional Institute facility.

We are requesting approval for an emergency procurement for the Richmond County Correctional Institute to conduct a structural assessment of the facility. This assessment will include evaluations of the structural, electrical, water, HVAC, and fire systems due to multiple issues that are currently surfacing within the building. JLA will provide a detailed report on the current condition of the facility, along with a recommended action plan, cost estimates, and phases.

In addition, we are requesting authorization for Trane to repair two HVAC units in the inmate housing area that are currently non-operational. We also require Coleman Construction to perform repairs to the gas line, as multiple leaks have been identified.

Please contact us with any questions or concerns regarding this information.

Thank you,
Katie

Katie Cornelius | Administrative Assistant
Augusta - Richmond County | Central Services Department