Augusta GEORGIA

Fire Department

Antonio Burden, Fire Chief

October 21, 2026

Mr. Andy Penick, Procurement Director

Ref: Vendor Award Recommendation RFP #26-264 Architectural Design Services
Augusta-Richmond County Joint Operations Center

Dear Mr. Penick:

The Augusta Fire Department recommends the award of RFP #26-264, Architectural Design Services for the Augusta-Richmond County Joint Operations Center, to MPS Architects, P.C., in the amount of $179,500.00.

Proposals were evaluated by the designated Evaluation Committee in accordance with the criteria established in the Request for Proposals. The evaluation process considered qualifications and experience, organization and approach, understanding of the project scope, financial stability, proposed schedule, references, and presentation and interview performance. MPS Architects, P.C. received the highest overall cumulative score, demonstrating the strongest overall evaluation results among the responding firms. The firm received particularly strong scores in its understanding of the project scope, proposed technical approach, project management, schedule of work, and presentation to the Evaluation Committee.

MPS Architects, P.C. submitted a proposed fee of $179,500.00 for the architectural design services. The original estimated budget identified on the Solicitations Check Form List was $60,000. The proposed fee exceeds the original estimate by $119,500

Although the proposed fee exceeds the initial budget estimate, additional funding is available within the SPLOST VI account 328034510-5212112 to accommodate the difference. A revised Procurement Solicitation Form Checklist has been attached to this recommendation with the corrected budget amount.

The availability of these additional funds will allow the project to proceed with the highest-ranked firm without requiring a reduction in the proposed scope of architectural design services.

Based on the Evaluation Committee's cumulative scoring, the qualifications and demonstrated project understanding of MPS Architects, P.C., and the availability of sufficient funding within

Augusta Fire Department
3117 Deans Bridge Road, Augusta GA 30906
(706) 821-2909 – Phone (706) 821-2907-Fax
WWW.AUGUSTAGA.GOV

the identified SPLOST VI account, the [Department Name] recommends approval of the award of RFP #26-264 to MPS Architects, P.C., in the amount of $179,500.00.

This recommendation is submitted for consideration and approval in accordance with Augusta-Richmond County's procurement procedures.

If you have questions or require further information, do not hesitate to contact me at 706-821-1640 or 706-821-2933.

Sincerely,

Antonio Burden
Fire Chief

Augusta GEORGIA

PROCUREMENT DEPARTMENT

Procurement Solicitation Form Checklist

The following Information is required prior to processing your request.

Date *	2/20/2026 Estimate date which Product or Service is needed.
Requesting Department *	Fire Department
Project Contact First Name *	Antonio
Project Contact Last Name *	Burden
Project Contact Email *	aburden@augustaga.gov
Phone Number: *	706-821-1640
1. What type of solicitation? *	○ ITB ○ RFQ ◉ RFP ○ RFI ○ PROFESSIONAL SERVICES
Annual Bid *	○ Yes ◉ No
2. Project Name *	Architectural Design Services for Southside EOC/Training Facility
3. Project Description:	Architectural and design services for the conversion of the Southside Elementary Media Center into a modern Emergency Operations Center (EOC) and the renovation of existing restroom facilities to include shower installations.

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* ~~$ 60000.00~~ $179,500

11. Org Key for Advertisement* 274-03-4110
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* 328-30-4510/5212112
Numbers only and formatted ___-__-____/_____

13a. Job Ledger # (if applicable): 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

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

17. Specifications Upload *	Scope of Work_v2.docx Word Files	38.41KB
18. Drawings Upload	PDF Files	
19. Item previously purchased:	Yes No	
20-A. Pre-Bid Conference	Mandatory Optional N/A	
20-B. Site Visit Required	Mandatory Optional N/A	
21. List of vendors to receive copy of Specifications. *	Word Only and formatted for 5160 Avery Labels Vendor List.docx	13.79KB
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 *

Lee M. Rigdon

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)