RICHMOND COUNTY SHERIFF'S OFFICE

Sheriff Eugene Brantley

Law Enforcement Center
400 Walton Way
Augusta, GA 30901
Phone: 706.821.1000 Fax: 706.821.1064

MEMORANDUM

TO: Mr. Andy Penick, Director, Procurement Department

FROM: Major Chester Huffman, Richmond County Sheriff's Office

DATE: October 15, 2026

SUBJECT: Recommendation of Award Memo for Invitation to Bid #26-177

On October 9, 2026, three (3) proposals were received for Invitation to Bid #26-177, Energy Recovery Ventilators Repair for the Charles B. Webster Detention Center. The Sheriff's Office recommends awarding Atlas Mechanical Services, Inc., totaling $108,336.00 as it meets the bid specifications and the needs of the facility.

For the Sheriff,

C. Huffman, Jr.

Major Chester V. Huffman, Jr.
Richmond County Sheriff's Office
Charles B. Webster Detention Center
1941 Phinizy Road
Augusta, GA 30906
(706) 399-2830

Exhibit D
Price Sheet

Provide a lump sum with a detailed line-item repair cost for parts and labor of each ERV listed in Section II.

Lump sum pricing:

ERV-1H – Trane- S/N 11978790

Parts: $ 50,372.00

Labor: $ 10,560.00

ERV-1H - Total: $ 60,973.00

ERV-1G – Trane – S/N 11978789

Parts: $ 39,484.00

Labor: $ 7,920.00

ERV – 1G - Total $ 47,404.00

Lump Sum Total for the repair of both units: **$** 108,336.00

SUBMITTED BY:

Company Name: Atlas Mechanical Services Inc

Address: 5107 parnell way

City/State/Zip Code: Augusta, GA 30907

Telephone: 706-855-7921 Email Address: SERVICDESK@ATLASAUGUSTA.COM

Signature: _____ Title: PRESIDENT Date: 17 SEPT 2026

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR SUBMITTAL

EXHIBIT E
ACKNOWLEDGEMENT OF TERMS AND CONDITIONS:

Bidder shall acknowledge agreement

☐ 1. All materials and services furnished will be subject to the approval of the Commission, Administrator, Procurement Director, and Sheriff's Office.

☐ 2. All warranties, expressed or implied, must be submitted in writing and will become a part of the vendor's formal offering.

☐ 3. Proposed alternative products must be equal in Fit, Form and Function by other than the specified manufacturer must be approved by the Owner in advance. It is the responsibility of the firm to demonstrate that their product is equal in quality and performance.

☐ 4. Warranty is to be specified.

☐ 5. Proposer has reviewed the terms and conditions of this bid.

☐ 6. Termination of Award: Either Augusta or Contractor may terminate work under this award in the event the other party fails to perform in accordance with the specifications. Any party seeking to terminate this award is required to give a thirty (30) day prior written notice to the other party. The vendor shall be paid for any validated services under this award up to the time of termination.

☐ 7. FAILURE TO PERFORM/BREACH OF CONTRACT: In the event non-performance or unsatisfactory performance by the Contractor of any obligation of this contract or the Contractor is in substantial non-compliance with any of its terms to include but not limited to multiple acts of a similar nature, Augusta may terminate this contract under the TERMINATION FOR CAUSE clause. PROVIDED, Augusta shall provide written notice to the Contractor of said non-performance or unsatisfactory performance or substantial non-compliance. PROVIDED FURTHER, the Contractor shall have five (5) days after such notice to cure said failure or non-compliance.

I hereby certify that the responses to the above representations, certifications, and other statements are accurate and complete. I agree to abide by all conditions of this Invitation to Bid and certify that I am authorized to sign for the Offeror.

Signature: _____ Date: 17 SEPT 2026

Name (Printed): PATRICK CUTLIP

Title: PRESIDENT

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR SUBMITTAL

Limited Service and Parts Warranty

Atlas Heating and Air warrants all services rendered and **new parts supplied under this specific bid** to be free from defects in materials and workmanship for a period of **one (1) year** from the date of completion.

This warranty covers **100% of parts and labor** required to replace any defective component included in this bid at no additional cost to the client.

Exclusions: This warranty applies **strictly to the parts listed in this bid** and the labor to replace them. It does not cover pre-existing equipment, owner-furnished materials, normal wear and tear, abuse, lack of maintenance, or damage caused by external forces.

STATE OF GEORGIA
Brad Raffensperger, Secretary of State
State Construction Industry Licensing Board
Conditioned Air Non-Restricted
LICENSE NO. CN211636
Brandon Daniel Gregoire
Martinez, GA 30907
Expiry Date - 11/30/2027
Status - Active
Issue Date - 04/14/2025

A pocket-sized license card is below. Above is an enlarged copy of your pocket card.

Please make note of the expiration date on your license. It is your responsibility to renew your license before it expires. Please notify the Board if you have a change of address.

Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the GOALS Portal https://goals.sos.ga.gov/.

Please refer to Board Rules for any continuing education requirements your profession may require.

Georgia Professional Licensing Boards Division
3920 Arkwright Rd, Suite 195
Macon, GA 31210
Phone: (404) 424-9966
https://goals.sos.ga.gov/.

STATE OF GEORGIA
Brad Raffensperger, Secretary of State
State Construction Industry Licensing Board
Conditioned Air Non-Restricted
LICENSE NO. CN211636
Brandon Daniel Gregoire
Martinez, GA 30907
Expiry Date - 11/30/2027
Status - Active
Issue Date - 04/14/2025

THIS CERTIFICATE IS TO BE POSTED IN A CONSPICUOUS PLACE IN THE BUSINESS HEREIN DESCRIBED.

BUSINESS CERTIFICATE

Planning & Development

AUGUSTA RICHMOND COUNTY
535 TELFAIR ST SUITE 300, AUGUSTA, GA 30901
1803 MARVIN GRIFFIN RD, AUGUSTA, GA 30906
LICENSING@AUGUSTAGA.GOV
706-312-5050

MAILING ADDRESS INFORMATION
ATLAS MECHANICAL SERVICES, INC.
5107 PARNELL WAY
MARTINEZ, GA 30907

2026

BUSINESS LICENSE NUMBER: LCC20110000956

ISSUE DATE: 01/08/2026

EXPIRATION DATE: 12/31/2026

BUSINESS NAME: ATLAS MECHANICAL SERVICES, INC.

DOING BUSINESS AS: ATLAS MECHANICAL SERVICES, INC.

CLASSIFICATION(S): 235113 - CONDITIONED AIR CLASS II (2)

BUSINESS TYPE: CONTRACTOR

PHYSICAL LOCATION: 5107 PARNELL WAY, MARTINEZ, GA 30907
SUITE:

CERTIFICATE HOLDER: ATLAS MECHANICAL SERVICES, INC.

THIS OCCUPATIONAL TAX CERTIFICATE IS VALID FOR CALENDAR YEAR ENDING 12/31/2026 AND IS SUBJECT TO RENEWAL BY 1/31/2027. THE PLANNING AND DEVELOPMENT DEPARTMENT SHALL HAVE THE RIGHT TO SUSPEND ANY CERTIFICATE IF THE BUSINESS VIOLATES ANY LAW OR ORDINANCE OF THE UNITED STATES, THE STATE OF GEORGIA, OR AUGUSTA, GEORGIA.

LATE FEES ARE IMPOSED FEBRUARY 1ST. BUSINESSES THAT FAIL TO RENEW BY MAY 1ST WILL HAVE A PAST DUE COLLECTION (1ST) ADDED. BUSINESSES THAT FAIL TO RENEW BY AUGUST 1ST WILL HAVE A PAST DUE COLLECTION (2ND) ADDED.

CERTIFICATES AND LICENSES ARE NOT TRANSFERABLE OR REFUNDABLE.

CHANGES IN OWNERSHIP OR BUSINESS LEGAL ENTITY REQUIRES A NEW APPLICATION AND APPROVAL.

CHANGES IN LOCATION REQUIRE AN AMENDED APPLICATION AND APPROVAL. APPROVAL SHOULD BE OBTAINED BEFORE THE BUSINESS MOVES.

IF THE BUSINESS CLOSES BEFORE THE EXPIRATION DATE, PLEASE SEND WRITTEN NOTIFICATION BY EMAIL OR MAIL TO THE LICENSING DEPARTMENT. THE NOTICE MUST INCLUDE BUSINESS NAME, LICENSE NUMBER, SENDER'S NAME, TITLE WITHIN THE ORGANIZATION, AND THE DATE THE BUSINESS CLOSED.

Exhibit A

Augusta, Georgia
ATTN: Procurement Director
535 Telfair Street, Suite 605
Augusta, Georgia 30901

Company Name: Atlas Mechanical Services Inc

Street Address: 5107 parnell way

City, State, Zip Code: Augusta GA, 30907

Phone: 706-855-7921 Email: patrick.cutlip@atlasaugusta.com

Where/How did you hear about this solicitation? EUNA open bids

Instructions:

1. Attach a copy of your Business License
2. Attach your Federal W-9 Form.
3. Provide a copy of your General, or other Contractor License, for the following (If applicable),
   Utility Contractors License # _____
   General Contractor License # _____
   Additional Specialty License # Condition Air CN211636
4. Acknowledgement of Addenda: (#1) ____ (#2) ____ (#3) ____ (#4) ____ (#5) ____ (#6) ____ (#7) ____ (#8) ____
   Check the appropriate box(es)to acknowledge receipt of addenda

Statement of Non-Discrimination

1. The undersigned understands that it is the policy of Augusta, Georgia to promote full and equal business opportunity for all persons doing business with Augusta, Georgia. The undersigned covenants that we have not discriminated against on the basis of race, religion, gender, national origin, or ethnicity, with regard to prime contracting, subcontracting, or partnering opportunities.
2. The undersigned covenants and agrees to make good faith efforts to ensure maximum practicable participation of local small businesses on the proposal or contract awarded by Augusta, Georgia. The undersigned further covenants that we have completed truthfully and fully the required forms regarding good faith efforts and local small business subcontractor/supplier utilization.
3. The undersigned further covenants and agrees not to engage in discriminatory conduct of any type against local small businesses, in conformity with Augusta, Georgia's Local Small Business Opportunity Program. Set forth below is the signature of an officer of the proposer/contracting entity with the authority to bind the entity.
4. The undersigned acknowledge and warrant that this Company has been made aware of understands and agrees to take affirmative action to provide such companies with the maximum practicable opportunity to do business with this Company;
5. That this promise of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;
6. That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made as part of and incorporated by reference into any contract or portion thereof which this Company may hereafter obtain and;
7. That the failure of this Company to satisfactorily discharge any of the promises of nondiscrimination as made and set forth herein shall constitute a material breach of contract entitling Augusta, Georgia to declare the contract in default and to exercise any and all applicable rights remedies including but not limited to cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and or forfeiture of compensation due and owing on a contract.

Non-Collusion of Prime Bidder

1. By submission of a bid, the bidder certifies, under penalty of perjury, that to the best of their knowledge and belief:
   A. The prices in the proposal have been arrived independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidders or with any competitor.
   B. Unless otherwise required by law, the prices which have been quoted in the proposal have not been knowingly disclosed by the bidders prior to opening, directly or indirectly, to any other bidders or to any competitor.

C. No attempt has been made, or will be made, by the bidders to induce any other person, partnership, or corporation to submit or not to submit a proposal for the purpose of restricting competition. Collusions and fraud in proposal preparation shall be reported to the State of Georgia Attorney General and the United States Justice Department.

Conflict of Interest

By submission of a bid, the responding firm certifies, under penalty of perjury, that to the best of its knowledge and belief:

1. No circumstances exist which cause a Conflict of Interest in performing the services required by this Bid, and
2. That no employee of the County, nor any member thereof, not any public agency or official affected by this BID, has any pecuniary interest in the business of the responding firm or his sub-consultant(s) has any interest that would conflict in any manner or degree with the performance related to this BID. By submission of a bid, the bidders certifies under penalty of perjury, that to the best of its knowledge and belief:
   A. The prices in the bid have arrived independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidders or with any competitor.
   B. Unless otherwise required by law, the prices which have been quoted in the bid have not knowingly been disclosed by the bidders prior to opening, directly or indirectly, to any other bidders or competitor.
   C. No attempt has been made, or will be made, by the bidders to induce any other person, partnership, or cooperation to submit or not to submit a bid for the purpose of restricting competition. For any breach or violation of this provision, the County shall have the right to terminate any related contract or agreement without liability and at its discretion to deduct from the price, or otherwise recover, the full amount of such fee, commission, percentage, gift, payment, or consideration.

The undersigned further agrees to submit a notarized copy of Exhibit A, and any required documentation noted as part of the Augusta, Georgia Board of Commissions specifications which govern this process. In addition, the undersigned agrees to submit all required forms for any subcontractor(s) as requested and or required. I further understand that my submittal will be deemed non-compliant if any part of this process is violated.

PATRICK CUPP JR

Signatory Name In Print

President

Signatory's Title

Atls Mechanical Services Inc

Company Name

Signature of Authorized Officer or Agent

DATE: 09.17.2026

SUBSCRIBED AND SWORN BEFORE ME ON THIS 17 DAY OF September, 2026.

NOTARY PUBLIC (Seal or Stamp)

MELISSA HOBSON NOTARY PUBLIC COLUMBIA COUNTY, GEORGIA

My Commission Expires: 10.05.2029

Exhibit B

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(l)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;

b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;

c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;

d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;

e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);

f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10- 91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and

g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Patrick Cutlip

Project Name and Number

BID 26-117 ERV REPAIR CHARLES B WEBSTER DETENTION CENTER

Patrick Cutlip

Signatory Name in Print

Signature of Authorized Officer or Agent

PRESIDENT

Signatory's Title

17 SEPT 2026

Date

SUBSCRIBED AND SWORN BEFORE ME ON THIS 17 DAY OF September, 2026.

MELISSA HOBSON NOTARY PUBLIC COLUMBIA COUNTY, GEORGIA

NOTARY PUBLIC

My Commission Expires: 10.05.2029

Exhibit C

Systematic Alien Verification for Entitlements (SAVE) Program

Affidavit Verifying Status for Augusta, Georgia Benefit Application By executing this affidavit under oath, as an applicant for an Augusta, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract, or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for an Augusta, Georgia contract for

BID #26-177 Energy Recovery Ventilators Repair-Charles B. Webster Detention Center
[ITB Project Number and Project Name]

Patrick Cutlip
Print name of person applying on behalf of individual, business, corporation, partnership, or other private entity

Atlas Mechanical Services Inc
[Print/Type: Name of business, corporation, partnership, or other private entity]

1. X I am a citizen of the United States.
2. _____ I am a legal permanent resident 18 years of age or older.
3. _____ I am an otherwise qualified alien (8 § USC 1641) or nonimmigrant under the Federal Immigration and Nationality Act (8 USC 1101 et seq.) 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant

Patrick Cutlip
Printed Name

*Alien Registration Number for Non-Citizens

NOTARY COMMISSIONING

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE 17 DAY OF September, 2026

Notary Public

My Commission Expires: 10-05-2029 NOTARY SEAL

MELISSA HOBSON NOTARY PUBLIC COLUMBIA COUNTY, GEORGIA

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR SUBMITTAL

Augusta
GEORGIA

BIDDER COMPLIANCE AND EXCEPTIONS FORM

1. The Bidder certifies that the commodity(ies) and/or service(s) proposed in response to this solicitation fully comply with all requirements, specifications, terms, and conditions of the solicitation, except for any deviations or exceptions specifically identified below.
2. If the Bidder proposes any commodity(ies) and/or service(s) that differ in any manner from the requirements of this solicitation, the Bidder must clearly identify each deviation or exception by specification section number and provide a detailed description below.
3. Failure to identify any deviation or exception shall be deemed an affirmative representation that the Bidder's offer is in full and complete compliance with all requirements, specifications, terms, and conditions of the solicitation.
4. Return with submittal if the commodity and/or services proposed in the response to this bid are in any way different from that contained in the specifications.

Exceptions/Deviations:

_____

_____

_____

☒ NO EXCEPTIONS: The Bidder certifies that its offer is in full compliance with all requirements of this solicitation.

☐ EXCEPTIONS IDENTIFIED ABOVE: The Bidder certifies that all exceptions and deviations from the solicitation have been fully and accurately identified above.

BIDDER CERTIFICATION

I certify that I am authorized to submit this response on behalf of the Bidder and that the information provided on this form is true, complete, and accurate. I understand that failure to disclose an exception or deviation may result in the Bidder's offer being evaluated as fully compliant with the solicitation requirements.

Company Name: ATLAS MECHANICAL SERVICES INC

Authorized Representative: PATRICK CUTLIP

Title: PRESIDENT

Signature: _____

Date: 17 SEPT 2026

SECTION II
SPECIFICATIONS

The Sheriff's Office is seeking a qualified vendor to rebuild two (2) ERVs which are located at CBWDC. Services are to include removal and replacement of major mechanical and electrical components associated with the energy recovery ventilators assemblies. Inspect associated belts, alignment, mounting hardware, and electrical terminations. Reassemble units after component replacement. Check pulley and sheave alignment. Verify wheel rotation and motor operation. Perform startup and operational check of the ERV after completion of repairs. Confirm proper operation of supply, exhaust, and energy recovery wheel assemblies.

The two ERV units are listed below to include the requested services for both units. To schedule an optional site visit of the facility, contact Major C. V. Huffman at (706) 821-1442 or by email at cvhuffman@augustaga.gov for arrangements no later than Thursday, September 24, 2026.

ERV-1H – Trane- S/N 11978790 is located in G Pod

- Remove relay and relay base
- Reinstall new relay and base
- Remove old ERV wheels and pulleys (2)
- Reinstall New ERV wheels and pulleys (2)
- Remove old wheel contactor
- Remove and replace ERV motor
- Reinstall new wheel contactor
- Remove all belts
- Reinstall and align all new belts
- Remove worn pulleys and sheaves (2)
- Replace and align newly installed pulleys and sheaves (2)
- Remove and replace supply and exhaust contactors (2)
- Remove and replace supply and exhaust overloads (2)
- Remove and replace supply motor
- Clean and sanitize inside of unit

ERV-1G – Trane – S/N 11978789 is located in H Pod

- Remove old ERV wheels and pulleys (2)
- Reinstall new ERV wheels and pulleys (2)
- Remove old wheel contactor
- Remove and replace ERV wheel motor
- Reinstall new wheel contactor
- Remove all belts
- Reinstall and align all new belts
- Remove worn pulleys and sheaves (2)
- Replace and align newly installed pulleys and sheaves (2)
- Remove and replace supply and exhaust contactors (2)
- Remove and replace supply motor
- Clean and sanitize inside of unit

Invitation to Bid Item #26-177

September 9, 2026

For the provision of

Energy Recovery Ventilators Repair-
Charles B. Webster Detention Center

for

Augusta, GA - on behalf of Sheriff's Office

Bid Due: Friday, October 9, 2026 @ 11:00 a.m.

One Original and One Electronic Version of Bid Submittal shall be submitted on a USB Drive

Andy Penick, CPSM, GCPM
Director of Procurement
535 Telfair Street, Suite 605
Augusta, GA 30901

ITB Template Revised August 21, 2026 - AGP

Invitation to Bid

Sealed bids will be received at this office until Friday, October 9, 2026 @ 11:00 a.m. Bid openings are open to the public in the Procurement Department located at 535 Telfair Street, Suite 605 Augusta, GA 30901and additionally via Teams: Meeting ID: 227 068 784 019 337; Passcode: GX2Yj2vw for furnishing:

Bid Item #26-177 Energy Recovery Ventilators Repair-Charles B. Webster Detention Center for Augusta, GA – Sheriff's Office

No bids will be accepted by email; all submittals must be received by mail or hand delivered. All submittals must be received during our normal office hours from 8:30 a.m. to 5:00 p.m., Monday through Friday.

Bid documents may be obtained on the Augusta, Georgia web site under the Procurement Department ARCBid (http://appweb2.augustaga.gov/NewARCBid/ARCBid.html), Euna OpenBids (https://network.demandstar.com) and Georgia Procurement Registry (https://ssl.doas.state.ga.us/gpr/index). Bid documents may be obtained at the office of the Augusta, GA Procurement Department, 535 Telfair Street – Suite 605, Augusta, GA 30901. Addenda will also be posted on the above listed website. No bids may be withdrawn for a period of ninety (90) days after bids have been opened, pending the execution of contract with the successful bidder.

Questions, request for clarifications or interpretations regarding this bid must be submitted to the Procurement Department:

Augusta Procurement Department
Attn: Tywanna Scott
535 Telfair Street - Suite 605
Augusta, Georgia 30901
Phone: 706-821-2422
Email: procbidandcontract@augustaga.gov

All request for clarifications or interpretations for this bid must be submitted in writing by electronic email to procbidandcontract@augustaga.gov to the Procurement Department on or before the close of business Friday, September 25, 2026 @ 5:00 P.M.

Bidders are cautioned that acquisition of the bid documents through any source other than the office of the Procurement Department is not advisable. Acquisition of bid documents from unauthorized sources placed the bidder at the risk of receiving incomplete or inaccurate information upon which to base his or her qualifications.

No bids will be accepted by email; all bids must be received by mail or hand delivered.

Publish:

Augusta Chronicle September 9, 17, 24, 2026

BID OPENINGS:

All bid openings are open to the public, either in person in the Procurement Department located at 535 Telfair Steet, Suite 605, Augusta, GA 30901, or teleconferencing. Augusta uses the Microsoft Teams application for those wanting to attend virtually. The application is free to use. The Bid Opening is Friday, October 9, 2026, at 11:00 a.m.

Follow these instructions to attend virtually via TEAMS:

1. Go to: https://teams.microsoft.com/meet/227068784019337?p=1vqHs9ZhOY9zh2QI9c
2. Enter meeting ID: 227 068 784 019 337
3. Use Passcode: GX2Yj2vw

INSTRUCTIONS TO SUBMIT

1.1 Purpose: The purpose of this document is to provide general and specific information for use by bidders in submitting a bid to supply Augusta, Georgia with equipment, materials, supplies, and or services as listed above. All bids are governed by the Augusta, Georgia Code.

1.2 Viewing the Augusta Code: All bids are governed and awarded in accordance with the applicable federal and state regulations and the Augusta, Georgia Code. To view the Code visit Augusta's website at www.augustaga.gov or http://www.augustaga.gov/index.aspx?NID=685 Guidelines & Procedures.

1.3 Compliance with laws: The Bidder shall obtain and maintain all licenses, permits, liability insurance, workman's compensation insurance and comply with any and all other standards or regulations required by federal, state or Augusta, Georgia statute, ordinances, and rules during the performance of any contract between the Bidder and Augusta, Georgia. Any such requirement specifically set forth in any contract document between the Bidder and Augusta, Georgia shall be supplementary to this section and not in substitution thereof.

1.4 Bids For All Or Part: Unless otherwise specified, County reserves The Right To make an award(s) for all Items, or categories, or specific line items, to one or more bidders. Bidder may restrict their bid to consideration in the aggregate by so stating but must name a unit price on each item submitted upon.

1.5 Any protests shall be made in writing to:

Attn: Andy Penick
Procurement Director
535 Telfair Street, Suite 605
Augusta, GA 30901
Email: procbidandcontract@augustaga.gov

1.6 Local Bidders Preference: The Local Bidders Preference policy shall only be applied to projects of one-hundred thousand dollars ($100,000) or less and only when the lowest local qualified bidder is within 10% or $10,000, whichever is less of the lowest non-local bidders.

1.7 Augusta, Georgia License Requirement: For further information contact the License and Inspection Department at (706) 312-5050.

General Contractors' License Number, If applicable, is required in accordance with O.C.G.A. §43-41, or be subjected to penalties as may be required by law.

(Utility) Contractor License Number: If applicable, is required in accordance with O.C.G.A. §43-14, or be subjected to penalties as may be required by law.

NOTICE TO ALL BIDDERSS

Exhibit A – Bidders Information, is a consolidated document consisting of:

1. Copy of Business License
2. W-9 Form
3. Acknowledgement of Addenda (if any)
4. Statement of Non-Discrimination
5. Non-Collusion Affidavit of Prime Bidder/Offeror
6. Conflict of Interest Statement

Exhibit B - Contractor Affidavit for E-Verify

Bidder's must provide their E-Verify affidavit along with their bid on the attached form. E-Verify User ID Number must be provided.

Exhibit C - Systematic Alien Verification for Entitlements Program

Business License Requirement: Bidder must be licensed in the Governmental entity (state or local) for where they do the majority of their business. The company's business license number must be provided. If your Governmental entity does not require a business license, your company will be required to obtain an Augusta, GA business license if awarded a contract. For further information contact the License and Inspection Department phone number (706) 312-5050.

The successful bidder will submit the following forms to the Procurement Department no later than five (5) days after receiving the "Letter of Recommendation" (Bidder's letter will denote the date forms are to be received)

1. Georgia Security and Immigration Subcontractor Affidavit
2. Non-Collusion Affidavit of Sub-Contractor
3. E-Verify Memorandum of Understanding (MOU)

Exhibit A

Augusta, Georgia
ATTN: Procurement Director
535 Telfair Street, Suite 605
Augusta, Georgia 30901

Company Name: _____

Street Address: _____

City, State, Zip Code: _____

Phone: _____ Email: _____

Where/How did you hear about this solicitation? _____

Instructions:

1. Attach a copy of your Business License
2. Attach your Federal W-9 Form.
3. Provide a copy of your General, or other Contractor License, for the following (If applicable),
   Utility Contractors License # _____
   General Contractor License # _____
   Additional Specialty License # _____
4. Acknowledgement of Addenda: (#1) ____ (#2) ____ (#3) ____ (#4) ____ (#5) ____ (#6) ____ (#7) ____ (#8) ___
   Check the appropriate box(es)to acknowledge receipt of addenda

Statement of Non-Discrimination

1. The undersigned understands that it is the policy of Augusta, Georgia to promote full and equal business opportunity for all persons doing business with Augusta, Georgia. The undersigned covenants that we have not discriminated against on the basis of race, religion, gender, national origin, or ethnicity, with regard to prime contracting, subcontracting, or partnering opportunities.
2. The undersigned covenants and agrees to make good faith efforts to ensure maximum practicable participation of local small businesses on the proposal or contract awarded by Augusta, Georgia. The undersigned further covenants that we have completed truthfully and fully the required forms regarding good faith efforts and local small business subcontractor/supplier utilization.
3. The undersigned further covenants and agrees not to engage in discriminatory conduct of any type against local small businesses, in conformity with Augusta, Georgia's Local Small Business Opportunity Program. Set forth below is the signature of an officer of the proposer/contracting entity with the authority to bind the entity.
4. The undersigned acknowledge and warrant that this Company has been made aware of understands and agrees to take affirmative action to provide such companies with the maximum practicable opportunity to do business with this Company;
5. That this promise of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;
6. That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made as part of and incorporated by reference into any contract or portion thereof which this Company may hereafter obtain and;
7. That the failure of this Company to satisfactorily discharge any of the promises of nondiscrimination as made and set forth herein shall constitute a material breach of contract entitling Augusta, Georgia to declare the contract in default and to exercise any and all applicable rights remedies including but not limited to cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and or forfeiture of compensation due and owing on a contract.

Non-Collusion of Prime Bidder

1. By submission of a bid, the bidder certifies, under penalty of perjury, that to the best of their knowledge and belief:
   A. The prices in the proposal have been arrived independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidders or with any competitor.
   B. Unless otherwise required by law, the prices which have been quoted in the proposal have not been knowingly disclosed by the bidders prior to opening, directly or indirectly, to any other bidders or to any competitor.

C. No attempt has been made, or will be made, by the bidders to induce any other person, partnership, or corporation to submit or not to submit a proposal for the purpose of restricting competition. Collusions and fraud in proposal preparation shall be reported to the State of Georgia Attorney General and the United States Justice Department.

Conflict of Interest

By submission of a bid, the responding firm certifies, under penalty of perjury, that to the best of its knowledge and belief:

1. No circumstances exist which cause a Conflict of Interest in performing the services required by this Bid, and
2. That no employee of the County, nor any member thereof, not any public agency or official affected by this BID, has any pecuniary interest in the business of the responding firm or his sub-consultant(s) has any interest that would conflict in any manner or degree with the performance related to this BID. By submission of a bid, the bidders certifies under penalty of perjury, that to the best of its knowledge and belief:
   A. The prices in the bid have arrived independently without collusion, consultation, communications, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidders or with any competitor.
   B. Unless otherwise required by law, the prices which have been quoted in the bid have not knowingly been disclosed by the bidders prior to opening, directly or indirectly, to any other bidders or competitor.
   C. No attempt has been made, or will be made, by the bidders to induce any other person, partnership, or cooperation to submit or not to submit a bid for the purpose of restricting competition. For any breach or violation of this provision, the County shall have the right to terminate any related contract or agreement without liability and at its discretion to deduct from the price, or otherwise recover, the full amount of such fee, commission, percentage, gift, payment, or consideration.

The undersigned further agrees to submit a notarized copy of Exhibit A, and any required documentation noted as part of the Augusta, Georgia Board of Commissions specifications which govern this process. In addition, the undersigned agrees to submit all required forms for any subcontractor(s) as requested and or required. I further understand that my submittal will be deemed non-compliant if any part of this process is violated.

_____ _____

Signatory Name in Print Company Name

_____ _____

Signatory's Title Signature of Authorized Officer or Agent

DATE: _____

SUBSCRIBED AND SWORN BEFORE
ME ON THIS _____ DAY OF
_____, 202___.

_____ My Commission Expires: _____

NOTARY PUBLIC (Seal or Stamp)

Exhibit B

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(l)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10- 91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Project Name and Number

_____

_____

_____
Signatory Name in Print

_____
Signature of Authorized Officer or Agent

_____
Signatory's Title

_____
Date

SUBSCRIBED AND SWORN BEFORE
ME ON THIS _____ DAY OF
_____, 202___.

_____
NOTARY PUBLIC

My Commission Expires: _____

Exhibit C

Systematic Alien Verification for Entitlements (SAVE) Program

Affidavit Verifying Status for Augusta, Georgia Benefit Application By executing this affidavit under oath, as an applicant for an Augusta, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract, or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for an Augusta, Georgia contract for

BID #26-177 Energy Recovery Ventilators Repair-Charles B. Webster Detention Center
[ITB Project Number and Project Name]

_____
Print name of person applying on behalf of individual, business, corporation, partnership, or other private entity

_____
[Print/Type: Name of business, corporation, partnership, or other private entity]

1. _____ I am a citizen of the United States.
2. _____ I am a legal permanent resident 18 years of age or older.
3. _____ I am an otherwise qualified alien (8 § USC 1641) or nonimmigrant under the Federal Immigration and Nationality Act (8 USC 1101 et seq.) 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

_____
Signature of Applicant

_____
Printed Name

_____
*Alien Registration Number for Non-Citizens

NOTARY COMMISSIONING

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY OF _____, 20____

_____
Notary Public

My Commission Expires: _____ NOTARY SEAL

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR SUBMITTAL

BIDDER COMPLIANCE AND EXCEPTIONS FORM

1. The Bidder certifies that the commodity(ies) and/or service(s) proposed in response to this solicitation fully comply with all requirements, specifications, terms, and conditions of the solicitation, except for any deviations or exceptions specifically identified below.
2. If the Bidder proposes any commodity(ies) and/or service(s) that differ in any manner from the requirements of this solicitation, the Bidder must clearly identify each deviation or exception by specification section number and provide a detailed description below.
3. Failure to identify any deviation or exception shall be deemed an affirmative representation that the Bidder's offer is in full and complete compliance with all requirements, specifications, terms, and conditions of the solicitation.
4. Return with submittal if the commodity and/or services proposed in the response to this bid are in any way different from that contained in the specifications.

Exceptions/Deviations:

_____

_____

_____

☐ NO EXCEPTIONS: The Bidder certifies that its offer is in full compliance with all requirements of this solicitation.

☐ EXCEPTIONS IDENTIFIED ABOVE: The Bidder certifies that all exceptions and deviations from the solicitation have been fully and accurately identified above.

BIDDER CERTIFICATION

I certify that I am authorized to submit this response on behalf of the Bidder and that the information provided on this form is true, complete, and accurate. I understand that failure to disclose an exception or deviation may result in the Bidder's offer being evaluated as fully compliant with the solicitation requirements.

Company Name: _____

Authorized Representative: _____

Title: _____

Signature: _____

Date: _____

Minority and Women Owned Business Enterprise Program Ordinance Requirements

Notice To All Bidders (PLEASE READ CAREFULLY)

Shall apply to ALL Bids regardless of the dollar amount

In accordance with the Commission Action on 7/25/24 and the adoption of Ordinance No. 7945 Chapter 10C of the AUGUSTA, GA, CODE, Contractors agree to collect and maintain all records necessary to Augusta, Georgia to evaluate the effectiveness of its Minority and Women Owned Business Enterprise Program and to make such records available to Augusta, Georgia upon request. The requirements of the Minority and Women Owned Business Enterprise Program can be found at www.augustaga.gov. In accordance with AUGUSTA, GA. CODE, Contractors shall report to Augusta, Georgia the total dollars paid to each subcontractor, bidders, or other business on each contract, and shall provide such payment affidavits, regarding payment to subcontractors, if any as required by Augusta, Georgia. Such utilization reports shall be in the format specified by the Director of Compliance and shall be submitted at such times as required by Augusta, Georgia. Required forms can be found at www.augustaga.gov. If you need assistance completing a form or filing information, please contact the M/WBE Program office at (706) 821-2406. Failure to provide such reports withing the time period specified by Augusta, Georgia shall entitle Augusta, Georgia to exercise any of the remedies set forth, including, but not limited to, withholding payment from the Contractor and/or collecting liquidated damages.

SHALL APPLY TO PROJECTS IN EXCESS OF $300,000

Minority and Women Owned Business Enterprise Program (Continued)

Sec. 1-10-138. Race and Gender-Conscious Efforts

Contract-by-Contract Subcontractor Goals The City, through the Goal Setting Committee (GSC), will set specific, separate percentage-based MBE and WBE subcontracting goals on a contract-by contract basis for Prime contracts in Construction, Architecture & Engineering, Professional Services, and Other Services valued in excess of $300,000. The City shall establish such goals based upon the type of contract, the type of subcontracting work that will be required, and the availability of M/WBE firms to perform the work for that specific contract.

The GSC shall not establish subcontracting goals on contracts where (a) there are no subcontracting opportunities identified for the contract; or (b) there are not at least three (3) MBE and/or WBE firms that are available and capable to perform a CUF for the overall subcontracting opportunities on the contract.

Good Faith Efforts (GFE) Requirements and Guidance

1. Achievement of subcontracting goals or documentation of Good Faith Efforts applies to every Contract for which such goals are established. The Bidder shall submit a compliance plan detailing its achievement of the goals or its Good Faith Efforts to meet the goals. The compliance plan shall be due at the time set out in the solicitation documents.

2. When a Bidder cannot achieve the goals, its compliance plan shall document its GFE to achieve the goals. The Director of Compliance will determine whether the Bidder has made such GFE.

Bid Documents

All bid documents shall require bidders or proponents to submit with their bid the following written documents, statements, or forms, which shall be made available by the Procurement Department.

- Proposed Letter of Intent MBE/WBE.
- Proposed MBE/WBE Utilization Plan.
- Documentation of Good Faith Efforts Form (*in the event the bidder will not meet the MBE and WBE goals*).

Failure to submit the above documentation shall result in the bid being declared non-responsive.

Sec. 1-10-154.Exceptions

In accordance with § 1-10-8, on federally funded projects or contracts, the M/WBE Program shall only be utilized when authorized by the applicable federal (and/or Georgia) laws, regulations, and conditions relating to that project or contract. To the extent that there are any conflicts between any such laws, regulations, or conditions and the provisions of the M/WBE Program, the federal (and/or Georgia) guidance shall control.

NOTE: All forms should be submitted in a separate, sealed envelope, labeled M/WBE Forms, Company's Name & Bid number

For questions and or additional information, please contact:

Minority-Owned and Women-Owned Business Enterprise Program
535 Telfair Street, Suite 530
Augusta, Georgia 30901
(706) 821-2406
mwbe@augustaga.gov

Website: https://www.augustaga.gov/83/Disadvantaged-Business-Enterprise

SECTION I
INFORMATION FOR BIDDERS

Augusta, GA ("CITY", "Owner") is seeking to secure a vendor to provide services for the repair of two (2) energy recovery ventilators (ERV) at the Charles B. Webster Center (CBWDC) for the Sheriff's Office. Bids must be submitted in a sealed package and labeled with bidder's name and the name of the project "Bid Item #26-177 Energy Recovery Ventilators Repair" for Augusta, GA. You are required to submit one (1) unbound original and one (1) digital copy of the same on a USB flash drive in the sealed bid envelope.

The bid opening is open to the public. The bid opening can be viewed via TEAMS Meeting Teams Meeting ID: 227 068 784 019 337; Passcode: GX2Yj2vw.

If the bid is forwarded by mail, or other second party delivery service, the sealed envelope containing the bid must be enclosed in another envelope addressed to:

Andy Penick, Procurement Director
Augusta Procurement Department
535 Telfair Street – Suite 605
Augusta, Georgia 30901

Bid Packages may be obtained from the Augusta website, at the Augusta Procurement Department, the Georgia Registry and Euna Openbid.

To schedule an optional site visit of the facility, contact Major C. V. Huffman at (706) 821-1442 or by email at cvhuffman@augustaga.gov for arrangements no later than Thursday, September 24, 2026.

Bidders are to communicate only with the Procurement Office, except at the option site visit. No pricing discussions will be permitted during the site visit. Such discussion may disqualify your bid.

Do not contact any Elected Official, nor Administration, nor Department Head, or other employees of Augusta to discuss the bid specifications. Any such contact will be interpreted as conclusion and will immediately disqualify the bid. Furthermore, Augusta retains the right to bar the bidder from bidding on future bids.

The bid package contains provisions required for the specifications. All firms responding are cautioned to read the Bid Solicitation carefully, and request clarification from Procurement. All questions must be submitted in writing via email addressed to procbidandcontract@augustaga.gov by Friday, September 25, 2026 by 5:00 p.m.

All bid quotes must be made on the bid Form provided. All blank spaces for bid prices must be fully completed and executed when submitted. Failure to provide all request information may cause the bid to be rejected as non-responsive.

The Owner may waive any informalities or minor defects or reject any and all bids. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered.

No bids may be withdrawn for a period of ninety (90) days after bids have been opened, pending the execution of contract with the successful bidder. Should there be reasons why the Contract cannot be awarded within the specified period; the time may be extended by mutual agreement between the Owner and the bidder.

After bids have been submitted, the bidder shall not assert that there was a misunderstanding concerning the nature of the work to be done.

The party to whom the contract is awarded will be issued a Notice of Award. Should there be reasons why the Notice to Award cannot be issued the time may be extended by mutual agreement between the Owner and the Contractor. The owner shall determiner the length of time to issue a Notice of Award and additional post such publicly.

The Owner may make such investigations as he deems necessary to determine the ability of the bidder to perform the work and the bidder shall furnish to the Owner all such information and data for this purpose as the Owner may request. The Owner reserves the right to reject any bid if the evidence submitted by or investigation of such bidder fails to satisfy the Owner that such bidder is properly qualified to carry out the obligations of the Agreement and complete the work contemplated therein.

A conditional bid will not be accepted. Award will be made as a whole to one bidder.

The Owner reserves the right to consider bids or modification thereof received at any time before the award is made if such action is in the interest of the Owner.

Each bidder is responsible for reading and being thoroughly familiar with the specifications. The failure or omission of any bidder to do any of the foregoing shall in no way relieve any bidder from any obligation in respect to his bid.

The Owner will not be liable for any costs incurred by any firm prior to receiving the Notice of Award.

The bid will be made to the lowest most responsive and responsible bid meeting all specifications.

Augusta reserves the right to reject any and all bids or any part thereof.

SECTION II
SPECIFICATIONS

The Sheriff's Office is seeking a qualified vendor to rebuild two (2) ERVs which are located at CBWDC. Services are to include removal and replacement of major mechanical and electrical components associated with the energy recovery ventilators assemblies. Inspect associated belts, alignment, mounting hardware, and electrical terminations. Reassemble units after component replacement. Check pulley and sheave alignment. Verify wheel rotation and motor operation. Perform startup and operational check of the ERV after completion of repairs. Confirm proper operation of supply, exhaust, and energy recovery wheel assemblies.

The two ERV units are listed below to include the requested services for both units. To schedule an optional site visit of the facility, contact Major C. V. Huffman at (706) 821-1442 or by email at cvhuffman@augustaga.gov for arrangements no later than Thursday, September 24, 2026.

ERV-1H – Trane- S/N 11978790 is located in G Pod

- Remove relay and relay base
- Reinstall new relay and base
- Remove old ERV wheels and pulleys (2)
- Reinstall New ERV wheels and pulleys (2)
- Remove old wheel contactor
- Remove and replace ERV motor
- Reinstall new wheel contactor
- Remove all belts
- Reinstall and align all new belts
- Remove worn pulleys and sheaves (2)
- Replace and align newly installed pulleys and sheaves (2)
- Remove and replace supply and exhaust contactors (2)
- Remove and replace supply and exhaust overloads (2)
- Remove and replace supply motor
- Clean and sanitize inside of unit

ERV-1G – Trane – S/N 11978789 is located in H Pod

- Remove old ERV wheels and pulleys (2)
- Reinstall new ERV wheels and pulleys (2)
- Remove old wheel contactor
- Remove and replace ERV wheel motor
- Reinstall new wheel contactor
- Remove all belts
- Reinstall and align all new belts
- Remove worn pulleys and sheaves (2)
- Replace and align newly installed pulleys and sheaves (2)
- Remove and replace supply and exhaust contactors (2)
- Remove and replace supply motor
- Clean and sanitize inside of unit

Exhibit D
Price Sheet

Provide a lump sum with a detailed line-item repair cost for parts and labor of each ERV listed in Section II.

Lump sum pricing:

ERV-1H – Trane- S/N 11978790 **Parts: $** _____

Labor: $ _____

ERV-1H - Total: $ _____

ERV-1G – Trane – S/N 11978789 **Parts: $** _____

Labor: $ _____

ERV – 1G - Total $ _____

Lump Sum Total for the repair of both units: $_____

SUBMITTED BY:

Company Name: _____

Address: _____

City/State/Zip Code: _____

Telephone: _____ Email Address: _____

Signature: _____Title: _____ Date: _____

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR SUBMITTAL

EXHIBIT E
ACKNOWLEDGEMENT OF TERMS AND CONDITIONS:

Bidder shall acknowledge agreement

1. All materials and services furnished will be subject to the approval of the Commission, Administrator, Procurement Director, and Sheriff's Office.
2. All warranties, expressed or implied, must be submitted in writing and will become a part of the vendor's formal offering.
3. Proposed alternative products must be equal in Fit, Form and Function by other than the specified manufacturer must be approved by the Owner in advance. It is the responsibility of the firm to demonstrate that their product is equal in quality and performance.
4. Warranty is to be specified.
5. Proposer has reviewed the terms and conditions of this bid.
6. Termination of Award: Either Augusta or Contractor may terminate work under this award in the event the other party fails to perform in accordance with the specifications. Any party seeking to terminate this award is required to give a thirty (30) day prior written notice to the other party. The vendor shall be paid for any validated services under this award up to the time of termination.
7. FAILURE TO PERFORM/BREACH OF CONTRACT: In the event non-performance or unsatisfactory performance by the Contractor of any obligation of this contract or the Contractor is in substantial non-compliance with any of its terms to include but not limited to multiple acts of a similar nature, Augusta may terminate this contract under the TERMINATION FOR CAUSE clause. PROVIDED, Augusta shall provide written notice to the Contractor of said non-performance or unsatisfactory performance or substantial non-compliance. PROVIDED FURTHER, the Contractor shall have five (5) days after such notice to cure said failure or non-compliance.

I hereby certify that the responses to the above representations, certifications, and other statements are accurate and complete. I agree to abide by all conditions of this Invitation to Bid and certify that I am authorized to sign for the Offeror.

Signature: _____ Date: _____

Name (Printed): _____

Title: _____

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR SUBMITTAL

Local Small Business Program Preference

The Local Small Business Program provides for Local Small Business Program Preference on all applicable Augusta, Georgia procurements between $101,000 and $300,000 in value.

The Local Small Business Program Preferences for this procurement is:

Waived

There must be a minimum of three (3) certified firms in the Local Small Business Program that can provide the service or product, as specified by the user department, for the LSBP Preference to be considered. As a result of not meeting the minimum service/product requirement, the LSBP Preference is waived for this solicitation.

NO RESPONSE LETTER

Bid Item #26-177	Energy Recovery Ventilators Repair	Due Date: Friday, October 9, 2026, at 11:00 a.m.

To: Augusta, Georgia - Procurement Department

This is to certify that _____, will not be submitting a response to the above referenced solicitation document prepared by Augusta Procurement Department.

Reason(s) for No Submission:

___ Unavailability of required resources

___ Prior commitments

___ Inadequate anticipated funding Level

___ Project Duration

___ Potential conflict of interest

___ Duplication of ongoing effort

___ Other (please explain)
_____

_____

Authorized Representative:

Name: _____

Title: _____

Signature: _____

Date: _____/ _____/ 20____