



UTILITIES DEPARTMENT

Wes Byne, P.E.
Director

Chad Hendrix, P.E.
Assistant Director

TO: Andy Penick
Director, Procurement Department

THRU: Wes Byne, P.E. *Sub*
Director, Utilities Department

FROM: Mitchell O'Neal, P.E. *MO*
Engineering Manager, Utilities Department - Engineering & Construction

CC: Chad Hendrix, P.E. *CH*
Assistant Director, Utilities Department - Engineering & Construction

DATE: February 27, 2026

SUBJECT: JUSTIFICATION LETTER FOR COST VARIANCE & BUDGET UPDATE
Bid Item #26-130 – Augusta Reservoir Dams Improvements Project for
Augusta, GA-Augusta Utilities Department

The Augusta Utilities Department has received your memorandum for Bid Item #26-130 with attached bid tab providing the lowest base bid of \$1,591,946.90. We acknowledge the \$591,946.90 shortfall of our initial \$1mil budget conveyed to procurement on 11/14/2025 via the submitted Procurement Solicitation Form. This shortfall was a result of the release of Addendum 2 which revised the scope of the proposal bid schedule.


AUD has reviewed the bid tab provided by Procurement and find the base bid price from Shearer-Mutimer Construction, LLC fair and reasonable for the scope of work issued via the bid. Funding in the amount of \$1,600,000.00 is available from the following account: G/L 516043410-5425110 - J/L 89944620-5425110.



Procurement Department

Andy Penick, CPSM, GCPC, GCPA, MBA
Procurement Director

MEMORANDUM

DATE: January 28, 2026
TO: Wes Byne, Augusta Utilities Department
FROM: Andy Penick 
Procurement Director
SUBJECT: Bid Item #26-130 Augusta Reservoir Dams Improvement Project for
Augusta, GA-Augusta Utilities Department

We are forwarding the attached information to you for the following reason checked. Please return your response to the Procurement Department no later than five (5) business days from the date of this notice:

- Submittals received for the above reference item exceeded your Department's Estimated Budget. We have attached a copy of the Tabulation Sheet and the submitted Budget. Please let us know how to proceed:**
 - Re-Bid this item. (You are required to resubmit all documentation via electronic submission.)
 - Cancel this item. (You are required to submit a cancellation letter to Procurement.)
 - Budget Updated: (Provide Procurement with a Justification Letter of cost variance for review and a revised Solicitation Form Checklist updating the Budget.)

Thanking you in advance for your prompt attention to this matter. Should you have any questions, please do not hesitate to contact Andy Penick, Procurement Director at (706) 821-2422.

Attachments

535 Telfair Street, Suite 605, Augusta, GA 30901
Ph: (706) 821-2422 / Email: procadministrative@augustaga.gov



**BID Opening: BID Item #26-130 Augusta Reservoir Dams Improvements
for Augusta, GA- Augusta Utilities Department
BID Due: Tuesday, January 27, 2025 @11:00 a.m.**

Total Number Specifications Mailed Out: 13
 Total Number Specifications Download (Demandstar): 10
 Total Electronic Notifications (Demandstar): 252
 Georgia Procurement Registry: 510
 Pre-Bid Conference Attendees: 19
 Total Packages Submitted: 1
 Total Non-Compliant: 0

| VENDORS | Attachment "B" | Addendum 1 & 2 | E-Verify | Save Form | Bid Bond | Base Bid | Compliance Goal |
|--|-------------------|-------------------|----------|-----------|----------|----------------|--------------------|
| Shearer-Mutimer Construction, LLC 106 South Belair Road Martinez, GA 30907 | YES | YES | 972728 | YES | YES | \$1,591,946.90 | YES |

Action History (UTC-05:00)

Submit

by Anonymous User 11/14/2025 10:16:35 AM (Message Start Event)

Approve

by Wes Byne 11/18/2025 5:37:23 PM (Dept Director Review)

- The task was assigned to Wes Byne 11/14/2025 10:16:47 AM

Approve

by Dinah Dempsey 11/19/2025 9:53:46 AM (Compliance Dinah)

- The task was assigned to Dinah Dempsey 11/18/2025 5:37:24 PM

Approve

by Yolanda Jackson 11/19/2025 11:26:31 AM (Compliance)

- The task was assigned to Yolanda Jackson 11/19/2025 9:53:47 AM

Approve

by Tywana Scott 11/21/2025 9:16:25 AM (Procurement)

- The task was assigned to Procurement 11/19/2025 11:26:32 AM
- Tywana Scott assigned the task to Tywana Scott 11/21/2025 9:09:28 AM

Approve

by Tywana Scott 11/21/2025 9:17:15 AM (Procurement Director Review)

- The task was assigned to Procurement 11/21/2025 9:16:25 AM
- Tywana Scott assigned the task to Tywana Scott 11/21/2025 9:17:04 AM



PROCUREMENT DEPARTMENT

Procurement Solicitation Form Checklist

The following Information is required prior to processing your request.

Bid Number*

Procurement Use Only
26-130

Date*

11/14/2025
Estimate date which Product or Service is needed.

Requesting Department*

Utilities

Project Contact First Name*

Mitchell

Project Contact Last Name*

O'Neal

Project Contact Email*

moneal2@augustaga.gov

Phone Number:*

706-826-4768

1. What type of solicitation?*

- ITB
RFQ
RFP
RFI
PROFESSIONAL SERVICES

Annual Bid*

- Yes
No

2. Project Name*

Augusta Reservoir Dams Improvements Project

3. Project Description:

Rehabilitation of the reservoirs at Hicks and Highland Avenue Water Treatment Plants.

4. Funding Source:

- General Fund
Federal
Grant
State Contract
other
State
SPLOST
T-SPLOST
Enterprise Funds

5. Funding Available:

- Yes No

6. Project Type:*

- Federal Project
Transit Project
Local Project

7. Type of Work*

- Construction
Professional Services
Airport
Other

8. Independent Cost Analysis Matrix for Federal/State funded projects valued at \$100,000.00 or more:*

- Yes No

10. Estimated Budget *

~~\$ 1,000,000.00~~ \$1,600,000.00

11. Org Key for Advertisement *

506-04-3110

Numbers only and formatted ____-____-____/5233111

11a. Job Ledger # (if applicable):

Numbers only and formatted ____-____-____

12. Org Key for Plan room Spec charges (if applicable)

Numbers only and formatted ____-____-____/5233111

12a. Job Ledger # (if applicable):

Numbers only and formatted ____-____-____

13. Org Key/Expenses Code: Project and Services *

516-04-3410/5425110

Numbers only and formatted ____-____-____/____-____-____

13a. Job Ledger # (if applicable):

89944620/5425110

Numbers only and formatted ____-____-____/____-____-____

14. Bonds Required

Bond requirements are based on department policy, type of project, and the estimated budget of a project. A bond(s) may be required, even if this form indicates otherwise.

- Bid Bond Required
- Payment & Performance Bond Required

15. Scope of Service for Subcontractors

Portable Toilet Services

16. Justification Documents

(optional)

The Procurement Department will not be held responsible for any Federal, State or Grant information that is required for publication.

17. Specifications Upload *

| | |
|---|----------|
| 00 Cover Sheet.docx | 91.22KB |
| 01 Title Sheet.docx | 17.72KB |
| 02 Table of Contents.docx | 23.06KB |
| 03 Instructions To Bidders.docx | 24.19KB |
| 04 Proposal.docx | 29.72KB |
| 05 Agreement.docx | 21.95KB |
| 06 Notice Of Award.docx | 75.74KB |
| 07 Notice To Proceed.docx | 75.37KB |
| 08 Change Order.docx | 15.92KB |
| 09 Bid Bond.docx | 19.33KB |
| 10 Performance & Payment Bonds.docx | 22.88KB |
| 11 General Conditions.docx | 82.79KB |
| 12 Supplementary Conditions.docx | 44.25KB |
| 13 Index To Technical Specifications.docx | 19.49KB |
| 14 Hicks - Cover Sheet.docx | 95.11KB |
| 15 Hicks - Title Sheet.docx | 17.76KB |
| 16 Hicks - Table of Contents.docx | 19.91KB |
| 18 Hicks - Index To Technical Specifications.docx | 17.84KB |
| 19 Hicks - TS-1 Clearing and Grubbing.docx | 18.85KB |
| 20 Hicks - TS-2 Grading.docx | 23KB |
| 21 Hicks - TS-3 Dewatering.docx | 20.71KB |
| 22 Hicks - TS-4 Grassing.docx | 20.32KB |
| 23 Hicks - TS-5 Erosion, Sedimentation and Pollution Control Measures.docx | 23.78KB |
| 24 Hicks - AUD Measurement & Payment.docx | 118.36KB |
| 25 Highland - Cover Sheet.docx | 94.61KB |
| 26 Highland - Title Sheet.docx | 17.99KB |
| 27 Highland - Table of Contents.docx | 19.95KB |
| 29 Highland - Index To Technical Specifications.docx | 17.9KB |
| 30 Highland - TS-1 Clearing and Grubbing.docx | 23.13KB |
| 31 Highland - TS-2 Removal of Water.docx | 18.33KB |
| 32 Highland - TS-3 Grading.docx | 25.38KB |
| 33 Highland - TS-4 Grassing.docx | 23.96KB |
| 34 Highland - TS-5 Erosion, Sedimentation & Pollution Control Measures.docx | 23.78KB |
| 35 Highland - AUD Measurement & Payment.docx | 118.76KB |

Word Files

18. Drawings Upload

| | |
|--|---------|
| 20250808_N Max Hicks & Highland Ave WTP Reservoir Dam Improvements_Construction Plans_EPD Approved.pdf | 25.73MB |
|--|---------|

PDF Files

19. Item previously purchased: Yes No**20-A. Pre-Bid Conference** Mandatory Optional N/A**20-D. Site Visit Required** Mandatory Optional N/A**21. List of vendors to receive copy of Specifications. ***

| | |
|---|---------|
| Word Only and formatted for 5160 Avery Labels Direct Solicitations Labels.docx | 19.17KB |
|---|---------|

22. AUGUSTA, GA CODE Sec 1-10-52 Sealed Proposals (RFP/RFQ):

Conditions for use. In accordance with O.C.G.A. § 36-91-21(c)(1)(C), the competitive sealed proposals method may be utilized when it is determined in writing to be the most advantageous to Augusta, Georgia, taking into consideration the evaluation factors set forth in the request for proposals. The evaluation factors in the request for proposals shall be the basis on which the award decision is made when the sealed proposal method is used. Augusta, Georgia is not restricted from using alternative procurement methods for obtaining the best value on any procurement, such as Construction Management at Risk, Design/Build, etc. Justification:

Requester's Signature



THIS SOLICITATION WILL NOT BE ADVERTISED UNTIL PROCUREMENT RECEIVES THE INFORMATION REQUESTED ABOVE. ALL NECESSARY POSTAGE AND PRINTING COST WILL BE CHARGED TO YOUR DEPARTMENT.

Procurement (Revised: 7/19/16)

Department

Department Approval



Department Approval Date

11/18/2025

Dept. Requires Bond *

This indicates the department's preference for bonds, regardless of automatic requirements, in accordance with Sec. 1-10-43.

- None
- Bid
- Payment & Performance

Compliance

Compliance Approval



Compliance Approval Date *

11/19/2025

DBE goal applied to project:

DBE Office has reviewed all Federal Projects.

- Yes No N/A
- (exception - FAA Projects)

List of Certified DBE Vendors provided:

- Yes No

Please attach all FTA clauses and forms applicable to this project for publication

Participation goal applied to project:

An MBE goal of 6% and WBE goal of 2% is applied to this project

Attach copy of specific goal sheet (if applicable):

MWBE Goals Package.docx 238.55KB

Section 1-10-132. Minority and Woman Owned Business Enterprise Program participation. The Augusta, Georgia goals committee shall indicate goals for contracts over \$300,000 in value.

Procurement

File Under Year *

2026

Bid Number*

Procurement Use Only

26-130

Bonds Required*

This indicates the Procurement Department's bond preferences in accordance with Sec. 1-10-43.

- None
- Bid Bond Required
- Payment & Performance Bond Required

Procurement Approval*

A rectangular box containing a handwritten signature in cursive script that reads "Tywana E. Scott".

Procurement Approval Date*

11/21/2025