DOUGLASVILLE
GEORGIA

REQUEST FOR PROPOSAL

FOR

Renovation of 8578 Club Drive

RFP # 2020-003
8578 Club Drive

ISSUE DATE: August 3, 2020

DUE DATE: September 4, 2020

DOUGLASVILLE
GEORGIA

1. **GENERAL PROJECT INFORMATION AND BACKGROUND:** The City of Douglasville (the "City") is seeking proposals to design and construct the renovation of two buildings at 8578 Club Drive. The City has hired Comprehensive Program Services, ("CPS") as owner's representative to facilitate the renovation.

2. **CONTRACT DURATION:** The successful proposer shall complete the project in not more than 6 months from date of notice to proceed by the City. Liquidated damages shall be assessed at the rate of $300.00 per day for failure to complete the project on time.

3. **SCOPE OF SERVICES:** The project includes but is not limited to the following:

Design Services

1. Prepare drawings for the renovation of the pre-engineered metal building.
    a. Construction details required to re-skin, re-roof, and bring the Pre-Engineered Garage up to current building code. See **Exhibit A** for Scope Details.
2. Existing Maintenance Office Details Required
    a. Demolition and infill of the existing chimney to below roof level
3. Submit drawings for permit review and approval from the City.

Construction Phase

1. Obtain all permits required for the work.
2. Supply or retain the services of design professionals required to produce any drawings required to satisfy permit requirements, including but not limited to the metal building renovation.
3. Maintain on-site staff for construction management.
4. Develop and maintain a detailed schedule (CPM) including delivery, approvals, inspection, testing, construction, and occupancy.
5. Conduct and record job meetings.
6. Maintain a system for review and approval of shop drawings.
7. Maintain records and submit bi-weekly reports and formal monthly reports to CPS and the City.
8. Maintain quality control and ensure conformity to plans.
9. Provide cost control through progress payment review and verifications according to the approved schedule and contract amounts.
10. Develop as-built drawings and deliver to CPS for inclusion into a to record set be submitted to the City for maintenance and operations use.
11. Coordinate post-completion activities, including the assembly of guarantees, manuals,

close-out documents, training, and the City's final acceptance.

Warranty Phase

1. Coordinate and monitor the resolution of remaining "punch-list" items.
2. Coordinate, monitor and resolve all warranty issues to the satisfaction of the City during the one-year general warranty period and as extended.

All local, county, state, and federal codes and regulations must be followed, with particular emphasis on Building Codes, Life Safety Codes, and the Americans with Disabilities Act.

When a contract is executed between the City and the successful proposer ("Contractor"), the Contractor shall name a project team, and the Contractor may not change or substitute team members, including any consultant, without a written contract amendment.

4. PROCUREMENT PROCESS AND INFORMATION

a. Request for Proposal Documents

All RFP documents are available in electronic format at the City's website at www.douglasvillega.gov.

b. Availability of Request for Proposal

This RFP is available free of charge.

c. Request for Information

All requests for information and clarifications regarding this project shall refer to the above invitation name of "Renovation of 8578 Club Drive" and be submitted via e-mail to procurementcd@douglasvillega.gov no later than August 21, 2020 at 4:00 PM. Questions and answers will be issued in the form of an addendum to all interested and will be available on the city's website (under RFPs/RFQs), www.douglasvillega.gov. It is the proposer's responsibility to check the website for any addenda issued for this RFP.

d. Pre-proposal Meeting, Site Visit and Existing Documents Review

A mandatory pre-proposal Conference will be held August 14, 2020 at 1:00 PM, at 8578 Club Drive, Douglasville, GA 30134. All firms intending to respond to this Request for Proposal must attend.

e. **Communication**

From the issue date of this (RFP) solicitation until a successful proposer is selected and announced, proposers are forbidden to communicate about this solicitation or this project for any reason with any members of the City administration and government, except for submission of questions as instructed in the RFP, or during the pre-proposal conference. For violation of this provision, the City reserves the right to reject the proposal of the offending proposer.

f. RFP Timeline

RFP ESTIMATED TIMELINE	
City issues public advertisement of RFP	August 3, 2020
Pre-proposal meeting with site visit following	August 14, 2020 1:00 PM
Deadline for written questions/requests for clarification	August 21, 2020 at 4:00PM
Publish responses to questions	August 26, 2020
Deadline for submission of Proposals	September 4, 2020, 3:00pm
Interviews by Selection Committee (If Required)	September 7, 2020
Selection recommendation to City Council for approval	TBD

g. **Submittal Date and Information**

All proposals must be delivered to the City of Douglasville, 6695 Church Street, Douglasville Georgia 30134, no later than September 4, 2020 at 2:00 PM. **Any proposal received after that time will not be considered for award.**

1. Submit one signed (1) original, three (3) paper copies and one (1) electronic copy-thumb drive to the City front desk at the above address, in a sealed envelope, clearly addressed and labeled as follows:

Attn: Marcus Thompson, 6695 Church Street, Douglasville GA 30134

RFP #2020 -003: Renovation of 8578 Club Drive

2. Also submit an electronic copy of the complete package in pdf format 5MB in size or less in a CD or thumb drive, or via email to: procurementcd@douglasvillega.gov**.** The electronic submittal must also include a reference to Renovation of 8578 Club Drive. The entire submittal should be submitted as one (1) file. Please do not submit individual documents or sections separately.

It is the sole responsibility of the proposer to assure delivery by the specified deadlines to the correct location; the City cannot accept responsibility for incorrect delivery, regardless of reason.

Submittal envelopes will be stamped with date and time of reception and this is the information that will be considered to determine timely submittals, not the required electronic versions submitted via e-mail. No submittals will be accepted after the date and time stipulated above.

A list of firms submitting responsive proposals will be available on City of Douglasville RFP/RFQ webpage after stated deadline.

Every proposal shall include a proposed price for all labor and materials, including the cost of payment bond and performance bond, as well as unclassified site work. Proposals shall be accompanied by a bid bond in an amount of 5% of the proposed price. A performance bond and a payment bond, each in the amount of 100% of the contract sum and for the term of the contract, will be required from the successful proposer. Proposals may not be withdrawn for a period of 60 days after the due date for receipt of proposals.

All proposals must be accompanied by a Certificate of Insurance to include General Liability Insurance with limits of no less than $1 million per occurrence and $2 million aggregate, and a general liability umbrella policy with a limit of no less than $10 million aggregate; Worker's Compensation coverage as provided by Georgia law; Temporary Facilities and Equipment, and Builder's Risk Insurance. All bonds and insurance policies shall be written by surety companies with an overall A.M. Best rating of A- (Excellent) or better, and which is listed in the U.S. Treasury Circular 570, and also which are licensed to do business in the State of Georgia. Said policies shall provide for jurisdiction and venue in Douglas County, Georgia, for resolution of any disputes.

Proposals may be withdrawn by written or email request, provided such withdrawals are received prior to the time and date of the opening. **Prior to notice to proceed, Contractor shall present a liability insurance certificate naming the City of Douglasville as an additional insured**. Contractor shall be responsible for all injuries or damages of any kind resulting from work, to persons or property arising from the contract.

All expenses for preparing and submitting responses are the sole cost of the party submitting the response. The City is not obligated to any party to reimburse such expenses. All submittals upon receipt become the property of the City. Labeling information provided in submittals "proprietary" or "confidential" or any other designation of restricted use will not protect the information from public view. Subject to the provisions of the Open Records Act, the details of the proposal documents will remain confidential until final award.

The City reserves the right to waive any and all technicalities, formalities or irregularities. The City may reject the proposal of any proposer that has previously failed to perform properly or

complete on time, contracts of a similar nature with the City or if the proposer has within the last 5 years:

a. Failed to complete on time a similar contract due to delays caused by the proposer or non-conforming work performed by the proposer; or

b. Incurred criminal sanctions against company or any current proposer officer; or

c. Had its bonding company pay a claim against proposer's payment or performance bond, due to proposer's failure to perform.

h. Proposal Response Information.

Provide the following qualifications information:

a. **Proposer's Information**

1. Firm name, address, and telephone number
2. Primary local contact person(s) and telephone number(s)
3. Total number of firm's local full-time employees
4. Year firm established
5. Firm's billings for the last three fiscal years
6. Firm's billing for the current fiscal year
7. Listing and description of all current litigation involving the firm
8. Listing and description of all litigation history for the local firm since and including 2015
9. Copy of the most recent completed years audited financial Statements (Income Statement and Balance Sheet) for the firm
10. Letter of commitment from Surety or sureties regarding bonding capacity and availability
11. If the proposer is an entity, a certificate of existence from the Georgia Secretary of State.

b. **Experience**:

1. List of renovation projects completed in the last 5 years. Include: size, cost, total fee, time to complete, description and cost of contractor change orders. Specify which projects were similar to facilities of this size and type.
2. Provide no more than 5 examples of your experience as prime contractor in handling renovation projects similar to this project or other public and private projects that indicate similar experience. For each of these projects:

    a) Provide photographs.

    b) Provide an owner reference familiar with your performance on the project. It is the Proposer's responsibility to ensure that the listed contact and phone number are current.

c) Provide a reference.

d) List the individual who served as the Project Executive/Director, Project Manager, Superintendent, and Cost Estimator. Please note whether this individual is still employed with your firm.

3. Provide the two most recent projects your firm has completed. Include the total % change orders and performance relative to the initial project schedule. For each project, provide the name and current phone number of an owner's representative who is familiar with your performance on the project.

c. **Statement of firm's capability to absorb additional workload, availability of personnel, and commitment to provide services on a timely basis.**

d. **Staffing Management**

1. Provide an organizational chart for your proposed team which identifies individual names and areas of responsibility.

2. Please designate the specific individuals to fill the following key roles on your team:

a) Project Executive
b) Project Manager
c) Superintendent
d) Cost Estimator
e) Other. Please describe, if applicable.

3. Please provide for each of the above personnel:

a) Current resumes listing relevant project experience.
b) Percent of time to be committed to this project.

4. Please identify the individual who, *from project start to finish*, will be the leader of your construction team and the principal point of contact between your firm and the City and CPS and other consultants. This individual's competence, leadership, and ability to achieve *customer satisfaction* will be heavily considered in the selection of the contractor.

i. Evaluation of proposals and presentation

The evaluation by the selection committee will be based on the selection criteria listed below. The City will appoint a committee of key staff members (selection committee) to review each response to this RFP and provide a rank list of all the proposers.

1. Staffing – Evaluation of the list of personnel specifically assigned to the proposed project, including their qualifications, overall experience and recent experience on projects of similar nature and complexity to the proposed project. Points: 15

2. Experience/Performance – Review of past performance on City projects or other projects of similar nature and complexity as the proposed project; evaluation of client references whether included in the proposal response or not; overall responsiveness to City's needs. Points: 25

3. Approach – Evaluation of the overall understanding of the scope of the proposed project; completeness, adequacy and responsiveness to the required information of the request for proposals. This should include a preliminary Project schedule by task and milestones that will be used to procure the Project. Provide in detail the services your firm will be providing. Points: 10

4. Fee Proposal– Points: 50

The selection committee members will each review the responses to the RFP's and provide a score for each based on the selection criteria above. The selection committee will convene and summarize the points earned by each proposer, then establish a list of proposers found by the selection committee to have submitted proposals reasonably susceptible of being selected for award. The selection committee shall select proposers to be invited to provide a presentation of their proposal(s) to the selection committee.

j. General Conditions

Upon submission of a bid, the bidder hereby certifies on behalf of his company or organization that:

1. This proposal is genuine and not made in the interest of, or on behalf of, an undisclosed person, firm or corporation.
2. This proposal is not submitted in conformity with any agreement or rules of any group, association, organization or corporation.
3. The proposer has not directly or indirectly induced or solicited any other proposer to submit a false or sham proposal.
4. The proposer has not solicited or induced any person, firm or corporation to refrain from proposing.
5. The proposer has not sought by collusion to obtain for itself any advantages over any other proposer or over the City.

5. EXHIBITS

a) Exhibit "A" – Scope of Work Description
b) Exhibit "B" – Fee Proposal
c) Exhibit "C" – Bond Attachment
d) Exhibit "D" - Disclosure Statement
e) Exhibit "E" - Certification Form
f) Exhibit "F" - Contractor's Oath
g) Exhibit "G" - Contractors and Subcontractors affidavits of compliance with the Georgia Security and Immigration Act.
h) Exhibit "H" – Attach Corporate Certificate of Existence

EXHIBIT A: **SCOPE OF SERVICES**

The C ity of Douglasville is soliciting proposals for the work as described:

Building 1 – Former Maintenance Facility for the Douglasville Public Works Department. The building is a pre-engineered metal building used to store, maintain, and repair equipment use by the City of Douglasville Public Services Department. The City is looking to upgrade the building as follows:

- Provide all drawings and design information required to renovate building.
- Remove and replace the existing building exterior in kind. Verify existing material gauge and finish.
- Remove and replace all exterior windows, doors, and louvers in kind.
- Remove and replace all roofing in kind.
- Once exterior cladding and roofing are removed. Inspect PEMB frame for any framing requiring repair or replacement. Structural members requiring replacement shall be identified and the City notified during design period.
- Interior partitions shall be demolished and removed from site. Restroom partitions shall be rebuilt per current codes.
- Re-build existing restroom with new water closets, lavatories, and other existing equipment. Existing water and sanitary services shall be reused.
- Power clean all slabs on grade.
- Construct a countertop area where workers can use computers, work on paperwork, make Phone Calls, etc.
- All electrical and mechanical services to the facility are to remain. All new wiring, lighting and devices shall meet current electrical code.
- Construct new electrical room enclosure for electrical service.
- Install new LED fixtures and bulbs to light levels required for occupancy classification.
    - Low bay side: Replace tube fixtures with LED shop lighting.
    - High Bay Side: Re-lamp Existing Fixtures with equivalent LED bulbs. Replace non-working fixtures.
- Replace existing ventilation fans and louvers in high and low bay sides.
- Install localized industrial ceiling fans over work areas. Proposal should assume 4 fans.
- Install new safety grill grates over oil change pit.
- Verify existing vehicle lift in working order. Service lift to working condition.
- Install new unit heaters in low bay and high bay. Existing heaters may be reused if currently functional.
- As design builder- Contractor will validate budget after design and will at City's direction provide value engineering options to keep costs to a minimum.
- Add Alternates for Building 1
    - Install new sliding gate with motor and updated keycard entry on City Access System

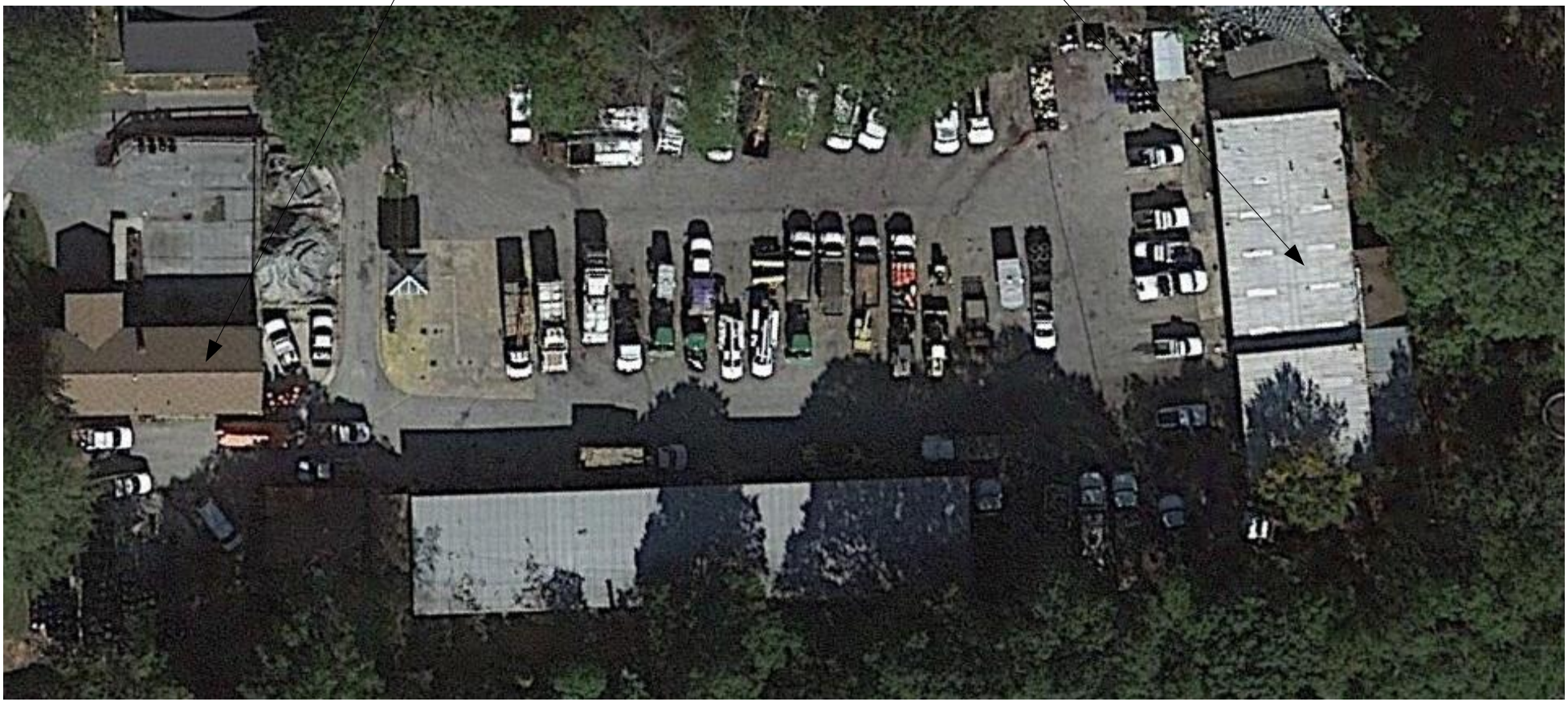
Building 2 – Former Public Services Office Building:

- Clean point and patch exterior brick.
- Remove exterior windows, replace widow sub framing, and re-install windows, patch and paint with proper brick mold to prevent trapping moisture in sub frame.
- Remove and replace existing roof.
- Demolish existing chimney and extend new roof to cover demolished chimney.
- Demolish wall between two offices behind reception area creating one conference room/meeting space. See sketches.
- Existing building utilities to be protected for re-use.
- Patch and repaint large new conference room to match other offices.
- Update break area with new counter, counter tops, sink, soap, and towel dispenser, patch, and paint throughout.
- Remove and replace interior flooring throughout.
- Repaint interior walls and trim.
- Replace missing or damaged ceiling tiles.
- Patch and paint existing dry wall ceilings.
- Re-lamp or replace existing fixtures with LED bulb equivalent or LED fixtures.
- Pressure clean and seal basement floor slab.
- Clean paint and patch walls, ceiling, and floor in existing restroom main floor and basement facilities.
- Update fixtures in first floor and basement restrooms to current equivalent efficient fixtures.
- Install new 50 gallon electric water heater.
- Replace existing PEX water service pipe with new PVC water service throughout.
- Add Alternates for Building 2:
    - Demolish old treatment plant piping in basement bathroom, seal pipe ends and patch walls.
    - Update basement shower stall to current code and fixtures.

EXISTING OFFICE BUILDING

EXISTING MAINTENANCE BUILDING

DOUGLASVILLE
PARKS AND RECREATION



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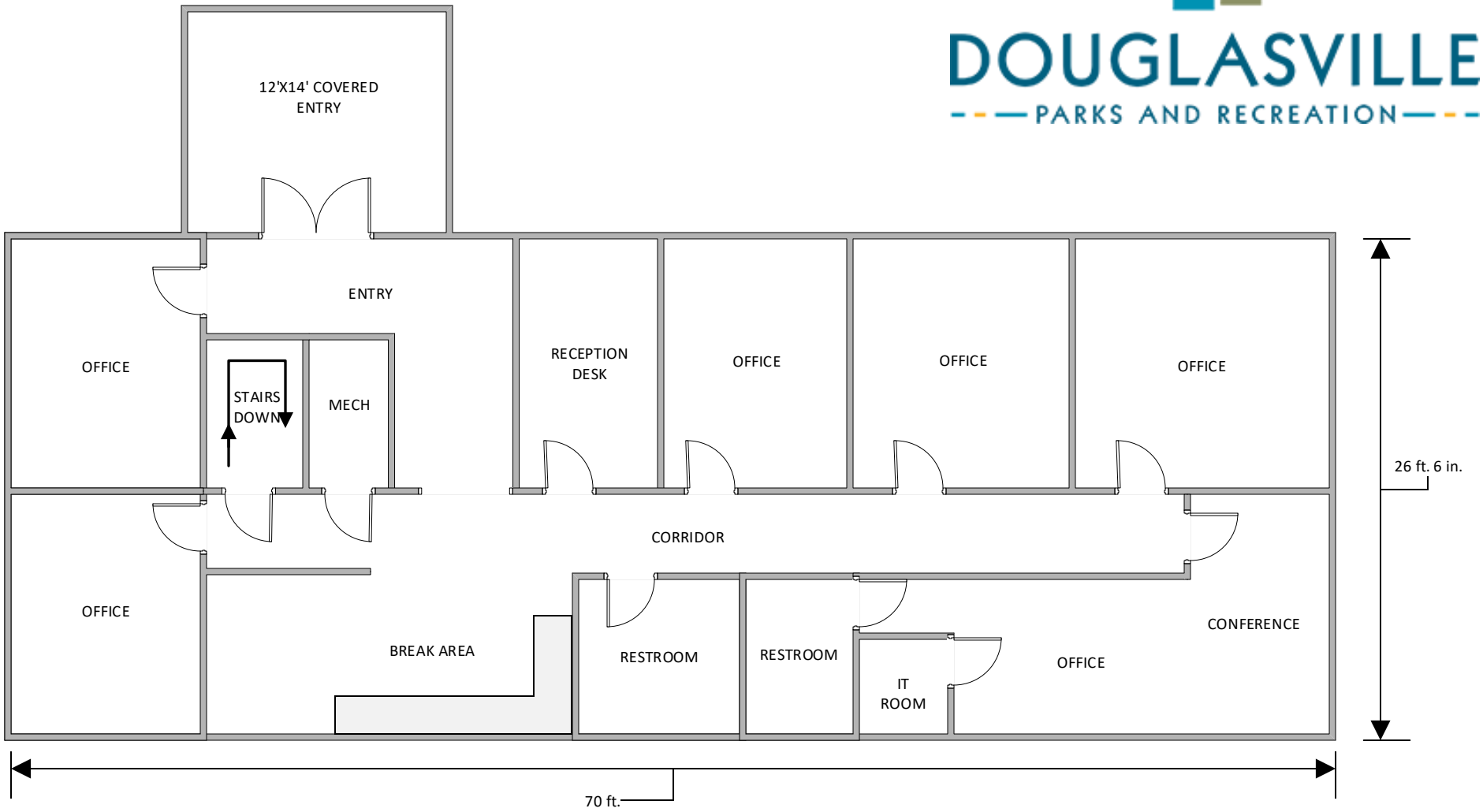
CPS	CLUB DRIVE RENOVATION PROJECT
	PARKS AND RECREATION NEW OFFICE SITE AERAL VIEW EXISTING LAYOUT
Print Date: 7/13/2020	SIZ / ESCM NO / DWG NO / REV
	SCALE NTS / SHEET 1 of 8

DOUGLASVILLE
PARKS AND RECREATION



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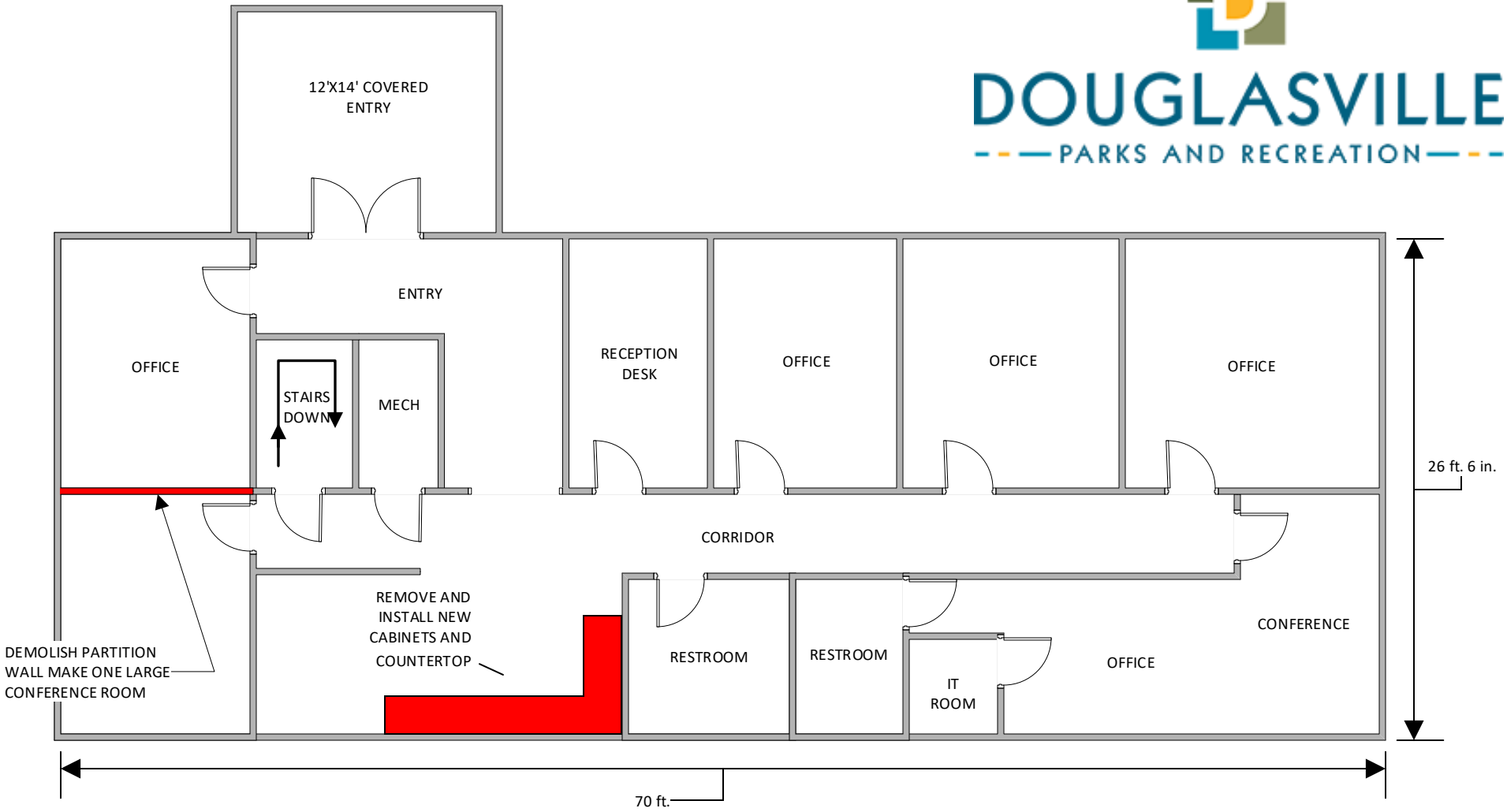
CPS	CLUB DRIVE RENOVATION PROJECT
	OFFICE BUILDING GENERAL FIRST FLOOR PLAN EXISTING LAYOUT
Print Date: 7/13/2020	SIZ / ESCM NO / DWG NO / REV
	SCALE NTS / SHEET 2 of 8

DOUGLASVILLE
PARKS AND RECREATION



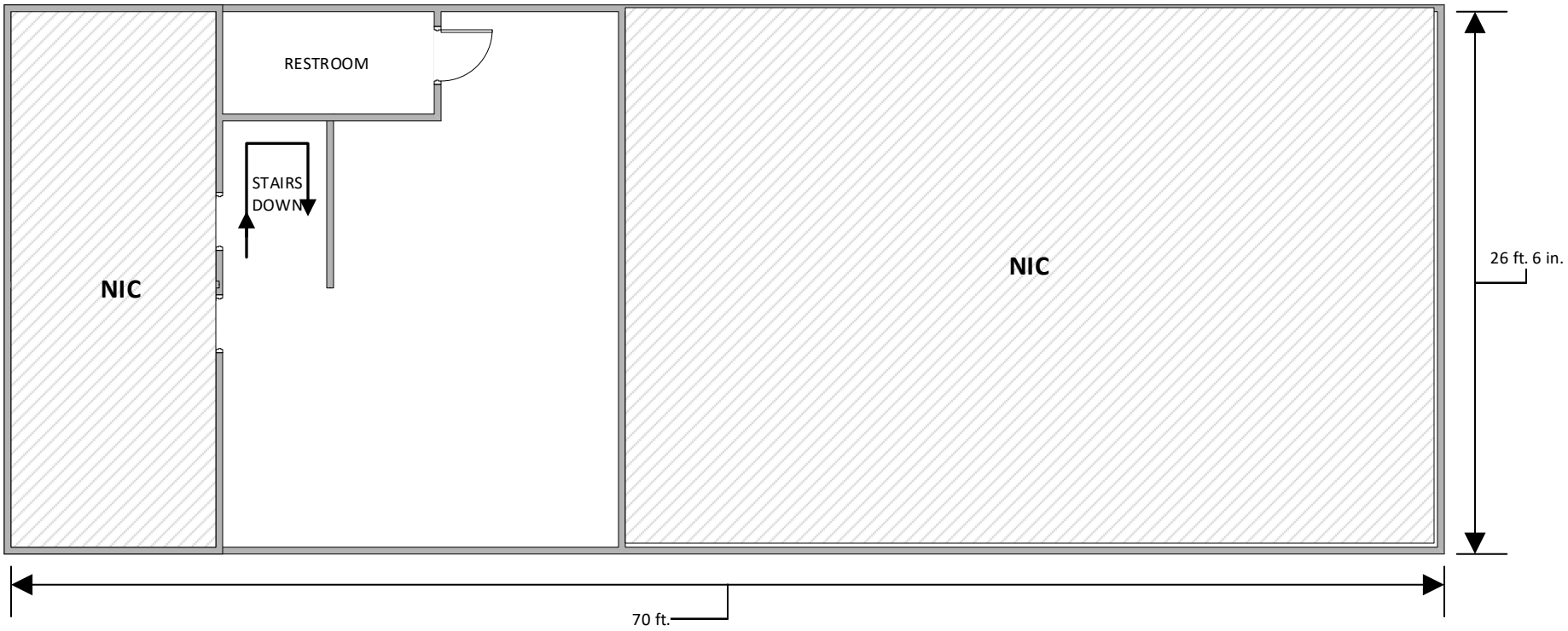
WORK THIS AREA

- PATCH AND PAINT ALL WALLS AND CEILINGS.
- REPLACE ALL FLOORING
- CREATE ONE OFFICE FROM TWO WESTERN OFFICES
- UPDATE ALL RESTROOMS
- UDATE BREAK ROOM MILLWORK AND FIXTURES

N

CPS	CLUB DRIVE RENOVATION PROJECT			
	OFFICE BUILDING GENERAL FIRST FLOOR PLAN **UPDATED LAYOUT**			
Print Date: 7/13/2020	SIZ	FSCM NO	DWG NO	REV
	SCALE NTS		SHEET 3 of 8	

DOUGLASVILLE
PARKS AND RECREATION



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CPS

CLUB DRIVE RENOVATION PROJECT

OFFICE BUILDING
GENERAL BASEMENT FLOOR PLAN
EXISTING LAYOUT

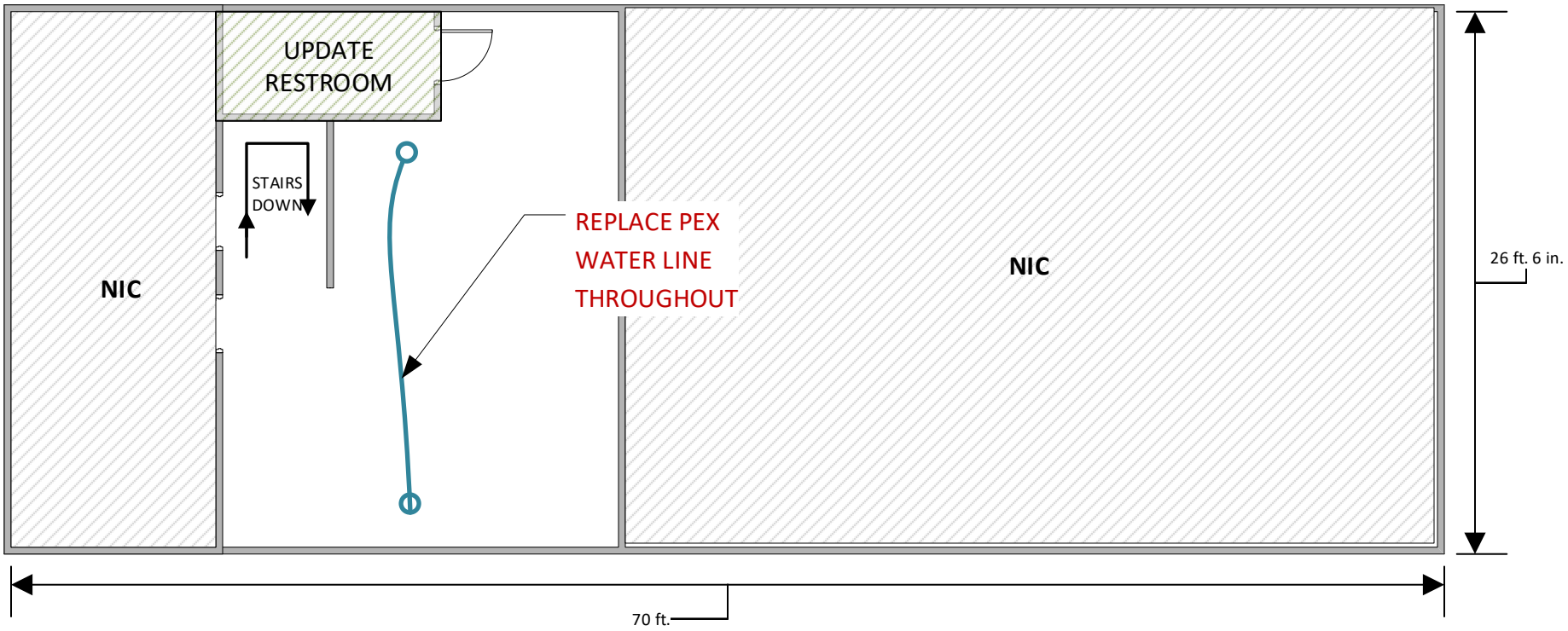
SIZ

Print Date: 7/13/2020

ESCM NO | DWG NO | REV

SCALE NTS | SHEET 4 of 8

DOUGLASVILLE
PARKS AND RECREATION



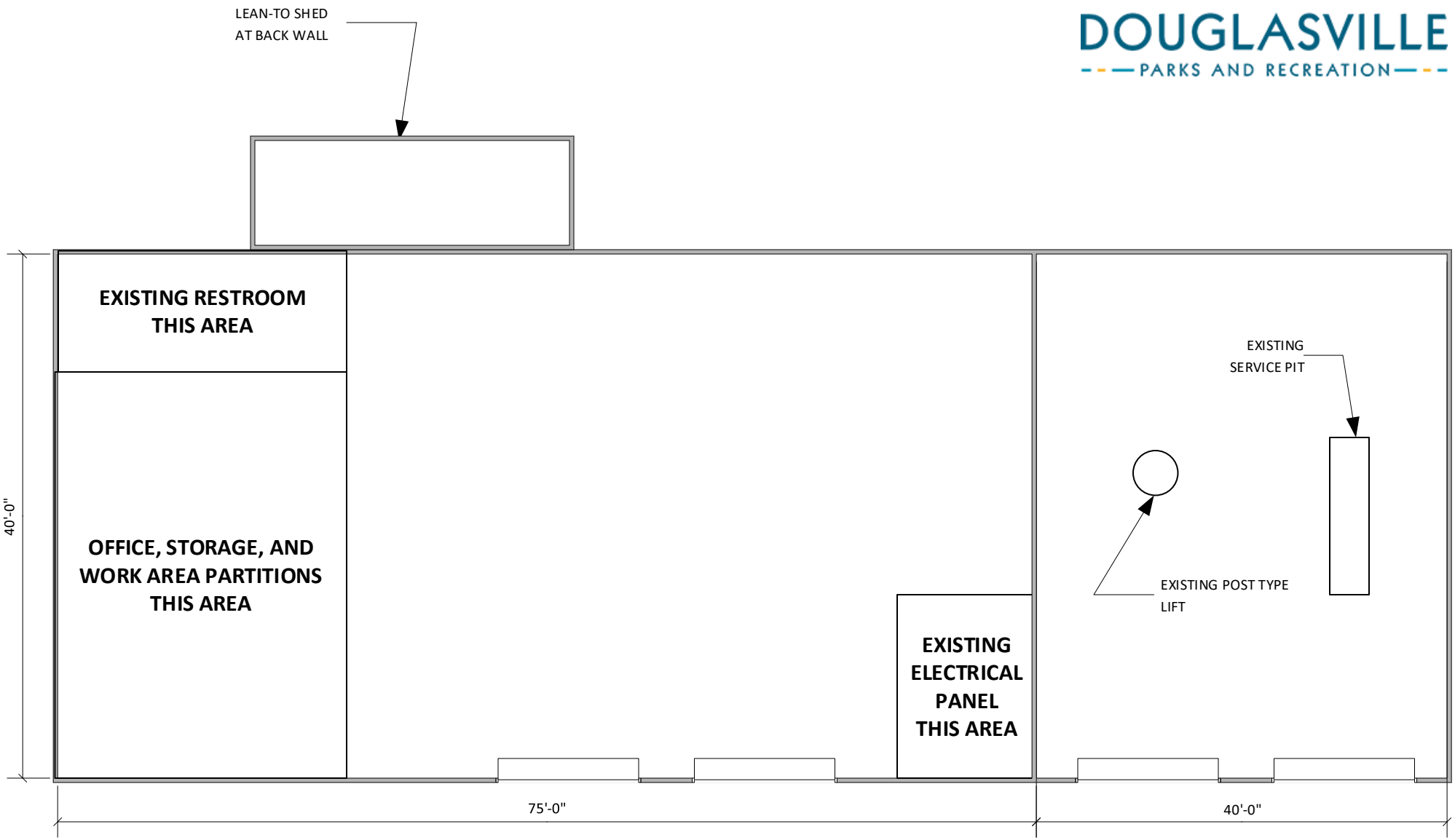
WORK THIS AREA

- PRESSURE WASH CONCRETE FLOOR AND MASONRY WALLS
- REPLACE ALL RESTROOM FIXTURES
- REPALCE PEX WATER SUPPLY LINE
- SEE ADD ALTERNATES THIS AREA

N

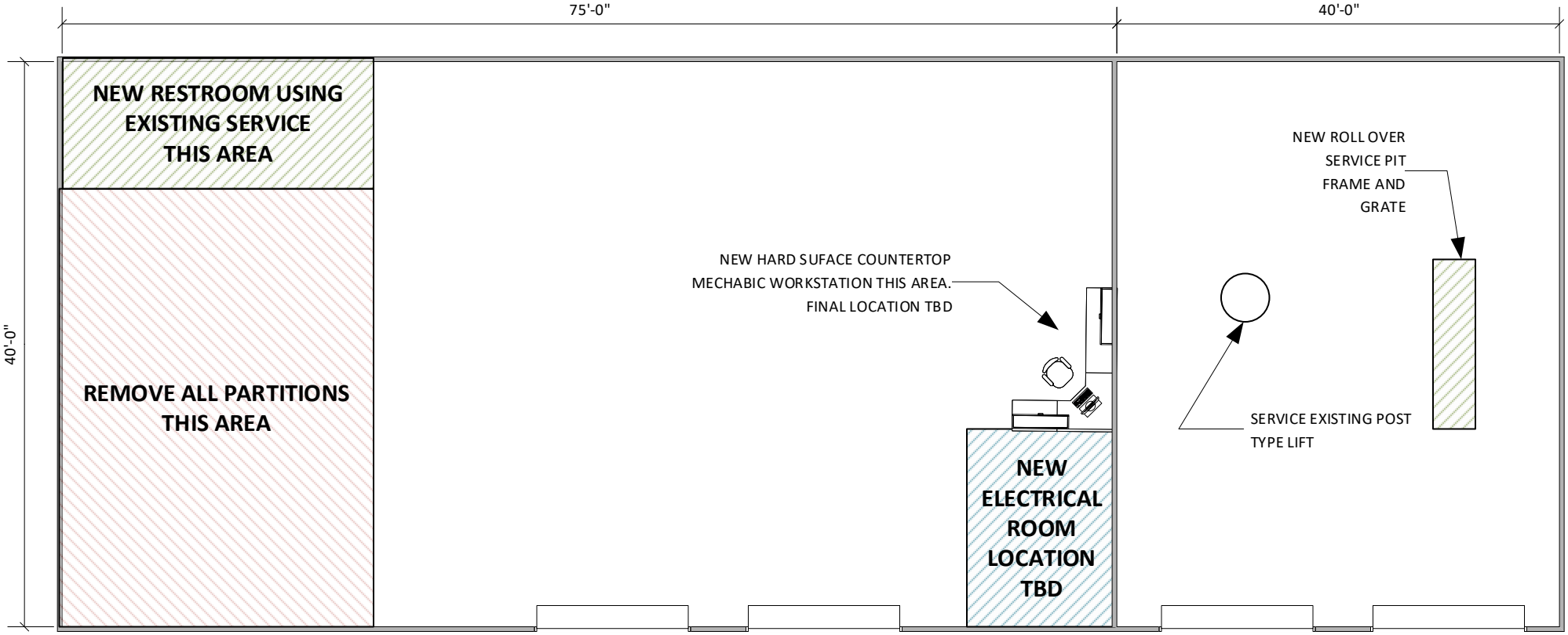
CPS	CLUB DRIVE RENOVATION PROJECT
	OFFICE BUILDING GENERAL BASEMENT FLOOR PLAN **UPDATED LAYOUT**
Print Date: 7/13/2020	SIZ / FSCM NO / DWG NO / REV
	SCALE NTS / SHEET 5 of 8

DOUGLASVILLE
PARKS AND RECREATION



CPS	CLUB DRIVE RENOVATION PROJECT
	MAINTENACE GARAGE GENERAL FLOOR PLAN EXISTING LAYOUT
Print Date: 7/13/2022	SI 7 ESCM NO DWG NO RE
SCALE NTS	SHEET 6 of 8

DOUGLASVILLE
PARKS AND RECREATION



WORK THIS AREA

- DEMOLISH ALL INTERIOR PARTITONS, ROOMS, LOFT CONSTRUCTION ETC DOWN TO PEMB FRAME
- REMOVE EXTERIOR SKIN AND ROOF DOWN TO FRAME
- INSPECT FRAME, RE-SKIN AND RE-ROOF STRCTURES
- PRESSURE WASH CONCRETE FLOOR
- INSTALL NEW LIGHTING
- INSTALL NEW VENTILATION FANS AND LOUVERS
- INSTALL NEW ELECTRICAL UNIT HEATERS
- INSTALL NEW MECHANIC WORK STATION
- REBUILD RESTROOM USING EXISTING SERVICE
- REBUILD EXISTING ELECTRICAL ROOM
- INSTALL NEW SAFETY FRAME AND GRATE OVER SERVICE PIT
- SERVICE ESISTING SINGLE POST LIFT

CPS

CLUB DRIVE RENOVATION PROJECT

MAINTENACE GARAGE
GENERAL FLOOR PLAN
UPDATED LAYOUT

Print Date: 7/13/2022

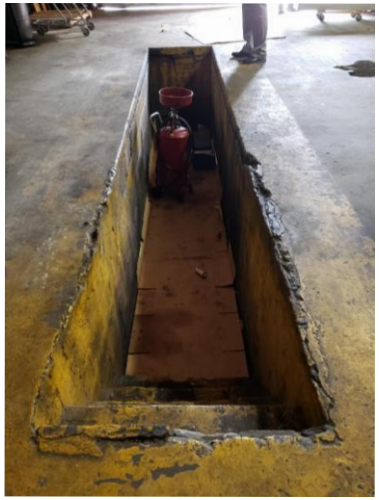
SCALE: NTS

SHEET: 7 of 8

DOUGLASVILLE
PARKS AND RECREATION

NORTH ELEVATION
OFFICE

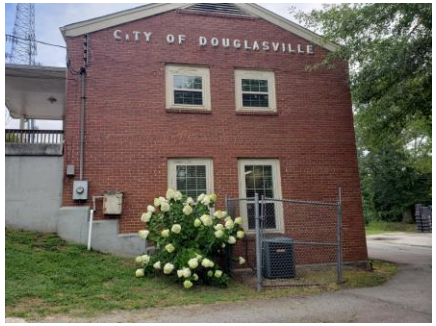
SOUTH ELEVATION
OFFICE



SERVICE PIT
MAINTENANCE GARAGE

SINGLE PISTON LIFT
MAINTENANCE GARAGE

EAST ELEVATION
OFFICE



WEST ELEVATION
OFFICE

WEST ELEVATION
MAINTENANCE GARAGE

NORTH ELEVATION
MAINTENANCE GARAGE

CPS	CLUB DRIVE RENOVATION PROJECT			
	OFFICE BUILDING PHOTOS			
Print Date: 7/13/2020	SIZ	FSCM NO	DWG NO	REV
	SCALE NTS		SHEET 8 of 8	

EXHIBIT B: **FEE PROPOSAL**

BASE BID BREAKOUT

DESCRIPTION OF WORK	SCHEDULED VALUE
Sitework	
Concrete	
Masonry	
Metals	
Wood, Plastics, Composites	
Thermal and Moisture Protection	
Doors and Windows	
Finishes	
Specialties	
Equipment	
Furnishings	
Special Construction	
Conveying Equipment	
Fire Suppression	
Plumbing	
Heating, Ventilating, and Air Conditioning (HVAC)	
Electrical	
Electronic Safety and Security	

Design Fee	
General Conditions	
General Requirements	
Builder's Risk Insurance	
General Liability Insurance	
Building Permit	
Performance & Payment Bond	
Contingency	
General Contractors Fee	

GRAND TOTAL

EXHIBIT B: **FEE PROPOSAL (Continued)**

Schedule of Add Alternates

Building 1: Install new sliding gate with motor and updated keycard entry on City Access System. Include all design fees, material, equipment, labor, installation, and fees.	
Building 2: Demolish old treatment plant piping in basement bathroom, seal pipe ends and patch walls.	
Building 2: Update basement shower stall to current code and fixtures.	

EXHIBIT C: ATTACH BOND HERE.

EXHIBIT D: PROPOSER'S DISCLOSURE STATEMENT

All proposers should be aware that the project you are submitting a proposal on is a public project, and the City of Douglasville is a public agency. Pursuant to the laws, rules and Executive Orders of the State of Georgia, the City of Douglasville shall make every effort to avoid even the appearance of a conflict of interest or any impropriety in both the selection process for this project and the negotiation and performance of any resulting contract. As part of any submittal you intend to make for this project, **you must include a Disclosure Statement with your submittal** which answers the following specific questions:

1. Describe any business transactions occurring within the prior two years between your firm and the City of Douglasville or the ultimate end-user of the proposed project.

<Insert Response Here>

2. Describe any gift, hospitality, or benefit of any sort that your firm has provided to the City of Douglasville or the end-user of the proposed project within the prior one-year period.

<Insert Response Here>

3. A *conflict of interest* or *potential conflict of interest* is defined as any action, decision, or recommendation by a person acting in a capacity as a public official, the effect of which is or could be to the private monetary or financial benefit or detriment of the person, the person's relative, or any business with which the person or a relative of the person is associated. The potential conflict of interest is viewed from the perspective of a reasonable person who has knowledge of the relevant facts. Based upon this definition, describe any conflict of interest or potential conflict of interest that your firm has with the City of Douglasville or the end-user of this project.

<Insert Response Here>

This Disclosure Statement should be dated and signed by an authorized signer for the proposer and submitted with the submittal.

_____

Name of Firm

_____ _____

Authorized Signature Date

_____

Printed Name and Title of Authorized Signer

EXHIBIT E: CERTIFICATION FORM

I,_____, being duly sworn, state that I am_____(title) of_____ _____(firm) and hereby duly certify that I have read and understand the information presented in the attached proposal and any enclosure and exhibits thereto.

I further certify that to the best of my knowledge the information given in response to the request for proposals is full, complete and truthful.

I further certify that the proposer and any principal employee of the proposer have not, in the immediately preceding five years, been convicted of any crime of moral turpitude or any felony offense, nor has had their professional license suspended, revoked or been subjected to disciplinary proceedings.

I further certify that the proposer has not, in the immediately preceding five years, been suspended or debarred from contracting with any federal, state or local government agency, and further, that the proposer is not now under consideration for suspension or debarment from any such agency.

I further certify that the proposer has not in the immediately preceding five years been defaulted in any federal, state or local government agency contract, and further, that the proposer is not now under any notice of intent to default on any such contract.

I acknowledge, agree and authorize, and certify that the proposer acknowledges, agrees and authorizes, that the City of Douglasville may, by means that the City of Douglasville deems appropriate, determine the accuracy and truth of the information provided by the proposer and that the City of Douglasville or their Brokers may contact any individual or entity named in the RFP for the purpose of verifying the information supplied therein.

I acknowledge and agree that all the information contained in the RFP is submitted for the express purpose of inducing the City to award a contract.

A material false statement or omission made in conjunction with this proposal is sufficient cause for suspension or debarment from further contracts, or denial of rescission of any contract entered into based upon this proposal thereby precluding the firm from doing business with, or performing work for, the State of Georgia. In addition, such false statement or omission may subject the person and entity making the proposal to criminal prosecution under the laws of the State of Georgia of the United States, including but not limited to O.C.G.A. §16-10-20, 18 U.S.C. §§1001 or 1341.

_____

Signature

SWORN AND SUSCRIBED BEFORE ME

This_____(day) of_____(month)_____(year)

_____

NOTARY PUBLIC SIGNATURE

My Commission Expires:_____

_____N

NOTARY SEAL

EXHIBIT F: **CONTRACTOR'S BIDDING OATH**

We, the undersigned do hereby swear under oath that regarding the subject work, we have not violated OCGA subsection 36-91-21(d) by preventing or attempting to prevent competition in bidding, by preventing or endeavoring to prevent anyone from making a bid or proposal therefor by any means whatever, nor by inducing another to withdraw a bid or proposal for the work.

Further, if the contractor is a partnership, all of the partners and any officer, agent, or other person who may have represented or acted for the contractor in bidding for or procuring the contract are shown and signed below. If the contractor is a corporation, all officers, agents, or other persons who may have acted for or represented the corporation in bidding for or procuring the contract are shown and signed below.

Sworn or affirmed this _____day of _____, 2020.

Printed name: _____

_____

Printed name: _____

_____

Printed name: _____

_____

Printed name: _____

_____

EXHIBIT G: CONTRACTORS AND SUBCONTRACTORS AFFIDAVITS OF COMPLIANCE WITH THE GEORGIA SECURITY AND IMMIGRATION ACT

Georgia Security and Immigration Compliance.

Compliance with the requirements of O.C.G.A. 13-10-91 and Georgia Department of Labor Rule 300- 10-1-.02 are conditions of this contract. Contractor certifies that it has the following number of employees (check one appropriate box):

____500 or more employees, or

____100 or more employees, or

____fewer than 100 employees,

as identified in O.C.G.A. 13-10-91. In the event the Contractor employs or contracts with any subcontractor(s) in connection with this contract, the Contractor will secure from the subcontractor(s) such subcontractor(s') indication of the employee-number category applicable to the subcontractor. The contractor's compliance with the requirements of O.C.G.A. 13-10-91 and Rule 300-10-1-.02 is attested by the execution of the contractor affidavit as shown in Rule 300-10- 1-.07, or a substantially similar contractor affidavit, which document is attached to this Contract, and is a part of this Contract.

In the event the Contractor employs or contracts with any subcontractor(s) in connection with this contract, the Contractor will secure from such subcontractor(s) attestation of the subcontractor's compliance with O.C.G.A. 13-10-91 and Rule 300-10-1-.02 by the subcontractor's execution of the subcontractor affidavit shown in Rule 300-10-1-.08 or a substantially similar subcontractor affidavit, and maintain records of such attestation for inspection by the City at any time. Such subcontractor affidavit shall become a part of any contractor/subcontractor agreement.

CONTRACTOR AFFIDAVIT AND AGREEMENT REGARDING GEORGIA SECURITY AND IMMIGRATION COMPLIANCE.

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10- 91, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Douglasville has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the City of Douglasville, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Douglasville at the time the subcontractor(s) is retained to perform such service.

Company ID Number: EEV/Basic Pilot Program*	**Authorization Date**
Name of Contractor	**Name of Project**

City of Douglasville

Name of Public Employer

Signature by Authorized Officer or Agent	**Date**

Printed Name of Authorized Officer/Agent of Contractor

_____

Title of Authorized Officer/Agent of Contractor

SUBSCRIBED AND SWORN BEFORE ME ON THIS

THE_____DAY OF_____, 20_____

_____

Notary Public

My Commission Expires: _____

SUBCONTRACTOR AFFIDAVIT FOR GEORGIA SECURITY AND IMMIGRATION COMPLIANCE.

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13- 10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with (name of contractor)_____

_____on behalf of the City of Douglasville has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization

programs operated by the United States Department of Homeland Security or any equivalent

federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

_____ _____

Company ID Number: EEV/Basic Pilot Program* **Authorization Date**

_____ _____

Name of Subcontractor **Name of Project**

City of Douglasville_____

Name of Public Employer

_____ _____

Signature by Authorized Officer or Agent **Date**

_____

Printed Name of Authorized Officer/Agent of Subcontractor

_____

Title of Authorized Officer/Agent of Subcontractor

SUBSCRIBED AND SWORN BEFORE ME ON THIS

THE_____DAY OF_____, 20_____

_____

Notary Public

My Commission Expires: _____

DOUGLASVILLE
GEORGIA

EXHIBIT H: ATTACH CERTIFICATE OF CORPORATE EXISTENCE HERE.

END of RFP

DOUGLASVILLE
GEORGIA