



Print Form

Sole Source Justification (Reference Article 6, Procurement Source Selection Methods and Contract Awards, § 1-10-56 SOLE SOURCE PROCUREMENT)

Vendor: PROCORE E-Verify Number: 1228354

Commodity: Construction Project Management

Estimated annual expenditure for the above commodity or service: \$ \$46,955.52

Initial all entries below that apply to the proposed purchase. Attach a memorandum containing complete justification and support documentation as directed in initialed entry. (More than one entry will apply to most sole source products/services requested).

1. SOLE SOURCE REQUEST IS FOR THE ORIGINAL MANUFACTURER OR PROVIDER, THERE ARE NO REGIONAL DISTRIBUTORS. (Attach the manufacturer's written certification that no regional distributors exist. Item no. 4 also must be completed.)
2. SOLE SOURCE REQUEST IS FOR ONLY THE AUGUSTA GEORGIA AREA DISTRIBUTOR OF THE ORIGINAL MANUFACTURER OR PROVIDER. (Attach the manufacturer's — not the distributor's — written certification that identifies all regional distributors. Item no. 4 also must be completed.)
3. THE PARTS/EQUIPMENT ARE NOT INTERCHANGEABLE WITH SIMILAR PARTS OF ANOTHER MANUFACTURER. (Explain in separate memorandum.)
4. THIS IS THE ONLY KNOWN ITEM OR SERVICE THAT WILL MEET THE SPECIALIZED NEEDS OF THIS DEPARTMENT OR PERFORM THE INTENDED FUNCTION. (Attach memorandum with details of specialized function or application.)
5. THE PARTS/EQUIPMENT ARE REQUIRED FROM THIS SOURCE TO PERMIT STANDARDIZATION. (Attach memorandum describing basis for standardization request.)
- X 6. NONE OF THE ABOVE APPLY. A DETAILED EXPLANATION AND JUSTIFICATION FOR THIS SOLE SOURCE REQUEST IS CONTAINED IN ATTACHED MEMORANDUM.

The undersigned requests that competitive procurement be waived and that the vendor identified as the supplier of the service or material described in this sole source justification be authorized as a sole source for the service or material.

Name: Hameed Malik Department: Engineering & Env Service Date: 3/12/25

Department Head Signature:  Date: 3/12/25

Approval Authority:  Date: 3/17/25

Administrator Approval: (required – not required) _____ Date: _____

COMMENTS:


Commission Approval Required




ENGINEERING & ENVIR. SVCS. DEPARTMENT

Hameed Malik, Ph.D., P.E., Director

MEMORANDUM

TO: Darrell White, Interim Director Procurement 

FROM:  Hameed Malik, Ph.D., PE, Director Engineering & Environmental Services

DATE: Wednesday, March 12, 2025

SUBJECT: Augusta Engineering Infrastructure Program Delivery &
Projects construction Management Web Based Technology-Procure
File Reference: 25-014(I)

Augusta Engineering (AE) is requesting the use of the sole source procurement process to utilize web-based technology, Procure, for its infrastructure program delivery and project construction management. AE in conjunction with its Transportation Invest Act (TIA) funded Augusta Downtown roadways projects construction centralized coordination external support team is utilizing Procure since 2019 as its primary project management software for all Capital Improvement Projects (CIP). In addition to TIA projects, AE using Procure for project delivery of Special Purpose Local Option Sale Tax (SPLOST) and Federal Funded projects too. The software has been instrumental in streamlining and coordinating project workflows, improving collaboration with contractors and consultants, and enhancing efficiency in managing infrastructure projects on site and in office. Up till 2024 the Procure usage annual fee were covered under projects centralized professional services provided by AE construction centralized coordination external support team. Given continuity of the TIA program as TIA2, AE has continuous need for Procure usage. Hence, it is cost effective for AE to fully transition Procure usage and associated usage fee responsibility to AE. See Need & Justification below.

NEED:

- Documentation: PROCORE ensures Realtime access to project files, RFI, submittals , track design changes and track monthly pay application which helps manage the workflow by ensuring adequate coordination and communication
- Schedule: Allows AE to track the project schedule and time to monitor the progress and critical paths on the CIP projects
- Collaborative Environment: It provides efficient collaborative environment between all the parties involved and makes the line of communication clear.
- Compliance: make sure the quality is controlled through regular reports, daily inspection logs and corrective action report and project closeout documentations.

JUSTIFICATION:

- AE has been using this software since 2019 and invested significant time learning, operating and reorganizing the software per our need, transition to new software will have a big learning curve which will disrupt the current ongoing projects records and workflow.
- All external parties including contractors and consultants are well versed with this software and use it as a tool of collaboration among all parties, Changing the software might cause loss in historical records and could potentially disrupt the structured workflow.
- It has helped AE in seamless project tracking and timestamping the records for tracking purpose with its construction specific features

Should you require additional information, please do not hesitate to contact me at (706)796-5068

The City of Augusta AED

\$30M renewal		Contract Value	Term Length
		USD 46,955.52	1 Year
ACV: 30M			
Product	Price Per Million	Price	
Project Management Pro	USD 1,018	USD 30,551.40	
Quality & Safety	USD 372	USD 11,174.12	
Training Center	USD 174	USD 5,230.00	
Subtotal	USD 1,565	USD 46,955.52	
	Recurring Fees	USD 46,955.52	
	One Time Fees	USD 0.00	
	Total Billed Annually	USD 46,955.52	