



Request for Qualifications #26-277

August 29, 2026

Central Business Corridor On-Street Parking and Curb Space Management Services

For

Augusta, GA (herein "Augusta")

On behalf of the Engineering and Environmental Services
Department

RFQ Due: Wednesday, October 7, 2026, at 3:00 p.m.

**One Original and One Electronic Version of RFQ
on a USB Drive shall be submitted**

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

Request for Qualifications

Sealed Qualifications will be received at this office until **Wednesday, October 7, 2026, at 3:00 p.m.** RFQ openings are open to the public in the Procurement Department located at 535 Telfair Street, Suite 605, Augusta, GA 30901 and via Teams: Meeting ID: 215 067 578 404 112 Passcode: xq35xD7N for furnishing:

RFQ #26-277 Central Business District Corridor On-Street Parking and Curb Space Management Services for Engineering and Environmental Services Department.

No qualifications will be accepted by email. All submittals must be received during our normal office hours from 8:30 a.m. to 5:00 p.m., Monday through Friday. No qualifications may be withdrawn for a period of ninety (90) days after qualifications have been opened, pending the execution of contract with the successful vendor.

RFQ documents, and all Addenda, may be viewed on the Augusta, Georgia website under the Procurement Department ARCBid menu (<https://www.augustaga.gov/681/ARCBid>), Euna OpenBids (<https://network.demandstar.com>) and Georgia Procurement Registry website located at (<https://ssl.doas.state.ga.us/gpr/index>). Bidders must mark the RFQ number on the outside of the submittal envelope. Addenda will also be posted on the above listed website.

An optional pre-qualifications conference will be held on **Monday, September 21, 2026, at 10:00 a.m.** virtually via Teams; Meeting ID: 271 023 887 054 151 Passcode: pb6xZ2Q7. Site visit is optional please contact June Hamel. @ 706 821-1891.

All request for clarifications or interpretations for this qualifications must be submitted in writing by electronic email to procbidandcontract@augustaga.gov to the Procurement Department on or before the close of business **Wednesday, September 23, 2026, by 5:00 p.m.**

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

Augusta Procurement Department
Attn: Mr. Andy Penick
535 Telfair Street - Room 605
Augusta, Georgia 30901
Phone: 706-821-2422
Email: procbidandcontract@augustaga.gov

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

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

Publish: Augusta Chronicle August 27th, September 3rd, 10th, 17th, 2026

RFQ PRE-QUALIFICATIONS AND OPENING:

All RFQ openings are open to the public, either in person in the Procurement Department located at 535 Telfair Street, Suite 605, Augusta, GA 30901, or via virtual teleconferencing. Augusta uses the Microsoft Teams application for those wanting to attend virtually. The application is free to use.

Follow these instructions to attend virtually via TEAMS:

An optional pre-qualifications conference will be held on Monday, September 21, 2026, at 10:00 a.m.

1. Join;<https://teams.microsoft.com/meet/271023887054151?p=EV88fDOD7vBiwHc3OW>
Meeting ID: 271 023 887 054 151
2. Passcode: pb6xZ2Q7.
3. Site visit is optional please contact June Hamel. @ 706 821-1891.

The RFQ Opening is Wednesday, October 7, 2026 at 3:00 p.m.

1. Join: <https://teams.microsoft.com/meet/215067578404112?p=qm9SFYwF7ZQDJvOffF>
Meeting ID: 215 067 578 404 112
2. Passcode: xq35xD7N

IN 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 BIDDERS

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, nor 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____.

NOTARY PUBLIC (Seal or Stamp)

My Commission Expires: _____

Exhibit B

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

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

RFQ 26-277 Central Business District Corridor On-Street
Parking and Curb Space Management Services

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

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 within 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 INSTRUCTION TO SUBMIT

Augusta is requesting statement of qualifications from firms to provide the services as requested in this RFQ for the Central Business District Corridor On-Street Parking and Curb Space Management Services. Your submittal should respond to, and be based on, the information included in this Request for Qualifications.

Responses will be received in the office of the Procurement Director at 535 Telfair Street, Suite 605, Augusta, GA 30901 until **Wednesday, October 7, 2026 @ 10:00 a.m.** The RFQ must be submitted in a sealed package and labeled with firm's name and the name of the project - RFQ 26-277 Central Business District Corridor On-Street Parking and Curb Space Management. Vendors are required to submit one (1) marked unbound original, one (1) electronic copy of the RFQ on USB flash drive.

RFQ Opening will be held publicly and via Teams – Meeting ID: 215 067 578 404 112 Passcode: xq35xD7N.

No RFQ will be accepted by email; all bids must be received by mail or hand delivered. If RFQ is forwarded by mail or other second party delivery, the sealed envelope containing the submittal must be enclosed in an envelope addressed to:

**Andy Penick, Procurement Director
Augusta Procurement Department
535 Telfair Street - Room 605
Augusta, Georgia 30901**

All submittals must be received during our normal office hours from 8:30 a.m. to 5:00 p.m., Monday through Friday.

RFQ Packages may be obtained at the Augusta, Georgia Procurement Department, at the address listed above.

All firms responding are cautioned to read this Request for Proposals (RFQ) carefully for understanding and request clarification from Augusta, Georgia on any questions pertaining to this RFQ. The firm should examine all documents and requirements of the services requested to become fully informed. Failure to examine these areas will not relieve the successful firm of its obligation to furnish all products and services necessary to carry out the provisions of the contract. After RFQs have been submitted, the vendor shall not assert that there was a misunderstanding concerning the quantities of work or of the nature of the work to be done.

A pre-qualifications conference will be held on **Monday, September 21, 2026, at 10:00 a.m.** virtually via Teams; Meeting ID: 271 023 887 054 151 Passcode: pb6xZ2Q7. Site visit is optional please contact June Hamel. At 706 821-1891.

All questions must be submitted to the Procurement Department in writing by email to apenick@augustaga.gov by **Wednesday, September 23, 2026, by 5:00 p.m.** Issues and responses addressed in any other manner will not be considered valid or binding in consideration of proposals or any subsequent contract negotiations. Failure to provide all the requested information may cause the submittal to be rejected as non-responsive.

Failure to provide all the requested information may cause the RFQ to be rejected as non-responsive. The response is to be signed by a duly authorized official of the firm and must be submitted in the time, manner and form prescribed in the specifications. The firm's response must include all other information requested in this RFQ.

Any interested qualified firm and/or party is requested to make a response to accomplish the Scope of Services described herein. The Owner reserves the right to reject any or all statements received as the result of this request. The Owner also maintains the right to negotiate with any firm, as necessary, to serve the best interests of Owner. The Owner will not be liable for any costs incurred by the firm prior to the signing of a contract.

No RFQ may be withdrawn for a period of 90 days after RFQ have been opened, pending the execution of contract with the successful firm(s). The information contained in this RFQ defines and describes the services requested.

Submittals of Firm information and qualifications should be no more than forty (40) pages in length. The proposal pages shall be consecutively numbered. This excludes the cover letter, required forms, tabs, and appendices. All documents will be submitted on standard 8 x 11 white paper. Exceptions to the minimum page limit would be schematics, exhibits, photographs or other information necessary to facilitate Augusta's ability to accurately evaluate the proposal.

The firm must package and seal its proposals so that they will not be damaged in mailing. Firms are reminded that under Georgia law, all opened documents fall under the Open Records Act and are subject to inspection by the public. Accordingly, proprietary information and/or data cannot be withheld from public inspection. All proposals and supporting documents will be submitted in accordance with the specifications. See the Trade Secret Affidavit. Vendors are required to submit a redacted copy of their RFQ submittal for any trade secret information contained in their RFQ submittal.

The Owner will evaluate all statements received from firms with respect to evidence that the goals and objectives of the project are fully understood. The firm's demonstrated technical capability and other qualifications, as described herein, will also be assessed.

NOTE: Augusta reserves the right to accept a proposal, as submitted, and upon Commission approval enter into a contractual agreement with that selected firm through the second step of the process which will be the Request for Proposals.

SECTION II

PROGRAM OVERVIEW and GOALS

Augusta, Georgia (City) is soliciting Statements of Qualifications (SOQs) from qualified contracted service providers (Contractor) to enter into an agreement for the management of on-street parking and curb space within Augusta's Central Business District (CBD). The selected Contractor will implement and operate parking and curb management services designed to optimize on-street parking availability for visitors, businesses, and residents within the CBD while generating revenue to support the maintenance of the CBD corridor and associated public safety initiatives.

The Contractor will evaluate existing curbside parking operations, develop recommendations for improving parking availability and turnover, enhance customer access to businesses, support economic development, and prepare an implementation strategy that reflects the best national practices while addressing local conditions. The Contractor will be responsible for developing on-street parking fee structure, and parking fee implementation, enforcement and management.

The Contractor will serve as a strategic partner in supporting and advancing Augusta's on-street parking and curb management program. Augusta seeks a collaborative partner with demonstrated expertise, adaptability, and a commitment to innovation to help develop and implement forward-thinking curbside management strategies. The successful contractor will work closely with Augusta to deliver solutions that enhance mobility, improve operational efficiency, and advance Augusta's progressive transportation and curb management objectives.

The Contractor shall provide strategic expertise and evaluate current industry best practices and identify innovative technologies and operational strategies that improve parking and curb management and transform Augusta's On-Street Parking and Curb Management Program into a best-in-class, technology-enabled system. Recommendations shall include solutions that provide location-based, real-time parking availability information and convenient, user-friendly payment options.

The Service Provider shall also develop recommendations for integrating the Augusta's parking and curb management program into a comprehensive multimodal transportation framework. This framework should support coordination among pedestrians, bicycles, public transit, freight and loading activities, curbside operations, roadway infrastructure, and emerging transportation technologies, including electric vehicles (EVs), and other advanced mobility solutions.

Additionally, the Service Provider shall identify opportunities to leverage curb management infrastructure and technology to enhance communications, improve operational efficiency, support data-driven decision-making, and create sustainable revenue generation and cost-recovery opportunities for Augusta.

SECTION III PROGRAM SCOPE OF SERVICES

Augusta's CBD serves as the region's principal commercial, governmental, entertainment, and tourism district. The area contains on-street parking; public parking lots & garages; hotels; mixed used commercial & residential developments; apartment complexes; retail & restaurants destinations; sports & other event venues; specialized events & public parades.

Within the CBD, on-street parking provides a significant supply of public parking spaces along downtown streets. These spaces are delineated by pavement markings for either angled or parallel parking. Many on-street spaces are regulated by posted signage limiting parking to two-hour durations or reserving spaces for accessible (ADA-compliant) parking. However, Augusta's parking enforcement program is currently inactive, and no parking revenue is being generated.

Broad Street serves as the CBD's primary corridor and provides approximately 620 on-street public parking spaces. In addition, approximately 1,300 public parking spaces are available, or will soon become available, along CBD side streets and perimeter roads. Augusta also owns and operates two public parking decks within the CBD. Together, these facilities provide approximately 1,400 parking spaces, further supporting downtown parking demand.

Services may include, but not limited to:

The Contractor shall provide strategic expertise and recommendations to position Augusta's On-Street Parking and Curb Management Program as a best in class, future-ready system. The Service Provider shall evaluate, identify, and recommend innovative technologies and operational strategies that enhance parking and curb management, including solutions that deliver location-based, real-time parking availability information and convenient, user-friendly payment options.

Evaluate Existing Condition Assessment (such as curbside inventory, parking occupancy, parking duration, turn over, loading zones, ADA parking, special events impacts)

Collect and Analyze Data (such as occupancy survey, hourly utilization, seasonal demand, business activity, pedestrian activity, delivery activity)

Conduct CBD Stakeholder Engagement (such as CBD merchants, business owners, downtown residents, Metro Chamber of Commerce, Downtown Development Authority, Destination Augusta, Augusta Tomorrow, Augusta University, Nathan Deal Campus for Innovation (Georgia Cyber Center), and Augusta Leadership)

Evaluate Parking Technology Assessment & Opportunities (such as Mobile payment system, digital permitting, dynamic pricing, wayfinding, parking guidance system, parking data dashboard)

Developing Curbside Management Plan (such as time-limited parking, paid parking, employee parking, load zones, food delivery, event parking, etc.)

Provide Financial Analysis (such as revenue projections, operating cost estimates, capital improvement cost, return on investment, phased implementation strategy, revenue to support CBD maintenance & safety needs)

Conduct Policy Review (such as parking ordinance, time limits, enforcement practices, fine structures, permit policies, loading/unloading regulations, residential parking policies, etc.)

Develop Parking Management implementation Plan (such as short-, mid-, Long-term actions, estimated costs, staffing needs, technology, performance measure, etc.)

Deliverable may include but not limited to:

The contractor shall provide existing condition report, data collection summary, stakeholder engagement summary, parking demand analysis, technology assessment report, parking management plan, revenue generation and utilization plan, preliminary & final presentation to the Augusta Commission, Recommendation executive summary.

Data collected for this project will be property of Augusta, GA. In addition to required hard copies submittals, selected Firm or Team will be required to provide Augusta, GA with one original copy of the RFQ submittal and one electronic (editable) copy of all documents and studies, supporting raw data, cost estimates, and specifications. Electronic copies shall be submitted on a thumb drive in respective software and compatible with Software used by Augusta, GA.

Once a Contractor has been selected in phase II, various solutions to parking management challenges with associated costs will be discussed and presented to Augusta Commission.

Key Qualification to be considered:

The firm and proposed key personnel must demonstrate experience within the past five (5) years managing a full-service municipal on-street parking and curb management program of comparable operational scale and complexity.

Comparable operational scale shall include experience meeting at least one (1) of the following thresholds:

- 2,000 or more on-street paid parking spaces;
- \$5 million or more in annual gross on-street parking revenue;
- 50,000 or more annual citations issued;
- A full-service scope inclusive of enforcement, citation processing, revenue collection, and financial reconciliation.

The Service Provider must demonstrate experience in all practical areas of parking enforcement and curb management and must substantiate such experience through documentation, references, and demonstrated past performance. The successful Service Provider must clearly show the ability to deliver services, collect and analyze operational data, and develop professional reports and presentations suitable for executive and public reporting.

SECTION IV RESPONSE CONTENTS

Submittals of Firm information and qualifications should be no more than forty (40) pages in length (exclusive of cover, procurement documents and index sheets). Submittals should include the following information:

1. Procurement Documents:
All documents required under the Augusta Procurement regulations and procedures, properly executed, and notarized as required. The notary seal shall be visible on the original AND all copies.
2. Firms Qualifications:
Firm name, address, telephone number, former firm names, official Georgia address (if applicable), joint venture partner information (if applicable), and sub consultant to be used by the firm. If the firm has branch offices, state which office will be performing the majority of the work. The gross income of the firm for the past five years and the average and maximum number of permanent employees.
3. Team Qualifications:
Elaborate on the teams' qualifications to establish the credentials and experience of the prime consultant and its team to undertake this type of project.
 - A. Names of principals and key personnel who will perform the work. Personnel information should include professional registrations, if applicable (type, number and state(s) where registered) and experience on similar projects.
 - B. Name and qualification of Project Manager who will be assigned to this work and serve as primary point of contact for this project.
 - C. Include an Organization Chart showing all firms, contractual relationship between firms, and names of specific staff proposed for this project, including their titles. If sub-consultants are involved, provide corresponding information describing their qualifications as requested in paragraph two above.
 - D. All sub-consultants shall also show a minimum of three similar projects completed in the past seven years.

4. Team Experience:
A brief description of similar parking management service projects undertaken (including cost estimates) in the past five years, including current projects. For each management project include the number of temporary and permanent employees used the project owner, and contact name and telephone number.
5. Scope of Services:
A summary of project understanding (it is expected that firms will make an on-site inspection of the project area), a project schedule, and a brief description of the firm's document and quality.
6. Conceptual project schedule and work load.
 - A. Schedule shows completion of the work within or preferably prior to the Augusta, Georgia overall time limits as specified in the RFQ.
 - B. The schedule serves as a project/service timeline, stating all major milestones and required submittals for project/service management and applicable law compliance.
 - C. Current workload of the firms.

SECTION V EVALUATION PROCESS

All proposals will be evaluated by an Augusta, Georgia Selection Committee (Committee). The Committee may be composed of Augusta, Georgia staff and other parties that may have expertise or experience in the services described herein. The Committee will review the submittals and will rank the firms. The evaluation of the proposals shall be within the sole judgment and discretion of the Committee. All contacts during the evaluation phase shall be through the Augusta, Georgia Procurement Office only. Firms shall neither contact nor lobby evaluators during the evaluation process. Attempts by Firms to contact members of the Committee may jeopardize the integrity of the evaluation and selection process and risk possible disqualification of Firm.

Once the prescreening is completed, Augusta will be following a two-phase evaluation process as outlined below.

A. Prescreening:

1. Completeness of Response (Pass/Fail)
Responses to this RFQ must be complete. Responses that do not include the proposal content requirements identified within this RFQ and subsequent addenda and do not address each of the items listed below will be considered incomplete, be rated a Fail in the Evaluation Criteria and will receive no further consideration. Responses that are rated a Fail and are not considered may be picked up at the delivery location or returned to the vendor (at vendor's expense). Please provide shipping instructions and/or fees upon the completion of the competitive process.

2. Conflict of Interest Statement (Pass/Fail)
 - a. Discloses any financial, business or other relationship with the Augusta, Georgia that may have an impact upon the outcome of the contract or the construction project/service.
 - b. Lists current clients who may have a financial interest in the outcome of this contract or the construction project/service that will follow.
 - c. Discloses any financial interest or relationship with any construction company that might submit a bid on the construction project/ service.

Prescreening

No.	Written Evaluation Criteria	Weight
1	Completeness of Response • Package submitted by the deadline • Package is complete (includes requested information as required per this solicitation • Exhibit A is complete, signed and notarized • properly formatted, pages allowance adhered to, all addendums are acknowledged, team holds the required area classes, contains resumes of team members.	Pass/Fail

B. Evaluation:

The Committee will evaluate each proposal meeting the qualification requirements set forth in this RFQ. Firms should bear in mind that any proposal that is unrealistic in terms of the technical or schedule commitments may be deemed reflective of an inherent lack of technical competence or indicative of a failure to comprehend the complexity and risk of Augusta, Georgia's requirements as set forth in this RFQ.

If needed, the selection process will include oral interviews. The consultant will be notified of the time and place of oral interviews and if any additional information that may be required to be submitted.

Cumulative Scores will include the total from Phase 1 and Phase 2. It is the intent of the Owner to conduct a fair and comprehensive evaluation of all proposals received. The contract for this project/service will be awarded to the firm who submitted a proposal that is most advantageous to the Owner.

C. Evaluation Criteria

Proposals will be evaluated according to each Evaluation Criteria and scored on a zero to five point rating. The scores for all the Evaluation Criteria will then be multiplied according to their assigned weight to arrive at a weighted score for each proposal. A proposal with a high weighted total will be deemed of higher quality than a proposal with a lesser-weighted total. The final maximum score for any project/service is five hundred (500) points.

Rating Scale		
1	Poor	Below average, falls short of expectations, is substandard to that which is the average or expected norm, has a low probability of success in achieving project/service objectives per RFQ. 0% of the available points assigned to the Category.
2	Marginal	Has a reasonable probability of success, however, some objectives may not be met. 25% of the available points assigned to the category.
3	Adequate	Acceptable, achieves all objectives in a reasonable fashion per RFQ specification. This will be the baseline score for each item with adjustments based on interpretation of proposal by Evaluation Committee members. 50% of the available points assigned to the category.
4	Good	Very good probability of success, better than that which is average or expected as the norm. Achieves all objectives per RFQ requirements and expectations. 75% of the available points assigned to the category.
5	Excellent	Exceeds expectations, very innovative, clearly superior to that which is average or expected as the norm. Excellent probability of success and in achieving all objectives and meeting RFQ specification. 100% of the available points assigned to the category.

Two-Phase RFQ - Evaluation Rating

Phase 1 (Preliminary Evaluation)

No.	Written Evaluation Criteria	Weight
1	Qualifications & Experience	15
2	Organization, Resources & Work Load Capacity	15
3	References	5
Subtotal – Weighted point value maximum of 5 points:		35

Proposers are required to submit Phase 1 proposal for this RFQ. The total maximum score for Phase I is a weighted total of one hundred seventy five (175) points. Upon Completion of the evaluation of Phase I documents, top three qualified proposers will be requested to submit Phase II of the proposal followed by presentation for further evaluation.

Phase 2 (Technical Evaluation)

No.	Written Evaluation Criteria	Weight
4	Scope of Services & Quality Control Procedures	15
5	Project understanding & Past Performance	15
6	Technical Approach, Alternatives Options, schedule	20
7	Presentation by team	10
8	Q&A Response to panel questions	5
Subtotal – Weighted point value maximum of 5 points:		65
Total maximum weighted total of five hundred (500) points.:		100

The top three qualified proposers will be requested to submit Phase II of the proposal followed by presentation for further evaluation. The total maximum score for Phase II is a weighted total of three hundred twenty-five (325) points. The final maximum combined scores for Phase I and Phase II is a weighted total of five hundred (500) points.

SECTION VI SELECTION PROCESS

SELECTION PROCESS:

A Selection Committee will review all proposals submitted in response to this RFQ. The selection committee will rank the firms based upon the quality and content of their proposal.

Based on the Evaluation Criteria, Augusta reserves the right to select a qualified firm to provide the requested services. Please submit your proposal in a concise written tabulated format indexed and organized. The recommended firm and contract will be presented to the Augusta Commission for final approval.

Phase One Criteria (Identify short listed offerors only)

However, Director, in consultation and upon the recommendation of the head of the using agency, shall select offerors (the "short-listed offerors") deemed to be the most responsible and responsive; provided, however, that if three (3) or less offerors respond to the solicitation, this requirement will not apply. The selection of the short-listed offerors shall be made in order of preference. From the date proposals are received by Procurement Director through the date the contract is awarded, no offeror may make substitutions, deletions, additions or other changes in the configuration or structure of the offeror's teams or members of offeror's teams prior to award.

It is the intent of the Owner to conduct a fair and comprehensive evaluation of all proposals received. The contract will be awarded to the proposer who submitted a proposal that is most advantageous to the Owner. The Department intent is to qualify single firm for the scope above.

Your team will be evaluated on the basis of how well your firm and its individual professionals meet the criteria outlined including general and specific selection criteria. Based on the Evaluation Criteria, Augusta reserves the right to select more than one firm to provide the requested services. Please submit your proposal in a concise written tabulated format indexed and organized. The recommended firm and contract will be presented to the Augusta Commission for final approval.

Each submittal must respond to the requested information for each section.

Phase Two Criteria

Proposers are required to submit phase 1 proposal for this RFQ. Upon Completion of the evaluation of phase I documents, top three qualified proposers will be requested to submit Phase II of the proposal followed by presentation for further evaluation.

After an initial screening process, a technical question and answer conference or interview will be conducted, if deemed necessary, to clarify or verify the offeror's proposal and to develop a comprehensive assessment of the proposal.

NEGOTIATION

Upon completion of the evaluation and ranking of consultants determined highly qualified, Augusta will enter into negotiations with the most highly qualified consultant to arrive at fair and reasonable compensation. In determining fair and reasonable compensation, Augusta will consider the following:

- a) Scope
- b) Complexity
- c) Professional nature
- d) Estimated value of the services to be rendered.

AWARD

Upon completion of negotiations with the selected firm, the Augusta Engineering will prepare the contractual agreement to be executed between Augusta, Georgia and the selected firm. Augusta Engineering will award recommendation to Augusta Procurement Department and Augusta, Georgia Commission. Upon award approval by the Augusta, Georgia Commission, Augusta Engineering will contract document executed by both parties.

CONTRACTOR EVALUATION

During the course of the project, Augusta will monitor the performance of the firm and evaluate to ensure there is clear understanding of how well the firm is achieving contractual requirements. Such evaluations may be performed monthly or at any project milestone over the duration of project completion, as determined by Augusta's Project Manager.

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

PLEASE SUBMIT BY RESPONSE DUE DATE

RFP #Item #26-277	Central Business District Corridor On-Street Parking and Curb Space Management	Due: Wednesday, October 7 at 3:00 p.m.
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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____