



## Augusta Commission Meeting

April 18, 2023

**Vacant Lots Cleaning and Cutting Services**  
**For Augusta GA- Engineering and Environmental Services Department**  
**FRP 23-113**  
**File Reference: 23-014 (A)**

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<b>Department:</b>	Engineering & Environmental Services
<b>Presenter:</b>	Hameed Malik, Director
<b>Caption:</b>	Motion to <b>approve</b> Award of “Vacant Lots Cleaning and Cutting Services” Contract to Pond Maintenance of Augusta, subject to receipt of signed contract and proper insurance documents. The Contract is effective 1/1/2023 for three years with an option to renew for two additional one-year terms. Also, approve not to exceed <b>\$350,000/year</b> to fund these contracted services. Requested by Engineering. RFP 23-113. <b>(Approved by Engineering Services Committee April 11, 2023)</b>
<b>Background:</b>	Contract services are integral parts of Augusta Engineering & Environmental Services Program delivery. Augusta Engineering is utilizing contract services since 2019 to manage and maintain roadway vegetation. Recently such responsibility expanded for maintenance of countywide vacant lots that are un-kept by the property owner. This contract will be the continuity of existing services previously performed under the Environmental Services Department. Supplementing Augusta Engineering maintenance resources with contract services is a practical approach to complete and sustain much needed maintenance services in a cost effective and timely manner. Such services are essential to minimizing public safety risk and associated potential hazard liabilities, enhancing surrounding aesthetic and improving quality of life.
<b>Analysis:</b>	Proposals were received on January 17, 2023 with Pond Maintenance of Augusta being the selected firm. Firms were evaluated based on qualifications, relevant experience, and ability to provide requested services. Fee schedule and landscaped areas list is attached as EXHIBIT A.
<b>Financial Impact:</b>	Funds are available in ARAP allocation in amount of \$185,000 and \$165,000 will be transferred from Fund 542, the portion of revenue associated to vacant lot billing & collection. Engineering & Environmental Services Department is preparing SOP transferring funds from Fund 542 into Vacant Lot Fund (new fund) at the time of tax billing.
<b>Alternatives:</b>	Do not approve and identify in-house forces to perform this work.

**Recommendation:** Approve Award of “Vacant Lots Cleaning and Cutting Services” Contract to Pond Maintenance of Augusta, subject to receipt of signed contract and proper insurance documents. The Contract is effective 1/1/2023 for four years with an option to renew for two additional one-year terms. Also, approve not to exceed \$350,000/year to fund these contracted services. Requested by Engineering. RFP 23-113

**Funds are available in the following accounts:** ARAP allocation (\$185,000) 230 04 7450 JLARP13C and (\$165,000) 542 000000 3441122.

**REVIEWED AND** HM/SR  
**APPROVED BY:**