



Where Community Connects

STOCKBRIDGE

CITY COUNCIL

Mayor

Anthony Ford

Mayor Pro Tem Alphonso Thomas

Councilman Elton Alexander

Councilwoman Yolanda Barber

Councilman John Blount

Councilwoman LaKeisha Gantt

CITY MANAGER

Frederick Gardiner

CITY CLERK

Vanessa Holiday

CITY TREASURER

John Wiggins

CITY ATTORNEY

Quinton G. Washington

Jeremy T. Berry

**Council Meeting
Agenda
March 29, 2022 6:00 PM**



STOCKBRIDGE CITY HALL

4640 NORTH HENRY BLVD.

STOCKBRIDGE, GA 30281

Website: www.cityofstockbridge.com

Phone: 770-389-7900

Fax: 770-389-7912



AGENDA COUNCIL MEETING CITY OF STOCKBRIDGE

TUESDAY, MARCH 29, 2022 6:00 PM

Mayor & City Council

Mayor Anthony S. Ford
Mayor Pro Tem Alphonso Thomas
Councilman Elton Alexander
Councilwoman Yolanda Barber
Councilman John Blount
Councilwoman LaKeisha Gantt

Administration

Frederick Gardiner, City Manager
Vanessa Holiday, City Clerk
John Wiggins, City Treasurer
Quinton G. Washington, City Attorney
Jeremy T. Berry, City Attorney

ZOOM INFORMATION - <https://us02web.zoom.us/j/83979628788>

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF THE AGENDA

REVIEW OF THE MINUTES

- 1 Draft Minutes February 14, 2022
- 2 Draft Minutes February 22, 2022

PUBLIC COMMENTS - All public comments must be submitted to the Clerk no later than one hour prior to the meeting. The Public Comment Form can be found on the City's webpage on the City Clerk's page at:

<https://stockbridge.seamlessdocs.com/f/20pkdz4mo7xb> and the form must include your name, phone, and email contact information. Comments are limited to (3) three minutes and will be read by the Clerk during the meeting, respecting all members of the elected body, officials, and staff. Comments including defamation, unruliness and/or swearing will not be accepted

NEW BUSINESS

- 3 Council Consideration to approve the award of RFP 2021-0010 for the Ted Strickland Community Center Renovation to McWrigh, LLC in the amount of \$407,000.00 for the Economic Development and Main Street Offices and Welcome Center. Funding Source Building Improvements. - Presented by: Alan Peterson, Kira Harris- Braggs
- 4 The Sewer Department is requesting the City Council's approval to renew the term contract for Request for Proposal No. 2018-001Q, Special Non-Hazardous Waste Service Agreement, between Republic Services and the City of Stockbridge in the amount of \$35,000. The funding source is the Sewer Department Budget. - Presented by: Decius Aaron, Brad Holtsinger
- 5 The Public Works Department is requesting City Council's approval to renew the term contract for contract No. 2019-00022P, Facility Maintenance Solutions/Groundskeeper Landscaper, between CGL Facilities Management, LLC and the City of Stockbridge in the amount of \$300,000.00. The funding source is the Public Works Budget. - Presented by: Decius Aaron
- 6 The Public Works Department is requesting City Council's approval to piggyback the contract for Unifirst/Sourcwell RFP No. 040920 - City of Stockbridge Contract No. 2020-0027P, for Uniforms with Related Products and Services, through May 2024, for an annual amount of \$30,000.00. The funds will be provided from account numbers 100-42200-531750, 505-43300-531750, 505-44200-531750, 510-42500-531750, 555-15650-531750, 100-62200-531140, 100-15650-522319, 100-15650-522322, 100-15650-522324, 100-15650-531750 in the FY2022 and 2023 Budgets. - Presented by: Decius Aaron
- 7 Council Consideration to amend the State Office of Planning and Budget (OPB) officials for ARPA Funding to Frederick Gardiner as Designee and Kellie Russell as Administrative Point of Contact. - Presented by: Frederick Gardiner, Kellie Russell
- 8 Council Consideration to approve Request for Proposal (RFP) No. 201508-02, Sanitation Collection Services Contract Renewal - Waste Industries Atlanta LLC, GFL Environmental. - Presented by: Decius Aaron, Lindell Miller

MAYOR'S COMMENTS (Mayor Anthony Ford)

ANNOUNCEMENTS OF UPCOMING MEETINGS & EVENTS - Meetings will be held via Zoom unless otherwise noted. Meeting dates and times are subject to change. Please visit the city's website www.cityofstockbridge.com for the meeting invitation link, Facebook page or contact City Hall offices at 770-389-7900 for updates. □ Main Street Advisory Board Meeting, 2nd Friday of each month 9:00 a.m. Via Zoom REVISED APRIL MEETING DATE (April 15) □ City Council Meeting, Second Monday of each month – Via Zoom (April 11) □ Youth Council Meeting, 5:30 p.m. - 2nd Wednesday of each month Levi Meeting Room - City Hall (April 13) □ Downtown Development Authority Meeting, 6:00 p.m. Via Zoom - 3rd Tuesday of each month Via Zoom (Apr 19) □ Youth Council Advisory Committee Meeting, 6:30 p.m. - 3rd Tuesday of each month Patrick Henry Meeting Room - City Hall (April 19) □ Planning Commission Meeting, 4th Thursday at 6:30 p.m. Via Zoom – (Apr 28) □ City Council Work Session Meeting,

Last Tuesday of each month – Via Zoom (Mar 29) UPCOMING CITY EVENTS/INITIATIVES • A Continuous Salute to Veterans: Please forward pictures of Veterans including name, branch, rank, and years of service as Mayor Pro Tem Thomas presents a special tribute to our local veterans. Pictures should be submitted to: zpearson@cityofstockbridge-ga.gov Thank you for your service! • First Concert of the Season – Friday, April 1, 2022 Jon Pardi (Country singer) show begins at 8:00 pm at the Stockbridge Amphitheater – COVID-19 Restrictions have been lifted. • Councilman Alexander will host a Quarterly Town Hall Thursday, April 14, 2022 at 7:00 p.m. and will take place virtually. Please stay tuned to the city's website and Facebook page for more information. • Job Fair, Thursday, April 21, 2022 – 10:00 a.m. – 1:00 p.m. in the Amphitheater parking lot. City-wide job fair with Goodwill and Omega Sorority and Delta Fraternity. Employers will be on-site with resume assistance and immediate hiring. • Here is your opportunity to Meet the Mayor, and voice your questions and/or concerns Monday, April 25, 2022 from 10 a.m. to noon. Call Zenovia Pearson to schedule an appointment. 770-389-7900 ext. 248.

EXECUTIVE SESSION (Exemptions to the Georgia Open Meetings Acts)

ADJOURNMENT



**COUNCIL MEETING
SUMMARY MINUTES**

MONDAY, FEBRUARY 14, 2022 6:00 P.M.

Mayor & City Council

Mayor Anthony S. Ford
Mayor Pro Tem Alphonso Thomas
Councilman Elton Alexander
Councilwoman Yolanda Barber
Councilman John Blount
Councilwoman LaKeisha Gantt

Administration

Frederick Gardiner, City Manager
Vanessa Holiday, City Clerk
John Wiggins, City Treasurer
Danielle Davis, City Attorney
Jeremy T. Berry, City Attorney

Mission: To provide visionary leadership and superior municipal services that enhance the quality of life for citizens while creating a welcoming business atmosphere focused on sustainability and expansion of tourism and cultural events.

The meeting was called to order by Mayor Ford.

Invocation by Councilman Alexander.

Pledge of Allegiance was recited in unison by all in attendance.

City Clerk, Vanessa Holiday was asked to proceed with a verbal roll call. All members were present.

Mayor Pro Tem Thomas motioned to amend the Agenda to Table Item #15, 16, 17, and 20 to the February 22, 2022 Agenda: Second by Councilman Blount. The motion passed 5-0.

Councilwoman Barber motioned to amend the Agenda to add Council Discussion Item #24 Amphitheater Management: Second by Councilwoman Gantt. The motion passed 5-0.

Councilman Alexander motioned to amend the Agenda to add Council Discussion Item #25 Hwy. 138 CID Feasibility Study: Second by Mayor Pro Tem Thomas. The motion passed 5-0.

Councilman Alexander motioned to adopt the Agenda as amended: Second by Councilwoman Barber. The motion passed 5-0.

Councilman Alexander motioned for the Adoption of the Minutes: Second by Councilman Blount. The motion passed 3-0-2 (Gantt Abstained noting her absence 12/21/21; Barber Abstained noting Minutes had not been reviewed).

1. Minutes for Special Called Meeting 12/9/2021
2. Minutes for Council Meeting 12/13/2021
3. Minutes for Special Called Meeting 12/15/2021
4. Minutes for Work Session Meeting 12/21/2021

PUBLIC COMMENTS

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CEREMONIAL

5. Mayor Ford administered the Oath of Office for the Council on Aging Representative Ms. DeRitha Barber
6. Mayor Ford administered the Oath of Office for the Downtown Development Authority Board Members, Mr. Roger Custin and Mr. Robert Swygert

Mr. Custin stated it is an honor and privilege to serve and looks forward to serving with Councilman Alexander and moving the downtown development forward.

Mayor Ford noted Mr. Custin's business, BarnBeautiful, located in downtown Stockbridge was recently recognized by the Henry County Chamber and awarded the Micro Business of the Year.

Mr. Swygert stated he has enjoyed being engaged with the other DDA Board members and Councilwoman Gantt, noting the board has a good team; and Stockbridge has a lot of potential and looks forward to being a part of the progress.

7. Mayor Ford administered the Oath of Office for Ethics Board Member Calandra Dallas.

Ms. Dallas thanked the Council for the appointment and looks forward to serving.

8. Mayor Ford administered the Oath of Office for the Main Street Advisory Board Council Liaison, Mayor Pro Tem Alphonso Thomas.

Mayor Pro Tem Thomas stated he is delighted and excited to be a part of the Main Street Program, noting they have a great and hard-working team; noted there are great things planned for the City's downtown, and is glad to be a part of the City Council and having the opportunity to move things forward for the City of Stockbridge.

9. Mayor Ford administered the Oath of Office for the Downtown Development Authority Council Liaison, Councilman Elton Alexander

Councilman Alexander stated it is a great time to be in the City of Stockbridge with so much opportunity; encouraged all businesses and entrepreneurs to locate to Stockbridge, as we are open for business; noted the Downtown Development Authority was providing businesses with the DCA (Department of Community Affairs) Revolving Loan Program; noted the excitement of being contacted about restaurants coming to the city, noting if you believe in yourself, others will believe in you; noted the city's Amphitheater was a major investment spurring economic development, which will continue with the investment of the Cultural Arts Center.

10. Mayor Ford read the Proclamation for Will Anderson, Jr. of the University of Alabama, and Dutchtown High School Alumni.

Mrs. Tereon Anderson, Will Anderson's mother, accepted the proclamation on Will's behalf, noting he was in a different time zone and started training today; thanked the Mayor & Council for the proclamation and highlighting so many of Will's accomplishments; noted with him being in Alabama, he doesn't get the recognition and was really special to be recognized by his hometown; thanked Councilwoman Barber for bringing the recognition forward; referenced association with Mayor Ford going back to the Dutchtown days; noted she would make sure that Will sees the video broadcast of the presentation and will make every attempt for Will to receive the proclamation in person.

11. Mayor Ford read the proclamation highlighting the University of Georgia's 2022 National Championship win.

Georgia State Representative Demetrius received the Proclamation and thanked the Mayor & Council, noting the championship was long overdue; noted he has recognized individuals who have gotten involved in the local government and serving on boards and committees for the city, and that is a great thing; thanked the city for moving things forward to the next level, and asked that if he can help in any way to please reach out as his door is always open to be able to work together; noted elected officials are the voice of the people and to always remember that making decisions are not about the officials, but rather it is about the people; and referenced the excitement to have the new city manager on board.

12. Mayor Ford read the proclamation highlighting Black History Month; Mayor Pro Tem Thomas referenced the upcoming 11th Annual African American Heritage Celebration taking place virtually on Saturday, February 26th at 4pm and could be viewed Live on the city's Facebook page and will feature as the Keynote Speaker, Pastor T. J. McBride of Tabernacle of Praise and looks forward to a wonderful message; noted the theme *Honoring the Past, Celebrating the Present and Aspiring the Future*; noted each year's celebration is to continue to tell the story of African American greatness and plight; and congratulated Councilwoman Yolanda Barber for being selected by the Heritage Committee for this year's Governance Award; and requested a copy of the 2022 Black History Proclamation.

NEW BUSINESS

13. Council Consideration to approve the ratification of the Resolution supporting the annexation of unincorporated land.
Presented by Frederick Gardiner, City Manager
Mr. Gardiner read the first section of the proposed Resolution for the record "The City of Stockbridge is proud to unanimously support the legislation put forth by the Henry County Legislative Delegation, to annex unincorporated lands into the City of Stockbridge. The City of Stockbridge is proud to have such honorable advocates working for its citizens and offers its support to the proposal set forth in the legislature".

Mr. Gardiner noted this comes as the City's support for the Henry County Delegation looking to close some gaps and add additional areas to the city.

Councilman Alexander noted it is long overdue with closing the gaps and will also be helpful with the new police department.

Councilman Alexander motioned to approve the ratification of the Resolution supporting the annexation of unincorporated land: Second by Councilwoman Barber. The motion passed 5-0.

14. Council Consideration to approve the Vaccination Incentive Program.
Funding Source: ARPA
Presented by Renee Wheeler, Human Resources Manager
Ms. Wheeler noted staff is recommending the elected body approve utilizing ARPA funds to incentivize employees to participate in the city's vaccination incentive program. Ms. Wheeler noted the purpose of the vaccination incentive program is to increase the number of employees who are unvaccinated or has only received one vaccination and funds will be used to provide incentives to employees to get the vaccination and themselves and others safe.

Ms. Wheeler noted there are five (5) Tiers of the vaccination program:

1. Tier 1: Employees fully vaccinated with a booster between January 1, 2021- January 1, 2022- \$1,000 incentive
2. Tier 2: Employees have received two (2) vaccination shots with no booster shot- \$500 incentive

3. Tier 3: Employees have received one (1) vaccination shot- \$250 incentive
4. Tier 4: Employees are full vaccinated with two shots before April 1, 2022- \$500 incentive
5. Tier 5: Employees received the booster shot by the end of April 2022- \$500 incentive

Ms. Wheeler noted employees who have been vaccinated will have to present their proof of immunization to Human Resources to participate in the program. Those who choose to not be vaccinated under medical or religious reasons will not be able to participate in the program. If any employee presents a false vaccination card, they will be subject to federal prosecution and it is a federal crime to make or use “any materially false writing in any matter involving a health care benefit program”.

Councilman Blount stated his intentions with bringing this up two months ago was not to have an incentive program but to give funds to each employee, one set amount, due to the increase of cost of living.

Ms. Wheeler noted as of January 1, 2022, all employees have received a 3% cost of living increase.

Councilman Blount noted he understands the cost of living is given yearly; however, he would like to go above and beyond with what the city is able to do with ARPA funds.

Ms. Wheeler noted ARPA funds cannot be used for a cost-of-living increase but could be used for a vaccinated incentive program.

Councilman Alexander noted COVID related funds would have to be in accordance with a COVID relief program and legally and agrees with Councilman Blount to try to find a way to reward employees for general services.

City Manager, Fredrick Gardiner noted the ARPA funds law was set up to designate employees as critical, in which some cities put procedures into place to allow employees to be critical. Mr. Gardiner also noted staff will look back at the amendments made to the rules and regulations governing the ARPA funds and if there is a provision or amendment allowed, staff will bring the presentation to council.

Councilman Blount noted he would like staff to go back and look for amendments and inquired if any cities are currently doing it.

Ms. Wheeler noted some cities used APRA funds for various reasons and for essential personnel like police and fire who worked during the beginning of COVID.

Councilman Alexander expressed he would like for everyone who worked through the pandemic receive something and agrees with the Tier approach.

Mr. Gardiner noted it was not a huge charge allotted to the city and staff will go back to see if the premium paid process will allow for bonus pay.

Councilwoman Barber inquired on the percentage of employees fully vaccinated.

Ms. Wheeler noted she does not have a percentage; however, 61 employees have at least received one vaccination shot.

Councilwoman Barber noted it would be helpful to receive a breakdown of how many has received one shot, two shots or boosted, and those with no intentions of being vaccinated.

Mr. Gardiner noted he asked Human Resources to obtain the information when he started; however, the problem is getting people to be comfortable with giving their information out.

Councilman Alexander motioned to approve the Vaccination Incentive Program: Second by Councilwoman Gantt. The motion passed 3-0-2 (Barber/Blount Abstained).

15. Council Consideration to approve the Public Works Department request to approve an increase in the annual contract (RFP 2020-0025) with Intercontinental Commercial Services, Inc. for Janitorial Maintenance Services to an annual amount of 118,080. The increase includes the addition of the Public Works Admin Building and Day Porter Services. Budgeted funds available in the FY2022 budget account numbers 100-15650-522319 (Facility Cleaning PW Admin) and 100-15650-422321 (Facility Cleaning City Hall).

Presented by Decius Aaron, Public Works Director

Item Tabled to February 22, 2022, Work Session Meeting

16. Council Consideration to approve the Public Works Department request to approve an increase in the annual contract (2019-00022P) with CGL Facilities Management, LLC for Right-of-Way Landscaping to an annual amount of \$300,000 as approved in the FY2022 budget. The account number is 100-42200-522000 (Right-of-Way Landscaping).

Presented by Decius Aaron, Public Works Director

Item Tabled to February 22, 2022, Work Session Meeting

17. Council Consideration to approve the Public Works Department request to approve an increase in the annual contract (RFP 2020-0026) with Site Engineering, Inc. for On-Call Water & Sewer Emergency & Operational Repair/Maintenance and Construction Services to an annual amount of \$255,000.as approved in the FY2022 Stormwater budget. The account number is 510-42500-542515 (Stormwater Repair).

Presented by Decius Aaron, Public Works Director

Item Tabled to February 22, 2022, Work Session Meeting

18. Council Consideration to approve and award a fixed contract to the lowest responsible bidder, Blount Construction Company, Inc. for Invitation to Bid (ITB) Number 2021-0015 for the City of Stockbridge 2022 LMIG Program Road and Resurfacing in the amount of \$1,738,673.68.

Presented by Decius Aaron, Public Works Director

Mr. Aaron noted staff is seeking approval of the 2022 LMIG Resurfacing Program which will pave 5.05 miles of road. Mr. Aaron noted the paved roads would consist of: Davidson Pkwy. (from the Henry County line to North Henry Blvd.), Old Atlanta Rd. (from Flippen Rd. to the dead end), Meadow Ridge Dr. (from Davis Rd. to cul-de-sac), Willow Springs Ln. (from Old Atlanta Rd. to cul-de-sac), Sage Ct. (from Spring Creek Dr. to cul-de-sac), Memory Ln. (from cul-de-sac to cul-de-sac located in the Legends subdivision), Old Legends Blvd. Walt Stephens Rd. to Memory Ln. also located in the Legends subdivision, Timeless Walk (from Memory Ln. to cul-de-sac located in the Legends subdivision) Home Place Dr. (from Spear Rd. to cul-de-sac located in the Legends subdivision), Bridal Cove (from Carriage Lake Dr. to cul-de-sac located in the Carriage Lake subdivision), Lakeview Place (from Carriage Lake Dr. to cul-de-sac located in the Carriage Lake subdivision), Fairgreen Trail (from Monarch Village Way to Walt Stephens located in the Monarch Village subdivision) and Winter View Way (from Monarch Village to cul-de-sac located in the Monarch Village subdivision).

Mr. Aaron noted the city would be resurfacing the WWTP (Wastewater Treatment Plant) parking lot which funds would be coming out of sewer funds and was included in the LMIG due to an economy scale because parking lots are not eligible for LMIG resurfacing and funding has been received by G-DOT in the amount of \$281,848.94.

Councilman Alexander inquired if Summit View Dr. was a part of the list and when will the payment be complete.

Mr. Aaron noted Summit View Dr. was a part of the 2021 LMIG list and once the contract is approved and signed the contractor will get started.

Councilman Blount asked for a breakdown of the complete funding sources. Mr. Aaron noted the City received \$281,848.94 from GDOT, \$89,547.77 will come from the sewer fund balance for the WWTP (Wastewater Treatment Plant) parking lot resurfacing and \$1,367,276.97 from SPLOST V.

Councilman Blount inquired about the list of sidewalks that needs repairing and noted citizens are concerned with the summer months coming up, they will not be able to utilize the sidewalks.

Mr. Aaron noted the list will be submitted to council once compiled in the next few weeks and noted concerns with incomplete sidewalks and how to address them.

Mayor Pro Tem Thomas requested a history of the list of streets and when the cycle first started; Mr. Aaron noted he only had records since his tenure began with the city and prior year history would need to be requested through the Clerk's Office.

Councilman Alexander motioned to approve the 2022 LMIG Program Road and Resurfacing in the amount of \$1,738,673.68: Second by Councilman Blount. The motion passed 5-0.

19. Council Consideration to approve Task Order No. 37 with Carter & Sloope Wastewater Treatment Plant Capacity Review in the amount of \$66,100.00 Funding Source SPLOST V.

Presented by Decius Aaron, Public Works Director

Mr. Aaron noted staff is looking at the option of expanding the WWTP (Wastewater Treatment Plant) and wants to be proactive before any issues arise. Mr. Aaron noted a developer approached the city about connecting to the sewer system in the Henry County Water Authority service area but trying to connect with the County would be a great expense and has asked the city to take on the capacity which would bring a lot to the city in impact fees.

Mr. Aaron noted the city is at about 60% capacity and EPD wants at least 80% capacity and a plan on how to expand or a moratorium will be issued where no other plants can connect.

Councilman Blount motioned to approve Task Order No. 37 with Carter & Sloope Wastewater Treatment Plant Capacity Review in the amount of \$66,100.00: Second by Councilman Alexander. The motion passed 5-0.

20. Council Consideration to approve the Public Works Department request to approve a budget adjustment for annual landscaping services for Governmental Buildings in the amount of \$300,000.00 and Amphitheater in the amount of \$75,000. The Public Works Department is also requesting approval to increase the annual contract (RFP 021-0004) with Yellowstone Landscaping, LLC for facility landscape maintenance services to an amount of \$375,000. The increase includes the addition of the Amphitheater. The account number is 100-15650-522219 (Landscaping) and 565-61800-52219 (Landscaping).

Presented by Decius Aaron, Public Works Director

Item Tabled to February 22, 2022, Work Session Meeting

21. Council Consideration to approve software and service costs for Report/Citation Management, Computer Aided Dispatch (CAD), Mobile Operations, Law Enforcement Records Management and Public Safety Analytics Software from Tyler Technologies in the amount of \$102,355.00 Funding Source ARPA.

Presented by Frank Trammer, Police Chief

Chief Trammer noted to operate the police department it will need a system or report management system to be able to respond to calls for service and for officers to be able to issue reports and citations. Chief Trammer noted the County's police department uses Tyler Technologies and the advantage of going with Tyler Technologies is the county already has purchased site and mobile licenses for all agencies within the county and saves the city \$250,000.00. Chief Trammer also noted the software would allow citizens to be able to login and see real time crime data.

Councilwoman Barber motioned to approve software and service costs for Report/Citation Management, Computer Aided Dispatch (CAD), Mobile Operations, Law Enforcement Records Management and Public Safety Analytics Software from Tyler Technologies in the amount of \$102,355.00 as Sole Source: Second by Councilman Alexander. The motion passed 5-0.

22. Council Consideration to approve renovation costs for the City of Stockbridge Police Department Headquarters Building at 4545 N. Henry Blvd. not to exceed the amount of \$3,951,525. Police Bond \$3,000,000.00 \$852,437 SPLOST V; and \$99,088 ARPA Funds.

Presented by Frank Trammer, Police Chief

Chief Trammer noted the police precinct will need updating to support a police headquarters and to be in accordance with the aesthetics of the downtown area.

Chief Trammer noted the Police Department is looking to have 52 full-time officers sworn-in, 6 full-time civilian officers for a total of 58 officers; and in need of 15 offices and 15 cubicles, which currently holds only 8 offices and 16 cubicles spaces and is not large enough on the first floor.

Chief Trammer expressed with the new renovations, the Police Department would like to expand on the first floor the community room, add a kitchenette, wants to repurpose space for cubicles and additional offices, add a fitness room, evidence/lab room and a patrol squad room. Chief Trammer noted the second floor will include the executive administrative staff offices with a conference room/ lounge area and is needing 20 offices and 26 cubicles.

Chief Trammer noted the estimated renovation cost is \$2,792,750.00 and the estimated additional cost is \$3,619,547 with a 10% contingency of \$331,978 for a total estimated cost of \$3,951,525.00.

Mayor Pro Tem Thomas noted he toured the facility last year and agrees with the much-needed renovations for efficiency.

Mr. Gardiner noted once the Grants Writer position is filled, grants will be sought to help offset costs, noting the grants will not cover 100% of the police departments costs, maybe 50%, if that. Mr. Gardiner also noted the Grants Writer position has been advertised for three (3) weeks and staff has received a good number of applications and will get with HR to set up interviews.

Mayor Pro Tem Thomas thanked Mr. Gardiner for moving forward to fill the position, noting the Council approved the Grants Writer position in December 2021, and it is concerning that the position is just now being executed within the last 10 days and has a concern about Council directives with no action by staff.

Mr. Gardiner noted moving forward, directives will be taken care of in a timely manner.

Chief Trammer noted by utilizing ARPA funding, the Police Department was able to offset a lot of start-up cost and has yet to spend any of the \$3 million from the Police Department fund.

Councilman Alexander noted the meeting was not streaming live on Facebook and asked if IT was available, as there should be another person when the regular person is unavailable.

Mayor Ford noted Mr. Washington, City Attorney is not on this meeting call, noting in his absence is Attorney Danielle Davis.

Mrs. Holiday noted for the record all meetings are uploaded the next day on the city's website to view.

Councilwoman Gantt confirmed a link has been shared for citizens to watch the meeting via Zoom.

Councilwoman Barber noted she is not aware of a TSW contract or design fees, nor does she know Keck & Wood's management fees and requested a breakdown of charges for the police station renovation/construction and asked what \$35,000 to Keck & Wood covers.

Carl Trevathan of Keck & Wood noted it would cover his services and other members of the design team, managing the cost, permitting process, the schedule and be a resource to Chief Trammer and his team; noted he has prepared the management plan along with the budget.

Councilwoman Barber asked Mr. Trevathan on how he came up with the \$35,000 amount.

Mr. Trevathan noted its time driven and based on the number of hours spent on the project.

Councilwoman Barber noted she does not want anyone coming back asking for budget amendments to cover management fees.

Chief Trammer noted Council approved a Resolution for \$165,000 authorizing the layout of the building which was reduced to \$152,000 and does not anticipate additional money being needed.

Councilwoman Barber asked why the city would not go through a competitive bidding process and asked if the city would piggyback off a state contract to complete renovations?

Chief Trammer noted yes, and the city was already using a contractor and that is how the pricing was reduced.

Councilwoman Barber inquired if the City Manager and City Attorney both reviewed the proposals. Both Mr. Gardiner and Attorney Berry confirmed they had.

Councilman Alexander inquired if the \$3 million dollar bond would be used for the renovation project. Chief Trammer confirmed yes.

Councilman Blount inquired on a projection date of completion.

Mr. Trevathan noted his concern is how to get work done by July 1st and noted there will be two phases which would get some work done by July 1st and everything else would be completed by September 1st.

Councilman Blount inquired if other city building would need to be utilized until work is completed.

Chief Trammer noted the most logical thing would be to set up in the Merle Manders Conference Center in the event the facility is not ready by July 1st.

Mayor Pro Tem Thomas asked if grant funding becomes available could it be allocated to some of the funding sources used before hand and noted he would like to see in the motion if funds become available, they are able to be reallocated.

Attorney Berry noted the Council could reallocate funds.

Councilman Alexander motioned to approve renovation costs for the City of Stockbridge Police Department Headquarters Building at 4545 N. Henry Blvd. not to exceed the amount of \$3,951,525. Police Bond \$3,000,000.00 \$852,437 SPLOST V; and \$99,088 ARPA Funds; Second by Councilwoman Gantt. The motion passed 5-0.

23. Council Consideration to approve the purchase of furniture for the Stockbridge Police Department Headquarters Building from the HON Company, Georgia State Contract #9999-001 SPD0000100-0091, in the amount of \$227,004.34. Funding Source: Police Bond
Presented by Frank Trammer, Police Chief
Chief Trammer noted the Council has already approved the overall budget which this is a part of and noted anything over \$75,000 must come before Council for approval.

Councilwoman Gantt motioned to approve the purchase of furniture for the Stockbridge Police Department Headquarters Building from the HON Company, Georgia State Contract #9999-001 SPD0000100-0091, in the amount of \$227,004.34: Second by Councilwoman Barber. The motion passed 5-0.

COUNCIL DISCUSSION

24. Council Discussion – Amphitheater Management.

Presented by Councilwoman Barber

Councilwoman Barber noted she has been attempting to get answers about her concerns regarding the Amphitheater, specifically to the contract language presented to Council prior to the August 2021 meeting of the City Council and noting the language in the signed contract did not include the conditions requested by Council. Councilwoman Barber noted the revised contract with the conditions was not brought back to Council for review and approval; noted that so far after two (2) concerts, it appears the city has sustained losses from both concerts; noting five (5) months have passed and the Council has not been provided with detailed accounting and financials despite her repeated requests.

Councilwoman Barber noted the city needs to make it clear regarding exclusive rights of the use of the Amphitheater facility, and the management company is not authorized to negotiate with Pepsi regarding sponsorships on the city's behalf due to ongoing discussions with Pepsi prior to Council approving a management contract.

Councilwoman Barber noted she looks forward with continued discussions with Pepsi regarding a sponsorship with the city and stated no one should have said conversations except the city and Pepsi; noted all of her questions sent have gone unanswered and she has been dismissed and disregarded; noted there were 14 questions posed to her councilmates and the City Attorneys a few weeks ago which suggested the Council task staff, City Manager and City Attorneys to speak directly with Pepsi Executives.

Councilwoman Barber noted there is a 70/30 revenue split with the management company receiving 70% of sponsorships and noted the previous City Manager knew it, City Attorneys knew it and two of her councilmates knew it.

City Attorney Berry expressed to Councilwoman Barber he was not involved in any of the discussions with Pepsi and asked that she not state that he was included in the conversations with Pepsi.

Councilwoman Barber noted she was stating information that was provided to her by the former City Manager, Randy Knighton.

Councilman Alexander call for a Point of Order and noted to stop bringing up the potential sponsor's name.

Councilwoman Barber suggests no contract be signed by the city with the management company regarding sponsorships until all her questions are addressed. Councilwoman Barber expressed her questions have been disregarded and dismissed since April 2021.

Councilwoman Barber read her 14 questions into the record as follows:

1. GRA agreed to provide printouts of ticket sales, food & beverage, and alcohol sales from the two concerts in 2021. As of today, the city has not received them.
2. Provide access to the city of the vendor software used to track food & beverage sales, ticket sales, alcohol sales, etc. (i.e., Toast POS).
3. Provide documentation of the Marketing campaign/strategy to demonstrate that it was executed as outlined in the contract.
4. All communications regarding upcoming concerts/events should be directed to and acknowledged by the City Manager prior to GRA (Georgia Radio Alliance) conducting promotions. As of today, no official communications have been made to the city regarding the active promotions by GRA of the upcoming April 1, 2022, Jon Pardi concert. The concert promotion is listed on the StockbridgeAmp.com website. However, the City Manager, Mayor & Council nor the Public Information Officer were made aware. As a result, the Public Information Officer nor any member of the Governing Body have notified the community when tickets went on sale. When did the tickets go on sale?
5. Address "Exclusive Rights". The city does not want to limit itself by only hosting community 'events'. There should not be any restrictions that suggests that the City cannot use its own venue to host 'concerts', as long as the event/concert does not conflict in dates or performances as scheduled by the Management Company.
6. The Stakeholders in our County are important. Developing long-term partnerships/relationships is the goal of the Council, not just relationships that bind us by contracts. Our Community and County partners are important to our city's current and future successes. We need to garner their support and to buy-in to the vision of our city. The Amphitheater is one

way to leverage support. Piedmont Henry Hospital and Legacy Ford are stakeholders in our community, yet advertisements of vendors outside of our community and our County have been made a priority and are being advertised on the Amphitheater website.

Councilman Blount called for a Point of Order and noted the discussion is off and to stick with discussion GRA (Georgia Radio Alliance) contract.

Councilwoman Barber noted her motion was to discuss the Amphitheater management, not the contract.

Mayor Ford asked the City Clerk to confirm motion. The City Clerk confirmed the motion was to discuss Amphitheater management.

Councilwoman Gantt noted she was in the meeting with Councilwoman Barber and GRA and noted the same questions were posed by Councilwoman Barber and there was no need for her to respond to Councilwoman Barber's email; noted Attorney Berry replied to an email and went through all the questions for clarification to make sure these were the questions to ask GRA; and asked that the meeting content stick to the discussion of the, and if not to table or talk about the issues during executive session or another time.

Mayor Ford noted the Councilwoman Barber's questions have been submitted to the management company and they are waiting for responses, noting there is an unsigned contract regarding Pepsi.

Councilman Blount noted Councilwoman Barber's questions are valid concerns, but the Council must be careful and cautious on the discussion and how the city proceeds.

Councilwoman Barber continued as follows:

7. Janitorial services, security services, ambulance services, parking attendants, concert hosts are not specifically stated in the contract, nor does it indicate who will assume the costs or when/how these actions will take place.

***Janitorial Services should be conducted within 24-48 hours after each concert. This did not happen with the two shows in 2021.

***GRA told the Council that they would provide "T-shirt Security" officers as well as armed Security. No t-shirt officers were present for the two concerts in 2021.

***Ambulance Services should be dedicated to the concert(s); uninterrupted by other emergency calls and are available for the entire duration of the concert(s).

***City employees were used to perform many of the duties that GRA was contracted for (i.e., hostesses, parking attendants, clearing the greenroom of leftover trash, water bottles, soda cans, etc., PIO spent 95% of her workday posting on social media, all city staff were inundated with answering and responding to calls and emails regarding the upcoming concerts and complaints after the concerts.

8. Pepsi as a potential sponsor was already in discussions with the City for a long-term partnership long before approving a Management Contract. No contract should be signed by GRA on behalf of the City. Any contract with Pepsi should be made directly with the City so that all revenues are to be retained by the City.

Mayor Ford inquired with the other members of Council to allow Councilwoman Barber to continue.

Mayor Pro Tem Thomas advised Councilwoman Barber to make a motion to include her concerns, and he would second the motion.

Councilwoman Barber stated her motion to discuss the management of the Amphitheater stands and continued as follows:

9. In reviewing the financial statements, does GRA believe the revenue splits are fair? Re-negotiations are warranted.

10. GRA agreed to add an employment link to the Stockbridge Amphitheater website. That did not happen. There was no ability for community members to apply for paid positions nor to volunteer. As of today, there is still no link for employment/volunteer opportunities. We want to allow community members the opportunity to enjoy and participate in the venue that their tax dollars paid for. Some community members are willing to volunteer their time, talents, and efforts in exchange for an opportunity to witness some parts of a concert for free.

11. GRA agreed to provide the actual documentation obtained from the Stockbridge Amphitheater website of feedback/comments that were submitted by the General public. The city has not received the feedback/comments as agreed.

12. The City's Event staff should be attempting to attract, and book shows for 2023 and beyond right now.

13. I support tasking staff to begin the process of preparing a solicitation (RFQ/RFP) for Amphitheater Management Services. There is no reason to delay this action. Proper notice from Council allows staff adequate time for research, advertising, proposal evaluations and ultimately a decision to award a new contract. I suggest that we post the solicitation as soon as possible.

14. The new proposed seating chart depicts 11 tables in the 'pit area'. How does this new proposed seating arrangement address the concerns that were raised with regards to the obstruction of view of the two tables that are positioned at the farthest ends of both sides of the stage? The speakers/equipment that were positioned at both ends of the stage blocked the view of the performances from ticketholders who bought seats at those specific tables. Attached are an illustration of the tables.

Councilwoman Barber noted all her questions were sent to the Mayor, Councilmates, City Attorneys and City Manager, and noted her questions have yet to be answered.

Councilwoman Gantt noted she is the one who wanted to know what the revenues were with Toast POS (Point of Sale).

Councilman Blount noted one of his concerns with the managing of the Amphitheater is how they tend to influx the grassy area with chairs which is one of the focal points of the Amphitheater; and one of the biggest complaints from patrons was the chairs that were brought into that area and how congested the area was.

Councilman Alexander noted Council should not micro-manage the management company and noted it's about the revenues being brought in and asked the city's Treasurer about payments received from GRA.

Mr. Wiggins noted there was a payment received but was used to pay the deposits on acts.

Mayor Pro Tem Thomas noted the city is relying on someone to give a general breakdown which is not good management and wanted to know how to resolve the issues at hand; an also noted there should be answers to Councilwoman Barber's list of questions before the first concert in April.

Councilwoman Gantt noted she shares the same concerns as Councilwoman Barber, and believes the conversation is more appropriate at the upcoming retreat.

Councilman Blount noted he recommended Council hire a consultant to who will relay information and speak directly to the City Manager.

Councilwoman Barber noted she sent several emails last year to Mayor Ford as the Acting City Manager and they were disregarded.

Mayor Ford noted he made executive decisions during that time.

Attorney Berry stated for the record "he never once participated in negotiations with the former City Manager and any sponsor and was not a part of discussions and would respectfully ask that it is not stated again".

Attorney Berry also stated for the record that “he was not included in the discussions but was aware of a discussion of an event and that is it; the record needs to be clear, and request is it not stated again”.

Councilman Blount motioned to hire a consultant for the management of the Amphitheater: Second by Mayor Pro Tem Thomas. The motion was withdrawn.

Councilman Alexander motioned to task the City Manager to put mechanism in place for the proper management of the Amphitheater: Second by Councilwoman Gantt. The motion passed 5-0.

25. Council Consideration to approve the Hwy. 138 CID (Community Improvement District) Feasibility Study in the amount of \$38,150.00. Presented by Alan Peterson, Economic Development Director, and Nicole Hall of Nicleworks.

Mr. Peterson noted there have been discussions of putting together a CID along the 138 corridor and in recent weeks has decided to do a joint CID with the County who will vote on February 15, 2022, and the city would like to move at the same pace as the County.

Mr. Peterson noted there are five tasks that include:

1. Task 1- Strategic Plan- will have staff and council put a project plan and propose the CID
2. Task 2- Property Owner Research- will work with Nicole Hall of Nicleworks on putting a comprehensive list of property owners together; there are 80 parcels in the CID area, but only 70 are eligible
3. Task 3- Marketing Materials and GIS Mapping- an online interactive map will be available and easier for the public to use
4. Task 4- Property Owner Research & Stakeholder Meetings- Consent forms will be formulated for owners willing to sign
5. Task 5- Final Report Compilation & Presentation- The final feasibility study report will be prepared and ready

Mr. Peterson noted, if started by March, everything should be completed by August 22, 2022 with the County being on a similar calendar.

Mr. Peterson noted Clayton County has already started and will finish beforehand; and noted the city's portion would not exceed \$38,150.00 which is in the Economic Development budget and noted the cost to the city would be for the feasibility study.

Councilman Alexander noted this is the greatest opportunity to make an impact on HWY 138.

Councilman Alexander motioned to approve the Hwy. 138 CID (Community Improvement District) Feasibility Study in the amount of \$38,150.00: Second by Mayor Pro Tem Alexander. The motion passed 5-0.

COMMENTS FROM THE MAYOR

Mayor Ford wished everyone a Happy Valentine's Day and to share love with your loved ones; congratulated Matthew Stafford, and Matt MacVay of the Los Angeles Rams (formerly St. Louis Rams) on their Super Bowl win; noted we are still in a pandemic with new cases on the decline which is a hopeful sign; noted the Department of Health is administering Free COVID tests and to call 470-661-0005 to schedule testing; and not the Department of Health is administering the Pfizer and Moderna vaccinations at Red Hawk Field located at 143 Patrick Henry Pkwy. Monday – Friday, 9am – 3pm; and the City of Stockbridge has Free COVID Testing and vaccinations with information to follow in the announcements.

UPCOMING MEETINGS & ANNOUNCEMENTS: Meetings will be held via Zoom until further notice. Meeting dates and times are subject to change. Please visit the city's website www.cityofstockbridge.com for the meeting invitation link, Facebook page or contact City Hall offices at 770-389-7900 for updates.

- Downtown Development Authority Meeting, 6:00 p.m. Via Zoom - 3rd Tuesday of each month Via Zoom (Feb 15)
- Youth Council Advisory Committee Meeting, 6:30 p.m. - 3rd Tuesday of each month Patrick Henry Meeting Room - City Hall (Feb 15)
- City Council Work Session Meeting, Last Tuesday of each month – Via Zoom (Feb 22)
- Planning Commission Meeting, 4th Thursday of each month at 6:30 p.m. Via Zoom – (Feb 24)
- Youth Council Meeting, 5:30 p.m. - 2nd Wednesday of each month Levi Meeting Room - City Hall (Mar 9)
- Main Street Advisory Board Meeting, 2nd Friday of each month 9:00 a.m. Via Zoom (Mar 11)

UPCOMING CITY EVENTS/INITIATIVES

- FREE DRIVE-UP COVID TESTING AND VACCINATIONS – Masks are Required
Location: Stockbridge Amphitheater 4650 N. Henry Blvd.
- FREE DRIVE-UP TESTING - Tuesday, February 15th 11:00 a.m. – 1:00 p.m. while supplies lasts.
- FREE DRIVE-UP VACCINATIONS will be administered Saturday, March 5th, March 12th and March 19th from 11:00 a.m. – 1:00 p.m.
- *A Continuous Salute to Veterans:* Please forward pictures of Veterans including name, branch, rank, and years of service as Mayor Pro Tem Thomas presents a special tribute to our local veterans. Pictures should be submitted to: zpearson@cityofstockbridge-ga.gov Thank you for your service!

- Please join Councilman Alexander for a virtual Community Update Town Hall, Thursday, February 24, 2022, at 7:00 p.m. Discussion Topics: City Services, Police Department, Downtown Stockbridge, Beautification, Bridges at Jodeco and Community Service Recognitions. The Town Hall will broadcast Live on the city's Facebook page.
- Please join Mayor Pro Tem Thomas for the 11th Annual African American Heritage Celebration to be presented virtually, Saturday, February 26, 2022, at 4:00 p.m. The Honorable Pastor T. J. McBride of Tabernacle of Praise will be the Keynote Speaker. The program will broadcast Live on the city's Facebook page.
- Here is your opportunity to *Meet the Mayor*, and voice your questions and/or concerns Monday, February 28, 2022, from 10 a.m. to noon. Call Zenovia Pearson to schedule an appointment. 770-389-7900 ext. 248.
- Please join Councilman Alexander for the 7th Annual Women's History Month Awards, Sunday, March 6, 2022, at 3:00 p.m. at the Eagles Landing Country Club and will require masks and vaccinations. The program will broadcast Live on the city's Facebook page.

Motion to adjourn the meeting made by Councilwoman Gantt; Second by Councilman Alexander. The motion Passed 5-0.

Respectfully submitted by:

Vanessa Holiday, City Clerk MMC

Anthony S. Ford, Mayor



WORK SESSION MEETING SUMMARY MINUTES

TUESDAY, FEBRUARY 22, 2022 6:00 P.M.

Mayor & City Council

Mayor Anthony S. Ford
Mayor Pro Tem Alphonso Thomas
Councilman Elton Alexander
Councilwoman Yolanda Barber
Councilman John Blount
Councilwoman LaKeisha Gantt

Administration

Frederick Gardiner, City Manager
Vanessa Holiday, City Clerk
John Wiggins, City Treasurer
Quinton Washington, City Attorney
Jeremy T. Berry, City Attorney

Mission: To provide visionary leadership and superior municipal services that enhance the quality of life for citizens while creating a welcoming business atmosphere focused on sustainability and expansion of tourism and cultural events.

The meeting was called to order by Mayor Ford.

Invocation by Councilwoman Gantt.

The Pledge of Allegiance was recited in unison by all in attendance.

City Clerk, Vanessa Holiday was asked to proceed with a verbal roll call. All members were present.

Councilwoman Barber motioned to amend the Agenda: to add an Agenda Item to task staff to seek clarity and ambiguity in the contract to include what the actual validity period of this one year contract is noting the 1st page suggests only an execution date of August 1, 2021, but it does not include the end date; noting page 3 under Management Fee says the City is obligated to pay \$90,000 per year, but the language suggests the City will pay a Management Fee of \$7,500 per month beginning August 1, 2021 through December 31, 2022 which would be 17 months and \$127,000.00: Second by Mayor Pro Tem Thomas. The motion failed 2-3 (Alexander, Blount, Gantt opposed).

Councilwoman Barber motioned to amend the agenda to add an Agenda Item to task staff to explore and research the benefits of sponsorship opportunities and what that would look like for the city: Second by Mayor Pro Tem Thomas. The motion failed 2-2-1 (Alexander, Blount Opposed), (Gantt opposed) (Mayor Ford voted in opposition).

Councilwoman Barber motioned to amend the agenda to add an Agenda Item to task staff to present their recommendation to the Council to award a news Vendor Management Contract by the May 2022 Council meeting: There was no second. The motion failed.

Councilman Alexander motioned to adopt the Agenda: Second by Councilwoman Gantt. The motion passed 4-1 (Barber Opposed).

Review of the Minutes – No Action

1. Minutes for Special Called Meeting 1/4/2022
2. Minutes for Council Meeting 1/10/2022
3. Minutes for Work Session Meeting 1/25/2022

PUBLIC COMMENTS

All public comments must be submitted to the Clerk no later than one hour prior to the meeting. The Public Comment Form can be found on the City's webpage on the City Clerk's page at: <https://stockbridge.seamlessdocs.com/f/20pkdz4mo7xb> and the form must include your name, phone, and email contact information. Comments are limited to (3) three minutes and will be read by the Clerk during the meeting, respecting all members of the elected body, officials, and staff. Comments including defamation, unruliness and/or swearing will not be accepted.

Ms. Sunny Randazzo noted their ongoing requests for the Mayor & Council to mitigate the Amphitheater noise, offering suggestions along with a recommended vendor.

NEW BUSINESS

4. Council Consideration to approve the 2022 Media Outdoor Link Billboard Contract for Advertising Services in the amount of \$49,400.00 with (7) billboard locations.
Presented by Kim Jordan, Conference Center Manager
Ms. Jordan noted staff is seeking approval to secure digital billboards throughout Metro Atlanta's busy interstates and roads to advertise amphitheater concerts, all city events, programs, and Stockbridge in general. Ms. Jordan noted the city currently has a total of 3 Henry County visitor and tourism bureau billboards that are being used free of charge and would like to add a total of nine (9) additional billboards. Ms. Jordan also noted two (2) more billboards can be added for the same price with negotiating for prime interstate visibility outside of the City, Southern Crescent, Macon, North of Atlanta, regional commuters, transient travelers, and travelers along the east and west corridors. Ms. Jordan noted there will be a total of 12 billboards, the three from the tourism bureau and the 9 purchased for a year to make an estimated weekly impression for a total of over one million impressions.

Councilman Alexander asked if this with the current vendor.

Ms. Jordan confirmed the request is with the current vendor. Link Media Outdoor.

Councilman Alexander asked if the advertising would be city only or a variety of other advertisements as well.

Mr. Econuel Ingram, Conference Center Coordinator noted the Tourism billboards are strictly for the city for a period with a 3-month interval during the year; and the Media Link Outdoor digital billboards will have a variety of advertisements.

Councilman Alexander expressed his concern with the Tourism boards and how the CVB (Convention and Visitors Bureau) decides what is being advertised and highlighted for the city and prefers the city have its own separate marketing organization or tool that will only display the city information.

Councilwoman Barber asked how much was spent on billboards in 2021.

Ms. Johnson noted the city paid \$42,000 for billboard advertising in 2021.

Mayor Pro Tem Thomas noted he agrees with Councilman Alexander and would like to see consistent messaging and advertising for the city every month.

Mr. Ingraham noted the digital boards will display the city's content with 10 second intervals 24 hours a day.

Ms. Jordan explained the digital billboards are located all around the metro area and will reach out and target a great number of different travelers.

Councilwoman Gantt noted she agrees with councilmember comments and want the CVB discussed at the retreat.

Mr. Gardiner noted for clarification, the CVB Tourism billboards are not free, they are paid for by hotel/motel taxes.

Ms. Jordan referenced amended documents that include two billboard companies, Link Media Outdoor and Lamar, for a total of (9) billboards, same total amount.

Councilman Blount motioned to approve an amended total of (9) billboard locations in the amount of \$49,400.00: Second by Councilwoman Gantt. The motion passed 5-0.

5. Council Consideration to approve the Public Works Department request to increase the annual contract (2019-00022P) with CGL Facilities Management, LLC. for Right-of-Way Landscaping to an annual amount of \$300,000.00 as approved in the FY2022 budget. The account number is 100-42200-522000 (Right-of-Way Landscaping). The FY2021 contract amount with CGL was \$210,000.00. The staff is requesting the additional increase of \$90,000.00 to maintain the rights-of-way that were turned over to the City from Henry County in the Service Delivery Strategy (SDS). Presented by Decius Aaron, Public Works Director
Mr. Aaron noted staff is seeking a request for the annual contract with CGI Facilities Management, LLC. Be amended to be congruent with what was approved in the FY2022 budget; noted over the last year and with conversations with Henry County, some roads and rights-of-way were turned over to the City in the latest Service Delivery Strategy (SDS) Update with one of the roads being Campground Rd.; noted the County had

previously mowing the road and the city received a call from the County giving the City notice they were about to re-bid their annual lawn maintenance account and would no longer mow that section inside the city limits of Stockbridge along with Mount Zion Rd. and other roads; and noted any road maintained by the County going through the city limits would no longer be maintained and will become the city's responsibility.

Mr. Aaron noted staff analyzed the additional cost and maintenance did some planning on Campground Rd and East Lake which came out of the right-of-way maintenance account. Mr. Aaron stated staff wants to make sure resources are available to maintain the right-of-way the condition Council would like to see by trying to find additional staff with interviews set up and job fairs lined up.

Councilman Alexander inquired which right-of-way areas are covered under the contract.

Mr. Aaron noted it covers: Flippen Rd., Walt Stephens Rd., Hwy 138, East Atlanta Rd., Davidson Pkwy, Rock Quarry Rd., and Old Atlanta Rd.

Councilwoman Barber asked what services are being provided by CGL Landscaping and Yellowstone Landscaping.

Mr. Aaron noted CGL maintains the city's rights-of-way throughout the city and Yellowstone maintains and landscapes city buildings.

Councilwoman Barber made a request for mid-year budget reviews.

Councilman Alexander motioned to approve the Public Works Department request to increase the annual contract (2019-00022P) with CGL Facilities Management, LLC. for Right-of-Way Landscaping to an annual amount of \$300,000.00 as approved in the FY2022 budget. The account number is 100-42200-522000 (Right-of-Way Landscaping): Second by Councilwoman Gantt. The motion passed 5-0.

6. Council Consideration to approve the Public Works Department request to increase the annual contract (RFP 2020-0025) with Intercontinental Commercial Services, Inc. for janitorial maintenance services to an annual amount of \$118,080.00. The increase includes the addition of the Public Works Admin Building and Day Porter Services. Budgeted funds available in the 2022 budget account numbers 100-15650-522319 (Facility Cleaning PW Admin) and 100-15650-522321 (Facility Cleaning City Hall). The FY2021 contract amount with ICS was \$89,280.00. Staff is requesting an increase of \$28,000.00 to cover the Day Porter cleaning and the new Public Works Building.
Presented by Decius Aaron, Public Works Director

Mr. Aaron noted staff has been concerned about Covid cleaning throughout the buildings, and the previous City Manager requested additional day porter services to address Covid cleaning; noted ICS, Inc. added the day porter services to all city buildings except for the new Public Works building which had not received its Certificate of Occupancy at that time. Staff is seeking to amend the contract to add the additional day porter services.

Councilwoman Barber asked if the original Public Works building is still being used by staff and serviced by the cleaning company.

Mr. Aaron confirmed, noting the maintenance staff occupies the building.

Councilwoman Gantt motioned to approve the Public Works Department request to increase the annual contract (RFP 2020-0025) with Intercontinental Commercial Services, Inc. for janitorial maintenance services to an annual amount of \$118,080.00: Second by Councilman Blount the motion passed 4-0-1 (Barber Abstained).

7. Council Consideration to approve the Public Works Department request to increase the annual contract (RFP 2020-0026) with Site Engineering, Inc. for on-call water & sewer emergency & operational repair/maintenance and construction services to an annual amount of \$255,000.00 as approved in the FY2022 Stormwater budget. This is a \$50,000.00 increase over the FY2021 budget. The account number is 510-42500-542515 (Stormwater Repair). Staff has noticed a substantial increase in materials and related costs due to COVID and wanted to ensure sufficient funding was available for stormwater repair projects. Staff is also proposing to engage in more stormwater repairs in FY2022 to comply with its MS4 Permit. Presented by Decius Aaron, Public Works Director
Mr. Aaron noted last year there was a budgeted amount of \$200,000 for Stormwater projects in which two projects were completed. Mr. Aaron noted the first major project was Hudson Bridge Dr. for over \$129,000 and the second project dealt with stormwater issues on Turning point for \$73,000. Mr. Aaron also noted the goods and services have gone up due to Covid and would like to be pro-active and have funding available if there are any issues.

Councilman Blount inquired if the contract was renewable and if so when is the renewal date.

Mr. Aaron noted the contract is renewable with a 5-year max with the renewal date being April 12, 2022.

Councilman Blount asked why there would be an increase if the renewal date is in two (2) months and noted staff could wait so it could be the renewal amount.

Mr. Aaron noted staff is trying to receive a purchase order and they will not be issued a purchase order without the Council's approval of the requested amount; however, if the Council chooses not to approve, the purchase order will end at that moment.

Councilwoman Barber expressed her concerns with the contract expiring in two months and noted this is a reason why she has requested mid-year budget reviews and asked the City Manager to share his thoughts on the matter.

Mr. Gardiner noted he is unclear about the request, noting funding in the Stormwater budget and recommends the item to be tabled for further clarification.

Councilman Blount suggested the proposed increase and renewal take place at the same time.

Councilman Alexander inquired about repairs to the Stormwater Pond located on the Amphitheater grounds.

Mr. Aaron noted there will be a meeting with H.J. Russell and TSW to discuss the situation.

Mayor Pro Tem Thomas motioned to deny and immediately re-bid the on-call water/sewer repair services: Second by Councilwoman Barber. No vote was called.

Mayor Pro Tem Thomas restated the motion to deny and re-bid the on-call water/sewer repair services: No Second Called

Councilman Blount motioned to Table the item: Second by Councilman Alexander. The motion passed 4-1 (Thomas Opposed).

8. Council Consideration to approve the Public Works Department to request a budget adjustment for annual landscaping services for Government Buildings in the amount of \$300,000.00 and Amphitheater in the amount of 475,000.00. The Public Works Department is also requesting Council approval to increase the annual contract (RFP 021-0004) with Yellowstone Landscaping, LLC for facility landscape maintenance services to an annual amount of \$375,000.00, the FY2021 contract amount is currently \$300,000.00. The increase includes the addition of the Amphitheater The account number is 100-15650-522219 (Landscaping) and 565-618-522219 (Landscaping)

Presented by Decius Aaron, Public Works Director

Mr. Aaron noted this request is to amend the contract to include the Amphitheater, which was previously budgeted for \$70,000, but is estimated to cost \$75,000 for landscape maintenance.

Councilman Blount expressed his concerns with how the contract was first awarded for \$250,000 with an increase of \$50,000 recently amended and approved by the Council was supposed to be for the new Public Works Administration building and Amphitheater; and asked why staff would come back asking for more money for the same scope of work.

Mr. Aaron stated the increase was done towards the last quarter of the year and included the Amphitheater and new Public Works Administration building for the remainder of the year; and mentioned this would be for a full year.

Councilman Blount noted there was a debacle at the December 13, 2021, meeting on the price of the contract and if it was \$300,00 or \$400,00 which was concern.; and noted that it does not make sense to give a company \$50,000 for 2 weeks and then turn around and give them \$75,000 for a year.

Mayor Pro Tem Thomas noted at the September 28, 2021, meeting, the new Public Works Administration facility was already included in the scope of work; and noted the requested contract amount of \$400,000 was stated to be a typo and asked why the city is being asked to pay for the already approved scope of work.

Councilwoman Barber asked who is currently maintaining the landscaping for the Amphitheater.

Mr. Aaron noted Yellowstone Landscaping, LLC. Is currently maintaining the landscaping for the Amphitheater, and noted the price is based on the number of visits per week to each facility during the growing season and non-growing seasons.

Councilwoman Gantt asked how much was spent out of the budget.

Mr. Wiggins noted he would have to review the information and follow up with those numbers.

Councilwoman Barber motioned to Table and to allow staff to review the contract and financials: Second by Councilwoman Gantt. The motion passed 5-0.

COMMENTS FROM THE MAYOR

Mayor Ford noted that we are still in a pandemic, and unfortunately there appears to be another wave on the way; noted has come hospitalization numbers have come down; noted free COVID testing is available Monday, Wednesday, and Friday from 9am – 3pm at Red Hawk Field in McDonough, and at the Department of Health on Henry Parkway from 9am – 11:30 am on a walk-in basis, and vaccinations Monday – Friday from 1:00 – 2:30 p.m. by calling 470-661-0005 for an appointment; and noted the City's COVID Testing and Vaccinations Campaign and been canceled and staff will explain why.

Ms. Jordan noted she evaluated the traffic with sixteen tests issued the first day, twenty tests issued the second day, and six tests issued the third day and due to the sparse numbers decided to close the site unless the demand picks up.

Councilman Alexander noted the City Council approved testing and vaccinations, and staff did not have the authority to shut down the campaign, noting getting the word out was the issue.

Ms. Jordan referenced the County's shutdown of locations and monitored their activities; noted At-Home testing that is now available along with vaccines being available at pharmacies as being factors into the decision to shut down the site.

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- Youth Council Meeting, 5:30 p.m. - 2nd Wednesday of each month Levi Meeting Room - City Hall (Mar 9)
- Main Street Advisory Board Meeting, 2nd Friday of each month 9:00 a.m. Via Zoom (Mar 11)
- City Council Meeting, Second Monday of each month – Via Zoom (Mar 14)
- Downtown Development Authority Meeting, 6:00 p.m. Via Zoom - 3rd Tuesday of each month Via Zoom (Mar 15)
- Youth Council Advisory Committee Meeting, 6:30 p.m. - 3rd Tuesday of each month Patrick Henry Meeting Room - City Hall (Mar 15)
- Planning Commission Meeting, 4th Thursday at 6:30 p.m. Via Zoom – (Feb 24)
- City Council Work Session Meeting, Last Tuesday of each month – Via Zoom (Mar 29)

UPCOMING CITY EVENTS/INITIATIVES

- *A Continuous Salute to Veterans:* Please forward pictures of Veterans including name, branch, rank, and years of service as Mayor Pro Tem Thomas presents a special tribute to our local veterans. Pictures should be submitted to: zpearson@cityofstockbridge-ga.gov Thank you for your service!
- Join Councilman Alexander for a virtual Community Update Town Hall, Thursday, February 24, 2022, at 7:00 p.m. The Town Hall will broadcast Live on the city's Facebook page.
- Join Mayor Pro Tem Thomas for the 11th Annual African American Heritage Celebration, Saturday, February 26th at 4:00 p.m. The program will broadcast Live on the city's Facebook page.
- Here is your opportunity to *Meet the Mayor*, and voice your questions and/or concerns Monday, February 28, 2022 from 10 a.m. to noon. Call Zenovia Pearson to schedule an appointment. 770-389-7900 ext. 248.

- Join Councilman Alexander for the 7th Annual Women's History Month Celebration, Sunday, March 6th at 3:00 p.m. The program will broadcast Live on the city's Facebook page.

Mayor Pro Tem Thomas encouraged everyone to watch the Virtual African American History Celebration and to watch for the Promo Code to receive a commemorative Black History T-Shirt.

Mayor Pro Tem Thomas motioned to adjourn: Second by Councilwoman Gantt. The motion passed 5-0.

Respectfully submitted by:

Vanessa Holiday, City Clerk MMC

Anthony S. Ford, Mayor



City of Stockbridge

Agenda Request Form

Meeting Date

March 29, 2022

ACTION

- ☒ Action requested by City Council
- ☐ For informational purposes only
- ☐ Budget Amendment Required
- ☐ Attachment (s)
- ☐ Payment of Invoice/Task Order/Change Order

- ☐ PUBLIC HEARING
- ☐ ORDINANCE
- ☐ RESOLUTION
- ☒ BID/SOLICITATION AWARD
- ☐ PRESENTATION
- ☐ DISCUSSION
- ☐ REPORT
- ☐ DISCUSSION
- ☐ CONTRACT APPROVAL - RENEWAL

BUDGET ADJUSTMENT

PRESENTER: Kira Harris Braggs/Alan Peterson

ITEM/PROJECT/EVENT: REQUEST FOR PROPOSAL (RFP) NUMBER 2021-0010, TED STRICKLAND COMMUNITY CENTER RENOVATION

BACKGROUND INFORMATION:

The Economic Development Department is requesting Council approval for the award of Request For Proposal (RFP) Number 2021-0010, for the Ted Strickland Community Center Renovation for the City of Stockbridge, to McWright, LLC, in the amount of \$407,000.00.

STAFF RECOMMENDATION:

The Economic Development Department is requesting Council approval for the award of Request For Proposal (RFP) Number 2021-0010, Ted Strickland Community Center Renovation, for the City of Stockbridge to McWright, LLC, in the amount of \$407,000.00.

Request For Proposal (RFP) Number 2021-0010, Ted Strickland Community Center Renovation for the City of Stockbridge, was solicited in accordance with the City Ordinance. The project consists of all labor and materials to provide a completed renovation of the community center. The renovation includes the removal of 2,300 SF of tile flooring, the addition of four private offices totaling 547 Square Feet, one 537 Square Feet conference room with glass folding doors, custom reception desk, coat closet, storage closet, kitchen seating space, work area millwork, and additional lighting and Heating, Ventilation, and Air Conditioning (HVAC) for the offices and conference room.

On October 21, 2021, the solicitation opened; four (4) firms submitted proposals in response to the RFP, McWright, LLC, SoCo Contracting Company, Inc, Diversified Construction of Georgia, Inc , and Striker Contracting, LLC.

On November 10, 2021, an Evaluation Committee Meeting was held. After evaluation and scoring, the Evaluation Committee named SoCo Contracting Company, Inc, as the first ranked firm (Exhibit 1).

City Staff met with SoCo Contracting Company, Inc, following a Best and Final Offer, for negotiations of cost and terms for the Ted Strickland Community Center Renovation. Negotiations with SoCo Contracting Company, Inc, were not successful, an impasse was declared and negotiations with the first-ranked firm ceased. Negotiations began with the next ranked firm.

City Staff met with McWright, LLC, for negotiations of cost and terms for Ted Strickland Community Center Renovation.

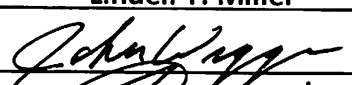
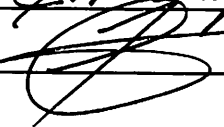
The Economic Development Department is requesting Council approval for the award of Request For Proposal (RFP) Number 2021-0011, Ted Strickland Community Center Renovation, to McWright, LLC.

The City of Stockbridge Ordinance Section 3.30.110 - Competitive sealed proposals, (H). Award of Proposal. (2). Approval of Proposal. The City of Stockbridge City Council shall approve all awards where cost or revenue is greater than fifty thousand dollars (\$50,000.00).

Fiscal Impact:

Funds will be provided from account number: Building Improvements (TSCC) 353-15650-541332.

APPROVED BY:

LEGAL:	YES	NO	or N/A Sign	
PROCUREMENT YES		NO	or N/A Sign	Lindell Y. Miller
FINANCE DEPT: YES		NO	or N/A Sign	
CITY MANAGER: YES		NO	or N/A Sign	 3/16/22

BEST AND FINAL OFFER

Solicitation No.: REQUEST FOR PROPOSAL (RFP) NO. 2021- 0010

Solicitation Title: City of Stockbridge Ted Strickland Community Center Renovation

ATTENTION ALL POTENTIAL BIDDERS:

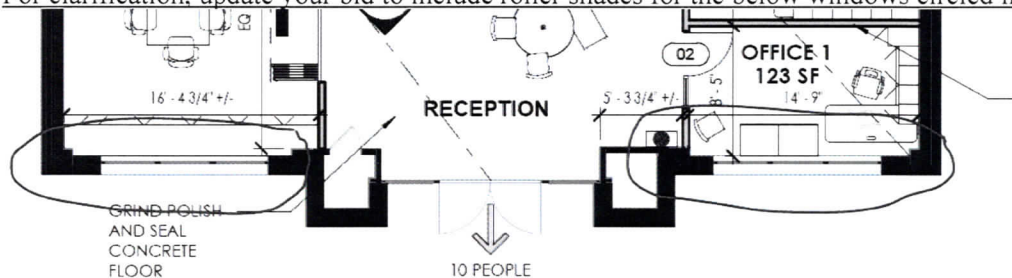
- ☒ **READ CAREFULLY AND FOLLOW ALL INSTRUCTIONS.** This best and final offer forms a part of the contract documents, clarifies the scope of work and shall be as binding as if contained therein.
- ☒ Return Best and Final Offer with Bid Sheet. Failure to do so may subject the Bidder to disqualification.
- ☒ Return Completed Bid Pricing Sheets with Best and Final Offer.

TO ALL PROSPECTIVE BIDDERS, PLEASE NOTE THE FOLLOWING CHANGES AND CLARIFICATIONS:

1. **Best and Final Offer Due Date is 3:00 p.m. EDT on Thursday, January 13th, 2022.**
2. **Please provide your Best and Final Offer utilizing the bid sheet listed in the above referenced solicitation.**

I. ADDITIONS / CLARIFICATIONS / CORRECTIONS

- A. For clarification, only movable furniture shall be excluded from the bid. All manufactured and custom fixed casework and millwork shall be included in the bid. This includes fixed casework and millwork found on the follow drawings- A1.0, A1.2, A1.3, and A1.5. Please update your proposal as necessary to include this scope.
- B. For clarification, update your bid to include roller shades for the below windows circled in blue





Where Community Connects

City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City's website in order to obtain complete and timely information. The City's website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp All other terms, conditions, and specifications of the solicitation remain unchanged.

McWright LLC

Name of Company / Firm / Organization

Matthew McMillan

Printed Name of Authorized Rep. / Title

[Signature]

Signature of Authorized Representative / Date



Where Community Connects

City of Stockbridge Procurement Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

**CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY CENTER RENOVATION
COST PROPOSAL FORM**

RENOVATION COST

ITEM	DIV.	ITEM DESCRIPTION	MATERIAL	LABOR	SUB	COST PER SF.	TOTAL
1	1	GENERAL REQUIREMENTS					62,000.00
2	2a	TILE FLOOR DEMO					14,000.00
3	2	EXISTING CONDITIONS SUBTOTAL					
4	3a	CONCRETE POLISHING					16,000.00
5	3	CONCRETE SUBTOTAL					3,000.00
6	5	METALS					12,000.00
7	6	WOOD, PLASTICS, & COMP.					140,000.00
8	7	THERMAL & MOISTURE PROTECTION					2,000.00
9	8a	NANAWALL					45,000.00
10	8	OPENING SUBTOTAL					6,000.00
11	9	FINISHES					30,000.00
12	10	SPECIALTIES					2,000.00
13	11	EQUIPMENT					
14	12	FURNISHINGS					
15	23	HEATING, VENTILATION, AND AIR-CONDITIONING					15,000.00
16	26	ELECTRICAL					48,000.00
17	32	EXTERIOR IMPROVEMENTS					
18		SUBTOTAL WORK: (ALL ABOVE)					397,000.00
19		BUILDER'S RISK INSURANCE					2,500.00
20		P&P Bond					7,500.00
21		OVERALL TOTAL (ITEMS 1-21)					407,000.00

Total points awarded for overall estimated total price will be determined by applying the following formula:

$$(\text{Lowest Overall Total} / \text{Proposer's Price}) \times 30 = \text{Price Score}$$

Please note that prices may be negotiated in the best interest of the City after the scoring is completed


1/13/2022

ORIGINAL

QUALIFICATIONS STATEMENT:

Ted Strickland Community Center Renovation

CITY OF STOCKBRIDGE

RFQ PROJECT RFP#2021-0010

October 21ST, 2021

**TED STRICKLAND COMMUNITY CENTER RENOVATION
REQUEST FOR PROPOSALS (RFP) NO. 2021-0010**



**TED STRICKLAND COMMUNITY CENTER RENOVATION
REQUEST FOR PROPOSALS (RFP) NO. 2021-0010**



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01 Letter of Transmittal

Diversified Construction of Georgia, Inc.

October 21st, 2021

City of Stockbridge City Hall
4640 North Henry Boulevard,
Stockbridge, GA., 30281

Subject: Statement of Qualifications – Ted Strickland Community Center Renovation
Project Number: 2021-0010

Diversified Construction of Georgia, Inc is pleased to submit a Statement of Qualifications for the Ted Strickland Community Center Renovation. In 2001 David Lubin opened Diversified Construction of Georgia, Inc. and has been providing construction services in Georgia ever since.

Our in-house experience allows us to deliver quality work at competitive pricing to our clients. Our yearly workload consists of repeat clients, this shows our good character and dedication to our work. Our success and longevity are due to planning, communication, and long-term relationship with our clients. From the contract award to project close out, our team stays in communication with the clients, architects, engineers, subcontractors, distributors, and anyone that has a part to play on this project.

In the past twenty years Diversified Construction of Georgia, Inc. has constructed health care facilities, fire stations, municipal courts, schools, religious institutions, private institutions, and parks.

With over 6 years of construction experience, our Project Manager, Ariel "Leo" Steinberg have successfully managed over 14 projects. His Strengths lie in his attention to detail, his ability to communicate with all team members, and his honesty and integrity. Leo brings original ideas and solutions to all projects.

Over the last 35 years, Dave Gavulic has work in commercial and residential projects in the construction industry. Dave is a master at supervising complex projects with aggressive scheduling. His is highly regarded by subcontractor and owner. Dave maintains safety on all projects.

**Team Member Representative Information: Ted Strickland Community Center
Renovation:**

David Lubin, President

Address: 2104 Vistadale Ct., Tucker, GA., 30084

Phone: (678)705-4373 Mobile: (404)597-5016

Fax: (404)633-5932

Email: davidlubin@dcoggeorgia.com

Ariel "Leo" Steinberg, Project Manager

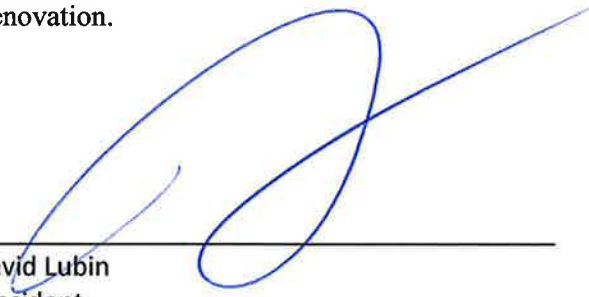
Address: 2104 Vistadale Ct., Tucker, GA., 30084

Phone: (678)705-4373 Mobile: (404)941-6093

Fax: (404)633-5932

Email: leo@dcoggeorgia.com

**Thank you for the opportunity to submit our qualifications package for Ted Strickland Community
Renovation.**



**David Lubin
President**

02 Table of Contents

03 Firm Information

Firm Information



2104 Vista Dale Court
Tucker, Georgia 30038
(678)705-4373 Office
(404)597-5016 Cell
(404)633-5932 Facsimile
bids@dcoggeorgia.com
davidlubin@dcoggeorgia.com

Primary Contact for RFP:

David Lubin

Email: davidlubin@dcoggeorgia.com

Number of Employees: 10

Business Type: S Corporation

Years in Business: 20

Executive Management Team:

David Lubin

Sarah O'Neal

04 Project Approach

Project Approach and Understanding

A) Diversified Construction of Ga Inc will provide the following services for the Ted Strickland Center Renovation.

Administration of the contract:

- Provide City of Stockbridge and TSW all contract documents and necessary insurance.
- Provide City of Stockbridge and TSW a Current Schedule.
- Provide City of Stockbridge and TSW a list of all sub-contractors/vendors for the project.
- Provide City of Stockbridge and TSW an SOV for approval and AIA or owner specific pay application
- Provide City of Stockbridge and TSW a Submittal registry
- Provide City of Stockbridge and TSW a list of all company contacts needed for the project and create a line of communication

Project Management of the Project:

- DC of GA will put under Contract all necessary Sub Contractors and Vendors
- Provide all required Submittals, shop drawing and samples
- Permit all work required for the project with county, fire, state, and any local municipality. This will be specific to this project, and we will coordinate with the Owner.
- Coordinate all 3rd party testing and inspections thru out the project
- Coordinate with owner any work that is owner provided, or use of the facility during construction
- Work with Utility companies such as watershed or power companies. This project receives a new backflow that will have to be coordinated with the water and sewer department.
- Provide weekly updates to City of Stockbridge and TSW.
- Weekly site visits and Safety meetings will occur.
- Weekly Quality Control site meetings performed with project Manager and Onsite Supervisor.
- Provide agenda and run Biweekly OAC meetings for City of Stockbridge and TSW.
- Provide an update schedule weekly to City of Stockbridge and TSW.
- Provide a recovery schedule as needed.
- Submit necessary RFI's as needed. We have found that when we can provide a solution to the RFI it speeds up the process. If the RFI will incur a cost, we will notify the owner in the RFI.
- Change Orders will be submitted as per the contract documents.

- Monthly Pay applications will be submitted as per the contract requirements to City of Stockbridge and TSW.
- Closeout documents will be completed and submitted as per the Contract Documents.

Site Management:

- We will provide a full-time on-site supervisor that will be onsite when work is occurring
- The project will be opened and closed daily by the onsite supervisor
- The onsite supervisor will provide Daily reports that will include, weather, list of subs, material delivered, work completed and any issues that may have occurred
- The onsite supervisor will coordinate the onsite work with all trades.
- We will have a weekly sub-contractor meeting/conference call to discuss the schedule and any problems.
- Will Maintain project safety for the duration of the project.
- Will Maintain Project Security until need is not required or completion of the project.
- Daily quality control evaluations are made by the onsite Supervisor.
- Enforcement of the project schedule, and identification of delays and providing solutions to recover the schedule.
- Create and Complete General Contractors punch list.

B) The Ted Strickland Community Center Renovation will require an extensive number of interior renovations. The project will require demolition of the existing interior, roofing, and exterior. One of the major schedules impacts we are seeing in today's environment are delays in material and labor shortages. We will work with City of Stockbridge and TSW to inform them of delays immediately impacting this project. We will then coordinate with subs and vendors to adjust the schedule accordingly. For example, if we know we will have a delay in the metal panels / roofing we will adjust the schedule to conduct the replacement of the roof at a time that this will not create a delay in other work. We have found that this approach has enabled us to complete projects in the allotted time. The key approach to any project is scheduling trades and then being able to make the necessary adjustments as the workflow and material delivery dates change.

C) The minimization of changes orders is possible on every project. We have found that through communicating all the options we can find a solution that is cost effective and provides a quality product. We are always willing to investigate cost saving measures for the client. In some cases, these cost saving measures can be used to offset possible cost increases. We will

always provide the client with all back up to any change order, and our willing to provide multiple options if a change order occurs. Our project managers job is to research any change order to determine if the pricing is correct and investigate the change to confirm if it provides the quality we expect. At the end of the day, we stand behind our product and the quality of work our team provides our clients.

D) Diversified Construction of Georgia has been in business since 2001. We have always worked in the Government Sector. We understand this project, the scope of work, and what is required to get the job done correctly. The county will not have a learning curve with our firm or the subs and suppliers that will be using on this project. We pride ourselves on keeping an open line of communication with the client, architect, and any other stakeholder in the project. We do not bid a project with the goal of finding change orders to make up our mistakes. Our goal is to build a relationship with Cherokee County one project at a time. We will work to create this relations hip through honesty, dependability, and providing a quality product at a fair price.

05 Team Resumes

Name & Title:

Ariel "Leo" Steinberg
Project Manager

Years' Experience:

6 Years

Certifications:

10 Hour OSHA
CPR

**Work Description:**

Leo Steinberg has been employed by Diversified Construction of Georgia for over 6 years in positions of progressive responsibility, from Assistant office staff, Estimator, and Project Manager. His desire to grow and expand his career in the construction industry is what brought him to Diversified Construction of Georgia. Leo Steinberg is experienced in team leadership, project scheduling, subcontractor coordination, client quality assurance and quality control, project budgeting and closeout procedures. His responsibilities include being responsible for the performance of all personnel assigned to the project. He will be in daily contact with all field personnel providing support and assistance. Leo will be the company liaison with the owner and the architect.

WORK EXPERIENCE:

Project: Gwinnett County fire Apparatus

Start: 04/2021

Finish: 08/2021

Project Role: Project Management

Leo was the project manager for the Gwinnett County Fire Apparatus, this project includes, but is not limited to, demolition of existing office areas, relocation of doors to wash-bay area, new interior walls, fixtures, equipment in office area and associated restrooms, new HVAC, and electrical work.

Project: Coweta County Transfer Station

Start: 10/2020

Finish: 05/2021

Project Role: Project Management

Leo was responsible for the design build construction of a new Transfer Station to replace the previous Transfer Station that was destroyed by a fire in 2020. Authorities included subcontractor buyout, permitting, scheduling. He also coordinated meetings with owners and engineers to update progress, discuss schedule, address any issues, and recommend solutions.

Project: Dawson County Senior Center

Start: 10/2019

Finish: 07/2020

Project Role: Project Management

Leo was the project manager of a new senior center building that included a large multi-purpose space with an attached kitchen, game room, several offices for staff and an area specifically for those visitors needing memory care. The space is approximately 8,260 square feet and includes a large porch area wrapped around the exterior, which extended as a breezeway to the existing building to provide visitors with covered access between the two (2) buildings.

Project: Georgia Highlands College

Start: 03/2020

Finish: 03/2021

Project Role: Project Management

Leo was the project manager on the interior renovation and addition to the Winn Building. The building was converted from a Bank to classrooms, labs, lounge, and workout facility. The project required all new site utilities and landscaping.

Name & Title:

Dave Gavulic
Superintendent

Years' Experience:

35

Certifications:

10 Hour OSHA
CPR
NPDES
CABO Building Inspection

**Work Description:**

Dave Gavulic have more than 35 years of commercial and residential experience in the construction industry. Dave is a master at supervising complex projects with aggressive scheduling to accomplish set deadline. Known for his great work ethic, strong attention to detail and his knowledgeability on all thing's construction, he is highly regarded by subcontractor and owner, Dave can work with all personality type. Dave has been employed by Diversified Construction of Georgia for over 9 years as a superintendent. In addition to being a superintendent, Dave is a certified residential contractor, register roofer and earth craft contractor. Dave is responsible for enforcing our safety program on the jobsite. Dave day to day responsibilities include inspecting coordinating with subcontractors, and suppliers, adjusting the schedule as needed, inspecting the quality of work, and maintaining a safe and clean work site.

WORK EXPERIENCE:

Project: Gwinnett County fire Apparatus

Start: 04/2021

Finish:08/2021

Project Role: Superintendent

Dave was the site Manager for the Gwinnett County Fire Apparatus, this project includes, but is not limited to, demolition of existing office areas, relocation of doors to wash-bay area, new interior walls, fixtures, equipment in office area and associated restrooms, new HVAC, and electrical work.

Project: Coweta County Transfer Station

Start: 10/2020

Finish:05/2021

Project Role: Superintendent

Dave was the superintendent that oversee the design build construction of a new Transfer Station to replace the previous Transfer Station that was destroyed by a fire in 2020. Authorities included subcontractor buyout, permitting, scheduling. He also coordinated meetings with owners and engineers to update progress, discuss schedule, address any issues, and recommend solutions.

Project: Coweta Public Works

Start: 07/2019

Finish:01/2021

Project Role: Superintendent

Dave oversees the construction of a new 2-story, free-standing building with associated site improvements of the Coweta Public works. He was able to complete this project during the pandemic with the

Project: Norcross Senior Center Renovation

Start: 12/2018

Finish:03/2019

Project Role: Superintendent

Dave was the site manager on the Renovation of the Norcross Senior Center project, the scope of work includes the complete interior renovation of the existing senior center facility and adjacent training room as well as new conditioned program space addition constructed under the existing patio roof also architectural structural, mechanical, plumbing, electrical, and low voltage.

06 Location

Office Location:



**2104 Vista Dale Court
Tucker, Georgia 30038
(678)705-4373 Office
(404)633-5932 Facsimile
bids@dcoggeorgia.com
davidlubin@dcoggeorgia.com**

07 Past Performance

Past Performance

Project	Gwinnett County Fire Apparatus
Description	Interior buildout of a 2,200 SQ FT office facility
Location	650 Swanson Drive, Lawrenceville, GA
Owner	Gwinnett County Board of Commissioners
Telephone Number	(770)822-7040
Email Address	Jerome.meister@gwinnettcountry.com
Company Role	General Contractor
Project Manager	Leo Steinberg
Superintendent	Dave Gavulic

Project	Georgia Highland College
Description	Renovation and addition of a 10,000 SQ FT college campus.
Location	120 East Memorial Drive, Dallas, Ga
Owner	Georgia Highlands College
Telephone Number	(706)936-8690
Email Address	jtwilley@highlands.edu
Company Role	General Contractor
Project Manager	Leo Steinberg
Superintendent	Jeff Luker

Project	Norcross Senior Center Renovation
Description	Renovation and addition to the Norcross Senior Center facility
Location	5030 Georgia Bell Court, Norcross, Georgia, 30093
Owner	Gwinnett County Board of Commissioners
Telephone Number	(770)822-7117
Email Address	Gray.booth@gwinnettcountry.com
Company Role	General Contractor
Project Manager	Leo Steinberg
Superintendent	Dave Gavulic

08 Current Project

Current work in-progress:

Project Name	Dekalb County Senior Center
Owner	Dekalb County
Architect	Pond
Contract Amount	5,498,993.50
Percent Complete	75%
Scheduled Completion Date	11/30/2021

Project Name	Gainesville Midland Wye
Owner	City of Gainesville
Architect	Foresite Group, LLC.
Contract Amount	1,408,947.09
Percent Complete	45%
Scheduled Completion Date	11/03/2021

Project Name	Lake Lanier Olympic Park Restroom
Owner	City of Gainesville
Architect	Millard, Inc
Contract Amount	384,675.00
Percent Complete	90%
Scheduled Completion Date	05/16/2022

Project Name	Midway Park Improvements
Owner	Forsyth County Board of Commissioners
Architect	Woolpert
Contract Amount	2,445,000.00
Percent Complete	10%
Scheduled Completion Date	06/28/2022

Project Name	Gwinnett County Fleet Maintenance Building
Owner	Gwinnett County Board of Commissioners
Architect	Jericho Design Group
Contract Amount	1,698,000.00
Percent Complete	0%
Scheduled Completion Date	07/22/2022

09 Financial Statement

10 Business Licenses
GC licenses
Insurance Certificate



CITY OF TUCKER

BUSINESS LICENSE

OCCUPATIONAL TAX CERTIFICATE

1975 LAKESIDE PKWY., STE. 350

TUCKER, GA 30084

2021

LICENSE NUMBER: 2021-1905

LEGAL BUSINESS NAME: DIVERSIFIED CONSTRUCTION OF
GEORGIA INC

DBA NAME: DIVERSIFIED CONSTRUCTION OF
GEORGIA INC

LICENSEE: DAVID LUBIN

BUSINESS LOCATION: 2104 VISTADALE CT

NAICS DESCRIPTION: Commercial and Institutional Building Constr

LICENSE STATUS: Issued

DATE ISSUED: 01/26/2021

DATE EXPIRES: 12/31/2021

DISPLAY THIS CERTIFICATE FOR PUBLIC VIEW

DIVERSIFIED CONSTRUCTION OF GEORGIA INC
DAVID LUBIN
2104 VISTADALE CT
TUCKER, GA 30084



STATE OF GEORGIA

BRAD RAFFENSPERGER, Secretary of State
State Licensing Board for Residential and General Contractors
LICENSE NO. **GCCO001672**
Diversified Construction of Georgia Inc

Hal David Lubin
2104 Vistadale Court
Tucker GA 30084

Qualifying Agent: Hal David Lubin
Qualifying Agent License NO: GCQA001689
General Contractor Company

EXP DATE - 06/30/2022 Status: Active
Issue Date: 07/11/2008

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

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

Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the web site – www.sos.state.ga.us/plb.

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

Georgia State Board of Professional Licensing
237 Coliseum Drive
Macon GA 31217
Phone: (844) 753-7825
www.sos.state.ga.us/plb

Diversified Construction of Georgia Inc
2104 Vistadale Court
Tucker GA 30084



STATE OF GEORGIA

BRAD RAFFENSPERGER, Secretary of State
Georgia State Licensing Board for Residential and General Contractors
License No. **GCCO001672**
Diversified Construction of Georgia Inc

Hal David Lubin
2104 Vistadale Court
Tucker GA 30084

Qualifying Agent: Hal David Lubin
Qualifying Agent License NO: GCQA001689
General Contractor Company

EXP DATE - 06/30/2022 Status: Active
Issue Date: 07/11/2008



CORPENV-01

STATUM

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/20/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Snellings Walters Insurance Agency 1117 Perimeter Center West Suite W101 Atlanta, GA 30338	CONTACT NAME: PHONE (A/C, No, Ext): (770) 396-9600 FAX (A/C, No): (770) 399-9880 E-MAIL ADDRESS:														
INSURED Corporate Environments of Georgia Inc 1636 Northeast Expressway NE Atlanta, GA 30329	<table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Citizens Insurance Company</td><td>31534</td></tr><tr><td>INSURER B: Allmerica Financial</td><td>10212</td></tr><tr><td>INSURER C: Hanover Insurance</td><td>22292</td></tr><tr><td>INSURER D: Bridgefield Casualty Ins. Co.</td><td>10335</td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Citizens Insurance Company	31534	INSURER B: Allmerica Financial	10212	INSURER C: Hanover Insurance	22292	INSURER D: Bridgefield Casualty Ins. Co.	10335	INSURER E:		INSURER F:	
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INSURER E:															
INSURER F:															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS														
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☒ PROJECT ☐ LOC ☒ OTHER: Contractual Liability			ZBA-8881343-12	10/17/2021	10/17/2022	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$ 1,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 100,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$ 10,000</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$ 1,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$ 2,000,000</td></tr><tr><td>PRODUCTS - COMP/OP AGG</td><td>\$ 2,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000	MED EXP (Any one person)	\$ 10,000	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 2,000,000	PRODUCTS - COMP/OP AGG	\$ 2,000,000		\$
EACH OCCURRENCE	\$ 1,000,000																				
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GENERAL AGGREGATE	\$ 2,000,000																				
PRODUCTS - COMP/OP AGG	\$ 2,000,000																				
	\$																				
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			AWA-8882180-11	10/17/2021	10/17/2022	<table border="1"><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$ 1,000,000</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr><tr><td></td><td>\$</td></tr></table>	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$		\$				
COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000																				
BODILY INJURY (Per person)	\$																				
BODILY INJURY (Per accident)	\$																				
PROPERTY DAMAGE (Per accident)	\$																				
	\$																				
C	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 0			UHA-8882601-11	10/17/2021	10/17/2022	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$ 10,000,000</td></tr><tr><td>AGGREGATE</td><td>\$ 10,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 10,000,000	AGGREGATE	\$ 10,000,000		\$								
EACH OCCURRENCE	\$ 10,000,000																				
AGGREGATE	\$ 10,000,000																				
	\$																				
D	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	0196-49601	10/17/2021	10/17/2022	<table border="1"><tr><td>☒ PER STATUTE ☐ OTH-ER</td><td></td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$ 1,000,000</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$ 1,000,000</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$ 1,000,000</td></tr></table>	☒ PER STATUTE ☐ OTH-ER		E.L. EACH ACCIDENT	\$ 1,000,000	E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000	E.L. DISEASE - POLICY LIMIT	\$ 1,000,000						
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E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000																				
E.L. DISEASE - POLICY LIMIT	\$ 1,000,000																				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: TED STRICKLAND COMMUNITY CENTER RENOVATION

CERTIFICATE HOLDER

CANCELLATION

CITY OF STOCKBRIDGE
City Hall
4640 North Henry Boulevard
Stockbridge, GA 30281

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



ADDITIONAL REMARKS SCHEDULE

AGENCY Snellings Walters Insurance Agency		NAMED INSURED Corporate Environments of Georgia Inc 1636 Northeast Expressway NE Atlanta, GA 30329 DeKalb	
POLICY NUMBER SEE PAGE 1			
CARRIER SEE PAGE 1	NAIC CODE SEE P 1		
		EFFECTIVE DATE: SEE PAGE 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Forms & Endorsements

General Liability:

421-2915 06/15 - Commercial General Liability Broadending Endorsement
421-2916 06/15 - Commercial General Liability Enhancement Endorsement
CG2404 05/09 - Waiver of Transfer of Rights of Recovery Against Others to Us

Auto Liability:

461-0155 09/97 - Business Auto Coverage Broadening Endorsement
461-0479 12/12 - Designated Additional Insured - Primary and Non-contributory

Workers Compensation:

WC 00 03 13 - Waiver of Our Right to Recover from Others Endorsement

Umbrella:

475-0001 01/18 - Hanover Commercial Follow Form Excess and Umbrella Policy

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – PRIMARY AND NON-CONTRIBUTORY

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS, Paragraph 4. Other Insurance:**

Additional Insured – Primary and Non-Contributory

If you agree in a written contract, written agreement or permit that the insurance provided to any person or organization included as an Additional Insured under **SECTION II – WHO IS AN INSURED**, is primary and non-contributory, the following applies:

If other valid and collectible insurance is available to the Additional Insured for a loss we cover under Coverages **A** or **B** of this Coverage Part, our obligations are limited as follows:

(1) Primary Insurance

This insurance is primary to other insurance that is available to the Additional Insured which covers the

Additional Insured as a Named Insured. We will not seek contribution from any other insurance available to the Additional Insured except:

- (a) For the sole negligence of the Additional Insured;
- (b) When the Additional Insured is an Additional Insured under another primary liability policy; or
- (c) When (2) below applies.

If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in (3) below.

(2) Excess Insurance

- (a) This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis:
 - (i) That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";
 - (ii) That is Fire insurance for premises rented to the Additional Insured or temporarily occupied by the Additional Insured with permission of the owner;
 - (iii) That is insurance purchased by the Additional Insured to cover the Additional Insured's liability as a tenant for "property

damage" to premises rented to the Additional Insured or temporarily occupied by the Additional with permission of the owner; or

- (iv) If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion **g.** of **SECTION I – COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY.**

- (b) When this insurance is excess, we will have no duty under Coverages **A** or **B** to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

- (c) When this insurance is excess over other Insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

- (i) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
- (ii) The total of all deductible and self insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

(3) Method Of Sharing

- (a) If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.
- (b) If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

ALL OTHER TERMS, CONDITIONS, AND EXCLUSIONS REMAIN UNCHANGED.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**EARLIER NOTICE OF CANCELLATION
PROVIDED BY US**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
POLLUTION LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Number of Days' Notice 45

(If no entry appears above, information required to complete this Schedule will be shown in the Declarations as applicable to this endorsement.)

For any statutorily permitted reason other than nonpayment of premium, the number of days required for notice of cancellation, as provided in paragraph 2. of either the CANCELLATION Common Policy Condition or as amended by an applicable state cancellation endorsement, is increased to the number of days shown in the Schedule above.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMERCIAL GENERAL LIABILITY BROADENING ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SUMMARY OF COVERAGES

1.	Additional Insured by Contract, Agreement or Permit	Included
2.	Additional Insured – Primary and Non-Contributory	Included
3.	Blanket Waiver of Subrogation	Included
4.	Bodily Injury Redefined	Included
5.	Broad Form Property Damage – Borrowed Equipment, Customers Goods & Use of Elevators	Included
6.	Knowledge of Occurrence	Included
7.	Liberalization Clause	Included
8.	Medical Payments – Extended Reporting Period	Included
9.	Newly Acquired or Formed Organizations - Covered until end of policy period	Included
10.	Non-owned Watercraft	51 ft.
11.	Supplementary Payments Increased Limits	
	- Bail Bonds	\$2,500
	- Loss of Earnings	\$1000
12.	Unintentional Failure to Disclose Hazards	Included
13.	Unintentional Failure to Notify	Included

This endorsement amends coverages provided under the Commercial General Liability Coverage Part through new coverages, higher limits and broader coverage grants.

1. Additional Insured by Contract, Agreement or Permit

The following is added to **SECTION II – WHO IS AN INSURED**:

Additional Insured by Contract, Agreement or Permit

- a. Any person or organization with whom you agreed in a written contract, written agreement or permit that such person or organization to add an additional insured on your policy is an additional insured only with respect to liability for "bodily injury", "property damage", or "personal and advertising injury" caused, in whole or in part, by your acts or omissions, or the acts or omissions of those acting on your behalf, but only with respect to:

- (1) "Your work" for the additional insured(s) designated in the contract, agreement or permit;

- (2) Premises you own, rent, lease or occupy; or

- (3) Your maintenance, operation or use of equipment leased to you.

- b. The insurance afforded to such additional insured described above:

- (1) Only applies to the extent permitted by law; and

- (2) Will not be broader than the insurance which you are required by the contract, agreement or permit to provide for such additional insured.

- (3) Applies on a primary basis if that is required by the written contract, written agreement or permit.
 - (4) Will not be broader than coverage provided to any other insured.
 - (5) Does not apply if the "bodily injury", "property damage" or "personal and advertising injury" is otherwise excluded from coverage under this Coverage Part, including any endorsements thereto.
- c. This provision does not apply:
- (1) Unless the written contract or written agreement was executed or permit was issued prior to the "bodily injury", "property damage", or "personal injury and advertising injury".
 - (2) To any person or organization included as an insured by another endorsement issued by us and made part of this Coverage Part.
 - (3) To any lessor of equipment:
 - (a) After the equipment lease expires; or
 - (b) If the "bodily injury", "property damage", "personal and advertising injury" arises out of sole negligence of the lessor
 - (4) To any:
 - (a) Owners or other interests from. whom land has been leased which takes place after the lease for the land expires; or
 - (b) Managers or lessors of premises if:
 - (i) The occurrence takes place after you cease to be a tenant in that premises; or
 - (ii) The "bodily injury", "property damage", "personal injury" or "advertising injury" arises out of structural alterations, new construction or demolition operations performed by or on behalf of the manager or lessor.
 - (5) To "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of or the failure to render any professional services.
- This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" or the offense which caused the "personal and

advertising injury" involved the rendering of or failure to render any professional services by or for you.

- d. With respect to the insurance afforded to these additional insureds, the following is added to **SECTION III – LIMITS OF INSURANCE**:

The most we will pay on behalf of the additional insured for a covered claim is the lesser of the amount of insurance:

- 1. Required by the contract, agreement or permit described in Paragraph a.; or
- 2. Available under the applicable Limits of Insurance shown in the Declarations.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

2. **Additional Insured – Primary and Non-Contributory**

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, Paragraph 4. **Other Insurance**:

Additional Insured – Primary and Non-Contributory

If you agree in a written contract, written agreement or permit that the insurance provided to any person or organization included as an Additional Insured under **SECTION II – WHO IS AN INSURED**, is primary and non-contributory, the following applies:

If other valid and collectible insurance is available to the Additional Insured for a loss covered under Coverages A or B of this Coverage Part, our obligations are limited as follows:

a. **Primary Insurance**

This insurance is primary to other insurance that is available to the Additional Insured which covers the

Additional Insured as a Named Insured. We will not seek contribution from any other insurance available to the Additional Insured except:

- (1) For the sole negligence of the Additional Insured;
- (2) When the Additional Insured is an Additional Insured under another primary liability policy; or
- (3) when b. below applies.

If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in c. below.

b. Excess Insurance

- (1) This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis:
 - (a) That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";
 - (b) That is Fire insurance for premises rented to the Additional Insured or temporarily occupied by the Additional Insured with permission of the owner;
 - (c) That is insurance purchased by the Additional Insured to cover the Additional Insured's liability as a tenant for "property damage" to premises rented to the Additional Insured or temporarily occupied by the Additional Insured with permission of the owner; or
 - (d) If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion g. of **SECTION I – COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY**.
- (2) When this insurance is excess, we will have no duty under Coverages A or B to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.
- (3) When this insurance is excess over other Insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:
 - (a) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
 - (b) The total of all deductible and self insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

c. Method Of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each

insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first. If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers

3. Blanket Waiver of Subrogation

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us:**

We waive any right of recovery we may have against any person or organization with whom you have a written contract that requires such waiver because of payments we make for damage under this coverage form. The damage must arise out of your activities under a written contract with that person or organization. This waiver applies only to the extent that subrogation is waived under a written contract executed prior to the "occurrence" or offense giving rise to such payments.

4. Bodily Injury Redefined

SECTION V – DEFINITIONS, Definition 3. "bodily injury" is replaced by the following:

3. "Bodily injury" means bodily injury, sickness or disease sustained by a person including death resulting from any of these at any time. "Bodily injury" includes mental anguish or other mental injury resulting from "bodily injury".

5. Broad Form Property Damage – Borrowed Equipment, Customers Goods, Use of Elevators

- a. **SECTION I – COVERAGES, COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY**, Paragraph 2. Exclusions subparagraph J. is amended as follows:

Paragraph (4) does not apply to "property damage" to borrowed equipment while at a jobsite and not being used to perform operations.

Paragraphs (3), (4) and (6) do not apply to "property damage" to "customers goods" while on your premises nor do they apply to the use of elevators at premises you own, rent, lease or occupy.

- b. The following is added to **SECTION V – DEFINITIONS:**

24. "Customers goods" means property of your customer on your premises for the purpose of being:

- a. worked on; or
- b. used in your manufacturing process.
- c. The insurance afforded under this provision is excess over any other valid and collectible property insurance (including deductible) available to the insured whether primary, excess, contingent

6. Knowledge of Occurrence

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, Paragraph 2. **Duties in the Event of Occurrence, Offense, Claim or Suit:**

- e. Notice of an "occurrence", offense, claim or "suit" will be considered knowledge of the insured if reported to an individual named insured, partner, executive officer or an "employee" designated by you to give us such a notice.

7. Liberalization Clause

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:**

Liberalization Clause

If we adopt any revision that would broaden the coverage under this Coverage Form without additional premium, within 45 days prior to or during the policy period, the broadened coverage will immediately apply to this Coverage Part.

8. Medical Payments – Extended Reporting Period

- a. **SECTION I – COVERAGES, COVERAGE C – MEDICAL PAYMENTS**, Paragraph 1. **Insuring Agreement**, subparagraph a.(3)(b) is replaced by the following:

- (b) The expenses are incurred and reported to us within three years of the date of the accident; and

- b. This coverage does not apply if **COVERAGE C – MEDICAL PAYMENTS** is excluded either by the provisions of the Coverage Part or by endorsement.

9. Newly Acquired Or Formed Organizations

SECTION II – WHO IS AN INSURED, Paragraph 3.a. is replaced by the following:

- a. Coverage under this provision is afforded until the end of the policy period.

10. Non-Owned Watercraft

SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, Paragraph 2. **Exclusions**, subparagraph g.(2) is replaced by the following:

g. Aircraft, Auto Or Watercraft

- (2) A watercraft you do not own that is:

- (a) Less than 51 feet long; and
- (b) Not being used to carry persons or property for a charge;

This provision applies to any person who, with your consent, either uses or is responsible for the use of a watercraft.

11. Supplementary Payments Increased Limits

SECTION I – SUPPLEMENTARY PAYMENTS COVERAGES A AND B, Paragraphs 1.b. and 1.d. are replaced by the following:

- 1.b. Up to \$2,500 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

- 1.d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to \$1000 a day because of time off from work.

12. Unintentional Failure to Disclose Hazards

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, Paragraph 6. **Representations:**

We will not disclaim coverage under this Coverage Part if you fail to disclose all hazards existing as of the inception date of the policy provided such failure is not intentional.

13. Unintentional Failure to Notify

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, Paragraph 2. **Duties in the Event of Occurrence, Offense, Claim or Suit:**

Your rights afforded under this policy shall not be prejudiced if you fail to give us notice of an "occurrence", offense, claim or "suit", solely due to your reasonable and documented belief that the "bodily injury" or "property damage" is not covered under this policy.

ALL OTHER TERMS, CONDITIONS, AND EXCLUSIONS REMAIN UNCHANGED.

CORPORATE ENVIRONMENTS
OF

ZBA 8881343 11

SNELLINGS WALTERS INS AGCY

Commercial General Liability Coverage Part Declaration

Audit Frequency: Annual

Limits of Insurance:

General Aggregate Limit	\$2,000,000
Products-Completed Operations Aggregate Limit	\$2,000,000
Each Occurrence Limit	\$1,000,000
Personal and Advertising Injury Limit	\$1,000,000
Damage to Premises Rented to You Limit	\$100,000
Medical Expense Limit, Any One Person	\$10,000
General Liability Deductible:	

THIS POLICY CONTAINS AGGREGATE LIMITS; REFER TO SECTION III - LIMITS OF INSURANCE FOR DETAILS

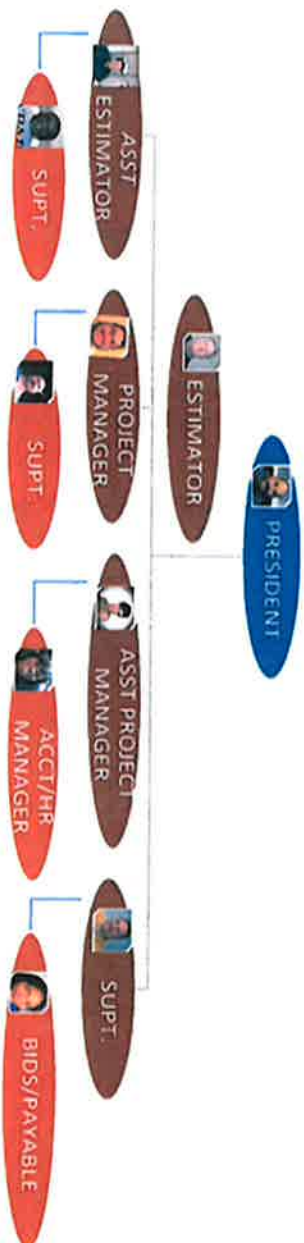
Forms Applicable to General Liability Coverage Parts:

<u>Form Number</u>	<u>Edition Date</u>	<u>Description</u>
421-0022	12/90	Asbestos Liability Exclusion
421-0452	12/14	Additional Insured - Primary and Non-Contributory
421-0814	12/09	Exclusion- Personal And Advertising Injury From Internet Activities
421-0818	12/09	Worldwide Coverage Territory
421-2915	06/15	Commercial General Liability Broadening Endorsement
421-2916	06/15	Commercial General Liability Enhancement Endorsement
421-3500	06/15	Georgia Changes
CG 00 01	04/13	Commercial General Liability Coverage Form - Occurrence
CG 02 24	10/93	Earlier Notice of Cancellation Provided by Us
CG 04 35	12/07	Employee Benefits Liability Coverage
CG 20 10	04/13	Additional Insured - Owners, Lessees Or Contractors - Scheduled Person or Organization
CG 20 37	04/13	Additional Insured - Owners, Lessees or Contractors - Completed Operations
CG 21 06	05/14	Exclusion - Access or Disclosure of Confidential or Personal Information and Data-Related Liability - With Limited Bodily Injury Exception
CG 21 16	04/13	Exclusion - Designated Professional Services
CG 21 47	12/07	Employment - Related Practices Exclusion
CG 21 70	01/15	Cap On Losses From Certified Acts of Terrorism
CG 21 96	03/05	Silica or Silica-Related Dust Exclusion
CG 24 04	05/09	Waiver of Transfer of Rights of Recovery Against Others to Us
CG 25 03	05/09	Designated Construction Project (s) General Aggregate Limit
CG 32 01	12/04	Georgia Limited Fungi Or Bacteria Coverage - Small Business



11 Organization Chart

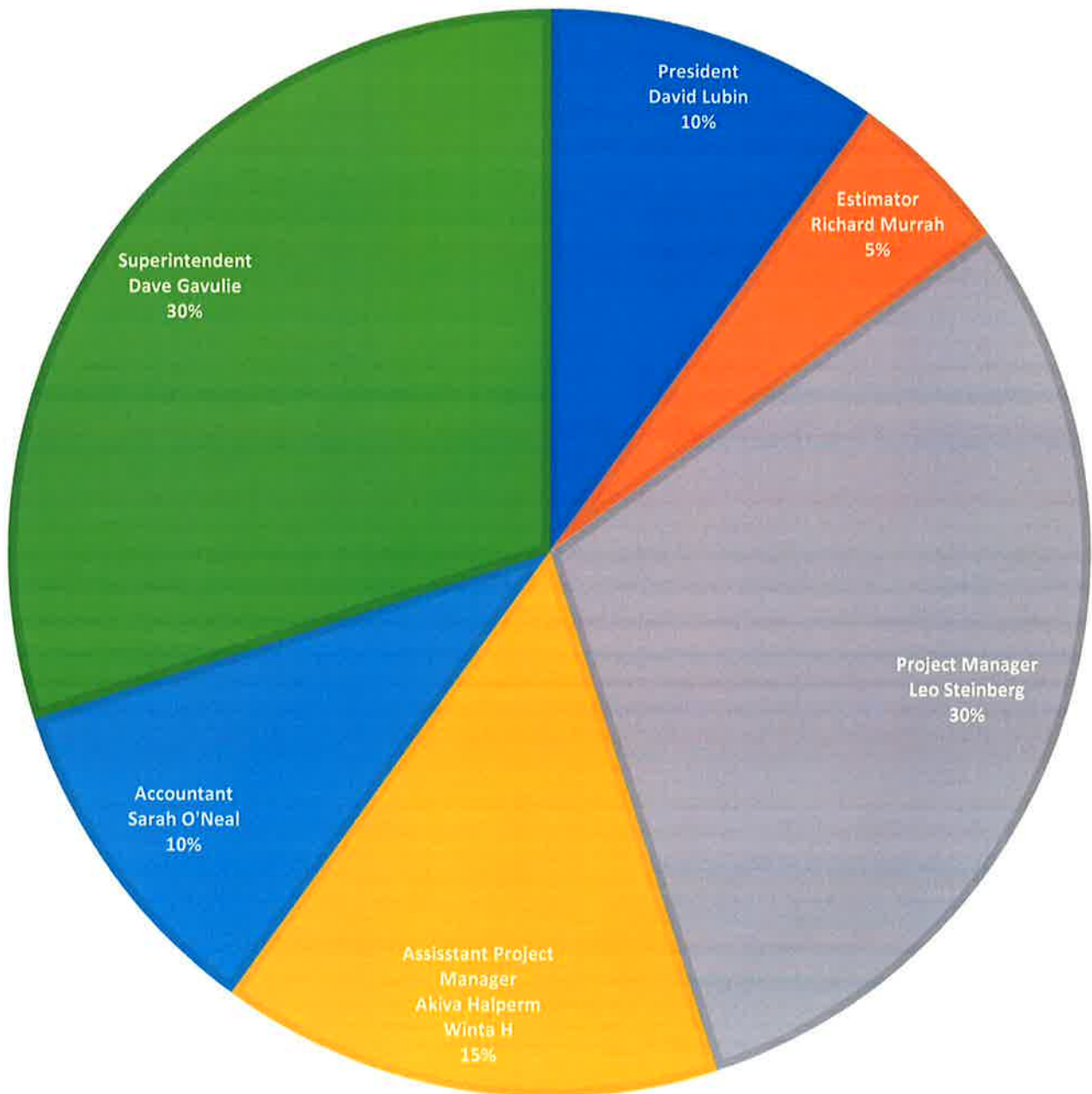
DIVERSIFIED CONSTRUCTION OF GEORGIA, INC.



12 Work Percentage Chart

PERCENTAGE CHART FOR PROJECT BY KEY TEAM MEMBER

■ President	David Lubin	■ Estimator	Richard Murrah
■ Project Manager	Leo Steinberg	■ Assistant Project Manager	
■ Accountant	Sarah O'Neal	■ Superintendent	Dave Gavulie



13 Schedule

ID	Task Mode	Task Name	Duration	Start	Dec	Qtr 1, 2022	Jan	Feb	Mar	Qtr 2, 2022	Apr	May
1	★	Mobilization	3 days	Mon 1/10/22								
2	★	Submittals	10 days	Thu 1/13/22								
3	★	Interior Demolition	5 days	Thu 1/27/22								
4	★	Wood Framing	7 days	Thu 2/3/22								
5	★	One Side Drywall	3 days	Mon 2/14/22								
6	★	Rough in Electrical	5 days	Thu 2/17/22								
7	★	Rough in New HVAC	5 days	Thu 2/24/22								
8	★	Inspections	2 days	Thu 3/3/22								
9	★	Complete Sheetrock	3 days	Mon 3/7/22								
10	★	Tape & Finish Drywall	4 days	Thu 3/10/22								
11	★	Interior Doors	2 days	Wed 3/16/22								
12	★	Install Lay in Ceiling Grid	3 days	Fri 3/18/22								
13	★	Install Lighting	5 days	Wed 3/23/22								
14	★	Inspections	2 days	Wed 3/30/22								
15	★	Install Millwork	5 days	Fri 4/1/22								
16	★	Interior Painting	5 days	Fri 4/8/22								
17	★	Flooring	3 days	Fri 4/15/22								
18	★	Final Clean	2 days	Wed 4/20/22								
19	★	Punch Out	2 days	Fri 4/22/22								
20	★	Final Inspection	2 days	Tue 4/26/22								

Project: Ted Strickland Schedule Date: Thu 10/21/21	Task	Inactive Summary	External Tasks
	Split	Manual Task	External Milestone
	Milestone	Duration-only	Deadline
	Summary	Manual Summary Rollup	Progress
	Project Summary	Manual Summary	Manual Progress
	Inactive Task	Start-only	
	Inactive Milestone	Finish-only	

13 Documents & Forms

3.4 REJECTION AND WITHDRAWAL OF PROPOSALS

- a. Withdrawal of Proposal due to errors, the supplier has up to forty-eight (48) hours to notify the Purchasing Department of an obvious clerical error made in calculation of proposal in order to withdraw a proposal after proposal opening. Withdrawal of proposal for this reason must be done in writing within the forty-eight-hour period.
- b. The City will make a recommendation of the proposal to the City Council within 60 days from date of the opening.
- c. The City may reject all or part of the proposal within 60 days of proposal opening.

3.5 PROPOSAL AND CONTRACT DOCUMENTS

- a. A proposal executed by an attorney or agent on behalf of the Bidder shall be accompanied by an authenticated copy of the Power of Attorney or other evidence of authority to act on behalf of the Bidder Corporation:

If the Bidder is a corporation, the bid must be submitted in the name of the corporation, not simply the corporation's trade name. In addition, the bid shall be signed by an officer of the corporation.

Partnership: If the Bidder is a partnership, all partners must sign the bid. If all the partners do not sign the bid, then the names of all those except limited partners must be furnished on the bid and evidence of the authority of the signer(s) to execute the bid on behalf of the partnership.

Limited Liability Company (LLC): If the Bidder is a limited liability company, the authorized agent having authority to bind the limited liability company must sign the bid documents.

Sole Proprietorship or Individual: If the Bidder is a sole proprietor or individual, a signature is required on all bid documents by that individual.

- b. The contract documents consist of this Agreement, Specifications and Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement. These form the Contract and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representation or agreements, either written or oral.

- c. **Contract Term** - The time period of the agreement, if any is formed from this bid, will be determined after the review and evaluation of the proposals/bid submitted by the successful Contractor.

3.6 ALTERATIONS OF SOLICITATION AND ASSOCIATED DOCUMENTS

Alterations of City documents are strictly prohibited and will result in automatic disqualification of the proposer's solicitation response. If there are "exceptions" or comments to any of the solicitation requirements or other language, then the proposer may make notes to those areas, but may not materially alter any document language.

3.7 COST INCURRED BY VENDORS

All expenses involved with the preparation and submission of the RFP to the City of Stockbridge, or any work performed in connection therewith is the responsibility of the vendor(s).

3.8 CODES, PERMITS, FEED, LICENSES AND LAW

- a. All permits, fees, arrangements for inspections, licenses, and costs incurred for the same shall be the sole responsibility of the successful Proposer. All materials, labor and construction must comply with all applicable rules and regulations of local, state and/or national codes, laws and ordinances of all authorities having jurisdiction over the project, shall apply to the contract throughout and will be deemed to be included in the contract the same as though herein written out in full.
- a. State Law regarding Worker Verification requires that all who enter into a contract for the physical performance of services with the City must satisfy O.C.G.A. §13-10-91 and Rule 300-10-1-.02, in all manner, and such are conditions of the contract. By submitting a proposal to the City contractor agrees that in the event the contractor employs or contracts with any subcontractor(s) in connection with the covered contract, the contractor will secure from the subcontractor(s) such subcontractor(s) indication of the employee-number category applicable to the subcontractor, as well as attestation(s) from such subcontractor(s) that they are complying. Such attestation(s) shall be maintained and may be inspected by the City at any time. An affidavit of such compliance included with the proposal must be signed by the contractor and will become part of the contract.

3.9 SAFETY

All vendors and subcontractors performing services are required and shall comply with all Occupational Safety and Health Administration (OSHA), State and CITY Safety and Occupational Health Standards and any other applicable rules and regulations. Also, all contractors and subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract.

3.10 DESIGN, STANDARDS AND PRACTICES

Design, strength, quality of materials and workmanship must conform to the industry Acceptable standards of engineering practices and/or professional services.

3.11 STATEMENT OF WARRANTY

A Statement of Warranty should include all applicable manufacturers' warranty and the Contractor's warranty regarding equipment, materials and workmanship. This statement shall include the terms, conditions and the period of warranty coverage. Any exclusion(s) must be clearly stated.

3.12 NONDISCRIMINATION

Notwithstanding any other provision of this Agreement, during the performance of this Agreement, Contractor, for itself, its heirs, personal representatives, successors in interest and assigns, as part of the consideration of this Agreement does hereby covenant and agree, as a covenant running with the land, that:

- a. No person on the grounds of race, color, religion, sex or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination.
- b. In the production of the vehicle(s), and the furnishing of services therein or thereon, no person on the grounds of race, color, religion, sex or national origin shall be excluded from participation in, or denied the benefits of, such activities, or otherwise be subjected to discrimination.

3.13 DRUG FREE WORKPLACE CERTIFICATION

By signing the Supply Service Contract form, the Contractor certifies that the provisions of Code Sections 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to The "Drugfree Workplace Act", have been complied with in full. The undersigned further certifies that:

- a. A drug-free workplace will be provided for the Contractor's employees during performance
 - a. of the contract; and
- b. Each Contractor who hires a subcontractor to work in a drug-free workplace shall secure from that subcontractor the following written certification:

"As part of the subcontracting agreement with (Contractor's name), (Subcontractor's name) certifies to the Contractor that a drug-free workplace will be provided for the subcontractor's employees during the performance of this Contract pursuant to Paragraph (7) of Sub-section (b) of Code Section 50-24-3".

- c. The Contractor further certifies that he will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.

- d. Contractor may be suspended, terminated, or debarred if it is determined that:
- (1) The Contractor has made false certification hereinabove; or
 - (2) The Contractor has violated such certification by failure to carry out the requirements of the Official Code of Georgia Section 5 0-24-3.

3.14 GEORGIA SECURITY AND IMMIGRATION ACT

Pursuant to the Georgia Security and Immigration Compliance Act of 2006, the successful Contractor understands and agrees that compliance with the requirements of O.C.G.A.13-10-91 and Georgia Department of Labor Rule 300-10-02 are conditions of this proposal and contract document. The Contractor further agrees that such compliance shall be attested by the Contractor and any of his Subcontractors by execution of the appropriate Affidavit and Agreement which will be included and become a part of the Agreement between the City of Stockbridge and the successful Contractor.

3.15 SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE) PROGRAM

Since a contract has been deemed a "public benefit," the contractor or other party to the contract must be run through the federal Systematic Alien Verification for Entitlements (SA VE) Program. This program requires that local government verify the legal status of non-U.S. citizens who apply for certain benefits. The contractor must execute a SA VE affidavit attesting that either he or she is a U.S. citizen or legally qualified to receive the benefit. If the contractor is not a U.S. citizen, then the local government must run that contractor through the SAVE system. Only non-U.S. citizens can be processed through the SA VE program.

3.16 DELIVERY AND F.O.B. DESTINATION

- a. All prices shall include shipping and delivery cost to our destination, F.O.B., Stockbridge, Georgia, unless otherwise requested. The proposer shall handle all material procurement, storage and delivery to project site. Unless otherwise specified in this specification, proposer shall supply all materials required. The City will grant no allowance for boxing, crating or delivery unless specifically provided for in this proposal. The proposer shall retain title for the risk of transportation, including the filing for loss or damages.
- b. The City desires delivery of the product(s) or service(s) as specified at the earliest possible time after the date of award. Unreasonable delivery may be cause for disqualifying a proposal. Each firm shall state a definite delivery time and avoid using general terms such as "ASAP" or approximately so many days.

3.17 LOCAL VENDOR PREFERENCE (NOT APPLICABLE)

In the event that a responsive, responsible non-local business submits the lowest price bid, and the bid submitted by one (1) or more responsive, responsible local businesses is within

five percent (5%) of the price submitted by the non-local business (and the other terms and conditions of the two bids are substantially the same), then that local business shall have the opportunity to submit, within five (5) working days of the notice of intent to award, a final bid equal to or lower than the amount of the low bid previously submitted by the non-local business. The contract shall then be awarded to the responsive, responsible business submitting the lowest best and final bid. (See Section 3.30.100 - Competitive sealed bids)

3.18 CITY DIRECTION OF PROJECT SITE AND MONITORING OF WORK

- a. The Contractor may have a Project Coordinator, but the project site shall remain under the control of the City of Stockbridge. The Contractor shall provide and make available an appointee to the City for project coordination and supervision of Proposer installation personnel. Coordination consist of meeting with the City of Stockbridge representatives to review the project; on site walk throughout of installation area(s) before the installation begins; review installation procedures; review installation progress and to handle any problems during installation until project completion.
- b. The successful Proposer will promptly correct all work rejected by the City as faulty, defective, or failing to conform to the Minimum Specifications and/or to consensus standards adopted by both government and industry governing the repairs, whether observed before or after substantial completion of the work, and whether fabricated, installed, or completed. The successful Proposer will bear all costs of correcting such rejected work.
- c. The Contractor shall insure all trash generated by work performed shall be removed from the site and properly disposed as each work operation are completed in a given area. Additionally, the Contractor shall ensure all disturbances to the area where the Contractor performed work are restored to the same condition prior to start of the project. If an inspection reveals that the Contractor fails to clean up after work has been performed. The City will notify the Contractor of the discrepancy and the Contractor will have twenty-four (24) hours to make the correction. Should the Contractor still fail to clean the area, the City reserves the right to make other arrangements to have the area cleaned and the City shall deduct the cost from the Contractor's invoice.
- d. No one except authorized employees of the Contractor is allowed on the premises of the City facilities. Contractor employees are not to be accompanied in their work area by acquaintances, family members, assistants, or any other person unless said person is an authorized employee of the Contractor.
- e. All information disclosed by the City to the successful Contractor for the purpose of the work to be done or information that comes to the attention of the successful Contractor while performing such work is to be kept strictly confidential.

3.19 AUTHORITY TO SIGN

- a. If a proposal is made by an individual, the name and mailing address must be shown. If

made by a firm or partnership, the name and mailing address of each member of the firm or partnership must be shown. If made by a corporation, the Corporate Certificate must be executed.

- b. The proposer should ensure that the legal and proper name of his/her proprietorship, firm, partnership, or corporation is printed or typed in the space provided.

3.20 PROPOSAL SECURITY AND PERFORMANCE BONDS (NOT APPLICABLE)

- a. **Bid Bond** - the General Contractor Company awarded the contract for the project must provide a Proposal Bond in the amount not less than 5% of the total amount payable by the terms of the Contract. No bid shall be read aloud or considered if a proper bid bond has not been submitted.
- b. **Payment Bond** - the General Contractor Company awarded the contract for the project must provide a Payment Bond in the amount equal to one hundred percent (100%) of the General Contractor Price prior to the execution of the Contract.
- c. **Performance Bond** - General Contractor Company awarded the contract for the project must provide a Performance Bond in the amount equal to one hundred percent (100%) of the General Contractor Price prior to the execution of the Contract.

3.21 RFP SUBMITTALS

See all specifications, **Evaluation Criteria and Exhibits** for the RFP, Submittal Checklist and requirements. The checklist will assist you to ensure that all submittals are included in your proposal. Ensuring that submittals are complete is solely the responsibility of the proposer/bidder. Failure to submit all submittals may deem your proposal non-responsive.

3.22 PRESENTATIONS / DEMONSTRATIONS / INTERVIEWS (WHEN APPLICABLE)

The City reserves the right to negotiate the fee and/or Scope of Services with the highest ranked Proposer. If negotiations cannot be completed successfully, then the City reserves the right to negotiate with the second highest ranked Contractor. Recommendations for an award will be the Proposer with whom potential contract negotiations were successful.

The EC may provide a list of subject matter for the discussion. The individuals / firms will have equal time to present but the question-and-answer time may vary. Proposers / Providers may be requested to demonstrate the nature of their offered solution to the EC. After receipt of submittals, all firms will receive a description of, and arrangements for, the desired demonstration. A copy of the demonstration (hard copy, DVD, CD or a combination of both) should be given to the Purchasing Agent at the meeting to retain in the Purchasing files.

3.23 CITY'S TAX EXEMPTION

The City of Stockbridge is exempt from Federal Excise Tax or Georgia Sales Tax regarding goods and services purchased directly by the City of Stockbridge. Exemption certificates furnished upon request.

3.24 AWARD OF CONTRACT

- a. The City of Stockbridge desires to complete the award process in a timely manner. The City of Stockbridge reserves the right to reject or accept any or all proposals, whole or any parts hereof, by item or group of items, by section or geographic area, or make multiple awards and be the final approval of proposal(s) selection which would be the most advantageous to the City with price and other factors considered. The City of Stockbridge may elect to waive any technicalities. The proposal will be awarded to the lowest responsive, responsible or highest scored proposer(s), based upon the qualification requirements herein. The proposal specifications and results will be available on the City's web site: <https://www.cityofstockbridge.com/bids.aspx?id=4375&catid=26> and the Georgia Procurement Registry.
- b. City of Stockbridge reserves the right to reject any proposal if the evidence submitted by or investigation of, the proposer fails to satisfy the City that the proposer is properly qualified to carry out the obligations of the Contract. If the successful proposer defaults on their proposal, an award may be made to the next low responsive and responsible proposer or highest scored proposer(s).
- c. Multiple Awards: The City reserves, at its sole discretion, the option to award to multiple Proponents.

Responsibility - The determination of the proposer's responsibility will be made by the City based on whether the proposer meets the following minimum standard requirements:

- Relevant knowledge, experience and qualifications of firm and team members.
- Proposed methodology and work plan to be used in the process.
- Understanding of the project and overall completeness of submission.
- Experience on similar projects/References
- The ability, capacity and skill of the Bidder to perform and/or provide the Work required.
- The City reserves the right to reject any bid if the evidence submitted by, or investigation of, the bidder fails to satisfy the City that he/she is properly qualified to carry out the obligations of any Contract that is made from this award;
- Has adequate financial means to meet obligations incidental to the work; and
- Such other factors as the City deem to be pertinent to either the bid or the contract.

Responsiveness - The determination of the proposer's responsiveness will be made by the City based on a consideration of whether the proposer has submitted complete proposal Documents meeting proposal requirements without irregularities, excisions, special conditions, or alternatives proposals for any item unless specifically requested in the proposal solicitation.

- d. The City is subject to making records available for disclosure after the City of Stockbridge approval of the recommendation. The award shall be made by the City Council of Stockbridge unless the lowest, qualified bid is less than the City Councils' approval limit. No claim shall be made by the selected Contractor for loss of profit if the contract is not awarded or awarded for less work than is indicated and for less than the amount of the proposal. The total of the awarded contract shall not exceed the available funds allocated or the proposal project.

3.25 NEGOTIATION AND AWARD

It is the City's intent to conduct the first negotiation meeting no later than thirty (30) days after the Procurement Manager has posted the final ranking by the Committee. At least one (1) of the representatives for the firm participating in negotiations with the City must be authorized to bind the firm. In the event that the negotiations are not successful within a reasonable timeframe (notification will be provided to the firm) an impasse will be declared and negotiations with the first-ranked firm will cease. Negotiations will begin with the next ranked firm. This process shall continue until the City successfully negotiates a Contract.

3.26 CONTROLLING LAW, VENUE

Any dispute arising as a result of this proposal and/or an Agreement which was created from the terms, conditions and specifications of this document or their interpretation, litigation shall only be entered into and shall be performed in Stockbridge, Georgia. This Agreement shall be governed by the applicable laws of the City of Stockbridge and the State of Georgia. Any dispute arising out of the agreement, this proposal solicitation, its interpretations, or its performance shall be litigated only in the City of Henry Judicial Courts.

3.27 CONTRACTOR AS INDEPENDENT CONTRACTOR

In conducting its business hereunder, Contractor acts as an independent contractor and not as an employee or agent of City. The selection, retention, assignment, direction and payment of Contractor's employees shall be the sole responsibility of Contractor.

3.28 ASSIGNMENT

The Agreement, in whole or any part hereof, created by the award to the successful contractor shall not be sold, not be assigned or transferred by Contractor by process or operation of law or in any other manner whatsoever, including intra-corporate transfers or reorganizations between or among a subsidiary of Contractor, or with a business entity which is merged or consolidated with Contractor

or which purchases a majority or controlling interest in the ownership or assets of Contractor without the prior written consent of the City of Stockbridge.

3.29 PERFORMANCE OF CONTRACT

- a. City reserves the right to enforce the Contractor's performance of this Agreement in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default or resulting contract award. It will be understood that time is of the essence in the proposer's performance.
- b. The successful Contractor shall execute the entire work described in the Contract Documents, except to the extent specifically indicated in the Contract documents to be the responsibility of others.
- c. The Contractor accepts the relationship of trust and confidence established by the award of this proposal solicitation. The Contractor covenants with the City to utilize the Contractor's best skill, efforts and judgment in furthering the interest of the City; to furnish efficient business administration and supervision; to make best efforts to furnish at all times an adequate supply of workers and materials; and to perform the work in the best way and most expeditious and economical manner consistent with the interest of the City,
- d. All purchases for goods or services are subject to the availability of funds for this particular purpose.

3.30 DEFAULT AND TERMINATION

a. Termination by Contractor

The agreement resulting from this proposal shall be subject to termination by Contractor in the event of any one or more of the following events:

The default by City in the performance of any of the terms, covenants or conditions of this Agreement, and the failure of City to remedy, or undertake to remedy such default, for a period of thirty (30) days after receipt of notice from Contractor to remedy the same.

b. Termination by City

The agreement resulting from this proposal shall be subject to termination by the City at any time in the opinion of the City; the contractor fails to carry out the contract provisions of any one or more of the following events:

- (1) The default by Contractor in the performance of any of the terms, covenants or conditions of the Agreement, and the failure of Contractor to remedy, or undertake to remedy with sufficient forces and to the City's reasonable satisfaction, the City shall provide the vendor with notice of any conditions which violate or endanger the performance of the Agreement. If after such notice the Contractor fails to remedy

such conditions within thirty (30) days to the satisfaction of the City, the City may exercise their option in writing to terminate the Agreement without further notice to the Contractor and order the Contractor to stop work immediately and vacate the premises, to cancel ordered products and/or services with no expense to the City.

- (2) Contractor files a voluntary petition in bankruptcy, including a reorganization plan, makes a general or other assignment for the benefit of creditors, is adjudicated as bankrupt or if a receiver is appointed for the benefit of creditors, is adjudicated as bankrupt or if a receiver is appointed for the property or affairs of Contractor and such receivership is not vacated within thirty (30) days after the appointment of such receiver.
- (3) Contractors' failure to conduct services according to the approved proposal specifications.
- (4) Contractors' failure to keep, perform, or observe any other term or condition of this Agreement.
- (5) Contractor's performance of the contract is unmeasurably delayed.
- (6) Should the successful Proposer fail to provide the commodities or services when ordered, and in accordance with the General Terms and Conditions, specifications and any other requirements contained herein are not met, the City reserves the right to purchase commodities or services covered by this contract elsewhere if available from an alternate source.
- (7) The Contractor agrees by its proposal submission that the City's decision is final and valid.

c. Force Majeure

Neither party shall be held to be in breach of the Agreement resulting from this proposal, because of any failure to perform any of its obligations hereunder if said failure is due to any act of God, fire, flood, accident, strike, riot, insurrection, war, or any other cause over which that party has no control. Such party shall give notice and full particulars of such Force Majeure in writing to the other party within a reasonable time after occurrence of the event and the obligation of the party giving such notice shall endeavor to remove or overcome such ability with all reasonable dispatch.

d. Waiver

The waiver of any breach, violation or default in or with respect to the performance or observance of the covenants and conditions contained herein shall not be taken to constitute a waiver any subsequent breach, violation or default in or with respect to the same or any other covenant or condition hereof.

3.31 INVOICES

Invoices and/or statements should not be faxed but originals must be mailed directly to:

**City of Stockbridge, City Hall
Finance Department Accounts Payable
4640 N. Henry Boulevard
Stockbridge, GA 30281**

3.32 PAYMENT

Payment shall be tendered to the successful Proposer upon acceptance and approval by the City for satisfactory compliance with the general terms, conditions and specifications of the proposal; by completed services; verification of delivery of products; assurance that the product/service performs as specified and warranted, and receipt of a valid invoice.

3.33 BID BOND AND INSURANCE RISK MANAGEMENT PROVISIONS

Insurance and Risk Management provisions and Indemnification and Hold Harmless provisions are outlined in Form G of this RFP. Upon award, the successful Proposer must obtain at their expense, a Certificate of Insurance ("COI") with policy limits equal to or greater than the limits outlined in **EXHIBIT I – DETAILED SCOPE OF SERVICES**.

Proof of insurance must be provided to the City prior to the start of any activities/services as described in the bid document(s). Any and all insurance coverage(s) and/or bonds required under the terms and conditions of the contract shall be maintained during the entire term of the contract, including any extensions or renewals thereto, and until all work has been completed to the satisfaction of the City.

3.34 PUBLIC RECORDS DISCLOSURE:

All solicitations submitted to the City are subject to public disclosure pursuant to Georgia's Open Records Act.

3.35 PAYMENT

Invoices for payment will be submitted as services are completed, but no more than once a month, for the duration of the Contract. Invoices will be subject to verifications and approval by the Requesting Department. Payment will be based on receipt of individually completed check lists and upon inspection by the City's Authorized Representative of the work / services performed.

3.36 CERTIFICATE OF ACCEPTANCE

By responding to this RFP, Offeror acknowledges that he/she has read this solicitation document, including any addenda, exhibits, attachments, and/or appendices in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein.

3.37 CERTIFICATION REGARDING DEBARMENT

By responding to this RFP, Offeror certifies that neither it nor its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency. Any such exclusion may cause prohibition of your firm from participating in any procurement by the City.

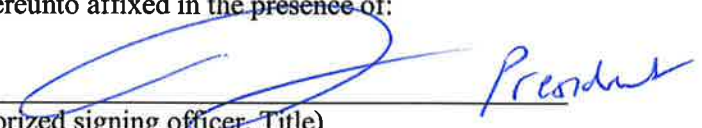
3.38 PRICE VALIDITY

Prices provided in this Request For Proposal (RFP) are valid for 120 days from the time of the RFP opening. The City shall award contract within this period or shall request to the recommended awarded vendor an extension to hold pricing, until products/services have been awarded. Successful proposer awarded shall ensure that proper and sufficient staff, equipment, organization, etc. will be provided for this contract to meet the specifications denoted herein at a paramount level.

BID FORM SIGNATURE(S)

The Corporate Seal of

Diversified Construction of Georgia, Inc. (Bidder - print the full name of your firm)
was hereunto affixed in the presence of:


(Authorized signing officer, Title)

(Seal)

(Authorized signing officer, Title)

IF THE BID IS A JOINT VENTURE OR PARTNERSHIP, ADD ADDITIONAL FORMS OF EXECUTION FOR EACH MEMBER OF THE JOINT VENTURE IN THE APPROPRIATE FORM OR FORMS AS ABOVE.

INSURANCE AND RISK MANAGEMENT PROVISIONS

RFP No. 2021-0010 **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY CENTER RENOVATION** - copy of the Contractor's current evidence of insurance via a certificate of insurance MUST be provided with the response to this RFP. A formal certificate shall be provided upon announcement that the selected Architect/Engineering firm has been awarded the work

It is The City of Stockbridge Government's practice to obtain Certificates of Insurance from our Contractors and Vendors. Insurance must be written by a licensed agent in a company licensed to write insurance in the State of Georgia, with an A.M. Best rating of at least A- VI, subject to final approval by The City of Stockbridge Government. Respondents shall submit with the Bid evidence of insurability satisfactory to The City of Stockbridge Government as to form and content. Either of the following forms of evidence is acceptable:

- A letter from an insurance carrier stating that upon your firm/company being the successful Respondent that a Certificate of Insurance shall be issued in compliance with the Insurance and Risk Management Provisions outlined below.
- A Certificate of Insurance complying with the Insurance and Risk Management Provisions outlined below (Request for Bid number and Scope of Services must appear on the Certificate of Insurance).
- A combination of specific policies written with an umbrella policy covering liabilities in excess of the required limits is acceptable to achieve the applicable insurance coverage levels.

Upon award, the Contractor must maintain at their expense, insurance with policy limits equal to or greater than the limits described below. Proof of insurance must be provided to The City of Stockbridge Government prior to the start of any activities/services as described in the bid document(s). Any and all Insurance Coverage(s) and Bonds required under the terms and conditions of the contract shall be maintained during the entire length of the contract, including any extensions or renewals thereto, and until all work has been completed to the satisfaction of The City of Stockbridge Government.

Accordingly, the Respondent shall provide a certificate evidencing the following:

1. WORKERS COMPENSATION/EMPLOYER'S LIABILITY INSURANCE – STATUTORY (In compliance with the Georgia Workers Compensation Acts and any other State or Federal Acts or Provisions in which jurisdiction may be granted)

Employer's Liability Insurance	By Accident	Each Accident	\$1,000,000
Employer's Liability Insurance	By Disease	Policy Limit	\$1,000,000
Employer's Liability Insurance	By Disease	Each Employee	\$1,000,000

2. COMMERCIAL GENERAL LIABILITY INSURANCE

Bodily Injury and Property Damage Liability	Each Occurrence	\$1,000,000
(Other than Products/Completed Operations)	Aggregate	\$3,000,000

Products\Completed Operation	Aggregate	\$1,000,000
Personal and Advertising Injury	Limits	\$1,000,000
Damages to Premises Rented to You	Limits	\$ 300,000
Medical Payments for Participants	Limits	\$25,000

*CGL - No Exclusion for Abuse, Molestation, Harassment, Sexual Abuse/Conduct Allegations**

BUSINESS AUTOMOBILE LIABILITY INSURANCE

Combined Single Limits	Each Occurrence	\$1,000,000
(Including operation of non-owned, owned, and hired automobiles).		

3. UMBRELLA LIABILITY

(In excess of the above noted coverages)	Each Occurrence	\$1,000,000
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Certificates of Insurance

Certificates shall state that the policy or policies shall not expire, be cancelled or altered without at least thirty (30) days prior written notice to The City of Stockbridge Government. Policies and Certificates of Insurance are to list The City of Stockbridge Government as an Additional Insured (except for Workers' Compensation and Professional Liability) and shall conform to all terms and conditions (including coverage of the indemnification and hold harmless agreement) contained in the Insurance and Risk Management Provisions. The General Liability Additional Insured language should apply to on-going and completed operations, using ISO form CG 2010 (11/85 version) or equivalent.

The Contractor agrees to name the Owner and all other parties required of the Contractor/Vendor shall be included as additional insureds on the CGL, using ISO Additional Insured Endorsement forms CG 2010 11/85 or its equivalent coverage to the additional insureds. This insurance for the additional insureds shall be as broad as the coverage provided for the named insured Contractor. It shall apply as Primary Insurance before any other insurance or self-insurance, including any deductible, non-contributory, and Waiver of Subrogation provided to the Additional Insureds.

Additional Insured under the General Liability, Auto Liability, Umbrella Policies (with exception of Workers Compensation and Professional Liability), with no Cross Suits exclusion.

If the City of Stockbridge Government shall so request, the Respondent, Contractor must furnish the City for its inspection and approval such policies of insurance with all endorsements or confirmed specimens thereof certified by the insurance company to be true and correct copies.

Such certificates and notices **must** identify the “Certificate Holder” as follows:

City of Stockbridge Government
Procurement Division
4640 N. Henry Boulevard
Stockbridge, Georgia 30281

Certificates **must** list Project Name (where applicable). **Important:**

It is understood that **Insurance in no way Limits the Liability of the Contractor/Vendor.**

USE OF PREMISES

Contractor shall confine its apparatus, the storage of materials and the operations of its workers to limits/requirements indicated by law, ordinance, permits and any restrictions of The City of Stockbridge Government and shall not unreasonably encumber the premises with its materials.

PROTECTION OF PROPERTY

Contractor will adequately protect its own work from damage, will protect The City of Stockbridge Government’s property from damage or loss and will take all necessary precautions during the progress of the work to protect all persons and the property of others from damage or loss.

Contractor shall take all necessary precautions for the safety of employees of the work and shall comply with all applicable provisions of the Federal, State and local safety laws and building codes to prevent accidents or injury to persons on, about, or adjacent to the premises where work is being performed.

Contractor shall always erect and properly maintain as required by the conditions and progress of the work, all necessary safeguards for the protection of its employees, The City of Stockbridge Government employees and the public and shall post all applicable signage and other warning devices to protect against potential hazards for the work being performed.

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

To the fullest extent of the Law, Contractor hereby agrees to release, indemnify, defend and hold harmless Stockbridge City, its Commissioners, officers, employees, Sub-Contractors, successors, assigns and agents, from and against any and all losses (including death), claims, damages, liabilities, costs and expenses (including but not limited to all actions, proceedings, or investigations in respect thereof and any costs of judgments, settlements, court costs, attorney’s fees or expenses, regardless of the outcome of any such action, proceeding, or investigation), caused by, relating to, based upon or arising out of any act or omission by Contractor, its directors, officers, employees, Sub-Contractors,

successors, assigns or agents, or otherwise in connection (directly or indirectly) with its acceptance, or the performance, or nonperformance, of its obligations under these agreements. Such obligations shall not be construed to negate, abridge or otherwise reduce any other rights or obligations of indemnity which would otherwise exist as to any party or person as set forth in this paragraph.

Contractor further agrees to protect, defend, indemnify and hold harmless Stockbridge City, its Commissioners, officers, employees, Sub-Contractors, successors, assigns and agents from and against any and all claims or liability for compensation under the Worker's Compensation Act, Disability Benefits Act, or any other employee benefits act arising out of injuries sustained by any employees of Contractor. These indemnities shall not be limited by reason of the listing of any insurance coverage.

CONTRACTOR ACKNOWLEDGES HAVING READ, UNDERSTANDING, AND AGREEING TO COMPLY WITH THIS INDEMNIFICATION AND HOLD HARMLESS AGREEMENT, AND THE REPRESENTATIVE OF THE CONTRACTOR IDENTIFIED BELOW IS AUTHORIZED TO SIGN CONTRACTS ON BEHALF OF THE RESPONDING CONTRACTOR.

Diversified Construction
COMPANY: of Georgia, Inc. SIGNATURE: 

NAME: David Lubin TITLE: President DATE: 10/21/2021

**EXHIBIT II
REFERENCE VERIFICATION FORM**

SOLICITATION NUMBER: RFP NO. 2021-0010

**SOLICITATION TITLE: CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY
CENTER RENOVATION**

PROPOSING FIRM (List name exactly as provided in proposal):

Diversified Construction of Georgia, Inc.

Date of Verification:

10/21/2021

Reference Organization:

Gwinnett County Board of Commissioner

Project Verified (Include the Project Name / Title and a brief description of the Project):

Gwinnett County Fire Apparatus (Interior Build-out).

Person Contacted:

Jerome Meister

Title of Contact:

Telephone Number including extension:

(770) 822-7040

Email Address:

jerome.meister@gwinnettcounty.com

Questions Yes No

1. Were you satisfied with the Company/Organization's overall performance?
2. Did the firm adhere to the scope of work and bid requirement?
3. did the firm provide deliverables as agreed upon?
4. Would you engage this firm again?

Additional comments provided by Proposer's contact:

Signature Date

**EXHIBIT II
REFERENCE VERIFICATION FORM**

SOLICITATION NUMBER: RFP NO. 2021-0010

SOLICITATION TITLE: **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY
CENTER RENOVATION**

PROPOSING FIRM (List name exactly as provided in proposal):

Diversified Construction of Georgia, Inc.

Date of Verification:

10/21/2021

Reference Organization:

Georgia Highland College

Project Verified (Include the Project Name / Title and a brief description of the Project):

Georgia Highland College-Winn Bagby Building (Renovation & additions

Person Contacted:

Title of Contact:

Telephone Number including extension:

(706) 936-8690

Email Address:

jtwilley@highlands.edu

Questions Yes No

1. Were you satisfied with the Company/Organization's overall performance?
2. Did the firm adhere to the scope of work and bid requirement?
3. did the firm provide deliverables as agreed upon?
4. Would you engage this firm again?

Additional comments provided by Proposer's contact:

Signature Date

**EXHIBIT II
REFERENCE VERIFICATION FORM**

SOLICITATION NUMBER: RFP NO. 2021-0010

SOLICITATION TITLE: **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY
CENTER RENOVATION**

PROPOSING FIRM (List name exactly as provided in proposal):

Diversified Construction of Georgia, Inc.

Date of Verification:

10/21/2021

Reference Organization:

Peacock Partnership

Project Verified (Include the Project Name / Title and a brief description of the Project):

Carroll County DFCS-Renovation & Expansion (Renovations & Addition

Person Contacted:

Kevin Franklin

Title of Contact:

Architect

Telephone Number including extension:

(404) 214-5200

Email Address:

kevin@peacockpartnership.com

Questions Yes No

1. Were you satisfied with the Company/Organization's overall performance?
2. Did the firm adhere to the scope of work and bid requirement?
3. did the firm provide deliverables as agreed upon?
4. Would you engage this firm again?

Additional comments provided by Proposer's contact:

Signature Date



Where Community Connects

City of Stockbridge Procurement Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

**EXHIBIT II
REFERENCE VERIFICATION FORM**

SOLICITATION NUMBER: RFP NO. 2021-0010

SOLICITATION TITLE: **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY
CENTER RENOVATION**

PROPOSING FIRM (List name exactly as provided in proposal):

Diversified Construction of Georgia, Inc.

Date of Verification:

10/21/2021

Reference Organization:

Nelson Architects

Project Verified (Include the Project Name / Title and a brief description of the Project):

Dawson County Senior Center (New Construction)

Person Contacted:

Brian Lachat

Title of Contact:

Architects

Telephone Number including extension:

(678) 533-1057

Email Address:

blackat@nelsonww.com

Questions Yes No

1. Were you satisfied with the Company/Organization's overall performance?
2. Did the firm adhere to the scope of work and bid requirement?
3. did the firm provide deliverables as agreed upon?
4. Would you engage this firm again?

Additional comments provided by Proposer's contact:

Signature Date

**EXHIBIT II
REFERENCE VERIFICATION FORM**

SOLICITATION NUMBER: RFP NO. 2021-0010

SOLICITATION TITLE: **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY
CENTER RENOVATION**

PROPOSING FIRM (List name exactly as provided in proposal):

Diversified Construction of Georgia, Inc.

Date of Verification:

10/21/2021

Reference Organization:

Lord, Aech & Sargent

Project Verified (Include the Project Name / Title and a brief description of the Project):

Norcross Senior Center (Interior renovations and addition)

Person Contacted:

Meg Needle

Title of Contact:

Architect

Telephone Number including extension:

(404) 253-1467

Email Address:

needle@lordaechsargent.com

Questions Yes No

1. Were you satisfied with the Company/Organization's overall performance?
2. Did the firm adhere to the scope of work and bid requirement?
3. did the firm provide deliverables as agreed upon?
4. Would you engage this firm again?

Additional comments provided by Proposer's contact:

Signature Date

EXHIBIT III
REQUIRED CERTIFICATIONS/ATTACHMENTS
REQUEST FOR PROPOSALS. 2021-0010
Checklist

To be deemed responsive to this solicitation, Proposers must provide the information requested and, where applicable, complete in detail all Bid Forms. The appropriate individual(s) authorized to commit the Proposer to the Project must sign the Bid Forms. As appropriate, Proposers shall reproduce each Bid Form and complete the appropriate portions of the forms provided in this section.

Proposer Requirements	Proposer Completed
1. One (1) hard copy of Proposal marked 'Original', and five (5) copies on CD/Thumb Drive	☒
2. Technical Proposal	☒
3. Acknowledgement of each Addendum	☒
4. Financial and Litigation Requirements	☒
5. Reference Verification Form	☒
6. Required Certifications and Attachments ☐ Form 1: Non-Collusion Bidding Certificate ☒ Form 2: Non-Collusion Affidavit of Sub-Contractor. ☒ Form 3: Certificate Regarding Debarment, Suspension, and Other Responsibility Matters; Primary Covered Transactions. ☒ Form 4: Ineligibility Certificate. ☒ Form 5: Certification of a Drug-Free Workplace. ☒ Form 6: Conflict of Interest & Prohibition Against Contingent Fees Certification. ☒ Form 7: Affidavit Verifying Status for City Public Benefit Application ☒ Form 8: Certification Regarding Lobbying. ☒ Form 9: Bid Submittal Letter. ☒ Form 10: Georgia Security and Immigration Contractor Affidavit/Agreement. ☒ Form 11: Georgia Security and Immigration Sub-Contractor Affidavit. ☒ Form 12: Certificate of Acceptance of a Solicitation Requirements ☒ Attachment 1: Addendum Acknowledgement Form	☒

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, Coretta Philbert, certify that I am the Secretary of the Corporation named as principal in the within bond; that David Lubin, who Signed the said bond of said corporation: that I know this signature, and his/her signature thereto is genuine; and that said bond was duly signed, sealed and attested for in behalf of said Corporation by authority of its governing body.



SECRETARY

(CORPORATE SEAL)

SURETY

(SEAL)

BY _____

FORM 1

NON-COLLUSION BIDDING CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

By submission of this certificate, each Proposer and each person signing on behalf of any Proposer certifies under penalty of perjury, that to the best of its knowledge and belief:

1. The cost or prices to be negotiated shall have been arrived at independently without collusion, consultation, communication or agreement, for any purpose of restricting competition as to any matter relating to such costs or prices with any other Proposer or with any competitor.
2. Unless otherwise required by law, the cost or prices to be negotiated have not been knowingly disclosed by the firm prior to the opening of price negotiations, directly or indirectly to any other Proposer or to any competitor; and,
3. No attempt has been made or will be made by the Proposer to induce any person, partnership or corporation to submit or not submit a Statement of Qualifications for the purpose of restricting competition.



Signature of Authorized Agent

David Lubin President

Name/Title of Authorized Agent

10/21/2021

Date

FORM 3

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS; PRIMARY COVERED TRANSACTIONS**

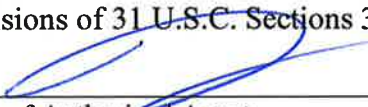
This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

The Proposer, Diversified Construction
of Georgia, Inc., certifies to the best of its knowledge and that it and its
principals: belief,

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal, State, or local department or agency.
2. Have not within a three-year period preceding this Bid been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or Contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with the commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/Bid had one or more public transactions (Federal, State, or local) terminated for cause or default.

Where the Contractor is unable to certify to any of the statements in this certification, such participant shall attach an explanation to this Bid.

The Contractor, Diversified Construction of Georgia, Inc., certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this Certification and understands that the provisions of 31 U.S.C. Sections 3801 Et Seq., are applicable thereto.



Signature of Authorized Agent

David Lubin President

Name/Title of Authorized Agent

10/21/2021

Date



Witness

FORM 4

INELIGIBILITY CERTIFICATE

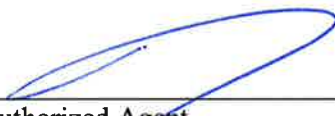
This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of

Diversified Construction of Georgia, Inc., and it is also whose address is

2104 Vistadale Ct., Tucker, Ga., 30084, certifies that the

Contractor, nor any of its Sub-Contractors to be used in performing this Contract, are listed on the list of Ineligible Contractors maintained by the Comptroller General of the United States.



Signature of Authorized Agent

David Lubin President

Name/Title of Authorized Agent

10/21/2021

Date



Where Community Connects

City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

FORM 5

CERTIFICATION OF DRUG-FREE WORKPLACE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of
Diversified Construction of Georgia, Inc., and it is also whose address is

2104 Vistadale Ct., Tucker, Ga., 30084, certifies that:

1. The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Workplace Act" have been complied in full; and
2. A drug-free workplace will be provided for the consultant's employees during the performance of the Contract; and
3. Each Sub-Contractor hired by the consultant shall be required to ensure that the Sub-Contractor's employees are provided a drug-free workplace. The Consultant shall secure from that Sub-Contractor the following written certification: "As part of the Sub-Contracting agreement with the Consultant, certifies to the Consultant that a drug-free workplace will be provided for the Sub-Contractor's employees during the performance of this Contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3"; and
4. It is certified that the undersigned will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.

Signature of Authorized Agent

David Lubin President

Name/Title of Authorized Agent

10/21/2021

Date



Where Community Connects

City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

FORM 6

**CITY OF STOCKBRIDGE CONFLICT OF INTEREST AND PROHIBITION AGAINST
CONTINGENT FEES CERTIFICATION**

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of Diversified Construction
of Georgia, and, it is
also, whose address is 2104 Vistadale Ct., Tucker, Ga., 30084, certifies that to the best
of its knowledge there are no circumstances which shall cause a Conflict of Interest in performing
services for City of Stockbridge.

Signature of Authorized Agent

David Lubin President

Name/Title of Authorized Agent

10/21/2021

Date

FORM 7

AFFIDAVIT VERIFYING STATUS FOR CITY PUBLIC BENEFIT APPLICATION

By executing this affidavit under oath, as an applicant for the City of Stockbridge, Georgia Business License or Occupational Tax Certificate, Alcohol License, execution of contract or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application for a City of Stockbridge license/permit and/or contract for:

Diversified Construction of Georgia

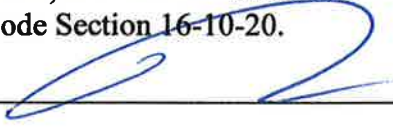
Name of Applicant

1) x I am a United States citizen

OR

2) I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 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 O.C.G.A. Code Section 16-10-20.

Signature of Applicant: 

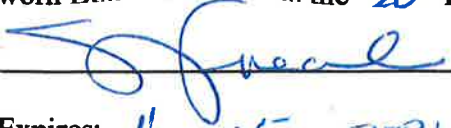
Date: 10/21/2021

Printed Name: David Lubin

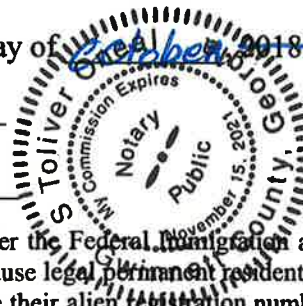
*Alien Registration number for non-citizens:

****PLEASE INCLUDE A COPY OF YOUR PERMANENT RESIDENT CARD, EMPLOYMENT AUTHORIZATION, GREEN CARD, OR PASSPORT WITH A COPY OF YOUR DRIVER'S LICENSE IF YOU ARE A LEGAL PERMANENT RESIDENT.**

Subscribed and Sworn Before Me on this the 20 Day of October, 2021

Notary Public: 

My Commission Expires: 11-15-2021



*Note: O.C.G.A. Section 50-36-1 (e)(2) requires that aliens under the Federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:

FORM 8
CERTIFICATION REGARDING LOBBYING

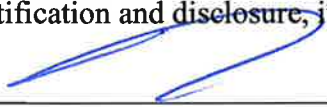
This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Local, State or Federal agency, in connection with the awarding of any contract, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any contract, grant, loan, or cooperative agreement.
2. The undersigned shall require that the language of this certification be included in the award documentations for sub-awards at all tiers (including Sub-Contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such failure. [Note: Pursuant to 31 U.S.C. 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such expenditure or failure.]

The Contractor, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. 3801, *et seq.*, apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Agent:  _____

Name and Title of Contractor Authorized Agent: David Lubin President

Date: 10/21/2021 Telephone No: (678) 705-4373
(404) 597-5016

Firm or Company Name: Diversified Construction of Georgia, Inc.

Address: 2104 Vistadale Ct., Tucker, Ga., 30084

FORM 9

BID SUBMITTAL LETTER

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned, Diversified Construction of Georgia, Inc., hereby submits its Bid to furnish all labor, materials, equipment, delivered by the undersigned, to the City of Stockbridge, Georgia.

The undersigned acknowledges and agrees that the Bid submitted by the undersigned shall be binding upon the undersigned and that if City of Stockbridge, Georgia, awards the Contract to the undersigned, the Bid made by the undersigned and delivered to City of Stockbridge, Georgia herewith, together with such award, will constitute a legal, valid and binding Contract between the undersigned and City of Stockbridge, Georgia. The Contract created pursuant to the previous sentence shall incorporate the terms and conditions of the bid including, but not limited to, the bid Scope of Work, Solicitation instructions and Conditions, the Contract Provisions and the Contractor's Cost Bid, all as described in the bid.

IN WITNESS WHEREOF, the undersigned has duly executed and delivered this Bid Submittal Letter this 21 day of October, ~~2018~~ 2021

David Lubin

By

President

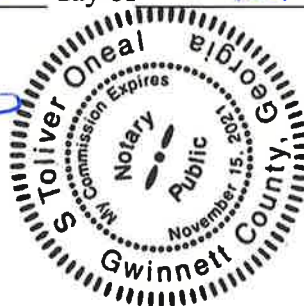
Title

Sworn to and subscribed before me the 20 day of OCTOBER, ~~2018~~ 2021
Notary Public

[Signature]
My Commission Expires.

11-15-2021

Date



STATE OF GEORGIA

CITY OF STOCKBRIDGE

FORM 10: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT AND AGREEMENT

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 engaged in the physical performance of services¹ under a contract with [insert name of prime contractor] Diversified Construction of Georgia, Inc. on behalf of The City of Stockbridge Government has registered with and is participating in a federal work authorization program*,² 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 Sub-Contractor(s) in connection with the physical performance of services to this contract with The City of Stockbridge Government, contractor will secure from such Sub-Contractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Sub-Contractor 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 Stockbridge Government at the time the Sub-Contractor(s) is retained to perform such service.

146561

EEV/Basic Pilot Program* User Identification Number

Diversified Construction of Georgia, Inc.

BY: Authorized Officer of Agent
(Insert Contractor Name)

President

Title of Authorized Officer or Agent of Contractor
David Lubin

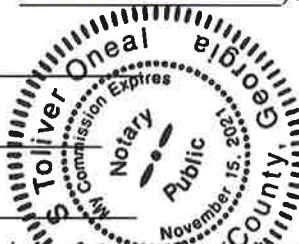
Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 20 day of OCTOBER, 2021

Notary Public: [Signature]

City: TUCKER

Commission Expires: 11-15-2021



O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Stockbridge City) using a bidding process (e.g., ITB, RFP, RFQ, etc.) in a contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual. *[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].

CERTIFICATE OF ACCEPTANCE OF A SOLICITATION REQUIREMENTS

This is to certify that on this day, offeror acknowledges that he/she has read this solicitation document, pages # 1 to # 94 inclusive, including any addenda # 1 to # 3 exhibit(s) # 1 to # 3, attachment(s) # A1 to # 2, and/or appendices # _____ to # _____, in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein, and that the undersigned is authorized by the offeror to submit the proposal herein and to legally obligate the offeror thereto. This is also to certify that the offeror has reviewed the form Stockbridge City contract included in the solicitation documents and agrees to be bound by its terms, or that the offeror certifies that it is submitting any proposed modification to the contract terms with its proposal. The offeror further certifies that the failure to submit proposed modifications with the proposal waives the offeror's right to submit proposed modifications later. The offeror also acknowledges that the indemnification and insurance provisions of Stockbridge City's contract included in the solicitation documents are non-negotiable and that proposed modifications to said terms may be reason to declare the offeror's proposal as non-responsive.

Company: Diversified Construction of Georgia

Signature: 

Name: David Lubin

Title: Date: 10/21/2021

(Affix Corporate Seal)

ATTACHMENT 1

ADDENDUM ACKNOWLEDGMENT FORM

NOTE: IF ADDENDUMS HAVE BEEN ISSUED, RESPONDENTS SHALL COMPLETE AND RETURN THIS ATTACHMENT WITH THEIR PROPOSAL. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE PROPOSAL.

ADDENDA ACKNOWLEDGMENT: The undersigned acknowledges the receipt of the following Addenda:

Addendum #:	<u>1</u>	Dated:	<u>10/20/2021</u>
Addendum #:	<u>2</u>	Dated:	<u>10/20/2021</u>
Addendum #:	<u>3</u>	Dated:	<u>10/20/2021</u>
Addendum #:	_____	Dated:	_____
Addendum #:	_____	Dated:	_____

Respondent (Company): Diversified Construction of Georgia

Signature (in ink): _____


Name (Typed/printed): David Lubin

Title: President **Date:** 10/21/2021

**ATTACHMENT 2
REQUEST FOR PROPOSALS. NO. 2021-0010
CITY OF STOCKBRIDGE
TED STRICKLAND COMMUNITY CENTER RENOVATION
GEORGIA PROFESSIONAL LICENSE CERTIFICATION**

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: Diversified Construction of Georgia

Performing work as: Prime Contractor X Sub-Contractor

Professional License Type: General Contractors

Professional License Number: GCCO001672

Expiration Date of License: 06/30/2022

I certify that the above information is true and correct, and that the classification noted is applicable to the Bid for this Project.

Signed: 

Date: 10/21/2021

(ATTACH COPY OF LICENSE)



STATE OF GEORGIA
BRAD RAFFENSPERGER, Secretary of State
State Licensing Board for Residential and General Contractors
LICENSE NO. **GCCO001672**
Diversified Construction of Georgia Inc

Hal David Lubin
2104 Vistadale Court
Tucker GA 30084

Qualifying Agent: **Hal David Lubin**
Qualifying Agent License NO: **GCQA001689**
General Contractor Company

EXP DATE - 06/30/2022 Status: Active
Issue Date: 07/11/2008

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

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

Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the web site – www.sos.state.ga.us/plb.

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

Georgia State Board of Professional Licensing
237 Coliseum Drive
Macon GA 31217
Phone: (844) 753-7825
www.sos.state.ga.us/plb

Diversified Construction of Georgia Inc
2104 Vistadale Court
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City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

ADDENDUM NO. 1

Solicitation No.: REQUEST FOR PROPOSAL (RFP) NO. 2021- 0010

Solicitation Title: City of Stockbridge Ted Strickland Community Center Renovation

ATTENTION ALL POTENTIAL BIDDERS:

- ☒ **MUST ADDENDUM. READ CAREFULLY AND FOLLOW ALL INSTRUCTIONS.**
This addendum forms a part of the contract documents, modifies the original bidding documents and shall be as binding as if contained therein.
- ☒ Return Addendum with Bid Submittal. Failure to do so may subject the Bidder to disqualification.
- ☒ Return Completed Revised Bid Pricing Sheets with Bid Submittal.

TO ALL PROSPECTIVE BIDDERS, PLEASE NOTE THE FOLLOWING CHANGES AND CLARIFICATIONS:

Words in ~~strikethrough~~ type are deletions from existing text. Words in **bold, underlined** type are additions to existing text.

1. RFP Due Date has not changed. The RFP Due Date is 3:00 p.m. EDT on Thursday, October 21, 2021.
2. The deadline for questions has not changed. The deadline for questions is Friday, September 17th, **2021**. (12:00 noon, EDT)

ADDITIONS / CLARIFICATIONS / CORRECTIONS

I. A Site Visit is scheduled for the above referenced project:

The date of the Site visit: September 14, 2021, at 10:00 A.M.

Address of the Site Visit: 130 M.L.K. Senior Heritage Trail, Stockbridge, GA 30281

Due to the COVID-19, Vendors are encouraged to follow all CDC guidelines including social distancing.



Where Community Connects

City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City's website in order to obtain complete and timely information. The City's website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp and the Georgia Municipal Association <https://www.glga.org/SubmitListing>. All other terms, conditions, and specifications of the solicitation remain unchanged.

Diversified Construction of Georgia

Name of Company / Firm / Organization

David Rubin President

Printed Name of Authorized Rep. / Title

[Signature]
Signature of Authorized Representative / Date



Where Community Connects

City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

ADDENDUM NO. 2

Solicitation No.: REQUEST FOR PROPOSAL (RFP) NO. 2021- 0010

Solicitation Title: City of Stockbridge Ted Strickland Community Center Renovation

ATTENTION ALL POTENTIAL BIDDERS:

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2. The deadline for questions has not changed. The deadline for questions is Friday, September 17th, **2021**. (12:00 noon, EDT)

ADDITIONS / CLARIFICATIONS / CORRECTIONS

I. A Non-Mandatory Site Visit is scheduled for the above referenced project:

The date of the Site visit: September 14, 2021, at 10:00 A.M.

Address of the Site Visit: 130 M.L.K. Senior Heritage Trail, Stockbridge, GA
30281

Due to the COVID-19, Vendors are encouraged to follow all CDC guidelines including social distancing.



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Diversified Construction of Georgia

Name of Company / Firm / Organization

David Rubin President

Printed Name of Authorized Rep. / Title

[Signature]
Signature of Authorized Representative / Date

ADDENDUM NO. 3

Solicitation No.: REQUEST FOR PROPOSAL (RFP) NO. 2021- 0010

Solicitation Title: City of Stockbridge Ted Strickland Community Center Renovation

ATTENTION ALL POTENTIAL BIDDERS:

- ☒ **MUST ADDENDUM. READ CAREFULLY AND FOLLOW ALL INSTRUCTIONS.**
This addendum forms a part of the contract documents, modifies the original bidding documents and shall be as binding as if contained therein.
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Words in ~~striketrough~~ type are deletions from existing text. Words in **bold, underlined** type are additions to existing text.

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I. QUESTIONS AND RESPONSES/ CLARIFICATIONS / CORRECTIONS

- Questions 1. I see that you are listed as the contract's administrator on the above project – we are supplier only of Division 10 medicine cabinets, bathroom accessories and mirrors and was hoping you might welcome a quote for this project
- Answer 1. The bathrooms will remain as is, and not in the scope of this project. If any of these products are needed the contractor will be purchasing them.

Question 2. I am unable to find the bid document on the Stockbridge Procurement or Georgia Procurement website could you please help me locate it?

Answer 2. The above reference solicitation can be located on the following website:
<https://www.cityofstockbridge.com/bids.aspx?id=20827&catid=0>
<https://ssl.doas.state.ga.us/gpr/index?persisted=true>

Questions 3. We're currently reporting on the above-mentioned project, and I was hoping to get a set of plans/specs for our plan room. Is it possible to get a set emailed or mailed to us? and I was hoping if you could answer a few questions:

Answer 3. See Answer 2.

Questions 4. Please send me the bid docs plans and specs for this project or a link to get them.

Answer 4. See Answer 2.

Question 5. What is the estimated construction cost?

Answer 5. A cost estimate was not provided for this project.

Question 6. Is it permitted to visit the Center to take pictures and measurements, or should I schedule a visit?

Answer 6. A Non-Mandatory Site Visit was scheduled September 14, 2021, at 10:00 A.M. The notification was posted via addendum.

Question 7. Good afternoon. I did not see the addendum for the site visit until a few minutes ago. Is it possible to visit the building to take photos?

Answer 7. A Non-Mandatory Site Visit was scheduled September 14, 2021, at 10:00 A.M. The notification was posted via addendum.

Question 8. Please find the below questions related to the RFP No. 2021-0010 City of Stockbridge - Ted Strickland Community Center Renovation.

1. Provide stated cost limitation (SCL) for this project.
2. Provide estimated start and finish construction date (Project Schedule)
3. Are there any inspections or special inspections to be done at Contractor's cost?

4. Confirm no permit fees are required.
5. Confirm no asbestos abatement is required
6. Confirm no sitework or site demo, earthwork, utilities, temporary barricades, temporary roadways, and others are necessary in this project, even though drawing A0.1 shows division 2 existing conditions site work notes.
7. Confirm drawings A1.4 and A1.5 are just for information purposes and all furniture to be purchased and installed by the City of Stockbridge. Contractor only to provide electrical wiring and blocking as needed.
8. Confirm if signage is included in GC's scope of work for this project.
9. Confirm millwork will be included as part of GC's scope work, If so, please confirm if millwork subcontractor shall have an AWI certification or just comply with the standards.
10. Confirm low voltage is not part of GC's scope of work.
11. Confirm no sprinkler or fire alarm work is included in this project.
12. What area can be used for lay-down / storage location?
13. Where can the dumpsters be placed?
14. Are clarifications / exclusions acceptable with the bid package with no consequences for disqualification
15. What is the schedule of work? Are there periods in which the work cannot be performed? Is there a sequence required by Owner?
16. What are the working hours for this project?

Answer 8. See answers to questions below:

1. A stated cost limitation has not been provided for this project.
2. The City's intent is to conduct the first negotiation meeting no later than thirty (30) days after the final ranking by the committee. The RFP submittals are due October 21, 2021, at 3:00pm. The contractor shall provide a project schedule as explained in section 5 of the evaluation criteria.

3. Special inspections are not required for this project.
4. The Contractor shall obtain and pay for all permits, licenses and any other related fees required for this work. As outlined in the conditions section of exhibit 1 detailed scope of work.
5. No asbestos abatement is required for this project.
6. No sitework, site demo, earthwork, utilities, temporary barricades, or temporary roadways are required for this project.
7. Confirmed drawings A1.4 and A1.5 are just for information purposes and all furniture to be purchased and installed by the City of Stockbridge. Contractor only to provide electrical wiring and blocking as needed.
8. Room & Door signage is included in the Contractors scope of work, building signage shall be supplied and installed by the City of Stockbridge.
9. Confirmed millwork will be included as part of GC's scope work, millwork subcontractor shall comply with AWI standards.
10. Low voltage is included in the Contractors scope of work.
11. Confirmed, no sprinkler or fire alarm work is included in this project.
12. The community center has a rear parking lot that can be used for lay-down & storage. Exact location and size to be determined by the City.
13. The community center has a rear parking lot that can accommodate a dumpster. Exact location to be determined by the City.
14. Any exceptions to the specifications and/or terms and conditions must be addressed during the questions/clarification and addendum phases.
15. No work shall be done on the weekends without written permission from the City.
16. All work is to be performed Monday through Friday from 7am to 6pm.



Where Community Connects

City of Stockbridge Purchasing Division

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Stockbridge, Ga 30281

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Diversified Construction of Georgia
Name of Company / Firm / Organization

David Lubin President
Printed Name of Authorized Rep. / Title

[Signature]
Signature of Authorized Representative / Date

AIA® Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Diversified Construction of Georgia, Inc.
2104 Vista Dale Court
Tucker, GA 30084

SURETY:

(Name, legal status and principal place of business)

Great Midwest Insurance Company
800 Gessner Road, Suite 600
Houston, TX 77024

OWNER:

(Name, legal status and address)

City of Stockbridge
4640 North Henry Boulevard
Stockbridge, GA 30281

BOND AMOUNT: \$ Five Percent of Bid Estimate (5% of Bid)

PROJECT:

(Name, location or address, and Project number, if any)

114 Martin Luther King Senior Heritage Trail
Renovation

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 14th day of October, 2021


(Witness)


(Witness) Kate Longaker

Diversified Construction of Georgia, Inc.
(Contractor as Principal) (Seal)

(Title)

Great Midwest Insurance Company
(Surety) (Seal)

(Title) Edward Mooney, Attorney-In-Fact

Init.

POWER OF ATTORNEY

Great Midwest Insurance Company

KNOW ALL MEN BY THESE PRESENTS, that **GREAT MIDWEST INSURANCE COMPANY**, a Texas Corporation, with its principal office in Houston, TX, does hereby constitute and appoint:

Sarah Hancock, Kathryn Kleinschmidt, Edward Mooney, Annette Wisong

its true and lawful Attorney(s)-In-Fact to make, execute, seal and deliver for, and on its behalf as surety, any and all bonds, undertakings or other writings obligatory in nature of a bond.

This authority is made under and by the authority of a resolution which was passed by the Board of Directors of **GREAT MIDWEST INSURANCE COMPANY**, on the 1st day of October, 2018 as follows:

Resolved, that the President, or any officer, be and hereby is, authorized to appoint and empower any representative of the Company or other person or persons as Attorney-In-Fact to execute on behalf of the Company any bonds, undertakings, policies, contracts of indemnity or other writings obligatory in nature of a bond not to exceed Ten Million dollars (\$10,000,000.00), which the Company might execute through its duly elected officers, and affix the seal of the Company thereto. Any said execution of such documents by an Attorney-In-Fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company. Any Attorney-In-Fact, so appointed, may be removed in the Company's sole discretion and the authority so granted may be revoked as specified in the Power of Attorney.

Resolved, that the signature of the President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary, and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power or certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certificate so executed and sealed shall, with respect to any bond of undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS THEREOF, **GREAT MIDWEST INSURANCE COMPANY**, has caused this instrument to be signed by its President, and its Corporate Seal to be affixed this 11th day of February, 2021.



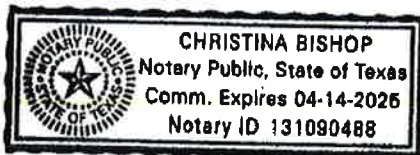
GREAT MIDWEST INSURANCE COMPANY

BY

Mark W. Haushill
President

ACKNOWLEDGEMENT

On this 11th day of February, 2021, before me, personally came Mark W. Haushill to me known, who being duly sworn, did depose and say that he is the President of **GREAT MIDWEST INSURANCE COMPANY**, the corporation described in and which executed the above instrument; that he executed said instrument on behalf of the corporation by authority of his office under the By-laws of said corporation.



BY

Christina Bishop
Notary Public

CERTIFICATE

I, the undersigned, Secretary of **GREAT MIDWEST INSURANCE COMPANY**, A Texas Insurance Company, DO HEREBY CERTIFY that the original Power of Attorney of which the foregoing is a true and correct copy, is in full force and effect and has not been revoked and the resolutions as set forth are now in force.

Signed and Sealed at Houston, TX this 14 Day of October, 2021.



BY

Leslie K. Shaunty
Secretary

"WARNING: Any person who knowingly and with intent to defraud any insurance company or other person, files and application for insurance of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

RFP No: 2021-0010
Ted Stickland Community Center Renovations

Due: October 21, 2021

By:

McWright LLC

115 Hwy 96

P. O. Box 903

Bonaire, Georgia 31005

Phone: 478.697.1559

Fax: 478.779.0156

E-mail: matt@mcwrightconstruction.com

Website: www.mcwrightconstruction.com



McWright, LLC.

General Contractor & Electrical
478-697-1559

Licensed & Insured

www.mcwrightconstruction.com

We value hard work and believe in giving back to the community that supports us.

We are proud of what we have built and work diligently to leave our clients speaking highly of us long after the completed project. Integrity, honesty and quality construction have always been integral parts of how we do business.



Table of Contents

RFP Package

- 1) Letter of Interest**
- 2) Basic Company Information**
- 3) Firm Personnel Capability**
- 4) Firm's Experience General Information**
- 5) General Contractors License**
- 6) Project Executive Resume**
- 7) Project Manager Resume**
- 8) Superintendent Resume**
- 9) Thomaston Fire Station**
- 10) Shoppes on Watson**
- 11) Robins Chiropractic Clinic**
- 12) McRae-Helena Police Department**
- 13) FVSU Student Housing Modifications**
- 14) Mobley Hall Renovations**
- 15) Project Approach/Timeline**
- 16) Firm's Financial Information**
- 17) References**

Fee Proposal

Bid Bond

Forms



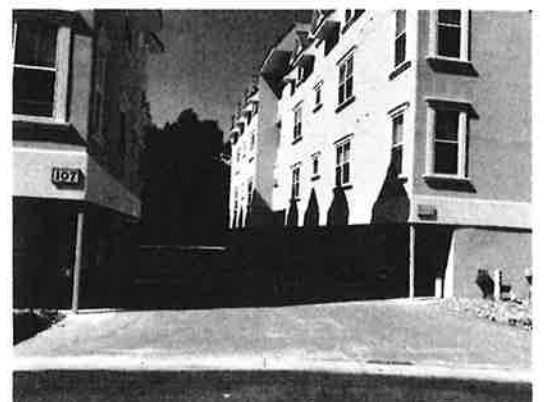
Happy Store- Warner Robins, GA



Wheeler House- Perry, GA



Mobley Hall Renovations- Clarkesville, GA



Shadybrook Condominiums- St. Simon Island

McWright LLC was founded in 2012 by a third-generation contractor with a vision and desire to provide construction innovation, excellence, and value-added expertise to an industry that is an ever changing dynamic. The goal was simple, to achieve our number one goal of 100% customer satisfaction.

Matthew McMillian is the owner and president of the firm while also playing a key role in the day-to-day operations. He is the driving force behind our substantial and continued growth since our inception. Even with that growth, we are still a grass roots firm and value each of our clients and believe trust is earned, not given. Our clients speak highly of us long after the job is completed. Honesty, integrity, transparency, and trust are the backbone of our company and the foundation of which McWright LLC was built.

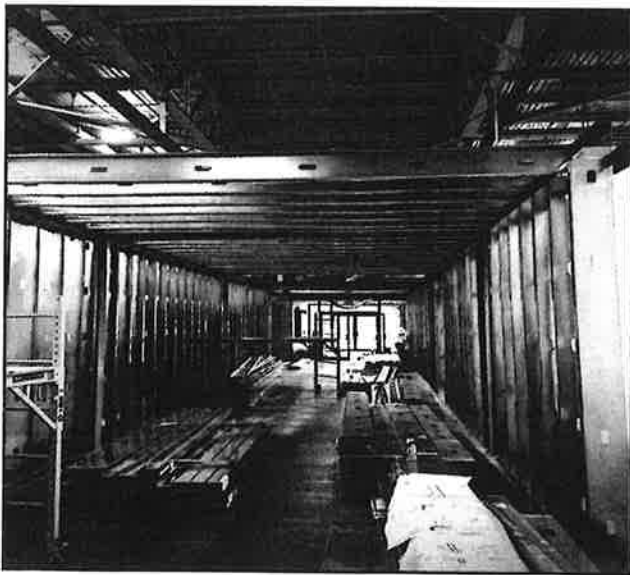
We are interested in this project because we have a desire to give back to the community that supports us. Every chance we get to take on a project for a police department or fire department, we push to be awarded the project because we appreciate the sacrifice made by these professionals. We understand the importance that people in this profession have in our community and believe that their places of work should be of the best quality at the best value and that is why we are the best choice to build this upcoming project.

We believe in providing skilled craftsmanship, a dedication to construction excellence, and unwavering commitment to the clients we serve and only accept the highest quality finished product from our subcontractors and employees. We pride ourselves on having the best customer service in the industry, during construction and after the project is complete. We employ a team of smart and innovative critical thinkers who can quickly assess, diagnose, and resolve issues as they arise. In today's uncertain times, we have what it takes to work around delays in the production of construction materials and the vast labor shortage to keep a project on schedule and within budget.

Our team's valuable field knowledge is applied each day on solving issues both simple and complex in building a project. Our hard work ethic has earned us the reputation of having a can-do attitude and willingness to roll up our sleeves and take on projects other firms would not. We understand that no project is perfect, it takes a team with expertise and the ability to learn and adapt to lead a construction project these days and we build our team around the notion that innovation is key and putting a clients wants and needs first is the only way to be successful.

Our project portfolio is filled with a variety of projects because past clients have trusted us with their project, and we did deliver. We have the experience and tools needed to handle any type of project as evidenced by our vast array of recent projects from every construction sector. We are proud of what we built, projects and clientele, and we stand behind every project. We believe we are the best candidate for this project and can demonstrate that through our knowledge, our teamwork, our leadership, and our honesty. When taking on a project, we will not rest until all your wants and needs are met.

- **Name:** McWright LLC
- **Address:** 115 Hwy 96 Bonaire, GA 31005
- **Phone:** (478) 697-1559
- **Fax:** (478) 779-0156
- **Email:** matt@mcwrightconstruction.com
- **Primary Contact:** Matthew McMillian
- **Years in Business:** 9- Founded 2012
- **Ownership:** Sole-Proprietor founded in Georgia
- **Contractor License:** #RLCO 004076



Framing phase of project on WRAFB



Finished elevation of project for Bibb County Sheriff's Office

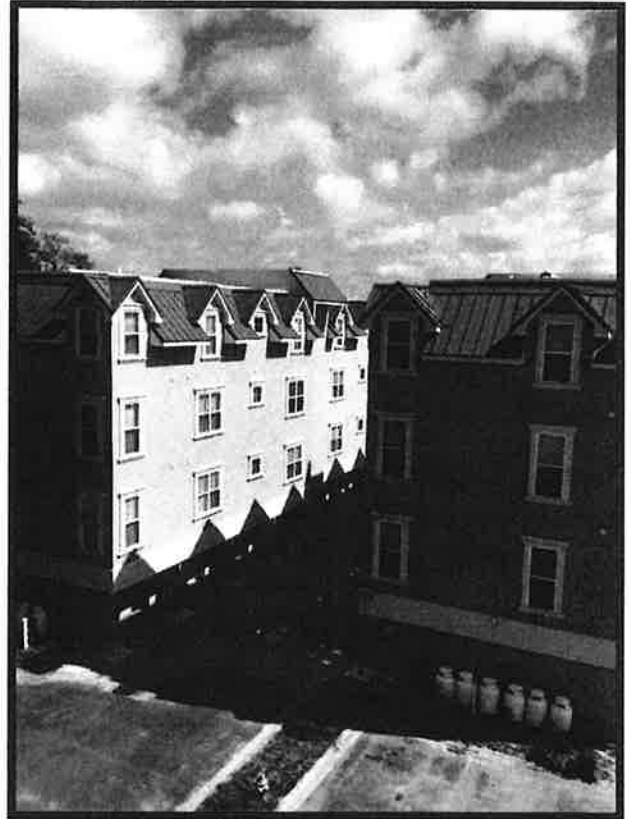
McWright LLC

www.mcwrightconstruction.com

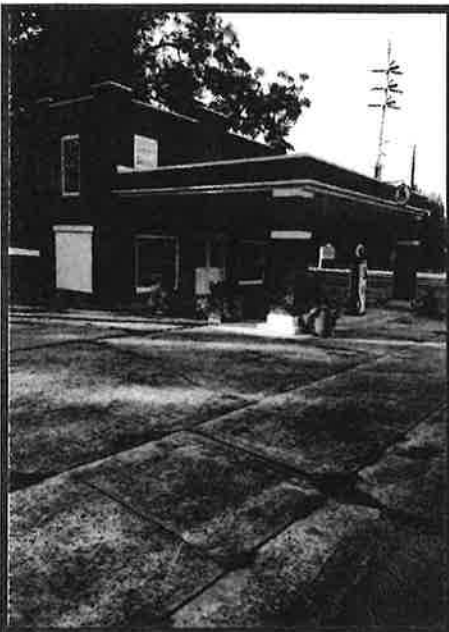
With an emphasis on delivering a quality finished product through innovation and knowledge, McWright LLC has become one of Middle Georgia's elite general contracting firms. We have an office in Bonaire, GA that is equipped with over 60,000 dollars of equipment and software needed to take on complex projects. We have Procore software which is an industry leading project management tool that helps speed up time consuming submittals, contractual documents, and scheduling issues.

In the last 3 years, McWright LLC has placed an emphasis on municipality and government work and has extended its bonding capacity to 5 million dollars. This gives municipal clients the peace of mind that are in capable hands when awarding McWright LLC a contract.

We employ 10 full time employees including 2 project managers, 2 superintendents, and 1 office manager. The other 5 employees are in the field and have a combined 60+ years experience in the construction industry. We handle demolition, grading, exterior cladding, carpentry, and painting among other items in house with our own forces. We have over 1 million dollars in equipment that is used on projects including excavators, bulldozers, and skid steers. All our workers are put thru yearly safety training and are up to date on the best practices that is used commonly in the industry.



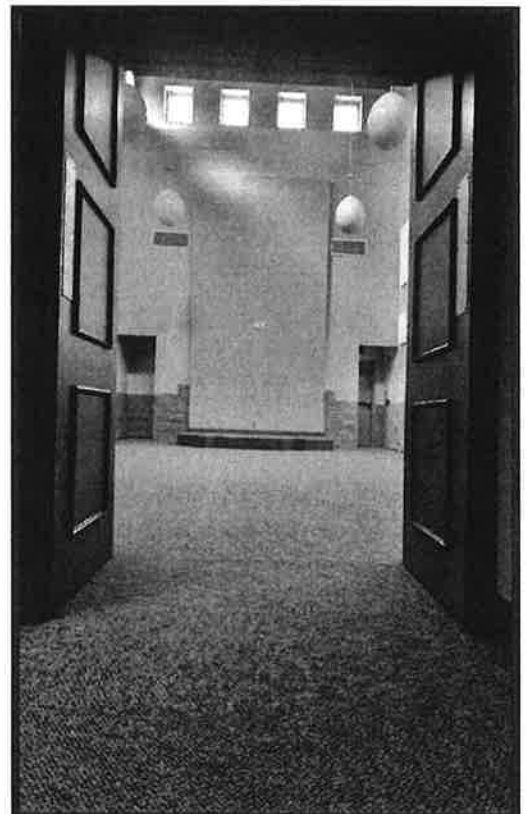
Exterior Condo Renovations on St Simons Island



Sinclair Station Historic Renovation in Perry



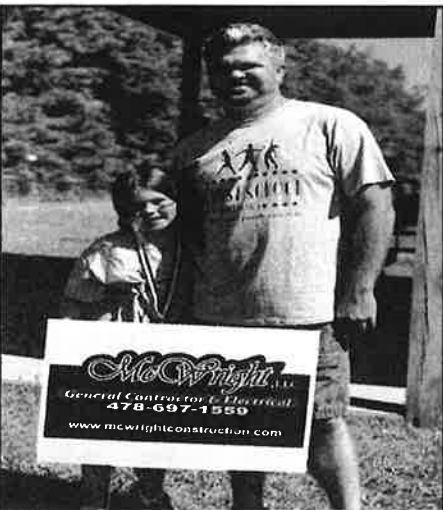
Shopping Center in Warner Robins



Interior chapel for BCSO Project

McWright LLC

We are professional general contractors experienced in all types of construction from design build, new construction, construction management, interior/exterior renovations and modifications, and property maintenance. We employ a team of professionals with one goal in mind during a construction project, to deliver an on time and in budget project where 100% customer satisfaction is achieved. We have taken on projects throughout the middle Georgia area and have always completed them and left our customers with a quality project. We are eager to get to know our clients and their projects and welcome them to the McWright family.



Noteable Past & Current Projects

Projects Currently Under Construction

Assembly Crossing- Bonaire, GA- *New Construction*
Thomaston Fire Station- Thomaston, GA- *New Construction*
Cochran C Store- Cochran, GA- *New Construction*
Regal Car Wash- Warner Robins, GA- *Preconstruction*
The Smoke Shop- Warner Robins, GA- *New Construction*

Recent Experience – New Construction

Bonaire Liquor Store- Bonaire, GA
Shoppes On Watson- Warner Robins, GA
Century Market Plaza- Warner Robins, GA
Robins Chiropractic Clinic- Warner Robins, GA
Wheeler House- Perry, GA
Meadowdale Learning Center- Warner Robins, GA
Wes Park- Perry, GA
TWC Services- Byron, GA
Storage Near Me- Warner Robins, GA
Williams House- Cordele, GA
Byron Smoke Shop- Byron, GA

Recent Experience – Renovations/Additions

Mobley Hall Renovations- Clarkesville, GA
FVSU Student Housing Modifications- Fort Valley, GA
Langford Allergy Clinic- Macon, GA
Sinclair Station Historic Building- Perry, GA
Advanced Eyecare- Warner Robins, GA
Happy Food Store- Bonaire, GA
Parkway Commons- Warner Robins, GA
McRae-Helena Police Department- McRae, GA
Rush Results Fitness- Centerville, GA
Burn Boot Camp- Warner Robins, GA
Save-A-Lot Distribution Center- Byron, GA
Torrid- Macon, GA
Terma- Centerville, GA
Cancer Center- Warner Robins, GA
Building 140- Robins Air Force Base
BCSO Youth Outreach Center- Macon, GA
Perry Dental- Perry, GA

McWright LLC

www.mcwrightconstruction.com

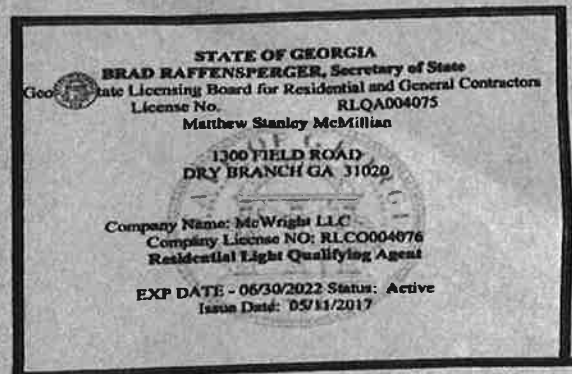
(478) 697-1559



A pocket-sized license card is below. Above is an enlarged copy of your pocket card.
Please make note of the expiration date on your license. It is your responsibility to renew your license before it expires. Please notify the Board if you have a change of address.
Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the web site – www.sos.state.ga.us/plb.
Please refer to Board Rules for any continuing education requirements your profession may require.

Georgia State Board of Professional Licensing
237 Coliseum Drive
Macon GA 31217
Phone: (844) 753-7825
www.sos.state.ga.us/plb

Matthew Stanley McMillian
1300 FIELD ROAD
DRY BRANCH GA 31020



Matthew McMillian

matt@mcwrightconstruction.com

478.697.1559

President- McWright LLC

Nearly 2 decades ago, Matthew began working in the construction industry and immediately showed potential due to his willingness to learn, hard work ethic, and attention to detail. He quickly moved up the ranks of a successful commercial construction company and has never looked back. In 2012, he planted the seed for what now has become McWright LLC, which is a vastly growing commercial construction company that specializes in design build, new construction, and interior build outs and renovations.

Under his leadership, hundreds of projects have been coordinated and constructed from the conceptual development of construction plans through project organization and implementation. Matthew possesses the knowledge and experience of construction "Best Practices" that have been used to continually meet or exceed client's expectations.

Matthew leads the McWright LLC teams. He provides valuable oversight to the entire management team which goes a long way to ensure that the contract requirements are continually met. Matthew is active in all aspects of running the business but still maintains direct involvement with "on-site" operations daily.

In his free time Matt is first and foremost a family man with 3 young daughters. He enjoys taking them fishing, working on his collector cars, golfing and rooting for his Georgia Tech Yellow Jacket football team on Saturdays in the fall.

Education and Licenses

BA of Business Management
Macon State College

GA General Contractor
#RLQA 004075

OSHA 30 Certified

Experience

McWright LLC
Owner/President
2012-Present

Wright Commercial Construction
Project Manager/Foreman
2005-2012

Relevant Experience

Century Market Plaza- Warner Robins
This was a design build 13 suite shopping center McWright LLC completed in 2020. Matthew worked with the owner and provided valuable knowledge on building feasibility and costs. Once construction started, he was the project manager and ensured the project stayed on budget and in time. All phases of construction were utilized in the project including site work, PEMB, MEP's, and stone and stucco exterior cladding.

Shadybrook Condominiums- St. Simons Island
This project McWright LLC was selected as the construction manager to oversee the exterior renovations of 8 buildings. Work included new porches, all new stucco and a pool house renovation. Matthew ran the project and completed it ahead of schedule all while managing various subcontractors and phasing of the work to be completed.

Michael McMillian

michael@mcwrightconstruction.com

478.636.0487

Project Manager/Estimator- McWright LLC

Michael has a deep background in the construction industry. His father and 3 uncles were homebuilders growing up and Michael spent many summers and weekends working with his father. He gained his first management experience working in a warehouse where he was the third shift manager overseeing operations for a plastic recycling company.

Michael is skilled on both the technical and management side and in leading and directing a team. He understands that project manager responsibilities are what guides a project to success. His relationships with subcontractors, architects, and vendors help ensure the project is completed on budget and within scope.

He is a meticulous project manager who examines submittals and plans closely and ensures that project specifications are met. His greatest strength to the McWright team is his critical thinking ability to assess, diagnose and resolve problems as they arise. His approach to managing a construction project is exemplified by his successful past projects.

He is proficient in time allocation, budget and personnel management, communication and planning that goes into a project. He understands the inner workings of project scheduling and phasing. He possess natural born leadership abilities and it shows on his projects.

In his free time Michael enjoys being a father to his daughter, golfing and going to the gym.

Experience

McWright LLC
Project Manger/Estimator
2019-Current

Allstate Electrical
Electrician
2017-2019

McWright LLC
Superintendent
2012-2017

Recycling Revolution
Shift Manager
2008-2012

Relevant Experience

BCSO Youth Outreach Center- Macon
Interior and exterior renovations to a 25,000 square foot facility that will be used as a center for at risk youth in Macon. All interior finishes were replaced, and the exterior received repairs to siding and new paint. A new PVC fence was installed, and soundproofing was designed and installed in the chapel.

Mobley Hall Renovations- Clarkesville
This project was an interior renovation to include layout modifications, all new finishes, and repairs to the electrical and HVAC system to the administration building for North Georgia Technical College in Clarkesville, GA. The building also housed the presidential suite. This project required 2 phases that were meticulously planned and executed under Michael's leadership. The finished product and the way the project was handled left the owners very impressed with Michael and McWright LLC.

Jeff Sterling

jeff@mcwrightconstruction.com

478.365.5891

Superintendent- McWright LLC

Jeff brings over 35 years of field experience to the McWright LLC team as he is one of the most seasoned superintendents in the area. He is knowledgeable in all phases of construction and has a knack for promoting a safe work environment as his safety record proves.

Jeff has proven success overseeing all phases of multimillion-dollar commercial construction projects for both government and private sector clients. He has projects over 4 million dollars under his belt where he handled the day-to-day activities of managing a job site. With a combined value of over 30 million dollars, Jeff's projects all presented unique challenges that he gained valuable experience and knowledge from.

He is exceptionally organized and a motivating team leader and can proficiently decipher project plans and specifications. He is task oriented and understands the importance of developing and hitting key project milestones to achieving project completion in the allotted schedule. His ability to collaborate with project managers, engineers, and architects to quickly assess problems as they arise is one of his greatest strengths. His implementation of safety of quality standards ensure we deliver a quality project to our client.

Jeff is avid outdoorsmen when not on a jobsite and enjoys hunting, fishing, and camping.

Experience

McWright LLC
Superintendent
2020- Current

International City Builders
Superintendent
2016-2020

Parrish Construction Group
Superintendent
2013-2016

Piedmont Construction Group
Superintendent
2000-2013

Stroud and Company
Superintendent
1986-2000

Relevant Experience

Rosa Jackson Community Center- Macon
This 3.5-million-dollar project was part of Macon-Bibb Parks and recreation development grant for the city of Macon. This was a major overhaul including a new gym, updated bathrooms, a welcome center and computer lab. This renovation including exterior upgrades including a new pavilion, playground, and splash pad for the kids.

Lamar County CTAE Addition & Remodel- Barnesville
Renovation and new addition of a career and technical education programs facility that included classrooms and learning labs. Specialized electrical and HVAC systems were installed and upgrades throughout the facility of all finishes. This 3.5-million-dollar project was completed in less than 10 months.

Tubman Museum- Macon
The location in downtown Macon provided unique challenges during the construction process that Jeff was an integral part of the team to complete this 2.2-million-dollar project.



Rendering of Fire Station

Sector- Municipal

Owner: City of Thomaston

Russell Thompson (706) 647-4242

Rthompson@cityofthomaston.com

Glenda Harris (706) 975-8475

Gharris@cityofthomaston.com

Architect: 2WR

Alex Griggs (706) 780-4114

alex@2wrarchitects.com

Duration:

February 2021-November 2021

Delivery Method:

General Contractor

Thomaston Fire Station is a 11,000 square foot 5 bay fire station currently under construction by our firm. It is a new construction build, and we were chosen as the awarded contractor after pre-qualifications and the bidding process.

It is a ground up new construction project that required over 1,000 tons of fill dirt to be imported to create the building pad and parking lot.

The administration area consists of 8 sleeping rooms, weight room, 2 EMS stations, 4 offices and a training and a conference room. It has a mix of brick veneer with smooth Hardie panel reveal siding with aluminum framed windows.

The apparatus bay is a pre engineered metal building with 5 truck bays and 10 overhead doors. It has metal sheeting and brick veneer on the outside and metal liner panels and exposed CMU block on the interior. Specialized mechanical, electrical and plumbing were involved in this project.

Site work consisted of all new utilities, heavy duty concrete paving, a new retention pond and installing a new retaining wall.

Price: \$2,435,610.00



Front elevation showing PEMB apparatus bay



Rear elevation showing retaining wall and admin area

Sector- Retail

Owner: WR Partners, LLC

Cathy Goldman (706) 284-5851

Architect: Definitive Design Group

(706) 860-6807

Duration:

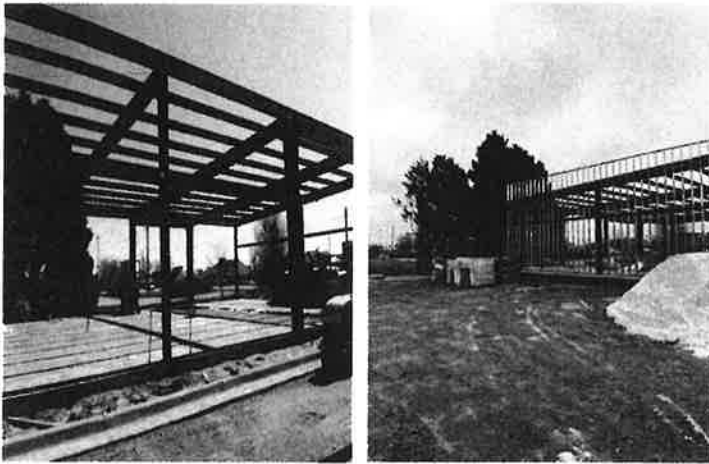
October 2019-July 2020

Delivery Method:

Design Build



Finished building elevations showing corner



Steel framework and metal stud framing being installed



Finished side elevation

Shoppes on Watson is a 4-suite strip mall constructed on tight real estate in Warner Robins on Watson Boulevard. Working with the owner on design ideas, McWright LLC provided its client with cost and time saving ideas and techniques to bring their vision to a reality.

Because this was a design build, we were able to overlap the design and construction phase to cut down on time and complete this project in 5 months.

What began as an idea in October 2019 with one of our repeat customers, came to fruition the following summer with this beautiful building now housing thriving retail shops.

The design and preconstruction phase consisted of careful planning, zoning, and civil engineering details which McWright LLC facilitated for the out-of-town owner. This phase lasted from October to December with McWright LLC guiding the way from the very beginning.

Once the details of the project were finalized and all the required paperwork was filed, McWright broke ground in February of 2020. While the building was simple, complex issues of material delays began to arise with the wake of the COVID 19 pandemic. McWright LLC was able to use its long-standing vendor and subcontractor relationships and keep the project moving forward during shutdowns.

Price: \$739,474.00

Sector- Medical

Owner: Greg Wheeler

Greg Wheeler (706) 284-5851

Architect: WD Duncan Designs

David Duncan (478) 960-0705

datdad432@yahoo.com

Duration:

October 2018-Januray 2019

Delivery Method:

Design Build



When a repeat customer brought his idea for a new office in Warner Robins, he knew McWright LLC was the only contractor for the job. Working under a tight schedule, McWright LLC sprung into action and put ideas to paper immediately and had drawings to price from within 2 weeks. We were able to overlap the construction and design phase on this project to turn the project in an unprecedented 5 months.

This 3,552 square foot chiropractic clinic houses 7 treatment rooms, x ray room, 2 offices and a reception area. Because of our qualified subcontractor base, we were able to design electrical, mechanical, and plumbing systems that met the customers needs and budget. Interior finishes consisted of flooring, tile, paint, acoustical ceilings, and custom millwork and granite countertops.

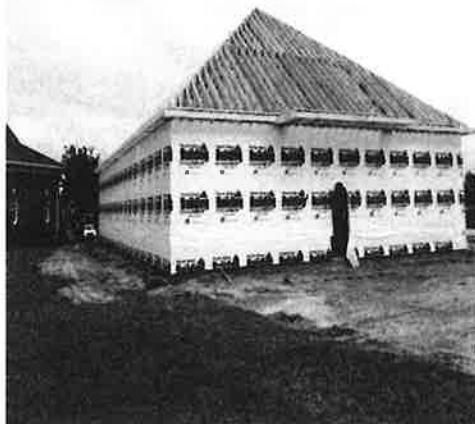
Site work consisted of grading and clearing, installing new sewer, storm and water and all utilities plus providing a new parking lot. Exterior finishes were a mix of stone and Hardie siding as seen in the photos.

Because McWright LLC achieved 100% customer satisfaction, the owner again hired us to build their dream home just 1 year later.

Price: \$510,000.00



Slab pour



Wood framing installed



Front door elevation

Sector- Municipal

Owner: McRae-Helena Police Department

Glen Giles (229) 315-9798

Architect: DPR Architecture

Frank D' Arcangelo (706) 860-6807

frank@dparch.com

Duration:

May 2019-August 2019

Delivery Method:

General Contractor



Front reception desk

McRae-Helena Police Department was a public bid job and McWright LLC was awarded the project out of 5 total bidders. The project consisted of renovating an existing space for use as additional offices for the McRae-Helena Police Department.

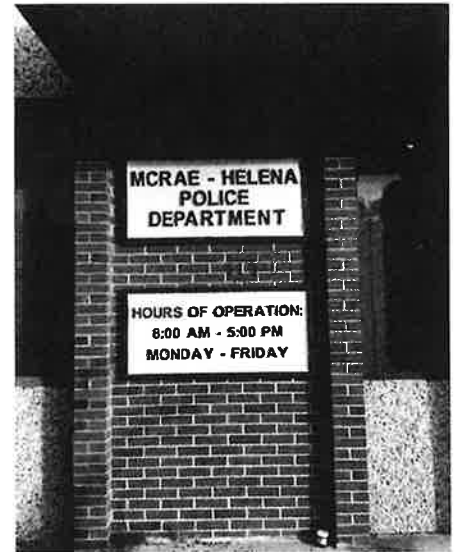
New electrical and HVAC systems were involved in the scope of work as well as upgrading all existing finished throughout. Because half of the space was occupied during construction, strategic scheduling and planning had to be deployed to accommodate a functioning police department. The work was phased so that no interruptions of the day-to-day police department operations were affected. Weekend, night and holiday work all became apart of this project to turn it over in a 90-day deadline.

Layout modifications and adjustments formed the new offices and all flooring, paint and 2 bathrooms were completely removed and redone. McWright LLC used its prequalified and extensive sub-base and completed the project on schedule as projected. Problems with the existing HVAC arose and McWright LLC worked closely with the owner to diagnose the problem and acted quick to provide options to resolve it, so the project schedule was not jeopardized. Specialties including providing sound proofing at an interview room so the police department could question witness's or suspects.

Price: \$175,864.00



Trenches for new plumbing



New signage at the front entrance



Infill to match existing exterior finishes

Sector- Higher Education

Owner: Fort Valley State University

Ed Dufresne (478) 825-6780

Edwidge.Dufresne@fvsu.edu

Architect: SPDG

Bob Day (478) 477-7465

bday@spdesigngrp.com

Duration:

May 2021- July 2021

Delivery Method:

General Contractor



Wood framed walls installed



Insulation and fire alarm installed



Finish Paint being applied to the new walls

The Student Housing Modifications at Fort Valley State University was a public bid project and McWright LLC was awarded the project out of 4 total bidders. The project consisted of renovating existing dorm rooms to add 64 new suites in 2 different buildings.

Work began quickly after award and had to be completed on a tight deadline as students were to return in early August. McWright LLC once again used strategic planning and phasing to complete the work in the 2 buildings 1 week ahead of the allotted 90-day schedule.

The work consisted of framing new walls to form an extra dorm room, 64 in total in Wildcat 6 & Wildcat 7 Dormitories on the campus of Fort Valley State University. A last-minute fire marshal review required the new walls and doors to be fire rated which threatened to cancel the project. Quick thinking and action from McWright LLC and the architect appeased the state fire marshal and the project was put back into action.

New fire alarm devices were added to an existing system and new doors with hardware to match the existing keying system were installed with new flooring and new paint.

Price: \$266,000.00

Sector- Higher Education

Owner: North Georgia Technical College

Michael Boyd (706) 244-4255

mboyd@northgatech.edu

Architect: Croft & Associates

Chris Philhower (678) 997- 3479

cphilhower@croftae.com

Duration:

December 2019-March 2020

Delivery Method:

General Contractor

The Mobley Hall renovations for North Georgia Technical College's main campus in Clarkesville, GA consisted of interior modifications and updating all the finishes throughout the building. Since the building was still being used by employees and students, McWright LLC did the construction in 2 phases within the 120-day schedule.

Work consisted of interior demolition, new partitions, new electrical fixtures and a major fix to the faulty HVAC system. Custom millwork was installed in the breakroom and all new flooring and paint including accent walls was performed. McWright LLC worked with the owner on changes they wanted to make during construction to minimize the impact on the tight schedule.

New fire alarm devices were added, and the existing system was modified which was inspected and approved by the Georgia state fire marshal. McWright LLC had to deal with the onset of the Covid 19 pandemic at the end of the project and worked thru issues with material and shutdowns to minimize the impact and complete the project on schedule.

Price: \$347,984.12



Front Reception Desk



Finished Office



New Cabinets Installed



Hallway to President's Suite



President's Suite

Anticipated Duration: 150 days

This project is a simple project that if we do not run into any issues in with materials, we could be complete in 120 days. Because of the uncertainty of materials these days, we added a 30-day cushion to our anticipated schedule.

Our approach will be simple, once awarded we will begin with the delegation of subcontracts and receiving submittals and product data as required by the project specifications. Our project manager will oversee all preconstruction activities including meetings, scheduling and material procurement. Once we have a start date, we will employ a full-time superintendent to ensure submittals are being met and products are being installed correctly.

Demo should take no more than 2 weeks and once that is complete, we will begin with construction.

City Responsibilities:

Per the contract all millwork and furniture is by the city. See sheets A 1.4 & A 1.5 (addendum 3)

We also ask that city appoints a person of contact for this project. This person should be available to the contractor for meetings, making decisions, and payment procedures.

Project Management:

A schedule will be provided upon award of a contract. Our management team consist of project managers and administrators for this project. We utilize Procore, a management software, to streamline submittals, scheduling, and daily logs among other things.

We will hold monthly progress meetings with the owner and architect. At these meetings we can discuss delays and progress, planned progress, issues, and other business. We will use an array of subcontractors for this project but several items will be done in house with our own employees.

Quality control responsibilities fall on the project manager and superintendent. We will ensure all products are correctly submitted for approval and installed correctly.

Financial/Credit References:

Name: Warner Robins Supply
Address: 2756 Watson Blvd Warner Robins, GA 31093
Phone: (478) 953- 4100

Name: Capitol Materials, Inc.
Address: 7531 Industrial Hwy
Phone: (478) 785-1835

Name: White Cap
Address: 501 W Church Street Orlando FL 32805 (Corporate)
Phone: (407) 822-2198

Name: Reames Concrete
Address: 1208 Cypress Street Valdosta, GA 31601
Phone: (229) 244-9286

Banking References: Morris Bank

Name: Zach Giddens
Address: 1041 SR 96 Warner Robins, GA 31088
Phone: (478) 333-7070

Volume:

Annual Volume Last 3 Years: 4.1 million dollars (2020) 4.6 million (2019) 2.8 million (2018)
Average Volume Last 3 Years: 3.8 million dollars
Current Year Volume: 6.2 million (2021)

Insurance Provider: McNeal Agency

Name: Kyle Arnold
Address: 1717 Russel Parkway Warner Robins, GA 31095
Phone: (478) 328-3666

Bonding Agent: PointeNorth Insurance Group

Name: Carolyn F. Smith
Address: 1100 Cir 75 Pkwy SE #140 Atlanta, GA 30339
Phone: (678) 501-6191

Questions:

McWright LLC has never failed to complete any work it was awarded and has never been removed from any project awarded.

During the past three years we have negotiated work on 75% of our projects.

McWright LLC has had no litigation with the city during the past 10 years.

Frank D' Arcangelo- DPR Architecture
Architect
Phone: (912) 764-6288
frank@dprarch.com

Project- McRae Police Department
Interior and exterior remodel for police
department expansion.

Chad Bryant- Bryant Engineering
Owner
Phone: (478) 224-7070
chad@bryantengllc.com

Project- Multiple
Chad has been the civil engineer on record for
several of our project including strip malls and
convenience stores.

Alex Griggs- 2WR Architecture
Senior Architect
Phone: (706) 571-6923
alex@2WRarch.com

Project- Thomaston Fire Station
Ground up construction of new fire station
currently halfway through construction.

Michael Boyd- NGTC
Facilities Director Phone: (706) 244-4225
mboyd@northgatech.edu

Project- Mobley Hall Renovations
Interior renovation of admin spaces including
presidential suite for technical college.

Cathy Goldman- Goldman Properties
Broker Phone: (706) 868-7171
cgoldman222@gmail.com

Project- Shoppes on Watson
Ground up construction of 4 suite shopping center
in Warner Robins, GA.

Bill Mulkey- City of Warner Robins
Head Building Inspector
Phone: (478) 951-0473

Project: Multiple
Bill is the Head Building Inspector in Warner
Robins where many of our projects are built.

Deborah Martin- BCSO
Owner's Representative
(478) 731-7368
dmartin@maconbibb.us

Project: BCSO Youth Outreach Center
Interior and exterior renovation of an existing
building to serve the community by providing an
outlet for at risk youth.

David Duncan- Duncan Designs
Architect
Phone: (478) 960-0705
datdad432@yahoo.com

Project: Multiple
David has been the lead designer on many of our
design build projects.

Robert Moore- Moore Civil
Engineer
Phone: (706) 224-1629
robert@moorecivil.com

Project: Cochran C Store
Robert is the civil engineer on record for our C
Store project currently under construction.

Greg Wheeler- Robins Chiropractic Clinic
Owner
Phone: (478) 333-3320 gwheeler75@yahoo.com

Project: Robins Chiropractic Clinic
Ground up construction of a chiropractic clinic
complete with administration and patient care.

Selective Insurance Company of America
40 Wantage Avenue
Branchville, New Jersey 07890
973-948-3000

Bond No. **B 1252589**

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

That McWright, LLC
115 Ga Hwy 96 Bonaire, GA 31005 (hereinafter called the Principal)
as Principal, and the SELECTIVE INSURANCE COMPANY OF AMERICA, a corporation created and existing under
the laws of the State of New Jersey, with its principal office in Branchville, New Jersey (hereinafter called the Surety),
as Surety, are held and firmly bound unto City of Stockbridge
4640 North Henry Boulevard Stockbridge, GA 30281 (hereinafter called the Obligor)
in the full and just sum of 5 % Percent of Total Bid Amount Dollars
(\$ 5 %) good and lawful money of the United States of America, to the payments of which sum of
money well and truly to be made, the said Principal and Surety bind themselves, their and each of their heirs, executors,
administrators, successors and assigns, jointly and severally, firmly by these presents.

Signed, sealed and dated this 21st day of October, 2021 A.D.

THE CONDITION OF THIS OBLIGATION IS SUCH. That, if the Obligor shall make any award within 60 days to
the Principal for

Ted Strickland Community Center Renovation

according to the terms of the proposal or bid made by the Principal therefor, and the Principal shall duly make and
enter into a contract with the Obligor in accordance with the terms of said proposal or bid and award and shall give
bond for the faithful performance thereof with Surety or Sureties approved by the Obligor; or if the Principal shall,
in case of failure so to do, pay to the Obligor the damages which the Obligor may suffer by reason of such failure, not
exceeding the penalty of this bond, then this obligation shall be null and void; otherwise it shall be and remain in full
force and effect.

When this Bond has been furnished to comply with a statutory, regulatory or other legal requirement in the location where
the construction is to be performed, any provision in this Bond conflicting with said statutory, regulatory or legal
requirement shall be deemed deleted from this form and provisions conforming to such statutory, regulatory or other
legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory
bond and not as a common-law bond.

In Testimony Whereof, the Principal and Surety have caused these presents to be duly signed and sealed.

McWright, LLC

WITNESS:

Megan
(If individual or firm)

[Signature] PRINCIPAL

By: _____ (SEAL)

ATTEST:

(If Corporation)

SELECTIVE INSURANCE COMPANY OF AMERICA, SURETY

By:

Carolyn F. Smith

Carolyn F Smith, Attorney-in-fact



BE UNIQUELY INSURED

Bond No. B 1252589

SELECTIVE INSURANCE COMPANY OF AMERICA, a New Jersey corporation having its principal office at 40 Wantage Avenue, in Branchville, State of New Jersey ("SICA"), pursuant to Article VII, Section 1 of its By-Laws, which state in pertinent part:

The Chairman of the Board, President, Chief Executive Officer, any Executive Vice President, any Senior Vice President or any Corporate Secretary may, from time to time, appoint attorneys in fact, and agents to act for and on behalf of the Corporation and they may give such appointee such authority, as his/her certificate of authority may prescribe, to sign with the Corporation's name and seal with the Corporation's seal, bonds, recognizances, contracts of indemnity and other writings obligatory in the nature of a bond, recognizance or conditional undertaking, and any of said Officers may, at any time, remove any such appointee and revoke the power and authority given him/her.

does hereby appoint **Carolyn F Smith**

its true and lawful attorney(s)-in-fact, full authority to execute on SICA's behalf fidelity and surety bonds or undertakings and other documents of a similar character issued by SICA in the course of its business, and to bind SICA thereby as fully as if such instruments had been duly executed by SICA's regularly elected officers at its principal office, in amounts or penalties not exceeding the sum of: **Three Hundred Thousand Dollars (\$300,000.00)**

Signed this 21st day of October, 2021

SELECTIVE INSURANCE COMPANY OF AMERICA

By:

Brian C. Sarisky

Its SVP, Strategic Business Units, Commercial Line

STATE OF NEW JERSEY :

ss. Branchville

COUNTY OF SUSSEX :

On this 21st day of October, 2021 before me, the undersigned officer, personally appeared Brian C. Sarisky, who acknowledged himself to be the Sr. Vice President of SICA, and that he, as such Sr. Vice President, being duly sworn, did, execute the foregoing instrument for the purposes therein contained, by signing the name of the corporation by him as Sr. Vice President and that the same was his free act and deed and the free act and deed of SICA.

Charlene Kimble
NOTARY PUBLIC
STATE OF NEW JERSEY
ID # N/A
MY COMMISSION EXPIRES 5/2/26

Notary Public

The power of attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of SICA at a meeting duly called and held on the 6th of February 1987, to wit:

"RESOLVED, the Board of Directors of Selective Insurance Company of America authorizes and approves the use of a facsimile corporate seal, facsimile signatures of corporate officers and notarial acknowledgements thereof on powers of attorney for the execution of bonds, recognizances, contracts of indemnity and other writing obligatory in the nature of a bond, recognizance or conditional undertaking."

CERTIFICATION

I do hereby certify as SICA's Corporate Secretary that the foregoing extract of SICA's By-Laws and Resolutions is a true and correct copy of the By-Laws and Resolutions of SICA as they appear in the corporate records of SICA, and that the same have full force and effect and this Power of Attorney issued pursuant to and in accordance with the By-Laws is valid.

Signed this **21st** day of **October**, **2021**

Michael H. Lanza, SIC A Corporate Secretary

Important Notice: If the bond number embedded within the Notary Seal does not match the number in the upper right-hand corner of this Power of Attorney, contact us at 973-948-3000.

891 (4-12)

CERTIFIED COPY



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/12/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McNeal Insurance Agency PO Box 724728 Atlanta GA 31139	CONTACT NAME: Jessica Dannelly, CIC, CISR PHONE (A/C, No, Ext): (478) 929-4141 FAX (A/C, No): (478) 328-3666 E-MAIL ADDRESS: jdannelly@mcnealagency.com														
INSURED MCWRIGHT, LLC. PO BOX 903 BONAIRE GA 31005-0903	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A: Selective Ins Co of Southeast</td><td>39926</td></tr><tr><td>INSURER B: Builders Insurance Group (A Mutual Captive Company)</td><td>10704</td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Selective Ins Co of Southeast	39926	INSURER B: Builders Insurance Group (A Mutual Captive Company)	10704	INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES**CERTIFICATE NUMBER:** 21/22 Master**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:			S 2128517	06/18/2021	06/18/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			S 2128517	06/18/2021	06/18/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist \$ 1,000,000
A	☒ UMBRELLA LIAB ☐ EXCESS LIAB DED RETENTION \$			S 2128517	06/18/2021	06/18/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	WCV 0173942 06	06/18/2021	06/18/2022	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

*** FOR BIDDING PURPOSES ONLY

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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FORM 1

NON-COLLUSION BIDDING CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

By submission of this certificate, each Proposer and each person signing on behalf of any Proposer certifies under penalty of perjury, that to the best of its knowledge and belief:

1. The cost or prices to be negotiated shall have been arrived at independently without collusion, consultation, communication or agreement, for any purpose of restricting competition as to any matter relating to such costs or prices with any other Proposer or with any competitor.
2. Unless otherwise required by law, the cost or prices to be negotiated have not been knowingly disclosed by the firm prior to the opening of price negotiations, directly or indirectly to any other Proposer or to any competitor; and,
3. No attempt has been made or will be made by the Proposer to induce any person, partnership or corporation to submit or not submit a Statement of Qualifications for the purpose of restricting competition.


Signature of Authorized Agent

Matthew McMillian, President
Name/Title of Authorized Agent

10/21/2021
Date

FORM 3

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS; PRIMARY COVERED TRANSACTIONS**

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

The Proposer, MSWright LLC, certifies to the best of its knowledge and that it and its principals: belief,

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal, State, or local department or agency.
2. Have not within a three-year period preceding this Bid been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or Contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with the commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/Bid had one or more public transactions (Federal, State, or local) terminated for cause or default.

Where the Contractor is unable to certify to any of the statements in this certification, such participant shall attach an explanation to this Bid.

The Contractor, MSWright LLC, certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this Certification and understands that the provisions of 31 U.S.C. Sections 3801 Et Seq., are applicable thereto.

[Signature]
Signature of Authorized Agent

Matthew McMillan, President
Name/Title of Authorized Agent

10/21/2021
Date
[Signature]
Witness

FORM 4

INELIGIBILITY CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of

MEWright LLC, and it is also whose address is

PO Box 903 Bonaville, Ga 31005, certifies that the

Contractor, nor any of its Sub-Contractors to be used in performing this Contract, are listed on the list of Ineligible Contractors maintained by the Comptroller General of the United States.



Signature of Authorized Agent

Matthew McMillan, President

Name/Title of Authorized Agent

10/21/2021

Date

FORM 5

CERTIFICATION OF DRUG-FREE WORKPLACE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of McWright LLC, and it is also whose address is Po Box 903 Bonaire, Ga 31005, certifies that:

1. The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Workplace Act" have been complied in full; and
2. A drug-free workplace will be provided for the consultant's employees during the performance of the Contract; and
3. Each Sub-Contractor hired by the consultant shall be required to ensure that the Sub-Contractor's employees are provided a drug-free workplace. The Consultant shall secure from that Sub-Contractor the following written certification: "As part of the Sub-Contracting agreement with the Consultant, certifies to the Consultant that a drug-free workplace will be provided for the Sub-Contractor's employees during the performance of this Contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3"; and
4. It is certified that the undersigned will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.



Signature of Authorized Agent

Matthew McMillian, President

Name/Title of Authorized Agent

10/21/2021

Date

FORM 6

CITY OF STOCKBRIDGE CONFLICT OF INTEREST AND PROHIBITION AGAINST CONTINGENT FEES CERTIFICATION

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of McWright LLC, and, it is also, whose address is PO Box 903 Bonair, Ga 31005, certifies that to the best of its knowledge there are no circumstances which shall cause a Conflict of Interest in performing services for City of Stockbridge.



Signature of Authorized Agent

Matthew McMillian, President

Name/Title of Authorized Agent

10/21/2021

Date

FORM 7

AFFIDAVIT VERIFYING STATUS FOR CITY PUBLIC BENEFIT APPLICATION

By executing this affidavit under oath, as an applicant for the City of Stockbridge, Georgia Business License or Occupational Tax Certificate, Alcohol License, execution of contract or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application for a City of Stockbridge license/permit and/or contract for:

McWright LLC
Name of Applicant

1) ☒ I am a United States citizen

OR

2) ☐ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 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 O.C.G.A. Code Section 16-10-20.

Signature of Applicant: [Signature]

Date: 10/21/2021

Printed Name: Matthew McMillian

*Alien Registration number for non-citizens:

****PLEASE INCLUDE A COPY OF YOUR PERMANENT RESIDENT CARD, EMPLOYMENT AUTHORIZATION, GREEN CARD, OR PASSPORT WITH A COPY OF YOUR DRIVER'S LICENSE IF YOU ARE A LEGAL PERMANENT RESIDENT.**

Subscribed and Sworn Before Me on this the 21 Day of October, 2018.

Notary Public: [Signature]

My Commission Expires: August 19, 2023

*Note: O.C.G.A. Section 50-36-1 (e)(2) requires that aliens under the Federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:

FORM 8

CERTIFICATION REGARDING LOBBYING

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Local, State or Federal agency, in connection with the awarding of any contract, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any contract, grant, loan, or cooperative agreement.
2. The undersigned shall require that the language of this certification be included in the award documentations for sub-awards at all tiers (including Sub-Contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such failure. [Note: Pursuant to 31 U.S.C. 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such expenditure or failure.]

The Contractor, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. 3801, *et seq.*, apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Agent: 

Name and Title of Contractor Authorized Agent: Matthew McMillian

Date: 10/21/2021 Telephone No: 478 697 1559

Firm or Company Name: McWright LLC

Address: PO Box 903 Bonaville, Ga 31005

FORM 9

BID SUBMITTAL LETTER

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned, MCWright LLC, hereby submits its Bid to furnish all labor, materials, equipment, delivered by the undersigned, to the City of Stockbridge, Georgia.

The undersigned acknowledges and agrees that the Bid submitted by the undersigned shall be binding upon the undersigned and that if City of Stockbridge, Georgia, awards the Contract to the undersigned, the Bid made by the undersigned and delivered to City of Stockbridge, Georgia herewith, together with such award, will constitute a legal, valid and binding Contract between the undersigned and City of Stockbridge, Georgia. The Contract created pursuant to the previous sentence shall incorporate the terms and conditions of the bid including, but not limited to, the bid Scope of Work, Solicitation instructions and Conditions, the Contract Provisions and the Contractor's Cost Bid, all as described in the bid.

IN WITNESS WHEREOF, the undersigned has duly executed and delivered this Bid Submittal Letter this 21 day of October, 2018 2021

[Signature]

By

President

Title

Sworn to and subscribed before me the 21 day of October, 2018 2021
Notary Public



My Commission Expires

Date

STATE OF GEORGIA

CITY OF STOCKBRIDGE

FORM 10: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT AND AGREEMENT

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 engaged in the physical performance of services¹ under a contract with [insert name of prime contractor] McWright LLC on behalf of The City of Stockbridge Government has registered with and is participating in a federal work authorization program*,² 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 Sub-Contractor(s) in connection with the physical performance of services to this contract with The City of Stockbridge Government, contractor will secure from such Sub-Contractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Sub-Contractor 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 Stockbridge Government at the time the Sub-Contractor(s) is retained to perform such service.

886615
EEV/Basic Pilot Program* User Identification Number

[Signature]
BY: Authorized Officer of Agent
(Insert Contractor Name)

Matthew McMillian, President
Title of Authorized Officer or Agent of Contractor
Matthew McMillian
Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 21 day of October, 2021

Notary Public: [Signature]

City: Cockran, GA

Commission Expires: 08/19/2025

O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Stockbridge City) using a bidding process (e.g., ITB, RFP, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual. *[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].

CERTIFICATE OF ACCEPTANCE OF A SOLICITATION REQUIREMENTS

This is to certify that on this day, offeror acknowledges that he/she has read this solicitation document, pages # 1 to # 78 inclusive, including any addenda # 1 to # 3 exhibit(s) # _____ to # _____, attachment(s) # _____ to # _____, and/or appendices # _____ to # _____, in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein, and that the undersigned is authorized by the offeror to submit the proposal herein and to legally obligate the offeror thereto. This is also to certify that the offeror has reviewed the form Stockbridge City contract included in the solicitation documents and agrees to be bound by its terms, or that the offeror certifies that it is submitting any proposed modification to the contract terms with its proposal. The offeror further certifies that the failure to submit proposed modifications with the proposal waives the offeror's right to submit proposed modifications later. The offeror also acknowledges that the indemnification and insurance provisions of Stockbridge City's contract included in the solicitation documents are non-negotiable and that proposed modifications to said terms may be reason to declare the offeror's proposal as non-responsive.

Company: MEWright LLC

Signature: [Signature]

Name: Matthew McMillian

Title: Date: President 10/21/2021

(Affix Corporate Seal)

ATTACHMENT 1

ADDENDUM ACKNOWLEDGMENT FORM

NOTE: IF ADDENDUMS HAVE BEEN ISSUED, RESPONDENTS SHALL COMPLETE AND RETURN THIS ATTACHMENT WITH THEIR PROPOSAL. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE PROPOSAL.

ADDENDA ACKNOWLEDGMENT: The undersigned acknowledges the receipt of the following Addenda:

Addendum #: 1 Dated: not dated

Addendum #: 2 Dated: not dated

Addendum #: 3 Dated: not dated

Addendum #: _____ Dated: _____

Addendum #: _____ Dated: _____

Respondent (Company): MEWright LLC

Signature (in ink): 

Name (Typed/printed): Matthew McMillan

Title: President Date: 10/21/2021



Where Community Connects

City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City's website in order to obtain complete and timely information. The City's website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp and the Georgia Municipal Association <https://www.glga.org/SubmitListing>. All other terms, conditions, and specifications of the solicitation remain unchanged.

SoCo CONTRACTING COMPANY, INC.

Name of Company / Firm / Organization

Parampal Singh, President

Printed Name of Authorized Rep. / Title

Signature of Authorized Representative / Date

 9-13-2021

ADDENDUM NO. 3

Solicitation No.: REQUEST FOR PROPOSAL (RFP) NO. 2021- 0010

Solicitation Title: City of Stockbridge Ted Strickland Community Center Renovation

ATTENTION ALL POTENTIAL BIDDERS:

- ☒ **MUST ADDENDUM. READ CAREFULLY AND FOLLOW ALL INSTRUCTIONS.**
This addendum forms a part of the contract documents, modifies the original bidding documents and shall be as binding as if contained therein.
- ☐ Return Addendum with Bid Submittal. Failure to do so may subject the Bidder to disqualification.
- ☐ Return Completed Revised Bid Pricing Sheets with Bid Submittal.

TO ALL PROSPECTIVE BIDDERS, PLEASE NOTE THE FOLLOWING CHANGES AND CLARIFICATIONS:

Words in ~~striketrough~~ type are deletions from existing text. Words in **bold, underlined** type are additions to existing text.

1. RFP Due Date has not changed. The RFP Due Date is 3:00 p.m. EDT on Thursday, October 21, 2021.
2. The deadline for questions has not changed. The deadline for questions was Friday, September 17th, **2021**. (12:00 noon, EDT)

I. QUESTIONS AND RESPONSES/ CLARIFICATIONS / CORRECTIONS

- Questions 1. I see that you are listed as the contract's administrator on the above project – we are supplier only of Division 10 medicine cabinets, bathroom accessories and mirrors and was hoping you might welcome a quote for this project
- Answer 1. The bathrooms will remain as is, and not in the scope of this project. If any of these products are needed the contractor will be purchasing them.

Question 2. I am unable to find the bid document on the Stockbridge Procurement or Georgia Procurement website could you please help me locate it?

Answer 2. The above reference solicitation can be located on the following website:
<https://www.cityofstockbridge.com/bids.aspx?id=20827&catid=0>
<https://ssl.doas.state.ga.us/gpr/index?persisted=true>

Questions 3. We're currently reporting on the above-mentioned project, and I was hoping to get a set of plans/specs for our plan room. Is it possible to get a set emailed or mailed to us? and I was hoping if you could answer a few questions:

Answer 3. See Answer 2.

Questions 4. Please send me the bid docs plans and specs for this project or a link to get them.

Answer 4. See Answer 2.

Question 5. What is the estimated construction cost?

Answer 5. A cost estimate was not provided for this project.

Question 6. Is it permitted to visit the Center to take pictures and measurements, or should I schedule a visit?

Answer 6. A Non-Mandatory Site Visit was scheduled September 14, 2021, at 10:00 A.M. The notification was posted via addendum.

Question 7. Good afternoon. I did not see the addendum for the site visit until a few minutes ago. Is it possible to visit the building to take photos?

Answer 7. A Non-Mandatory Site Visit was scheduled September 14, 2021, at 10:00 A.M. The notification was posted via addendum.

Question 8. Please find the below questions related to the RFP No. 2021-0010 City of Stockbridge - Ted Strickland Community Center Renovation.

1. Provide stated cost limitation (SCL) for this project.
2. Provide estimated start and finish construction date (Project Schedule)
3. Are there any inspections or special inspections to be done at Contractor's cost?

4. Confirm no permit fees are required.
5. Confirm no asbestos abatement is required
6. Confirm no sitework or site demo, earthwork, utilities, temporary barricades, temporary roadways, and others are necessary in this project, even though drawing A0.1 shows division 2 existing conditions site work notes.
7. Confirm drawings A1.4 and A1.5 are just for information purposes and all furniture to be purchased and installed by the City of Stockbridge. Contractor only to provide electrical wiring and blocking as needed.
8. Confirm if signage is included in GC's scope of work for this project.
9. Confirm millwork will be included as part of GC's scope work, If so, please confirm if millwork subcontractor shall have an AWI certification or just comply with the standards.
10. Confirm low voltage is not part of GC's scope of work.
11. Confirm no sprinkler or fire alarm work is included in this project.
12. What area can be used for lay-down / storage location?
13. Where can the dumpsters be placed?
14. Are clarifications / exclusions acceptable with the bid package with no consequences for disqualification
15. What is the schedule of work? Are there periods in which the work cannot be performed? Is there a sequence required by Owner?
16. What are the working hours for this project?

Answer 8. See answers to questions below:

1. A stated cost limitation has not been provided for this project.
2. The City's intent is to conduct the first negotiation meeting no later than thirty (30) days after the final ranking by the committee. The RFP submittals are due October 21, 2021, at 3:00pm. The contractor shall provide a project schedule as explained in section 5 of the evaluation criteria.

3. Special inspections are not required for this project.
4. The Contractor shall obtain and pay for all permits, licenses and any other related fees required for this work. As outlined in the conditions section of exhibit 1 detailed scope of work.
5. No asbestos abatement is required for this project.
6. No sitework, site demo, earthwork, utilities, temporary barricades, or temporary roadways are required for this project.
7. Confirmed drawings A1.4 and A1.5 are just for information purposes and all furniture to be purchased and installed by the City of Stockbridge. Contractor only to provide electrical wiring and blocking as needed.
8. Room & Door signage is included in the Contractors scope of work, building signage shall be supplied and installed by the City of Stockbridge.
9. Confirmed millwork will be included as part of GC's scope work, millwork subcontractor shall comply with AWI standards.
10. Low voltage is included in the Contractors scope of work.
11. Confirmed, no sprinkler or fire alarm work is included in this project.
12. The community center has a rear parking lot that can be used for lay-down & storage. Exact location and size to be determined by the City.
13. The community center has a rear parking lot that can accommodate a dumpster. Exact location to be determined by the City.
14. Any exceptions to the specifications and/or terms and conditions must be addressed during the questions/clarification and addendum phases.
15. No work shall be done on the weekends without written permission from the City.
16. All work is to be performed Monday through Friday from 7am to 6pm.



Where Community Connects

City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City's website in order to obtain complete and timely information. The City's website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp and the Georgia Municipal Association <https://www.glga.org/SubmitListing>. All other terms, conditions, and specifications of the solicitation remain unchanged.

SoCo CONTRACTING COMPANY, INC.

Name of Company / Firm / Organization

Parampal Singh, President

Printed Name of Authorized Rep. / Title

Signature of Authorized Representative / Date

 9-28-2021

**ATTACHMENT 2
REQUEST FOR PROPOSALS. NO. 2021-0010
CITY OF STOCKBRIDGE
TED STRICKLAND COMMUNITY CENTER RENOVATION
GEORGIA PROFESSIONAL LICENSE CERTIFICATION**

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: SoCo Contracting Company, Inc.

Performing work as: Prime Contractor X Sub-Contractor

Professional License Type: General Contractor

Professional License Number: GCCO002065

Expiration Date of License: 06/30/2022

I certify that the above information is true and correct, and that the classification noted is applicable to the Bid for this Project.

Signed: 

Date: 10-21-2021

(ATTACH COPY OF LICENSE)



STATE OF GEORGIA
BRAD RAFFENSPERGER, Secretary of State
State Licensing Board for Residential and General Contractors
LICENSE NO. GCCO002065

SoCo Contracting Company Inc
Parampal Singh, President
3175 Presidential Drive
Suite 100
Atlanta GA 30340

Qualifying Agent: Parampal Singh
Qualifying Agent License NO: GCQA002079
General Contractor Company

EXP DATE - 06/30/2022 Status: Active
Issue Date: 11/24/2008

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

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

Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the web site – www.sos.state.ga.us/plb.

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

Georgia State Board of Professional Licensing
237 Coliseum Drive
Macon GA 31217
Phone: (844) 753-7825
www.sos.state.ga.us/plb

SoCo Contracting Company Inc
3175 Presidential Drive
Suite 100
Atlanta GA 30340

STATE OF GEORGIA
BRAD RAFFENSPERGER, Secretary of State
Georgia State Licensing Board for Residential and General Contractors
License No. GCCO002065

SoCo Contracting Company Inc
Parampal Singh, President
3175 Presidential Drive
Suite 100
Atlanta GA 30340

Qualifying Agent: Parampal Singh
Qualifying Agent License NO: GCQA002079
General Contractor Company

EXP DATE - 06/30/2022 Status: Active
Issue Date: 11/24/2008

INSURANCE AND RISK MANAGEMENT PROVISIONS

RFP No. 2021-0010 **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY CENTER RENOVATION** - copy of the Contractor's current evidence of insurance via a certificate of insurance **MUST** be provided with the response to this RFP. A formal certificate shall be provided upon announcement that the selected Architect/Engineering firm has been awarded the work

It is The City of Stockbridge Government's practice to obtain Certificates of Insurance from our Contractors and Vendors. Insurance must be written by a licensed agent in a company licensed to write insurance in the State of Georgia, with an A.M. Best rating of at least A- VI, subject to final approval by The City of Stockbridge Government. Respondents shall submit with the Bid evidence of insurability satisfactory to The City of Stockbridge Government as to form and content. Either of the following forms of evidence is acceptable:

- A letter from an insurance carrier stating that upon your firm/company being the successful Respondent that a Certificate of Insurance shall be issued in compliance with the Insurance and Risk Management Provisions outlined below.
- A Certificate of Insurance complying with the Insurance and Risk Management Provisions outlined below (Request for Bid number and Scope of Services must appear on the Certificate of Insurance).
- A combination of specific policies written with an umbrella policy covering liabilities in excess of the required limits is acceptable to achieve the applicable insurance coverage levels.

Upon award, the Contractor must maintain at their expense, insurance with policy limits equal to or greater than the limits described below. Proof of insurance must be provided to The City of Stockbridge Government prior to the start of any activities/services as described in the bid document(s). Any and all Insurance Coverage(s) and Bonds required under the terms and conditions of the contract shall be maintained during the entire length of the contract, including any extensions or renewals thereto, and until all work has been completed to the satisfaction of The City of Stockbridge Government.

Accordingly, the Respondent shall provide a certificate evidencing the following:

1. WORKERS COMPENSATION/EMPLOYER'S LIABILITY INSURANCE – STATUTORY (In compliance with the Georgia Workers Compensation Acts and any other State or Federal Acts or Provisions in which jurisdiction may be granted)

Employer's Liability Insurance	By Accident	Each Accident	\$1,000,000
Employer's Liability Insurance	By Disease	Policy Limit	\$1,000,000
Employer's Liability Insurance	By Disease	Each Employee	\$1,000,000

2. COMMERCIAL GENERAL LIABILITY INSURANCE

Bodily Injury and Property Damage Liability	Each Occurrence	\$1,000,000
(Other than Products/Completed Operations)	Aggregate	\$3,000,000

Products\Completed Operation	Aggregate	\$1,000,000
Personal and Advertising Injury	Limits	\$1,000,000
Damages to Premises Rented to You	Limits	\$ 300,000
Medical Payments for Participants	Limits	\$25,000

*CGL - No Exclusion for Abuse, Molestation, Harassment, Sexual Abuse/Conduct Allegations**

BUSINESS AUTOMOBILE LIABILITY INSURANCE

Combined Single Limits	Each Occurrence	\$1,000,000
(Including operation of non-owned, owned, and hired automobiles).		

3. UMBRELLA LIABILITY

(In excess of the above noted coverages)	Each Occurrence	\$1,000,000
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Certificates of Insurance

Certificates shall state that the policy or policies shall not expire, be cancelled or altered without at least thirty (30) days prior written notice to The City of Stockbridge Government. Policies and Certificates of Insurance are to list The City of Stockbridge Government as an Additional Insured (except for Workers' Compensation and Professional Liability) and shall conform to all terms and conditions (including coverage of the indemnification and hold harmless agreement) contained in the Insurance and Risk Management Provisions. The General Liability Additional Insured language should apply to on-going and completed operations, using ISO form CG 2010 (11/85 version) or equivalent.

The Contractor agrees to name the Owner and all other parties required of the Contractor/Vendor shall be included as additional insureds on the CGL, using ISO Additional Insured Endorsement forms CG 2010 11/85 or its equivalent coverage to the additional insureds. This insurance for the additional insureds shall be as broad as the coverage provided for the named insured Contractor. It shall apply as Primary Insurance before any other insurance or self-insurance, including any deductible, non-contributory, and Waiver of Subrogation provided to the Additional Insureds.

Additional Insured under the General Liability, Auto Liability, Umbrella Policies (with exception of Workers Compensation and Professional Liability), with no Cross Suits exclusion.

If the City of Stockbridge Government shall so request, the Respondent, Contractor must furnish the City for its inspection and approval such policies of insurance with all endorsements or confirmed specimens thereof certified by the insurance company to be true and correct copies.

Such certificates and notices **must** identify the "Certificate Holder" as follows:

City of Stockbridge Government
Procurement Division
4640 N. Henry Boulevard
Stockbridge, Georgia 30281

Certificates **must** list Project Name (where applicable). **Important:**

It is understood that **Insurance in no way Limits the Liability of the Contractor/Vendor.**

USE OF PREMISES

Contractor shall confine its apparatus, the storage of materials and the operations of its workers to limits/requirements indicated by law, ordinance, permits and any restrictions of The City of Stockbridge Government and shall not unreasonably encumber the premises with its materials.

PROTECTION OF PROPERTY

Contractor will adequately protect its own work from damage, will protect The City of Stockbridge Government's property from damage or loss and will take all necessary precautions during the progress of the work to protect all persons and the property of others from damage or loss.

Contractor shall take all necessary precautions for the safety of employees of the work and shall comply with all applicable provisions of the Federal, State and local safety laws and building codes to prevent accidents or injury to persons on, about, or adjacent to the premises where work is being performed.

Contractor shall always erect and properly maintain as required by the conditions and progress of the work, all necessary safeguards for the protection of its employees, The City of Stockbridge Government employees and the public and shall post all applicable signage and other warning devices to protect against potential hazards for the work being performed.

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

To the fullest extent of the Law, Contractor hereby agrees to release, indemnify, defend and hold harmless Stockbridge City, its Commissioners, officers, employees, Sub-Contractors, successors, assigns and agents, from and against any and all losses (including death), claims, damages, liabilities, costs and expenses (including but not limited to all actions, proceedings, or investigations in respect thereof and any costs of judgments, settlements, court costs, attorney's fees or expenses, regardless of the outcome of any such action, proceeding, or investigation), caused by, relating to, based upon or arising out of any act or omission by Contractor, its directors, officers, employees, Sub-Contractors,

successors, assigns or agents, or otherwise in connection (directly or indirectly) with its acceptance, or the performance, or nonperformance, of its obligations under these agreements. Such obligations shall not be construed to negate, abridge or otherwise reduce any other rights or obligations of indemnity which would otherwise exist as to any party or person as set forth in this paragraph.

Contractor further agrees to protect, defend, indemnify and hold harmless Stockbridge City, its Commissioners, officers, employees, Sub-Contractors, successors, assigns and agents from and against any and all claims or liability for compensation under the Worker's Compensation Act, Disability Benefits Act, or any other employee benefits act arising out of injuries sustained by any employees of Contractor. These indemnities shall not be limited by reason of the listing of any insurance coverage.

CONTRACTOR ACKNOWLEDGES HAVING READ, UNDERSTANDING, AND AGREEING TO COMPLY WITH THIS INDEMNIFICATION AND HOLD HARMLESS AGREEMENT, AND THE REPRESENTATIVE OF THE CONTRACTOR IDENTIFIED BELOW IS AUTHORIZED TO SIGN CONTRACTS ON BEHALF OF THE RESPONDING CONTRACTOR.

COMPANY: SoCo CONTRACTING COMPANY, INC. SIGNATURE: _____



NAME: Parampal Singh TITLE: President DATE: 10-21-2021

3.4 REJECTION AND WITHDRAWAL OF PROPOSALS

- a. Withdrawal of Proposal due to errors, the supplier has up to forty-eight (48) hours to notify the Purchasing Department of an obvious clerical error made in calculation of proposal in order to withdraw a proposal after proposal opening. Withdrawal of proposal for this reason must be done in writing within the forty-eight-hour period.
- b. The City will make a recommendation of the proposal to the City Council within 60 days from date of the opening.
- c. The City may reject all or part of the proposal within 60 days of proposal opening.

3.5 PROPOSAL AND CONTRACT DOCUMENTS

- a. A proposal executed by an attorney or agent on behalf of the Bidder shall be accompanied by an authenticated copy of the Power of Attorney or other evidence of authority to act on behalf of the Bidder Corporation:

If the Bidder is a corporation, the bid must be submitted in the name of the corporation, not simply the corporation's trade name. In addition, the bid shall be signed by an officer of the corporation.

Partnership: If the Bidder is a partnership, all partners must sign the bid. If all the partners do not sign the bid, then the names of all those except limited partners must be furnished on the bid and evidence of the authority of the signer(s) to execute the bid on behalf of the partnership.

Limited Liability Company (LLC): If the Bidder is a limited liability company, the authorized agent having authority to bind the limited liability company must sign the bid documents.

Sole Proprietorship or Individual: If the Bidder is a sole proprietor or individual, a signature is required on all bid documents by that individual.

- b. The contract documents consist of this Agreement, Specifications and Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement. These form the Contract and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representation or agreements, either written or oral.

- c. Contract Term - The time period of the agreement, if any is formed from this bid, will be determined after the review and evaluation of the proposals/bid submitted by the successful Contractor.

3.6 ALTERATIONS OF SOLICITATION AND ASSOCIATED DOCUMENTS

Alterations of City documents are strictly prohibited and will result in automatic disqualification of the proposer's solicitation response. If there are "exceptions" or comments to any of the solicitation requirements or other language, then the proposer may make notes to those areas, but may not materially alter any document language.

3.7 COST INCURRED BY VENDORS

All expenses involved with the preparation and submission of the RFP to the City of Stockbridge, or any work performed in connection therewith is the responsibility of the vendor(s).

3.8 CODES, PERMITS, FEED, LICENSES AND LAW

- a. All permits, fees, arrangements for inspections, licenses, and costs incurred for the same shall be the sole responsibility of the successful Proposer. All materials, labor and construction must comply with all applicable rules and regulations of local, state and/or national codes, laws and ordinances of all authorities having jurisdiction over the project, shall apply to the contract throughout and will be deemed to be included in the contract the same as though herein written out in full.
- a. State Law regarding Worker Verification requires that all who enter into a contract for the physical performance of services with the City must satisfy O.C.G.A. §13-10-91 and Rule 300-10-1-.02, in all manner, and such are conditions of the contract. By submitting a proposal to the City contractor agrees that in the event the contractor employs or contracts with any subcontractor(s) in connection with the covered contract, the contractor will secure from the subcontractor(s) such subcontractor(s) indication of the employee-number category applicable to the subcontractor, as well as attestation(s) from such subcontractor(s) that they are complying. Such attestation(s) shall be maintained and may be inspected by the City at any time. An affidavit of such compliance included with the proposal must be signed by the contractor and will become part of the contract.

3.9 SAFETY

All vendors and subcontractors performing services are required and shall comply with all Occupational Safety and Health Administration (OSHA), State and CITY Safety and Occupational Health Standards and any other applicable rules and regulations. Also, all contractors and subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract.

3.10 DESIGN, STANDARDS AND PRACTICES

Design, strength, quality of materials and workmanship must conform to the industry Acceptable standards of engineering practices and/or professional services.

3.11 STATEMENT OF WARRANTY

A Statement of Warranty should include all applicable manufacturers' warranty and the Contractor's warranty regarding equipment, materials and workmanship. This statement shall include the terms, conditions and the period of warranty coverage. Any exclusion(s) must be clearly stated.

3.12 NONDISCRIMINATION

Notwithstanding any other provision of this Agreement, during the performance of this Agreement, Contractor, for itself, its heirs, personal representatives, successors in interest and assigns, as part of the consideration of this Agreement does hereby covenant and agree, as a covenant running with the land, that:

- a. No person on the grounds of race, color, religion, sex or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination.
- b. In the production of the vehicle(s), and the furnishing of services therein or thereon, no person on the grounds of race, color, religion, sex or national origin shall be excluded from participation in, or denied the benefits of, such activities, or otherwise be subjected to discrimination.

3.13 DRUG FREE WORKPLACE CERTIFICATION

By signing the Supply Service Contract form, the Contractor certifies that the provisions of Code Sections 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to The "Drugfree Workplace Act", have been complied with in full. The undersigned further certifies that:

- a. A drug-free workplace will be provided for the Contractor's employees during performance
a. of the contract; and
- b. Each Contractor who hires a subcontractor to work in a drug-free workplace shall secure from that subcontractor the following written certification:

"As part of the subcontracting agreement with (Contractor's name), (Subcontractor's name) certifies to the Contractor that a drug-free workplace will be provided for the subcontractor's employees during the performance of this Contract pursuant to Paragraph (7) of Sub-section (b) of Code Section 50-24-3".

- c. The Contractor further certifies that he will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.

- d. Contractor may be suspended, terminated, or debarred if it is determined that:
- (1) The Contractor has made false certification hereinabove; or
 - (2) The Contractor has violated such certification by failure to carry out the requirements of the Official Code of Georgia Section 5 0-24-3.

3.14 GEORGIA SECURITY AND IMMIGRATION ACT

Pursuant to the Georgia Security and Immigration Compliance Act of 2006, the successful Contractor understands and agrees that compliance with the requirements of O.C.G.A.13-10-91 and Georgia Department of Labor Rule 300-10-02 are conditions of this proposal and contract document. The Contractor further agrees that such compliance shall be attested by the Contractor and any of his Subcontractors by execution of the appropriate Affidavit and Agreement which will be included and become a part of the Agreement between the City of Stockbridge and the successful Contractor.

3.15 SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE) PROGRAM

Since a contract has been deemed a "public benefit," the contractor or other party to the contract must be run through the federal Systematic Alien Verification for Entitlements (SA VE) Program. This program requires that local government verify the legal status of non-U.S. citizens who apply for certain benefits. The contractor must execute a SA VE affidavit attesting that either he or she is a U.S. citizen or legally qualified to receive the benefit. If the contractor is not a U.S. citizen, then the local government must run that contractor through the SAVE system. Only non-U.S. citizens can be processed through the SA VE program.

3.16 DELIVERY AND F.O.B. DESTINATION

- a. All prices shall include shipping and delivery cost to our destination, F.O.B., Stockbridge, Georgia, unless otherwise requested. The proposer shall handle all material procurement, storage and delivery to project site. Unless otherwise specified in this specification, proposer shall supply all materials required. The City will grant no allowance for boxing, crating or delivery unless specifically provided for in this proposal. The proposer shall retain title for the risk of transportation, including the filing for loss or damages.
- b. The City desires delivery of the product(s) or service(s) as specified at the earliest possible time after the date of award. Unreasonable delivery may be cause for disqualifying a proposal. Each firm shall state a definite delivery time and avoid using general terms such as "ASAP" or approximately so many days.

3.17 LOCAL VENDOR PREFERENCE (NOT APPLICABLE)

In the event that a responsive, responsible non-local business submits the lowest price bid, and the bid submitted by one (1) or more responsive, responsible local businesses is within

five percent (5%) of the price submitted by the non-local business (and the other terms and conditions of the two bids are substantially the same), then that local business shall have the opportunity to submit, within five (5) working days of the notice of intent to award, a final bid equal to or lower than the amount of the low bid previously submitted by the non-local business. The contract shall then be awarded to the responsive, responsible business submitting the lowest best and final bid. (See Section 3.30.100 - Competitive sealed bids)

3.18 CITY DIRECTION OF PROJECT SITE AND MONITORING OF WORK

- a. The Contractor may have a Project Coordinator, but the project site shall remain under the control of the City of Stockbridge. The Contractor shall provide and make available an appointee to the City for project coordination and supervision of Proposer installation personnel. Coordination consist of meeting with the City of Stockbridge representatives to review the project; on site walk throughout of installation area(s) before the installation begins; review installation procedures; review installation progress and to handle any problems during installation until project completion.
- b. The successful Proposer will promptly correct all work rejected by the City as faulty, defective, or failing to conform to the Minimum Specifications and/or to consensus standards adopted by both government and industry governing the repairs, whether observed before or after substantial completion of the work, and whether fabricated, installed, or completed. The successful Proposer will bear all costs of correcting such rejected work.
- c. The Contractor shall insure all trash generated by work performed shall be removed from the site and properly disposed as each work operation are completed in a given area. Additionally, the Contractor shall ensure all disturbances to the area where the Contractor performed work are restored to the same condition prior to start of the project. If an inspection reveals that the Contractor fails to clean up after work has been performed. The City will notify the Contractor of the discrepancy and the Contractor will have twenty-four (24) hours to make the correction. Should the Contractor still fail to clean the area, the City reserves the right to make other arrangements to have the area cleaned and the City shall deduct the cost from the Contractor's invoice.
- d. No one except authorized employees of the Contractor is allowed on the premises of the City facilities. Contractor employees are not to be accompanied in their work area by acquaintances, family members, assistants, or any other person unless said person is an authorized employee of the Contractor.
- e. All information disclosed by the City to the successful Contractor for the purpose of the work to be done or information that comes to the attention of the successful Contractor while performing such work is to be kept strictly confidential.

3.19 AUTHORITY TO SIGN

- a. If a proposal is made by an individual, the name and mailing address must be shown. If

made by a firm or partnership, the name and mailing address of each member of the firm or partnership must be shown. If made by a corporation, the Corporate Certificate must be executed.

- b. The proposer should ensure that the legal and proper name of his/her proprietorship, firm, partnership, or corporation is printed or typed in the space provided.

3.20 PROPOSAL SECURITY AND PERFORMANCE BONDS (NOT APPLICABLE)

- a. **Bid Bond** - the General Contractor Company awarded the contract for the project must provide a Proposal Bond in the amount not less than 5% of the total amount payable by the terms of the Contract. No bid shall be read aloud or considered if a proper bid bond has not been submitted.
- b. **Payment Bond** - the General Contractor Company awarded the contract for the project must provide a Payment Bond in the amount equal to one hundred percent (100%) of the General Contractor Price prior to the execution of the Contract.
- c. **Performance Bond** - General Contractor Company awarded the contract for the project must provide a Performance Bond in the amount equal to one hundred percent (100%) of the General Contractor Price prior to the execution of the Contract.

3.21 RFP SUBMITTALS

See all specifications, **Evaluation Criteria and Exhibits** for the RFP, Submittal Checklist and requirements. The checklist will assist you to ensure that all submittals are included in your proposal. Ensuring that submittals are complete is solely the responsibility of the proposer/bidder. Failure to submit all submittals may deem your proposal non-responsive.

3.22 PRESENTATIONS / DEMONSTRATIONS / INTERVIEWS (WHEN APPLICABLE)

The City reserves the right to negotiate the fee and/or Scope of Services with the highest ranked Proposer. If negotiations cannot be completed successfully, then the City reserves the right to negotiate with the second highest ranked Contractor. Recommendations for an award will be the Proposer with whom potential contract negotiations were successful.

The EC may provide a list of subject matter for the discussion. The individuals / firms will have equal time to present but the question-and-answer time may vary. Proposers / Providers may be requested to demonstrate the nature of their offered solution to the EC. After receipt of submittals, all firms will receive a description of, and arrangements for, the desired demonstration. A copy of the demonstration (hard copy, DVD, CD or a combination of both) should be given to the Purchasing Agent at the meeting to retain in the Purchasing files.

3.23 CITY'S TAX EXEMPTION

The City of Stockbridge is exempt from Federal Excise Tax or Georgia Sales Tax regarding goods and services purchased directly by the City of Stockbridge. Exemption certificates furnished upon request.

3.24 AWARD OF CONTRACT

- a. The City of Stockbridge desires to complete the award process in a timely manner. The City of Stockbridge reserves the right to reject or accept any or all proposals, whole or any parts hereof, by item or group of items, by section or geographic area, or make multiple awards and be the final approval of proposal(s) selection which would be the most advantageous to the City with price and other factors considered. The City of Stockbridge may elect to waive any technicalities. The proposal will be awarded to the lowest responsive, responsible or highest scored proposer(s), based upon the qualification requirements herein. The proposal specifications and results will be available on the City's web site: <https://www.cityofstockbridge.com/bids.aspx?id=4375&catid=26> and the Georgia Procurement Registry.
- b. City of Stockbridge reserves the right to reject any proposal if the evidence submitted by or investigation of, the proposer fails to satisfy the City that the proposer is properly qualified to carry out the obligations of the Contract. If the successful proposer defaults on their proposal, an award may be made to the next low responsive and responsible proposer or highest scored proposer(s).
- c. Multiple Awards: The City reserves, at its sole discretion, the option to award to multiple Proponents.

Responsibility - The determination of the proposer's responsibility will be made by the City based on whether the proposer meets the following minimum standard requirements:

- Relevant knowledge, experience and qualifications of firm and team members.
- Proposed methodology and work plan to be used in the process.
- Understanding of the project and overall completeness of submission.
- Experience on similar projects/References
- The ability, capacity and skill of the Bidder to perform and/or provide the Work required.
- The City reserves the right to reject any bid if the evidence submitted by, or investigation of, the bidder fails to satisfy the City that he/she is properly qualified to carry out the obligations of any Contract that is made from this award;
- Has adequate financial means to meet obligations incidental to the work; and
- Such other factors as the City deem to be pertinent to either the bid or the contract.

Responsiveness - The determination of the proposer's responsiveness will be made by the City based on a consideration of whether the proposer has submitted complete proposal Documents meeting proposal requirements without irregularities, excisions, special conditions, or alternatives proposals for any item unless specifically requested in the proposal solicitation.

- d. The City is subject to making records available for disclosure after the City of Stockbridge approval of the recommendation. The award shall be made by the City Council of Stockbridge unless the lowest, qualified bid is less than the City Councils' approval limit. No claim shall be made by the selected Contractor for loss of profit if the contract is not awarded or awarded for less work than is indicated and for less than the amount of the proposal. The total of the awarded contract shall not exceed the available funds allocated or the proposal project.

3.25 NEGOTIATION AND AWARD

It is the City's intent to conduct the first negotiation meeting no later than thirty (30) days after the Procurement Manager has posted the final ranking by the Committee. At least one (1) of the representatives for the firm participating in negotiations with the City must be authorized to bind the firm. In the event that the negotiations are not successful within a reasonable timeframe (notification will be provided to the firm) an impasse will be declared and negotiations with the first-ranked firm will cease. Negotiations will begin with the next ranked firm. This process shall continue until the City successfully negotiates a Contract.

3.26 CONTROLLING LAW, VENUE

Any dispute arising as a result of this proposal and/or an Agreement which was created from the terms, conditions and specifications of this document or their interpretation, litigation shall only be entered into and shall be performed in Stockbridge, Georgia. This Agreement shall be governed by the applicable laws of the City of Stockbridge and the State of Georgia. Any dispute arising out of the agreement, this proposal solicitation, its interpretations, or its performance shall be litigated only in the City of Henry Judicial Courts.

3.27 CONTRACTOR AS INDEPENDENT CONTRACTOR

In conducting its business hereunder, Contractor acts as an independent contractor and not as an employee or agent of City. The selection, retention, assignment, direction and payment of Contractor's employees shall be the sole responsibility of Contractor.

3.28 ASSIGNMENT

The Agreement, in whole or any part hereof, created by the award to the successful contractor shall not be sold, not be assigned or transferred by Contractor by process or operation of law or in any other manner whatsoever, including intra-corporate transfers or reorganizations between or among a subsidiary of Contractor, or with a business entity which is merged or consolidated with Contractor

or which purchases a majority or controlling interest in the ownership or assets of Contractor without the prior written consent of the City of Stockbridge.

3.29 PERFORMANCE OF CONTRACT

- a. City reserves the right to enforce the Contractor's performance of this Agreement in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default or resulting contract award. It will be understood that time is of the essence in the proposer's performance.
- b. The successful Contractor shall execute the entire work described in the Contract Documents, except to the extent specifically indicated in the Contract documents to be the responsibility of others.
- c. The Contractor accepts the relationship of trust and confidence established by the award of this proposal solicitation. The Contractor covenants with the City to utilize the Contractor's best skill, efforts and judgment in furthering the interest of the City; to furnish efficient business administration and supervision; to make best efforts to furnish at all times an adequate supply of workers and materials; and to perform the work in the best way and most expeditious and economical manner consistent with the interest of the City,
- d. All purchases for goods or services are subject to the availability of funds for this particular purpose.

3.30 DEFAULT AND TERMINATION

a. Termination by Contractor

The agreement resulting from this proposal shall be subject to termination by Contractor in the event of any one or more of the following events:

The default by City in the performance of any of the terms, covenants or conditions of this Agreement, and the failure of City to remedy, or undertake to remedy such default, for a period of thirty (30) days after receipt of notice from Contractor to remedy the same.

b. Termination by City

The agreement resulting from this proposal shall be subject to termination by the City at any time in the opinion of the City; the contractor fails to carry out the contract provisions of any one or more of the following events:

- (1) The default by Contractor in the performance of any of the terms, covenants or conditions of the Agreement, and the failure of Contractor to remedy, or undertake to remedy with sufficient forces and to the City's reasonable satisfaction, the City shall provide the vendor with notice of any conditions which violate or endanger the performance of the Agreement. If after such notice the Contractor fails to remedy

such conditions within thirty (30) days to the satisfaction of the City, the City may exercise their option in writing to terminate the Agreement without further notice to the Contractor and order the Contractor to stop work immediately and vacate the premises, to cancel ordered products and/or services with no expense to the City.

- (2) Contractor files a voluntary petition in bankruptcy, including a reorganization plan, makes a general or other assignment for the benefit of creditors, is adjudicated as bankrupt or if a receiver is appointed for the benefit of creditors, is adjudicated as bankrupt or if a receiver is appointed for the property or affairs of Contractor and such receivership is not vacated within thirty (30) days after the appointment of such receiver.
- (3) Contractors' failure to conduct services according to the approved proposal specifications.
- (4) Contractors' failure to keep, perform, or observe any other term or condition of this Agreement.
- (5) Contractor's performance of the contract is unmeasurably delayed.
- (6) Should the successful Proposer fail to provide the commodities or services when ordered, and in accordance with the General Terms and Conditions, specifications and any other requirements contained herein are not met, the City reserves the right to purchase commodities or services covered by this contract elsewhere if available from an alternate source.
- (7) The Contractor agrees by its proposal submission that the City's decision is final and valid.

c. Force Majeure

Neither party shall be held to be in breach of the Agreement resulting from this proposal, because of any failure to perform any of its obligations hereunder if said failure is due to any act of God, fire, flood, accident, strike, riot, insurrection, war, or any other cause over which that party has no control. Such party shall give notice and full particulars of such Force Majeure in writing to the other party within a reasonable time after occurrence of the event and the obligation of the party giving such notice shall endeavor to remove or overcome such ability with all reasonable dispatch.

d. Waiver

The waiver of any breach, violation or default in or with respect to the performance or observance of the covenants and conditions contained herein shall not be taken to constitute a waiver any subsequent breach, violation or default in or with respect to the same or any other covenant or condition hereof.

3.31 INVOICES

Invoices and/or statements should not be faxed but originals must be mailed directly to:

**City of Stockbridge, City Hall
Finance Department Accounts Payable
4640 N. Henry Boulevard
Stockbridge, GA 30281**

3.32 PAYMENT

Payment shall be tendered to the successful Proposer upon acceptance and approval by the City for satisfactory compliance with the general terms, conditions and specifications of the proposal; by completed services; verification of delivery of products; assurance that the product/service performs as specified and warranted, and receipt of a valid invoice.

3.33 BID BOND AND INSURANCE RISK MANAGEMENT PROVISIONS

Insurance and Risk Management provisions and Indemnification and Hold Harmless provisions are outlined in Form G of this RFP. Upon award, the successful Proposer must obtain at their expense, a Certificate of Insurance (“COI”) with policy limits equal to or greater than the limits outlined in **EXHIBIT I – DETAILED SCOPE OF SERVICES**.

Proof of insurance must be provided to the City prior to the start of any activities/services as described in the bid document(s). Any and all insurance coverage(s) and/or bonds required under the terms and conditions of the contract shall be maintained during the entire term of the contract, including any extensions or renewals thereto, and until all work has been completed to the satisfaction of the City.

3.34 PUBLIC RECORDS DISCLOSURE:

All solicitations submitted to the City are subject to public disclosure pursuant to Georgia’s Open Records Act.

3.35 PAYMENT

Invoices for payment will be submitted as services are completed, but no more than once a month, for the duration of the Contract. Invoices will be subject to verifications and approval by the Requesting Department. Payment will be based on receipt of individually completed check lists and upon inspection by the City’s Authorized Representative of the work / services performed.

3.36 CERTIFICATE OF ACCEPTANCE

By responding to this RFP, Offeror acknowledges that he/she has read this solicitation document, including any addenda, exhibits, attachments, and/or appendices in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein.

3.37 CERTIFICATION REGARDING DEBARMENT

By responding to this RFP, Offeror certifies that neither it nor its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency. Any such exclusion may cause prohibition of your firm from participating in any procurement by the City.

3.38 PRICE VALIDITY

Prices provided in this Request For Proposal (RFP) are valid for 120 days from the time of the RFP opening. The City shall award contract within this period or shall request to the recommended awarded vendor an extension to hold pricing, until products/services have been awarded. Successful proposer awarded shall ensure that proper and sufficient staff, equipment, organization, etc. will be provided for this contract to meet the specifications denoted herein at a paramount level.

BID FORM SIGNATURE(S)

The Corporate Seal of

SoCo CONTRACTING COMPANY, INC. (Bidder - print the full name of your firm)
was hereunto affixed in the presence of:

 President
(Authorized signing officer, Title)

(Seal)  Corporate Secretary
(Authorized signing officer, Title)

IF THE BID IS A JOINT VENTURE OR PARTNERSHIP, ADD ADDITIONAL FORMS OF EXECUTION FOR EACH MEMBER OF THE JOINT VENTURE IN THE APPROPRIATE FORM OR FORMS AS ABOVE.

**END
OF
PROPOSAL**



SoCo CONTRACTING COMPANY, INC.
3175 PRESIDENTIAL DRIVE, SUITE 100
ATLANTA, GEORGIA 30340
TELEPHONE: 770.216.8366
FACSIMILE: 770.216.8369

PROPOSAL

for

TED STRICKLAND COMMUNITY
CENTER RENOVATION
RFP No. 2021-0010

OCTOBER 21, 2021
3:00 PM

ORIGINAL

**TED STRICKLAND
COMMUNITY CENTER RENOVATION
RFP NO. 2021-0010**

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Section 1



SoCo
CONTRACTING
COMPANY

3175 Presidential Drive
Suite 100
Atlanta, GA 30340
PHONE: (770) 216-8366
FAX: (770) 216-8369
www.soco-contracting.com

October 21, 2021

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, GA 30281

RE: Ted Strickland Community Center Renovation; RFP No. 2021-0010

Subject: Letter of Transmittal

SoCo Contracting Company, Inc. ("SoCo Contracting") is pleased to submit a proposal for the Ted Strickland Community Center Renovation.

SoCo Contracting is a Georgia Corporation located at 3175 Presidential Drive, Suite 100, Atlanta, Georgia 30340; 770.216.8366-telephone; 770.216.8369-facsimile.

SoCo is staffed to offer our key personnel resources, as well as fully qualified and experienced support personnel. SoCo has a well-developed organization of internal personnel to self-perform construction tasks; experience and qualifications to manage an extensive database of subcontractors and vendors; and established relationships with teaming partners to immediately supplement our services. SoCo Contracting key personnel for this project include Parampal Singh (Principal); Barry Dunlap (Project Manager); Dave Wilson (Superintendent).

The person to whom all future correspondence and/or communications regarding this solicitation may be directed:

Parampal Singh, President
3175 Presidential Drive, Suite 100, Atlanta, GA 30340
770.216.8366-office; 770.335.1256-mobile; 770.216.8369-fax
psingh@soco-contracting.com

SoCo Contracting is fully committed to performing the work under this contract. Since inception, the goal and mission of SoCo Contracting has been to provide clients with the assurance of an experienced, competitive, and professional contractor as a partner in meeting their construction requirements. Our primary focus has been general contracting opportunities and project management contracts with clients for government projects. The company's familiarity with local, state, and federal regulations as well as our network of readily available resources provides SoCo Contracting with essential advantages for effective and successful management and completion of projects.

SoCo Contracting approaches each project with the goal of providing efficient, quality services in a safe and secure environment. SoCo Contracting has built long-term client relationships by networking our company background with the extensive field experience of our personnel to ensure that each project is completed in accordance with contract documents and applicable codes; on time and within budget; and exceeding the clients' expectations.

SoCo Contracting Company, Inc. will approach this project in a manner consistent with their company policies to ensure all work and services are performed to the highest quality and in accordance with the contract and specifications and quality requirements. This comprehensive plan, which extends from the estimating process through the completion of the job, is summarized below.

Estimating/Buyout process

Upon award of the project, SoCo Contracting will immediately contact the most responsible and responsive subcontractors. Letters of intent will be sent immediately to the subcontractors requesting they begin the submittal process. Prior to awarding a contract to subcontractors, each scope is re-confirmed by the Project Manager. All other work plans as required will be prepared for submitting at this time.

Submittal Approval

Submittals will be reviewed for compliance with the project documents and then forwarded to the owner for approval.

Procurement

Upon receipt of approved submittals and shop drawings, SoCo Contracting's Project Manager will track procurement of materials to ensure the materials arrive on the site on time and in the correct sequence for installation. Materials will be stored in compliance with the manufacturer's instructions if they will not be immediately installed.

Pre-installation

There will be a pre-installation meeting if required for each material and system involved in the job.

Installation

SoCo Contracting's Superintendent will ensure subcontractors are in compliance with the installation requirements of the specifications and the manufacturer, and applicable codes.

Corrective Action

Work not meeting the plans and specifications will be corrected at the direction of SoCo Contracting's superintendent.

SoCo Contracting has successfully delivered numerous renovation/improvement projects for multiple clients including the City of Atlanta, DeKalb County, Centers for Disease Control and Prevention, Federal Bureau of Prisons, and the National Park Service, among others. With its experience with construction/renovation/improvement/upgrade projects that include interior renovations and finishes, office build-outs, ceiling modifications, roof replacements, MEP, civil and site work, SoCo Contracting is fully qualified and experienced in all areas of renovation/improvement required for the subject project.

SoCo Contracting has recently completed or is currently contracted with the City of Atlanta, DeKalb County, and Federal Bureau of Prisons to perform renovation projects. SoCo Contracting is currently contracted for City of Atlanta Job Order Contracting Services (JOC); DeKalb County IDIQ General Contractor Services. SoCo Contracting has recently completed IDIQ Miscellaneous Repair & Construction Services under \$250K for ADA and Other Improvements for the City of Atlanta. Thus, SoCo Contracting is familiar with expected quality of work; schedule expectations; and other contractual requirements necessary to facilitate a timely and cost-effective construction product.

Along with its experience, SoCo Contracting has an organization of internal personnel with the experience and qualifications to self-perform construction tasks; manage an extensive cadre of subcontractors and vendors; and establish relationships with teaming partners to immediately supplement our services/resources as required by any contract and/or task order. SoCo is staffed to offer our key personnel resources, as well as fully qualified and experienced support personnel. SoCo Contracting's team provides an excellent structure, to collaborate with our subcontractors to meet all the requirements and expectations necessary to complete this project.

SoCo Contracting has an established practice of checks and balances in our management plan/project approach to ensure all work and services are performed to the highest quality and in accordance with the solicitation and City of Stockbridge requirements, specifications and quality requirements, including safety.

Sincerely,



Parampal Singh
President

Section 2

EXECUTIVE SUMMARY

Company History

SoCo Contracting Company, Inc. ("SoCo Contracting") is a full service construction company performing general contracting/specialty construction services and construction management in the Southeastern United States since 2002. Organized as a Georgia corporation, Parampal Singh is president and sole owner of SoCo Contracting. SoCo Contracting is headquartered at 3175 Presidential Drive, Suite 100, Atlanta, Georgia 30340.

Name of Entity: SoCo Contracting Company, Inc.

Contact Person: Parampal Singh

Address: 3175 Presidential Drive, Suite 100 Atlanta, Georgia 30340

Telephone: Office: 770.216.8366; Cell: 770.335.1256

Facsimile: 770.216.8369

Where Organized: State of Georgia

Corporate Structure: Corporation; 2002

Legal Status: S-Corporation

Major Satellite Office(s): None

As a licensed General Contractor (GA Lic.# GCCO002065), SoCo Contracting specializes in cost estimating, scheduling, value-engineering, and project management services for various types of construction including new building construction, expansion of existing buildings/facilities, renovation of existing buildings/facilities, concrete and drywall construction, ADA compliance upgrades, emergency response construction, and civil/heavy construction. SoCo's team provides an excellent structure, to collaborate with our subcontractors to meet all the requirements and expectations necessary to complete the renovation of the Ted Strickland Community Center.

The growth and development of SoCo Contracting has occurred organically through efficient and productive management of its intellectual capital, operational, human, and financial resources. SoCo Contracting has focused on the Southeast United States region as the most ideal environment to conduct its business. As the region has and will continue to see extensive construction growth over the next several decades, particularly in infrastructure improvements, renovations, community redevelopment, energy/environmental design & construction, and new commercial construction.

SoCo Contracting has a skilled organization of internal personnel to self-perform construction tasks; experience and qualifications to manage an extensive database of subcontractors and vendors; and established relationships with teaming partners to immediately supplement our services/resources as required by any contract. Collectively, SoCo Contracting's staff has several decades of experience in infrastructure, ADA improvement, building, and underground utilities construction for public and private entities. Additionally, SoCo Contracting's experience has grown and developed through its own experiences and the experience of its employees and teaming partners. SoCo Contracting Company currently has eight local, full-time employees. SoCo

Contracting's staff has grown to include operations managers, construction managers, project managers, superintendents, foremen, general labor, skilled labor, carpenters, and functional administrative staff. SoCo Contracting's growth over the past several years is indicative of its ability to execute the subject project with productivity and efficiency.

Since inception, the goal and mission of SoCo Contracting has been to provide clients with the assurance of an experienced, competitive, and professional contractor as a partner in meeting their construction requirements. Our primary focus has been general contracting opportunities and project management contracts with clients for government projects. The company's familiarity with local, state, and federal regulations as well as our network of readily available resources provides SoCo Contracting with essential advantages for effective and successful management and completion of projects.

SoCo's customers include federal, state, and local government agencies as well as private and commercial businesses. The company's revenues have grown from \$1 million volume in 2002 to \$15 million currently.

SoCo Contracting approaches each project with the goal of providing efficient, quality services in a safe and secure environment. SoCo Contracting has built long-term client relationships by networking our company background with the extensive field experience of our personnel to ensure that each project is completed in accordance with contract documents and applicable codes; on time and within budget; and exceeding the clients' expectations.

Company Experience & Capabilities

The mission of SoCo Contracting Company, Inc. is "To represent the highest level of construction services, continually strive to deliver high-quality projects, and achieve the highest degree of customer satisfaction."

SoCo Contracting consistently strives to continually provide outstanding service to our clients. Clients benefit from the long-term partnerships we have fostered with owners, vendors and subcontractors throughout the State of Georgia and the southeast United States.

SoCo Contracting has experience and capability managing multiple projects and is currently bonded on individual projects up to \$10 million and aggregate work programs of \$20 million. SoCo Contracting has completed more than 100 contracts as a prime contractor; ranging in value from five thousand dollars (\$5,000) to fifteen million dollars (\$15M).

SoCo Contracting's project portfolio includes several local and federal government clients including the U.S. Army Corps. of Engineers (USACE); Department of the Army; Department of the Air Force; Centers for Disease Control & Prevention (CDC); Federal Bureau of Prisons (BOP); National Park Service (NPS); Federal Aviation Administration (FAA); United States Department of Agriculture (USDA); Georgia Department of Transportation (GDOT); Metropolitan Atlanta Rapid Transit Authority (MARTA); Fulton County, GA; Clayton County, GA; DeKalb County, GA; City of Atlanta, GA.

SoCo Contracting has also successfully collaborated with many architectural, engineering and design firms including Toland Mizell Molnar, BRPH, Prime Engineering, IPG, Inc., facilities design group, and Florida Detention Systems, Inc.

SoCo's experience includes building construction, ADA improvements/upgrades, design-build projects requiring multi-discipline trades, underground utilities construction, rehabilitation and repairs of highways, airfield runways, and airfield concrete aprons.

SoCo Contracting is currently contracted with or recently completed renovation/upgrade/improvement projects with local and federal government agencies including: DeKalb County General Contractor Services; Metropolitan Atlanta Rapid Transit Authority (MARTA) Indefinite Quantity Construction Contract Services (IQCC); City of Atlanta Job Order Contracting Services (JOC); City of Atlanta Maintenance and Repair of Sidewalks, Curbs, Driveway Aprons & Associated Infrastructure; Department of the Air Force Simplified Acquisition of Base Engineering Requirements (SABER) IDIQ at Dobbins ARB; and the Federal Bureau of Prisons. Thus, SoCo Contracting is familiar with expected quality of work, schedule expectations, and other contractual requirements necessary to facilitate a timely and cost-effective construction product.

SoCo Contracting consistently strives to continually provide outstanding service to our clients. Clients benefit from the long-term partnerships we have fostered with owners, vendors and subcontractors throughout the State of Georgia and the southeast United States.

SoCo Contracting has been commended by the federal government on several of its projects on military installations including its design-build effort for the Criminal Investigation Department design-build project at Ft. Campbell, KY for which our Team received the "Commander's Award of Excellence" along with Above-Average CCASS ratings. SoCo Contracting is also on several federal government lists of contractors for emergency/disaster response in the Southeast U.S. SoCo Contracting has completed LEED Silver rated projects for the government along with green construction.

Our design and construction teams performed work for an innovative construction type involving a porous concrete pavement parking lot for the federal government. At the time, this project was the largest porous concrete single pour in the state of Georgia. This "green" technology was very well received by the public, Cobb County, as well as environment groups in the Metro Atlanta area and the entities have consulted with SoCo Contracting for feedback on future projects of similar scope.

SoCo Contracting has an organization of internal personnel with the experience and qualifications to simultaneously perform multiple projects; self-perform construction activities; manage an extensive cadre of subcontractors and vendors; and establish relationships with teaming partners to immediately supplement our services/resources as required by any contract and/or task order. The firm has the staff and resources to complete the proposed requirements and additionally has access to teaming relationships with construction partners to work as part of the SoCo Contracting team.

SoCo Contracting's staff has worked across the public and private spectrums and has extensive experience and knowledge in the construction industry. SoCo Contracting has the experience and staff to support the general building construction trades as well as in-house capabilities to support the civil/sitework functions.

With its team of experienced and knowledgeable personnel, SoCo Contracting has full and direct access to qualified construction professionals, utility construction experts, and other human resources. SoCo Contracting's professional qualifications include expertise in Project Management, Project Estimating, Construction Controls, Quality Control/Quality Assurance, Project Scheduling, and Resource Management.

The proposed team has worked together in various combinations to successfully complete several projects. The senior managers on the team discuss and set clear goals and expectations with the field personnel at the beginning of projects. This collaboration and communication eliminates confusion and uncertainty after the project begins. Having previously worked together, team members can immediately begin working together effectively and seamlessly.

Section 3

Section 3 - PROJECT TEAM QUALIFICATIONS/QUALIFICATIONS OF KEY PERSONNEL

STAFFING

SoCo Contracting has a highly-regarded team of experienced professionals with unique talents and reputations for delivering the project as a Prime Contractor under this contract. SoCo Contracting's organization structure is based on a strategic teaming collaboration of resources and proven expertise that will deliver the quality and satisfaction expected by The City. We can control costs through our value engineering expertise, balancing resources for optimal schedule production, and by drawing upon our expanse of professional history and knowledge.

Key Personnel

The SoCo Contracting Team has experience completing projects for local and federal government entities as well as private entities. Our experience and understanding are clear with our work on government projects subject to tight deadlines, budget limitations, and working with the design-bid-build contractual arrangement and objectives. Our Team understands that we have to facilitate systematic interactions between different performance specifications, which often relate to different fields of expertise.

Parampal Singh, MBA, EIT – Principal-in-Charge

Parampal "Paul" Singh, EIT, MBA is the principle project contact. Mr. Singh is an engineer with a Masters Degree in Business. Mr. Singh is responsible for overall management and success of the contract; maintaining master schedules; executing purchase orders; managing on-site personnel; representing the SoCo Team with contract owners; and maintaining all necessary contract documentation. He has the ultimate responsibility to ensure that any and all resources are available to complete this project successfully and is the principal contact for the project.

Essential Duties and Overall Responsibilities:

- Acquires/manages necessary resources and staffing to fulfill contract requirements.
- Enforces policies and procedures
- Monitors work for compliance with City requirements
- Assures effective communication/coordination among all disciplines and project participants
- Overall project governance and direction; implements course corrections as needed
- Project monitoring and control.
- Oversees written deliverables and assures consistency with contract requirements.
- Responsible for risk assessment and mitigation
- Schedule management including activity definition and sequencing, schedule development, and schedule control activities.
- Cost control and management including resource planning, cost estimating, and budgeting.
- Human resources management including organizational planning, project team acquisition, and staff development.
- Quality management including quality planning, quality assurance, and QC.
- Communications management including planning, information distribution, and progress and performance reporting.
- Prepare monthly project status reports.

Barry Dunlap - Project Manager

Barry Dunlap shall serve in the capacity of Project Manager for the project. Mr. Dunlap will be the lead project point of contact with The City for the project. In this capacity, he will be responsible for the overall management of the project, using best project management practices from buyout of materials and subcontractors through final project close-out. He is authorized to mandate SoCo policy; is the pivotal communication point among all stakeholders; has full authority over all on-site activities conducted by all staff members as well as subcontractors. The PM will represent the SoCo Team at the local level on all routine matters, negotiate and execute contracts and purchase orders with subcontractors, and facilitate project activities administration through the duration of the project. The PM is responsible for managing subcontractors, maintaining master schedules, signing purchase orders, performing/supporting estimating, managing site personnel, representing the SoCo Team in all communication/meetings with The City, and maintaining necessary contract documentation by collaborating with the subcontractors to ensure design conformity and to capture as-built information. On-site staff report directly to the PM, who, reports to the CM.

Essential Duties and Overall Responsibilities:

- Acquires any support necessary to complete the work at hand.
- Collaborates with The City's representative(s) to ensure construction conformity.
- Develops the original and updates project budgets and estimates project costs.
- Reviews and approves invoices, processes subcontractor change orders, and coordinates subcontractor change proposals.
- Oversees customer billing and coordinates with the customer's representative.
- Assists with developing and maintaining schedules for on-time project completion.
- Identifies issues that will adversely affect the project and coordinates resolution.
- Manages the subcontractor team for success by writing subcontractor statements of work, negotiating with them, and holding them to the contract standards.
- Follows up on subcontractor quality and manpower issues with subcontractors.
- Coordinates design issues resolutions.
- Ensures compliance with the QCP, Safety Plan, and schedule.
- Manages the subcontractors' submittal process including certified payrolls, as required.
- Initiates payroll functions.
- Reviews reports from field staff
- Ensures maintenance of project documentation and updated as-built drawings.
- Submits required production reporting.
- Manages performance of project closeout activities including punchlist development, post-warranty work, and final document preparation.

Dave Wilson – Construction Superintendent

Dave Wilson is a hands-on superintendent and he is responsible for supervising, managing, and directing the daily on-site activities of all on-site staff, subcontractors, and tradesmen to ensure timely and satisfactory project completion in accordance with all project plans, specifications, and scope of work requirements. Mr. Wilson will oversee the production,

schedule, sequencing, and overall subcontractor coordination of construction. As Construction Superintendent, Mr. Wilson will have authority over all on-site activities performed by subcontractors; manage site personnel; review submittals with the CQM; conduct planning and scheduling sessions; ensure compliance with all safety standards; ensure contract compliance at the task level; and acquire necessary support to complete the work at hand. Mr. Wilson will be responsible for all field activities and will be the field lead for the project. Mr. Wilson will be responsible for working with subcontractors on a daily basis to complete the project within the given budget and timeframe. The Superintendent reports directly to the PM and ensures that proper safety, quality, and documentation procedures are followed, and that work progress is reported in a timely manner. All SoCo Team Superintendents, including Project Superintendent, who will be assigned to the project, have OSHA Safety Training Certification.

Essential Duties and Overall Responsibilities:

- Coordinates with the PM prior to the start of the project to view the bid proposal and contract buy out for the subcontractors.
- Assists in developing and maintaining schedules for on-time project completion.
- Manages on-site activities to the two-week look-ahead schedule provided by the scheduler.
- Maintains daily on-site presence during any work activities performance.
- Coordinates the interaction between subcontractors and reports progress on a formal daily production report and maintains comprehensive understanding of the overall project scope of work and the individual subcontractor scopes of work.
- Communicates effectively with The City's on-site representative and subcontractors.
- Coordinates with the PM to update progress status using the project schedule and to communicate with the customer.
- Collaborates with the QC Manager to assure that subcontractors start work elements on time; assures submittals are approved and materials delivered and inspected.
- Coordinates the efforts of independent testing agencies in conjunction with the CQM.
- Enforces the Safety Plan.
- Conducts informal "tool box" safety and health training sessions on weekly basis (minimum) for all employees on the worksite.

Rob Walden - Safety Manager

Rob Walden of SMART Safety group shall serve in the capacity of Safety Manager for the project. The Safety Manger will be responsible for complete compliance with Occupational Safety and Health Administration (OSHA) Standards and other federal, state and local safety regulations. The Safety Manger has extensive OHSA certifications including, but not limited to OSHA 30-Hr. certification. Additionally, the Safety Manger will be responsible for administering and monitoring the on-site Safety Program, which includes ensuring that all team members and subcontractors receive thorough orientation regarding all project Safety Plans. The Safety Manager will periodically perform reviews and inspections to ensure compliance and continuous improvement.

Lines of Authority and Communication

SoCo's organizational structure for this type of project is streamlined and proven. It is based on the successful model SoCo has used to execute several million dollars' worth of projects including, renovations, repairs, ADA accessibility construction, sitework, grading, underground utilities, concrete construction, and earthwork construction projects for various Local, State, and Federal Government Agencies. SoCo's organizational structure has clear and direct lines of communication as well as reporting structure and is detailed in this proposal. There are no ambiguities with respect to the roles or lines of authority for SoCo's internal Office personnel along with SoCo's Field personnel. SoCo's Principal-in-Charge will be the primary point of contact with Owner for overall contractual issues. As indicated on SoCo's organizational support table, Quality Control, and Safety oversight functions report to corporate managers and are independent of the PM and project superintendents. This ensures that project-level QC and Safety personnel have full authority to stop work, identify non-conformance with specified procedures, and implement corrective actions.

SoCo's Principal-in-Charge will assign and work to conduct project planning and allocation of staff and resources. The benefits SoCo brings to the City with its program organization approach include:

- Single point of accountability for all project elements through PIC
- Demonstrated ability to execute different types of projects, especially multi-tasking
- Ensured contract and regulatory compliance through incorporation of demonstrated QC, Safety, and Project Management procedures
- Clearly defined responsibilities for successfully & efficiently managing the contract

The authorities and responsibilities at the management level are outlined in the below table.

Project Organization Reporting Lines and Authority Structure

STAFF MEMBER	REPORTS TO	RESPONSIBILITIES AND AUTHORITIES
Project Manager	Principal-In-Charge	Responsibilities – Directs and manages all aspects of project activities in compliance with contractual requirements; communicates with City's representative; coordinates subcontractors; controls cost, schedule, and quality performance; reviews technical aspects of project; assures compliance with Safety and Environmental requirements. Authorities - Negotiates change orders; drafts Project Management Plans; accepts final cost proposals from subcontractors; signatory authority within budget; authority to execute change orders; allocates budget among work elements; approves charges to project; approves field operations personnel assigned; approves technical deliverables; directs project activities; removes personnel not performing in compliance with contract requirements;

Project Organization Reporting Lines and Authority Structure

STAFF MEMBER	REPORTS TO	RESPONSIBILITIES AND AUTHORITIES
		manages, directs, and provides oversight for work executed by team.
Project Superintendent	Project Manager	Responsibilities - Directs field and construction work; manages and executes all field activities in accordance with approved work scope, assures safety compliance in field. Authorities - Stops work that does not comply with work plans or safety plan; initiates corrective actions to ensure compliance; accepts project modifications in the absence of PM; approves change orders and estimates as delegated by PM; provides QC for construction activities.
Safety Manager	Project Manager	Responsibilities - Prepares safety plans; assures implementation of safety requirements; ensures appropriate training and proper medical monitoring of personnel; identifies incidents of safety noncompliance. Authorities - Issues stop work order if unsafe or unhealthy conditions exist; prevents resumption of work until condition is corrected; approves Safety Plans and Amendments.
QC Manager	Project Manager	Responsibilities - Implements QC Plan; conducts QC audits of project activities; certifies tests and inspections for contract compliance; provides QC on analytical services. Authorities - Reviews all deliverables for technical completeness, accuracy, and compliance with work plans and SOW requirements; issues stop work order if work fails to meet requirements; delays resumption of work until corrective measures are in place.
Project Staff / Resources	Project Manager	Responsibilities - Provides technical support in a quality, on time, cost-effective, and safe manner; develops and prepares technical submittals. Authorities - Performs work as directed by PM and signatory authority as delegated by PM.

Off-site Resources Support

Executive Management—Upon award of the project, our executive management staff remains in constant contact with the project team throughout the project start-up process, monitors their efforts and makes periodic site visits to ensure that the project or contract is progressing to the customer's satisfaction. During these visits, our management team will review the progress of ongoing work, upcoming work, schedules, staffing needs, quality and safety issues, subcontractor response and efforts, budget, and the overall project management of the contract.

Accounting—We have found that providing a dedicated accounting staff is extremely efficient and effective, as it leaves the jobsite crew free to concentrate on the project at hand, and not be distracted by accounting activities. In addition, it guarantees that all payments and invoices are processed promptly and correctly. Our project accountants are experienced in accounting, accounts payable/receivables, and all billing, invoicing, and expense report entry.

Technical Support—Our IT and technology support services are based on a centralized support model. These services are necessary to providing quick, cost effective enterprise solutions to our regional and project sites. We provide our employees with up-to-date computers and communications devices, allowing for effective communication between our centralized offices and project sites via company email and our secured Web-based technologies.

Human Resources (HR)—This organization provides all HR administrative support, with our HR Manager fulfilling documentation and information dissemination about hiring practices, policies and procedures. The HR Manager ensures all employees complete both legally required and company forms, maintains personnel files, and ensures that the company meets regulatory requirements and that employee notifications are posted according to rules and regulations.

AVAILABILITY OF KEY PERSONNEL

Key Personnel:	Principal in Charge – P. Singh	Project Manager – B. Dunlap	Superintendent – D. Wilson	Project Engineer – Minhao Cui	Safety Manager – Rob Walden
Percentage time on project:	25	50	100	50	10
Licenses/ certifications:	MBA, EIT, USACE CQM, OSHA30	USACE CQM, OSHA30	USACE CQM, OSHA30	Professional Engineer (P.E.) LEED Professional OSHA30 USACE CQM	OSHA 511
Current Workload:	Four projects	Four projects	One project	Four projects	Four projects

Please see attached resumes for qualifications of key personnel.

PARAMPAL SINGH, E.I.T, PRINCIPAL-IN-CHARGE
SoCo CONTRACTING COMPANY, INC.

PROFESSIONAL BACKGROUND

Mr. Singh is a construction professional with an established record of completing projects on time, under-budget and above client expectations. He is experienced in all aspects of commercial construction management including administration, safety implementation and supervision, training, project management and project rehabilitation. Mr. Singh has managed several construction projects for private and public sector clients.

CURRENT AND PAST RELEVANT EXPERIENCE

SoCo Contracting Company, Inc., Atlanta, Georgia ***President (7/02 – Present)***
Construction Management, Project Management, and Design-Build services for clients including the Department of Justice, Federal Bureau of Prisons; U.S. Army Corps of Engineers; Federal Aviation Administration; USDA; Department of Health and Human Services, Centers for Disease Control & Prevention; National Park Service, Department of the Army and Department of the Air Force. Responsible for marketing of company services, project subcontractor/equipment procurement, accounting, financing, contract administration, estimating, and project.

Paramount Contracting Company, Morrow, Georgia ***Project Manager (5/02 – 8/03)***
Winter Construction, Atlanta, Georgia ***Project Engineer (1/00 – 5/02)***

EDUCATION AND CERTIFICATIONS

Goizueta Business School at Emory University, Atlanta, Georgia
Masters of Business Administration (MBA) - Finance/Entrepreneurship Concentration

Georgia Institute of Technology, Atlanta, Georgia
Bachelor of Science - Civil Engineering, Specialization in Construction Management

- Georgia General Contractor License ▪ OSHA 10-Hour Training Certification
- Construction Quality Management (CQM) Contractors Certification- U.S. Army Corps of Engineers

PROJECT EXPERIENCE

- | | | |
|--|---|--|
| • Construction of Tobie Grant Recreation Center , Scottdale GA, \$9,112,042.70 – construction of new recreation one-story recreation center. | • Repair Camp Roof (Hurricane) , FCI Marianna, FL \$1,170,772.00 - repairing/replacing of roofing/components damaged by hurricane. | • CT Martin Recreation Center Facility Updates , Atlanta, GA, \$208,616.86 - Renovation of recreation center. |
| • Repair Roofs and Structural Damage , FCI Aliceville, AL, \$2,925,000 - Interior & exterior design, replacement, & repair of tornado-damaged buildings. | • D/B Services to Rehab the Sandy Point Restrooms , Sandy Springs, GA, \$204,262 - Design and remodel the restroom, Deck and access ramp replaced. | • Staff Training Center Renovation , Yazoo City, MS \$2,972,426.00 - Renovation of an existing work camp building into a Staff Training Center. |
| • Miscellaneous Repair & Construction Services under 250K for ADA and Other Improvements , IDIQ - \$4M - Miscellaneous repair and construction services for ADA and other improvements on a Task Order basis. | • Adapt-Build Basic Training Complex, Barracks and Site, Phase III , Fort Benning, GA, \$11,385,045.00 - Construct a 60,000SF standard Basic Training Barrack and Supporting Facilities. | • Structural Repairs in Food Service , FCI Tallahassee FL \$269,738.00 - Remedial Actions. Work included design, construction, and installation of supplemental structural support. |

**BARRY DUNLAP, PROJECT MANAGER
SoCo Contracting Company, Inc.**

PROFESSIONAL BACKGROUND

Mr. Dunlap is a construction professional with diverse experience in General Contracting and Construction Management. In his capacity as Project Manager, Mr. Dunlap has oversight responsibility for the successful completion of projects. Specifically, he provides home office management support to the project manager to insure that all contractual project deliverables are met.

CURRENT AND PAST RELEVANT EXPERIENCE

SoCo Contracting Company – Atlanta, Georgia

02/2007– PRESENT

Project Manager (02/2007 – Present)

Prime responsibility for managing all aspects of the project including safety, schedule, quality, contractual compliance, and communication with owner, architect, subcontractors, & all other parties involved. Responsibility for estimating, site supervision, & management for various federal projects.

Grey Dog Builders – Atlanta, Georgia

07/2006 – 02/2007

Owner/Operator (02/06 – 02/2007)

Winter Construction – Atlanta, Georgia

06/1997 – 02/2006

Project Manager (1/05 – 2/06)

Assistant Project Manager (10/99 – 1/05)

Project Engineer (6/97 – 10/99)

EDUCATION AND CERTIFICATIONS

Bachelor of Science, Building Construction

Georgia Institute of Technology, Atlanta, GA

- OSHA 10-Hour
- Supervision Training In Accident Reduction Techniques
- Fall Protection Competent Person
- NPDES Storm Water Qualified Person
- US Army Corps Of Engineers Construction Quality Management For Contractors
- Estimating and Scheduling: Timberline, Primavera, MS Office, & AUTOCAD

PROJECT EXPERIENCE

- | | | |
|---|--|---|
| <ul style="list-style-type: none">• Miscellaneous Repair & Construction Services under 250K for ADA and Other Improvements, IDIQ - \$4M - Miscellaneous repair and construction services for ADA and other improvements on a Task Order basis. | <ul style="list-style-type: none">• Adapt-Build Basic Training Complex, Barracks and Site, Phase III, Fort Benning, GA, \$11,385,045.00 - Construct a 60,000SF standard Basic Training Barrack and Supporting Facilities. | <ul style="list-style-type: none">• Structural Repairs in Food Service, FCI Tallahassee FL \$269,738.00 - Remedial Actions. Work included design, construction, and installation of supplemental structural support. |
| <ul style="list-style-type: none">• Construction of Tobie Grant Recreation Center, Scottdale GA, \$9,112,042.70 – construction of new recreation one-story recreation center. | <ul style="list-style-type: none">• Repair Camp Roof (Hurricane), FCI Marianna, FL \$1,170,772.00 - repairing/replacing of roofing/components damaged by hurricane. | <ul style="list-style-type: none">• CT Martin Recreation Center Facility Updates, Atlanta, GA, \$208,616.86 - Renovation of recreation center. |
| <ul style="list-style-type: none">• Repair Roofs and Structural Damage, FCI Aliceville, AL, \$2,925,000 - Interior & exterior design, replacement, & repair of tornado-damaged buildings. | <ul style="list-style-type: none">• D/B Services to Rehab the Sandy Point Restrooms, Sandy Springs, GA, \$204,262 - Design and remodel the restroom, Deck and access ramp replaced. | <ul style="list-style-type: none">• Staff Training Center Renovation, Yazoo City, MS \$2,972,426.00 - Renovation of an existing work camp building into a Staff Training Center. |

DAVE WILSON - SUPERINTENDENT
SoCo CONTRACTING COMPANY, INC.

PROFESSIONAL BACKGROUND

Mr. Wilson has over thirty years of experience in the construction industry. He will oversee the construction on the job site and is responsible for day-to-day construction operations. He will provide safety management and final walk-through activities. He will be responsible for daily field operations, including completing the project on time and within budget, coordinating, supervising and scheduling subcontractor activities, and monitoring the expedition of equipment and materials.

CURRENT AND PAST RELEVANT EXPERIENCE

SoCo Contracting Company – Atlanta, Georgia

2/2020– PRESENT

Project Superintendent

Prime responsibility for supervising projects including monitoring of safety, schedule, quality, contractual compliance, and communication with owner, architect, subcontractors, and all other parties involved. Responsible for project site supervision, site safety, and quality control management for various local, state, and federal projects.

- Regatta Building and Development LLC
- RG Williams Construction, Homer, GA
- Will Do Plumbing, Jamaica, NY
- WWI Contracting Corp
- BarDen Contracting Servicing LLC
- Marine Bulkhead Inc. (MBI)

TRAINING AND CERTIFICATIONS

- OSHA 40-Hour
- Level 1A Fundamentals
- US Army Corps Of Engineers Construction Quality Management For Contractors
- First-Aid and CPR
- Silica Hazard Awareness

PROJECT EXPERIENCE

Construction of Tobie Grant Recreation Center, Scottdale GA. DeKalb County, GA
\$9,112,042.70 – construction of new recreation one-story recreation center. EDC: 2021
Allen Mitchell - 404-969-9921; amitchell@dekalbcountyga.gov

Indian Springs National Park Cabins Renovations and Build, Atlanta, GA

CVS Stores Remodel - Tampa, Greater Miami & Hollywood, FL

MINHAO CUI, P.E., LEED AP - PROJECT ENGINEER
SoCo Contracting Company, Inc.

CURRENT AND PAST RELEVANT EXPERIENCE

SoCo Contracting Company – Atlanta, Georgia

5/2020-Present

Project Engineer

Analyze plans, specifications, proposals and other construction documents. Perform preliminary and final estimates, material takeoffs, develop and maintain working relationship with subcontractors and vendors, complete budgeting and scheduling for projects. Project management, quality control, safety management and field management duties.

DACA Specialty Services

F.D. Thomas, Inc.

Worth Contracting Inc.

EDUCATION

University of Florida, Gainesville, FL

Master of Science, Civil Engineering

Shandong Jianzhu University, Jinan, China

Bachelor of Science, Civil Engineering

TRAINING AND CERTIFICATIONS

Professional Engineer
License

LEED AP Certification

OSHA-30hr

Construction Quality Management for Contractors

Proficient in PlanSwift, On-Screen Takeoff, Microsoft Project, AutoCAD, Autodesk Revit, Navisworks, Procore, Microsoft Office

PROJECT EXPERIENCE

Construction of Tobie Grant Recreation Center, Scottdale GA, \$9,112,042.70 – construction of new recreation one-story recreation center.

Repair Base Gym Building 486, DARB, GA, \$358,426.53 - interior and exterior building repairs and renovation.

Golden Gate Bridge Suicide Deterrent System, San Francisco, CA

Etiwanda Pipeline Internal Painting, Rancho Cucamonga, CA

ROB WALDEN – SAFETY MANAGER
SoCo CONTRACTING COMPANY, INC.

PROFESSIONAL BACKGROUND

Mr. Walden is an experienced site safety manager. He is currently a regional director for a safety consultant group that delivers full safety program management for Atlanta-based construction and manufacturing companies.

RELEVANT EMPLOYMENT

SMART Safety Group – Atlanta, Georgia	5/2016 – PRESENT
Code Red Safety	6/2014 – 8/2014
Graycor Industrial Constructors (GIC)	9/2013 – 2/2014

EDUCATION

Bachelors of Science, Safety Science
Indiana University, Bloomington, Indiana

TRAINING AND CERTIFICATIONS

- OSHA 511
- BCSP Graduate Safety Practitioner (GSP)

RELEVANT PROJECTS

Randal Lowe Plumbing

Managing safety program of large Atlanta area residential and commercial plumber. Safety Director.
Randy Lowe: 770-423-1660; randy@randallowe.com

JMWilliams Contractors

Managing Safety program of Atlanta area general contractor. Safety Director.
John Norton: 770-776-7480; Jnorton@jmwilliamscontractors.com

Hard Rock Concrete

Manage safety program of Atlanta area concrete contractor. Safety Director.
Ken Butcher: 770-560-8440; Ken@hardrockcs.com

MANAGERS/LEAD CREW WORKERS EXPERIENCE TO CONTROL ADVERSE CONDITIONS

SoCo Contracting Company, Inc.'s ("SoCo") project, quality and safety management team members and project approach forms the basis of risk mitigation and the development of appropriate response actions to potential risk factors related to the project. Our Team will continue ongoing management of all schedule activities along with monitoring of identified risks and addressing the addition of any new risks that might be identified throughout the construction renovation process. SoCo and its respective staff member's previous renovation and construction experience assures the Owner that maintenance of project schedule and quality control is understood and that any potential issues can be mitigated and or addressed through our project controls measures.

The application of risk management procedures in SoCo's construction project start-up and planning processes will provide early visibility to potential "problem areas" and opportunities, where effort and money can be expended early in the construction phase to reduce vulnerability, excessive costs, technical delays, and schedule interruptions/delays.

Key Risk Factors that will be considered in the current solicitation includes, but is not limited to:

- "Fast-Track" schedule time constraints to meet Owner schedule requirements
- Material and labor resource management to accommodate lead time and availability.
- Work area coordination and planning for staging materials / equipment
- Public safety maintenance and continued implementation

As the prime contractor, SoCo will manage and execute the overall project and will direct such activity from its corporate office. SoCo will staff the project onsite with our Site Superintendent, Dave Wilson, who has performed several renovation projects in both government and private environment and Mr. Wilson is experienced with all local, state and federal requirements on this solicitation. SoCo will use the following measures as part of our construction renovation process to ensure all project construction activities are executed within the cost, schedule and quality goals and also ensure that any and all issues are effectively communicated between SoCo and City of Stockbridge Project Team Members. Among the mechanisms to be utilized for this project:

Project schedules, organized by Work Breakdown Structure (WBS)

- Tightly written and clearly defined with subcontractor responsibilities outlined by WBS
- Monthly Progress Reports to communicate project status and track action items
- Productivity metric reports to track field progress in accordance with the project schedule
- Regularly scheduled project review meetings / conference calls between all stakeholders
- Advanced notification of required reviews, approvals, resolution of submittals and RFIs, tracked via email notifications

SoCo will utilize Primavera Project Planner (P6) Scheduling software that we have internally. SoCo's Project Manager, Barry Dunlap will be responsible for working with project schedule and monitoring of the deliverables and set milestone dates. Our project management team will be involved in the project planning at the time of project award. SoCo Contracting's Team understands the critical nature of making sure that all design milestones are met. Our designated

employee representative will continue schedule control with on-site monitoring of the production work, coordinating subcontractor requirements with production and procurement personnel, working with our Site Superintendent, Dave Wilson to not only disseminate schedule data but to record percentage process of each activity based on weighted percentage progress milestones assigned to each activity, updating the schedule with this data, running the schedule update features, and generating variance reports for both cost variance and schedule variances. This work will be accomplished on a continual basis so the project schedule is current and reflective of actual contract status.

As required, SoCo will update and submit for the City of Stockbridge's approval, a monthly Schedule Update indicating progress achieved since approval of the prior monthly Project Schedule Update and will be updated on a monthly basis pursuant to the solicitation requirements. Our continuous monitoring and updating plan, weekly project meetings, and real time communications and document control discussed above will provide a seamless track to the monthly submittal requirement and prevent last minute updates. If at any juncture through the design process and construction process, SoCo encounters or identifies potential delays, we are able to mitigate these delays in a number of potential ways. Our internal procedures to address these potential delays, involves an initial identification of the delay, followed by a subsequent project team meeting. A corrective-action plan will be developed and implemented as required. SoCo's Project Team will also inform the City of Stockbridge any potential delay and keep all stakeholders aware of progress to correct the delay.

METHOD FOR PHYSICALLY INSPECTING RENOVATIONS/PROJECT

SoCo will maintain and implement our program management process to ensure that project deliverables are accommodated with the highest quality. SoCo's management program and quality control approach has specific emphasis on the project mobilization, safety, subcontractor/vendor management, document controls, and cost and schedule control for the overall contract to assure consistency with the City of Stockbridge's requirements.

The Site Superintendent, Dave Wilson will implement the Quality Control (QC) Program and work with the project team in assuring that the City of Stockbridge is receiving a project of the highest quality and with strict adherence to City of Stockbridge's requirements along with all federal, state and local requirements. Site Superintendent, Dave Wilson reports directly to the Project Manager, Barry Dunlap and has complete authority to reject any deficiencies or work inconsistent with the Quality Control Program. Mr. Wilson, as the Site Superintendent, will have autonomy and independence from other team members to make decisions in regards to construction quality control. He further has the authority to direct that the improperly installed work shall be removed and that no additional work is performed until corrections are made and approved by Mr. Wilson and with final approval and concurrence by the Project Manager. The Site Superintendent will also work very closely with the Project Manager from the time of award to ensure that the work is performed in accordance with the contract plans and specifications by implementing and managing the Quality Control Program procedures. SoCo's Quality Control Program facilitates the inspection and approval of construction work activity elements and is detailed as follows:

I. Three (3)-Phase Quality Control Inspection Procedures

A Three (3)-phase control system shall be implemented by the Site Superintendent and Project Management Team to ensure that construction, including subcontractors, fabricators and suppliers, complies with the requirements of the contract documents. This system of management will address each definable feature of work beginning with early planning stage requirements and ending with the finished work activities. Each phase will allow the opportunity to prevent problems and deficiencies and ensure that the Accident Prevention Program is implemented. The three control phases are outlined hereafter.

A. Preparatory Inspection Phase

This phase will be performed prior to beginning work on each definable feature of work. This phase will be conducted at a meeting involving the Project Manager, Project Superintendent, and other QC / Team Personnel as may be required for each particular discipline, and the foreman & crew involved in the particular work feature. City of Stockbridge's Representative will be notified twenty-four (24) hours in advance of the Preparatory Phase. The phase will include:

- A review of the applicable section of the specifications and contract drawings (review Specifications).
- Safety Manager will sign off on the Activity Hazard Analysis (AHA) before conducting the Preparatory.
- A review of the submittal register to ensure that all required submittals are submitted and approved. Take corrective action when necessary. Submittal data will be discussed to acquaint all team members with technical aspects and points peculiar to the work feature (review submittals).
- A check to ensure that materials and equipment are in compliance with approved submittals and specifications. Verify that required materials and equipment are on hand and properly stored (check Material).
- Verify that preliminary work is satisfactorily completed.
- Review control testing requirements and verify that testing facilities are approved. Verify that necessary provisions are made for testing (review Testing).
- A consensus will be reached on planned construction procedures, tolerances and the required level of quality expected from the Site Superintendent and City of Stockbridge's Representative in order to meet contract specifications (set standards).
- Review appropriate Activity Hazard Analysis (AHA) to assure safety requirements are met. The Site Superintendent will inspect all equipment to ensure that minimum requirements for safety provisions in accordance with OSHA regulations, City of Stockbridge's Safety Program requirements, and applicable regulations are met (safety checks).
- The above described activities will be documented on the "Preparatory Phase Checklist." This form will be attached to the Daily Report w/ QC Section and furnished to City of Stockbridge's Representative. Problems and deficiencies

apparent during the preparatory phase and corrective action initiated will be noted in this report.

- A sign in sheet will be present at this meeting all personal attending will sign.

B. Initial Inspection Phase

This phase is performed once a representative portion of work has been place for each definable feature of work and will be conducted at a meeting involving the Project Manager and Project Superintendent involved in the particular work feature. City of Stockbridge's Representative will be notified twenty-four (24) hours in advance of this phase. The initial phase will include:

- A site check to ensure the preliminary work is satisfactorily completed will be conducted by the Site Superintendent, Project Superintendent & City of Stockbridge's Representative.
- Verify that materials, equipment and construction procedures are in compliance with the contract documents and resolve all differences.
- Review control testing requirements.
- Set standards of quality required to meet contract specification.
- Review the Activity Hazard Analysis (AHA) to ensure safety requirements are met. Check equipment for safety provisions.
- The above described activities will be documented on the "Initial Phase Checklist". This form will be attached to the Daily Report w/ QC Section and furnished to City of Stockbridge's Representative.

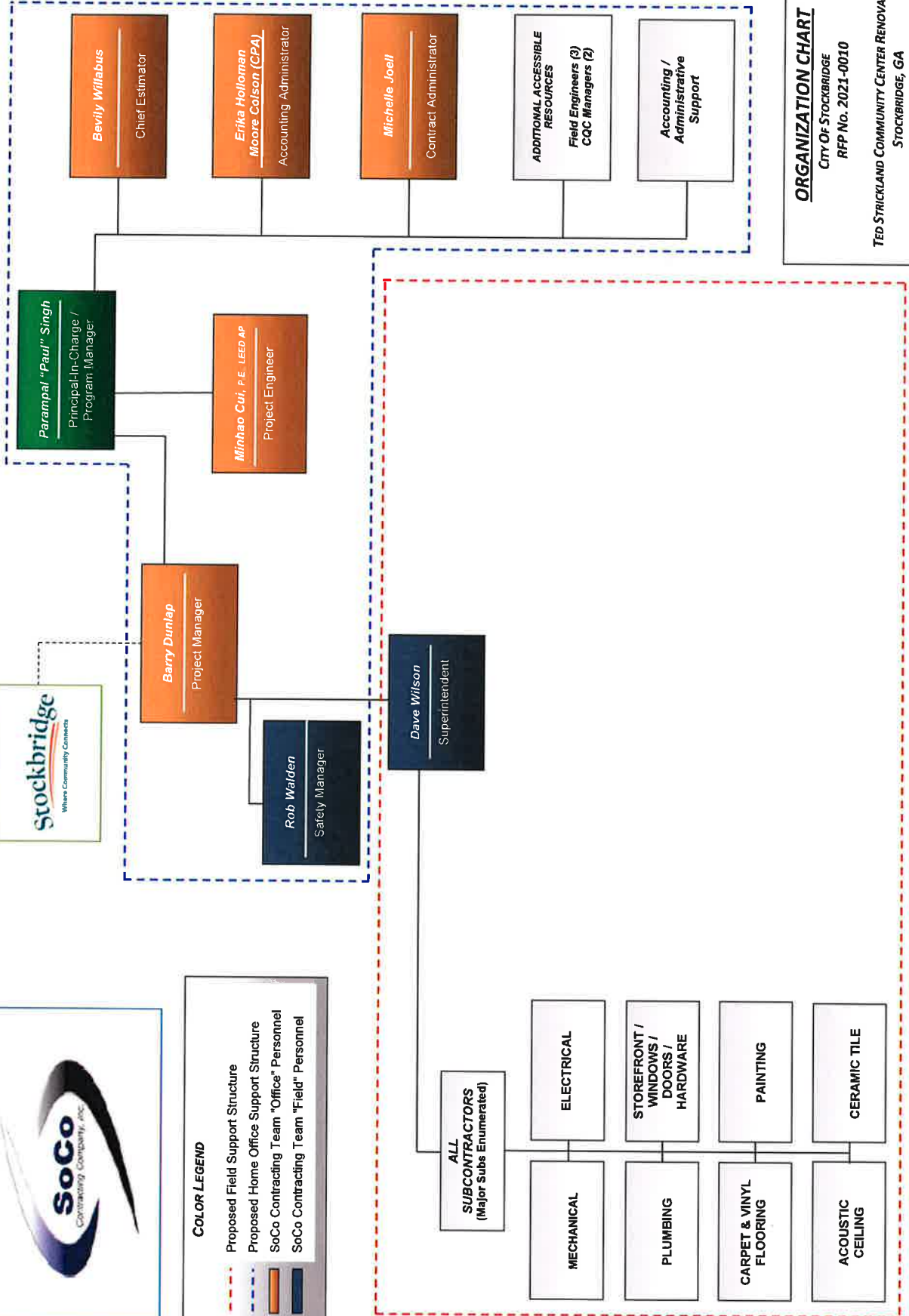
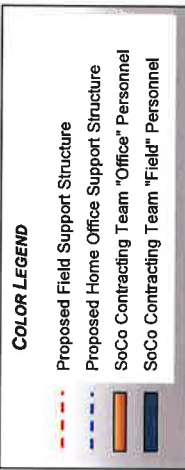
C. Follow-up Inspection Phase

This phase is accomplished through daily inspections by the Site Superintendent and also through performance of the required control testing. Follow-up phase efforts will ensure a continuation of quality and safety standards established during preparatory and initial phases until completion of the work feature or activity. The Site Superintendent's follow-up phase activities, including deficiencies noted, corrective action taken, and control testing results will be recorded in the Daily Report w/ QC Section.

TEAM DIRECTORY

<u>Name</u>	<u>Firm Name</u>	<u>Corporate office</u>	<u>Telephone No.</u>	<u>Email Address</u>
Parampal Singh	SoCo Contracting Company, Inc.	3175 Presidential Drive, Ste 100 Atlanta, GA 30340	770.216.8366-o 770.335.1256-m	psingh@soco-contracting.com
Barry Dunlap	SoCo Contracting Company, Inc.	3175 Presidential Drive, Ste 100 Atlanta, GA 30340	770.216.8366-o 404.668.7109-m	bdunlap@soco-contracting.com
Dave Wilson	SoCo Contracting Company, Inc.	3175 Presidential Drive, Ste 100 Atlanta, GA 30340	770.216.8366-o 770.596.5250-m	dwilson@soco-contracting.com
Rob Walden	SoCo Contracting Company, Inc.	3175 Presidential Drive, Ste 100 Atlanta, GA 30340	470-728-3630	rwalden@smartsafetygulfcoast.com
Minhao Cui, P.E.	SoCo Contracting Company, Inc.	3175 Presidential Drive, Ste 100 Atlanta, GA 30340	770.216.8366-o 470.721.8004-m	dwilson@soco-contracting.com

ORGANIZATIONAL CHART



ORGANIZATION CHART
CITY OF STOCKBRIDGE
RFP No. 2021-0010
TED STRICKLAND COMMUNITY CENTER RENOVATION
STOCKBRIDGE, GA

Section 4

Section 4 – PAST PERFORMANCE

The primary focus of SoCo Contracting Company, Inc. has been general contracting opportunities and project management contracts with government clients. The company's familiarity with local, state, and federal regulations as well as our network of readily available resources provides SoCo Contracting with essential advantages for effective and successful management and completion of projects.

Construction services SoCo Contracting has provided include building construction, building renovations, ADA improvements/upgrades, design-build projects requiring multi-discipline trades, underground utilities construction, rehabilitation and repairs of highways, airfield runways, and airfield concrete aprons.

SoCo Contracting Company, Inc. project portfolio is comprised of several local and federal government clients including the Fulton County, GA; Clayton County, GA; DeKalb County, GA; City of Atlanta, GA; U.S. Army Corps. of Engineers (USACE); Department of the Army; Department of the Air Force; Centers for Disease Control & Prevention (CDC); Federal Bureau of Prisons (BOP); National Park Service (NPS); Federal Aviation Administration (FAA); United States Department of Agriculture (USDA); Georgia Department of Transportation (GDOT).

SoCo Contracting Company, Inc. has successfully completed numerous construction renovation/improvement projects. The following projects were completed within the last five years:

Section 4 – Past Performance

SoCo Contracting Company, Inc.

Project Name & Location	Start and End Dates	Project Description	Company Role & Responsibility; Work self-performed	Key Personnel	Owner Contact
Construction of Tobie Grant Recreation Center Scottsdale, GA	Sep 2020/Dec 2021	Construction of a recreation center including a library, multipurpose room (with two movable partition walls), lobby (with large clerestory), administrative areas, concessions, restrooms and dressing areas, arts and crafts room, dance and aerobics room, fitness area, gymnasium with athletic equipment, storage spaces, utility spaces, circulation spaces with lockers and cubbies, surface parking, landscaping and retaining walls, and an underground stormwater detention system.	As General Contractor, managed and administered all aspects of project. Self-performed masonry, carpentry, general labor, project management hardware installation.	PM: Barry Dunlap Supt: Dave Wilson	Allen Mitchell, Director DeKalb County Community Development Department 750 Commerce Drive, Suite 401, Decatur, Georgia 30030 404-969-9921 amitchell@dekalbcountyga.gov
Facility Upgrades - C.T. Martin Natatorium and Recreation Center Atlanta, GA	Mar 2020/ Jan 2021	Interior and exterior facility upgrades: Electrical, Mechanical, HVAC, Plumbing, Painting, Roofing, install new Stainless Steel fabricated cabinets and base cabinets in the kitchen; moisture-resistant ceiling tile in kitchen & cafeteria, paint ceiling grid, install new LED lights, existing roll up doors cleaned of rust and grease, existing VCT floor in the kitchen and cafeteria stripped and waxed, refinished the wood doors between the hallway, kitchen and cafeteria, vent the stoves, roofing, electrical, HVAC, kitchen equipment installation.	As General Contractor, managed and administered all aspects of project. Self-performed Demolition, painting, flooring, acoustical ceiling and door & hardware installation.	PM: Barry Dunlap Supt: Hollis Griffin	Fritz Gerald Joseph, Construction Project Manager, Sr. City of Atlanta Department of Enterprise Assets Management 68 Mitchell St., Suite 1225, Atlanta, Georgia 30303 Cell: 470.3829749 Office: 404.865.8724 frjoseph@AtlantaGA.Gov
Facility Upgrades – A.D Williams Recreation Center Atlanta, GA	Jun 2020/ Jan 2021	Interior and exterior facility upgrades: Electrical, Mechanical Plumbing, repair damaged stone wall, remove and replace water closets and urinals, install kitchen equipment, install toilet accessories, furnish and install range hood, install water fountains.	As General Contractor, managed and administered all aspects of project. Self-performed Demolition, painting, flooring, acoustical ceiling and door & hardware installation.	PM: Barry Dunlap Supt: Hollis Griffin	Fritz Gerald Joseph, Construction Project Manager, Sr. City of Atlanta Department of Enterprise Assets Management 68 Mitchell St., Suite 1225, Atlanta, Georgia 30303 Cell: 470.3829749 Office: 404.865.8724 frjoseph@AtlantaGA.Gov

Section 4 – Past Performance

SoCo Contracting Company, Inc.

Project Name & Location	Start and End Dates	Project Description	Company Role & Responsibility; Work self-performed	Key Personnel	Owner Contact
Facility Upgrades Railing and Playground William Walker Recreation Center Atlanta, GA	Nov 2020/ May 2021	Exterior Improvements: Demolition, playground resurfacing, handrail fabrication & construction, concrete sitework: apron, ramp, sidewalk, ADA parking, water fountain installation, concrete walkway, storm / sewer construction, concrete wall construction.	As General Contractor, managed and administered all aspects of project. Self-performed Demolition, concrete sitework, general labor, management.	PM: Barry Dunlap Supt: Hollis Griffin	Fritz Gerald Joseph, Construction Project Manager, Sr. City of Atlanta Department of Enterprise Assets Management 68 Mitchell St., Suite 1225, Atlanta, Georgia 30303 Cell: 470.3829749 Office: 404.865.8724 frjoseph@AtlantaGA.Gov
Fitness Center Renovation and Demolition of Three Buildings Shaw Air Force Base, SC	Jul 2014/Mar 2018	Complete interior renovation. Selective demolition. Rebuild 3 Racquetball Courts with new observation deck. Convert previous locker rooms to equipment/mechanical rooms and fitness assessment area. Convert 2 previous racquetball courts and portion of locker rooms into the HAWC to include an observation kitchen. Provide new restrooms, office area, kitchen, and laundry; ceilings; millwork. Replace roof and roof drains. Modify entrances into gymnasiums. Provide new mechanical yard including fencing. Interior and exterior painting. Vestibule with storefront. Design/build new fire alarm/mass notification system and fire sprinkler system. New plumbing. Replace complete HVAC system. Upgrade entire electrical system to include power, lighting, panels, and transformer. Install erosion control, site work, concrete pads, and sidewalks.	As General Contractor, managed and administered all aspects of project. Self-performed Drywall, demolition, ceiling, install doors, site work, concrete, general labor, management.	PM: Bevely Willabus Supt: Bobby Thompson	Michael J. Burkett, SSgt, USAF Contract Specialist Department of the Air Force 20 CONS/PKB 321 Cullen Street, Shaw AFB 29152 (803) 895-5397 michael.burkett.3@us.af.mil
Design/Build Services to Rehabilitate the Sandy Point Restrooms for the Chattahoochee River National Recreation Area in Sandy Springs, GA	Jan 2017/Apr 2017	Design and remodel the restroom at Sandy Point, increase ADA compliance, improve energy usage, reduce water consumption, and improve cleanliness. Produce general design documents, restroom layout with ADA compliance, and the deck and ramp design. The Deck and access ramp replaced. New plumbing. New electrical. New fixtures. The flooring and walls retiled and or painted.	As General Contractor, managed and administered all aspects of project. Self-performed Concrete, demo, interior finishes, carpentry, masonry, siding, roofing, site work painting.	PM: Bevely Willabus Supt: Fernando Baker	Laurie Chestnut National Park Service - Southeast Regional Office 100 Alabama Street, S.W., 5th Floor, 1924 Building, Atlanta, Georgia 30303 launell1125@gmail.com 770-841-7841

Section 4 – Past Performance

SoCo Contracting Company, Inc.

Project Name & Location	Start and End Dates	Project Description	Company Role & Responsibility; Work self-performed	Key Personnel	Owner Contact
Martin Luther King Jr Recreation Center ADA Improvements Atlanta, GA	Dec 2015/Mar 2016	ADA compliance upgrades: Electrical, gym repairs, men's & women's restroom repairs, elevator repairs, water fountain installations.	As General Contractor, managed and administered all aspects of project. Self-performed Sitework, general labor, management.	PM: Bevilly Willabus Supt: Roy Waterton	Keith J. Hicks, AIA Architectural Services Chief Park Design Office City of Atlanta Department of Parks & Recreation 233 Peachtree Street, Suite 1600 Atlanta, Georgia 30303 O: 404.546.6865 C: 404.354.1327 kjhicks@atlantaga.gov
Ormond Grant Park ADA Improvements Atlanta, GA	Dec 2015/Mar 2016	ADA compliance upgrades. Construction of a new ADA accessible concrete sidewalk with granite inlays. Construction of a new granite seat wall adjacent to the new ADA accessible concrete sidewalk and playground.	As General Contractor, managed and administered all aspects of project. Self-performed Sitework, concrete repairs, general labor, management.	PM: Bevilly Willabus Supt: Roy Waterton	Keith J. Hicks, AIA Architectural Services Chief Park Design Office City of Atlanta Department of Parks & Recreation 233 Peachtree Street, Suite 1600 Atlanta, Georgia 30303 O: 404.546.6865 C: 404.354.1327 kjhicks@atlantaga.gov
Zaban Recreation Center ADA Remediation Work Atlanta, GA	Dec 2015/Mar 2016	ADA compliance upgrades. Provided a poured concrete parking area with ADA compliant van accessible and standard accessible spaces. Provided ADA symbols vertical ADA signs. Created an accessible route from parking lot to accessible entrance by installing new concrete sidewalks and aprons.	As General Contractor, managed and administered all aspects of project. Self-performed General labor; management.	PM: Bevilly Willabus Supt: Godfrey Waterton	Keith J. Hicks, AIA Architectural Services Chief Park Design Office City of Atlanta Department of Parks & Recreation 233 Peachtree Street, Suite 1600 Atlanta, Georgia 30303 O: 404.546.6865 C: 404.354.1327 kjhicks@atlantaga.gov

Section 4 – Past Performance

SoCo Contracting Company, Inc.

Project Name & Location	Start and End Dates	Project Description	Company Role & Responsibility; Work self-performed	Key Personnel	Owner Contact
McGhee Tennis Center ADA Remediation Work Atlanta, GA	Dec 2015/Mar 2016	ADA compliance upgrades. Provide van and standard accessible spaces and vertical signage in parking lot. Remove existing curb and install new Type A curb. Remove existing concrete patio and ramp; Install new concrete patio and ramp to comply with ADA Standards. Provide rails in new concrete ramp surface. Remove existing and install new drinking fountain. Remove existing ground hydrant and Install a Wall Hydrant.	As General Contractor, managed and administered all aspects of project. Self-performed Drywall, ceilings, painting, doors & hardware.	PM: Bevil Willabus Supt. Godfrey Waterton	Keith J. Hicks, AIA Architectural Services Chief Park Design Office City of Atlanta Department of Parks & Recreation 233 Peachtree Street, Suite 1600 Atlanta, Georgia 30303 O: 404.546.6865 C: 404.354.1327 kjhicks@atlantaga.gov
Replace Housing Unit Roofs FCI Bennettsville, SC	July 2015/July 2016	Removal and installation of approximate 1006,000 square feet of EPOM roofing on 3 general housing units and 1 special housing unit.	Managed and administered all aspects of project. Self-performed Carpentry; general labor, management.	PM: Barry Dunlap Supt. James Owens	Prashanthi Reddy President & CEO Accura Engineering and Consulting Services, Inc. 3200 Presidential Drive Atlanta, GA 30340 470-225-6027 predy@accura.com
Structural Repairs in Food Service FCI Tallahassee, FL	Nov 2015/Mar 2016	Install supplemental structural support. Repair deteriorated basement ceiling concrete slab and beam areas.	As General Contractor, managed and administered all aspects of project. Self-performed Demo; carpentry, management, concrete patch repairs.	PM: Barry Dunlap Supt.	Federal Bureau of Prisons Bobby J. Addison Office of Acquisition Services 2900 Woodcock Boulevard, MS TCU-4 Atlanta, GA 30341 BAddison@cdc.gov 678-475-4524

Section 4 – Past Performance

SoCo Contracting Company, Inc.

Project Name & Location	Start and End Dates	Project Description	Company Role & Responsibility; Work self-performed	Key Personnel	Owner Contact
Repair Fire Alarm/Smoke Purge MDC Guaynabo, PR	June 2015/March 2016	Repairs of the fire alarm system/smoke purge.	As General Contractor, managed and administered all aspects of project. Self-performed Demo; piping; conduit installation.	PM: Barry Dunlap Supt: Danny López	Federal Bureau of Prisons Bobby J. Addison Office of Acquisition Services 2900 Woodcock Boulevard, MS TCU-4 Atlanta, GA 30341 BAddison@cdc.gov 678-475-4524

Section 5

Section 5 - PROJECT APPROACH/TIMELINE PLAN

MANAGEMENT & PROJECT COMPLETION METHODOLOGY

The Owner-Contractor communication is an integral part of SoCo Contracting Company, Inc.'s (SoCo Contracting) methodology to ensure continual/real-time status of project deliverables. SoCo Contracting's construction management team will continually evaluate the actual construction in accordance with permitted plans/specifications that are approved by the City of Stockbridge and/or applicable regulatory agencies. SoCo Contracting's construction management team tracks and monitors field progress in conjunction with our Primavera P6 critical path (CPM) schedule defining all work activities, durations and related information.

Subcontractor Management and Supervision

Once we select qualified subcontractors, we take steps to make sure they understand the scope of work, policies, and expectations. After work begins, we carefully coordinate subcontractors' schedules according to project progress, and we closely monitor the quality of their work. Our subcontractor control plan includes information about orientation, preparation, scheduling, supervision, problem resolution, warranty calls, and punch list items. Subcontracted efforts are integrated through a series of interactions with the Project Manager (PM) and Superintendent, who are the personnel responsible for subcontractor management. The process is as follows:

- A pre-construction meeting is held to discuss coordination among the various trades.
- A construction meeting is held to coordinate and discuss schedules, questions, or concerns.
- A three-week notice for pre-start of the critical construction coordination efforts is issued to the project's subcontractors.
- Weekly meetings are held (once construction has begun) and progress schedules are continually established and distributed.
- Subcontractors are required to submit daily reports regarding the supervision of manpower and materials received to the appropriate company project supervisors.
- As a result of these subcontractor coordination efforts, we are able to integrate the efforts of all subcontractors involved, and also manage an efficient flow of work for each project.

Risk Management

The SoCo Contracting project, quality and safety management approaches form the basis of risk mitigation and the development of appropriate response actions to potential risk factors related to the project. Our Team will continue ongoing management and monitoring of identified risks and address the addition of any new risks that might be identified throughout the construction process. In the construction process, risk analysis will be performed to identify, quantify, model, manage, and monitor potential problem areas. The application of risk management procedures in SoCo Contracting's construction process will provide early visibility to potential "problem areas" and opportunities, where effort and money can be expended early in the pre-construction and project start-up phases to reduce vulnerability, excessive costs, technical delays, and schedule interruptions/delays.

Key Risk Factors that will be considered in the current solicitation includes, but is not limited to:

- Scheduled project duration and applicable resource allocation to meet project milestones
- Survey/Layout of project work.
- Work area coordination and location of existing utilities (electrical & underground)
- Public safety maintenance and continued implementation
- Quality Control/Quality Assurance of constructed work.

Planning and Scheduling

The schedule, being the primary control mechanism for the project, is a critical asset. SoCo Contracting will utilize Primavera Project Planner (P6) Scheduling software to plan and maintain project schedule. Our construction management team will be involved in the project planning at the time of project award. SoCo Contracting's Team understands the critical nature of making sure that all construction milestones are met, while responding to Owner/User comments in a timely manner. Our Project Manager, Barry Dunlap will continue schedule control with on-site monitoring of the production work, coordinating subcontractor requirements with production and procurement personnel, working with our Site Superintendent, Dave Wilson to not only disseminate schedule data but to record percentage process of each activity based on weighted percentage progress milestones assigned to each activity, updating the schedule with this data, running the schedule update features, and generating variance reports for both cost variance and schedule variances. This work will be accomplished on a continual basis so the project schedule is current and reflective of actual contract status.

Quality Control

A summary of the SoCo Contracting's Quality Control Program includes our Team conducting a constructability review to minimize problems that will be encountered in the field. The PM takes primary responsibility for leadership of quality implementation in the construction process. The superintendent is responsible for checking all shop drawings for accurate dimensions and ensuring submittal compliance with the applicable specifications and drawings for all materials, whether supplied by our firm, its subcontractors or suppliers. We will conduct, on a continuing basis, sufficient daily follow-up inspections to ensure that all subcontractors' workmanship and materials in the construction of this project are in conformance with the drawings and specifications. The Quality Control System will ensure three (3) phases of control and tests: Preparatory Phase, Initial Phase, and Follow-up Phase. All control phases and tests shall be recorded daily on the Quality Control Report. Items requiring correction are logged into a field quality control log. All comments requiring attention are captured in the field quality control log. The team conducts regular progress meetings involving trade contractors and Owner representatives during construction. These meetings are led by the PM and superintendent. Topics reviewed, among others, include safety, quality, schedule, conflicts.

Eliminating errors is our goal and our Quality Control Plan (QCP) helps us ensure that any errors in workmanship or materials that do occur are corrected immediately. Our corrective action policy is simple: The Project Manager (PM) is responsible for seeing that deficient work is corrected, preferably without disrupting the project schedule. Whenever a problem or discrepancy is identified, the PM will meet with the Superintendent and the personnel or

suppliers responsible for the discrepancy. They will examine the problem and solicit input from those involved. They will develop a solution to correct the nonconforming work, establish a deadline for the remedy, and ensure that the deadline is met. All personnel responsible for the problem, including subcontractors, are made aware that the deadline for the correction is critical to the timely completion of the project. Our Master Subcontract Agreement clearly sets forth the terms and conditions of subcontracting for each customer we serve. The agreement informs subcontractors of our expectations and guidelines for the performance and quality of their work. The agreement also gives us the means to enforce penalties for substandard work, delays, or safety violations, ensuring that the high standards and timeliness we demand will be maintained.

Safety

SoCo Contracting has put in place extensive policies and procedures designed to provide a safe and healthy work environment for all of our employees, subcontractors, and customers. What follows here is a general discussion and minimum details on the SoCo Contracting's Safety Program. Our goal on every job is to ensure that all work is completed safely, with appropriate tools, equipment, and methods as is implemented in compliance with Occupational Safety and Health Administration (OSHA) Standards along with City of Stockbridge Safety requirements and regulations. This goal takes priority over scheduling concerns. Any work the designated Site Safety Manager (in this case, the Superintendent for the subject solicitation), observes being performed in an unsafe manner, or without appropriate safety precautions, will be stopped until proper safety procedures can be instituted. Potential hazards are identified and systematically reduced or eliminated as much as possible. Environmental hazards are given extra consideration to verify that all dangerous procedures and materials are handled in accordance with OSHA and Environmental Protection Agency (EPA) guidelines. Every effort is made to substitute safe alternatives for potentially hazardous materials and methods. When this is not possible, we make sure that only qualified personnel with previous experience and specific training are assigned to hazardous duty. The Superintendent is also responsible for certifying that all workers are aware of proper safety procedures. All subcontractors are shown the location of all emergency equipment and Safety Data Sheets (SDS), telephones, and evacuation routes. The safety manager conducts weekly safety training sessions to ensure that everyone understands the particular dangers and hazards of the work in progress and that all site workers are familiar with safe operation and handling of equipment and materials. We require that subcontractors maintain the same level of education as all our employees on all jobs. Health and safety inspections are held regularly while a project is in progress. SoCo Contracting also has a third-party safety audit team (SMART Safety) that audits all of our projects monthly for compliance with all safety regulations and provides us reports to remedy any concerns and acknowledge all compliant behaviors at each project location.

Responsibilities and/or Commitments Expected from Owner

SoCo Contracting is looking for the City of Stockbridge to work with our firm with a commitment to partnering with SoCo Contracting to ensure open lines of communication among our respective construction management teams. The commitment to help the construction process along with commitment to minimize, as best as achievable, the turnaround times for Requests for Information (RFI's), submittal review, and approvals will ensure a timely, cost-

effective and safe project. As the process moves into the Construction phase, the Construction Team takes the leadership role and the project will benefit immensely with the Owner's ability to have its Design Team members stay involved to ensure that the scope and quality of the design is maintained with participation in partnering meetings and construction progress meetings. Timely review and approval of payment applications by the City is imperative to make sure that materials and equipment can be procured and cost and schedule impacts can be minimized. Additionally, the City's timely approval of pay applications will help make sure that trades can be scheduled and committed to the dates / milestones on the CPM schedule.

Responsibilities and/or Commitments Expected from SoCo Contracting

SoCo will work with the City's designer of record along the City construction team members from the Notice to Proceed through the project closeout and collaboratively evaluate any potential conflicts and / or coordination concerns with the design and work with the appropriate parties to develop a solution in conformance with the contract. If appropriate, a betterment or a cost-effective solution will be relayed to the City's Contracting Officer. SoCo will use our PROCORE PM System, which is a secure, web based, collaborative tool for reviewing, tracking comments and approving shop drawings is proposed to streamline the review process. Weekly construction progress meetings will be held at the site or the City's offices (as required) to review construction progress, RFIs, revisions, shop drawing and submittal reviews, scheduling and coordination issues. Note: RFIs, revisions, shop drawing and submittal reviews, scheduling/coordination issues will be tracked electronically & assigned to appropriate party to track to completion. After completion of all work, SoCo will conduct a completion inspection of all work features and activities. A punchlist will be developed to identify all items which are not in compliance with the specifications and drawings. The Contracting Officer Representative will be notified upon completion of the punchlist and corrective work. Prior to the scheduled completion date, punchlist site visits will be made to identify and to correct non-compliant construction (if applicable). Closeout documentation will be submitted as contracted and required per project in a timely fashion. SoCo will capture all changes implemented throughout the course of construction, allowing for a regularly updated contract document. Through the duration of the project, the construction team will maintain updated drawings and specifications. Upon completion of the project, SoCo will provide its project closeout team any additional field dimensioning and related changes to field items. With the continual updates to the project documentation, SoCo will be able to provide documentation in an efficient manner.

BRIEF DESCRIPTION OF KEY TASKS/KEY MILESTONES, AND KEY DELIVERABLES

Permit (Construction) Drawings and Documents

Upon award, SoCo Contracting will formally submit project drawings & specifications along with all applicable civil/structural notes, dimensions and supporting documentation (structural calculations, site plans, etc.) required for federal government, state, city, or county building permits. We will submit the package and follow it through until permits are issued.

Estimating/Buyout process

SoCo Contracting's Estimator reviews the project scope with each responding bidder to ensure the quote complies with the project specifications and requirements. The PM again confirms the

subcontractor will comply with all specifications and requirements prior to awarding and/or formalizing a contract to the subcontractor and/or designated subcontractor, as applicable.

Pre-Construction Conference

Each project requires a slightly different approach to respect the client's specific needs and the site environment. SoCo Contracting anticipates having deliverables available to the Owner to address the complete construction plan as well as anticipated construction schedule for the project by the time of the Pre-Construction Conference.

Submittal Approval

SoCo Contracting's PM reviews submittals and shop drawings from each subcontractor for compliance with the plans and specifications. He/She checks all submittals and shop drawings prior to forwarding to the Owner / Design consultant for review and approval. Approved submittals & shop drawings are distributed to the inspector, the superintendent, subcontractor, and other subcontractors as required for coordination.

Procurement

SoCo Contracting's PM tracks procurement of materials after approval with each subcontractor. This ensures materials arrive on the site on time and in the correct sequence for installation. In addition, the PM ensures that materials are stored in compliance with the manufacturer's instructions if they are not immediately installed.

Construction

The construction phase is intense and requires a great deal of coordination. We stay organized and anticipate proper control from the management, resource, budget, and schedule aspects of the process. We like to involve the Owner as much as he or she wishes. We provide an itemized time schedule for construction, so you know exactly what is happening when. We strive to create a team-oriented environment in which we as the General Contractor and the Owner can participate together to foster a successful construction project.

Pre-installation

SoCo Contracting and its Team meets with each trade to discuss the installation of each material and system involved in the job. Depending on the complexity of the installation, our Team may involve all pertinent personnel and subcontractors. SoCo Contracting and its Team will review the specification, submittals, means and methods, testing requirements, site conditions, inspection procedures, storage conditions, mock-ups, and commissioning requirements during the pre-installation meeting.

Installation

SoCo Contracting's superintendent is responsible for monitoring the subcontractor's means and methods and compliance with the installation requirements of the specification the manufacturer, and all applicable building codes. SoCo Contracting's superintendent will review the substrate with the subcontractor to verify its satisfaction. SoCo Contracting's superintendent will review the subcontractor's work during the installation process. Where possible, SoCo Contracting's superintendent will designate a portion of the work to become a mock-up in place. SoCo

Contracting's superintendent is responsible for coordinating and verifying new work is not installed on top of work that has not been properly tested and its integrity confirmed.

Inspection and Acceptance

The installing subcontractor should inspect his work for compliance with the plans and specifications. SoCo Contracting believes in a punch-as-you-go method. Work will be inspected and corrections made during the process of the job in order to minimize the amount of corrective work done at the end of the project during the punch list and closeout phase. Upon receiving notification from the subcontractor that the work is ready for inspection, SoCo Contracting's superintendent will verify the acceptability of the work. SoCo Contracting's superintendent will then schedule an inspection by the appropriate parties to review and accept the work.

Corrective Action

Work failing to comply with the plans and specifications will be corrected or removed and reinstalled at the direction of SoCo Contracting's superintendent. Parties such as testing agents, design professionals, inspectors, and owner representatives should direct their verbal or written comments to the SoCo Contracting Team's superintendent.

Substantial Completion Walk-Through

On the substantial completion date stated in the Contract (or a revised date agreed upon per Change Orders), as is required on our other government / public contracts, we anticipate completing a walk-through with the government to create and sign a final Punch List of items to be completed.

Project Closeout & Commissioning (As Required)

SoCo Contracting's superintendent will oversee the commissioning of equipment in accordance with the manufacturer's recommendations. SoCo Contracting's superintendent will ensure that commissioning takes place under the conditions and time schedule recommended by the manufacturer. Upon commissioning, punchlist work and Owner training being completed, SoCo Contracting will submit to the City of Stockbridge final project As-Built Drawings & Specifications along with all Operation & Maintenance (O&M) Manuals with all required warranty documentation.

PROJECT SCHEDULE

See attached project schedule at the task level starting with the receipt of the Notice to Proceed and ending with project completion.

MANAGEMENT AND QUALITY CONTROL PLAN/APPROACH

SoCo Contracting will manage this project in a manner that assures quality control management procedures are maintained throughout the construction process. This model has proven successful on SoCo's previous projects. SoCo Contracting will maintain and implement our program management process to ensure that project deliverables are accommodated with the highest quality. SoCo Contracting's management program and quality control approach has specific emphasis on the project mobilization, safety, subcontractor/vendor management, document controls, cost, and schedule control to assure consistency with the City of Stockbridge's requirements.

Construction Quality Control Program and Procedures

The Principal-in-Charge (PIC) for projects under the proposed Contract will be Parampal Singh. Mr. Singh's experience and qualifications are clearly represented in the attached resume as part of our proposal. The Principal-in-Charge will assign the Quality Control (QC) Manager (Site Superintendent will be responsible for QC Manager responsibilities at the project site) to work with the project team in assuring that the City of Stockbridge is receiving a project of the highest quality and with strict adherence to City of Stockbridge requirements along with all federal, state and local requirements. The QC Manager reports directly to the Project Manager and has complete authority to reject any deficiencies or work inconsistent with the Quality Control Program. The QC Manager will have autonomy and independence from other team members to make decisions in regards to construction quality control. QC Manager also has the authority to direct that the improperly installed work shall be removed and that no additional work is performed until corrections are made and approved by the QC Manager and final approval and concurrence by the Project Manager. The QC Manager will also work very closely with the Project Manager from the time of award to ensure that the work is performed in accordance with the contract plans and specifications by implementing and managing the Quality Control Program procedures.

I. Duties, Responsibilities and Authority of QC Manager

The QC Manager will be responsible for the overall Quality Control Program and the individual responsibilities will include, but not be limited to:

- Implement SoCo's Quality Control Plan (QC Plan), using the three (3)-phase control system for all aspects of the work in this project.
- Consult with project supervisory personnel team to assure compliance with the quality control requirements of the contract.
- Coordinate the quality control efforts of subcontractors and suppliers to conform to the overall QC Plan.
- Provide direct feedback to the City of Stockbridge government representative on the effectiveness of the QC Plan.
- Be at the project site as maybe required for the project.
- Ensure that shop drawings, brochures, and related documents are forwarded immediately upon review to the City with accompanied submittal transmittal or applicable form, correctly filled out.
- Maintain the submittal register or applicable forms, including schedule updates and corrections, and submit monthly to the City.
- Conduct tests, supervise tests and witness tests as required to ensure compliance with the contract plans and specifications.

- Prepare, review and submit daily reports, test reports and other paperwork required in the QC Plan.
- Supervise Quality Control (QC) personnel and any outside quality control firms (if required).
- Schedule and control QC meetings including documentation and distribution of meeting minutes.
- Establish inspection procedures specifically required for this project.
- Ensure Operation and Maintenance manuals are undated correctly and punctually.
- Maintain daily QC reports.
- Maintain the contract drawing log (update drawings as necessary to reflect changes, requests for information, and related information).
- Maintain As-Built Drawings sets.
- Make changes or modifications to the QC Manual during the life of the contract to ensure contract compliance and an effective Quality Control program. The City may direct changes to the QC plan or personnel and all changes or revisions to the QC plan must receive City of Stockbridge approval prior to implementation.

II. Superintendent Coordination of QC Manager Responsibilities

The Project Superintendent has the authority to stop any work he determines is unsafe or not in conformance with the plans and specifications. He has the authority to order work removed if it does not conform to the plans and specifications. He has the authority to have personnel removed from the jobsite if he determines their work is unacceptable or unsafe.

The Project Superintendent shall act as the QC Manager in the implementation of the QC plan. The QC Manager may request the assistance of the Project Manager as needed to ensure compliance with the plan. The QC Manager will report any deficiencies to the Project Manager and record any such deficiencies to be tracked and logged into the QC log.

III. Shop Drawings, Submittals and Product/Material Data – Quality Management

The QC Manager will also serve as the submittal manager. The QC Manager has full authority to act for the firm in all submittal matters. His/her responsibilities include scheduling review, updating, and obtaining any submittals required from subcontractors.

The QC Manager will review the submittal register a minimum of every thirty (30) days. The submittal register will be utilized to plan and monitor submittal progress so as to ensure timely approval of methods/materials prior to their scheduled need time. The submittal register will be available for inspection by the City's Representative at all times. An updated submittal register will be forwarded to the City's Representative at sixty (60) day intervals, or as requested by the City of Stockbridge.

The QC Manager will review the submittal register during preparatory phases of quality control to ensure that all submittals for the ensuing feature of work are approved and will take action to correct any deficiencies in submittal requirements.

All submittals required by the specifications or as needed for approval of deviations will be submitted by the QC Manager utilizing SoCo's submittal transmittal form or applicable form from the City of Stockbridge, in accordance with submittal register schedule dates or sooner. Prior to submittal, all shop drawings, data, samples, certifications, and test reports will be

reviewed by the QC Manager to ensure compliance with the contract requirements. Corrections and revisions will be requested where necessary.

IV. Field Quality Control, Testing and Verification Procedures

A listing of all field quality control tests indicated in the contract specifications and additional tests as needed to establish quality control will be incorporated in the Quality Control Program for the project. This listing will include the name of the test, specification paragraph number, feature of work tested, associated activity, responsible person, and frequency.

A. Testing Facilities

The proposed testing laboratory for use on this project will be established upon award of contract from the City of Stockbridge. A back-up testing laboratory will also be designated at that time. Once determined, SoCo shall submit selected testing laboratories information to the City of Stockbridge for its records.

B. Testing Records

All testing activities will be recorded on the Daily QC Report, indicating the name and number of the test performed, specification paragraph reference, and location performed. Results of the tests will be recorded on the Daily QC Report or attachments. Actual test reports will be furnished promptly to the City's Representative as directed by the specifications. A copy of all test reports from the Materials Test Laboratory will be sent directly to the City of Stockbridge by e-mail or U.S. Mail as required.

C. Materials/Equipment Review and Approval

The QC Manager will inspect all material/equipment deliveries for: (1) compliance with approved submittals, (2) damage, (3) correct dimensions and qualities, and (4) required labeling and documentation. The City's Representative will be notified of any material/equipment failing to meet requirements. A record of inspection will be noted in the Daily QC Report and any necessary corrective action will be initiated. Proper storage will be checked.

D. Off-Site Inspection (as applicable)

The QC Manager will inspect manufacturing facilities and material sources as specifically directed by the specifications. Additional inspections will be conducted as necessary to ensure compliance with the contract specifications. The QC Manager will record offsite surveillance activities in the Daily QC Report. Where instances of noncompliance are observed, corrective action will be initiated.

E. On-Site Inspection

Each craftsman will be charged with the responsibility of performing his or her work in a workmanlike manner and continually striving for the highest degree of quality. Only craftsmen who exhibit an ability to perform and desire to achieve quality will be employed and retained. The QC Manager will routinely and continually inspect the work for compliance with the contract documents. Duties, as outlined above, are for the purpose of maintaining and documenting the work as required to achieve a high degree of quality. The Quality Control Program outlined in this approach will include a complete listing of definable features of work. The QC Manager's

inspection of these work features will be accomplished through implementation of the 3-phase control procedures outline hereinafter.

F. Completion Inspection

After completion of all work, the QC Manager will conduct a completion inspection of all work features and activities. A punchlist will be developed to identify all items which are not in compliance with the specifications and drawings. The QC Manager will establish a date by which each deficiency will be corrected and note such date on the punchlist. A follow-up inspection will be conducted to verify completion of all punchlist items. The completion inspection and any resulting corrective action will be accomplished within the contract performance period. The City's Representative will be notified upon completion of the punchlist and corrective work. The punchlist will be made part of the Quality Control documentation by attachment to the Daily QC Report.

G. Commissioning of Equipment

This requirement is discussed briefly and noted that the requirements in this section may be necessary duplications of Tests/Verifications required in other parts of the specifications, and will not be waived. Special emphasis will be placed on providing advance notice to the City to accommodate the numerous inspections mandated by the City of Stockbridge and as per contract requirements. Additionally, SoCo will ensure that all test and inspection reports on related systems, and O&M Manuals will be made available to the City of Stockbridge Representative prior to commencement of the Commissioning process. All pre-commissioning checks will be successfully completed prior to beginning the functional performance tests. SoCo will actively participate as part of the Commissioning team and will accommodate and provide the following types of team members as needed (including, but not limited to):

- Quality Control Managers
- Civil / Structural Representative
- Mechanical Representative
- Electrical Representative
- Testing, Adjusting, and Balancing Representative
- Control's Representative

V. Three (3)-Phase Quality Control Inspection Procedures

A Three (3)-phase control system shall be implemented by the QC Manager and Project Management Team to ensure that construction, including subcontractors, fabricators and suppliers, complies with the requirements of the contract documents. This system of management will address each definable feature of work beginning with early planning stage requirements and ending with the finished work activities. Each phase will allow the opportunity to prevent problems and deficiencies and ensure that the Accident Prevention Program is implemented. The three control phases are outlined hereafter.

A. Preparatory Inspection Phase

This phase will be performed prior to beginning work on each definable feature of work. This phase will be conducted at a meeting involving the QC Manager, Project Manager, Project Superintendent, and other QC Personnel as may be required for each particular discipline, and the foreman & crew involved in the particular work

feature. The City's Representative will be notified twenty-four (24) hours in advance of the Preparatory Phase. The phase will include:

- A review of the applicable section of the specifications and contract drawings (review Specifications).
- Safety Manager will sign off on the Activity Hazard Analysis (AHA) before conducting the Preparatory.
- A review of the submittal register to ensure that all required submittals are submitted and approved. Take corrective action when necessary. Submittal data will be discussed to acquaint all team members with technical aspects and points peculiar to the work feature (review submittals).
- A check to ensure that materials and equipment are in compliance with approved submittals and specifications. Verify that required materials and equipment are on hand and properly stored (check Material).
- Verify that preliminary work is satisfactorily completed.
- Review control testing requirements and verify that testing facilities are approved. Verify that necessary provisions are made for testing (review Testing).
- A consensus will be reached on planned construction procedures, tolerances and the required level of quality expected from the QC Manager and the City's Representative in order to meet contract specifications (set standards).
- Review appropriate Activity Hazard Analysis (AHA) to assure safety requirements are met. The QC Manager will inspect all equipment to ensure that minimum requirements for safety provisions in accordance with OSHA regulations, City of Stockbridge Safety Program requirements, and applicable regulations are met (safety checks).
- The above described activities will be documented on the "Preparatory Phase Checklist." This form will be attached to the Daily QC Report and furnished to the City of Stockbridge City's Representative. Problems and deficiencies apparent during the preparatory phase and corrective action initiated will be noted in this report.
- A sign in sheet will be present at this meeting all personal attending will sign.

B. Initial Inspection Phase

This phase is performed once a representative portion of work has been place for each definable feature of work and will be conducted at a meeting involving the QC Manager, Project Manager, and Project Superintendent involved in the particular work feature. The City's Representative will be notified twenty-four (24) hours in advance of this phase. The initial phase will include:

- A site check to ensure the preliminary work is satisfactorily completed will be conducted by the QC Manager, Project Superintendent & City's Representative.
- Verify that materials, equipment and construction procedures are in compliance with the contract documents and resolve all differences.
- Review control testing requirements.
- Set standards of quality required to meet contract specification.

- Review the Activity Hazard Analysis (AHA) to ensure safety requirements are met. Check equipment for safety provisions.
- The above described activities will be documented on the “Initial Phase Checklist”. This form will be attached to the Daily QC Report and furnished to the City’s Representative.

C. Follow-up Inspection Phase

This phase is accomplished through daily inspections by the QC Manager, and also through performance of the required control testing. Follow-up phase efforts will ensure a continuation of quality and safety standards established during preparatory and initial phases until completion of the work feature or activity. The QC Manager’s follow-up phase activities, including deficiencies noted, corrective action taken, and control testing results will be recorded in the Daily QC Report.

VI. Corrective Action Plan and Tracking of Construction Deficiencies

In cases where tests or inspections indicate that work or materials do not meet the requirements of the specifications, the following procedures will be followed:

- Immediately discuss the deficiency and possible corrective action with foreman overseeing that aspect of the work. The Project Superintendent and/or Foreman will take immediate action. Or, if immediate action cannot be taken by the stated personnel, then
- Within two (2) hours, present the deficiency along with supporting data to the Project Superintendent and the QC Manager. If the problem cannot be resolved at this level and/or the work cannot be returned to the specified condition, then,
- Within twenty-four (24) hours will develop and submit to the City’s Representative a plan of corrective action.
- Upon approval of the corrective action plan, corrective action will be implemented.
- After corrective action has been taken, if applicable, the work will be restarted for compliance.
- The form for tracking construction deficiencies is the “QC Comment” list. A QC Comment can be issued by the QC Manager, Project Superintendent or Project Manager. All QC Comment’s shall be kept and updated by the QC Manager. The QC Comments will be available for inspection by the City’s Representative. We will also use SoCo’s Procore Project Management System to track the “QC Comments” as part of our daily reporting procedures.
- The QC Document listing is available for inspection by the City’s Representative.

VII. Reporting Procedure

A. Reporting and Documentation

The QC Manager will maintain records of all quality control activities including documentation of control testing and inspection, and maintain integrity of the contract documentation through use of the following described forms and procedures. Additional reports will be formulated or added as needed. All reports and documentation will be maintained in Procore Project Management System. New employees will be trained on SoCo’s project management, accounting and safety systems before being employed on the project, if the necessity is there for new project team members.

B. Daily Records

The QC Manager will utilize the Procore Project Management System QC Reporting form or form as may be required by the City of Stockbridge to record daily control activities and resources used, work performed, and other data indicated on this form. The original and one copy will be furnished to the City of Stockbridge representative within twenty-four (24) hours of the reporting date. The QC Manager will maintain copies for his files. Test reports will be included in the daily QC Report.

C. Control Phase Checklists

The QC Manager will utilize SoCo's forms or form as may be required by the City of Stockbridge entitled "Preparatory Phase Checklist" and "Initial Phase Checklist" to document these control phase activities. Original will be attached to the Daily QC Report for the date on which the control phase is completed. A log will be maintained at the jobsite office to record the data on which preparatory and initial phases were completed for each definable feature of work so as to allow easy verification of control activities.

D. Contract Document Control

The QC Manager will maintain a record in log form of the most up-to-date documents issued for construction and adjustments. No contract documents will be replaced or revised without receipt of a modification or direction from the City's Representative. The QC Manager will maintain As-Built contract drawings and specifications.

E. Change to CQC Plan

Periodically, and at least once monthly, the QC Manager will review the QC Plan with the possible need for changes in mind. During the course of work on this contract it is reasonable to expect the need for some changes to arise. When they do, the QC Manager will incorporate these changes in the form of written amendments and copies will be furnished to the City's Representative for reviews and approval as appropriate.

VIII. Coordinating Labor, Resources, Subcontractors, and Material Suppliers

The SoCo team draws resources from within our organization and from subcontractors to complete projects. The City of Stockbridge will receive 100% commitment at every level with quality performance and dedication to project requirements throughout all project phases. The SoCo Team has a long-standing working relationship performing on various projects for local, state and federal requirements and thus, understands the intricacies involved in delivering the government a quality product designed to meet or exceed the City's expectations.

SoCo's Principal-in-Charge has full authority over all on-site activities conducted by all staff members as well as subcontractors for the subject project. The Principal-in-Charge will represent SoCo at the local level on all routine matters, negotiate and execute contracts with subcontractors, and facilitate project activities administration through the duration of the project. The Principal-in-Charge is responsible for managing subcontractors, maintaining master schedules, signing purchase orders, performing/supporting estimating, managing site personnel, representing the SoCo Team in all communication/meetings with the City, and maintaining necessary contract documentation by collaborating with the City's design team

to ensure design conformity and to capture as-built information. On-site staff report directly to the Project Manager who, in turn, reports to the Principal-in-Charge.

The Project Superintendent is responsible for supervising, managing, and directing the daily site activities of all on-site staff, subcontractors, and tradesmen to ensure timely and satisfactory project completion in accordance with all project plans, specifications, and scope of work requirements. The Superintendent reports directly to the PM and ensures that proper safety, quality, and documentation procedures are followed, and that work progress is reported in a timely manner. The QC Manager oversees thorough inspection of the project as an onsite representative and verifies that proper quality control instruction is given and followed. The QC Manager reports to the PIC only in matters of daily logistics, getting his authority from our executive managers. This way, quality control remains the highest priority and does not suffer as a result of other project concerns. The QC Manager has autonomy to make decisions solely with regard to quality. The QC Manager's other authorities and responsibilities are delineated through a project-specific QC Plan. The QC Manager has full authority to stop a project in the event of a serious quality, safety, or applicable code violation, immediately reporting any such stoppages to the PM and executive team members. The QC Manager coordinates with the Project Manager to ensure final design drawings, as-built drawings, specifications, and documentation record the final project's features and technical elements, as may be applicable to each task order.

For this renovation project, SoCo Contracting anticipates the use of subcontractors and/or vendors for the following trades/work:

- polished concrete
- cold-formed metals;
- finish carpentry;
- PL cabinets & wood casework;
- insulation;
- Doors & Hardware (hollow metal, wood, access, automatic entrances)
- Glass & glazing; aluminum-framed storefronts
- acoustical ceiling
- wall coverings/painting/coatings
- flooring
- electrical
- HVAC
- signage

IX. Reviewing, Approving, and Managing Submittals from Subcontractors and Suppliers

All shop drawings, samples, certificates, or other submittals are reviewed and signed by authorized personnel, usually the QC Manager, indicating that the submittals conform to the drawings and specifications, and then copies, marked as approved, will be sent to the City's representative.

We check and approve all samples of material and/or equipment proposed for incorporation into the project. The approved samples are identified as to their intended use and a letter of

certification will accompany the transmittal that states the samples comply with the contract drawings and specifications. Adequate time will be scheduled for the City's approval. Before delivery of materials and equipment, certified copies of the reports of all tests listed in the technical sections will be submitted for approval, as well.

X. Surveillance of Work and Quality Control Procedures

In order to consistently verify the quality work of our in-house team members, subcontractors, and material suppliers, inspections are planned to meet the timing of scheduled milestones. Quality control inspection personnel time their efforts to prevent delays in the work progress. The Project Superintendent assists in the coordination QC inspections to ensure that tasks are complete enough to warrant inspection, or that the inspector is on hand to observe work in progress, and the City's representatives who wish to be present are available.

When project work is nearly complete, or to the completion point agreed upon, the QC Manager will inspect the work and develop a punch list of items that do not adhere to the approved drawings and specifications, which will be provided to the City's Representative. The QC Manager will follow-up to ensure that all deficiencies have been corrected on time, and will notify the City of Stockbridge that the project is ready for their Pre-Final Inspection.

The City's Representative will perform the final inspection with the SoCo's QC Manager. A Pre-Final Punch List may be developed as a result of this inspection. The QC Manager ensures that all items listed on the Pre-Final Punch List are corrected before the Final Acceptance Inspection. Once these items are completed, the QC Manager notifies the City's Representative to schedule the Final Acceptance Inspection.

The QC Manager, PM, and the City's Representative attend this inspection. The City of Stockbridge receives notice at least two (2) weeks before the Final Inspection that all specific items previously identified as being unacceptable, along with all the remaining work on the task order, are complete and acceptable by the date scheduled for the Final Acceptance Inspection.

XI. Acceptance, Rejection, Documentation, and Resolution of Deficiencies

Eliminating errors is our goal and our QC process helps us ensure that any errors in workmanship or materials that do occur are corrected immediately. Our corrective action policy is simple: The QC Manager is responsible for seeing that deficient work is corrected, preferably without disrupting the project schedule. The QC Manager will take whatever steps are necessary to make sure this goal is met.

Whenever a problem or discrepancy is identified, the QC Manager will meet with the Project Superintendent and the personnel or suppliers responsible for the discrepancy. They will examine the problem and solicit input from those involved. They will develop a solution to correct the nonconforming work, establish a deadline for the remedy, and ensure that the deadline is met. All personnel responsible for the problem, including subcontractors, are made aware that the deadline for the correction is critical to the timely completion of the project.

The QC Manager will monitor the Project Superintendent's actions taken to correct errors. In no case will work be allowed to continue if doing so would require building upon or concealing defective work.

Our subcontract management approach requires that subcontractors accept and follow our policies in a number of key areas, especially quality control. Our Subcontract Agreement clearly sets forth the terms and conditions of subcontracting for each customer we serve. The agreement informs subcontractors of our expectations and guidelines for the performance and quality of their work. The agreement also gives us the means to enforce penalties for substandard work, delays, or safety violations, ensuring that the high standards and timeliness we demand will be maintained.

XII. Subcontractor Management and Supervision

Once we select qualified subcontractors, we take steps to make sure they understand the scope of work, policies, and expectations. After work begins, we carefully coordinate subcontractors' schedules according to project progress, and we closely monitor the quality of their work. Our subcontractor control plan includes information about orientation, pre-performance preparation, scheduling, supervision, problem resolution, warranty calls, and punch list items. Subcontracted efforts are integrated through a series of interactions with the PM and Project Superintendent, who are the personnel responsible for subcontractor management. The process is as follows:

- A pre-construction meeting is held to discuss coordination among the various trades.
- A construction meeting is held to coordinate and discuss schedules, questions, or concerns.
- A three (3) week notice for pre-start of the critical construction coordination efforts is issued to the project's subcontractors.
- Weekly meetings are held (once construction has begun) and progress schedules are continually established and distributed.
- Subcontractors are required to submit daily reports regarding the supervision of manpower and materials received to the appropriate company project supervisors.

As a result of these subcontractor coordination efforts, we are able to integrate the efforts of all subcontractors involved, and also manage an efficient flow of work for each project.

XIII. Lines of Responsibility, Authority, and Communication Through Which the Tasks Will Be Managed, and the Actions to be Taken to Ensure Performance of the Contract

SoCo's organizational structure for this type of solicitation is streamlined and proven. It is based on the successful model SoCo has used to execute several million dollars' worth of projects including, renovations, repairs, ADA accessibility construction, sitework, grading, underground utilities, concrete construction, and earthwork construction projects for various Local, State, and Federal Government Agencies. SoCo's organizational structure has clear and direct lines of communication as well as reporting structure. There are no ambiguities with respect to the roles or lines of authority for SoCo's internal Office personnel along with SoCo's Field personnel. SoCo's Principal-in-Charge will be the primary point of contact with Owner for overall contractual issues. As indicated on SoCo's organizational support table, Quality Control, and Safety oversight functions report to corporate managers and are independent of the PM and project superintendents. This ensures that QC and Safety personnel have full authority to stop work, identify non-conformance with specified procedures, and implement corrective actions.

SoCo's Principal-in-Charge will assign and work to conduct project planning and allocation of staff and resources. The benefits SoCo brings to the City with its program organization approach include:

- Single point of accountability for all project elements through PIC
- Demonstrated ability to execute different types of projects, especially multi-tasking
- Ensured contract and regulatory compliance through incorporation of demonstrated QC, Safety, and Project Management procedures
- Clearly defined responsibilities for successfully & efficiently managing the contract & related task orders

The authorities and responsibilities at the Task Order management level are outlined in the below table.

Project Organization Reporting Lines and Authority Structure

STAFF MEMBER	REPORTS TO	RESPONSIBILITIES AND AUTHORITIES
Project Manager	Principal-In-Charge	Responsibilities – Directs and manages all aspects of construction activities in compliance with contractual requirements; communicates with City's representative; coordinates subcontractors; controls cost, schedule, and quality performance; reviews technical aspects of project; assures compliance with Safety and Environmental requirements. Authorities - Negotiates change orders; drafts Project Management Plans; accepts final cost proposals from subcontractors; signatory authority for project budget; authority to execute change orders; allocates budget among work elements; approves charges to project; approves field operations personnel assigned; approves technical deliverables; directs project activities; removes personnel not performing in compliance with contract requirements; manages, directs, and provides oversight for work executed by team.
Project Superintendent	Project Manager	Responsibilities - Directs field and construction work; manages and executes all field activities in accordance with approved work scope, assures safety compliance in field. Authorities - Stops work that does not comply with work plans or safety plan; initiates corrective actions to ensure compliance; accepts project modifications in the absence of PM; approves change orders and estimates as delegated by PM; provides QC for construction activities.
Safety Manager	Project Manager	Responsibilities - Prepares safety plan; assures implementation of safety requirements; ensures appropriate training and proper medical monitoring of personnel;

Project Organization Reporting Lines and Authority Structure

STAFF MEMBER	REPORTS TO	RESPONSIBILITIES AND AUTHORITIES
		identifies incidents of safety noncompliance. Authorities - Issues stop work order if unsafe or unhealthy conditions exist; prevents resumption of work until condition is corrected; approves Safety Plans and Amendments.
QC Manager	Project Manager	Responsibilities - Implements QC Plan; conducts QC audits; certifies tests and inspections for contract compliance; provides QC on analytical services. Authorities - Reviews all deliverables for technical completeness, accuracy, and compliance with work plans and SOW requirements; issues stop work order if work fails to meet requirements; delays resumption of work until corrective measures are in place.
Project Staff / Resources	Project Manager	Responsibilities - Provides technical support in a quality, on time, cost-effective, and safe manner; develops and prepares technical submittals. Authorities - Performs work as directed by PM and signatory authority as delegated by PM.

XIV. Quality/Management Control Procedure - Approach to Accomplish the Project Requirements within Budget and on Schedule

As the prime contractor, SoCo Contracting will be responsible for managing and executing the contract through our Program Management Office (PMO) located at 3175 Presidential Drive, Suite 100, Atlanta, GA 30340. SoCo Contracting will staff project with in-house technical resource pool and draw supplemental support from SoCo Contracting's relationships and utilization of qualified subcontractors and vendors. SoCo will use the following additional tools to ensure tasks are executed within the cost, schedule and quality goals and also ensure that issues are effectively communicated between the Team and the City:

- Project schedules, organized by Work Breakdown Structure (WBS) with a "responsibility" column for each task
- Tightly written and clearly defined fixed-price subcontract scopes of work, with subcontractor responsibilities outlined by WBS
- Monthly Status Reports (MSRs) to communicate project status and track action items
- Productivity metric reports to track daily/weekly/monthly field progress in accordance with the project schedule
- Regularly scheduled project review meetings/conference calls between all stakeholders
- Advanced notification of required reviews, approvals, resolution of submittals and requests for information – tracked via email notifications

Effective project control begins at the project definition phase, and extends through the planning, execution and follow-up phases. The table below defines responsibilities of the centralized PMO and decentralized project teams for execution. SoCo's PMO is located Atlanta, GA. The PMO will exercise oversight of cost, schedule, and quality performance, and will use the processes discussed in this proposal to proactively identify and mitigate management issues. The City will have a single POC for problem resolution and will receive uniform, consistent deliverables from the PMO, making review and approval quick and efficient.

SoCo Organizational Structure Support for Construction

MANAGEMENT COMPONENT	ADMINISTRATIVE AND MANAGEMENT RESPONSIBILITIES	BENEFITS TO THE CITY
Project Teams at Project Location	▪ Project/construction management ▪ Customer support/interface ▪ Subcontractor/field QC ▪ Safety implementation ▪ Detailed estimating/scheduling ▪ Cost tracking, progress reporting/invoice reviews	▪ Leverages the resources of the entire team; prevents bottlenecks or resource constraints in execution ▪ On-site presence ensures frequent communication and clear understanding of customer expectations ▪ Local staff develop knowledge of site conditions, regulators, and long-term customer relationships
Supported by Centralized PMO	▪ Contract management and resourcing ▪ Proposals and modifications ▪ Subcontracting and purchasing ▪ Cost/schedule control and oversight ▪ Accounting/invoicing/progress reporting ▪ Project QC ▪ Corrective actions	▪ Consistency in proposals, progress reports, and invoices makes contract administration easier for the City of Stockbridge ▪ Single POC ensures responsiveness, adequacy of resources, and smooth coordination with the City of Stockbridge ▪ Centralized oversight of cost/schedule and quality quickly identifies and mitigates issues, minimizing the requirement for owner oversight ▪ Dissemination of lessons learned to all team partners ensures continuous improvement throughout the contract term

The PMO will manage the resourcing, safety program, invoicing, cost control, scheduling, information flow, prepare programmatic Safety and Accident Prevention Plan, QC plan, mobilization check lists, environmental plan and technical services necessary to successfully execute this project.

The project team is selected to address specific needs on the project. If the SOW presents unique requirements that SoCo's Team needs additional support to accommodate, the PM will draw upon SoCo's team members to locate resources that possess the desired capabilities and experience. This approach is based on the "right resources for the right project" philosophy. The core of this philosophy is focused on identifying the specific success factors required to deliver the project(s) including:

- Skills that match the requirements of the assigned SOW at the facility
- Proven performance track record with local, state and federal government customers
- Experience and ability to build a direct and positive rapport with the customer
- Clear understanding of the City of Stockbridge regulatory and budgetary drivers as well as budget limitations
- Technical understanding of the project SOW and importance of the project schedule

SoCo's key personnel has identified these success factors for this project and has identified the project team personnel that match these factors. These matches and assignments are made with the intention of the project team becoming an integral part of the City's resources.

The project team was selected from SoCo's resource pool and is comprised of the right discipline mix to qualified personnel to complete the SOW. The Project Manager will serve as the single point of contact for the project and be responsible for project management and execution. Our Project Managers have numerous years' of continuity of successful project performance with the local municipalities as they have managed several similar projects for small and large government clients. During the planning phase, the appropriate key personnel, technical support staff, subcontractors, and resources are identified based upon the work breakdown structure (WBS). This level of work planning provides the right-sized and most-qualified team to accomplish the work in the most efficient and cost-effective manner.

SoCo Tools to Support Communication Process

TOOLS AND PROCESSES	USERS	CONTRIBUTION TOWARD EFFECTIVENESS AND EFFICIENCY, AND RISK MINIMIZATION
Contract Instructions	Contract and Project Team	Establishes contract-wide management practices, tools, and requirements. Ensures operational consistency. Prevents disruptions and poor performance by ensuring that overall contract execution is conducted according to this project.
Project Management Plan	Entire Team	Provides project teams with project-specific management practices, tools, requirements, and success metrics. Details assignments and accountabilities, schedule, budget, and change management instructions. Ensures the project team is operating consistently. Avoids disruptions and poor performance due to non-alignment of project team members.

SoCo Tools to Support Communication Process

TOOLS AND PROCESSES	USERS	CONTRIBUTION TOWARD EFFECTIVENESS AND EFFICIENCY, AND RISK MINIMIZATION
Procore Project Management System	Entire team	A site that provides users with real-time internet access to project documents and data on project status, cost/schedule progress, and productivity efficiency. Provides worldwide access to data, and allows for early identification of issues.
Master Document List	Contract and project team	Provides a single listing of all contract documents to ensure the maintenance of a central library, as well as aids in tracking revisions, changes, amendments, and supplements to all documents.
Master Contract / Project Planning Chart	Entire team	Provides informational management of multiple project schedules and costs. Provides progress to date and projection of work. Allows for early identification of cost and schedule issues.
Documentation / Daily Logs	Project Team	Ensures that current information on construction status is communicated to project team, allowing for early identification and mitigation of issues. Daily activities are recorded and maintained throughout the duration of the project.
Status Report	City of Stockbridge, End-User, Project and Contract Team	Ensures that cost, schedule and quality status and issues, and plans to mitigate risk are clearly communicated with both the contract and project team and the City.
Conferences, Meetings, and Meeting Minutes	City of Stockbridge, End-user, Project and Contract Team	Provides organization and direction of meetings with stated purposes and objectives with a means of follow-up documentation to confirm decisions, action items, and other discussions.

XV. Plan for Early Identification and Resolution of Problems

Early identification of potential management issues begins at the proposal planning stage and continues throughout project delivery. During proposal planning, SoCo identifies known management issues (e.g., logistical constraints) and develops delivery approaches to avoid them. SoCo also identifies potential issues (e.g., suspected but unconfirmed field conditions) and develops contingency plans to mitigate them. Contractual tools for

mitigating management issues include price variance clauses in compensation terms or fixed-unit rates when a high probability exists for changed conditions and optional tasks or work items.

Combined with SoCo's internal quality program, various communication procedures and processes are used to ensure that projects are executed effectively and efficiently by SoCo and with Team Members. Open communication facilitates rapid identification and resolution of any potential problem. Communication processes include:

- Proposal planning, which occurs during the RFP, to ensure that overall Contract requirements are understood by SoCo , Team Members, and subcontractors
- Project planning to ensure that team personnel understand their own and each other's roles, responsibilities and accountabilities
- Ongoing communication to ensure that project status is understood by the team members and the customer, potential issues are identified, mitigation approaches are established and implemented, and follow-through on assignments is completed
- Single POCs established within each team members' organization
- A communications plan that serves as a reference for all project team members to understand the communication chain on the project

The communication channels shown below provides the Principal-in-Charge with a method to ensure follow-through of assigned responsibilities using direct communications with PM's and the project staff, including any subcontractors. For the overall project, SoCo will develop and maintain a master schedule of the contract TOs and associated critical milestones. Weekly contract review meetings provide a forum where the contract schedule is reviewed with the team. The PM incorporates status updates.

Channels Ensure Effective Communication and Continuity Throughout the Program

CHANNEL	FREQUENCY	PARTICIPANTS	TOPICS	CONTRIBUTION TO PROJECT EFFECTIVENESS AND EFFICIENCY
Contract Meeting	Weekly	Contract Team (i.e., Key Personnel and Relevant Team Members)	Contract status (including pending RFPs and ongoing projects), overarching program issues & mitigation plans	Identification and mitigation of management issues; communication of cost, schedule, quality status
Proposal Kickoff Meeting	Upon RFP receipt	Key Personnel, Contracts Manager, Construction Manager, Estimator	Project objectives; breakdown of SOW; management, technical, and subcontracting approach; staffing approach; cost; and	Ensures understanding of project SOW, provides initial identification of probable issues and mitigation approaches

Channels Ensure Effective Communication and Continuity Throughout the Program

CHANNEL	FREQUENCY	PARTICIPANTS	TOPICS	CONTRIBUTION TO PROJECT EFFECTIVENESS AND EFFICIENCY
			schedule.	to communicate early with the City of Stockbridge
Project Kickoff Meeting	Upon TO receipt	Project Team (Internal Team Resources), Client, Subcontractors	Review SOW and work approaches, roles and responsibilities, potential management issues, project budget and schedule	Ensures all needed project elements are in place to begin work, prevents false starts, identifies team member roles
Project Review Meetings	Monthly	Contract Management, PM, Project Team, Subcontractors	Project status vs. scope, schedule and budget; technical and management issues and progress	Provides opportunity to identify and mitigate management issues, and to enhance efficiency and effectiveness of project
Project Reporting	Weekly or as needed	City of Stockbridge and Project Team	Project status, progress, execution issues, and risk mitigation options.	Obtains City input into risk mitigation decision process. Facilitates timely decisions on project execution.
Toolbox Meetings	Weekly	Project Field Staff (Internal and Subcontractor Resources)	Upcoming day activities, including expected technical, quality, and safety and issues and mitigation approaches	Information exchange to maintain safety, quality, cost, and schedule; facilitates to improve execution

XVI. Project Closeout, Punchlist and Corrective Action Processes

Systems & Processes

As part of the closeout process, SoCo will utilize its Project Management System, PROCORE and its Financial Management System, SAGE 100 to ensure that all project deliverables and obligations have been addressed to complete the project closeout. The systems have punchlist, closeout document, as-built drawings, submittals and financial closeout tracking mechanisms. We are able to produce a log of all required closeout items and maintain a real-time status of the closeout process.

The Project Closeout will require the systematic transition of the project to The City after the cessation of all construction activity on the project site. SoCo's efforts to make the closeout of the project both efficient and expeditious will involve a transition that can be explained as a two-phase process: the pre-substantial completion phase and the post-substantial completion phase (See Figure 1). As the phase names imply, the pivotal point between the two phases is the date of substantial completion. Therefore, depending on the project, the project closeout process should be scheduled based on the scheduled date of substantial completion.

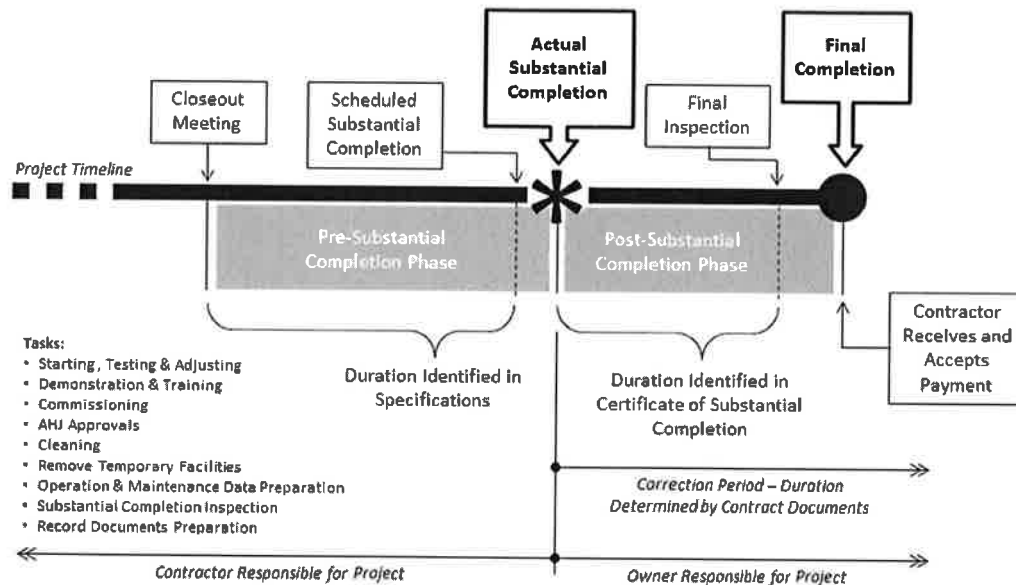


Figure 1 - Diagram of the Project Closeout process.

The closeout process starts on the date of the closeout meeting, which is based on the contractor's scheduled substantial completion date. A majority of the closeout tasks occur within the Pre-Substantial Completion Phase. Owner assumes responsibility for the project after substantial completion, but contractor is required to complete punchlist items within the Post-Substantial Completion Phase. The scheduled substantial completion and the actual substantial completion may or may not be the same date.

Substantial Completion – Establishment

The date of substantial completion is very critical in regard to project closeout. SoCo establishes its internal substantial completion as the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Scope of Work so that The City can occupy or utilize the for its intended use.

SoCo Contracting will notify The City representative when elements of the project are substantially completed. The County representative can arrange for inspection of the work, which is anticipated to be a substantial completion inspection and a final inspection. At substantial completion, The City may assume beneficial occupancy at any time following the successful substantial completion inspection. Beneficial occupancy infers that the SoCo

Contracting's elements of work and/or the facility is operational as intended and that The City assumes responsibility for operating and maintaining a facility with an agreed list of minor contractor actions remaining. SoCo Contracting will work with The City authoritative representative to establish the date of substantial completion, so that this milestone date can be utilized for closeout documentation.

Pre-Substantial Completion Phase

The pre-substantial completion phase is the period of buildup to the eventual transition of the project from SoCo to The City. During this phase SoCo Contracting retains full control of activities on the project site. The initiation of this phase will be started on a date appropriate to the project that ensures sufficient time to complete required tasks.

Project Closeout Meeting

The event that signals the beginning of the closeout process is the project closeout meeting. This meeting will be conducted by the PM for SoCo Contracting. The closeout meeting agenda will cover all requirements in the contract documents associated with the full completion of the project. Topics on the agenda will include the following:

Procedures that must be accomplished prior to substantial completion, such as contractor's preparation of list of incomplete items, or punchlist.

- Starting, testing, and adjusting systems.
- Procedures for commissioning, if applicable.
- Preparation, submission, and review of record documents.
- Preparation, submission, and review of operations and maintenance data.
- Training of owner's personnel on operation and maintenance of the facility.
- Inspections by building and fire code officials and other authorities having jurisdiction (AHJs).
- Procedures that must be accomplished prior to final completion.
- Procedures for final change order, release of retainage, and final pay application.

In essence, SoCo Contracting will coordinate the closeout meeting with The City to make sure that everyone involved with the project—owner, architect, consultants, contractor, and subcontractors—knows the details and timing of closeout activities to assure a smooth transition.

Starting, Testing, and Adjusting

During this phase of the closeout process, SoCo Contracting and its subcontractors will startup all building systems and make any adjustments necessary to ensure proper operation. This may be part of a commissioning process if specified in the contract documents. SoCo Contracting will notify The City when tests and system startups are scheduled so the appropriate design/architectural consultants can be present.

Tests will be conducted in sufficient time to allow performance of the test, analysis of results, preparation of reports, and distribution of reports prior to the date of substantial completion.

Demonstration and Training

SoCo Contracting will ensure that The City is properly shown the new systems and advised of operating and maintaining the building once The City occupies it; Demonstration and

training will include anything from operating motor-operated roller shades to the complete heating, ventilating, and air conditioning system.

The demonstration and training will be provided for The City's personnel who will have direct responsibility for the management of the facility and/or system and will be conducted by qualified trainers.

Operation and Maintenance Data

SoCo Contracting will compile the Operation and Maintenance (O&M) data consisting of manufacturers' printed manuals and instructions that explain how to operate and maintain the systems, equipment, and finishes installed on a project, and will include manufacturers' warranties. O&M data will be submitted by SoCo Contracting and approved by The City before demonstration and training is conducted so the data can be used as training materials.

The Punchlist

SoCo Contracting will prepare and submit to The County a comprehensive list of items to be completed or corrected prior to final payment. The punchlist is SoCo Contracting's "To-Do List" that will be fully accomplished before final completion.

SoCo Contracting will notify the architect when the project is ready for substantial completion. SoCo will incorporate any items that The City or its architect and its consultants define during its conducting an inspection that adds to the punchlist. All outstanding items will be assigned a responsible party and a spreadsheet will be prepared to distribute punchlist to all applicable subcontractors/vendors/parties. Each party will have to provide anticipated date of completion and have sign-off by SoCo Superintendent, once item(s) are completed. Once all punchlist items are completed, SoCo will prepare a letter and attach the signed-off punchlist to send to The City for a Final Inspection.

As-Builts & Record Document – Continual Maintenance

SoCo and its subcontractors and vendors will work from project start-up through project closeout to capture all field changes and Owner changes implemented throughout the course of construction, allowing for a regularly updated contract document. Through the duration of the project, the Design and Construction Teams will maintain regular communications to ensure updated drawings and specifications. Upon completion of the project, SoCo will provide its Final As-Builts and any additional field dimensioning and related changes to field items to the Owner and Design Team for final review and approval. With the continual updates to the project documentation along with regular Stakeholder communications, SoCo will be able to provide documentation in an efficient manner.

As-Builts and related Record Documents will also consist of marked up copies of the specifications, a complete set of submittals, all addenda and contract modifications, reports, and any other documents required by the contract documents. Electronic submissions will be accommodated as is applicable.

Commissioning

If commissioning is required, whether it be systems and equipment commissioning or total project commissioning, then the activities for the commissioning process will begin during this phase of the project closeout. Commissioning will be conducted by a third party (i.e.

commissioning authority) hired by The City or as applicable to a particular task order being performed.

The purpose for conducting commissioning during this phase is to determine if the building is ready for occupancy and identify deficiencies that may be added to the project's punchlist. Commissioning activities may be integrated with starting, testing, and adjusting, as well as demonstration and training. Commissioning may also assist in verifying accuracy and completeness of O&M data.

AHJ Approval

SoCo will communicate with The City upon completion of the project to determine substantial completion approval of the project by authorities having jurisdiction (AHJ), in this case, the City of Stockbridge and its respective Team Members. SoCo will work with The City representatives to ensure that approval can be obtained in the form of a certificate of occupancy for occupied buildings or a certificate of completion or equivalent for unoccupied structures or shell buildings.

Other Activities

Other tasks that may be required prior to substantial completion may include the transfer of utilities to The City, delivery of keys and cores, removal of temporary facilities, and general cleaning of the work.

Post-Substantial Completion Phase

Once the date of substantial completion has been certified by The City, the project can enter the next phase of closeout, which will take the project to final completion. At this point, most of the closeout activities will have been accomplished. The City will have occupied, or will be permitted to occupy, the building and The City will likely assume responsibility for its operation, maintenance, security, and insurance unless stated otherwise in the certificate of substantial completion.

The date of substantial completion will also signify the beginning of the correction /warranty period. During the correction/warranty period SoCo will correct any deficiencies discovered. Also, the time periods indicated in all project warranties also will begin at this time.

Final Acceptance

SoCo's main task during this phase of the project is to complete or correct the items identified on the punchlist. Since the owner typically assumes responsibility for the security of the project at substantial completion, SoCo may have to schedule access with the owner.

Once all the items on the punchlist are completed, SoCo will notify The City that the project is ready for the final inspection. This notification will be in written form. Upon receipt of the Contractor's written notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, The City will perform their inspection.

The City, after receiving the written notification from SoCo can inspect the project to verify that all punchlist items have been addressed. Additionally, The City and its authorized representatives can confirm the receipt of complete closeout documentation.

Final Payment

Upon completion of the final inspection and verification that the project is complete, The City can certify the contractor's application for payment.

Corrective Action

Eliminating errors is our goal and our QC Plan helps us ensure that any errors in workmanship or materials that do occur are corrected immediately. Our corrective action policy is simple: The QC Manger is responsible for seeing that deficient work is corrected, preferably without disrupting the project schedule. The QC Manger will take whatever steps are necessary to make sure this goal is met.

Whenever a problem or discrepancy is identified, the QC Manger will meet with the Project Superintendent and the personnel or suppliers responsible for the discrepancy. They will examine the problem and solicit input from those involved. They will develop a solution to correct the nonconforming work, establish a deadline for the remedy, and ensure that the deadline is met. All personnel responsible for the problem, including subcontractors, are made aware that the deadline for the correction is critical to the timely completion of the project.

The QC Manger will monitor the Project Superintendent's actions taken to correct errors. In no case will work be allowed to continue if doing so would require building upon or concealing defective work.

Our subcontract management approach requires that subcontractors accept and follow our policies in a number of key areas, especially quality control. Our Subcontract Agreement clearly sets forth the terms and conditions of subcontracting for each customer we serve. The agreement informs subcontractors of our expectations and guidelines for the performance and quality of their work. The agreement also gives us the means to enforce penalties for substandard work, delays, or safety violations, ensuring that the high standards and timeliness we demand will be maintained.

In cases where tests or inspections indicate that work or materials do not meet the requirements of the specifications, the following procedures will be followed:

- Immediately discuss the deficiency and possible corrective action with foreman overseeing that aspect of the work. The Project Superintendent and/or Foreman will take immediate action. Or, if immediate action cannot be taken by the stated personnel, then
- Within two (2) hours, present the deficiency along with supporting data to the Project Superintendent and the QC Manger. If the problem cannot be resolved at this level and/or the work cannot be returned to the specified condition, then,
- Within twenty-four (24) hours will develop and submit to The County a plan of corrective action.
- Upon approval of the corrective action plan, the corrective action will be implemented.
- After corrective action has been taken, the work will be restarted for compliance.
- The form for tracking construction deficiencies is the "QC Comment" list. A QC Comment can be issued by the QC Manger, Project Superintendent or PM. All QC Comments shall be kept and updated by the QC Manger. The QC Comments will be available for inspection by The County representative. We will also use SoCo's Procore Project Management System to track the "QC Comments" as part of our daily reporting procedures.

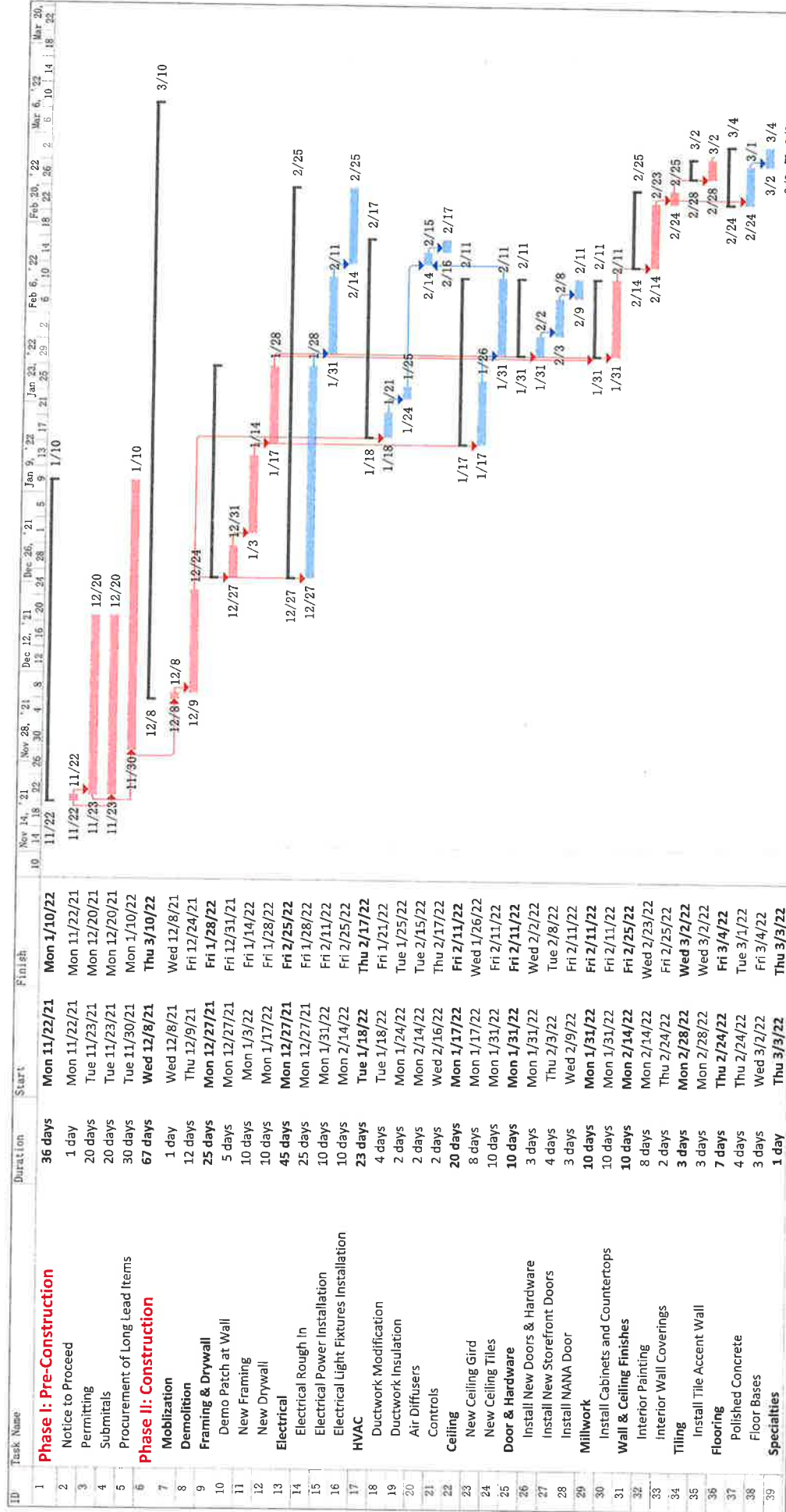
Tracking and Performing Warranty Work

SoCo utilizes a web-based online platform to provide both closeout documentation and related warranty tracking. When final completion has been achieved through approval from The City, SoCo will provide The County a web-based online account which houses all closeout documents including submittals, product data, shop drawings, operations manuals and related items. The web-based online system will allow for The City to have electronically accessible documentation for the duration of the warranty period. During the training sessions, we will introduce and train the assigned personnel on our warranty platform. The City will be able to electronically submit a warranty request on a pre-built form and can include photographs etc. to help identify the issue. Immediately upon submission, the request is sent to the dedicated SoCo personnel, which makes the determination on what party needs to be contacted to respond to the warranty call and communicates with all parties on the scheduling of such repairs/responses and that SoCo personnel will be involved until the warranty item has been addressed and / or complete to The City's satisfaction. SoCo's web-based online warranty management system ensures that all requests will be assigned to responsible parties within forty-eight (48) hours and the schedule to complete such responses will be coordinated with the Owner and communicated to the Owner expeditiously. SoCo updates the status of each request online within the platform. The client has full access to see the status of each request.

A successful Project Management Approach requires team leadership, coordination, diligent project planning, and effective oversight of the delivery process. Recognizing the importance of these qualities in satisfying the City of Stockbridge's expectations, illustrates SoCo's qualifications and effectiveness in achieving project requirements and objectives. SoCo's experience, resources, and past performance are indicative of the quality product that the City of Stockbridge will receive upon award of the Ted Strickland Community Center Renovation project to SoCo Contracting Company, Inc.



Parampal Singh, President
SoCo Contracting Company, Inc.





Ted Strickland Community Center
Date Created: Wed 10/20/21

Task: **Task** | **Split** | **Milestone** | **Summary** | **Project Summary** | **Inactive Task**

Inactive Milestone: **Inactive Summary** | **Manual Task** | **Duration-only** | **Manual Summary Rollup** | **Manual Summary**

Start-only: **Start-only** | **Finish-only** | **External Tasks** | **External Milestone** | **Deadline** | **Critical**

Critical Split: **Critical Split** | **Progress** | **Manual Progress**

Page 1

ID	Task Name	Duration	Start	Finish	
40	Interior Signage	1 day	Thu 3/3/22	Thu 3/3/22	
41	Substantial Completion	0 days	Thu 3/3/22	Thu 3/3/22	
42	Punch Work	5 days	Fri 3/4/22	Thu 3/10/22	
43	Phase III: Project Closeout	5 days	Fri 3/11/22	Thu 3/17/22	
44	Project Closeout	5 days	Fri 3/11/22	Thu 3/17/22	



Ted Strickland Community Center
Date Created: Wed 10/20/21

Task	Inactive Milestone	Start-only	Critical Split
Split	Inactive Summary	Finish-only	Progress
Milestone	Manual Task	External Tasks	Manual Progress
Summary	Duration-only	External Milestone	
Project Summary	Manual Summary Rollup	Deadline	
Inactive Task	Manual Summary	Critical	

Section 6

Section 6 - COST PROPOSAL

The cost proposal has been submitted in a separate, sealed envelope.

Section 7

Section 7 - LOCATION

SoCo Contracting Company, Inc. is a full service construction company performing general contracting/specialty construction services and construction management in the Southeastern United States since 2002.

The Ted Strickland Community Center Renovation project will be managed from the SoCo Contracting office located at 3175 Presidential Drive, Suite 100, Atlanta, Georgia 30340.

Legal Firm Name: SoCo Contracting Company, Inc.

Headquarters Address: 3175 Presidential Drive, Suite 100 Atlanta, Georgia 30340

Local Office Address: 3175 Presidential Drive, Suite 100 Atlanta, Georgia 30340

Satellite Office(s): None

Warehouse(s): None

State of Incorporation: Georgia

Key Firm Contact: Parampal Singh
Office: 770.216.8366; Cell: 770.335.1256
psingh@soco-contracting.com

Section 8

Section 8 - RECENT, CURRENT, AND PROJECTED WORKLOADS

Please see attached list of projects SoCo Contracting Company, Inc. is currently working on or has completed in the past five (5) years.

Section 8 - Recent, Current, and Projected Workloads

SoCo Contracting Company, Inc.

Project Name	Owner	Completion Date	Percent Complete
Miscellaneous Repair & Construction Services under 250K for ADA and Other Improvements Atlanta, GA	City of Atlanta, GA	EDC 1/31/2022	90
Construction of Tobie Grant Recreation Center	DeKalb County, GA	EDC 1/26/2022	80
Infrastructure Repair MDC Guaynabo	Federal Bureau of Prisons	EDC 12/31/2021	75
McClatchey Park ADA Improvements Atlanta, GA	City of Atlanta, GA	EDC 10/26/2021	66
Wastewater Monitoring for Discharge Permit Compliance Atlanta, GA	Centers for Disease Control and Prevention, GA	EDC 1/28/2022	25
Fire Station #25 Atlanta, GA	City of Atlanta, GA	EDC 12/22/2021	20
Water Filtration & Exterior Piping	Centers for Disease Control and Prevention, GA	EDC 1/31/2022	10
MARTA IQCC Atlanta, GA	Metropolitan Atlanta Rapid Transit Authority (MARTA)	EDC 2026	5
Job Order Contracting – Small Atlanta, GA	City of Atlanta, GA	EDC 2025	5
General Contractor Services	DeKalb County, GA	EDC 2025	5
Fire Station #8 Atlanta, GA	City of Atlanta, GA	Awaiting NTP	Awaiting NTP
Facility Upgrades - C.T. Martin Natatorium and Recreation Center Atlanta, GA	City of Atlanta	Jan 2021	100
Facility Upgrades – A.D Williams Recreation Center Atlanta, GA	City of Atlanta	Jan 2021	100
Facility Upgrades Railing and Playground William Walker Recreation Center Atlanta, GA	City of Atlanta	May 2021	100
Renovate Water System, MDC Guaynabo	Federal Bureau of Prisons	2021	100
Repair Camp Roof (Hurricane), FCI Marianna, FL	Federal Bureau of Prisons	2020	100
Repair Roofs and Structural Damage, FCI Aliceville, AL	Federal Bureau of Prisons	2018	100
Fitness Center Renovation and Demolition of Three Buildings Shaw Air Force Base, SC	Department of the Air Force	Mar 2018	100
Repair Fire Alarm/Smoke Purge MDC Guaynabo, Puerto Rico	Federal Bureau of Prisons	2017	100
Design/Build Services to Rehabilitate the Sandy Point Restrooms for the Chattahoochee River National Recreation Area in Sandy Springs, GA	National Park Service	Apr 2017	100
Martin Luther King Jr Recreation Center ADA Improvements Atlanta, GA	City of Atlanta	Mar 2016	100
Ormond Grant Park ADA Improvements Atlanta, GA	City of Atlanta	Mar 2016	100
Zaban Recreation Center ADA Remediation Work Atlanta, GA	City of Atlanta	Mar 2016	100
McGhee Tennis Center ADA Remediation Work Atlanta, GA	City of Atlanta	Mar 2016	100

Section 8 - Recent, Current, and Projected Workloads

SoCo Contracting Compay, Inc.

Project Name	Owner	Completion Date	Percent Complete
Replace Housing Unit Roofs FCI Bennettsville, SC	Accura Engineering and Consulting Services, Inc.	July 2016	100
Structural Repairs in Food Service FCI Tallahassee, FL	Federal Bureau of Prisons	Mar 2016	100
Staff Training Center Renovation FCC Yazoo City, MS	Federal Bureau of Prisons	Jul 2015	100

Section 9

Section 10

Section 10 – LITIGATION

SoCo Contracting Company, Inc. does not have an "material" cases filed, pending, or resolved during the last three (3) years prior to the solicitation response due date, whether such cases were brought by or against the vendor, any parent or subsidiary of the vendor, or any predecessor organization.

Section 11

Section 11 - BUSINESS LICENSES, LICENSES, AND INSURANCE

A. SoCo Contracting Company, Inc. has no regulatory or license agency sanctions.

B. The following are attached:

1. DeKalb County Business License
2. State of Georgia General Contractor License
3. Insurance Certificate as current evidence of insurance
4. Letter from insurance agent



Department of Planning & Sustainability
Division of Business Licensing
330 Ponce De Leon Ave., Decatur, GA 30030
(404) 371-2461
BUSINESS AND OCCUPATIONAL TAX CERTIFICATE

SOCO CONTRACTING CO, INC
3175 PRESIDENTIAL DR STE 100
ATLANTA, GA 30341-3907

Business Name:

SOCO CONTRACTING CO, INC
3175 PRESIDENTIAL DR
DORAVILLE, GA 30340-

This is your Business and Occupation Tax Certificate for 2021. We are pleased that you are doing business in DeKalb County and hope you have great success in your enterprise this year.

Detach the certificate below and display it for public view at your place of business.
This certificate must be displayed for public view

Not Transferable

Department of Planning & Sustainability
330 W. Ponce de Leon Avenue, Decatur, GA 30030
BUSINESS AND OCCUPATIONAL TAX CERTIFICATE

SOCO CONTRACTING CO, INC
3175 PRESIDENTIAL DR STE 100
ATLANTA, GA 30341-3907



20 **DeKalb County** 21
GEORGIA

ACCOUNT: 229391

EXPIRES:
12/31/2021

SOCO CONTRACTING CO, INC
3175 PRESIDENTIAL DR
DORAVILLE, GA 30340-

Business Description: GENERAL CONTRACTOR/CONSTRUCTIO

This certificate is only valid at this location and when the location conforms to DeKalb County's Zoning Regulations



STATE OF GEORGIA
BRAD RAFFENSPERGER, Secretary of State
State Licensing Board for Residential and General Contractors
LICENSE NO. **GCCO002065**

SoCo Contracting Company Inc
Parampal Singh, President
3175 Presidential Drive
Suite 100
Atlanta GA 30340

Qualifying Agent: Parampal Singh
Qualifying Agent License NO: GCQA002079
General Contractor Company

EXP DATE - 06/30/2022 Status: Active
Issue Date: 11/24/2008

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

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

Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the web site – www.sos.state.ga.us/plb.

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

Georgia State Board of Professional Licensing
237 Coliseum Drive
Macon GA 31217
Phone: (844) 753-7825
www.sos.state.ga.us/plb

SoCo Contracting Company Inc
3175 Presidential Drive
Suite 100
Atlanta GA 30340

STATE OF GEORGIA
BRAD RAFFENSPERGER, Secretary of State
Georgia State Licensing Board for Residential and General Contractors
License No. **GCCO002065**

SoCo Contracting Company Inc
Parampal Singh, President
3175 Presidential Drive
Suite 100
Atlanta GA 30340

Qualifying Agent: Parampal Singh
Qualifying Agent License NO: GCQA002079
General Contractor Company

EXP DATE - 06/30/2022 Status: Active
Issue Date: 11/24/2008



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/23/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Sterling Seacrest Pritchard P O Box 724137 Atlanta GA 31139		CONTACT NAME: Griff Griffin PHONE (A/C, No, Ext): (678) 424-6500 E-MAIL ADDRESS: ggriffin@sspins.com FAX (A/C, No): (678) 424-6527															
INSURED SoCo Contracting Company, Inc. 3175 Presidential Drive Suite 100 Atlanta GA 30340-3907		INSURER(S) AFFORDING COVERAGE <table border="1"><thead><tr><th>INSURER</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: United States Fire Insurance</td><td>21113</td></tr><tr><td>INSURER B: The North River Insurance Co</td><td>21105</td></tr><tr><td>INSURER C: Old Republic Insurance Company</td><td>24147</td></tr><tr><td>INSURER D: Berkley National Insurance Company</td><td>38911</td></tr><tr><td>INSURER E: Indian Harbor Insurance Company</td><td>36940</td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>		INSURER	NAIC #	INSURER A: United States Fire Insurance	21113	INSURER B: The North River Insurance Co	21105	INSURER C: Old Republic Insurance Company	24147	INSURER D: Berkley National Insurance Company	38911	INSURER E: Indian Harbor Insurance Company	36940	INSURER F:	
INSURER	NAIC #																
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INSURER D: Berkley National Insurance Company	38911																
INSURER E: Indian Harbor Insurance Company	36940																
INSURER F:																	

COVERAGES

CERTIFICATE NUMBER: 21-22

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS														
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC ☐ OTHER:	Y		503-872663-5	08/28/2021	08/28/2022	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$ 1,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 500,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$ 10,000</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$ 1,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$ 2,000,000</td></tr><tr><td>PRODUCTS - COMP/OP AGG</td><td>\$ 2,000,000</td></tr><tr><td></td><td>\$ 1,000,000</td></tr></table>	EACH OCCURRENCE	\$ 1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000	MED EXP (Any one person)	\$ 10,000	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 2,000,000	PRODUCTS - COMP/OP AGG	\$ 2,000,000		\$ 1,000,000
	EACH OCCURRENCE	\$ 1,000,000																			
	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000																			
	MED EXP (Any one person)	\$ 10,000																			
PERSONAL & ADV INJURY	\$ 1,000,000																				
GENERAL AGGREGATE	\$ 2,000,000																				
PRODUCTS - COMP/OP AGG	\$ 2,000,000																				
	\$ 1,000,000																				
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	Y		133-750736-1	08/28/2021	08/28/2022	<table border="1"><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$ 1,000,000</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr><tr><td></td><td>\$ 1,000,000</td></tr></table>	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$		\$ 1,000,000				
	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000																			
	BODILY INJURY (Per person)	\$																			
	BODILY INJURY (Per accident)	\$																			
PROPERTY DAMAGE (Per accident)	\$																				
	\$ 1,000,000																				
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$			5821174296	08/28/2021	08/28/2022	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$ 5,000,000</td></tr><tr><td>AGGREGATE</td><td>\$ 5,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 5,000,000	AGGREGATE	\$ 5,000,000		\$								
	EACH OCCURRENCE	\$ 5,000,000																			
AGGREGATE	\$ 5,000,000																				
	\$																				
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	MWC 315749 21	01/01/2021	01/01/2022	<table border="1"><tr><td>☒ PER STATUTE ☐ OTH-ER</td><td></td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$ 1,000,000</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$ 1,000,000</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$ 1,000,000</td></tr></table>	☒ PER STATUTE ☐ OTH-ER		E.L. EACH ACCIDENT	\$ 1,000,000	E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000	E.L. DISEASE - POLICY LIMIT	\$ 1,000,000						
☒ PER STATUTE ☐ OTH-ER																					
E.L. EACH ACCIDENT	\$ 1,000,000																				
E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000																				
E.L. DISEASE - POLICY LIMIT	\$ 1,000,000																				
D	Leased/Rented Equipment Installation Floater			MIM 1037209	03/09/2021	03/09/2022	<table border="1"><tr><td>Limit of Insurance</td><td>\$200,000</td></tr><tr><td>Limit of Insurance</td><td>\$1,000,000</td></tr></table>	Limit of Insurance	\$200,000	Limit of Insurance	\$1,000,000										
Limit of Insurance	\$200,000																				
Limit of Insurance	\$1,000,000																				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Evidence of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Douglas L. Riedler

ADDITIONAL COVERAGES

Ref #	Description	Coverage Code	Form No.	Edition Date
E	Pollution/Professional Liability - #PEC0058650 [3/9/2021 - 3/9/2022]			
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
1,000,000	1,000,000			

Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type

Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type

Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type

Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type

Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type

Ref #	Description	Coverage Code	Form No.	Edition Date
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Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type

Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type



Sterling Seacrest Pritchard

2500 Cumberland Parkway SE
Suite 400
Atlanta, GA 30339

678.424.6500 office
678.424.6527 fax

www.sspins.com

**City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, GA 30281**

RE: Ted Strickland Community Center Renovation; RFP No. 2021-0010

To Whom It May Concern:

SoCo Contracting Company, Inc. is insured with Crum & Forster Insurance Company for General Liability, Automobile Liability, and Umbrella Liability Insurance, Old Republic Insurance Company for Workers Compensation Insurance, Berkley Fire Marine Insurance Company for Leased/Rented Equipment Insurance, and Indian Harbor Insurance Company for Professional/Pollution Liability Insurance.

Insurance coverage will be provided to meet the minimum limits as required by Insurance and Risk Management Provisions.

If you have any questions or require additional information, please contact our office.

Sincerely,

**Griff Griffin
Client Executive
Sterling Seacrest Pritchard**



Section 12

Section 12 – REFERENCES

Please see attached completed Reference Verification Forms.

EXHIBIT II REFERENCE VERIFICATION FORM

SOLICITATION NUMBER: RFP NO. 2021-0010

SOLICITATION TITLE: **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY
CENTER RENOVATION**

PROPOSING FIRM (List name exactly as provided in proposal):

SoCo CONTRACTING COMPANY, INC.

Date of Verification:

Reference Organization:

City of Atlanta

Project Verified (Include the Project Name / Title and a brief description of the Project):

A.D. Williams Recreation Center; C.T. Martin Recreation Center - Interior and exterior facility upgrades.

Person Contacted:

Fritz Gerald Joseph

Title of Contact:

Construction Project Manager, Sr.

Telephone Number including extension:

Cell: 470.3829749; Office: 404.865.8724

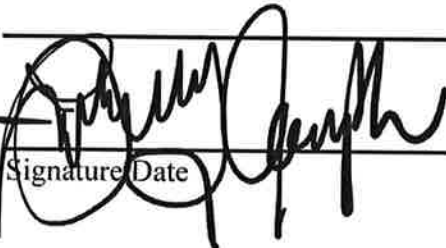
Email Address:

frgjoseph@AtlantaGA.Gov

Questions Yes No

1. Were you satisfied with the Company/Organization's overall performance? **YES**
2. Did the firm adhere to the scope of work and bid requirement? **YES**
3. did the firm provide deliverables as agreed upon? **YES**
4. Would you engage this firm again? **YES**

Additional comments provided by Proposer's contact:

 10/15/2021

Signature Date

**EXHIBIT II
REFERENCE VERIFICATION FORM**

SOLICITATION NUMBER: RFP NO. 2021-0010

SOLICITATION TITLE: **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY
CENTER RENOVATION**

PROPOSING FIRM (List name exactly as provided in proposal):
SoCo CONTRACTING COMPANY, INC.

Date of Verification:

Reference Organization:

Accura Engineering and Consulting Services, Inc.

Project Verified (Include the Project Name / Title and a brief description of the Project):

Renovate Water System, MDC Guaynabo - Renovation of the Domestic and Fire Suppression Water Systems

Person Contacted:

Prashanthi Reddy

Title of Contact:

President

Telephone Number including extension:

Office: 404.241.8722 Ext. 6027 Cell: 404.966.0991

Email Address:

preddy@accura.com

Questions Yes No

1. Were you satisfied with the Company/Organization's overall performance? YES
2. Did the firm adhere to the scope of work and bid requirement? YES
3. did the firm provide deliverables as agreed upon? YES
4. Would you engage this firm again? YES

Additional comments provided by Proposer's contact:

Prashanthi Reddy

Signature Date

OCT 19, 2021



Where Community Connects

City of Stockbridge Procurement Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

**EXHIBIT II
REFERENCE VERIFICATION FORM**

SOLICITATION NUMBER: RFP NO. 2021-0010

SOLICITATION TITLE: **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY
CENTER RENOVATION**

PROPOSING FIRM (List name exactly as provided in proposal):
SoCo CONTRACTING COMPANY, INC.

Date of Verification: _____

Reference Organization: _____

City of Atlanta Department of Parks & Recreation

Project Verified (Include the Project Name / Title and a brief description of the Project):

Zaban/Rick McDevitt/Ormond-Grant Park/McGhee/Martin Luther King Jr Recreation Centers - ADA Improvements

Person Contacted: _____

Keith J. Hicks, AIA

Title of Contact: _____

Park Design Director

Telephone Number including extension: _____

O: 404.546.6865; C: 404.354.1327

Email Address: _____

kjhicks@atlantaga.gov

Questions Yes No

1. Were you satisfied with the Company/Organization's overall performance? - YES
2. Did the firm adhere to the scope of work and bid requirement? - YES
3. did the firm provide deliverables as agreed upon? - YES
4. Would you engage this firm again? - YES

Additional comments provided by Proposer's contact:

DPR IS CURRENTLY WORKING W/ SOCO
ON A NUMBER OF ADA IMPROVEMENT &
PLAYGROUND UPGRADE PROJECTS.

K. Hicks 10/18/21

Signature Date

Section 13

AIA[®] Document A310[™] – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

SoCo Contracting Company Inc.
3175 Presidential Drive, Suite 100
Atlanta, GA 30340

SURETY:

(Name, legal status and principal place of business)

Fidelity and Deposit Company of Maryland
1299 Zurich Way
Schaumburg, IL 60196-1056

OWNER:

(Name, legal status and address)

City of Stockbridge
4640 North Henry Blvd.
Stockbridge, GA 30281

BOND AMOUNT: \$ Five Percent of Bid Amount----(5%)

PROJECT:

(Name, location or address, and Project number, if any)

Ted Strickland Community Center Renovation, RFP No. 2021-0010

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 21st day of October, 2021

[Signature]
(Witness)

[Signature]
(Witness)

SoCo Contracting Company Inc.
(Contractor as Principal) (Seal)

[Signature]
(Title)

Fidelity and Deposit Company of Maryland
(Surety) (Seal)

[Signature]
(Title) Carl R. Wise, Attorney-in-Fact



**ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by **Robert D. Murray, Vice President**, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint **Douglas L. RIEDER, Misty L. HAIG, Brian M. PERRY, Carl R. WISE, F. Anderson PHILIPS, Margaret S. MEYERS, Debra JOHNSON and S. Lynn SGHIATTI, W. Wesley HAMILTON and John W. MILLER, II**, all of Atlanta, Georgia, EACH, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: any and all bonds and undertakings, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland, and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland, in their own proper persons.

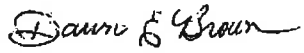
The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND, this 18th day of February, A.D. 2020.



ATTEST:
**ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND**


By: **Robert D. Murray**
Vice President


By: **Dawn E. Brown**
Secretary

**State of Maryland
County of Baltimore**

On this 18th day of February, A.D. 2020, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Robert D. Murray, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, depose and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.





Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2023

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify or revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Secretary of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies,
this 21st day of October, 2021.



Brian M. Hodges

By: Brian M. Hodges
Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
www.reportsfclaims@zurichna.com
800-626-4577

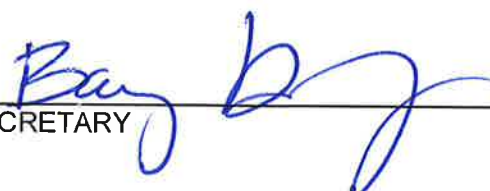
EXHIBIT III
REQUIRED CERTIFICATIONS/ATTACHMENTS
REQUEST FOR PROPOSALS. 2021-0010
Checklist

To be deemed responsive to this solicitation, Proposers must provide the information requested and, where applicable, complete in detail all Bid Forms. The appropriate individual(s) authorized to commit the Proposer to the Project must sign the Bid Forms. As appropriate, Proposers shall reproduce each Bid Form and complete the appropriate portions of the forms provided in this section.

Proposer Requirements	Proposer Completed
1. One (1) hard copy of Proposal marked 'Original', and five (5) copies on CD/Thumb Drive	☒
2. Technical Proposal	☒
3. Acknowledgement of each Addendum	☒
4. Financial and Litigation Requirements	☒
5. Reference Verification Form	☒
6. Required Certifications and Attachments ☒ Form 1: Non-Collusion Bidding Certificate ☒ Form 2: Non-Collusion Affidavit of Sub-Contractor. ☒ Form 3: Certificate Regarding Debarment, Suspension, and Other Responsibility Matters; Primary Covered Transactions. ☒ Form 4: Ineligibility Certificate. ☒ Form 5: Certification of a Drug-Free Workplace. ☒ Form 6: Conflict of Interest & Prohibition Against Contingent Fees Certification. ☒ Form 7: Affidavit Verifying Status for City Public Benefit Application ☒ Form 8: Certification Regarding Lobbying. ☒ Form 9: Bid Submittal Letter. ☒ Form 10: Georgia Security and Immigration Contractor Affidavit/Agreement. ☐ Form 11: Georgia Security and Immigration Sub-Contractor Affidavit. ☒ Form 12: Certificate of Acceptance of a Solicitation Requirements ☒ Attachment 1: Addendum Acknowledgement Form	☒

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, Barry Dunlap, certify that I am the Secretary of the Corporation named as principal in the within bond; that Parampal Singh, who Signed the said bond of said corporation: that I know this signature, and his/her signature thereto is genuine; and that said bond was duly signed, sealed and attested for in behalf of said Corporation by authority of its governing body.



SECRETARY

(CORPORATE SEAL)

SURETY

(SEAL)

BY _____

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, Barry Dunlap, certify that I am the Secretary of the Corporation named as principal in the within bond; that Parampal Singh, who Signed the said bond of said corporation: that I know this signature, and his/her signature thereto is genuine; and that said bond was duly signed, sealed and attested for in behalf of said Corporation by authority of its governing body.

SECRETARY

(CORPORATE SEAL)

Fidelity and Deposit Company of Maryland

SURETY

Carl R. Wise, Attorney-in-Fact

BY

Carl R. Wise



**ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by Robert D. Murray, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint Douglas L. RIEDER, Misty L. HAIG, Brian M. PERRY, Carl R. WISE, F. Anderson PHILIPS, Margaret S. MEYERS, Debra JOHNSON and S. Lynn SGHIATTI, W. Wesley HAMILTON and John W. MILLER, II, all of Atlanta, Georgia, EACH, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: any and all bonds and undertakings, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland, and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland, in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND, this 18th day of February, A.D. 2020.



ATTEST:
ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: Robert D. Murray
Vice President

By: Dawn E. Brown
Secretary

State of Maryland
County of Baltimore

On this 18th day of February, A.D. 2020, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, Robert D. Murray, Vice President and Dawn E. Brown, Secretary of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, depose and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.



Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2023

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify or revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Secretary of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

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this 21st day of October, 2021.



Brian M. Hodges

By: Brian M. Hodges
Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
www.reports@claims@zurichna.com
800-626-4577

FORM 1

NON-COLLUSION BIDDING CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

By submission of this certificate, each Proposer and each person signing on behalf of any Proposer certifies under penalty of perjury, that to the best of its knowledge and belief:

1. The cost or prices to be negotiated shall have been arrived at independently without collusion, consultation, communication or agreement, for any purpose of restricting competition as to any matter relating to such costs or prices with any other Proposer or with any competitor.
2. Unless otherwise required by law, the cost or prices to be negotiated have not been knowingly disclosed by the firm prior to the opening of price negotiations, directly or indirectly to any other Proposer or to any competitor; and,
3. No attempt has been made or will be made by the Proposer to induce any person, partnership or corporation to submit or not submit a Statement of Qualifications for the purpose of restricting competition.



Signature of Authorized Agent

Parampal Singh, President

Name/Title of Authorized Agent

10-21-2021

Date

FORM 2

NON-COLLUSION AFFIDAVIT OF SUB-CONTRACTOR

State of Georgia City of Atlanta, being first duly sworn, deposes and says that:

(1) He/She is President (owner, partner officer, representative, or agent) of SoCo Contracting Company, Inc. the sub-contractor that has submitted the attached solicitation;

(2) He is fully informed respecting the preparation and contents of the attached solicitation and of all pertinent circumstances respecting such solicitation.

(3) Such solicitation is genuine and is not a collusive or sham solicitation.

(4) Neither the said sub-contractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Vendor, firm or person to submit a collusive or sham solicitation in connection with the Contract for which the attached solicitation has been submitted or refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Vendor, firm or person to fix the price or prices in the attached solicitation or of any other Vendor, or to fix any overhead, profit or cost element of the proposing price or the proposing price of any other Vendor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Stockbridge or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached solicitation are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the sub-contractor or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

(Signed)

President

(Title)

Subscribed and Sworn to before me this 21st day of October, 2021.

Name

Title

My commission expires (Date)

Michelle Joell

Notary Public, DeKalb County, Georgia

My Comm. Expires 5-22-2022

FORM 3

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS; PRIMARY COVERED TRANSACTIONS**

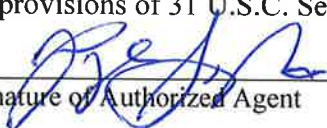
This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

The Proposer, SoCo Contracting Company, Inc., certifies to the best of its knowledge and that it and its principals: _____ belief,

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal, State, or local department or agency.
2. Have not within a three-year period preceding this Bid been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or Contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with the commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/Bid had one or more public transactions (Federal, State, or local) terminated for cause or default.

Where the Contractor is unable to certify to any of the statements in this certification, such participant shall attach an explanation to this Bid.

The Contractor, SoCo Contracting Company, Inc., certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this Certification and understands that the provisions of 31 U.S.C. Sections 3801 Et Seq., are applicable thereto.



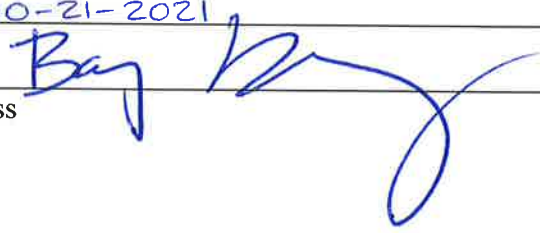
Signature of Authorized Agent

Parampal Singh, President

Name/Title of Authorized Agent

Date

Witness

10-21-2021


FORM 4

INELIGIBILITY CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of

SoCo Contracting Company, Inc., and it is also whose address is

3175 Presidential Drive, Suite 100, Atlanta, GA 30340, certifies that the

Contractor, nor any of its Sub-Contractors to be used in performing this Contract, are listed on the list of Ineligible Contractors maintained by the Comptroller General of the United States.



Signature of Authorized Agent

Parampal Singh, President

Name/Title of Authorized Agent

10-21-2021

Date

FORM 5

CERTIFICATION OF DRUG-FREE WORKPLACE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of SoCo Contracting Company, Inc., and it is also whose address is 3175 Presidential Drive, Suite 100, Atlanta, GA 30340, certifies that:

1. The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Workplace Act" have been complied in full; and
2. A drug-free workplace will be provided for the consultant's employees during the performance of the Contract; and
3. Each Sub-Contractor hired by the consultant shall be required to ensure that the Sub-Contractor's employees are provided a drug-free workplace. The Consultant shall secure from that Sub-Contractor the following written certification: "As part of the Sub-Contracting agreement with the Consultant, certifies to the Consultant that a drug-free workplace will be provided for the Sub-Contractor's employees during the performance of this Contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3"; and
4. It is certified that the undersigned will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.



Signature of Authorized Agent

Parampal Singh, President

Name/Title of Authorized Agent

10-21-2021

Date

FORM 6

**CITY OF STOCKBRIDGE CONFLICT OF INTEREST AND PROHIBITION AGAINST
CONTINGENT FEES CERTIFICATION**

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of SoCo Contracting Company, Inc., and, it is also, whose address is 3175 Presidential Drive, Suite 100, Atlanta, GA 30340, certifies that to the best of its knowledge there are no circumstances which shall cause a Conflict of Interest in performing services for City of Stockbridge.



Signature of Authorized Agent

Parampal Singh, President

Name/Title of Authorized Agent

10-21-2021

Date

FORM 7

AFFIDAVIT VERIFYING STATUS FOR CITY PUBLIC BENEFIT APPLICATION

By executing this affidavit under oath, as an applicant for the City of Stockbridge, Georgia Business License or Occupational Tax Certificate, Alcohol License, execution of contract or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application for a City of Stockbridge license/permit and/or contract for:

SoCo Contracting Company, Inc.

Name of Applicant

1) X I am a United States citizen

OR

2) _____ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 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 O.C.G.A. Code Section 16-10-20.

Signature of Applicant: 

Date: 10-21-2021 Printed Name: Parampal Singh

*Alien Registration number for non-citizens:
N/A

****PLEASE INCLUDE A COPY OF YOUR PERMANENT RESIDENT CARD, EMPLOYMENT AUTHORIZATION, GREEN CARD, OR PASSPORT WITH A COPY OF YOUR DRIVER'S LICENSE IF YOU ARE A LEGAL PERMANENT RESIDENT.**

Subscribed and Sworn Before Me on this the 21st Day of October, ²⁰²¹~~2018~~.

Notary Public: 
Michelle Joell
Notary Public, DeKalb County, Georgia
My Comm. Expires 5-22-2022

*Note: O.C.G.A. Section 50-36-1 (e)(2) requires that aliens under the Federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:

**FORM 8
CERTIFICATION REGARDING LOBBYING**

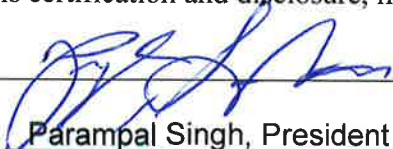
This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Local, State or Federal agency, in connection with the awarding of any contract, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any contract, grant, loan, or cooperative agreement.
2. The undersigned shall require that the language of this certification be included in the award documentations for sub-awards at all tiers (including Sub-Contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such failure. [Note: Pursuant to 31 U.S.C. 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such expenditure or failure.]

The Contractor, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. 3801, *et seq.*, apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Agent: 

Name and Title of Contractor Authorized Agent: Parampal Singh, President

Date: 10-21-2021

Telephone No: 770.216.8366-o; 770.335.1256-m

Firm or Company Name: SoCo Contracting Company, Inc.

Address: 3175 Presidential Drive, Suite 100, Atlanta, GA 30340

FORM 9

BID SUBMITTAL LETTER

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned, SoCo Contracting Company, Inc., hereby submits its Bid to furnish all labor, materials, equipment, delivered by the undersigned, to the City of Stockbridge, Georgia.

The undersigned acknowledges and agrees that the Bid submitted by the undersigned shall be binding upon the undersigned and that if City of Stockbridge, Georgia, awards the Contract to the undersigned, the Bid made by the undersigned and delivered to City of Stockbridge, Georgia herewith, together with such award, will constitute a legal, valid and binding Contract between the undersigned and City of Stockbridge, Georgia. The Contract created pursuant to the previous sentence shall incorporate the terms and conditions of the bid including, but not limited to, the bid Scope of Work, Solicitation instructions and Conditions, the Contract Provisions and the Contractor's Cost Bid, all as described in the bid.

IN WITNESS WHEREOF, the undersigned has duly executed and delivered this Bid Submittal Letter this 21 day of October, 2018 ²⁰²¹

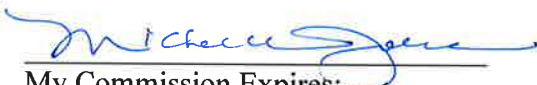
By



President

Title

Sworn to and subscribed before me the 21st day of October, 2018 ²⁰²¹
Notary Public



My Commission Expires:

Michelle Joell
Notary Public, DeKalb County, Georgia
My Comm. Expires 5-22-2022

Date

STATE OF GEORGIA

CITY OF STOCKBRIDGE

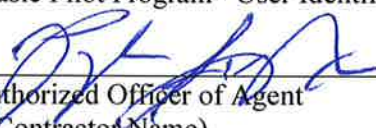
FORM 10: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT AND AGREEMENT

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 engaged in the physical performance of services¹ under a contract with [insert name of prime contractor] SoCo Contracting Company, Inc. on behalf of The City of Stockbridge Government has registered with and is participating in a federal work authorization program*,² 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 Sub-Contractor(s) in connection with the physical performance of services to this contract with The City of Stockbridge Government, contractor will secure from such Sub-Contractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Sub-Contractor 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 Stockbridge Government at the time the Sub-Contractor(s) is retained to perform such service.

269028

EEV/Basic Pilot Program* User Identification Number


BY: Authorized Officer of Agent
(Insert Contractor Name)

President

Title of Authorized Officer or Agent of Contractor

Parampal Singh

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 21st day of October, 2021.

Notary Public:

City: Atlanta


Michelle Joell

Notary Public, DeKalb County, Georgia

My Comm. Expires 5-22-2022

Commission Expires: _____

O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Stockbridge City) using a bidding process (e.g., ITB, RFP, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual. *[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].

CERTIFICATE OF ACCEPTANCE OF A SOLICITATION REQUIREMENTS

This is to certify that on this day, offeror acknowledges that he/she has read this solicitation document, pages # 1 to # 94 inclusive, including any addenda # 1 to # 3 exhibit(s) # 1 to # 3 , attachment(s) # 1; A to # 2 , and/or appendices # N/A to # N/A , in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein, and that the undersigned is authorized by the offeror to submit the proposal herein and to legally obligate the offeror thereto. This is also to certify that the offeror has reviewed the form Stockbridge City contract included in the solicitation documents and agrees to be bound by its terms, or that the offeror certifies that it is submitting any proposed modification to the contract terms with its proposal. The offeror further certifies that the failure to submit proposed modifications with the proposal waives the offeror's right to submit proposed modifications later. The offeror also acknowledges that the indemnification and insurance provisions of Stockbridge City's contract included in the solicitation documents are non-negotiable and that proposed modifications to said terms may be reason to declare the offeror's proposal as non-responsive.

Company: SoCo Contracting Company, Inc.

Signature: 

Name: Parampal Singh, President

Title: Date: 10-21-2021

(Affix Corporate Seal)

ATTACHMENT 1

ADDENDUM ACKNOWLEDGMENT FORM

NOTE: IF ADDENDUMS HAVE BEEN ISSUED, RESPONDENTS SHALL COMPLETE AND RETURN THIS ATTACHMENT WITH THEIR PROPOSAL. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE PROPOSAL.

ADDENDA ACKNOWLEDGMENT: The undersigned acknowledges the receipt of the following Addenda:

Addendum #: 1 Dated: Addendum not dated.

Addendum #: 2 Dated: Addendum not dated.

Addendum #: 3 Dated: Addendum not dated.

Addendum #: _____ Dated: _____

Addendum #: _____ Dated: _____

Respondent (Company): SoCo Contracting Company, Inc.

Signature (in ink): 

Name (Typed/printed): Parampal Singh, President

Title: President Date: 10-21-2021



City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

ADDENDUM NO. 1

Solicitation No.: REQUEST FOR PROPOSAL (RFP) NO. 2021- 0010

Solicitation Title: City of Stockbridge Ted Strickland Community Center Renovation

ATTENTION ALL POTENTIAL BIDDERS:

☒

MUST ADDENDUM. READ CAREFULLY AND FOLLOW ALL INSTRUCTIONS.

This addendum forms a part of the contract documents, modifies the original bidding documents and shall be as binding as if contained therein.

☐

Return Addendum with Bid Submittal. Failure to do so may subject the Bidder to disqualification.

☐

Return Completed Revised Bid Pricing Sheets with Bid Submittal.

TO ALL PROSPECTIVE BIDDERS, PLEASE NOTE THE FOLLOWING CHANGES AND CLARIFICATIONS:

Words in ~~striketrough~~ type are deletions from existing text. Words in **bold, underlined** type are additions to existing text.

1. RFP Due Date has not changed. The RFP Due Date is 3:00 p.m. EDT on Thursday, October 21, 2021.
2. The deadline for questions has not changed. The deadline for questions is Friday, September 17th, **2021**, (12:00 noon, EDT)

ADDITIONS / CLARIFICATIONS / CORRECTIONS

I. A Site Visit is scheduled for the above referenced project:

The date of the Site visit: September 14, 2021, at 10:00 A.M.

Address of the Site Visit: 130 M.L.K. Senior Heritage Trail, Stockbridge, GA 30281

Due to the COVID-19, Vendors are encouraged to follow all CDC guidelines including social distancing.



Where Community Connects

City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City's website in order to obtain complete and timely information. The City's website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp and the Georgia Municipal Association <https://www.glga.org/SubmitListing>. All other terms, conditions, and specifications of the solicitation remain unchanged.

SoCo CONTRACTING COMPANY, INC.

Name of Company / Firm / Organization

Parampal Singh, President

Printed Name of Authorized Rep. / Title

Signature of Authorized Representative / Date

 9-13-2021



City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

ADDENDUM NO. 2

Solicitation No.: REQUEST FOR PROPOSAL (RFP) NO. 2021- 0010

Solicitation Title: City of Stockbridge Ted Strickland Community Center Renovation

ATTENTION ALL POTENTIAL BIDDERS:

☒

MUST ADDENDUM. READ CAREFULLY AND FOLLOW ALL INSTRUCTIONS.
This addendum forms a part of the contract documents, modifies the original bidding documents and shall be as binding as if contained therein.

☐

Return Addendum with Bid Submittal. Failure to do so may subject the Bidder to disqualification.

☐

Return Completed Revised Bid Pricing Sheets with Bid Submittal.

TO ALL PROSPECTIVE BIDDERS, PLEASE NOTE THE FOLLOWING CHANGES AND CLARIFICATIONS:

Words in ~~striketrough~~ type are deletions from existing text. Words in **bold, underlined** type are additions to existing text.

1. RFP Due Date has not changed. The RFP Due Date is 3:00 p.m. EDT on Thursday, October 21, 2021.
2. The deadline for questions has not changed. The deadline for questions is Friday, September 17th, **2021**. (12:00 noon, EDT)

ADDITIONS / CLARIFICATIONS / CORRECTIONS

I. A Non-Mandatory Site Visit is scheduled for the above referenced project:

The date of the Site visit: September 14, 2021, at 10:00 A.M.

Address of the Site Visit: 130 M.L.K. Senior Heritage Trail, Stockbridge, GA
30281

Due to the COVID-19, Vendors are encouraged to follow all CDC guidelines including social distancing.



ORIGINAL

**Striker Contracting LLC
2859 Paces Ferry Road, Ste 1750
Atlanta, Georgia 30339
www.strikercontracting.com**

**Request for Proposals #2021-0010
City of Stockbridge
Ted Strickland Community Center Renovation
City of Stockbridge, City Hall
Procurement Division
4640 N Henry Boulevard., Stockbridge GA 30281**



City of Stockbridge:
Ted Strickland Community Center Renovation
RFP #2021-0010

October 21, 2021

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, GA 30281
Attention: Procurement Dept.

Re: City of Stockbridge:
Ted Strickland Community Center Renovation
Project No. 2021-0010

To Whom it May Concern:

We are pleased to present our proposal for the Ted Strickland Community Center Renovation. Striker is interested in being selected as one of prequalified contractors because we feel our unique experience is a perfect fit for this contract.

Striker currently specializes in commercial interior improvements as well as renovations of existing facilities. We are an interiors Contractor and our experience with subcontractor base and professional services contacts would set us on a path of success for this work.

The majority (90%) of our work is negotiated and we already provide "like" services to many large Owners and Managers of commercial property in the State of Georgia.

We look forward to participating in this process and appreciate your consideration.

Best Regards,

Kirt Charles Hinkle

President
Striker Contracting LLC
Office: 770-884-8110
kirt.hinkle@strikercontracting.com



Section 2- Executive Summary

Striker Contracting, LLC, incorporated in the State of Georgia and opened its doors in 2013 with just the two principals Josh Wilkins and Kirt Hinkle, doing roughly \$120,000 revenue in the first year in business. Now eight years later, Striker Contracting has grown to nearly 30 employees and 20 Million dollars of annual revenue. This growth is 200 times the first-year sales. Currently, Striker is one of the fastest growing commercial contractors in the interiors market in Atlanta. Striker's market sectors include government/public, commercial interiors, healthcare facilities, technology, and industrial facilities.

90 percent of Striker Contracting's current volume of work is in tenant interior buildout projects. For the fiscal year 2019, Striker had almost \$20 million in contracts for interior renovations. Striker Contracting has eight years of experience with high end Owner, Landlord, and Property Management companies where the work includes: lobbies, conference rooms, chiller plants and restrooms just to name a few. Striker works in Class A office spaces, medical office buildings, healthcare/industrial facilities, and technology spaces. For the last five years, Striker has managed between \$7 million to \$20 million-dollar volume annually with the tenant buildout renovations ranging from \$750,000 to \$2,000,000.



Section 3- Project Team Qualifications/Qualifications of Key Personnel

Josh Wilkins
Project Executive

Curtis Jones- Project Manager
Avinash Karnati- Project Engineer

Shereen Shaw-Miles
Controller

Susan Rancifer
Project Administrator

Nick Brown
Project Superintendent

Personnel Capacity of Time on Project

1. Curtis Jones, Project Manager - 100%
2. Superintendent Selected - 100%
3. Josh Wilkins, President - 25%
4. Susan Rancifer, Administrator- 25%



Executive Management

Josh Wilkins, President

With over 15 years experience in the construction industry, Josh is one of the co-founders of Striker Contracting. Through dedication of providing quality and efficient services, Josh has provided consistent growth to Striker. His diverse experience has led to successful completion of numerous jobs in capacities ranging from estimation, project management and general contracting. As President he oversees all aspects of the company relating field operations, marketing, health and safety, and the recruitment of top construction professionals. Josh has the proven ability to effectively plan, staff and safely implement systems and processes. His leadership skills are recognized in building strong teams to meet the challenges of customer expectations.

Project Manager

Curtis Jones

Curtis is a highly qualified, resourceful professional with over 15 years of success in construction management and supervision skills. He is comfortable working with individuals of all levels and possesses an outstanding approach to problem solving. Curtis's background also includes systems development, safety audits, quality control inspections, team/risk management, and training programs. Able to motivate staff in maximizing productivity fostering a teamwork/open-door environment conducive to positive dialogue. He demonstrates strong crisis management with ability to communicate effectively and efficiently in person, in writing, or in presentations.

Superintendents

Nick Brown - Superintendent

Nick brings over 20 years of experience from several trades in the construction industry as well as spending ten + years as a project manager. Nick has the former experience and understanding of the project manager's responsibilities and can bring that knowledge to the field as a superintendent. Nick has a great ability to communicate to the project manager, owners and subcontractors to easily manage all his projects. Nick is well versed in interior renovations, building repairs and maintenance to college and universities, laboratories, medical offices, commercial interiors with spaces being occupied. Nick's current duties included project coordination and supervision in charge of material scheduling, safety and performance objectives and timely project completion.

Section 4- Past Performance

Hapag Lloyd Tenant and Main Corridor Renovation



Scope of work included interior buildout for a new call center and conferences center with offices.

Project Value: \$572,000

Project Size 13,843sf

Project Completed: May 2020

Owner: Taylor & Mathis Inc, Alex Malone (PM), 404-798-0386, amalone@taylormathis.com

Key Personnel: Curtis Jones (PM), Nick Brown (Superintendent)

COBB COUNTY OCCUPATION TAX CERTIFICATE

P.O. BOX 649 MARIETTA, GEORGIA 30061-0649
(770) 528-8410

BUSINESS LOCATION

2859 PACES FERRY RD, SUITE 1750

DATE ISSUED

01-01-2021

D/B/A STRIKER CONTRACTING

STRIKER CONTRACTING LLC

2859 PACES FERRY RD, SUITE 1750

ATLANTA, GA 30339

**CERTIFICATE NUMBER**

CON000316

FOR YEAR

2021

CERTIFICATE EXPIRES

12-31-2021

TYPE BUILDING



CERTIFICATE MUST BE DISPLAYED
THIS CERTIFICATE IS NOT VALID IF OWNERSHIP OR BUSINESS LOCATION CHANGES
PROFESSIONALS & ATTORNEYS AT LAW ARE NOT REQUIRED TO DISPLAY

BUSINESS DESCRIPTION

CLASSIFICATION CODE	CLASSIFICATION NAME	AMOUNT
152102	BUILDING CONTRACTOR - STATE LICENSE REQUIRED	1657.00

					PAYMENT DATE	12-10-2020					
4332	1,657.00	4312	0.00	4314	0.00	4316	0.00	4318	0.00	SUB TOTAL \$	1,657.00
4545	0.00									PENALTY \$	0.00
										INTEREST \$	0.00
										TOTAL \$	1,657.00

CD - Bus License Certificate, CON000316, 2021, STRIKER CONTRACTING

BUSINESS LICENSE DIVISION MANAGER

MZR

AUTHORIZED INITIALS

IMPORTANT NOTICE

1. Interest as provided by law will be imposed for failure to renew certificate prior to expiration date.
2. Please document to Cobb County Business License Office when business goes out of business.
3. Please provide written notification of any change in address or ownership change. A fee of \$10 will be charged to reprint certificate.
4. Please contact the business license office if you have not received a renewal notice two weeks prior to expiration of certificate.
5. Interest can not be waived despite failure to receive renewal notice. Contact the business license office for fee information.

PLACE ON DISPLAY

310966

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/15/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McGriff Insurance Services 200 Broad Street (30501) PO Box 1357 Gainesville, GA 30503	CONTACT NAME: Georgia Certificate Team	
	PHONE (A/C, No, Ext): E-MAIL ADDRESS: certificatesGA@mcgriff.com	FAX (A/C, No): 877 657-1559
INSURED Striker Contracting LLC 2859 Paces Ferry Rd Suite 1750 Atlanta, GA 30339	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Selective Way Insurance Company	NAIC # 26301
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ PD Ded:1,000 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	X	X	S2482555	04/01/2021	04/01/2022	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$3,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	X	X	S2482555	04/01/2021	04/01/2022	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$0	X	X	S2482555	04/01/2021	04/01/2022	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

SEE FORMS ATTACHED

CG7988 0119 - Contracting, Installation, Service and Repair General Liability Extended ElitePac Endorsement

CG7300 0119 - ElitePac General Liability Extension Endorsement

CA7809 1117 - ElitePac Commercial Automobile Extension

CXL4 0403 - Commercial Umbrella Liability Coverage

(See Attached Descriptions)

CERTIFICATE HOLDER

CANCELLATION

Striker Contracting, LLC
2859 Paces Ferry Rd. Suite 1750
Atlanta, GA 30339

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

John Couch



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/1/2020

Acct#: 1546461

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Lockton Companies, LLC
3657 Briarpark Dr., Suite 700
Houston, TX 77042

CONTACT
NAME: 888-828-8365

PHONE

(A/C, No. Ext):

FAX

(A/C, No):

E-MAIL

ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Indemnity Insurance Co. of North America

43575

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED
STRIKER CONTRACTING, LLC
2859 PACES FERRY RD SE STE 1750
ATLANTA, GA 30339-6223

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY						
	☐ CLAIMS-MADE ☐ OCCUR						EACH OCCURRENCE \$
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
							GENERAL AGGREGATE \$
							PRODUCTS - COMP/OP AGG \$
							\$
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	☐ POLICY ☐ PROJECT ☐ LOC						
	OTHER:						
	AUTOMOBILE LIABILITY						
	☐ ANY AUTO						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ALL OWNED AUTOS						BODILY INJURY (Per person) \$
	☐ HIRED AUTOS						BODILY INJURY (Per accident) \$
	☐ SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident) \$
	☐ NON-OWNED AUTOS						\$
	UMBRELLA LIAB						
	☐ EXCESS LIAB						EACH OCCURRENCE \$
	☐ OCCUR						AGGREGATE \$
	☐ CLAIMS-MADE						\$
	DED ☐ RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☐ Y ☐ N	N/A	C68707407	10/1/2020	10/1/2021	X PER STATUTE ☐ OTH-ER ☐
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

STRIKER CONTRACTING, LLC
2859 PACES FERRY RD SE STE 1750
ATLANTA, GA 30339-6223

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

REFERENCES

1. Company Taylor & Mathis Inc.
City/State Atlanta, Georgia
Contact Name Alex Malone , Project Manager
Phone/Email 678-819-2434 / amalone@taylormathis.com

2. Company Lincoln Property Company
City/State Norcross, Georgia
Contact Name Kim Steward , Senior Portfolio Manager
Phone/Email 770-573-1007 / ksteward@lpc.com

3. Company Realty Trust Group
City/State Atlanta, Georgia
Contact Name Morgan Bolden , Senior Project Manager
Phone/Email 404-942-2252 / mbolden@realtytrustgroup.com

4. Company Piedmont Office Realty Trust
City/State Sandy Springs, Georgia
Contact Name Keeta Redcay , Property Manager
Phone/Email 404-481-5202 / keeta.redcay@piedmontreit.com

5. Company City of Hogansville
City/State Hogansville, Georgia
Contact Name Lisa Kelly, Asst City Manager
Phone/Email 706-637-8629 / lisa.kelly@cityofhogansville.org



AIA® Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Striker Contracting, LLC
2859 Paces Ferry Rd., Suite 1750
Atlanta, GA 30339

SURETY:

(Name, legal status and principal place of business)

North American Specialty Insurance
Company
1450 American Lane, Suite 1100
Schaumburg, IL 60173

OWNER:

(Name, legal status and address)

City of Stockbridge
4640 N Henry Blvd
Stockbridge, GA 30281

BOND AMOUNT: \$ Five Percent of Bid Estimate (5% of Bid)

PROJECT:

(Name, location or address, and Project number, if any)

Ted Strickland Community Center Renovation
130 MLK Senior Heritage Trail
Stockbridge, GA 30281

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or

legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 19th day of October, 2021




(Witness)

Striker Contracting, LLC
(Contractor as Principal)


(Title)

North American Specialty Insurance Company
(Surety) (Seal)


(Witness) Kate Longaker


(Title) Edward Mooney, Attorney-In-Fact

SWISS RE CORPORATE SOLUTIONS

NORTH AMERICAN SPECIALTY INSURANCE COMPANY
WASHINGTON INTERNATIONAL INSURANCE COMPANY
WESTPORT INSURANCE CORPORATION

GENERAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, THAT North American Specialty Insurance Company, a corporation duly organized and existing under laws of the State of New Hampshire, and having its principal office in the City of Overland Park, Kansas and Washington International Insurance Company a corporation organized and existing under the laws of the State of New Hampshire and having its principal office in the City of Overland Park, Kansas, and Westport Insurance Corporation, organized under the laws of the State of Missouri, and having its principal office in the City of Overland Park, Kansas each does hereby make, constitute and appoint:

EDWARD MOONEY, ROBERT CARLETON WYNNE, and KATARZYNA GRIFFIN

JOINTLY OR SEVERALLY

Its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its act and deed, bonds or other writings obligatory in the nature of a bond on behalf of each of said Companies, as surety, on contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract or suretyship executed under this authority shall exceed the amount of:

ONE HUNDRED TWENTY FIVE MILLION (\$125,000,000.00) DOLLARS

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of North American Specialty Insurance Company and Washington International Insurance Company at meetings duly called and held on March 24, 2000 and Westport Insurance Corporation by written consent of its Executive Committee dated July 18, 2011.

"RESOLVED, that any two of the President, any Senior Vice President, any Vice President, any Assistant Vice President, the Secretary or any Assistant Secretary be, and each or any of them hereby is authorized to execute a Power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings and all contracts of surety, and that each or any of them hereby is authorized to attest to the execution of any such Power of Attorney and to attach therein the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be binding upon the Company when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached."



By 
Steven P. Anderson, Senior Vice President of Washington International Insurance Company
& Senior Vice President of North American Specialty Insurance Company
& Senior Vice President of Westport Insurance Corporation

By 
Mike A. Ito, Senior Vice President of Washington International Insurance Company
& Senior Vice President of North American Specialty Insurance Company
& Senior Vice President of Westport Insurance Corporation



IN WITNESS WHEREOF, North American Specialty Insurance Company, Washington International Insurance Company and Westport Insurance Corporation have caused their official seals to be hereunto affixed, and these presents to be signed by their authorized officers this 08 day of JANUARY, 20 18.

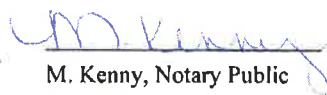
North American Specialty Insurance Company
Washington International Insurance Company
Westport Insurance Corporation

State of Illinois
County of Cook ss:

On this 08 day of JANUARY, 20 18, before me, a Notary Public personally appeared Steven P. Anderson, Senior Vice President of

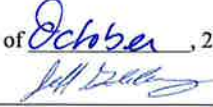
Washington International Insurance Company and Senior Vice President of North American Specialty Insurance Company and Senior Vice President of Westport Insurance Corporation and Michael A. Ito Senior Vice President of Washington International Insurance Company and Senior Vice President of North American Specialty Insurance Company and Senior Vice President of Westport Insurance Corporation, personally known to me, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as officers of and acknowledged said instrument to be the voluntary act and deed of their respective companies.




M. Kenny, Notary Public

I, Jeffrey Goldberg, the duly elected Vice President and Assistant Secretary of North American Specialty Insurance Company, Washington International Insurance Company and Westport Insurance Corporation do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney given by said North American Specialty Insurance Company, Washington International Insurance Company and Westport Insurance Corporation which is still in full force and effect.

IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Companies this 17 day of October, 20 21


Jeffrey Goldberg, Vice President & Assistant Secretary of Washington International Insurance Company &
North American Specialty Insurance Company & Vice President & Assistant Secretary of Westport Insurance Corporation

Responder: Please complete the attached Cost Proposal Form and return them with this cover page. The cost proposal must be submitted in a separate, sealed envelope with the Responder's name and "Request for Proposals No. 2021-0010 and City of Stockbridge Ted Strickland Community Center d Renovation" clearly identified on the outside of the envelope.

By signing this page, Responder acknowledges that he has carefully examined and fully understands the Contract, Scope of Work, and other attached documents, and hereby agrees that if his proposal is accepted, he will contract with the City of Stockbridge according to the Request for Proposal documents.

Please provide the following information:

Name of Firm: Striker Contracting LLC

Address: 2859 Paces Ferry Road; Suite 1750, Atlanta Georgia 30339

Contact Person Submitting Proposal:

Title of Contact Person: Kirt Hinkle, President

Telephone Number: 770-884-8110

Fax Number: N/A

E-mail Address: kirt.hinkle@strikercontracting.com



Signature of Contact Person

President

Title of Contact Person

SIGNATURES If sole owner, sign here: I sign as sole owner of the business named above.

_____ Date _____

If partnership or corporation: One or more partners or corporate officers sign here:

The undersigned certify that they sign this proposal with full and proper authority to do so.

By: Kirt Hinkle Title President

By:  Title _____

Date: October 21, 2021

END OF PROPOSAL FORM

3.36 CERTIFICATE OF ACCEPTANCE

By responding to this RFP, Offeror acknowledges that he/she has read this solicitation document, including any addenda, exhibits, attachments, and/or appendices in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein.

3.37 CERTIFICATION REGARDING DEBARMENT

By responding to this RFP, Offeror certifies that neither it nor its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency. Any such exclusion may cause prohibition of your firm from participating in any procurement by the City.

3.38 PRICE VALIDITY

Prices provided in this Request For Proposal (RFP) are valid for 120 days from the time of the RFP opening. The City shall award contract within this period or shall request to the recommended awarded vendor an extension to hold pricing, until products/services have been awarded. Successful proposer awarded shall ensure that proper and sufficient staff, equipment, organization, etc. will be provided for this contract to meet the specifications denoted herein at a paramount level.

BID FORM SIGNATURE(S)

The Corporate Seal of

Striker Contracting LLC (Bidder - print the full name of your firm)
was hereunto affixed in the presence of:

Kirt Hinkle, President
(Authorized signing officer, Title)

(Seal)


(Authorized signing officer, Title)



IF THE BID IS A JOINT VENTURE OR PARTNERSHIP, ADD ADDITIONAL FORMS OF EXECUTION FOR EACH MEMBER OF THE JOINT VENTURE IN THE APPROPRIATE FORM OR FORMS AS ABOVE.

successors, assigns or agents, or otherwise in connection (directly or indirectly) with its acceptance, or the performance, or nonperformance, of its obligations under these agreements. Such obligations shall not be construed to negate, abridge or otherwise reduce any other rights or obligations of indemnity which would otherwise exist as to any party or person as set forth in this paragraph.

Contractor further agrees to protect, defend, indemnify and hold harmless Stockbridge City, its Commissioners, officers, employees, Sub-Contractors, successors, assigns and agents from and against any and all claims or liability for compensation under the Worker's Compensation Act, Disability Benefits Act, or any other employee benefits act arising out of injuries sustained by any employees of Contractor. These indemnities shall not be limited by reason of the listing of any insurance coverage.

CONTRACTOR ACKNOWLEDGES HAVING READ, UNDERSTANDING, AND AGREEING TO COMPLY WITH THIS INDEMNIFICATION AND HOLD HARMLESS AGREEMENT, AND THE REPRESENTATIVE OF THE CONTRACTOR IDENTIFIED BELOW IS AUTHORIZED TO SIGN CONTRACTS ON BEHALF OF THE RESPONDING CONTRACTOR.

COMPANY: Striker Contracting LLC SIGNATURE: 

NAME: Kirt Hinkle TITLE: President DATE: 10/21/21

FORM 2

NON-COLLUSION AFFIDAVIT OF SUB-CONTRACTOR

State of _____ City of _____, being first duly sworn, deposes and says that:

(1) He/She is Owner (owner, partner officer, representative, or agent) of Valley View Enterprises, Inc., the sub-contractor that has submitted the attached solicitation;

(2) He is fully informed respecting the preparation and contents of the attached solicitation and of all pertinent circumstances respecting such solicitation.

(3) Such solicitation is genuine and is not a collusive or sham solicitation.

(4) Neither the said sub-contractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Vendor, firm or person to submit a collusive or sham solicitation in connection with the Contract for which the attached solicitation has been submitted or refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Vendor, firm or person to fix the price or prices in the attached solicitation or of any other Vendor, or to fix any overhead, profit or cost element of the proposing price or the proposing price of any other Vendor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Stockbridge or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached solicitation are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the sub-contractor or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

Durand Smith

(Signed)

President

(Title)

Subscribed and Sworn to before me this 21st day of October, 2021.

Name

Title

My commission expires (Date)

Sam [Signature]
Notary Public
12/20/2023



FORM 1

NON-COLLUSION BIDDING CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

By submission of this certificate, each Proposer and each person signing on behalf of any Proposer certifies under penalty of perjury, that to the best of its knowledge and belief:

1. The cost or prices to be negotiated shall have been arrived at independently without collusion, consultation, communication or agreement, for any purpose of restricting competition as to any matter relating to such costs or prices with any other Proposer or with any competitor.
2. Unless otherwise required by law, the cost or prices to be negotiated have not been knowingly disclosed by the firm prior to the opening of price negotiations, directly or indirectly to any other Proposer or to any competitor; and,
3. No attempt has been made or will be made by the Proposer to induce any person, partnership or corporation to submit or not submit a Statement of Qualifications for the purpose of restricting competition.



Signature of Authorized Agent

Kirt Hinkle, President

Name/Title of Authorized Agent

10/21/2021

Date

FORM 2

NON-COLLUSION AFFIDAVIT OF SUB-CONTRACTOR

State of GA City of Douglasville being first duly sworn, deposes and says that:

(1) He/She is CHARLEY DANIEL (owner) partner officer, representative, or agent) of C & S GLASS LLC the sub-contractor that has submitted the attached solicitation;

(2) He is fully informed respecting the preparation and contents of the attached solicitation and of all pertinent circumstances respecting such solicitation.

(3) Such solicitation is genuine and is not a collusive or sham solicitation.

(4) Neither the said sub-contractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Vendor, firm or person to submit a collusive or sham solicitation in connection with the Contract for which the attached solicitation has been submitted or refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Vendor, firm or person to fix the price or prices in the attached solicitation or of any other Vendor, or to fix any overhead, profit or cost element of the proposing price or the proposing price of any other Vendor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Stockbridge or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached solicitation are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the sub-contractor or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

(Signed) [Signature]

(Title) Owner

Subscribed and Sworn to before me this 21st day of Oct, 2021.

Name Denise White Dunahoo

Title Notary

My commission expires (Date) 11.21.2023



CERTIFICATE OF ACCEPTANCE OF A SOLICITATION REQUIREMENTS

This is to certify that on this day, offeror acknowledges that he/she has read this solicitation document, pages # 1 to # 94 inclusive, including any addenda # 1 to # 3 exhibit(s) # to # , attachment(s) # 1 to # , and/or appendices # to # , in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein, and that the undersigned is authorized by the offeror to submit the proposal herein and to legally obligate the offeror thereto. This is also to certify that the offeror has reviewed the form Stockbridge City contract included in the solicitation documents and agrees to be bound by its terms, or that the offeror certifies that it is submitting any proposed modification to the contract terms with its proposal. The offeror further certifies that the failure to submit proposed modifications with the proposal waives the offeror's right to submit proposed modifications later. The offeror also acknowledges that the indemnification and insurance provisions of Stockbridge City's contract included in the solicitation documents are non-negotiable and that proposed modifications to said terms may be reason to declare the offeror's proposal as non-responsive.

Company: Striker Contracting LLC

Signature: 

Name: Kirt Hinkle, President

Title: Date: 10/21/2021

(Affix Corporate Seal)



ATTACHMENT 1

ADDENDUM ACKNOWLEDGMENT FORM

NOTE: IF ADDENDUMS HAVE BEEN ISSUED, RESPONDENTS SHALL COMPLETE AND RETURN THIS ATTACHMENT WITH THEIR PROPOSAL. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE PROPOSAL.

ADDENDA ACKNOWLEDGMENT: The undersigned acknowledges the receipt of the following Addenda:

Addendum #: 1 Dated: N/A

Addendum #: 2 Dated: N/A

Addendum #: 3 Dated: N/A

Addendum #: _____ Dated: _____

Addendum #: _____ Dated: _____

Respondent (Company): Striker Contracting LLC

Signature (in ink): 

Name (Typed/printed): Kirt Hinkle

Title: President **Date:** 10/21/2021



City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City's website in order to obtain complete and timely information. The City's website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp and the Georgia Municipal Association <https://www.glga.org/SubmitListing>. All other terms, conditions, and specifications of the solicitation remain unchanged.

Striker Contracting LLC

Name of Company / Firm / Organization

Kirt Hinkle, President

Printed Name of Authorized Rep. / Title

[Signature] 10/21/21

Signature of Authorized Representative / Date



City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City's website in order to obtain complete and timely information. The City's website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp and the Georgia Municipal Association <https://www.glga.org/SubmitListing>. All other terms, conditions, and specifications of the solicitation remain unchanged.

Striker Contracting LLC

Name of Company / Firm / Organization

Kirt Hinkle, President

Printed Name of Authorized Rep. / Title

[Signature]

Signature of Authorized Representative / Date

10/21/21



City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City's website in order to obtain complete and timely information. The City's website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp and the Georgia Municipal Association <https://www.glga.org/SubmitListing>. All other terms, conditions, and specifications of the solicitation remain unchanged.

Stirker Contracting LLC
Name of Company / Firm / Organization

Kirt Hinkle, President
Printed Name of Authorized Rep. / Title

[Signature] 10/21/21
Signature of Authorized Representative / Date

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, Josh Wilkins, ^{President}~~Secretary~~, certify that I am the ~~Secretary~~ of the Corporation named as principal in the within bond; that Kirt Hinkle, who Signed the said bond of said corporation: that I know this signature, and his/her signature thereto is genuine; and that said bond was duly signed, sealed and attested for in behalf of said Corporation by authority of its governing body.


~~SECRETARY~~ PRESIDENT

(CORPORATE SEAL)



SURETY

(SEAL)

BY _____

ATTACHMENT 2
REQUEST FOR PROPOSALS. NO. 2021-0010
CITY OF STOCKBRIDGE
TED STRICKLAND COMMUNITY CENTER RENOVATION
GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: Striker Contracting LLC

Performing work as: Prime Contractor X Sub-Contractor

Professional License Type: General Contractor

Professional License Number: GCCO006384

Expiration Date of License: 06/30/2022

I certify that the above information is true and correct, and that the classification noted is applicable to the Bid for this Project.

Signed: 

Date: October 21, 2021

(ATTACH COPY OF LICENSE)



STATE OF GEORGIA

BRAD RAFFENSPERGER, Secretary of State
State Licensing Board for Residential and General Contractors
LICENSE NO. GCQA006383

Joshua John Wilkins
2859 Paces Ferry Rd.
Ste. 1750
Atlanta GA 30339

Company Name: Striker Contracting, LLC
Company License NO: GCCO006384
General Contractor Qualifying Agent

EXP DATE - 06/30/2022 Status: Active
Issue Date: 07/11/2019

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

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

Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the web site – www.sos.state.ga.us/plb.

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

Georgia State Board of Professional Licensing
237 Coliseum Drive
Macon GA 31217
Phone: (844) 753-7825
www.sos.state.ga.us/plb

Joshua John Wilkins
2859 Paces Ferry Rd.
Ste. 1750
Atlanta GA 30339

STATE OF GEORGIA
BRAD RAFFENSPERGER, Secretary of State
Georgia State Licensing Board for Residential and General Contractors
License No. GCQA006383

Joshua John Wilkins

2859 Paces Ferry Rd.
Ste. 1750
Atlanta GA 30339

Company Name: Striker Contracting, LLC
Company License NO: GCCO006384
General Contractor Qualifying Agent

EXP DATE - 06/30/2022 Status: Active
Issue Date: 07/11/2019

FORM 4

INELIGIBILITY CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of

Striker Contracting LLC, and it is also whose address is

2859 Paces Ferry Rd; Suite 1750, Atlanta Georgia 30339, certifies that the

Contractor, nor any of its Sub-Contractors to be used in performing this Contract, are listed on the list of Ineligible Contractors maintained by the Comptroller General of the United States.



Signature of Authorized Agent

Kirt Hinkle, President

Name/Title of Authorized Agent

October 21, 2021

Date

FORM 5

CERTIFICATION OF DRUG-FREE WORKPLACE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of Striker Contracting LLC, and it is also whose address is 2859 Paces Ferry Rd; Suite 1750, Atlanta GA 30339, certifies that:

1. The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Workplace Act" have been complied in full; and
2. A drug-free workplace will be provided for the consultant's employees during the performance of the Contract; and
3. Each Sub-Contractor hired by the consultant shall be required to ensure that the Sub-Contractor's employees are provided a drug-free workplace. The Consultant shall secure from that Sub-Contractor the following written certification: "As part of the Sub-Contracting agreement with the Consultant, certifies to the Consultant that a drug-free workplace will be provided for the Sub-Contractor's employees during the performance of this Contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3"; and
4. It is certified that the undersigned will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.



Signature of Authorized Agent

Kirt Hinkle, President

Name/Title of Authorized Agent

October 21, 2021

Date

FORM 6

**CITY OF STOCKBRIDGE CONFLICT OF INTEREST AND PROHIBITION AGAINST
CONTINGENT FEES CERTIFICATION**

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of Striker Contracting LLC, and, it is also, whose address is 2859 Paces Ferry Rd; Suite 1750, Atlanta 30339, certifies that to the best of its knowledge there are no circumstances which shall cause a Conflict of Interest in performing services for City of Stockbridge.



Signature of Authorized Agent

Kirt Hinkle, President

Name/Title of Authorized Agent

October 21, 2021

Date

FORM 7

AFFIDAVIT VERIFYING STATUS FOR CITY PUBLIC BENEFIT APPLICATION

By executing this affidavit under oath, as an applicant for the City of Stockbridge, Georgia Business License or Occupational Tax Certificate, Alcohol License, execution of contract or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application for a City of Stockbridge license/permit and/or contract for:

Kirt Hinkle
Name of Applicant

1) X I am a United States citizen

OR

2) I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 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 O.C.G.A. Code Section 16-10-20.

Signature of Applicant: 

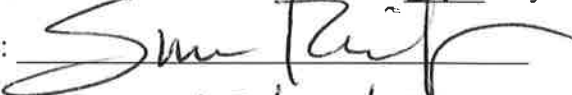
Date: 10/21/2021

Printed Name: Kirt Hinkle

*Alien Registration number for non-citizens:

****PLEASE INCLUDE A COPY OF YOUR PERMANENT RESIDENT CARD, EMPLOYMENT AUTHORIZATION, GREEN CARD, OR PASSPORT WITH A COPY OF YOUR DRIVER'S LICENSE IF YOU ARE A LEGAL PERMANENT RESIDENT.**

Subscribed and Sworn Before Me on this the 21st Day of October, ~~2018~~ 2021.

Notary Public: 

My Commission Expires: 12/20/2023



*Note: O.C.G.A. Section 50-36-1 (e)(2) requires that aliens under the Federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below.

USA
Georgia
DRIVER'S LICENSE

DL NO. 050413492 DOB 01/18/1983
CLASS C EXP 01/18/2023
MIRT CHARLES
HINKLE

100 6TH ST NE APT 309
ATLANTA, GA 30308-1374
FULTON

Restrictions A End NONE
Iss 04/17/2015

Sex M Eyes BLU
Hgt 5'-08" Wgt 160 lb

DOB 232048486000051904



247H

FORM 8
CERTIFICATION REGARDING LOBBYING

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Local, State or Federal agency, in connection with the awarding of any contract, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any contract, grant, loan, or cooperative agreement.
2. The undersigned shall require that the language of this certification be included in the award documentations for sub-awards at all tiers (including Sub-Contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such failure. [Note: Pursuant to 31 U.S.C. 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such expenditure or failure.]

The Contractor, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. 3801, *et seq.*, apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Agent: 

Name and Title of Contractor Authorized Agent: Kirt Hinkle, President

Date: October 21, 2021 Telephone No: 770-884-8110

Firm or Company Name: Striker Contracting LLC

Address: 2859 Paces Ferry Rd; Suite 1750, Atlanta GA 30339

FORM 9

BID SUBMITTAL LETTER

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned, Kirt Hinkle, hereby submits its Bid to furnish all labor, materials, equipment, delivered by the undersigned, to the City of Stockbridge, Georgia.

The undersigned acknowledges and agrees that the Bid submitted by the undersigned shall be binding upon the undersigned and that if City of Stockbridge, Georgia, awards the Contract to the undersigned, the Bid made by the undersigned and delivered to City of Stockbridge, Georgia herewith, together with such award, will constitute a legal, valid and binding Contract between the undersigned and City of Stockbridge, Georgia. The Contract created pursuant to the previous sentence shall incorporate the terms and conditions of the bid including, but not limited to, the bid Scope of Work, Solicitation instructions and Conditions, the Contract Provisions and the Contractor's Cost Bid, all as described in the bid.

IN WITNESS WHEREOF, the undersigned has duly executed and delivered this Bid Submittal Letter this _____ day of _____, ~~2018~~ 2021.


By

President
Title

Sworn to and subscribed before me the 21st day of October, ~~2018~~ 2021.
Notary Public


My Commission Expires:

12/20/2023
Date



STATE OF GEORGIA

CITY OF STOCKBRIDGE

FORM 10: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT AND AGREEMENT

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 engaged in the physical performance of services¹ under a contract with [insert name of prime contractor] Striker Contracting LLC on behalf of The City of Stockbridge Government has registered with and is participating in a federal work authorization program*,² 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 Sub-Contractor(s) in connection with the physical performance of services to this contract with The City of Stockbridge Government, contractor will secure from such Sub-Contractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Sub-Contractor 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 Stockbridge Government at the time the Sub-Contractor(s) is retained to perform such service.

19850

EEV/Basic Pilot Program* User Identification Number

[Signature]
BY: Authorized Officer of Agent
(Insert Contractor Name)

President

Title of Authorized Officer or Agent of Contractor

Kirt Hinkle

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 21st day of October, 2021

Notary Public:

City:

Atlanta

Commission Expires:

12/20/2023



¹O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Stockbridge City) using a bidding process (e.g., ITB, RFP, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual. *[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].

**STATE OF GEORGIA
CITY OF STOCKBRIDGE**

FORM 11

GEORGIA SECURITY AND IMMIGRATION SUB-CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned Sub-Contractor 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 services³ under a contract with [insert name of prime contractor] Striker Contracting behalf of The City of Stockbridge Government has registered with and is participating in a federal work authorization program*,⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

6912288
EEV/Basic Pilot Program* User Identification Number

[Signature]
BY: Authorized Officer of Agent
(Insert Sub-Contractor Name)

Owner, C&S Glass, LLC
Title of Authorized Officer or Agent of Sub-Contractor

Charley Daniel
Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 21 day of Oct, 2021

Notary Public: [Signature]

City: Douglasville

Commission Expires: 11 21 2023



30.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of labor or services for a public employer (e.g., Stockbridge City) using a bidding process (e.g., ITB, RFP, RFQ, etc.) on a contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State of Georgia and is in good standing when such contract is for service to be rendered by such individual. 4*[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].

FORM 12

**STATE OF GEORGIA
CITY OF STOCKBRIDGE**

FORM 11

GEORGIA SECURITY AND IMMIGRATION SUB-CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned Sub-Contractor 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 services³ under a contract with [insert name of prime contractor] Striker Contracting, LLC behalf of The City of Stockbridge Government has registered with and is participating in a federal work authorization program*,⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

51-0452810

EEV/Basic Pilot Program* User Identification Number

Durand Smith

BY: Authorized Officer of Agent
(Insert Sub-Contractor Name)

President

Title of Authorized Officer or Agent of Sub-Contractor

Durand Smith

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 21st day of October, 2021

Notary Public: [Signature]

City: Atlanta

Commission Expires: 12/20/2023



30.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Stockbridge City) using a bidding process (e.g., ITB, RFP, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and in good standing when such contract is for service to be rendered by such individual. 4*[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].

FORM 12

RFP No:	2021-0010		Date Advertised:		8/19/2021
Title:	City of Stockbridge Ted Strickland Community Center Renovation		Date Opened:		10/21/2021
Agency:	Public Works Department		Number of Responses Received:		4
Project Manager:	Decius Aaron				
RESPONDERS		ADDRESS	CITY	STATE	ZIP CODE
Diversified Construction of Georgia, Inc.		2104 Vistadale Court	Tucker	Georgia	30084
McWright, LLC		115 HWY 96	Bonaire	Georgia	31005
SoCo Contracting Company, Inc.		3175 Presidential Drive, Suite 100	Atlanta	Georgia	30340
Striker Contracting, LLC		2859 Paces Ferry Rd, Suite 1750	Atlanta	Georgia	30339
COMMENTS:			Date Created:		10/21/2021
			Date Updated:		



**CITY OF STOCKBRIDGE
TED STRICKLAND COMMUNITY CENTER RENOVATION
REQUEST FOR PROPOSALS (RFP) NO. 2021-0010**





Where Community Connects

City of Stockbridge Procurement Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

Dear Vendor:

I thank you for your interest in doing business with the City of Stockbridge. We look forward to a very successful procurement process. Please take notice of the response submittal requirements and the required certification checklist outlined in this solicitation. Please be sure to read and follow the instructions very carefully, as any misinterpretation or failure to comply with instructions may result in dismissal of your submittal. Any changes(s) to this solicitation will be conveyed through the written addenda process. In addition, notification of addenda are posted on the City's website, which is located at <https://www.cityofstockbridge.com/bids.aspx?id=4375&catid=26> and the Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp. Please read carefully and follow all instructions provided in the addendum, as well as the instructions provided in the original solicitation. It is solely the vendor's responsibility to routinely check the City's website at <https://www.cityofstockbridge.com/bids.aspx?id=4375&catid=26> and the Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp for any changing information prior to their reply.

One of the objectives of the Procurement Division is to provide quality and efficient service. If you have any questions, please visit our website or contact the agent of concern. The staff of the City of Stockbridge strives to provide excellent service "while purchasing best for less with the highest level of transparency, efficiency and integrity".

Again, thank you in advance for your continued interest in doing business with the City of Stockbridge.

Sincerely,

A handwritten signature in blue ink that reads "Lindell Y. Miller".

Lindell Y. Miller, C.P.P.O., M.B.A



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REQUEST FOR PROPOSALS (RFP) NO. 2021-0010
CITY OF STOCKBRIDGE
TED STRICKLAND COMMUNITY CENTER RENOVATION
Thursday, August 19, 2021

INTRODUCTION

PURPOSE

The City of Stockbridge is requesting proposals from contractors for the renovation the Ted Strickland Community Center. Request For Proposals will be received by the City of Stockbridge, Georgia from prospective Proposers for the City of Stockbridge, Georgia's "**TED STRICKLAND COMMUNITY CENTER REVNOATION**". The project will include all labor and materials to provide a completed renovation of the community center, which is located at 130 MLK Senior Heritage Trail, Stockbridge, Georgia 30281. The renovation includes the removal of 2,300 SF of tile flooring, the addition of four private offices totaling 547 Square Feet, one 537 Square Feet conference room with glass folding doors, custom reception desk, coat closet, storage closet, kitchen seating space, work area millwork, and additional lighting and Heating, Ventilation, and Air Conditioning (HVAC) for the offices and conference room.

1.2 COMMUNITY BACKGROUND

The City of Stockbridge is in the northern part of Henry County, Georgia which was founded May 15, 1821. Henry county has an area of approximately 331 square miles located in the Piedmont Section of northern Georgia and is surrounded by the counties of Butts, Clayton, DeKalb, Newton, Rockdale and Spalding Counties. Stockbridge, Georgia is just minutes south of Atlanta a straight drive down Interstate 75-South. The City is populated with approximately 30,000 residents.

The City is currently in construction of its City of Stockbridge Amphitheater, it has a relaxed atmosphere, with all the amenities of a major metropolitan area with an attractive lifestyle, and business opportunities. Stockbridge is a highly attractive place to live, work and play.

Stockbridge City Council (City) is the governing authority of the City of Stockbridge. The affairs of the City are conducted by a Mayor and five (5) member City Council. This elected body is responsible for the active coordination of community resources, to meet community needs.

The City Manager, who is appointed by the Mayor and City Council, oversees the day-to-day operations of the City and insures the efficient delivery of City Services. All activities and functions of the City are administered by the City Manager under the jurisdiction of the Mayor and City Council as set forth in State and Local Laws.

SECTION 2.0

2.1 OBTAINING THE RFP

All potential Bidders can obtain a copy of the Bid and Specifications located on the City's website at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRsapp/PR_index.jsp and the Georgia Municipal Association <https://www.glga.org/SubmitListing>. Bid is administered by the City of Stockbridge, Procurement Division.

2.2 PRE-PROPOSAL CONFERENCE

Due to Covid-19, the Pre-Proposal Conference, or any other information session (if indicated in the schedule of events) will be held via teleconference on Web-EX. Information regarding the meeting will be listed in the "Schedule of Events" of this RFP. Unless indicated otherwise, attendance is not mandatory, although suppliers are strongly encouraged to attend. However, in the event the conference has been identified as mandatory; then a representative of the supplier must attend the conference in its entirety to be eligible for contract award.

2.3 PROPOSAL DUE DATE

All proposals are due in the Division of Purchasing of City of Stockbridge located in the **City of Stockbridge City Hall, 4640 North Henry Boulevard Stockbridge, GA 30281** on or before **Thursday, October 21st, 2021, at 3:00 PM, EDT** via Cisco WebEx, legal prevailing time. All submitted proposals shall be time and date stamped according to the clock at the front desk of the City of Stockbridge Procurement Division. Any proposals received after this appointed schedule will be considered late and will be returned unopened to the Proposer. The proposal due date can be changed only by addendum.

Each envelope or package on the outside shall be clearly marked as follows:

REQUEST FOR PROPOSALS (RFP) NO. 2021-0010
CITY OF STOCKBRIDGE
TED STRICKLAND COMMUNITY CENTER RENNOVATION
City of Stockbridge City Hall
4640 North Henry Boulevard Stockbridge, GA 30281
RFP Due Date: October 21st, 2021 (3:00 P.M) EDT

2.4 SUBMITTAL INSTRUCTIONS

It shall be the sole responsibility of the Proposer to have his/her proposal/bid submittal delivered to the City of Stockbridge Procurement Division for receipt on or before the above stipulated due date and time. If a proposal is sent by U.S. Mail, FedEx, the proposer shall be responsible for its timely delivery to the Purchasing Division. Due to the recent Pandemic, all bids should be **"Mailed"** to the Stockbridge City Hall, 4640 N. Henry Blvd., Stockbridge, GA 30281. Proposers should obtain tracking receipt and provide proof of the receipt via email within three (3) days after Bid Opening date **(October 21st, 2021, at 3:00 PM). Due to the current Pandemic, COVID-19, bids may be hand delivered to City of Stockbridge City Hall October 18th, 19th, 20th, and October 21st, 2021, between 8:00 a.m. and 3:00 p.m.**

2.4.1 BID OPENING

Beginning May 1, 2020, the City of Stockbridge Procurement Division, began conducting bid openings 100% online! For your convenience, bids will be opened and live streamed Wednesday at 12:01 p.m. via Cisco WebEx. Joining the WebEx meeting will allow you to view the vendors responding to each bid and the bid amount submitted from each vendor. This will replace in-person bid openings.

To view the bid opening, please visit the City of Stockbridge Procurement website at <https://stockbridgega.municipalcms.com/pview.aspx?id=4640&catid=72> and click Join Meeting.

2.5 CONTACT PERSON AND INQUIRIES

Any questions or suggestions regarding this RFP shall be submitted in writing to the Procurement Division contact person, Lindell Y. Miller, Purchasing Manager at ProcurementDivision@CityofStockbridge-ga.gov, 4640 North Henry Boulevard Stockbridge, GA 30281. Any response made by the City shall be provided in writing to all Proposers by addendum. No verbal responses shall be authoritative.

2.6 REQUEST FOR PROPOSAL “SCHEDULE OF EVENTS”

Below is the current Schedule of Events, in local time (EDT), that will take place in the procurement process. The City reserves the right to make changes to the schedule as the City determines is in its best interest. Unless otherwise notified in writing by the City, the dates indicated below for submission of items or for other actions on the part of a Provider shall constitute absolute deadlines for those activities and failure to fully comply by the time stated shall cause a Provider to be disqualified.

EVENT	DATE
Request For Proposals Issued to Public	Thursday, August 19, 2021
Non-Mandatory Pre-Bid Conference Cisco WebEx. https://www.cityofstockbridge.com/pview.aspx?id=4640&catid=0	Thursday, September 2nd, 2021, 10:00 AM, EDT
Last Day for Questions to be Submitted	Friday, September 17th, 2021, 12 Noon EDT.
RFP Submittal Due Date	Thursday, October 21st, 2021at 3:00 PM EDT.
Project Manager Events Division – Decius Aaron, Public Works Director	

2.7 NO CONTACT DURING THE PROCUREMENT PROCESS

It is a request of the City that the evaluation and award process for City contracts shall be free from both actual and perceived impropriety, and that contacts between potential vendors and City officials, elected officials and staff regarding pending awards of City contracts shall be prohibited.

- A. No person, firm, or business entity, however situated or composed, obtaining a copy of or responding to this solicitation, shall initiate or continue any verbal or written communication regarding this solicitation with any City officer, elected official, employee, or designated City representative, between the date of the issuance of this solicitation and the date of the City Manager's recommendation to the Council for award of the subject contract, except as may otherwise be specifically authorized and permitted by the terms and conditions of this solicitation.
- B. All verbal and written communications initiated by such person, firm, or entity regarding this solicitation, if same are authorized and permitted by the terms and conditions of this solicitation, shall be directed to the Purchasing Agent.
- C. Any violation of this prohibition of the initiation or continuation of verbal or written communications with City officers, elected officials, employees, or designated City representatives shall result in a written finding by the Purchasing Agent that the submitted bid or proposal of the person, firm, or entity in violation is "non-responsive", and same shall not be considered for award.

2.8 CLARIFICATION & ADDENDA

Proposers may submit requests for clarifications or interpretations regarding this RFP and the Contract. Proposers must prepare such requests in writing for the City's consideration as set forth in this section of this RFP. While the City has not placed an initial limitation on the number of requests which can be submitted, Proposers are cautioned that if Proposers do not request meaningful clarifications or interpretations in an organized manner (e.g., limited frequency of requests), the City will set restrictions on the frequency and number of requests permitted. The City will not respond to requests, oral or written, received after **September 17th, 2021 (12 Noon) EDT.**, local prevailing time. City reserves the right to post an addendum at any time prior to the bid opening date and it is the responsibility of the proposer to view the City's website for any all-addendum post for specified solicitation. Proposers are advised that this section places no obligation on the part of the City to respond to any or all requests for clarification nor interpretation, and that the City's failure to respond to any such request will not relieve the Proposer of any obligations or conditions required by this RFP.

Requests for clarification or interpretation regarding this RFP shall only be Submitted in writing via letter or email to the designated Purchasing Representative:

Purchasing Manager: Lindell Y. Miller
Email: ProcurementDivision@CityofStockbridge-ga.gov

Telephone inquiries will not be accepted.

All responses to written requests for clarification, interpretation, or additional information will be distributed as addenda to this RFP and posted on the City website <http://www.cityofstockbridge.com/bids.aspx?id=4375&catid=26>.

No oral interpretation, instruction, or information concerning this RFP given by any employee or agent of the City shall be binding on the City. Proposers who submit a Proposal in reliance on any such oral information risk having their response to this RFP deemed non-responsive by the City. Only written responses issued by addendum to this RFP should be considered by the Proposers.

During the period provided for the preparation of Proposals, the City may issue addenda to this RFP. These addenda will be numbered consecutively and will be posted on the City website, <http://www.cityofstockbridge.com/bids.aspx?id=4375&catid=26>. These addenda will be issued by, or on behalf of, the City and will constitute a part of this RFP.

Each Proposer is required to acknowledge receipt of each addendum by submitting an executed acknowledgment form. This acknowledgment shall include all addenda distributed prior to the Proposal Submission Date. All responses to this RFP shall be prepared with full consideration of the addenda issued prior to the Proposal Submission Date.

2.9 PREPARATION OF PROPOSALS

- a. Negligence on the part of the proposer in preparing the proposal confers no right for withdrawal or modification in any way after the deadline for the proposal opening.
- b. Unit price must be shown on the Proposal Cost Submittal Form in this document. All proposals should be tabulated, totaled and checked for accuracy. The unit price will prevail in case of errors.
- c. All product, equipment, article or material must be new and unused or current production. No reconditioned or used item(s) will be accepted except as specifically requested herein. Units that are classified as prototype or discontinued models are not acceptable.
- d. Samples of items, when required, must be submitted within the time specified and unless otherwise specified by the City, at no expense to the City. Unless otherwise specified, samples will be returned at the proposer's request and expense if items are not destroyed by testing.
- e. Full identification of each item proposal upon, including brand name, model, catalog number, etc., must be furnished to identify exactly what the proposer is offering. Whenever an article or material is defined by describing a proprietary product or by using the name of a manufacturer, the term "or equal" if not inserted shall be implied.

- f. The specified article or material shall be understood as indicating the type, function, minimum standard of design, efficiency and quality desired and shall not be construed as to exclude other manufactured products of comparable quality, design and efficiency. In the event that any equivalent version is proposed, prospective proposers are herewith advised that precise, adequate, and documented evidence of equivalency in performance, stability, and operational efficiency should be submitted with the proposal for further consideration.
- g. Final determination of equivalency will be determined by the City of Stockbridge.
- h. Proposers are required to examine the scope carefully and to make sure they have full understanding of outlined scope.
- i. The City of Stockbridge will not be responsible for proposer's errors or misjudgment, nor for any information or lack of information, on location conditions, and/or general laws and regulations.
- j. Failure of a proposer to be aware of any applicable federal, state, or local regulations shall not excuse compliance, regardless of whether specifically cited in the Contract Documents and Specifications or any related document.

2.10 REJECTION AND WITHDRAWAL OF PROPOSALS

- a. Withdrawal of Proposal due to errors, the supplier has up to forty-eight (48) hours to notify the Purchasing Department of an obvious clerical error made in calculation of proposal in order to withdraw a proposal after proposal opening. Withdrawal of proposal for this reason must be done in writing within the forty-eight-hour period.
- b. The City will make a recommendation of the proposal to the City Council within 60 days from date of the opening.
- c. The City may reject all or part of the proposal within 60 days of proposal opening.

2.11 PROPOSAL AND CONTRACT DOCUMENTS

- a. A proposal executed by an attorney or agent on behalf of the Bidder shall be accompanied by an authenticated copy of the Power of Attorney or other evidence of authority to act on behalf of the Bidder Corporation:

If the Bidder is a corporation, the bid must be submitted in the name of the corporation, not simply the corporation's trade name. In addition, the bid shall be signed by an officer of the corporation.

Partnership: If the Bidder is a partnership, all partners must sign the bid. If all the partners do not sign the bid, then the names of all those except limited partners must be furnished on the

bid and evidence of the authority of the signer(s) to execute the bid on behalf of the partnership.

Limited Liability Company (LLC): If the Bidder is a limited liability company, the authorized agent having authority to bind the limited liability company must sign the bid documents.

Sole Proprietorship or Individual: If the Bidder is a sole proprietor or individual, a signature is required on all bid documents by that individual.

- b. The contract documents consist of this Agreement, Specifications and Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement. These form the Contract and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representation or agreements, either written or oral.
- c. **Contract Term** - The time period of the agreement, if any is formed from this bid, will be determined after the review and evaluation of the proposals/bid submitted by the successful Proposer.

2.12 EXCEPTIONS AND OMISSIONS

Any exceptions to the specifications and/or terms and conditions must be addressed during the question/clarification and addendum phases.

2.13 ALTERATIONS OF SOLICITATION AND ASSOCIATED DOCUMENTS

Alterations of City documents are strictly prohibited and will result in automatic disqualification of the proposer's solicitation response. If there are "exceptions" or comments to any of the solicitation requirements or other language, then the proposer may make notes to those areas, but may not materially alter any document language.

2.14 COST INCURRED BY VENDORS

All expenses involved with the preparation and submission of the RFP to the City of Stockbridge, or any work performed in connection therewith is the responsibility of the vendor(s).

2.15 CODES, PERMITS, FEED, LICENSES AND LAW

- a. All permits, fees, arrangements for inspections, licenses, and costs incurred for the same shall be the sole responsibility of the successful Proposer. All materials, labor and construction must comply with all applicable rules and regulations of local, state and/or national codes, laws and ordinances of all authorities having jurisdiction over the project, shall apply to the contract throughout and will be deemed to be included in the contract the same as though herein written out in full.

- b. State Law regarding Worker Verification requires that all who enter a contract for the physical performance of services with the City must satisfy O.C.G.A. §13-10-91 and Rule 300-10-1-.02, in all manner, and such are conditions of the contract. By submitting a proposal to the City Proposer agrees that in the event the Proposer employs or contracts with any subconsultant(s) in connection with the covered contract, the Proposer will secure from the subconsultant(s) such subconsultant(s) indication of the employee-number category applicable to the subconsultant, as well as attestation(s) from such subconsultant(s) that they are complying. Such attestation(s) shall be maintained and may be inspected by the City at any time. An affidavit of such compliance included with the proposal must be signed by the Proposer and will become part of the contract.

2.16 SAFETY

All vendors and subconsultant performing services are required and shall comply with all Occupational Safety and Health Administration (OSHA), State and CITY Safety and Occupational Health Standards and any other applicable rules and regulations. Also, all Proposers and subconsultant shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract.

2.17 DESIGN, STANDARDS AND PRACTICES

Design, strength, quality of materials and workmanship must conform to the industry Acceptable standards of engineering practices and/or professional services.

2.18 STATEMENT OF WARRANTY

A Statement of Warranty should include all applicable manufacturers' warranty and the Proposer's warranty regarding equipment, materials and workmanship. This statement shall include the terms, conditions and the period of warranty coverage. Any exclusion(s) must be clearly stated.

2.19 NON-COLLUSION

By submitting a proposal in response to this solicitation, the proposer represents that in the preparation and submission of this proposal, said Proposer did not either directly or indirectly, enter into any combination or arrangement with any person, Proposer, Corporation or enter into any agreement, participate in any collusion, or otherwise take any action in the restraint of free, competitive bidding in violation of the Sherman Act (15 U.S.C. Section I or Section 59.1-9.1 through 59.1-9.17 or Sections 59.1 -68.6 through 59.68.8). Collusion and fraud in proposal preparation shall be reported to the State of Georgia Attorney General and the United States Justice Department.

2.20 NONDISCRIMINATION

Notwithstanding any other provision of this Agreement, during the performance of this Agreement, Proposer, for itself, its heirs, personal representatives, successors in interest and assigns, as part of the consideration of this Agreement does hereby covenant and agree, as a covenant running with the land, that:

- a. No person on the grounds of race, color, religion, sex or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination.
- b. In the production of the vehicle(s), and the furnishing of services therein or thereon, no person on the grounds of race, color, religion, sex or national origin shall be excluded from participation in, or denied the benefits of, such activities, or otherwise be subjected to discrimination.

2.21 DRUG FREE WORKPLACE CERTIFICATION

By signing the Supply Service Contract form, the Proposer certifies that the provisions of Code Sections 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to The "Drugfree Workplace Act", have been complied with in full. The undersigned further certifies that:

- a. A drug-free workplace will be provided for the Proposer's employees during performance of the contract; and
- b. Each Proposer who hires a subconsultant to work in a drug-free workplace shall secure from that subconsultant the following written certification: "As part of the subcontracting agreement with (Proposer's name), (Subconsultant's name) certifies to the Proposer that a drug-free workplace will be provided for the subconsultant's employees during the performance of this Contract pursuant to Paragraph (7) of Sub-section (b) of Code Section 50-24-3".
- c. The Proposer further certifies that he will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.
- d. Proposer may be suspended, terminated, or debarred if it is determined that:
 - (1) The Proposer has made false certification hereinabove; or
 - (2) The Proposer has violated such certification by failure to carry out the requirements of the Official Code of Georgia Section 50-24-3.

2.22 GEORGIA SECURITY AND IMMIGRATION ACT

Pursuant to the Georgia Security and Immigration Compliance Act of 2006, the successful Proposer understands and agrees that compliance with the requirements of O.C.G.A.13-10-91 and Georgia Department of Labor Rule 300-10-02 are conditions of this proposal and contract document. The Proposer further agrees that such compliance shall be attested by the Proposer and any of his Subconsultants by execution of the appropriate Affidavit and Agreement which will be included and become a part of the Agreement between the City of Stockbridge and the successful Proposer.

2.23 SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE) PROGRAM

Since a contract has been deemed a "public benefit," the Proposer or other party to the contract must be run through the federal Systematic Alien Verification for Entitlements (SA VE) Program. This program requires that local government verify the legal status of non-U.S. citizens who apply for certain benefits. The Proposer must execute a SA VE affidavit attesting that either he or she is a U.S. citizen or legally qualified to receive the benefit. If the Proposer is not a U.S. citizen, then the local government must run that Proposer through the SAVE system. Only non-U.S. citizens can be processed through the SA VE program.

2.24 DELIVERY AND F.O.B. DESTINATION

- a. All prices shall include shipping and delivery cost to our destination, F.O.B., Stockbridge, Georgia, unless otherwise requested. The proposer shall handle all material procurement, storage and delivery to project site. Unless otherwise specified in this specification, proposer shall supply all materials required. The City will grant no allowance for boxing, crating or delivery unless specifically provided for in this proposal. The proposer shall retain title for the risk of transportation, including the filing for loss or damages.
- b. The City desires delivery of the product(s) or service(s) as specified at the earliest possible time after the date of award. Unreasonable delivery may be cause for disqualifying a proposal. Each firm shall state a definite delivery time and avoid using general terms such as "ASAP" or approximately so many days.

2.25 LOCAL VENDOR PREFERENCE (NOT APPLICABLE)

In the event that a responsive, responsible non-local business submits the lowest price bid, and the bid submitted by one (1) or more responsive, responsible local businesses is within five percent (5%) of the price submitted by the non-local business (and the other terms and conditions of the two bids are substantially the same), then that local business shall have the opportunity to submit, within five (5) working days of the notice of intent to award, a final bid equal to or lower than the amount of the low bid previously submitted by the non-local business. The contract shall then be awarded to the responsive, responsible business submitting the lowest best and final bid. (See Section 3.30.100 - Competitive sealed bids)

2.26 AUTHORITY TO SIGN

- a. If a proposal is made by an individual, the name and mailing address must be shown. If made by a firm or partnership, the name and mailing address of each member of the firm or partnership must be shown. If made by a corporation, the Corporate Certificate must be executed.
- b. The proposer should ensure that the legal and proper name of his/her proprietorship, firm, partnership, or corporation is printed or typed in the space provided.

2.27 PROPOSAL SECURITY AND PERFORMANCE BONDS

Each bid shall be accompanied by a Bid Bond in an amount of not less than five percent (5%) of the total bid amount. The Bid Bond may be in the form of a bond issued by a surety acceptable to the City or a cashier's check made payable to the City of Stockbridge, Georgia. The entire Bid Bond shall be forfeited to the City of Stockbridge, Georgia as liquidated damages if the bidder fails to execute all sets of the Contract Documents and provide Performance and Payment Bonds within fifteen (15) days after receipt of the documents.

The successful bidder will be required to furnish a contract Performance Bond and a Payment Bond, each in the sum of one hundred percent (100%) of the total amount bid and provide insurance coverage as required in the Contract Documents.

2.28 RFP SUBMITTALS

See all specifications, **Evaluation Criteria and Exhibit I, II, and III** for the RFP, Submittal Checklist and requirements. The checklist will assist you to ensure that all submittals are included in your proposal. Ensuring that submittals are complete is solely the responsibility of the proposer/bidder. Failure to submit all submittals may deem your proposal non-responsive.

2.29 EVALUATION PROCESS

The Evaluation Committee (EC) will be responsible for ranking and recommending the most qualified firms(s) to City Council for award. The process for this procurement may proceed in the following manner: The Procurement Division delivers the RFP submittals to agency staff for summarization for the Evaluation Committee members. The appropriate department will review the litigation history and the Finance Department will review the financial portion of the submittals. Staff will also identify any incomplete responses. The Procurement Manager Procurement will review the information and will make a recommendation to the Evaluation Committee as to each firm's responsiveness to the requirements of the RFP.

The final determination of responsiveness rests solely on the decision of the Evaluation Committee. All firms that are found to be both responsive and responsible to the requirements of the RFP may have an opportunity to make an oral presentation to the EC and discuss their proposal to illustrate to the Evaluation Committee their approach to the scope of work. If

interviews are requested by the City, staff may provide a list of subject matter for the discussion and each firm will be given equal time to present but the question and answer may vary.

The final determination of responsiveness rests solely on the decision of the Evaluation Committee.

All proposals will be evaluated using the Evaluation Criteria and the detailed scope of services in **Exhibit I**, and requirements throughout this RFP.

2.30 PRESENTATIONS / DEMONSTRATIONS / INTERVIEWS (WHEN APPLICABLE)

The City reserves the right to negotiate the fee and/or Scope of Services with the highest ranked Proposer. If negotiations cannot be completed successfully, then the City reserves the right to negotiate with the second highest ranked Proposer. Recommendations for an award will be the Proposer with whom potential contract negotiations were successful.

The EC may provide a list of subject matter for the discussion. The individuals / firms will have equal time to present but the question-and-answer time may vary. Proposers / Providers may be requested to demonstrate the nature of their offered solution to the SC. After receipt of submittals, all firms will receive a description of, and arrangements for, the desired demonstration. A copy of the demonstration (hard copy, DVD, CD or a combination of both) should be given to the Purchasing Agent at the meeting to retain in the Purchasing files.

2.31 CITY'S TAX EXEMPTION

The City of Stockbridge is exempt from Federal Excise Tax or Georgia Sales Tax regarding goods and services purchased directly by the City of Stockbridge. Exemption certificates furnished upon request.

2.32 AWARD OF CONTRACT

- a. The City of Stockbridge desires to complete the award process in a timely manner. The City of Stockbridge reserves the right to reject or accept any or all proposals, whole or any parts hereof, by item or group of items, by section or geographic area, or make multiple awards and be the final approval of proposal(s) selection which would be the most advantageous to the City with price and other factors considered. The City of Stockbridge may elect to waive any technicalities. The proposal will be awarded to the lowest responsive, responsible or highest scored proposer(s), based upon the qualification requirements herein. The proposal specifications and results will be available on the City's web site: <https://www.cityofstockbridge.com/bids.aspx?id=4375&catid=26> and the Georgia Procurement Registry https://ssl.doas.state.ga.us/PRsapp/PR_index.jsp
- b. City of Stockbridge reserves the right to reject any proposal if the evidence submitted by or investigation of, the proposer fails to satisfy the City that the proposer is properly qualified to carry out the obligations of the Contract. If the successful proposer defaults on them proposal, an award may be made to the next low responsive and responsible proposer or highest scored proposer(s).

- c. Multiple Awards: The City reserves, at its sole discretion, the option to award to multiple Proponents.

Responsibility - The determination of the proposer's responsibility will be made by the City based on whether the proposer meets the following minimum standard requirements:

- Relevant knowledge, experience and qualifications of firm and team members.
- Proposed methodology and work plan to be used in the process.
- Understanding of the project and overall completeness of submission.
- Experience on similar projects/References
- The ability, capacity and skill of the Bidder to perform and/or provide the Work required.
- The City reserves the right to reject any bid if the evidence submitted by, or investigation of, the bidder fails to satisfy the City that he/she is properly qualified to carry out the obligations of any Contract that is made from this award.
- Has adequate financial means to meet obligations incidental to the work; and
- Such other factors as the City deem to be pertinent to either the bid or the contract.

Responsiveness - The determination of the proposer's responsiveness will be made by the City based on a consideration of whether the proposer has submitted complete proposal documents meeting proposal requirements without irregularities, excisions, special conditions, or alternatives proposals for any item unless specifically requested in the proposal solicitation.

- d. The City is subject to making records available for disclosure after the City of Stockbridge approval of the recommendation. The award shall be made by the City Council of Stockbridge unless the lowest, qualified bid is less than the City Councils' approval limit. No claim shall be made by the selected Proposer for loss of profit if the contract is not awarded or awarded for less work than is indicated and for less than the amount of the proposal. The total of the awarded contract shall not exceed the available funds allocated for the proposal project.

2.33 NEGOTIATION AND AWARD

It is the City's intent to conduct the first negotiation meeting no later than thirty (30) days after the final ranking by the Committee. At least one (1) of the representatives for the firm participating in negotiations with the City must be authorized to bind the firm. In the event that the negotiations are not successful within a reasonable timeframe (notification will be provided to the firm) an impasse will be declared and negotiations with the first-ranked firm will cease. Negotiations will begin with the next ranked firm. This process shall continue until the City successfully negotiates a Contract.

2.34 DISQUALIFICATION OF PROPOSERS

The submission of more than one (1) proposal to the City as the primary Proposer or member of a joint venture for the same work by an individual firm, partnership or corporation under the same or different names may be grounds for disqualification of a Proposer and the rejection of the proposal.

2.35 RESERVED RIGHTS

The City reserves the right to accept or reject any and/or all proposals, to waive irregularities and technicalities, and to request resubmission. Any sole response that is received may or may not be rejected by the City depending on available competition and timely needs of the City. There is no obligation on the part of the City to award the contract to the lowest proposer and the City reserves the right to award the contract to the responsible proposers submitting responsive proposals with resulting agreements most advantageous and in the best interest of the City. The City shall be the sole judge of the proposals and the resulting agreements that are in its best interest and its decision shall be final. Also, the City reserves the right to make such investigation as it deems necessary to determine the ability of any proposer to perform the work or service requested. Information the City deems necessary to make this determination shall be provided by the proposer. Such information may include, but shall not be limited to, current financial statements by an independent CPA; verification of availability of personnel; and past performance records.

Proposers failing to include all documents in the submittal package as required by the proposal requirements may cause the proposal to be declared as non-responsive and be rejected. The failure to follow instructions in completing any part of the proposal package may also cause the proposal to be declared non-responsive and be rejected.

2.36 APPLICABLE LAWS

All applicable laws and regulations of the State of Georgia and ordinances and regulations of City shall apply. This solicitation is being conducted in accordance with all applicable provisions of the City of Stockbridge Code of Ordinances. By submitting a proposal/Bid in reference to this solicitation, a Proposer acknowledges that it is familiar with all laws applicable to this solicitation, including, but not limited to, the City's Code of Ordinances, which laws are incorporated into this solicitation by reference.

2.37 CONTROLLING LAW, VENUE

Any dispute arising as a result of this proposal and/or an Agreement which was created from the terms, conditions and specifications of this document or their interpretation, litigation shall only be entered into and shall be performed in Stockbridge, Georgia. This Agreement shall be governed by the applicable laws of the City of Stockbridge and the State of Georgia. Any dispute arising out of the agreement, this proposal solicitation, its interpretations, or its performance shall be litigated only in the City of Henry Judicial Courts.

2.38 PROPOSER AS INDEPENDENT PROPOSER

In conducting its business hereunder, Proposer acts as an independent Consultant and not as an employee or agent of City. The selection, retention, assignment, direction and payment of Proposer's employees shall be the sole responsibility of Consultant.

2.39 ASSIGNMENT

The Agreement, in whole or any part hereof, created by the award to the successful Proposer shall not be sold, not be assigned or transferred by Proposer by process or operation of law or in any other manner whatsoever, including intra-corporate transfers or reorganizations between or among a subsidiary of Proposer, or with a business entity which is merged or consolidated with Proposer or which purchases a majority or controlling interest in the ownership or assets of Proposer without the prior written consent of the City of Stockbridge.

2.40 PERFORMANCE OF CONTRACT

- a. City reserves the right to enforce the Consultant's performance of this Agreement in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default or resulting contract award. It will be understood that time is of the essence in the proposer's performance.
- b. The successful Proposer shall execute the entire work described in the Contract Documents, except to the extent specifically indicated in the Contract documents to be the responsibility of others.
- c. The Proposer accepts the relationship of trust and confidence established by the award of this proposal solicitation. The Proposer covenants with the City to utilize the Proposer's best skill, efforts and judgment in furthering the interest of the City; to furnish efficient business administration and supervision; to make best efforts to furnish at all times an adequate supply of workers and materials; and to perform the work in the best way and most expeditious and economical manner consistent with the interest of the City,
- d. All purchases for goods or services are subject to the availability of funds for this particular purpose.

2.41 DEFAULT AND TERMINATION

a. Termination by Consultant

The agreement resulting from this proposal shall be subject to termination by Consultant in the event of any one or more of the following events:

The default by City in the performance of any of the terms, covenants or conditions of this Agreement, and the failure of City to remedy, or undertake to remedy such default, for a period of thirty (30) days after receipt of notice from Proposer to remedy the same.

b. Termination by City

The agreement resulting from this proposal shall be subject to termination by the City at any time in the opinion of the City; the Proposer fails to carry out the contract provisions of any one or more of the following events:

- (1) The default by Consultant in the performance of any of the terms, covenants or conditions of the Agreement, and the failure of Proposer to remedy, or undertake to remedy with sufficient forces and to the City's reasonable satisfaction, the City shall provide the vendor with notice of any conditions which violate or endanger the performance of the Agreement. If after such notice the Proposer fails to remedy such conditions within thirty (30) days to the satisfaction of the City, the City may exercise their option in writing to terminate the Agreement without further notice to the Proposer and order the Proposer to stop work immediately and vacate the premises, to cancel ordered products and/or services with no expense to the City.
- (2) Consultant files a voluntary petition in bankruptcy, including a reorganization plan, makes a general or other assignment for the benefit of creditors, is adjudicated as bankrupt or if a receiver is appointed for the benefit of creditors, is adjudicated as bankrupt or if a receiver is appointed for the property or affairs of Proposer and such receivership is not vacated within thirty (30) days after the appointment of such receiver.
- (3) Consultants' failure to conduct services according to the approved proposal specifications.
- (4) Consultants' failure to keep, perform, or observe any other term or condition of this Agreement.
- (5) Consultant's performance of the contract is unmeasurably delayed.
- (6) Should the successful Proposer fail to provide the commodities or services when ordered, and in accordance with the General Terms and Conditions, specifications and any other requirements contained herein are not met, the City reserves the right to purchase commodities or services covered by this contract elsewhere if available from an alternate source.
- (7) The Proposer agrees by its proposal submission that the City's decision is final and valid.

c. Force Majeure

Neither party shall be held to be in breach of the Agreement resulting from this proposal, because of any failure to perform any of its obligations hereunder if said failure is due to any act of God, fire, flood, accident, strike, riot, insurrection, war, or any other cause over which that party has no control. Such party shall give notice and full particulars of such Force Majeure in writing to the other party within a reasonable time after occurrence of the event and the obligation of the party giving such notice shall endeavor to remove or overcome such ability with all reasonable dispatch.

d. Waiver

The waiver of any breach, violation or default in or with respect to the performance or observance of the covenants and conditions contained herein shall not be taken to constitute a waiver any subsequent breach, violation or default in or with respect to the same or any other covenant or condition hereof.

2.42 INVOICES

Invoices and/or statements should not be faxed but originals must be mailed directly to:

**City of Stockbridge, City Hall
Finance Department Accounts Payable
4640 N. Henry Boulevard
Stockbridge, GA 30281**

2.43 PAYMENT

Payment shall be tendered to the successful Proposer upon acceptance and approval by the City for satisfactory compliance with the general terms, conditions and specifications of the proposal; by completed services; verification of delivery of products; assurance that the product/service performs as specified and warranted, and receipt of a valid invoice.

2.44 BID BOND AND INSURANCE RISK MANAGEMENT PROVISIONS

Insurance and Risk Management provisions and Indemnification and Hold Harmless provisions are outlined in Form G of this RFP. Upon award, the successful Proposer must obtain at their expense, a Certificate of Insurance (“COI”) with policy limits equal to or greater than the limits outlined in **EXHIBIT I – DETAILED SCOPE OF SERVICES**.

Proof of insurance must be provided to the City prior to the start of any activities/services as described in the bid document(s). Any and all insurance coverage(s) and/or bonds required under the terms and conditions of the contract shall be maintained during the entire term of the contract, including any extensions or renewals thereto, and until all work has been completed to the satisfaction of the City.

2.45 ACCURACY OF RFP AND RELATED DOCUMENTS

The City assumes no responsibility that the specified technical and background information presented in this RFP, or otherwise distributed or made available during this procurement process, is complete or accurate. Without limiting the generality of the foregoing, the City will not be bound by or be responsible for any explanation or interpretation of the Proposal documents other than those given in writing as an addendum to this RFP.

Should a recipient of this RFP find discrepancies in or omissions from this RFP and related documents, the recipient of this RFP shall immediately notify the Purchasing Contact Person identified in Section 2.5 in writing at the following address: City of Stockbridge Purchasing Division City Hall, 4640 North Henry Boulevard, Stockbridge, Georgia, 30281. A written addendum, if necessary, then will be made available to each recipient of this RFP.

2.46 RESPONSIBILITY OF PROPOSER

Each Proposer is encouraged to conduct all necessary investigations and review all available and relevant data and information, which are necessary in its judgment in order to assume this responsibility prior to the submittal of its Proposal. Proposers are reminded that they should only contact the person designated by the RFP.

Each proposer shall fully acquaint him/herself with conditions relating to the scope and restrictions attending the execution of the work under the contract. It is also expected that the Proposer will obtain information concerning the conditions at locations that may affect its work.

Except with respect to events or conditions, which are not discoverable, the Proposer shall make his/her own determination as to conditions and shall assume all risk and responsibility and shall complete the work in and under conditions encountered or created, without extra cost to the City.

Each proposer is responsible for any inspections of sites if applicable and for reading and being thoroughly familiar with the contract documents and requirements. The failure or omission of any proposer to so familiarize him/herself shall in no way relieve the proposer from any obligation in respect to his/her proposal.

2.47 PUBLIC RECORDS DISCLOSURE:

All solicitations submitted to the City are subject to public disclosure pursuant to Georgia's Open Records Act.

2.48 CONFIDENTIAL INFORMATION

If any Proposal contains technical, financial, or other confidential information that the Proposer believes is exempt from disclosure, the Proposer must clearly label the specific portions sought

to be kept confidential and specify on what the exemption is based. The City, at its sole discretion and subject to applicable law, will determine whether such exemption applies. The City has sole discretion to make such determination regarding the disclosure of information, and by responding to this RFP, Proposers waive any challenge to the City's decisions in this regard. Marking all or substantially all a Proposal as confidential may result in the Proposer being deemed non-responsive to this RFP.

Notwithstanding the foregoing, Proposers recognize and agree that the City, its staff, and its Proposers will not be responsible or liable in any way for any losses that the Proposer may suffer from the disclosure of information or materials to third parties.

2.49 CITY RIGHTS AND OPTIONS

- a. This RFP constitutes an invitation to submit Proposals to the City. Without limitation or penalty, the City reserves and holds at its sole discretion, the following rights and options:
- b. This RFP does not obligate the City to select, procure or contract for any services whatsoever.
- c. The City reserves the right to award a contract based on this RFP and the proposal(s) received (in whole or in part) to one or several vendors.
- d. The City reserves the right to change or alter the schedule for any events associated with this procurement and, if required, notify the Proposers. A Proposer, by submitting a Proposal, agrees to be bound by any modifications made by the City.
- e. All costs incurred by a Proposer in connection with responding to this RFP, the evaluation and selection process undertaken in connection with this procurement, and any negotiations with the City will be borne by the Proposer.
- f. The City reserves the right to reject all Proposals and components thereof to eliminate all Proposers responding to this RFP from further consideration for this procurement, and to notify such Proposers of the City's determination.
- g. The City may cancel this RFP without the substitution of another RFP and terminate this procurement at any time without any liability whatsoever.
- h. The City reserves the right to waive any technicalities or irregularities in the Proposals.
- i. The City reserves the right to eliminate any Proposer who submits incomplete or inadequate responses or is not responsive to the requirements of this RFP.
- j. The City may request Proposers to send representatives to the City for interviews and presentations.

- k. To the extent deemed appropriate by the City, the City may select and enter discussion and negotiations with the Proposer(s) submitting Proposal(s), which are found to be reasonably susceptible for award.
- l. The City reserves the right to discontinue negotiations with any selected Proposer.
- m. The City reserves the right, without prior notice, to supplement, amend, or otherwise modify this RFP.
- n. All Proposals (other than portions thereof subject to patent or copyright protection) become the property of the City and will not be returned, and the City reserves the right to utilize all such information contained in the Proposals without further cost to the City
- o. The City may add to or delete from the Project Scope of Service specifications set forth in this RFP.
- p. Any and all Proposals not received by the Proposal Submission Date shall be rejected and returned unopened.
- q. Neither the City, its staff, its representatives, nor any of its consultants or attorneys will be liable for any claims or damages resulting from the solicitation, collection, review, or evaluation of responses to this RFP.
- r. The City, including its representatives and consultants, reserves the right to visit and examine any of the facilities referenced in any Proposal and to observe and investigate the operations of such facilities.
- s. By responding to this RFP, Proposers acknowledge and consent to the rights and conditions set forth in this RFP.

2.50 COST OF PROPOSAL PREPARATION AND SELECTION PROCESS

Each Proposal, including preparation of all information required to be included in a Proposal pursuant to this RFP, shall be prepared at the sole cost and expense (including, but not limited to, engineering and legal costs) of the Proposer.

In addition, the Proposer shall be solely responsible for all costs (including engineering and legal costs) incurred by such Proposer in connection with this selection process, including any costs incurred by the Proposer in any subsequent negotiations entered in connection with developing the Proposal. There shall be no claims whatsoever against the City, its staff, or its consultants for reimbursement for the costs or expenses (including, but not limited to, engineering and legal costs) incurred during the preparation of the Proposal or other information required by this RFP or procurement process or in connection with the selection process or any negotiations.

2.51 TERMINATION OF NEGOTIATIONS

The City at its sole discretion may, at any time, to the extent permitted by Applicable Law, exclude a Proposer from further participation in any negotiation process if the City determines that such Proposer is failing to progress in the negotiations or if the terms of its Proposal are less advantageous than those of other Proposers and such Proposer is deemed to be no longer susceptible of selection. The City will give written notice of its decision to the Proposer, which shall be sent in writing, signed by the City.

2.52 ADDITIONAL OR SUPPLEMENTAL INFORMATION

After receipt of the submittals, the City will evaluate the responses, including the references, financial statements, experience and other data relating to the Respondent's qualifications. If requested by the City of Stockbridge Purchasing Division, Respondent's maybe required to submit additional or supplemental information to determine whether the Respondent meets all the qualification requirements. If not with its response, such evidence must be submitted to the City no later than five (5) business days from request of the Purchasing Manager.

2.53 REPORTING RESPONSIBILITIES

The successful Proposer will report directly to the Finance Director or designated representative.

2.54 GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT

This Request For Proposals is subject to the Georgia Security & Immigration Compliance Act. Effective July 1, 2013, bidders and proposers are notified that all bids/proposals for services that are to be physically performed within the State of Georgia must be accompanied by proof of their registration with and continuing and future participation in the E-Verify program established by the United States Department of Homeland Security. Physical performance of services means any performance of labor or services for a public employer using a bidding process or by contract wherein the labor or services exceed \$2,499.99 (except for services performed by an individual who is licensed pursuant to Title 26, Title 43, or the State Bar of Georgia).

A completed affidavit must be submitted on the top of the bid/proposal at the time of submission, prior to the time for opening bids/proposals. Under state law, the City cannot consider any bid/proposal which does not include a completed affidavit. It is not the intent of this notice to provide detailed information or legal advice concerning the Georgia Security & Immigration Compliance Act.

All bidders/proposers intending to do business with the City are responsible for independently apprising themselves and complying with the requirements of that law and its effect on City procurements and their participation in those procurements.

For additional information on the E-Verify program or to enroll in the program, go to: [HTTTPs://e-verify.uscis.gov/enroll](https://e-verify.uscis.gov/enroll).

2.55 AUTHORIZATION TO TRANSACT BUSINESS

If the Proposer is a Georgia corporation, the corporation, prior to contract execution, shall submit documentary evidence from the Secretary of State that the Corporation is in good standing and that the corporation is authorized to transact business in the State of Georgia.

If the Proposer is a foreign (non-Georgia) corporation, the corporation, prior to contract execution shall submit a Certificate of Authority and documentary evidence from the Georgia Secretary of State of good standing which reflects that the corporation is authorized to do business in the State of Georgia.

2.56 PAYMENT

Invoices for payment will be submitted as services are completed, but no more than once a month, for the duration of the Contract. Invoices will be subject to verifications and approval by the Requesting Department. Payment will be based on receipt of individually completed check lists and upon inspection by the City's Authorized Representative of the work / services performed.

2.57 CERTIFICATE OF ACCEPTANCE

By responding to this RFP, Offeror acknowledges that he/she has read this solicitation document, including any addenda, exhibits, attachments, and/or appendices in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts, and agrees to fully comply with the requirements therein.

2.58 CERTIFICATION REGARDING DEBARMENT

By responding to this RFP, Offeror certifies that neither it nor its subconsultant are presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency. Any such exclusion may cause prohibition of your firm from participating in any procurement by the City.

2.59 GENERAL REQUIREMENTS

- a. Proposals may be withdrawn upon receipt of a written request prior to the Stated due date and time. If a firm seeks to withdraw a proposal after the due date and time, the firm must present a notarized statement indicating that an error was made, with an explanation of how it occurred. The withdrawal request must be accompanied by documentation supporting the claim.
- b. City of Stockbridge shall be the sole judge of the quality and the applicability of all proposals. Design, features, overall quality, local facilities, terms and other pertinent considerations will be considered in determining acceptability.
- c. The successful Offeror must assume full responsibility for delivery of all goods and services proposed.

- d. The successful Offeror must assume full responsibility for replacement of all defective or damaged goods and/or performance of contracted services within thirty (30) days' notice by the City of such defect, damage or deficiency.
- e. The successful Offeror must assume full responsibility for providing warranty service on all goods, materials, or equipment provided to the City with warranty coverage. Should a vendor be other than the manufacturer, the vendor and not the City is responsible for contacting the manufacturer. The Offeror is solely responsible for arranging for the service to be performed.
- f. The successful Offeror shall be responsible for the proper training and certification of personnel used in the performance of the services proposed.
- g. The successful Offeror shall not assign, transfer, convey, sublet, or otherwise dispose of any contract resulting from the RFP or of any of its rights, title or interest therein without prior written consent of the Council.
- h. In case of default by the successful Offeror, City of Stockbridge may procure the articles or services from another source and hold the successful Vendor responsible for any resultant excess cost.
- i. All proposals and bids submitted to the City of Stockbridge subject to the Georgia "Open Records Act", Official Code of Georgia, Annotated (O.C.G.A.) § 50-18- 70 et seq.

2.60 MULTI-YEAR CONTRACT TERM

The period of this Agreement shall consist of a series of Terms as defined below. The City is obligated only to pay such compensation under this Agreement as may lawfully be made from funds budgeted and appropriated for that purpose during the City's then current fiscal year.

a. Commencement Term

The "Commencement Term" of this Agreement shall begin on the date of execution of the Agreement in the year January 1, 2021, the starting date, and shall end absolutely and without further obligation on the part of the City on the 31st day of December 2021. The Commencement Term shall be subject to events of termination and the City's termination rights that are described elsewhere in this Agreement. Notwithstanding anything contained in this Agreement, the City's obligation to make payments provided under this Agreement shall be subject to the City's annual appropriations of funds for the goods, services, materials, property and/or supplies procured under this Agreement by the City's governing body and such obligation shall not constitute a pledge of the City's full faith and credit within the meaning of any constitutional debt limitation.

b. Renewal Terms

Unless the terms of this Agreement are fulfilled with no further obligation of the part of either party on or before the final date of the Commencement Term as stated above, or unless an event of termination as defined within this Agreement occurs during the Commencement Term, this Agreement may be renewed at the written option of the City upon the approval of the City

Council for four (4) one-year (“Renewal Terms”). However, no Renewal Term of this Agreement shall be authorized, nor shall any Renewal Term of this Agreement commence unless and until each Renewal Term has first been approved in writing by the City Manager or City Council for the calendar year of such Renewal Term. If approved by the City Council, the First Renewal Term shall begin on the 1st day of January 2022 and shall end no later than the 31st day of December 2022. If approved by the City Manager or City Council, the Second Renewal Term shall begin on the 1st day of January 2023 and shall end no later than the 31st day of December 2023. If the City chooses not to exercise any Renewal Term as provided in this Section, then the Term of this Agreement then in effect shall also be deemed the “Ending Term” with no further obligation on the party of either party.

Remainder Left Blank Intentionally

SECTION 3.0

3.1 SUBMISSION REQUIREMENTS

All Proposals, including all attachments, must be received by the City in a sealed package no later than **Thursday, October 21, 2021, at 3:00 PM, EDT** via Cisco WebEx and must be addressed to:

**REQUEST FOR PROPOSALS (RFP) NO. 2021-0010
CITY OF STOCKBRIDGE
TED STRICKLAND COMMUNITY CENTER RENOVATION
City of Stockbridge, City Hall
Procurement Division
4640 N. Henry Blvd., Stockbridge GA 30281**

The Proposal shall consist of all documents listed on the Required Submittal Checklist (Exhibit III), Evaluation Criteria and the Scope of Services listed in Exhibit I. The Proposal shall include proposer information, technical information, business related information, and any Technical Proposal forms requested, sealed, marked and packaged.

The Proposal must be signed and acknowledged by the Proposer, including certain information to be provided under oath as required under applicable law, in accordance with the instructions herein and the various proposal forms.

Each envelope or package shall be clearly marked as follows:

**REQUEST FOR PROPOSALS (RFP) NO. 2021-0010
CITY OF STOCKBRIDGE
TED STRICKLAND COMMUNITY CENTER RENOVATION
CITY OF STOCKBRIDGE, CITY HALL
Proposer's Name and Address**

The Request For Proposals (RFP) requirements, responses shall **consist of one (1) signed, original that is marked "ORIGINAL" and five (5) bound photocopies that are identical to the original and marked "COPY" and one (1) flash drive containing a pdf format of the RFP submittal.** Minimum font size of eleven (11) shall be used. All pages shall be single sided.

Failure to submit the RFP response in the manner specified herein or failure to closed identical permanently bound copies of the original materials in each response copy submitted may result in the disqualification of the entire submittal.

3.2 OVERVIEW OF PROPOSAL REQUIREMENTS

Proposers shall submit Proposals in accordance with the content and format requirements set forth in this RFP. Proposals should be clearly organized and structured in a manner that allows materials included in the document to be located easily.

Each of the instructions set forth in this section must be followed for a Proposal to be deemed responsive to this RFP. In all cases, the City reserves the right to determine, at its sole discretion, whether any aspect of the Proposal meets the requirements set forth in this section.

Response packages do not have to be professionally produced nor professionally packaged. Regarding the Evaluation Criteria: each firm has a continuing obligation to provide the City with any material changes to the information requested. The City reserves the right to obtain additional information from interested individuals /firms. To assure consistency, proposals must conform to the format contained herein. Paper size: 8½” x 11”. Larger charts and graphs may be provided if folded neatly to 8½” x 11” and the following items, in the order presented below, with tabs between the sections must be included:

Evaluation Criteria	Tab Number
The Proposal shall include the appropriate and requested information in enough detail to demonstrate the Proposer’s knowledge, skills and abilities to provide requested services and will be reviewed and evaluated based on each Proposer’s responses to the criteria described below. Provide answers below. If you are submitting a response as a joint venture, you must respond to each question for each entity forming the joint venture. When an entire response cannot be entered, a summary, followed with a page number reference where a complete response can be found is acceptable	
Section 1 – Letter of Transmittal a. The Proposer’s name, mailing address, telephone number and nearest office location. Letter of Transmittal. Letter transmitting the Proposal, identifying the team members, and providing a designated point of contact, including name, title, address, email address, and telephone and fax numbers of one (1) individual to whom all future correspondence and/or communications should be directed by the City concerning this solicitation. The letter should include a narrative statement of the Consultant’s approach to providing the Services solicited in this RFP No. 2021-0010, CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY CENTER RENOVATION	Tab 1

Section 2 – Executive Summary a. Proposer shall submit their approach to the work as it relates to the contract, understanding of the contract’s goals and objectives and a demonstrated understanding of the contract’s potential problems and concerns in a brief executive summary and provide primary local contact person(s) and telephone number(s) b. Total number of company's local full-time employees c. Year company was established d. Description of the company's background and size. e. Description of the company’s corporate structure, including whether the company is under the control of any other corporation or organization. Include the legal status of the organization.	Tab 2
Section 3 – Project Team Qualifications/Qualifications of Key Personnel Staffing Proposer shall provide a team/staff who has a minimum of five (5) years' experience in commercial office renovations for governmental entities that are similar in size and scope as the City of Stockbridge. Proposer shall provide the resumes and any professional license information for each key personnel proposed for this project, specifically those of the Project Manager and the Principle-in-Charge, and all other personnel to be assigned to this project. The resumes shall reflect their responsibilities, previous and current; experience; educational and professional history; and length of time employed by the firm as a full-time employee. Availability of Key Personnel Based on the scope of services, state percentage of time key personnel will spend on this project. Please provide the following information for the proposed Project Manager and their support team: a. Percentage of time key personnel will spend on this project. b. Current workload of key personnel. c. The resumes shall reflect their responsibilities, previous and current; experience; educational and professional history; and length of time employed by the firm as a full-time employee. Resumes shall be limited to no more than three (3) pages per person and be organized according to the following:	Tab 3

d. Name and title. e. Professional Background. f. Current and Past Relevant Experience. g. Relevant Training and Education. h. Courses completed during the past five (5) Years. i. Previous Work Experience related to Renovation project. j. Include the role and responsibilities that each key personnel member will perform on this project. k. Proposer shall provide a Team Directory showing each team member and include the following for each team member listed: firm name; corporate home office location; address, phone number and e-mail addresses; and i. Provide details of how Managers/Lead Crew Workers shall use their experience and training to prevent, detect and control adverse conditions. Describe in detail the method to be used for physically inspecting the renovations/project. l. Proposer shall provide an organizational chart which clearly indicates each discipline, company name, principal-in-charge, Project Manager and Technician(s) assigned with the overall project coordination. II. Availability of Key Personnel Based on the scope of services, state percentage of time key personnel will spend on this project. Please provide the following information for the propose Project Manager and their support team: m. Percentage of time key personnel will spend on this project; and n. Current workload of key personnel. c. Please list contractor's licenses, certifications, and education qualifications as it relates to renovation project:	
Section 4 – Past Performance Past Performance - Describe proposer's experience in renovation of buildings/community centers for the past five (5) years regarding the proposer. Include the following for each project: • Project name • Location e. Date of completion (month, year) • Company role and responsibility for the project. • List Proposer's key personnel involved on the project.	Tab 4

• Provide references including contact name, title, organization, address, phone and email address for all cited projects completed and active. Provide names, email addresses and phone numbers of three government customers with comparable volumes and origination types, who have been contracting the services requested in this RFP.	
Section 5 – Project Approach/Timeline Plan Proposer shall describe their approach in the Ted Strickland Community Center Renovation Project for the City as identified in the Scope of Work (Exhibit I) and must identify all major tasks; and approach to the maintenance associated with each major task, at a minimum, and any other information that will assist in planning for the Community Center Renovation. Technical Approach/Services: - Project Approach Work Plan: Responders are required to describe the approach and methodology to adequately staff specifically trained, experienced, and licensed individuals in the areas of commercial office renovations. - Include a listing of the City’s responsibilities and the Responder’s responsibilities required to complete the project; and - Provide a project schedule at the task level starting with the receipt of the Notice to Proceed and ending with project completion. Project Management: - Describe how the project will be organized and managed. - Describe progress for reporting procedures during the project for new employees. - Include the anticipated use of subcontractors or vendors; and - Describe the resources necessary to accomplish the purpose of the project. Indicate your strategies for quality control, issue anticipation and resolution throughout the project, your methodology for coordination and issue tracking, as well as any other information you feel is pertinent. This section shall be signed by an authorized representative of the prospective Proposer	Tab 5

Section 6 - Cost Proposal a. The cost proposal must be submitted in a separate, sealed envelope with the responder's name and "Cost Proposal for Request for Proposals No. 2021-0010 for "The Ted Strickland Community Center Renovation" on the outside of the envelope. b. DO NOT INCLUDE FEES OR COSTS IN ANY AREA OUTSIDE OF THIS COST PROPOSAL. Including fees in any area outside of the Cost Proposal in its separate, sealed envelope shall result in Responder's proposal being deemed non-responsive. c. Responders are required to submit their costs on <i>Cost Proposal Forms</i> Responder shall not alter the cost proposal form.	Tab 6
Section 7 - Location Identify the office location responsible for this project. Supply legal firm name, headquarters address, local office addresses, satellite offices and warehouse addresses, if applicable. State of incorporation, and key firm contact names with their phone numbers and e-mail addresses.	Tab 7
Section 8 - Recent, Current, and Projected Workloads of the Firms – List all current clients, during the past five (5) years, both completed and active with approximate percent complete.	Tab 8
Section 9 - Proposer Financial Information a. It is the practice of the City to conduct a review of a firm's financial responsibility in order to determine the firm's capability to successfully perform the work. b. If submitting as a Joint Venture, Partnership, Limited Liability Corporation or Limited Liability Partnership, the financials must be submitted for each entity that comprises the prime Proposer. The following documentation is required in order for the City to evaluate financial responsibility: a. Provide your firm's most recent balance sheets. b. Provide your firm's most recent Dun & Bradstreet, Value Line Reports or other credit ratings/report.	Tab 9

c. Identify any evidence of access to a line or letter of credit. The evidence must be provided by a financial institution. d. Provide a sworn statement that your firm has not filed petition(s) for Federal Bankruptcy or state insolvency. The statement must be notarized.	
Section 10 – Litigation The City will consider a vendor's litigation history information in its review and determination of responsibility. All vendors are required to disclose to the City all "material" cases filed, pending, or resolved during the last three (3) years prior to the solicitation response due date, whether such cases were brought by or against the vendor, any parent or subsidiary of the vendor, or any predecessor organization. If the vendor is a Joint Venture, the information provided should encompass the Joint Venture (if it is not newly formed for purposes of responding to the solicitation) and each of the entities forming the Joint Venture. Although the review of a vendor's litigation history is an issue of responsibility, the failure to provide litigation history as required in the Evaluation Criteria may result in a recommendation of non-responsiveness by the Purchasing Manager.	Tab 10
Section 11 - Business Licenses, Licenses, and Insurance Evidence that your proposer and/or persons performing the work are licensed to do business in the State of Georgia. Proof of insurance as listed. Evidence of possession of required licenses or business permits. Wrecker service will have a current business license and be in compliance with the local jurisdictions zoning. Attach copies of all such licenses issued to the business entity. List any regulatory or license agency sanctions. If there are none, state none	Tab 11
Section 12 – References Proposer is required to submit completed Reference Verification Forms for previous projects referenced in its submittal. Proposer should use the appropriate reference form to distribute to its reference organization/firm to complete and return to the proposer's attention. Proposer should submit the completed Reference Verification Form with its response. The City will verify references provided as part of the review process. Provide a minimum of five (5) references that are comparable in scope, size, and clients within the last five (5) years. Governmental/Public entities are preferred. EXHIBIT II, REFERENCE VERIFICATION FORM	Tab 12
Section 13 – Documents and forms required by the City Please provide all other documents and forms not included in the above sections.	Tab 13

PROPOSAL EVALUATION – SELECTION CRITERIA

City's selection of a firm shall be based upon the demonstrated competence and qualifications of the firms to provide the type of service required. Each proposal will be evaluated and scored through a process by the City's staff. The Proposer's submittal must fully address the requirements listed in this solicitation and the Firm's degree of experience, knowledge, and ability to provide experienced and qualified support staff. The proposal is not to have any exclusions, conditions or provisions applied to the aforementioned request. It is the City's intention to select a firm which is the most qualified to meet the City's needs. The award shall be based on but not limited to the following factors:

RFP Evaluation Criteria	Scoring Value Maximum Points
1. Project Team Qualifications/Qualifications of Key Personnel Proposer shall provide a team/staff who has a minimum of five (5) years' experience in commercial office renovations for governmental entities that are similar in size and scope as the City of Stockbridge. Proposer shall provide the resumes and any professional license information for each key personnel proposed for this project, specifically those of the Project Manager and the Principle-in-Charge, and all other personnel to be assigned to this project. The resumes shall reflect their responsibilities, previous and current; experience; educational and professional history; and length of time employed by the firm as a full-time employee. Availability of Key Personnel Based on the scope of services, state percentage of time key personnel will spend on this project. Please provide the following information for the proposed Project Manager and their support team: - Percentage of time key personnel will spend on this project. - Current workload of key personnel. See Detailed Scope of Services and Overview of Proposal Requirements	0-35
2. Technical Approach/Project Management Proposer shall describe their approach to the City as identified in the Scope of Work (Exhibit I) and must identify all major tasks; and when the major tasks shall start and finish. <u>Technical Approach/Services:</u> Project Approach Work Plan: Responders are required to describe the approach and methodology to adequately staff specifically trained, experienced, and licensed individuals in the areas of commercial office renovations.	0- 35

• Include a listing of the City’s responsibilities and the Responder’s responsibilities required to complete the project; and • Provide a project schedule at the task level starting with the receipt of the Notice to Proceed and ending with project completion. <u>Project Management:</u> • Describe how the project will be organized and managed. • Describe progress for reporting procedures during the project for new employees. • Include the anticipated use of subcontractors or vendors; and • Describe the resources necessary to accomplish the purpose of the project	
3. Cost Proposal • The cost proposal must be submitted in a separate, sealed envelope with the responder’s name and “Cost Proposal for Request for Proposals No. 2021-0010 for “Ted Strickland Community Center Renovation” on the outside of the envelope. • DO NOT INCLUDE FEES OR COSTS IN ANY AREA OUTSIDE OF THIS COST PROPOSAL. Including fees in any area outside of the Cost Proposal in its separate, sealed envelope shall result in Responder’s proposal being deemed non-responsive. • Responders are required to submit their costs on Cost Proposal Forms. Responder shall not alter the cost proposal form.	0- 30
MAXIMUM SCORING POINTS TOTAL	100

Total points awarded for price will be determined by applying the following formula:

(Lowest Overall Cost /Proposer’s Price) x 30 = Price Score

Please note that prices may be negotiated in the best interest of the City after the scoring is completed

EXHIBIT I
DETAILED SCOPE OF WORK
REQUEST FOR PROPOSALS (RFP) NO. 2021-0010
CITY OF STOCKBRIDGE
TED STRICKLAND COMMUNITY CENTER RENOVATION

SCOPE OF WORK

The project consists of the renovation of the Ted Strickland Community Center, located at 130 MLK Senior Heritage Trail, Stockbridge, Georgia 30281. The renovation includes the removal of 2,300 SF of tile flooring, the addition of four private offices totaling 547 SF, one 537 SF conference room with glass folding doors, custom reception desk, coat closet, storage closet, kitchen seating space, work area millwork, and additional lighting and HVAC for the offices and conference room.

REVIEW OF CONTRACT DOCUMENTS AND JOB SITES

The Contractor shall make field measurements, verify field conditions, and shall carefully compare such field measurements and conditions with the information in the Contract Documents before commencing activities. Errors, inconsistencies, or the discovery of unforeseen conditions shall be reported to the City immediately.

CONTRACTOR REQUIREMENTS

- Provide all labor, equipment, and materials necessary to perform work as directed by the City.
- Take responsibility for the performance of work as directed by the City.
- Provide all required resources for the safety of the public and their staff during the work.
- Perform all work in a thorough, competent, professional, and workmanlike manner.
- Provide a labor force that is properly licensed to operate assigned equipment used for the work they will perform, as determined by local, state, and federal regulations.

INSPECTION OF THE WORK

1. Work not properly performed will be subject to rejection. Any work performed in unauthorized areas or in a manner unacceptable to the City may be rejected and no payment will be made for rejected work.
2. Inspection of the work does not relieve the Contractor of its obligation to fulfill the conditions of the contract.

QUALITY CONTROL

Work covered will be performed by a single firm experienced in similar nature and scope. Subject to approval of the City, the Contractor may subcontract any work to be performed under this contract.

However, the election to subcontract work will not relieve the Contractor from responsibility or liability which it has assumed under this contract and the Contractor will remain liable to the same extent that its liability would attach, as if the work had been performed by the Contractor's own employees. Furthermore, the contract shall not be assigned without written consent of the City.

By submitting the bid, the Contractor certifies as to meeting the following requirements:

1. Has completed within the past three (3) years a minimum of three (3) projects of similar nature and scope to the work being bid and the type of work completed is similar to that being bid.
2. Maintains a permanent place of business, with a minimum of five (5) years in business.
3. Has access to all necessary equipment and has organizational capacity and technical competence necessary to do the work properly and expeditiously.
4. Will provide a sworn financial statement upon request, which evidences the bidder, has adequate financial resources to complete the work being bid, as well as all other work the bidder is presently under contract to complete.
5. Has a documented safety program with a history of satisfactory past performance.
6. Has a record of satisfactorily completing past projects. Criteria which will be considered in determining satisfactory completion of projects by the Contractor will include:
 - a. Completed past contracts in accordance with the contract documents.
 - b. Diligently pursued execution of the work and completed past contracts according to established schedules.

HOURS WHEN WORK IS TO BE PERFORMED

All work is to be performed Monday through Friday from 7:00 A.M. to 6:00 P.M. No work shall be done on the weekends without written permission from the City.

REVIEW AND SELECTION PROCESS

The City reserves the right to make the selection based on its sole discretion. A committee of City staff will evaluate the proposals received in response to this RFP, each of which will be rated based on current organizational needs. Criteria which will be used to evaluate responses will include, but not be limited to, the following:

1. Quality and completeness of the proposal.
2. Ability to schedule and efficiently perform the required work.
3. Cost effectiveness of the proposal compared to the requested scope of work. Utilizing the criteria listed above and any additional criteria the City deems necessary, a recommendation of the selected candidate will be made to the City Manager. The Procurement Manager will make a final recommendation to the Mayor and City Council, which is the governing body that will award the final contract.

PROPOSAL SECURITY

Bid Bond - the General Contractor Company awarded the contract for the project must provide a Proposal Bond in the amount not less than 5% of the total amount payable by the terms of the Contract. No bid shall be read aloud or considered if a proper bid bond has not been submitted.

NO MINIMUM DELIVERY QUANTITY PER PROJECT

The City reserves the right to increase or decrease the quantity of any item or delete items as may be deemed necessary without voiding the contract.

CONDITIONS

1. In submitting a proposal for this project, the Contractor acknowledges that they are familiar with all conditions and requirements included herein.
2. The Contractor shall be responsible for ensuring that all work performed on this project is in strict compliance with the applicable Codes, regulations, and project requirements.
3. The Contractor shall obtain and pay for all permits, licenses and any other related fees required for this work. The Contractor shall possess and maintain a current State of Georgia license and
a City of Stockbridge Business License throughout the duration of the contract.
4. The Contractor shall maintain insurance provisions as required in the contract.

**ATTACHMENT A
COST PROPOSAL FORM
REQUEST FOR PROPOSAL NO. 2021-0010
CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY CENTER RENOVATION**

The undersigned, as Bidder, hereby declares that the only person or persons interested in the Bid as principal or principals is or are named herein and that no other person than herein mentioned has any interest in this Bid or in the Contract to be entered into; that this Bid is made without connection with any other person, company or parties making a Bid; and that it is in all respects fair and in good faith without collusion or fraud.

The Bidder further declares that he has examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; that he has examined the Drawings and Specifications for the work and contractual documents relative thereto and has read all instructions to Bidders and General Conditions furnished prior to the openings of bids; that he has satisfied himself relative to the work to be performed.

The Bidder proposes and agrees, if this Bid is accepted, to contract with the City of Stockbridge Council, Atlanta, Georgia, in the form of contract specified, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation and labor necessary, and to complete the construction of the work in full and complete accordance with the show, noted, and reasonably intended requirements of the Specifications and Contract Documents to the full and entire satisfaction of the City of Stockbridge Council, Atlanta, Georgia, with a definite understanding that no money will be allowed for extra work except as set forth in the attached General Conditions and Contract Documents for the following prices. Please complete the following cost proposal listed below. Proposals that do not follow this format may be deemed non-responsive.

THE BIDDER WILL BE EVALUATED BASED IN THEIR RESPONSE AND THE EVALUATION CRITERIA LISTED IN THE BID.

The proposal/cost proposal may not be withdrawn or modified for a period of sixty (60) days following the receipt of bids.

TED STRICKLAND COMMUNITY CENTER RENOVATION TOTAL SHALL BE

_____ (\$_____)

Dollar Amount in Words

Dollar Amount in- Numbers



City of Stockbridge Procurement Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

Responder: Please complete the attached Cost Proposal Form and return them with this cover page. The cost proposal must be submitted in a separate, sealed envelope with the Responder's name and "Request for Proposals No. 2021-0010 and City of Stockbridge Ted Strickland Community Center d Renovation" clearly identified on the outside of the envelope.

By signing this page, Responder acknowledges that he has carefully examined and fully understands the Contract, Scope of Work, and other attached documents, and hereby agrees that if his proposal is accepted, he will contract with the City of Stockbridge according to the Request for Proposal documents.

Please provide the following information:

Name of Firm: _____

Address: _____

Contact Person Submitting Proposal:

Title of Contact Person: _____

Telephone Number: _____

Fax Number: _____

E-mail Address: _____

Signature of Contact Person

Title of Contact Person

**CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY CENTER RENOVATION
COST PROPOSAL FORM**

RENOVATION COST

ITEM	DIV.	ITEM DESCRIPTION	MATERIAL	LABOR	SUB	COST PER SF.	TOTAL
1	1	GENERAL REQUIREMENTS					
2	2a	TILE FLOOR DEMO					
3	2	EXISTING CONDITIONS SUBTOTAL					
4	3a	CONCRETE POLISHING					
5	3	CONCRETE SUBTOTAL					
6	5	METALS					
7	6	WOOD, PLASTICS, & COMP.					
8	7	THERMAL & MOISTURE PROTECTION					
9	8a	NANAWALL					
10	8	OPENING SUBTOTAL					
11	9	FINISHES					
12	10	SPECIALTIES					
13	11	EQUIPMENT					
14	12	FURNISHINGS					
15	23	HEATING, VENTILATION, AND AIR-CONDITIONING					
16	26	ELECTRICAL					
17	32	EXTERIOR IMPROVEMENTS					
18		SUBTOTAL WORK: (ALL ABOVE)					
19		BUILDER'S RISK INSURANCE					
20		P&P Bond					
21		OVERALL TOTAL (ITEMS 1-21)					

Total points awarded for overall estimated total price will be determined by applying the following formula:

$$(\text{Lowest Overall Total} / \text{Proposer's Price}) \times 30 = \text{Price Score}$$

Please note that prices may be negotiated in the best interest of the City after the scoring is completed

SIGNATURES If sole owner, sign here: I sign as sole owner of the business named above.

_____ Date _____

If partnership or corporation: One or more partners or corporate officers sign here:

The undersigned certify that they sign this proposal with full and proper authority to do so.

By: _____ Title _____

By: _____ Title _____

Date: _____

END OF PROPOSAL FORM

3.4 REJECTION AND WITHDRAWAL OF PROPOSALS

- a. Withdrawal of Proposal due to errors, the supplier has up to forty-eight (48) hours to notify the Purchasing Department of an obvious clerical error made in calculation of proposal in order to withdraw a proposal after proposal opening. Withdrawal of proposal for this reason must be done in writing within the forty-eight-hour period.
- b. The City will make a recommendation of the proposal to the City Council within 60 days from date of the opening.
- c. The City may reject all or part of the proposal within 60 days of proposal opening.

3.5 PROPOSAL AND CONTRACT DOCUMENTS

- a. A proposal executed by an attorney or agent on behalf of the Bidder shall be accompanied by an authenticated copy of the Power of Attorney or other evidence of authority to act on behalf of the Bidder Corporation:

If the Bidder is a corporation, the bid must be submitted in the name of the corporation, not simply the corporation's trade name. In addition, the bid shall be signed by an officer of the corporation.

Partnership: If the Bidder is a partnership, all partners must sign the bid. If all the partners do not sign the bid, then the names of all those except limited partners must be furnished on the bid and evidence of the authority of the signer(s) to execute the bid on behalf of the partnership.

Limited Liability Company (LLC): If the Bidder is a limited liability company, the authorized agent having authority to bind the limited liability company must sign the bid documents.

Sole Proprietorship or Individual: If the Bidder is a sole proprietor or individual, a signature is required on all bid documents by that individual.

- b. The contract documents consist of this Agreement, Specifications and Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement. These form the Contract and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representation or agreements, either written or oral.

- c. Contract Term - The time period of the agreement, if any is formed from this bid, will be determined after the review and evaluation of the proposals/bid submitted by the successful Contractor.

3.6 ALTERATIONS OF SOLICITATION AND ASSOCIATED DOCUMENTS

Alterations of City documents are strictly prohibited and will result in automatic disqualification of the proposer's solicitation response. If there are "exceptions" or comments to any of the solicitation requirements or other language, then the proposer may make notes to those areas, but may not materially alter any document language.

3.7 COST INCURRED BY VENDORS

All expenses involved with the preparation and submission of the RFP to the City of Stockbridge, or any work performed in connection therewith is the responsibility of the vendor(s).

3.8 CODES, PERMITS, FEED, LICENSES AND LAW

- a. All permits, fees, arrangements for inspections, licenses, and costs incurred for the same shall be the sole responsibility of the successful Proposer. All materials, labor and construction must comply with all applicable rules and regulations of local, state and/or national codes, laws and ordinances of all authorities having jurisdiction over the project, shall apply to the contract throughout and will be deemed to be included in the contract the same as though herein written out in full.
- a. State Law regarding Worker Verification requires that all who enter into a contract for the physical performance of services with the City must satisfy O.C.G.A. §13-10-91 and Rule 300-10-1-.02, in all manner, and such are conditions of the contract. By submitting a proposal to the City contractor agrees that in the event the contractor employs or contracts with any subcontractor(s) in connection with the covered contract, the contractor will secure from the subcontractor(s) such subcontractor(s) indication of the employee-number category applicable to the subcontractor, as well as attestation(s) from such subcontractor(s) that they are complying. Such attestation(s) shall be maintained and may be inspected by the City at any time. An affidavit of such compliance included with the proposal must be signed by the contractor and will become part of the contract.

3.9 SAFETY

All vendors and subcontractors performing services are required and shall comply with all Occupational Safety and Health Administration (OSHA), State and CITY Safety and Occupational Health Standards and any other applicable rules and regulations. Also, all contractors and subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract.

3.10 DESIGN, STANDARDS AND PRACTICES

Design, strength, quality of materials and workmanship must conform to the industry Acceptable standards of engineering practices and/or professional services.

3.11 STATEMENT OF WARRANTY

A Statement of Warranty should include all applicable manufacturers' warranty and the Contractor's warranty regarding equipment, materials and workmanship. This statement shall include the terms, conditions and the period of warranty coverage. Any exclusion(s) must be clearly stated.

3.12 NONDISCRIMINATION

Notwithstanding any other provision of this Agreement, during the performance of this Agreement, Contractor, for itself, its heirs, personal representatives, successors in interest and assigns, as part of the consideration of this Agreement does hereby covenant and agree, as a covenant running with the land, that:

- a. No person on the grounds of race, color, religion, sex or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination.
- b. In the production of the vehicle(s), and the furnishing of services therein or thereon, no person on the grounds of race, color, religion, sex or national origin shall be excluded from participation in, or denied the benefits of, such activities, or otherwise be subjected to discrimination.

3.13 DRUG FREE WORKPLACE CERTIFICATION

By signing the Supply Service Contract form, the Contractor certifies that the provisions of Code Sections 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to The "Drugfree Workplace Act", have been complied with in full. The undersigned further certifies that:

- a. A drug-free workplace will be provided for the Contractor's employees during performance
a. of the contract; and
- b. Each Contractor who hires a subcontractor to work in a drug-free workplace shall secure from that subcontractor the following written certification:

"As part of the subcontracting agreement with (Contractor's name), (Subcontractor's name) certifies to the Contractor that a drug-free workplace will be provided for the subcontractor's employees during the performance of this Contract pursuant to Paragraph (7) of Sub-section (b) of Code Section 50-24-3".

- c. The Contractor further certifies that he will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.

- d. Contractor may be suspended, terminated, or debarred if it is determined that:
 - (1) The Contractor has made false certification hereinabove; or
 - (2) The Contractor has violated such certification by failure to carry out the requirements of the Official Code of Georgia Section 5 0-24-3.

3.14 GEORGIA SECURITY AND IMMIGRATION ACT

Pursuant to the Georgia Security and Immigration Compliance Act of 2006, the successful Contractor understands and agrees that compliance with the requirements of O.C.G.A.13-10-91 and Georgia Department of Labor Rule 300-10-02 are conditions of this proposal and contract document. The Contractor further agrees that such compliance shall be attested by the Contractor and any of his Subcontractors by execution of the appropriate Affidavit and Agreement which will be included and become a part of the Agreement between the City of Stockbridge and the successful Contractor.

3.15 SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE) PROGRAM

Since a contract has been deemed a "public benefit," the contractor or other party to the contract must be run through the federal Systematic Alien Verification for Entitlements (SA VE) Program. This program requires that local government verify the legal status of non-U.S. citizens who apply for certain benefits. The contractor must execute a SA VE affidavit attesting that either he or she is a U.S. citizen or legally qualified to receive the benefit. If the contractor is not a U.S. citizen, then the local government must run that contractor through the SAVE system. Only non-U.S. citizens can be processed through the SA VE program.

3.16 DELIVERY AND F.O.B. DESTINATION

- a. All prices shall include shipping and delivery cost to our destination, F.O.B., Stockbridge, Georgia, unless otherwise requested. The proposer shall handle all material procurement, storage and delivery to project site. Unless otherwise specified in this specification, proposer shall supply all materials required. The City will grant no allowance for boxing, crating or delivery unless specifically provided for in this proposal. The proposer shall retain title for the risk of transportation, including the filing for loss or damages.
- b. The City desires delivery of the product(s) or service(s) as specified at the earliest possible time after the date of award. Unreasonable delivery may be cause for disqualifying a proposal. Each firm shall state a definite delivery time and avoid using general terms such as "ASAP" or approximately so many days.

3.17 LOCAL VENDOR PREFERENCE (NOT APPLICABLE)

In the event that a responsive, responsible non-local business submits the lowest price bid, and the bid submitted by one (1) or more responsive, responsible local businesses is within

five percent (5%) of the price submitted by the non-local business (and the other terms and conditions of the two bids are substantially the same), then that local business shall have the opportunity to submit, within five (5) working days of the notice of intent to award, a final bid equal to or lower than the amount of the low bid previously submitted by the non-local business. The contract shall then be awarded to the responsive, responsible business submitting the lowest best and final bid. (See Section 3.30.100 - Competitive sealed bids)

3.18 CITY DIRECTION OF PROJECT SITE AND MONITORING OF WORK

- a. The Contractor may have a Project Coordinator, but the project site shall remain under the control of the City of Stockbridge. The Contractor shall provide and make available an appointee to the City for project coordination and supervision of Proposer installation personnel. Coordination consist of meeting with the City of Stockbridge representatives to review the project; on site walk throughout of installation area(s) before the installation begins; review installation procedures; review installation progress and to handle any problems during installation until project completion.
- b. The successful Proposer will promptly correct all work rejected by the City as faulty, defective, or failing to conform to the Minimum Specifications and/or to consensus standards adopted by both government and industry governing the repairs, whether observed before or after substantial completion of the work, and whether fabricated, installed, or completed. The successful Proposer will bear all costs of correcting such rejected work.
- c. The Contractor shall insure all trash generated by work performed shall be removed from the site and properly disposed as each work operation are completed in a given area. Additionally, the Contractor shall ensure all disturbances to the area where the Contractor performed work are restored to the same condition prior to start of the project. If an inspection reveals that the Contractor fails to clean up after work has been performed. The City will notify the Contractor of the discrepancy and the Contractor will have twenty-four (24) hours to make the correction. Should the Contractor still fail to clean the area, the City reserves the right to make other arrangements to have the area cleaned and the City shall deduct the cost from the Contractor's invoice.
- d. No one except authorized employees of the Contractor is allowed on the premises of the City facilities. Contractor employees are not to be accompanied in their work area by acquaintances, family members, assistants, or any other person unless said person is an authorized employee of the Contractor.
- e. All information disclosed by the City to the successful Contractor for the purpose of the work to be done or information that comes to the attention of the successful Contractor while performing such work is to be kept strictly confidential.

3.19 AUTHORITY TO SIGN

- a. If a proposal is made by an individual, the name and mailing address must be shown. If

made by a firm or partnership, the name and mailing address of each member of the firm or partnership must be shown. If made by a corporation, the Corporate Certificate must be executed.

- b. The proposer should ensure that the legal and proper name of his/her proprietorship, firm, partnership, or corporation is printed or typed in the space provided.

3.20 PROPOSAL SECURITY AND PERFORMANCE BONDS (NOT APPLICABLE)

- a. **Bid Bond** - the General Contractor Company awarded the contract for the project must provide a Proposal Bond in the amount not less than 5% of the total amount payable by the terms of the Contract. No bid shall be read aloud or considered if a proper bid bond has not been submitted.
- b. **Payment Bond** - the General Contractor Company awarded the contract for the project must provide a Payment Bond in the amount equal to one hundred percent (100%) of the General Contractor Price prior to the execution of the Contract.
- c. **Performance Bond** - General Contractor Company awarded the contract for the project must provide a Performance Bond in the amount equal to one hundred percent (100%) of the General Contractor Price prior to the execution of the Contract.

3.21 RFP SUBMITTALS

See all specifications, **Evaluation Criteria and Exhibits** for the RFP, Submittal Checklist and requirements. The checklist will assist you to ensure that all submittals are included in your proposal. Ensuring that submittals are complete is solely the responsibility of the proposer/bidder. Failure to submit all submittals may deem your proposal non-responsive.

3.22 PRESENTATIONS / DEMONSTRATIONS / INTERVIEWS (WHEN APPLICABLE)

The City reserves the right to negotiate the fee and/or Scope of Services with the highest ranked Proposer. If negotiations cannot be completed successfully, then the City reserves the right to negotiate with the second highest ranked Contractor. Recommendations for an award will be the Proposer with whom potential contract negotiations were successful.

The EC may provide a list of subject matter for the discussion. The individuals / firms will have equal time to present but the question-and-answer time may vary. Proposers / Providers may be requested to demonstrate the nature of their offered solution to the EC. After receipt of submittals, all firms will receive a description of, and arrangements for, the desired demonstration. A copy of the demonstration (hard copy, DVD, CD or a combination of both) should be given to the Purchasing Agent at the meeting to retain in the Purchasing files.

3.23 CITY'S TAX EXEMPTION

The City of Stockbridge is exempt from Federal Excise Tax or Georgia Sales Tax regarding goods and services purchased directly by the City of Stockbridge. Exemption certificates furnished upon request.

3.24 AWARD OF CONTRACT

- a. The City of Stockbridge desires to complete the award process in a timely manner. The City of Stockbridge reserves the right to reject or accept any or all proposals, whole or any parts hereof, by item or group of items, by section or geographic area, or make multiple awards and be the final approval of proposal(s) selection which would be the most advantageous to the City with price and other factors considered. The City of Stockbridge may elect to waive any technicalities. The proposal will be awarded to the lowest responsive, responsible or highest scored proposer(s), based upon the qualification requirements herein. The proposal specifications and results will be available on the City's web site: <https://www.cityofstockbridge.com/bids.aspx?id=4375&catid=26> and the Georgia Procurement Registry.
- b. City of Stockbridge reserves the right to reject any proposal if the evidence submitted by or investigation of, the proposer fails to satisfy the City that the proposer is properly qualified to carry out the obligations of the Contract. If the successful proposer defaults on their proposal, an award may be made to the next low responsive and responsible proposer or highest scored proposer(s).
- c. Multiple Awards: The City reserves, at its sole discretion, the option to award to multiple Proponents.

Responsibility - The determination of the proposer's responsibility will be made by the City based on whether the proposer meets the following minimum standard requirements:

- Relevant knowledge, experience and qualifications of firm and team members.
- Proposed methodology and work plan to be used in the process.
- Understanding of the project and overall completeness of submission.
- Experience on similar projects/References
- The ability, capacity and skill of the Bidder to perform and/or provide the Work required.
- The City reserves the right to reject any bid if the evidence submitted by, or investigation of, the bidder fails to satisfy the City that he/she is properly qualified to carry out the obligations of any Contract that is made from this award;
- Has adequate financial means to meet obligations incidental to the work; and
- Such other factors as the City deem to be pertinent to either the bid or the contract.

Responsiveness - The determination of the proposer's responsiveness will be made by the City based on a consideration of whether the proposer has submitted complete proposal Documents meeting proposal requirements without irregularities, excisions, special conditions, or alternatives proposals for any item unless specifically requested in the proposal solicitation.

- d. The City is subject to making records available for disclosure after the City of Stockbridge approval of the recommendation. The award shall be made by the City Council of Stockbridge unless the lowest, qualified bid is less than the City Councils' approval limit. No claim shall be made by the selected Contractor for loss of profit if the contract is not awarded or awarded for less work than is indicated and for less than the amount of the proposal. The total of the awarded contract shall not exceed the available funds allocated or the proposal project.

3.25 NEGOTIATION AND AWARD

It is the City's intent to conduct the first negotiation meeting no later than thirty (30) days after the Procurement Manager has posted the final ranking by the Committee. At least one (1) of the representatives for the firm participating in negotiations with the City must be authorized to bind the firm. In the event that the negotiations are not successful within a reasonable timeframe (notification will be provided to the firm) an impasse will be declared and negotiations with the first-ranked firm will cease. Negotiations will begin with the next ranked firm. This process shall continue until the City successfully negotiates a Contract.

3.26 CONTROLLING LAW, VENUE

Any dispute arising as a result of this proposal and/or an Agreement which was created from the terms, conditions and specifications of this document or their interpretation, litigation shall only be entered into and shall be performed in Stockbridge, Georgia. This Agreement shall be governed by the applicable laws of the City of Stockbridge and the State of Georgia. Any dispute arising out of the agreement, this proposal solicitation, its interpretations, or its performance shall be litigated only in the City of Henry Judicial Courts.

3.27 CONTRACTOR AS INDEPENDENT CONTRACTOR

In conducting its business hereunder, Contractor acts as an independent contractor and not as an employee or agent of City. The selection, retention, assignment, direction and payment of Contractor's employees shall be the sole responsibility of Contractor.

3.28 ASSIGNMENT

The Agreement, in whole or any part hereof, created by the award to the successful contractor shall not be sold, not be assigned or transferred by Contractor by process or operation of law or in any other manner whatsoever, including intra-corporate transfers or reorganizations between or among a subsidiary of Contractor, or with a business entity which is merged or consolidated with Contractor

or which purchases a majority or controlling interest in the ownership or assets of Contractor without the prior written consent of the City of Stockbridge.

3.29 PERFORMANCE OF CONTRACT

- a. City reserves the right to enforce the Contractor's performance of this Agreement in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default or resulting contract award. It will be understood that time is of the essence in the proposer's performance.
- b. The successful Contractor shall execute the entire work described in the Contract Documents, except to the extent specifically indicated in the Contract documents to be the responsibility of others.
- c. The Contractor accepts the relationship of trust and confidence established by the award of this proposal solicitation. The Contractor covenants with the City to utilize the Contractor's best skill, efforts and judgment in furthering the interest of the City; to furnish efficient business administration and supervision; to make best efforts to furnish at all times an adequate supply of workers and materials; and to perform the work in the best way and most expeditious and economical manner consistent with the interest of the City,
- d. All purchases for goods or services are subject to the availability of funds for this particular purpose.

3.30 DEFAULT AND TERMINATION

a. Termination by Contractor

The agreement resulting from this proposal shall be subject to termination by Contractor in the event of any one or more of the following events:

The default by City in the performance of any of the terms, covenants or conditions of this Agreement, and the failure of City to remedy, or undertake to remedy such default, for a period of thirty (30) days after receipt of notice from Contractor to remedy the same.

b. Termination by City

The agreement resulting from this proposal shall be subject to termination by the City at any time in the opinion of the City; the contractor fails to carry out the contract provisions of any one or more of the following events:

- (1) The default by Contractor in the performance of any of the terms, covenants or conditions of the Agreement, and the failure of Contractor to remedy, or undertake to remedy with sufficient forces and to the City's reasonable satisfaction, the City shall provide the vendor with notice of any conditions which violate or endanger the performance of the Agreement. If after such notice the Contractor fails to remedy

such conditions within thirty (30) days to the satisfaction of the City, the City may exercise their option in writing to terminate the Agreement without further notice to the Contractor and order the Contractor to stop work immediately and vacate the premises, to cancel ordered products and/or services with no expense to the City.

- (2) Contractor files a voluntary petition in bankruptcy, including a reorganization plan, makes a general or other assignment for the benefit of creditors, is adjudicated as bankrupt or if a receiver is appointed for the benefit of creditors, is adjudicated as bankrupt or if a receiver is appointed for the property or affairs of Contractor and such receivership is not vacated within thirty (30) days after the appointment of such receiver.
- (3) Contractors' failure to conduct services according to the approved proposal specifications.
- (4) Contractors' failure to keep, perform, or observe any other term or condition of this Agreement.
- (5) Contractor's performance of the contract is unmeasurably delayed.
- (6) Should the successful Proposer fail to provide the commodities or services when ordered, and in accordance with the General Terms and Conditions, specifications and any other requirements contained herein are not met, the City reserves the right to purchase commodities or services covered by this contract elsewhere if available from an alternate source.
- (7) The Contractor agrees by its proposal submission that the City's decision is final and valid.

c. Force Majeure

Neither party shall be held to be in breach of the Agreement resulting from this proposal, because of any failure to perform any of its obligations hereunder if said failure is due to any act of God, fire, flood, accident, strike, riot, insurrection, war, or any other cause over which that party has no control. Such party shall give notice and full particulars of such Force Majeure in writing to the other party within a reasonable time after occurrence of the event and the obligation of the party giving such notice shall endeavor to remove or overcome such ability with all reasonable dispatch.

d. Waiver

The waiver of any breach, violation or default in or with respect to the performance or observance of the covenants and conditions contained herein shall not be taken to constitute a waiver any subsequent breach, violation or default in or with respect to the same or any other covenant or condition hereof.

3.31 INVOICES

Invoices and/or statements should not be faxed but originals must be mailed directly to:

**City of Stockbridge, City Hall
Finance Department Accounts Payable
4640 N. Henry Boulevard
Stockbridge, GA 30281**

3.32 PAYMENT

Payment shall be tendered to the successful Proposer upon acceptance and approval by the City for satisfactory compliance with the general terms, conditions and specifications of the proposal; by completed services; verification of delivery of products; assurance that the product/service performs as specified and warranted, and receipt of a valid invoice.

3.33 BID BOND AND INSURANCE RISK MANAGEMENT PROVISIONS

Insurance and Risk Management provisions and Indemnification and Hold Harmless provisions are outlined in Form G of this RFP. Upon award, the successful Proposer must obtain at their expense, a Certificate of Insurance (“COI”) with policy limits equal to or greater than the limits outlined in **EXHIBIT I – DETAILED SCOPE OF SERVICES**.

Proof of insurance must be provided to the City prior to the start of any activities/services as described in the bid document(s). Any and all insurance coverage(s) and/or bonds required under the terms and conditions of the contract shall be maintained during the entire term of the contract, including any extensions or renewals thereto, and until all work has been completed to the satisfaction of the City.

3.34 PUBLIC RECORDS DISCLOSURE:

All solicitations submitted to the City are subject to public disclosure pursuant to Georgia’s Open Records Act.

3.35 PAYMENT

Invoices for payment will be submitted as services are completed, but no more than once a month, for the duration of the Contract. Invoices will be subject to verifications and approval by the Requesting Department. Payment will be based on receipt of individually completed check lists and upon inspection by the City’s Authorized Representative of the work / services performed.

3.36 CERTIFICATE OF ACCEPTANCE

By responding to this RFP, Offeror acknowledges that he/she has read this solicitation document, including any addenda, exhibits, attachments, and/or appendices in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein.

3.37 CERTIFICATION REGARDING DEBARMENT

By responding to this RFP, Offeror certifies that neither it nor its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency. Any such exclusion may cause prohibition of your firm from participating in any procurement by the City.

3.38 PRICE VALIDITY

Prices provided in this Request For Proposal (RFP) are valid for 120 days from the time of the RFP opening. The City shall award contract within this period or shall request to the recommended awarded vendor an extension to hold pricing, until products/services have been awarded. Successful proposer awarded shall ensure that proper and sufficient staff, equipment, organization, etc. will be provided for this contract to meet the specifications denoted herein at a paramount level.

BID FORM SIGNATURE(S)

The Corporate Seal of

_____ (Bidder - print the full name of your firm)
was hereunto affixed in the presence of:

(Authorized signing officer, Title)

(Seal)

(Authorized signing officer, Title)

IF THE BID IS A JOINT VENTURE OR PARTNERSHIP, ADD ADDITIONAL FORMS OF EXECUTION FOR EACH MEMBER OF THE JOINT VENTURE IN THE APPROPRIATE FORM OR FORMS AS ABOVE.

INSURANCE AND RISK MANAGEMENT PROVISIONS

RFP No. 2021-0010 **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY CENTER RENOVATION** - copy of the Contractor's current evidence of insurance via a certificate of insurance MUST be provided with the response to this RFP. A formal certificate shall be provided upon announcement that the selected Architect/Engineering firm has been awarded the work

It is The City of Stockbridge Government's practice to obtain Certificates of Insurance from our Contractors and Vendors. Insurance must be written by a licensed agent in a company licensed to write insurance in the State of Georgia, with an A.M. Best rating of at least A- VI, subject to final approval by The City of Stockbridge Government. Respondents shall submit with the Bid evidence of insurability satisfactory to The City of Stockbridge Government as to form and content. Either of the following forms of evidence is acceptable:

- A letter from an insurance carrier stating that upon your firm/company being the successful Respondent that a Certificate of Insurance shall be issued in compliance with the Insurance and Risk Management Provisions outlined below.
- A Certificate of Insurance complying with the Insurance and Risk Management Provisions outlined below (Request for Bid number and Scope of Services must appear on the Certificate of Insurance).
- A combination of specific policies written with an umbrella policy covering liabilities in excess of the required limits is acceptable to achieve the applicable insurance coverage levels.

Upon award, the Contractor must maintain at their expense, insurance with policy limits equal to or greater than the limits described below. Proof of insurance must be provided to The City of Stockbridge Government prior to the start of any activities/services as described in the bid document(s). Any and all Insurance Coverage(s) and Bonds required under the terms and conditions of the contract shall be maintained during the entire length of the contract, including any extensions or renewals thereto, and until all work has been completed to the satisfaction of The City of Stockbridge Government.

Accordingly, the Respondent shall provide a certificate evidencing the following:

1. WORKERS COMPENSATION/EMPLOYER'S LIABILITY INSURANCE – STATUTORY (In compliance with the Georgia Workers Compensation Acts and any other State or Federal Acts or Provisions in which jurisdiction may be granted)

Employer's Liability Insurance	By Accident	Each Accident	\$1,000,000
Employer's Liability Insurance	By Disease	Policy Limit	\$1,000,000
Employer's Liability Insurance	By Disease	Each Employee	\$1,000,000

2. COMMERCIAL GENERAL LIABILITY INSURANCE

Bodily Injury and Property Damage Liability	Each Occurrence	\$1,000,000
(Other than Products/Completed Operations)	Aggregate	\$3,000,000
Products\Completed Operation	Aggregate	\$1,000,000
Personal and Advertising Injury	Limits	\$1,000,000
Damages to Premises Rented to You	Limits	\$ 300,000
Medical Payments for Participants	Limits	\$25,000

*CGL - No Exclusion for Abuse, Molestation, Harassment, Sexual Abuse/Conduct Allegations**

BUSINESS AUTOMOBILE LIABILITY INSURANCE

Combined Single Limits	Each Occurrence	\$1,000,000
(Including operation of non-owned, owned, and hired automobiles).		

3. UMBRELLA LIABILITY

(In excess of the above noted coverages)	Each Occurrence	\$1,000,000
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Certificates of Insurance

Certificates shall state that the policy or policies shall not expire, be cancelled or altered without at least thirty (30) days prior written notice to The City of Stockbridge Government. Policies and Certificates of Insurance are to list The City of Stockbridge Government as an Additional Insured (except for Workers' Compensation and Professional Liability) and shall conform to all terms and conditions (including coverage of the indemnification and hold harmless agreement) contained in the Insurance and Risk Management Provisions. The General Liability Additional Insured language should apply to on-going and completed operations, using ISO form CG 2010 (11/85 version) or equivalent.

The Contractor agrees to name the Owner and all other parties required of the Contractor/Vendor shall be included as additional insureds on the CGL, using ISO Additional Insured Endorsement forms CG 2010 11/85 or its equivalent coverage to the additional insureds. This insurance for the additional insureds shall be as broad as the coverage provided for the named insured Contractor. It shall apply as Primary Insurance before any other insurance or self-insurance, including any deductible, non-contributory, and Waiver of Subrogation provided to the Additional Insureds.

Additional Insured under the General Liability, Auto Liability, Umbrella Policies (with exception of Workers Compensation and Professional Liability), with no Cross Suits exclusion.

If the City of Stockbridge Government shall so request, the Respondent, Contractor must furnish the City for its inspection and approval such policies of insurance with all endorsements or confirmed specimens thereof certified by the insurance company to be true and correct copies.

Such certificates and notices **must** identify the “Certificate Holder” as follows:

City of Stockbridge Government
Procurement Division
4640 N. Henry Boulevard
Stockbridge, Georgia 30281

Certificates **must** list Project Name (where applicable). **Important:**

It is understood that **Insurance in no way Limits the Liability of the Contractor/Vendor.**

USE OF PREMISES

Contractor shall confine its apparatus, the storage of materials and the operations of its workers to limits/requirements indicated by law, ordinance, permits and any restrictions of The City of Stockbridge Government and shall not unreasonably encumber the premises with its materials.

PROTECTION OF PROPERTY

Contractor will adequately protect its own work from damage, will protect The City of Stockbridge Government’s property from damage or loss and will take all necessary precautions during the progress of the work to protect all persons and the property of others from damage or loss.

Contractor shall take all necessary precautions for the safety of employees of the work and shall comply with all applicable provisions of the Federal, State and local safety laws and building codes to prevent accidents or injury to persons on, about, or adjacent to the premises where work is being performed.

Contractor shall always erect and properly maintain as required by the conditions and progress of the work, all necessary safeguards for the protection of its employees, The City of Stockbridge Government employees and the public and shall post all applicable signage and other warning devices to protect against potential hazards for the work being performed.

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

To the fullest extent of the Law, Contractor hereby agrees to release, indemnify, defend and hold harmless Stockbridge City, its Commissioners, officers, employees, Sub-Contractors, successors, assigns and agents, from and against any and all losses (including death), claims, damages, liabilities, costs and expenses (including but not limited to all actions, proceedings, or investigations in respect thereof and any costs of judgments, settlements, court costs, attorney’s fees or expenses, regardless of the outcome of any such action, proceeding, or investigation), caused by, relating to, based upon or arising out of any act or omission by Contractor, its directors, officers, employees, Sub-Contractors,



City of Stockbridge Procurement Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

successors, assigns or agents, or otherwise in connection (directly or indirectly) with its acceptance, or the performance, or nonperformance, of its obligations under these agreements. Such obligations shall not be construed to negate, abridge or otherwise reduce any other rights or obligations of indemnity which would otherwise exist as to any party or person as set forth in this paragraph.

Contractor further agrees to protect, defend, indemnify and hold harmless Stockbridge City, its Commissioners, officers, employees, Sub-Contractors, successors, assigns and agents from and against any and all claims or liability for compensation under the Worker's Compensation Act, Disability Benefits Act, or any other employee benefits act arising out of injuries sustained by any employees of Contractor. These indemnities shall not be limited by reason of the listing of any insurance coverage.

CONTRACTOR ACKNOWLEDGES HAVING READ, UNDERSTANDING, AND AGREEING TO COMPLY WITH THIS INDEMNIFICATION AND HOLD HARMLESS AGREEMENT, AND THE REPRESENTATIVE OF THE CONTRACTOR IDENTIFIED BELOW IS AUTHORIZED TO SIGN CONTRACTS ON BEHALF OF THE RESPONDING CONTRACTOR.

COMPANY: _____ SIGNATURE: _____

NAME: _____ TITLE: _____ DATE: _____

EXHIBIT II
REFERENCE VERIFICATION FORM

SOLICITATION NUMBER: RFP NO. 2021-0010

SOLICITATION TITLE: **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY
CENTER RENOVATION**

PROPOSING FIRM (List name exactly as provided in proposal):

Date of Verification:

Reference Organization:

Project Verified (Include the Project Name / Title and a brief description of the Project):

Person Contacted:

Title of Contact:

Telephone Number including extension:

Email Address:

Questions Yes No

1. Were you satisfied with the Company/Organization's overall performance?
2. Did the firm adhere to the scope of work and bid requirement?
3. did the firm provide deliverables as agreed upon?
4. Would you engage this firm again?

Additional comments provided by Proposer's contact:

Signature Date

EXHIBIT III
REQUIRED CERTIFICATIONS/ATTACHMENTS
REQUEST FOR PROPOSALS. 2021-0010

Checklist

To be deemed responsive to this solicitation, Proposers must provide the information requested and, where applicable, complete in detail all Bid Forms. The appropriate individual(s) authorized to commit the Proposer to the Project must sign the Bid Forms. As appropriate, Proposers shall reproduce each Bid Form and complete the appropriate portions of the forms provided in this section.

Proposer Requirements	Proposer Completed
1. One (1) hard copy of Proposal marked 'Original', and five (5) copies on CD/Thumb Drive	☐
2. Technical Proposal	☐
3. Acknowledgement of each Addendum	☐
4. Financial and Litigation Requirements	☐
5. Reference Verification Form	☐
6. Required Certifications and Attachments ☐ Form 1: Non-Collusion Bidding Certificate ☐ Form 2: Non-Collusion Affidavit of Sub-Contractor. ☐ Form 3: Certificate Regarding Debarment, Suspension, and Other Responsibility Matters; Primary Covered Transactions. ☐ Form 4: Ineligibility Certificate. ☐ Form 5: Certification of a Drug-Free Workplace. ☐ Form 6: Conflict of Interest & Prohibition Against Contingent Fees Certification. ☐ Form 7: Affidavit Verifying Status for City Public Benefit Application ☐ Form 8: Certification Regarding Lobbying. ☐ Form 9: Bid Submittal Letter. ☐ Form 10: Georgia Security and Immigration Contractor Affidavit/Agreement. ☐ Form 11: Georgia Security and Immigration Sub-Contractor Affidavit. ☐ Form 12: Certificate of Acceptance of a Solicitation Requirements ☐ Attachment 1: Addendum Acknowledgement Form	☐

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, _____, certify that I am the Secretary of the Corporation named as principal in the within bond; that _____, who Signed the said bond of said corporation: that I know this signature, and his/her signature thereto is genuine; and that said bond was duly signed, sealed and attested for in behalf of said Corporation by authority of its governing body.

SECRETARY

(CORPORATE SEAL)

SURETY

(SEAL)

BY _____

FORM 1

NON-COLLUSION BIDDING CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

By submission of this certificate, each Proposer and each person signing on behalf of any Proposer certifies under penalty of perjury, that to the best of its knowledge and belief:

1. The cost or prices to be negotiated shall have been arrived at independently without collusion, consultation, communication or agreement, for any purpose of restricting competition as to any matter relating to such costs or prices with any other Proposer or with any competitor.
2. Unless otherwise required by law, the cost or prices to be negotiated have not been knowingly disclosed by the firm prior to the opening of price negotiations, directly or indirectly to any other Proposer or to any competitor; and,
3. No attempt has been made or will be made by the Proposer to induce any person, partnership or corporation to submit or not submit a Statement of Qualifications for the purpose of restricting competition.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

FORM 2

NON-COLLUSION AFFIDAVIT OF SUB-CONTRACTOR

State of _____ City of _____, being first
duly sworn, deposes and says that:

(1) He/She is _____ (owner, partner officer, representative, or
agent) of _____, the sub-contractor that has submitted the attached
solicitation;

(2) He is fully informed respecting the preparation and contents of the attached solicitation and of all
pertinent circumstances respecting such solicitation.

(3) Such solicitation is genuine and is not a collusive or sham solicitation.

(4) Neither the said sub-contractor nor any of its officers, partners, owners, agents, representatives,
employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived
or agreed, directly or indirectly with any other Vendor, firm or person to submit a collusive or sham
solicitation in connection with the Contract for which the attached solicitation has been submitted or
refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly,
sought by agreement or collusion or communication or conference with any other Vendor, firm or
person to fix the price or prices in the attached solicitation or of any other Vendor, or to fix any
overhead, profit or cost element of the proposing price or the proposing price of any other Vendor, or
to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against
City of Stockbridge or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached solicitation are fair and proper and are not tainted by any
collusion, conspiracy, connivance or unlawful agreement on the part of the sub-contractor or any of its
agents, representatives, owners, employees, or parties in interest, including this affidavit.

(Signed)

(Title)

Subscribed and Sworn to before me this _____ day of _____, 20 ____.

Name _____

Title _____

My commission expires (Date) _____

FORM 3

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS; PRIMARY COVERED TRANSACTIONS**

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

The Proposer, _____, certifies to the best of its knowledge and that it and its principals: _____ belief,

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal, State, or local department or agency.
2. Have not within a three-year period preceding this Bid been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or Contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with the commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/Bid had one or more public transactions (Federal, State, or local) terminated for cause or default.

Where the Contractor is unable to certify to any of the statements in this certification, such participant shall attach an explanation to this Bid.

The Contractor, _____, certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this Certification and understands that the provisions of 31 U.S.C. Sections 3801 Et Seq., are applicable thereto.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

Witness

FORM 4

INELIGIBILITY CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of

_____, and it is also whose address is

_____, certifies that the

Contractor, nor any of its Sub-Contractors to be used in performing this Contract, are listed on the list of Ineligible Contractors maintained by the Comptroller General of the United States.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

FORM 5

CERTIFICATION OF DRUG-FREE WORKPLACE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of _____, and it is also whose address is _____, certifies that:

1. The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Workplace Act" have been complied in full; and
2. A drug-free workplace will be provided for the consultant's employees during the performance of the Contract; and
3. Each Sub-Contractor hired by the consultant shall be required to ensure that the Sub-Contractor's employees are provided a drug-free workplace. The Consultant shall secure from that Sub-Contractor the following written certification: "As part of the Sub-Contracting agreement with the Consultant, certifies to the Consultant that a drug-free workplace will be provided for the Sub-Contractor's employees during the performance of this Contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3"; and
4. It is certified that the undersigned will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

FORM 6

**CITY OF STOCKBRIDGE CONFLICT OF INTEREST AND PROHIBITION AGAINST
CONTINGENT FEES CERTIFICATION**

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of _____, and, it is
also, whose address is _____, certifies that to the best
of its knowledge there are no circumstances which shall cause a Conflict of Interest in performing
services for City of Stockbridge.

Signature of Authorized Agent

Name/Title of Authorized Agent

Date

FORM 7**AFFIDAVIT VERIFYING STATUS FOR CITY PUBLIC BENEFIT APPLICATION**

By executing this affidavit under oath, as an applicant for the City of Stockbridge, Georgia Business License or Occupational Tax Certificate, Alcohol License, execution of contract or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application for a City of Stockbridge license/permit and/or contract for:

Name of Applicant

1) _____ I am a United States citizen

OR

2) _____ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 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 O.C.G.A. Code Section 16-10-20.

Signature of Applicant: _____

Date: _____

Printed Name: _____

*Alien Registration number for non-citizens:

***PLEASE INCLUDE A COPY OF YOUR PERMANENT RESIDENT CARD, EMPLOYMENT AUTHORIZATION, GREEN CARD, OR PASSPORT WITH A COPY OF YOUR DRIVER'S LICENSE IF YOU ARE A LEGAL PERMANENT RESIDENT.

Subscribed and Sworn Before Me on this the ____ Day of _____, 2018.

Notary Public: _____

My Commission Expires: _____

*Note: O.C.G.A. Section 50-36-1 (e)(2) requires that aliens under the Federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:

FORM 8
CERTIFICATION REGARDING LOBBYING

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Local, State or Federal agency, in connection with the awarding of any contract, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any contract, grant, loan, or cooperative agreement.
2. The undersigned shall require that the language of this certification be included in the award documentations for sub-awards at all tiers (including Sub-Contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such failure. [Note: Pursuant to 31 U.S.C. 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such expenditure or failure.]

The Contractor, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. 3801, *et seq.*, apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Agent: _____

Name and Title of Contractor Authorized Agent: _____

Date: _____ Telephone No: _____

Firm or Company Name: _____

Address: _____

FORM 9

BID SUBMITTAL LETTER

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned, _____, hereby submits its Bid to furnish all labor, materials, equipment, delivered by the undersigned, to the City of Stockbridge, Georgia.

The undersigned acknowledges and agrees that the Bid submitted by the undersigned shall be binding upon the undersigned and that if City of Stockbridge, Georgia, awards the Contract to the undersigned, the Bid made by the undersigned and delivered to City of Stockbridge, Georgia herewith, together with such award, will constitute a legal, valid and binding Contract between the undersigned and City of Stockbridge, Georgia. The Contract created pursuant to the previous sentence shall incorporate the terms and conditions of the bid including, but not limited to, the bid Scope of Work, Solicitation instructions and Conditions, the Contract Provisions and the Contractor's Cost Bid, all as described in the bid.

IN WITNESS WHEREOF, the undersigned has duly executed and delivered this Bid Submittal Letter this _____ day of _____, 2018

By

Title

Sworn to and subscribed before me the _____ day of _____, 2018.
Notary Public

My Commission Expires:

Date

STATE OF GEORGIA

CITY OF STOCKBRIDGE

FORM 10: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT AND AGREEMENT

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 engaged in the physical performance of services¹ under a contract with **[insert name of prime contractor]** on behalf of **The City of Stockbridge Government** has registered with and is participating in a federal work authorization program*,² 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 Sub-Contractor(s) in connection with the physical performance of services to this contract with **The City of Stockbridge Government**, contractor will secure from such Sub-Contractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Sub-Contractor 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 Stockbridge Government** at the time the Sub-Contractor(s) is retained to perform such service.

EEV/Basic Pilot Program* User Identification Number

BY: Authorized Officer of Agent
(Insert Contractor Name)

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this _____ day of _____, 20__.

Notary Public: _____

City: _____

Commission Expires: _____

¹O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Stockbridge City) using a bidding process (e.g., ITB, RFP, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual. *²[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].



City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

**STATE OF GEORGIA
CITY OF STOCKBRIDGE**

FORM 11

GEORGIA SECURITY AND IMMIGRATION SUB-CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned Sub-Contractor 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 services³ under a contract with **[insert name of prime contractor]** _____ behalf of **The City of Stockbridge Government** has registered with and is participating in a federal work authorization program*,⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

EEV/Basic Pilot Program* User Identification Number

BY: Authorized Officer of Agent
(Insert Sub-Contractor Name)

Title of Authorized Officer or Agent of Sub-Contractor

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this _____ day of _____, 20__.

Notary Public: _____

City: _____

Commission Expires: _____

3O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that “physical performance of services” means any performance of labor or services for a public employer (e.g., Stockbridge City) using a bidding process (e.g., ITB, RFP, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual. 4*[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].

FORM 12

CERTIFICATE OF ACCEPTANCE OF A SOLICITATION REQUIREMENTS

This is to certify that on this day, offeror acknowledges that he/she has read this solicitation document, pages #_____ to # _____ inclusive, including any addenda # _____ to # _____ exhibit(s) #_____ to #_____ , attachment(s) #_____ to #_____ , and/or appendices #_____ to #_____, in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein, and that the undersigned is authorized by the offeror to submit the proposal herein and to legally obligate the offeror thereto. This is also to certify that the offeror has reviewed the form Stockbridge City contract included in the solicitation documents and agrees to be bound by its terms, or that the offeror certifies that it is submitting any proposed modification to the contract terms with its proposal. The offeror further certifies that the failure to submit proposed modifications with the proposal waives the offeror's right to submit proposed modifications later. The offeror also acknowledges that the indemnification and insurance provisions of Stockbridge City's contract included in the solicitation documents are non-negotiable and that proposed modifications to said terms may be reason to declare the offeror's proposal as non-responsive.

Company: _____

Signature: _____

Name: _____

Title: Date: _____

(Affix Corporate Seal)

ATTACHMENT 1

ADDENDUM ACKNOWLEDGMENT FORM

NOTE: IF ADDENDUMS HAVE BEEN ISSUED, RESPONDENTS SHALL COMPLETE AND RETURN THIS ATTACHMENT WITH THEIR PROPOSAL. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE PROPOSAL.

ADDENDA ACKNOWLEDGMENT: The undersigned acknowledges the receipt of the following Addenda:

Addendum #: _____ **Dated:** _____

Addendum #: _____ **Dated:** _____

Addendum #: _____ **Dated:** _____

Addendum #: _____ **Dated:** _____

Addendum #: _____ **Dated:** _____

Respondent (Company): _____

Signature (in ink): _____

Name (Typed/printed): _____

Title: _____ **Date:** _____

ATTACHMENT 2
REQUEST FOR PROPOSALS. NO. 2021-0010
CITY OF STOCKBRIDGE
TED STRICKLAND COMMUNITY CENTER RENOVATION
GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: _____

Performing work as: Prime Contractor ____ Sub-Contractor ____

Professional License Type: _____

Professional License Number: _____

Expiration Date of License: _____

I certify that the above information is true and correct, and that the classification noted is applicable to the Bid for this Project.

Signed: _____

Date: _____

(ATTACH COPY OF LICENSE)

**SEALED RFP LABEL
PLEASE ATTACH LABEL TO OUTSIDE OF RFP PACKAGE**

SEALED RFP ENCLOSED

DELIVER TO:

City of Stockbridge Purchasing Division
Attn: Purchasing Manager
4640 North Henry Boulevard
Stockbridge, Georgia 30281

REQUEST FOR PROPOSALS. 2021-0010

DATE: October 21st, 2021

RFP MUST BE RECEIVED BEFORE 3:00 PM

DESCRIPTION:

THE CITY OF STOCKBRIDGE
TED STRICKLAND COMMUNITY CENTER RENOVATION

**All bids should be Mailed to the City at the address listed in the bid.
Proposer should obtain tracking receipt and provide proof of the receipt
via email within 3 days after bid opening date.**

CITY OF STOCKBRIDGE: TED STRICKLAND COMMUNITY CENTER RENOVATION

130 M.L.K. Senior Heritage Trail,
Stockbridge, GA 30281

CITY OF STOCKBRIDGE
4640 N HENRY BOULEVARD
STOCKBRIDGE, GA 30281

TSW, INC.
ARCHITECT
1447 PEACHTREE ST. NE, SUITE 850,
ATLANTA GA. 30309
404.873.6730

COVALENT CONSULTING, LLC
MEP ENGINEER
1708 PEACHTREE ST. SUITE 210
ATLANTA GA. 30309
404.355.9334

PROJECT DESCRIPTION:

THIS PROJECT CONSISTS OF THE RENOVATION TO AN OFFICE WING AT THE CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY CENTER BUILDING. THE RENOVATION INCLUDES THE ADDITION OF 4 NEW PRIVATE OFFICES, A CONFERENCE ROOM, A COAT CLOSET AND STORAGE AREA, KITCHEN SEATING SPACE, WORK AREA, AND ADDITIONAL LIGHTS AND HVAC FOR NEW OFFICES AND CONFERENCE ROOM.

DRAWING INDEX

A0.0	COVER SHEET
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A0.2	GENERAL NOTES & SPECIFICATIONS
A0.3	GENERAL NOTES & SPECIFICATIONS
A0.4	ADA GUIDELINES
A0.5	ADA GUIDELINES
A1.0	FLOOR PLANS
A1.1	REFLECTED CEILING PLANS
A1.2	INTERIOR FINISHES
A1.3	FURNITURE PLAN
A1.4	FURNITURE
A1.5	MILLWORK
E0.1	ELECTRICAL LEGEND SPECIFICATIONS
E1.0	ELECTRICAL FLOOR PLANS & SCHEDULES
M0.1	MECHANICAL LEGEND & SCHEDULE
M1.0	MECHANICAL FLOOR PLAN

CODE SUMMARY:

		IBC 2018 OR LSC
OCCUPANCY CLASSIFICATION:	BUSINESS	IBC SECTION 304, IBC SECTION 307, IBC TABLE 307.1, LSC 6.1.11, LSC 6.2.1, NFPA 45 SEC. 10.1, & NFPA 30 SEC. 9.7
CONSTRUCTION TYPE:	II-B	IBC SECTION 602.2 & TABLE 601
AREA:	EXISTING BUILDING FOOTPRINT TO REMAIN THE SAME EXISTING AREA FOR OFFICE SUITE: 3,414 SF PROPOSED AREA FOR OFFICE SUITE: TO REAMIN THE SAME - 3,414 SF AREA OF WORK - 2,953 SF	IBC TABLE 503, IBC SECTION 506.3, & IBC SECTION 508.3.3
HEIGHT:	EXISTING HEIGHT- EXISTING TO REMAIN THE SAME	IBC TABLE 503 &
OCCUPANT LOAD:	EXISTING OCCUPANY LOAD FOR OFFICE SUITE: 2,953 SF/ 150 SF/PERSON = 20 PERSON PROPOSED OCCUPANCY LOAD FOR OFFICE SUITE: 2,953 SF/ 150 SF/PERSON = 20 PERSON	LSC TABLE 7.3.1.2
AUTOMATIC SPRINKLER SYSTEMS:	BUILDING IS EQUIPPED WITH NFPA 13 SYSTEM	IBC SECTION 903.2.1.2 & 903.3.1.1
FIRE PROTECTION REQUIREMENTS:	STRUCTURAL FRAME BEARING WALLS EXTERIOR AND INTERIOR NONBEARING WALLS AND PARTITIONS FLOOR CONSTRUCTION ROOF CONSTRUCTION INCIDENTAL USE STORAGE AREAS OVER 100 SQ.FT. CORRIDOR	0 HOUR FIRE RESISTANCE RATING 0 HOUR FIRE RESISTANCE RATING 0 HOUR FIRE RESISTANCE RATING 0 HOUR FIRE RESISTANCE RATING 0 HOUR FIRE RESISTANCE RATING AUTOMATIC FIRE-EXTINGUISHING SYSTEM 1 HOUR FIRE RESISTANCE RATING
NUMBER OF EXITS:	TWO (2) EXITS SHALL BE REQUIRED. THREE (3) EXITS SHALL BE PROVIDED	LSC 7.4 & 39.2.4
TOTAL REQUIRED EXIT WIDTH:	DOORS IN PATH OF TRAVEL SHALL BE NO LESS THAN 32 INCHES CLEAR LEVEL COMPONENTS= 0.2 INCHES PER OCCUPANT MIN. CORRIDOR WIDTH- 44" WITH TWO EXITS NOTE: ALL EXITS & COORIDOR WIDTHS TO REMAIN	LSC SECTION 7.2.1.2.3 LSC TABLE 7.3.3.1
ARRANGEMENT OF EXITS:	THE EXIT DOORS SHALL BE PLACED A DISTANCE APART EQUAL TO NOT LESS THAN ONE-HALF THE LENGTH OF THE MAX. OVERALL DIAGONAL DIMENSION OF THE BUILDING/ROOM THAT REQUIRES TWO EXITS.	LSC SECTION A.7.5.1.4
TRAVEL DISTANCE LIMIT:	OCCUPANCY - SPRINKLERED TRAVEL DISTANCE 100'-0" TRAVEL DISTANCE PROVIDED: 82'-0"	LSC TABLE A.7.6.1 LSC 39.2.4.3 (2)
DEAD-END LIMIT:	OCCUPANCY - SPRINKLERED ALLOWABLE DEAD END LIMIT FOR CORRIDORS 50'-0"	LSC TABLE A.7.6.1 LSC 39.2.5.3
COMMON PATH LIMIT:	OCCUPANCY - SPRINKLERED ALLOWABLE COMMON PATH 100'-0"	LSC TABLE A.7.6.1 LSC 39.2.4.5
MINIMUM HEAD CLEARANCE:	INTERIOR ROOM SHALL HAVE A MIN. CEILING HEIGHT NOT LESS THAN 7'-6".	IBC SECTION 1208.2

GEORGIA CODE REFERENCE GUIDE:

CODES REFERENCE GUIDE		
Area	Primary	Supplement
Occupancy Classification	LSC	IBC
Building Construction Types Including allowable height, allowable building areas, and the requirements for sprinkler protection related to minimum building construction types.	IBC	LSC
Means of Egress	LSC	NONE
Standpipes	IBC	IFC
Interior Finish	LSC	NONE
HVAC Systems	IMC	NONE
Vertical Openings	LSC	NONE
Sprinkler Systems minimum construction standard	LSC	NONE
Fire Alarm Systems	LSC	NONE
Smoke Alarms and Smoke Detection Systems	State Statute and LSC	NONE
Portable Fire Extinguishers	IFC	NONE
Cooking Equipment	LSC and NFPA 96	NONE
Fuel Fired Appliances	IFGC	NFPA 54
Liquid Petroleum Gas	NFPA 58	NFPA 54 or IFGC
Compressed Natural Gas	NFPA 52	NONE

APPLICABLE CODES:

- INTERNATIONAL BUILDING CODE, 2018 EDITION, WITH GEORGIA AMENDMENTS (2020)
- INTERNATIONAL RESIDENTIAL CODE, 2018 EDITION, WITH GEORGIA AMENDMENTS (2020)
- INTERNATIONAL FIRE CODE, 2018 EDITION (NO GEORGIA AMENDMENTS)
- INTERNATIONAL PLUMBING CODE, 2018 EDITION, WITH GEORGIA AMENDMENTS (2020)
- INTERNATIONAL MECHANICAL CODE, 2018 EDITION, WITH GEORGIA AMENDMENTS (2020)
- INTERNATIONAL FUEL GAS CODE, 2018 EDITION, WITH GEORGIA AMENDMENTS (2020)
- NATIONAL ELECTRICAL CODE, 2017 EDITION (NO GEORGIA AMENDMENTS)
- INTERNATIONAL ENERGY CONSERVATION CODE, 2015 EDITION, WITH GEORGIA SUPPLEMENTS AND AMENDMENTS (2020)
- INTERNATIONAL SWIMMING POOL AND SPA CODE, 2018 EDITION, WITH GEORGIA AMENDMENTS (2020)
- LIFE SAFETY CODE NFPA
- AMERICANS WITH DISABILITIES ACT
- NATIONAL FIRE PROTECTION ASSOCIATION 45, 30, & 430



PLANNERS
ARCHITECTS
LANDSCAPE ARCHITECTS

1447 Peachtree Street NE,
Suite 850
Atlanta, Georgia 30309
phone: 404.873.6730
www.tsw-design.com

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consultant

seal



issue date

project title

Ted Strickland
Community
Center
Renovation
130 Berry Street
Stockbridge, GA
30281

for

City of Stockbridge

drawing information

project number: 21035
contact: HH
drawn by: BA
checked by: JC

drawing date

08.18.2021

sheet title

COVER SHEET

sheet number

A0.0

DIVISION 1- GENERAL REQUIREMENTS

WHEN THE WORD "PROVIDE" IS USED, IT MEANS TO PROVIDE AND INSTALL PER ALL MANUFACTURER'S SPECIFICATIONS, INDUSTRY STANDARDS, AND LOCAL CODES.

ALL CODES HAVING JURISDICTION SHALL BE STRICTLY ADHERED TO IN THE CONSTRUCTION OF THIS PROJECT, INCLUDING ALL APPLICABLE STATE, CITY, AND COUNTY BUILDING, ZONING, ELECTRICAL, MECHANICAL, PLUMBING, AND FIRE CODES. THE GENERAL CONTRACTOR SHALL VERIFY ALL CODE REQUIREMENTS PRIOR TO COMMENCEMENT OF CONSTRUCTION AND CONVEY ANY AND ALL DISCREPANCIES BETWEEN CODE REQUIREMENTS AND THE CONSTRUCTION DOCUMENTS TO THE ATTENTION OF THE ARCHITECT FOR APPROPRIATE RESOLUTION.

ALL WORK SHALL BE PERFORMED WITH THE HIGHEST DEGREE OF WORKMANSHIP. ALL MANUFACTURED COMPONENTS ARE TO BE INSTALLED PER THE MANUFACTURER'S INSTRUCTIONS AND WARRANTY REQUIREMENTS, APPLICABLE LAWS AND CODES, AND THE HIGHEST INDUSTRY-ACCEPTED STANDARDS. THE MOST STRINGENT STANDARD THAT DOES NOT VIOLATE ANOTHER STANDARD SHALL APPLY. THE SUBCONTRACTOR SHALL NOTIFY THE GENERAL CONTRACTOR OF ANY CONFLICT BETWEEN THOSE STANDARDS OR BETWEEN THOSE STANDARDS AND THE CONSTRUCTION DOCUMENTS, THE GENERAL CONTRACTOR SHALL NOTIFY THE ARCHITECT FOR DETERMINATION OF AN ACCEPTABLE RESOLUTION.

THE CONTRACTOR MUST BE EXPERIENCED IN ALL OF THE PROJECTS TYPES OF INSTALLATION, NO ALLOWANCES WILL BE MADE AFTER THE BID FOR FAILURE TO PROVIDE INSTALLATION PER NATIONAL AND LOCAL CODES.

THE CONTRACTOR SHALL GUARANTEE ALL MATERIALS AND WORKMANSHIP FURNISHED UNDER THIS CONTRACT FOR A PERIOD OF ONE (1) YEAR FROM THE DATE OF FINAL ACCEPTANCE OF WORK FOR THIS CONTRACT BY THE OWNER AND THE ARCHITECT. ANY DEFECTS DEVELOPING WITHIN THIS PERIOD TRACEABLE TO MATERIALS OR WORKMANSHIP PERFORMED HEREUNDER, SHALL BE MADE GOOD AT THE EXPENSE OF THE CONTRACTOR, NOT THE OWNER. THE CONTRACTOR SHALL ACCEPT AND FULLY UNDERSTAND THIS PROVISION PRIOR TO THE CONTRACT BEING AWARDED, AS NO CLAIM FOR EXTRA COMPENSATION WILL BE ALLOWED FOR CORRECTION OF FAULTY WORK OR DEFECTIVE MATERIALS. DURING THE CONSTRUCTION PERIOD THE OWNER'S REPRESENTATIVES AND THE ENGINEER RETAIN THE RIGHT TO REQUIRE THE CONTRACTOR TO REMOVE AND REINSTALL ANY EQUIPMENT OR MATERIALS NOT FOLLOWING THE STANDARDS AS PRESENTED HEREIN OR ON THE DRAWINGS WITHOUT COST TO THE OWNER OR ENGINEER.

THE GENERAL CONTRACTOR AND SUBCONTRACTORS SHALL VERIFY ALL DIMENSIONS AND CONDITIONS IN THE FIELD SUFFICIENTLY IN ADVANCE OF RELATED WORK TO BE PERFORMED TO ASSURE ORDERLY PROGRESS OF CONSTRUCTION. SUBCONTRACTORS SHALL NOTIFY THE GENERAL CONTRACTOR OF ANY DISCREPANCIES OR OMISSIONS IN THE CONSTRUCTION DOCUMENTS. THE GENERAL CONTRACTOR SHALL NOTIFY THE ARCHITECT AND OBTAIN WRITTEN INSTRUCTIONS PERTAINING TO SUCH WORK BEFORE PROCEEDING WITH RELATED CONSTRUCTION.

THE ARCHITECT CERTIFIES TO THE ACCURACY OF THE ARCHITECT'S DESIGN ELEMENTS AND THE DIMENSIONS REFLECTED IN THESE DRAWINGS. THE ARCHITECT IS NOT RESPONSIBLE FOR ANY CHANGES TO THE DRAWINGS BY THE OWNER AND/OR OWNER'S AGENT(S) WHICH ALTER THE ARCHITECT'S DESIGN INTENT AND/OR THE DIMENSIONS INDICATED HEREIN. THE ARCHITECT SHALL BE PROMPTLY NOTIFIED IN WRITING OF ANY SUCH CHANGES AND/OR ADDITIONS

DIMENSIONS ARE TO FACE OF STUD, FACE OF CMU, CENTERLINE (<) OF FENESTRATION, OR TO STRUCTURAL LINES UNLESS OTHERWISE NOTED. OPENINGS IN MASONRY CONSTRUCTION ARE INDICATED BY "M.O." AND DIMENSIONS TO STRUCTURAL LINES ARE INDICATED BY THE CENTERLINE SYMBOL (<|).

DO NOT SCALE DRAWINGS. DIMENSIONS SHOWN SHALL GOVERN THE WORK. THE GENERAL CONTRACTOR SHALL CONFIRM WITH THE ARCHITECT ANY DIMENSIONS THAT CONFLICT OR THAT CANNOT BE DETERMINED BY THE INFORMATION GIVEN IN THESE DRAWINGS.

NO CHANGES, MODIFICATIONS, OR DEVIATIONS SHALL BE MADE FROM THE DRAWINGS OR SPECIFICATIONS WITHOUT FIRST SECURING WRITTEN PERMISSION FROM THE ARCHITECT.

DEVIATIONS FROM THE CONTRACT DOCUMENTS AND LOCATIONS OF CONCEALED COMPONENTS SHALL BE NOTED ON A RECORD SET OF DRAWINGS BY THE CONTRACTOR AND PROVIDED TO THE OWNER UPON COMPLETION OF THE PROJECT.

DETAIL AND SECTION DRAWINGS ARE SHOWN AT SPECIFIC LOCATIONS AND ARE INTENDED TO SHOW GENERAL REQUIREMENTS THROUGHOUT. DETAILS NOTED AS TYPICAL IMPLY ALL SIMILAR CONDITIONS ARE TO BE CONSTRUCTED IN A SIMILAR MANNER.

CONTRACTORS ARE RESPONSIBLE FOR REVIEWING ENTIRE SET OF DOCUMENTS FOR ITEMS RELATED TO THEIR WORK.

WHEN A SYSTEM OR ASSEMBLY IS CALLED OUT, ALL NECESSARY PARTS AND MATERIALS REQUIRED FOR A COMPLETE SYSTEM SHALL BE ACCORDING TO THE MANUFACTURER'S INSTRUCTIONS.

IT IS THE INTENT OF THESE CONTRACT DOCUMENTS TO DEFINE A COMPLETE FINISHED FACILITY. ANY MATERIAL, SYSTEM, EQUIPMENT, OR ASSEMBLY WHICH NORMALLY WOULD BE REQUIRED SHALL BE PROVIDED AS IF SPECIFICALLY NOTED.

FINAL PRODUCT SPECIFICATIONS AND SUBMITTALS FOR ALL MATERIALS USED IN THE BUILDING SHALL BE KEPT ON SITE BY THE CONTRACTOR. ALL INSPECTORS SHALL HAVE ACCESS TO SPECIFICATIONS.

THE OWNER SHALL BE RESPONSIBLE FOR PAYING ALL SURVEYS AND ELEVATION CERTIFICATES, ARCHITECTURAL REVIEW BOARD FEES, AND WATER & SEWER IMPACT FEES, IF APPLICABLE.

DIVISION 2 - EXISTING CONDITIONS / SITE WORK

DISRUPTED EXISTING CONDITIONS, SUCH AS LANDSCAPING, LIGHTING, IRRIGATION, PEDESTRIAN AND VEHICLE ACCESS, SHOULD BE MINIMALLY REPLACED AT THE END OF CONSTRUCTION TO THE SAME CONDITIONS PRIOR TO CONSTRUCTION DISRUPTION.

THE CONTRACTOR SHALL VISIT THE JOB SITE AND BECOME FAMILIARIZED WITH ALL EXISTING CONDITIONS WHICH MAY AFFECT THE BID. NO ALLOWANCE WILL BE MADE AFTER THE BID FOR EXISTING CONDITIONS OR THE CONTRACTOR'S FAILURE TO VERIFY EXISTING CONDITIONS.

THE CONTRACTOR SHALL PROVIDE ALL SITE REMEDIATION, SITE DEMOLITION, EARTHWORK, UTILITIES, TEMPORARY BARRICADES, TEMPORARY ROADWAYS, STREET CLEANING, SITE CLEAN-UP, AND SITE IMPROVEMENTS REQUIRED FOR THE PROJECT. SEE CIVIL AND LANDSCAPE ARCHITECTURE DRAWINGS.

DIVISION 3 - CONCRETE

SECTION 033511 CONCRETE FLOOR FINISHES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. CLEAR COATINGS.
- B. POLISHED CONCRETE.

1.02 SUBMITTALS

- A. PRODUCT DATA: MANUFACTURER'S PUBLISHED DATA ON EACH FINISHING PRODUCT, INCLUDING INFORMATION ON COMPATIBILITY OF DIFFERENT PRODUCTS AND LIMITATIONS.

1.03 WARRANTY

- A. CORRECT DEFECTIVE WORK WITHIN A TWO-YEAR PERIOD COMMENCING ON THE DATE OF SUBSTANTIAL COMPLETION.
- B. FINISH WARRANTY: PROVIDE FIVE-YEAR MANUFACTURER WARRANTY AGAINST EXCESSIVE DEGRADATION OF FINISH. INCLUDE PROVISION FOR REPLACEMENT OF UNITS WITH EXCESSIVE FADING, CHALKING, OR FLAKING.

PART 2 PRODUCTS

2.01 CONCRETE FLOOR FINISH APPLICATIONS

- A. UNLESS OTHERWISE INDICATED, ALL CONCRETE FLOORS ARE TO BE FINISHED USING POLISHED CONCRETE FINISH.
- B. POLISHED FINISH: LEVEL 3 (SEMI-POLISHED) & CLASS D (FINE) AGGREGATE EXPOSURE

2.02 COATINGS

- A. LOW GLOSS CLEAR COATING: TRANSPARENT, NONYELLOWING, WATER- OR SOLVENT-BASED COATING.
1. COMPOSITION: ACRYLIC POLYMER-BASED.
2. NONVOLATILE CONTENT: 15 PERCENT, MINIMUM, WHEN MEASURED BY VOLUME.

3. PRODUCTS:

- A. CLEMONS CONCRETE COATINGS: SUPREME SHIELD 600: WWW.CLEMONSCONCRETECOATINGS.COM.
- B. CLEMONS CONCRETE COATINGS: SUPREME SHIELD 350: WWW.CLEMONSCONCRETECOATINGS.COM.
- C. CONCRETE SEALERS USA: TS202: WWW.CONCRETESEALERSUSA.COM.

2.03 POLISHED CONCRETE SYSTEM

- A. POLISHED CONCRETE SYSTEM: MATERIALS, EQUIPMENT, AND PROCEDURES DESIGNED AND FURNISHED BY A SINGLE MANUFACTURER TO PRODUCE DENSE POLISHED CONCRETE OF THE SPECIFIED SHEEN.

1. ACCEPTABLE SYSTEMS:

- A. AMERIPOLISH, INC; AMERIPOLISH POLISHED CONCRETE SYSTEM: WWW.AMERIPOLISH.COM.
- B. ARDEX ENGINEERED CEMENTS: WWW.ARDEXAMERICAS.COM.
- C. NOX-CRETE INC; DUROCOLOR SYSTEM: WWW.NOX-CRETE.COM.

PART 3 EXECUTION

3.01 GENERAL

- A. APPLY MATERIALS IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.

3.02 COATING APPLICATION

- A. VERIFY THAT SURFACE IS FREE OF PREVIOUS COATINGS, SEALERS, CURING COMPOUNDS, WATER REPELLENTS, LAITANCE, EFFLORESCENCE, FATS, OILS, GREASE, WAX, SOLUBLE SALTS, RESIDUES FROM CLEANING AGENTS, AND OTHER IMPEDIMENTS TO ADHESION.
- B. PROTECT ADJACENT NON-COATED AREAS FROM DRIPS, OVERFLOW, AND OVERSPRAY; IMMEDIATELY REMOVE EXCESS MATERIAL.
- C. APPLY COATINGS IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS, MATCHING APPROVED MOCK-UPS FOR COLOR, SPECIAL EFFECTS, SEALING AND WORKMANSHIP.

3.03 CONCRETE POLISHING

- A. EXECUTE USING MATERIALS, EQUIPMENT, AND PROCEDURES SPECIFIED BY MANUFACTURER, USING MANUFACTURER APPROVED INSTALLER.
1. FINAL POLISHED SHEEN: SATIN FINISH; OTHER SHEENS ARE INCLUDED AS COMPARISON TO ILLUSTRATE REQUIRED SHEEN; FINAL SHEEN IS BEFORE ADDITION OF ANY SEALER OR COATING, REGARDLESS OF WHETHER THAT IS ALSO SPECIFIED OR NOT.
2. SATIN FINISH: REFLECTING IMAGES FROM SIDE LIGHTING.

DIVISION 5 - METAL

SECTION 054000 COLD-FORMED METAL FRAMING

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. FORMED STEEL STUD INTERIOR WALL FRAMING.

1.02 ADMINISTRATIVE REQUIREMENTS

- A. COORDINATE WITH WORK OF OTHER SECTIONS THAT IS TO BE INSTALLED IN OR ADJACENT TO THE METAL FRAMING SYSTEM, INCLUDING BUT NOT LIMITED TO STRUCTURAL ANCHORS, CLADDING ANCHORS, UTILITIES, INSULATION, AND FIRESTOPPING.

1.03 SUBMITTALS

- A. PRODUCT DATA: PROVIDE MANUFACTURER'S DATA ON FACTORY-MADE FRAMING CONNECTORS, SHOWING COMPLIANCE WITH REQUIREMENTS.
- B. SHOP DRAWINGS: INDICATE COMPONENT DETAILS, FRAMED OPENINGS, BEARING, ANCHORAGE, LOADING, WELDS, AND TYPE AND LOCATION OF FASTENERS, AND ACCESSORIES OR ITEMS REQUIRED OF RELATED WORK.
- C. MANUFACTURER'S INSTALLATION INSTRUCTIONS: INDICATE SPECIAL PROCEDURES, CONDITIONS REQUIRING SPECIAL ATTENTION.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. METAL FRAMING:
 1. CEMCO: WWW.CEMCOSTEEL.COM.
 2. CLARKDIETRICH: WWW.CLARKDIETRICH.COM.
 3. JAIMES INDUSTRIES: WWW.JAIMESIND.COM.
- B. FRAMING CONNECTORS AND ACCESSORIES:
 1. SAME MANUFACTURER AS METAL FRAMING.

2.02 FRAMING SYSTEM

- A. PROVIDE PRIMARY AND SECONDARY FRAMING MEMBERS, BRIDGING, BRACING, PLATES, GUSSETS, CLIPS, FITTINGS, REINFORCEMENT, AND FASTENINGS AS REQUIRED TO PROVIDE A COMPLETE FRAMING SYSTEM.

2.03 FRAMING MATERIALS

- A. STUDS AND TRACK: ASTM C955: STUDS FORMED TO CHANNEL, C- OR SIGMA-SHAPED WITH PUNCHED WEB; U-SHAPED TRACK IN MATCHING NOMINAL WIDTH AND COMPATIBLE HEIGHT.
 1. GAUGE AND DEPTH: AS REQUIRED TO MEET SPECIFIED PERFORMANCE LEVELS.

2.04 FASTENERS

- A. SELF-DRILLING, SELF-TAPPING SCREWS, BOLTS, NUTS AND WASHERS: HOT DIP GALVANIZED PER ASTM A153/A153M.
- B. ANCHORAGE DEVICES: DRILLED EXPANSION BOLTS.

2.05 WALL SHEATHING

- A. GYPSUM BOARD: COMPLYING WITH REQUIREMENTS OF ASTM C1396/C1396M FOR GYPSUM SHEATHING, V-SHAPED LONG EDGES. 5/8 INCH THICK

PART 3 EXECUTION

3.01 INSTALLATION OF STUDS

- A. INSTALL COMPONENTS IN ACCORDANCE WITH MANUFACTURERS' INSTRUCTIONS AND ASTM C1007 REQUIREMENTS.
- B. ALIGN FLOOR AND CEILING TRACKS; LOCATE TO WALL LAYOUT, SECURE IN PLACE WITH FASTENERS AT MAXIMUM 24 INCHES ON CENTER. COORDINATE INSTALLATION OF SEALANT WITH FLOOR AND CEILING TRACKS.

3.02 INSTALLATION OF WALL SHEATHING

- A. INSTALL WALL SHEATHING WITH LONG DIMENSION PERPENDICULAR TO WALL STUDS, WITH ENDS OVER FIRM BEARING AND STAGGERED, USING SELF-TAPPING SCREWS.
 1. PROVIDE STEEL DIAGONAL BRACING AT CORNERS WITH FOAM INSULATION OR GYPSUM BOARD WALL SHEATHING.

DIVISION 6 - WOOD, PLASTICS, & COMPOSITES

SECTION 062000 FINISH CARPENTRY

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. FINISH CARPENTRY ITEMS.

1.02 SUBMITTALS

- A. SHOP DRAWINGS: INDICATE MATERIALS, COMPONENT PROFILES, FASTENING METHODS, JOINTING DETAILS, AND ACCESSORIES.

PART 2 PRODUCTS

2.01 FINISH CARPENTRY ITEMS

- A. QUALITY STANDARD: CUSTOM GRADE, IN ACCORDANCE WITH AWI/AWMAC/WI (AWS) OR AWMAC/WI (NAAWS), UNLESS NOTED OTHERWISE.
- B. INTERIOR WOODWORK ITEMS:
 1. MOLDINGS, BASES, CASINGS, AND MISCELLANEOUS TRIM: CLEAR WHITE PINE; PREPARE FOR PAINT FINISH.
 2. RECEPTION DESK AS DETAILED IN DRAWINGS..

2.02 LUMBER MATERIALS

- A. HARDWOOD LUMBER: WHITE OAK SPECIES, PLAIN SAWN, MAXIMUM MOISTURE CONTENT OF 6 PERCENT; WITH VERTICAL GRAIN, OF QUALITY SUITABLE FOR TRANSPARENT FINISH.

2.03 SHEET MATERIALS

- A. HARDWOOD PLYWOOD: FACE SPECIES AS INDICATED, PLAIN SAWN, BOOK MATCHED, MEDIUM DENSITY FIBERBOARD CORE; HPVA HP-1, FRONT FACE GRADE AA, BACK FACE GRADE 1, GLUE TYPE AS RECOMMENDED FOR APPLICATION.

2.04 PLASTIC LAMINATE MATERIALS

- A. PLASTIC LAMINATE: NEMA LD 3; COLOR AS SELECTED BY ARCHITECT; TEXTURED, LOW GLOSS FINISH.

1. PRODUCTS:

- A. ARBORITE: WWW.ARBORITE.COM.
- B. PANOLAM INDUSTRIES INTERNATIONAL, INC; NEVAMAR STANDARD HPL: WWW.PANOLAM.COM.
- C. PANOLAM INDUSTRIES INTERNATIONAL, INC; PIONITE STANDARD HPL: WWW.PANOLAM.COM.

2.05 FASTENINGS

- A. ADHESIVE FOR PURPOSES OTHER THAN LAMINATE INSTALLATION: SUITABLE FOR THE PURPOSE; NOT CONTAINING FORMALDEHYDE OR OTHER VOLATILE ORGANIC COMPOUNDS.

2.06 ACCESSORIES

- A. ADHESIVE: TYPE RECOMMENDED BY FABRICATOR TO SUIT APPLICATION.

2.07 HARDWARE

- A. HARDWARE: COMPLY WITH BHMA A156.9.

2.08 FABRICATION

- A. SHOP ASSEMBLE WORK FOR DELIVERY TO SITE, PERMITTING PASSAGE THROUGH BUILDING OPENINGS.
- B. CAP EXPOSED PLASTIC LAMINATE FINISH EDGES WITH MATERIAL OF SAME FINISH AND PATTERN.
- C. WHEN NECESSARY TO CUT AND FIT ON SITE, PROVIDE MATERIALS WITH AMPLE ALLOWANCE FOR CUTTING. PROVIDE TRIM FOR SCRIBING AND SITE CUTTING.

PART 3 EXECUTION

3.01 INSTALLATION

- A. INSTALL CUSTOM FABRICATIONS IN ACCORDANCE WITH AWI/AWMAC/WI (AWS) OR AWMAC/WI (NAAWS) REQUIREMENTS FOR GRADE INDICATED.
- B. SET AND SECURE MATERIALS AND COMPONENTS IN PLACE, PLUMB AND LEVEL.
- C. CAREFULLY SCRIBE WORK ABUTTING OTHER COMPONENTS, WITH MAXIMUM GAPS OF 1/32 INCH. DO NOT USE ADDITIONAL OVERLAY TRIM TO CONCEAL LARGER GAPS.

DIVISION 7- THERMAL AND MOISTURE PROTECTION

SECTION 072100 THERMAL & ACOUSTICAL INSULATION

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. BATT INSULATION IN INTERIOR WALL AND CEILING CONSTRUCTION.

1.02 SUBMITTALS

- A. PRODUCT DATA: PROVIDE DATA ON PRODUCT CHARACTERISTICS, PERFORMANCE CRITERIA, AND PRODUCT LIMITATIONS.
- B. MANUFACTURER'S CERTIFICATE: CERTIFY THAT PRODUCTS MEET OR EXCEED SPECIFIED REQUIREMENTS.

PART 2 PRODUCTS

2.01 APPLICATIONS

2.02 BATT INSULATION MATERIALS

- A. WHERE BATT INSULATION IS INDICATED, EITHER GLASS FIBER OR MINERAL FIBER BATT INSULATION MAY BE USED, AT CONTRACTOR'S OPTION.
- B. GLASS FIBER BATT INSULATION: FLEXIBLE PREFORMED BATT OR BLANKET, COMPLYING WITH ASTM C665: FRICTION FIT,
 1. COMBUSTIBILITY: NON-COMBUSTIBLE, WHEN TESTED IN ACCORDANCE WITH ASTM E136, EXCEPT FOR FACING, IF ANY.
 2. THICKNESS: 3 1/2" INCH.
 3. FACING: UNFACED.
 4. WALL ACOUSTICAL REQUIREMENTS: STC 50
5. PRODUCTS:
 - A. CERTAINTED CORPORATION: WWW.CERTAINTED.COM.
 - B. JOHNS MANVILLE: WWW.JM.COM.
 - C. OWENS CORNING CORPORATION: ECOTOUCH PINK FIBERGLAS INSULATION: WWW.OCBUILDINGSPEC.COM.
 - C. MINERAL FIBER BATT INSULATION: FLEXIBLE OR SEMI-RIGID PREFORMED BATT OR BLANKET, COMPLYING WITH ASTM C665: FRICTION FIT; UNFACED FLAME SPREAD INDEX OF 0 (ZERO) WHEN TESTED IN ACCORDANCE WITH ASTM E84.
 1. FLAME SPREAD INDEX: 25 OR LESS, WHEN TESTED IN ACCORDANCE WITH ASTM E84.
 2. SMOKE DEVELOPED INDEX: 0 (ZERO), WHEN TESTED IN ACCORDANCE WITH ASTM E84.
3. PRODUCTS:
 - A. JOHNS MANVILLE: MINWOOL SOUND ATTENUATION FIRE BATTS: WWW.JM.COM.
 - B. KNAUF INSULATION: ECOBATT INSULATION: WWW.KNAUFINSULATION.COM.
 - C. ROCKWOOL (ROXUL, INC); COMFORTBATT: WWW.ROCKWOOL.COM.

SECTION 072100 THERMAL & ACOUSTICAL INSULATION (CONTINUED)

PART 3 EXECUTION

3.01 BATT INSTALLATION

- A. INSTALL INSULATION IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
- B. INSTALL IN EXTERIOR WALL AND ROOF SPACES WITHOUT GAPS OR VOIDS. DO NOT COMPRESS INSULATION.
- C. TRIM INSULATION NEATLY TO FIT SPACES. INSULATE MISCELLANEOUS GAPS AND VOIDS.
- D. FIT INSULATION TIGHTLY IN CAVITIES AND TIGHTLY TO EXTERIOR SIDE OF MECHANICAL AND ELECTRICAL SERVICES WITHIN THE PLANE OF THE INSULATION.

DIVISION 8 - OPENINGS

SECTION 081113 HOLLOW METAL DOORS AND FRAMES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. NON-FIRE-RATED HOLLOW METAL DOORS AND FRAMES.

1.02 SUBMITTALS

- A. PRODUCT DATA: MATERIALS AND DETAILS OF DESIGN AND CONSTRUCTION, HARDWARE LOCATIONS, REINFORCEMENT TYPE AND LOCATIONS, ANCHORAGE AND FASTENING METHODS, AND FINISHES; AND ONE COPY OF REFERENCED STANDARDS/GUIDELINES.
- B. SHOP DRAWINGS: DETAILS OF EACH OPENING, SHOWING ELEVATIONS, GLAZING, FRAME PROFILES, AND ANY INDICATED FINISH REQUIREMENTS.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. HOLLOW METAL DOORS AND FRAMES:

1. CECO DOOR, AN ASSA ABLOY GROUP COMPANY: WWW.ASSAABLOYDSS.COM.
2. CURRIES, AN ASSA ABLOY GROUP COMPANY: WWW.ASSAABLOYDSS.COM.
3. STEELCRAFT, AN ALLEGION BRAND: WWW.ALLEGION.COM.

2.02 PERFORMANCE REQUIREMENTS

- A. REQUIREMENTS FOR HOLLOW METAL DOORS AND FRAMES:
 1. STEEL SHEET, COMPLY WITH ONE OR MORE OF THE FOLLOWING REQUIREMENTS: GALVANNEALED STEEL COMPLYING WITH ASTM A653/A653M, COLD-ROLLED STEEL COMPLYING WITH ASTM A1008/A1008M, OR HOT-ROLLED PICKLED AND OILED (HRPO) STEEL COMPLYING WITH ASTM A1011/A1011M, COMMERCIAL STEEL (CS) TYPE B, FOR EACH.
 2. ACCESSIBILITY: COMPLY WITH ICC A117.1 AND ADA STANDARDS.

2.03 HOLLOW METAL DOORS

- A. DOOR FINISH: FACTORY PRIMED AND FIELD FINISHED.
- B. INTERIOR DOORS, NON-FIRE-RATED:
 1. BASED ON SDI STANDARDS: ANSI/SDI A250.8 (SDI-100).
 - A. LEVEL 1 - STANDARD-DUTY.
 - B. PHYSICAL PERFORMANCE LEVEL C, 250,000 CYCLES; IN ACCORDANCE WITH ANSI/SDI A250.4.
 - C. MODEL 1 - FULL FLUSH.
 - D. DOOR FACE METAL THICKNESS: 20 GAUGE, 0.032 INCH, MINIMUM.
2. DOOR THICKNESS: 1-3/4 INCHES, NOMINAL.

2.04 HOLLOW METAL FRAMES

- A. COMPLY WITH STANDARDS AND/OR CUSTOM GUIDELINES AS INDICATED FOR CORRESPONDING DOOR IN ACCORDANCE WITH APPLICABLE DOOR FRAME REQUIREMENTS.
- B. FRAME FINISH: FACTORY PRIMED AND FIELD FINISHED.
- C. INTERIOR DOOR FRAMES, NON-FIRE RATED: FULL PROFILE/CONTINUOUSLY WELDED TYPE.
 1. TERMINATED STOPS: PROVIDE AT INTERIOR DOORS; CLOSED END STOP TERMINATED 6 INCH, MAXIMUM, ABOVE FLOOR AT 45 DEGREE ANGLE.
2. FRAME METAL THICKNESS: 18 GAUGE, 0.042 INCH, MINIMUM.

2.05 FINISHES

- A. PRIMER: RUST-INHIBITING, COMPLYING WITH ANSI/SDI A250.10, DOOR MANUFACTURER'S STANDARD.
- B. FACTORY FINISH: COMPLYING WITH ANSI/SDI A250.3, MANUFACTURER'S STANDARD COATING.
1. COLOR: AS INDICATED ON DRAWINGS.

PART 3 EXECUTION

3.01 INSTALLATION

- A. INSTALL DOORS AND FRAMES IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS AND RELATED REQUIREMENTS OF SPECIFIED DOOR AND FRAME STANDARDS OR CUSTOM GUIDELINES INDICATED.
 - B. COORDINATE FRAME ANCHOR PLACEMENT WITH WALL CONSTRUCTION.
 - C. TOUCH UP DAMAGED FACTORY FINISHES.
- ##### 3.02 ADJUSTING
- A. ADJUST FOR SMOOTH AND BALANCED DOOR MOVEMENT.

SECTION 081416 FLUSH WOOD DOORS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. FLUSH WOOD DOORS; FLUSH CONFIGURATION; NON-RATED.

1.02 SUBMITTALS

- A. PRODUCT DATA: INDICATE DOOR CORE MATERIALS AND CONSTRUCTION; VENEER SPECIES, TYPE AND CHARACTERISTICS.
- B. SHOP DRAWINGS: SHOW DOORS AND FRAMES, ELEVATIONS, SIZES, TYPES, SWINGS, UNDERCUTS, BEVELING, BLOCKING FOR HARDWARE, FACTORY MACHINING, FACTORY FINISHING, CUTOUTS FOR GLAZING AND OTHER DETAILS.
- C. WARRANTY. EXECUTED IN OWNER'S NAME.

1.03 WARRANTY

- A. INTERIOR DOORS: PROVIDE MANUFACTURER'S WARRANTY FOR THE LIFE OF THE INSTALLATION.
- B. INCLUDE COVERAGE FOR DELAMINATION OF VENEER, WARPING BEYOND SPECIFIED INSTALLATION TOLERANCES, DEFECTIVE MATERIALS, AND TELEGRAPHING CORE CONSTRUCTION.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. HIGH PRESSURE DECORATIVE LAMINATE (HPDL) FACED DOORS:
 1. AMPCO PRODUCTS, INC: WWW.AMPCO.COM.
 2. OREGON DOOR: ARCHITECTURAL SERIES: WWW.OREGONDOOR.COM.
 3. MASONITE ARCHITECTURAL: ASPIRO CHOICE LAMINATE DOORS: WWW.ARCHITECTURAL.MASONITE.COM.

2.02 DOORS

- A. SLIDING BARN DOORS: SEE DRAWINGS FOR LOCATIONS AND ADDITIONAL REQUIREMENTS.
- B. METAL SLIDING DOOR HARDWARE, WITH TRACK, RAILS, ROLLERS, HANDLES, AND FLOOR STOP.
 1. HIGH PRESSURE DECORATIVE LAMINATE (HPDL) FACED DOORS: 5-PLY UNLESS OTHERWISE INDICATED.
- C. INTERIOR DOORS: 1-3/4 INCHES THICK UNLESS OTHERWISE INDICATED; FLUSH CONSTRUCTION.
 1. PROVIDE SOLID CORE DOORS AT EACH LOCATION.
 2. HIGH PRESSURE DECORATIVE LAMINATE (HPDL) FINISH AS INDICATED ON DRAWINGS.

2.03 DOOR AND PANEL CORES

- A. NON-RATED SOLID CORE AND 20 MINUTE RATED DOORS: TYPE PARTICLEBOARD CORE (PC), PLIES AND FACES AS INDICATED.

2.04 DOOR FACINGS

- A. HIGH PRESSURE DECORATIVE LAMINATE (HPDL) FACING FOR NON-FIRE-RATED DOORS: NEMA LD 3, HGS; FINISH SELECT BY ARCHITECT; TEXTURED, LOW GLOSS FINISH.

- B. FACING ADHESIVE: TYPE I - WATERPROOF.

2.05 DOOR CONSTRUCTION

- A. FABRICATE DOORS IN ACCORDANCE WITH DOOR QUALITY STANDARD SPECIFIED.
- B. CORES CONSTRUCTED WITH STILES AND RAILS:
- C. FACTORY MACHINE DOORS FOR HARDWARE OTHER THAN SURFACE-MOUNTED HARDWARE, IN ACCORDANCE WITH HARDWARE REQUIREMENTS AND DIMENSIONS.
- D. FACTORY FIT DOORS FOR FRAME OPENING DIMENSIONS IDENTIFIED ON SHOP DRAWINGS, WITH EDGE CLEARANCES IN ACCORDANCE WITH SPECIFIED QUALITY STANDARD.
- E. PROVIDE EDGE CLEARANCES IN ACCORDANCE WITH THE QUALITY STANDARD SPECIFIED.

2.06

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seal



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GENERAL NOTES &
SPECIFICATIONS

sheet number

A0.2

SECTION 099123 INTERIOR PAINTING (CONTINUED)

1.02 SUBMITTALS

- A. Product Data: Provide complete list of products to be used, with the following information for each:
1. Manufacturer's name, product name and/or catalog number, and general product category (e.g. "alkyd enamel").
 2. MPI product number (e.g. MPI #47).
 3. Cross-reference to specified paint system(s) product is to be used in; include description of each system.
 4. Samples: Submit two painted samples, illustrating selected colors and textures for each color and system selected with specified coats cascaded. Submit on aluminum sheet, 6" by 6" inch in size.
 5. Certification: By manufacturer that paints and finishes comply with VOC limits specified.
- 1.03 MOCK-UP**
- A. Locate where directed by Architect.
 - B. Mock-up may remain as part of the work.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Provide paints and finishes from the same manufacturer to the greatest extent possible.
- B. Paints:
1. Behr Process Corporation: www.behr.com.
 2. Cloverdale Paint, Brand Products of Rodda Paint Company: www.cloverdalepaint.com.
 3. Sherwin-Williams Company: www.sherwin-williams.com.
 4. Primer Sealers: Same manufacturer as top coats.

2.02 PAINTS AND FINISHES - GENERAL

- A. Paints and Finishes: Ready mixed, unless intended to be a field-catalyzed paint.
1. Provide paints and finishes of a soft paste consistency, capable of being readily and uniformly dispersed to a homogeneous coating, with good flow and brushing properties, and capable of drying or curing free of streaks or sags.
 2. Supply each paint material in quantity required to complete entire project's work from a single production run.
 3. Do not reduce, thin, or dilute paint or finishes or add materials unless such procedure is specifically described in manufacturer's product instructions.

2.03 PAINT SYSTEMS - INTERIOR

- A. Interior Surfaces to be Painted, Unless Otherwise Indicated: Including gypsum board, wood, uncoated steel, and shop primed steel.
1. Two top coats and one coat primer.
 2. Top Coat(s): High Performance Architectural Interior Latex; MPI # 138, 139, 140, or 141.
 3. Primer: As recommended by top coat manufacturer for specific substrate.
 4. Medium Duty Door/Trim: For surfaces subject to frequent contact by occupants, including metals and wood:
 1. Two top coats and one coat primer.
 2. Top Coat(s): High Performance Architectural Interior Latex; MPI # 138, 139, 140, or 141.
 3. Primer: As recommended by top coat manufacturer for specific substrate.

2.04 PRIMERS

- A. Primers: Provide the following unless other primer is required or recommended by manufacturer of top coats.
1. Interior Drywall Primer Sealer.
 - a. Products:
 - 1) Behr Premium Plus Interior Drywall Primer and Sealer [No. 73].
 - 2) Rodda Vapor Block Interior Perm Rated Latex Primer/Sealer, 507901.
 - 3) Vista Paint Corporation; 140 PVA Sealer: www.vistapaint.com.

2.05 ACCESSORY MATERIALS

- A. Accessory Materials: Provide primers, sealers, cleaning agents, cleaning cloths, sanding materials, and clean-up materials as required for final completion of painted surfaces.
1. Patching Material: Latex filler.
 2. Fastener Head Cover Material: Latex filler.

PART 3 EXECUTION

3.01 PREPARATION

- A. Clean surfaces thoroughly and correct defects prior to application.
- B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
- C. Remove or mask surface appurtenances, including electrical plates, hardware, light fixture trim, escutcheons, and fittings, prior to preparing surfaces or finishing.
- D. Seal surfaces that might cause bleed through or staining of topcoat.
- E. Gypsum Board: Fill minor defects with filler compound. Spot prime defects after repair.
- F. Wood Surfaces to Receive Opaque Finish: Wipe off dust and grit prior to priming. Seal knots, pitch streaks, and sappy sections with sealer. Fill nail holes and cracks after primer has dried; sand between coats. Back prime concealed surfaces before installation.
- 3.02 APPLICATION**
- A. Apply products in accordance with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual".
- B. Do not apply finishes to surfaces that are not dry. Allow applied coats to dry before next coat is applied.
 - C. Apply each coat to uniform appearance in thicknesses specified by manufacturer.
 - D. Sand wood and metal surfaces lightly between coats to achieve required finish.
 - E. Vacuum clean surfaces of loose particles. Use tack cloth to remove dust and particles just prior to applying next coat.
 - F. Reinstall electrical cover plates, hardware, light fixture trim, escutcheons, and fittings removed prior to finishing.

3.03 PROTECTION

- A. Protect finishes until completion of project.
- B. Touch-up damaged finishes after Substantial Completion.

DIVISION 10 - SPECIALTIES

SECTION 101400 SIGNAGE

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. ROOM AND DOOR SIGNS.

1.02 FIELD CONDITIONS

- A. DO NOT INSTALL TAPE ADHESIVE WHEN AMBIENT TEMPERATURE IS LOWER THAN RECOMMENDED BY MANUFACTURER.
- B. MAINTAIN THIS MINIMUM TEMPERATURE DURING AND AFTER INSTALLATION OF SIGNS.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. FLAT SIGNS:
1. BEST SIGN SYSTEMS, INC.: WWW.BESTSIGNS.COM.
 2. COSCO INDUSTRIES (ADA SIGNS); ADA SERIES 1: WWW.COSCOARCHITECTURALSIGNS.COM.
 3. FASTSIGNS: WWW.FASTSIGNS.COM.
- B. PLAQUES:
1. COSCO INDUSTRIES; CAST ALUMINUM: WWW.COSCOARCHITECTURALSIGNS.COM
 2. FASTSIGNS: WWW.FASTSIGNS.COM
 3. BEST SIGN SYSTEMS, INC.: WWW.BESTSIGNS.COM..

2.02 SIGNAGE APPLICATIONS

- A. ACCESSIBILITY COMPLIANCE: SIGNS ARE REQUIRED TO COMPLY WITH ADA STANDARDS AND ICC A117.1, UNLESS OTHERWISE INDICATED; IN THE EVENT OF CONFLICTING REQUIREMENTS, COMPLY WITH THE MOST COMPREHENSIVE AND SPECIFIC REQUIREMENTS.
- B. ROOM AND DOOR SIGNS: PROVIDE A SIGN FOR EVERY DOORWAY, WHETHER IT HAS A DOOR OR NOT, NOT INCLUDING CORRIDORS, LOBBIES, AND SIMILAR OPEN AREAS.
1. SIGN TYPE: FLAT SIGNS WITH ENGRAVED PANEL MEDIA AS SPECIFIED.
 2. PROVIDE "TACTILE" SIGNAGE, WITH LETTERS RAISED MINIMUM 1/32 INCH AND GRADE II BRAILLE.
 3. CHARACTER HEIGHT: 1 INCH.
 4. SIGN HEIGHT: 6" INCHES, UNLESS OTHERWISE INDICATED.
 5. OFFICE DOORS: IDENTIFY WITH ROOM NUMBERS TO BE DETERMINED LATER, NOT THE NUMBERS INDICATED ON DRAWINGS; IN ADDITION, PROVIDE "WINDOW" SECTION FOR REPLACEABLE OCCUPANT NAME.
 6. CONFERENCE AND MEETING ROOMS: IDENTIFY WITH ROOM NUMBERS TO BE DETERMINED LATER, NOT THE NUMBERS INDICATED ON DRAWINGS; IN ADDITION, PROVIDE "WINDOW" SECTION WITH SLIDING "IN USE/VACANT" INDICATOR.
 7. SERVICE ROOMS: IDENTIFY WITH ROOM NAMES AND NUMBERS TO BE DETERMINED LATER, NOT THOSE INDICATED ON DRAWINGS.

2.03 SIGN TYPES

- A. FLAT SIGNS: SIGNAGE MEDIA IN ALUMINUM FRAME.
1. CORNERS: SQUARE.
 2. FRAME FINISH: NATURAL (CLEAR) ANODIZED.
 3. WALL MOUNTING OF ONE-SIDED SIGNS: TAPE ADHESIVE.
 4. COLOR AND FONT: UNLESS OTHERWISE INDICATED:
 1. CHARACTER FONT: HELVETICA, ARIAL, OR OTHER SANS SERIF FONT.
 2. CHARACTER CASE: UPPER CASE ONLY.
 3. BACKGROUND COLOR: CLEAR.
 4. CHARACTER COLOR: CONTRASTING COLOR.

2.04 TACTILE SIGNAGE MEDIA

- A. ENGRAVED PANELS: LAMINATED COLORED PLASTIC; ENGRAVED THROUGH FACE TO EXPOSE CORE AS BACKGROUND COLOR:
1. TOTAL THICKNESS: 1/16 INCH.

SECTION 084313 ALUMINUM-FRAMED STOREFRONTS (CONTINUED)

- E. PROVIDE THERMAL ISOLATION WHERE COMPONENTS PENETRATE OR DISRUPT BUILDING INSULATION.
- F. INSTALL SILL FLASHINGS. TURN UP ENDS AND EDGES; SEAL TO ADJACENT WORK TO FORM WATER TIGHT DAM.
- G. WHERE FASTENERS PENETRATE SILL FLASHINGS, MAKE WATERTIGHT BY SEATING AND SEALING FASTENER HEADS TO SILL FLASHING.
- H. PACK FIBROUS INSULATION IN SHIM SPACES AT PERIMETER OF ASSEMBLY TO MAINTAIN CONTINUITY OF THERMAL BARRIER.
- I. SET THRESHOLDS IN BED OF SEALANT AND SECURE.
- J. INSTALL HARDWARE USING TEMPLATES PROVIDED.
- K. TOUCH-UP MINOR DAMAGE TO FACTORY APPLIED FINISH; REPLACE COMPONENTS THAT CANNOT BE SATISFACTORILY REPAIRED.

3.02 ADJUSTING

- A. ADJUST OPERATING HARDWARE AND SASH FOR SMOOTH OPERATION.

DIVISION 9- FINISHES

SECTION 095100 ACOUSTICAL CEILINGS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. SHOP DRAWINGS: INDICATE GRID LAYOUT AND RELATED DIMENSIONING AND MECHANICAL AND ELECTRICAL ITEMS INSTALLED IN THE CEILING.
- B. PRODUCT DATA: PROVIDE DATA ON SUSPENSION SYSTEM COMPONENTS AND ACOUSTICAL UNITS.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. ACOUSTIC TILES/PANELS:
1. ARMSTRONG WORLD INDUSTRIES, INC.: WWW.ARMSTRONGCEILINGS.COM.
 2. CERTAINTED CORPORATION: WWW.CERTAINTED.COM.
 3. USG CORPORATION: WWW.USG.COM/CEILING.

2.02 ACOUSTICAL UNITS

- A. ACOUSTICAL UNITS - GENERAL: ASTM E1264, CLASS A.
- B. ACOUSTICAL PANELS: PAINTED MINERAL FIBER, WITH THE FOLLOWING CHARACTERISTICS:
1. CLASSIFICATION: ASTM E1264 TYPE III.
 - a. FORM: 1. MODULAR.
 - B. PATTERN: "A" - PERFORATED, REGULARLY SPACED LARGE HOLES.
 2. SIZE: 24 BY 24 INCHES.
 3. THICKNESS: 3/4 INCH.
 4. PANEL EDGE: SQUARE.
 5. COLOR: WHITE.
 6. SUSPENSION SYSTEM: EXPOSED GRID.

2.03 SUSPENSION SYSTEMS

- A. METAL SUSPENSION SYSTEMS - GENERAL: COMPLYING WITH ASTM C635/C635M; DIE CUT AND INTERLOCKING COMPONENTS, WITH PERIMETER MOLDINGS, HOLD DOWN CLIPS, STABILIZER BARS, CLIPS, AND SPLICES AS REQUIRED.
1. MATERIALS:
- A. ALUMINUM GRID: ALUMINUM SHEET, ASTM B209 (ASTM B209M).

2.04 ACCESSORIES

- A. SUPPORT CHANNELS AND HANGERS: GALVANIZED STEEL; SIZE AND TYPE TO SUIT APPLICATION, SEISMIC REQUIREMENTS, AND CEILING SYSTEM FLATNESS REQUIREMENT SPECIFIED.
- B. HANGER WIRE: 12 GAUGE, 0.08 INCH GALVANIZED STEEL WIRE.
- C. PERIMETER MOLDINGS: SAME METAL AND FINISH AS GRID.

PART 3 EXECUTION

3.01 PREPARATION

- A. INSTALL AFTER MAJOR ABOVE-CEILING WORK IS COMPLETE.
- B. COORDINATE THE LOCATION OF HANGERS WITH OTHER WORK.

3.02 INSTALLATION - SUSPENSION SYSTEM

- A. RIGIDLY SECURE SYSTEM, INCLUDING INTEGRAL MECHANICAL AND ELECTRICAL COMPONENTS, FOR MAXIMUM DEFLECTION OF 1/360.
- B. PERIMETER MOLDING: INSTALL AT INTERSECTION OF CEILING AND VERTICAL SURFACES AND AT JUNCTIONS WITH OTHER INTERRUPTIONS.
1. USE LONGEST PRACTICAL LENGTHS.
- C. SUSPENSION SYSTEM, NON-SEISMIC: HANG SUSPENSION SYSTEM INDEPENDENT OF WALLS, COLUMNS, DUCTS, PIPES AND CONDUIT, WHERE CARRYING MEMBERS ARE SPLICED, AVOID VISIBLE DISPLACEMENT OF FACE PLANE OF ADJACENT MEMBERS.
- D. WHERE DUCTS OR OTHER EQUIPMENT PREVENT THE REGULAR SPACING OF HANGERS, REINFORCE THE NEAREST AFFECTED HANGERS AND RELATED CARRYING CHANNELS TO SPAN THE EXTRA DISTANCE.
- E. DO NOT SUPPORT COMPONENTS ON MAIN RUNNERS OR CROSS RUNNERS IF WEIGHT CAUSES TOTAL DEAD LOAD TO EXCEED DEFLECTION CAPABILITY.
- F. SUPPORT FIXTURE LOADS USING SUPPLEMENTARY HANGERS LOCATED WITHIN 6 INCHES OF EACH CORNER, OR SUPPORT COMPONENTS INDEPENDENTLY.
- G. DO NOT ECCENTRICALLY LOAD SYSTEM OR INDUCE ROTATION OF RUNNERS.

3.03 INSTALLATION - ACOUSTICAL UNITS

- A. INSTALL ACOUSTICAL UNITS IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
- B. FIT ACOUSTICAL UNITS IN PLACE, FREE FROM DAMAGED EDGES OR OTHER DEFECTS DETRIMENTAL TO APPEARANCE AND FUNCTION.
- C. FIT BORDER TRIM NEATLY AGAINST ABUTTING SURFACES.
- D. INSTALL ACOUSTICAL UNITS LEVEL, IN UNIFORM PLANE, AND FREE FROM TWIST, WARP, AND DENTS.
- E. CUTTING ACOUSTICAL UNITS:
1. MAKE FIELD CUT EDGES OF SAME PROFILE AS FACTORY EDGES.

SECTION 097200 WALL COVERINGS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. WALL COVERING.

1.02 SUBMITTALS

- A. PRODUCT DATA: PROVIDE DATA ON WALL COVERING AND ADHESIVE.
- B. SHOP DRAWINGS: INDICATE WALL ELEVATIONS WITH SEAMING LAYOUT.

PART 2 PRODUCTS

2.01 WALL COVERINGS

- A. GENERAL REQUIREMENTS:
1. SURFACE BURNING CHARACTERISTICS: FLAME SPREAD/SMOKE DEVELOPED INDEX OF 25/50, MAXIMUM, WHEN TESTED IN ACCORDANCE WITH ASTM E84.
 - B. WALL COVERING: 10'-0" TALL X 40'-0" LONG, 2 MIL OPAQUE FILM, GRAPHIC WRAP.
 1. PATTERN: GRAPHIC SELECTED BY CITY OF STOCKBRIDGE.
 2. SURFACE TEXTURE: SMOOTH.
 - C. ADHESIVE: TYPE RECOMMENDED BY WALL COVERING MANUFACTURER TO SUIT APPLICATION TO SUBSTRATE.

PART 3 EXECUTION

3.01 EXAMINATION

- A. VERIFY THAT SUBSTRATE SURFACES ARE PRIME PAINTED AND READY TO RECEIVE WORK, AND COMPLY WITH REQUIREMENTS OF WALL COVERING MANUFACTURER.

3.02 PREPARATION

- A. WASH IMPERVIOUS SURFACES WITH TETRA-SODIUM PHOSPHATE, RINSE AND NEUTRALIZE; WIPE DRY.
- B. SURFACE APPURTENANCES: REMOVE OR MASK ELECTRICAL PLATES, HARDWARE, LIGHT FIXTURE TRIM, ESCUTCHEONS, AND FITTINGS PRIOR TO PREPARING SURFACES OR FINISHING.

3.03 INSTALLATION

- A. APPLY ADHESIVE AND WALL COVERING IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
- C. APPLY WALL COVERING IMMEDIATELY PRIOR TO APPLICATION OF WALL COVERING.
- C. APPLY WALL COVERING SMOOTH, WITHOUT WRINKLES, GAPS OR OVERLAPS. ELIMINATE AIR POCKETS AND ENSURE FULL BOND TO SUBSTRATE SURFACE.
- D. BUTT EDGES TIGHTLY.
- E. HORIZONTAL SEAMS ARE NOT ACCEPTABLE.
- F. REMOVE EXCESS ADHESIVE WHILE WET FROM SEAM BEFORE PROCEEDING TO NEXT WALL COVERING SHEET. WIPE CLEAN WITH DRY CLOTH.
5. Floors, unless specifically indicated.
6. Glass.
7. Concealed pipes, ducts, and conduits.

SECTION 099123 INTERIOR PAINTING

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Surface preparation.
- B. Field application of paints.
- C. Scope: Finish interior surfaces exposed to view, unless fully factory-finished and unless otherwise indicated.
- D. Do Not Paint or Finish the Following Items:
1. Items factory-finished unless otherwise indicated; materials and products having factory-applied primers are not considered factory finished.
 2. Items indicated to receive other finishes.
 3. Items indicated to remain unfinished.
 4. Fire rating labels, equipment serial number and capacity labels, bar code labels, and operating parts of equipment.
 5. Floors, unless specifically indicated.
 6. Glass.
 7. Concealed pipes, ducts, and conduits.

SECTION 083223 SLIDING AND FOLDING GLAZED WALLS AND DOORS (CONTINUED)

1.02 SUBMITTALS

- A. PRODUCT DATA: PROVIDE INFORMATION ON DIMENSIONS, FRAME AND SILL CONSTRUCTION, GLAZING, AND HARDWARE.
- B. SHOP DRAWINGS: INDICATE OPENING DIMENSIONS, ELEVATIONS OF DIFFERENT TYPES, AND FRAMED OPENING TOLERANCES.
- C. WARRANTY DOCUMENTATION: SUBMIT MANUFACTURER WARRANTY AND ENSURE THAT FORMS HAVE BEEN COMPLETED IN OWNER'S NAME AND REGISTERED WITH MANUFACTURER.
- 1.03 WARRANTY**
- A. CORRECT DEFECTIVE WORK WITHIN A FIVE YEAR PERIOD AFTER DATE OF SUBSTANTIAL COMPLETION.
- B. PROVIDE FIVE YEAR MANUFACTURER WARRANTY AGAINST FAILURE OF GLASS SEAL ON INSULATING GLASS UNITS, INCLUDING INTERPANE DUSTING OR MISTING, INCLUDE PROVISION FOR REPLACEMENT OF FAILED UNITS.
- C. PROVIDE FIVE YEAR MANUFACTURER WARRANTY AGAINST EXCESSIVE DEGRADATION OF EXTERIOR FINISH. INCLUDE PROVISION FOR REPLACEMENT OF UNITS WITH EXCESSIVE FADING, CHALKING, OR FLAKING.

PART 2 PRODUCTS

2.01 BASIS OF DESIGN - ALUMINUM PANEL FRAME

- A. TOP HUNG, NON-THERMALLY BROKEN, WITH MONOLITHIC GLAZING:
1. BASIS OF DESIGN: NANAWALL SL45.
- B. OTHER MANUFACTURERS: PROVIDE EITHER PRODUCT IDENTIFIED AS "BASIS OF DESIGN" OR AN EQUIVALENT PRODUCT OF ANOTHER MANUFACTURER.

2.02 SLIDING AND FOLDING GLAZED DOORS AND WALLS

- A. GLAZED ALUMINUM SLIDING AND PIVOTING WALL PANEL SYSTEMS: EXTRUDED ALUMINUM SLIDING AND FIXED WALL PANEL FRAMES, FACTORY FABRICATED; COMPLETE WITH SILL, FLASHINGS, AND SUPPORT AND ANCHORAGE DEVICES.
1. CONFIGURATION: INTERIOR, INWARD OPENING, RIGHT STACKING, WITH LOCKING SWING PANEL DOOR.
 2. SUPPORT SYSTEM: TOP HUNG.
 3. SEALS: RUBBER, AUTOMATICALLY EXTENDING FROM TOP AND BOTTOM RAILS.
 4. ALUMINUM FRAMES: FACTORY FINISHED; MANUFACTURER'S STANDARD CORNER CONSTRUCTION; NON-THERMALLY BROKEN.
 5. DRAINAGE: PROVIDE DRAINAGE TO EXTERIOR FOR MOISTURE ENTERING JOINTS AND GLAZING SPACES AND FOR CONDENSATION OCCURRING WITHIN FRAME CONSTRUCTION.
 6. GLASS STOPS: SAME MATERIAL AND COLOR AS FRAME.
 7. ALUMINUM FRAME FINISH: PVDF COATING IN ACCORDANCE WITH AAMA 2605.
 8. GLAZING: SINGLE GLAZED, FULLY TEMPERED, WITH GLASS THICKNESS 1/4 INCH.
 - C. SLIDING WALL PANEL HARDWARE: MANUFACTURER'S STANDARD HARDWARE INCLUDING CARRIAGES WITH SEALED BALL BEARING ROLLERS, AND TOP OR BOTTOM TRACKS.
 1. DOOR HARDWARE: PULL HANDLE.
 2. LOCKING MECHANISMS: MINIMUM TWO-POINT DEADBOLT LOCKING OF EACH PANEL; MANUFACTURER'S STANDARD TYPE.
 3. EXPOSED HARDWARE FINISH: MANUFACTURER'S STANDARD.
- 2.03 FACTORY ASSEMBLY**
- A. FACTORY ASSEMBLY SLIDING/FOLDING OPERABLE PANEL FRAMES AS SINGLE UNIT, INCLUDING HEAD, JAMBS, AND BOTTOM SECTIONS; PROVIDE CONCEALED FASTENERS.
1. SIZES: ALLOW FOR TOLERANCES OF ROUGH FRAMED OPENINGS, CLEARANCES, AND SHIMS AT PERIMETER OF ASSEMBLIES.
 2. JOINTS AND CORNERS: FLUSH, HAIRLINE AND WATERPROOF, ACCURATELY FITTED AND SECURED; PREPARED TO RECEIVE ANCHORS; FASTENERS AND ATTACHMENTS CONCEALED FROM VIEW; REINFORCED AS REQUIRED FOR IMPOSED LOADS.
 3. GLAZING: FACTORY INSTALLED.

SECTION 084313 ALUMINUM-FRAMED STOREFRONTS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. ALUMINUM-FRAMED STOREFRONT, WITH VISION GLASS.
- B. ALUMINUM DOORS AND FRAMES.

1.02 SUBMITTALS

- A. PRODUCT DATA: PROVIDE COMPONENT DIMENSIONS, DESCRIBE COMPONENTS WITHIN ASSEMBLY, ANCHORAGE AND FASTENERS, GLASS AND INFILL, DOOR HARDWARE, AND INTERNAL DRAINAGE DETAILS.
- B. SHOP DRAWINGS: INDICATE SYSTEM DIMENSIONS, FRAMED OPENING REQUIREMENTS AND TOLERANCES, AFFECTED RELATED WORK, EXPANSION AND CONTRACTION, JOINT LOCATION AND DETAILS, AND FIELD WELDING REQUIRED.
- C. HARDWARE SCHEDULE: COMPLETE ITEMIZATION OF EACH ITEM OF HARDWARE TO BE PROVIDED FOR EACH DOOR, CROSS-REFERENCED TO DOOR IDENTIFICATION NUMBERS IN CONTRACT DOCUMENTS.
- 1.03 WARRANTY**
- A. CORRECT DEFECTIVE WORK WITHIN A FIVE YEAR PERIOD AFTER DATE OF SUBSTANTIAL COMPLETION.
- B. PROVIDE FIVE YEAR MANUFACTURER WARRANTY AGAINST FAILURE OF GLASS SEAL ON INSULATING GLASS UNITS, INCLUDING INTERPANE DUSTING OR MISTING, INCLUDE PROVISION FOR REPLACEMENT OF FAILED UNITS.
- C. PROVIDE FIVE YEAR MANUFACTURER WARRANTY AGAINST EXCESSIVE DEGRADATION OF EXTERIOR FINISH. INCLUDE PROVISION FOR REPLACEMENT OF UNITS WITH EXCESSIVE FADING, CHALKING, OR FLAKING.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. ALUMINUM-FRAMED STOREFRONTS MANUFACTURERS:
1. ARCADIA, INC.: WWW.ARCADIAINC.COM.
 2. KAWNEER NORTH AMERICA: WWW.KAWNEER.COM.
 3. OLDCASTLE BUILDING ENVELOPE: WWW.OLDCASTLEB.COM.

2.02 ALUMINUM-FRAMED STOREFRONT

- A. ALUMINUM-FRAMED STOREFRONT: FACTORY FABRICATED, FACTORY FINISHED ALUMINUM FRAMING MEMBERS WITH INFILL, AND RELATED FLASHINGS, ANCHORAGE AND ATTACHMENT DEVICES.
1. EXTERIOR GLAZING RABBIT: FOR 1 INCH INSULATING GLAZING.
 2. INTERIOR GLAZING RABBIT: FOR 1/4 INCH MONOLITHIC GLAZING.
 3. GLAZING POSITION: CENTERED (FRONT TO BACK).
 4. VERTICAL MULLION DIMENSIONS: 2 INCHES WIDE BY 4-1/2 INCHES DEEP.
 5. FINISH: SUPERIOR PERFORMING ORGANIC COATINGS.
 - A. FACTORY FINISH ALL SURFACES THAT WILL BE EXPOSED IN COMPLETED ASSEMBLIES.
 - B. TOUCH-UP SURFACES CUT DURING FABRICATION SO THAT NO NATURAL ALUMINUM IS VISIBLE IN COMPLETED ASSEMBLIES, INCLUDING JOINT EDGES.
 6. FABRICATION: JOINTS AND CORNERS FLUSH, HAIRLINE, AND WEATHERPROOF, ACCURATELY FITTED AND SECURED; PREPARED TO RECEIVE ANCHORS AND HARDWARE; FASTENERS AND ATTACHMENTS CONCEALED FROM VIEW; REINFORCED AS REQUIRED FOR IMPOSED LOADS.
 7. SYSTEM INTERNAL DRAINAGE: DRAIN TO THE EXTERIOR BY MEANS OF A WEEP DRAINAGE NETWORK ANY WATER ENTERING JOINTS, CONDENSATION OCCURRING IN GLAZING CHANNEL, AND MIGRATING MOISTURE OCCURRING WITHIN SYSTEM.
 8. EXPANSION/CONTRACTION: PROVIDE FOR EXPANSION AND CONTRACTION WITHIN SYSTEM COMPONENTS CAUSED BY CYCLING TEMPERATURE RANGE OF 170 DEGREES F OVER A 12 HOUR PERIOD WITHOUT CAUSING DETRIMENTAL EFFECT TO SYSTEM COMPONENTS, ANCHORAGES, AND OTHER BUILDING ELEMENTS.
 9. MOVEMENT: ALLOW FOR MOVEMENT BETWEEN STOREFRONT AND ADJACENT CONSTRUCTION, WITHOUT DAMAGE TO COMPONENTS OR DETERIORATION OF SEALS.
 10. PERIMETER CLEARANCE: MINIMIZE SPACE BETWEEN FRAMING MEMBERS AND ADJACENT CONSTRUCTION WHILE ALLOWING EXPECTED MOVEMENT.
- 2.03 PERFORMANCE REQUIREMENTS**
- A. WIND LOADS: DESIGN AND SIZE COMPONENTS TO WITHSTAND THE SPECIFIED LOAD REQUIREMENTS WITHOUT DAMAGE OR PERMANENT SET, WHEN TESTED IN ACCORDANCE WITH ASTM E330/E330M, USING LOADS 1.5 TIMES THE DESIGN WIND LOADS AND 10 SECOND DURATION OF MAXIMUM LOAD.
1. MEMBER DEFLECTION: LIMIT MEMBER DEFLECTION TO FLEXURE LIMIT OF GLASS IN ANY DIRECTION, WITH FULL RECOVERY OF GLAZING MATERIALS.
- B. AIR LEAKAGE: 0.06 CFM/SQ FT MAXIMUM LEAKAGE OF STOREFRONT WALL AREA WHEN TESTED IN ACCORDANCE WITH ASTM E283/E283M AT 1.57 PSF PRESSURE DIFFERENCE.

2.04 COMPONENTS

- A. ALUMINUM FRAMING MEMBERS: TUBULAR ALUMINUM SECTIONS, DRAINAGE HOLES AND INTERNAL WEEP DRAINAGE SYSTEM.
1. GLAZING STOPS: FLUSH.
 - B. SWING DOORS: GLAZED ALUMINUM.

2.05 MATERIALS

- A. EXTRUDED ALUMINUM: ASTM B221 (ASTM B221M).
- B. FASTENERS: STAINLESS STEEL.
- C. GLAZING GASKETS: TYPE TO SUIT APPLICATION TO ACHIEVE WEATHER, MOISTURE, AND AIR INFILTRATION REQUIREMENTS.

2.06 FINISHES

- A. CLASS II NATURAL ANODIZED FINISH: AAMA 611 AA-M12C22A31 CLEAR ANODIC COATING NOT LESS THAN 0.4 MILS THICK.

2.07 HARDWARE

- A. FOR EACH DOOR, INCLUDE WEATHERSTRIPPING, SILL SWEEP STRIP, AND THRESHOLD.
- B. OTHER DOOR HARDWARE: STOREFRONT MANUFACTURER'S STANDARD TYPE TO SUIT APPLICATION.
1. FINISH ON HAND-CONTACTED ITEMS: POLISHED STAINLESS STEEL.
 2. FOR EACH DOOR, INCLUDE BUTT HINGES, PIVOTS, PUSH HANDLE, PULL HANDLE, EXIT DEVICE, NARROW STILE HANDLE LATCH, AND CLOSER.

PART 3 EXECUTION

3.01 INSTALLATION

- A. INSTALL WALL SYSTEM IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
- B. ATTACH TO STRUCTURE TO PERMIT SUFFICIENT ADJUSTMENT TO ACCOMMODATE CONSTRUCTION TOLERANCES AND OTHER IRREGULARITIES.
- C. PROVIDE ALIGNMENT ATTACHMENTS AND SHIMS TO PERMANENTLY FASTEN SYSTEM TO BUILDING STRUCTURE.
- D. ALIGN ASSEMBLY PLUMB AND LEVEL, FREE OF WARP OR TWIST, MAINTAIN ASSEMBLY DIMENSIONAL TOLERANCES, ALIGNING WITH ADJACENT WORK.

DIVISION 12 - FURNISHINGS	
SECTION 123200 MANUFACTURED WOOD CASEWORK	
PART 1 GENERAL 1.01 SECTION INCLUDES A. MANUFACTURED STANDARD AND CUSTOM CASEWORK, WITH CABINET HARDWARE. B. COUNTERTOPS. 1.02 DEFINITIONS A. CONCEALED: SLEEPERS, WEB FRAMES, DUST PANELS AND OTHER SURFACES NOT GENERALLY VISIBLE AFTER INSTALLATION AND CABINETS LESS THAN 30 INCHES ABOVE FINISHED FLOOR. 1.03 SUBMITTALS A. SHOP DRAWINGS: INDICATE CASEWORK TYPES, SIZES, AND LOCATIONS, USING LARGE SCALE PLANS, ELEVATIONS, AND CROSS SECTIONS. INCLUDE ROUGH-IN AND ANCHORS AND REINFORCEMENTS, PLACEMENT DIMENSIONS AND TOLERANCES, CLEARANCES REQUIRED, AND KEYING INFORMATION. B. SAMPLES FOR FINISH SELECTION: FULLY FINISHED, FOR FINISH SELECTION. MINIMUM SAMPLE SIZE: 2 INCHES BY 3 INCHES. 1. PLASTIC LAMINATE SAMPLES, FOR COLOR, TEXTURE, AND FINISH SELECTION. C. MAINTENANCE DATA; MANUFACTURER'S RECOMMENDATIONS FOR CARE AND CLEANING. D. FINISH TOUCH-UP KIT FOR EACH TYPE AND COLOR OF MATERIALS PROVIDED. 1.04 WARRANTY A. CORRECT DEFECTIVE WORK WITHIN A FIVE YEAR PERIOD AFTER DATE OF SUBSTANTIAL COMPLETION, AT NO ADDITIONAL COST TO OWNER. DEFECTS INCLUDE, BUT ARE NOT LIMITED TO: 1. RUPTURED, CRACKED, OR STAINED FINISH COATING. 2. DISCOLORATION OR LACK OF FINISH INTEGRITY. 3. CRACKING OR PEELING OF FINISH. 4. DELAMINATION OF COMPONENTS. 5. FAILURE OF ADHESIVES. 6. FAILURE OF HARDWARE. PART 2 PRODUCTS 2.01 MANUFACTURERS A. PLASTIC LAMINATE CASEWORK: 1. CASE SYSTEMS: WWW.CASESYSTEMS.COM. 2. DIVERSIFIED FIXTURE: WWW.DIVERSIFIEDFIXTURE.COM. 3. LABSCAPE LLC: WWW.LABSCAPE.COM. B. OBTAIN CASEWORK FROM SINGLE SOURCE AND MANUFACTURER, UNLESS OTHERWISE INDICATED. 2.02 CASEWORK, GENERAL A. QUALITY STANDARD: AWI/AWMAC/WI (AWS), UNLESS NOTED OTHERWISE. B. PLASTIC LAMINATE FACED CABINETS: CUSTOM GRADE. 2.03 FABRICATION A. ASSEMBLY: SHOP ASSEMBLE CASEWORK ITEMS FOR DELIVERY TO SITE IN UNITS EASILY HANDLED AND TO PERMIT PASSAGE THROUGH BUILDING OPENINGS. B. CONSTRUCTION: AS REQUIRED FOR SELECTED GRADE. C. EDGING: FIT SHELVES, DOORS, AND EXPOSED EDGES WITH SPECIFIED EDGING. DO NOT USE MORE THAN ONE PIECE FOR ANY SINGLE LENGTH. 2.04 PLASTIC-LAMINATE-CLAD CASEWORK A. PLASTIC-LAMINATE-CLAD CASEWORK: SOLID WOOD AND WOOD PANEL CONSTRUCTION; EACH UNIT SELF-CONTAINED AND NOT DEPENDENT ON ADJACENT UNITS OR BUILDING STRUCTURE FOR RIGIDITY; IN SIZES NECESSARY TO AVOID FIELD CUTTING EXCEPT FOR SCRIBES AND FILLER PANELS. INCLUDE ADJUSTABLE LEVELERS FOR BASE AND TALL CABINETS. 1. STYLE: FLUSH OVERLAY, EASE DOORS AND DRAWER FRONTS SLIGHTLY AT EDGES. 2. CABINET NOMINAL DIMENSIONS: UNLESS OTHERWISE INDICATED, PROVIDE CABINETS OF WIDTHS AND HEIGHTS INDICATED ON DRAWINGS, AND WITH FOLLOWING FRONT-TO-BACK DIMENSIONS: A. BASE CABINETS: 22 INCHES. B. TALL CABINETS: 22 INCHES. C. WALL CABINETS: 16 INCHES. 3. PLASTIC LAMINATE: APPLY PLASTIC LAMINATE FINISH IN FULL UNINTERRUPTED SHEETS CONSISTENT WITH MANUFACTURED SIZES. FIT CORNERS AND JOINTS HAIRLINE. A. FINISH: MATTIE OR SUEDE. GLOSS RATING OF 5 TO 20. B. SURFACE COLOR AND PATTERN: AS SELECTED BY ARCHITECT FROM MANUFACTURER'S FULL LINE. 2.05 COUNTERTOPS A. PLASTIC LAMINATE COUNTERTOPS: HIGH PRESSURE DECORATIVE LAMINATE SHEET BONDED TO SUBSTRATE. 1. MANUFACTURER'S STANDARD CONFIGURATION FOR EXPOSED EDGES, BACK AND END SPLASHES. 2.06 CABINET HARDWARE A. MANUFACTURER'S STANDARD TYPES, STYLES AND FINISHES. 2.07 MATERIALS A. WOOD-BASED MATERIALS: 1. SOLID WOOD: AIR-DRIED TO 4.5 PERCENT MOISTURE CONTENT, THEN TEMPERED TO 6 PERCENT MOISTURE CONTENT BEFORE USE. PART 3 EXECUTION 3.01 EXAMINATION A. FOR BASE CABINETS INSTALLATION: EXAMINE FLOOR LEVELNESS AND FLATNESS OF INSTALLATION SPACE. DO NOT PROCEED WITH INSTALLATION IF ENCOUNTERED FLOOR CONDITIONS REQUIRED MORE THAN 1/2 INCH LEVELING ADJUSTMENT, WHEN INSTALLATION CONDITIONS ARE ACCEPTABLE, FOR EACH SPACE. ESTABLISH THE HIGH POINT OF THE FLOOR, SET AND MAKE LEVEL AND PLUMB FIRST CABINET IN RELATION TO THIS HIGH POINT. B. VERIFY ADEQUACY OF SUPPORT FRAMING AND ANCHORS. C. VERIFY THAT SERVICE CONNECTIONS ARE CORRECTLY LOCATED AND OF PROPER CHARACTERISTICS. 3.02 INSTALLATION A. PERFORM INSTALLATION IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS. B. USE ANCHORING DEVICES TO SUIT CONDITIONS AND SUBSTRATE MATERIALS ENCOUNTERED. USE CONCEALED FASTENERS TO THE GREATEST DEGREE POSSIBLE. USE EXPOSED FASTENERS ONLY WHERE ALLOWED BY APPROVED SHOP DRAWINGS, OR WHERE CONCEALED FASTENERS ARE IMPRACTICABLE. C. SET CASEWORK ITEMS PLUMB AND SQUARE. SECURELY ANCHORED TO BUILDING STRUCTURE. D. ALIGN CABINETS TO ADJOINING COMPONENTS. INSTALL FILLER AND/OR SCRIBE PANELS WHERE NECESSARY TO CLOSE GAPS. E. FASTEN TOGETHER CABINETS IN CONTINUOUS RUNS, WITH JOINTS FLUSH, UNIFORM AND TIGHT. MISALIGNMENT OF ADJACENT UNITS NOT TO EXCEED 1/16 INCH. IN ADDITION, DO NOT EXCEED THE FOLLOWING TOLERANCES: 1. VARIATION OF TOPS OF BASE CABINETS FROM LEVEL: 1/16 INCH IN 10 FEET. 2. VARIATION OF FACES OF CABINETS FROM A TRUE PLANE: 1/8 INCH IN 10 FEET. 3. VARIATION OF ADJACENT SURFACES FROM A TRUE PLANE (LIP/FUGE): 1/32 INCH. 4. VARIATION IN ALIGNMENT OF ADJACENT DOOR AND DRAWER EDGES: 1/16 INCH. F. BASE CABINETS: FASTEN CABINETS TO SERVICE SPACE FRAMING AND/OR WALL SUBSTRATES, WITH FASTENERS SPACED NOT MORE THAN 16 INCHES ON CENTER. BOLT ADJACENT CABINETS TOGETHER WITH JOINTS FLUSH, TIGHT, AND UNIFORM. G. INSTALL HARDWARE UNIFORMLY AND PRECISELY. H. COUNTERTOPS: INSTALL COUNTERTOPS INTENDED AND FURNISHED FOR FIELD INSTALLATION IN ONE TRUE PLANE, WITH ENDS ABUTTING AT HAIRLINE JOINTS, AND NO RAISED EDGES. I. REPLACE UNITS THAT ARE DAMAGED, INCLUDING THOSE THAT HAVE DAMAGED FINISHES.	
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seal	
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sheet title	GENERAL NOTES & SPECIFICATIONS
sheet number	A0.3



LEVEL CHANGES AND THRESHOLDS (CONT.):

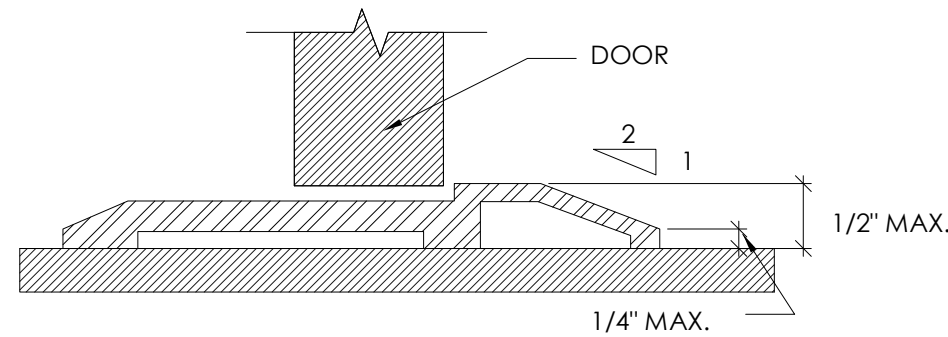


FIGURE 25- THRESHOLD

- NOTES:
1. THRESHOLDS AT DOORWAYS MUST NOT EXCEED 1/2" IN HEIGHT.
 2. RAISED THRESHOLDS AND FLOOR LEVEL CHANGES AT ACCESSIBLE DOORWAYS MUST BE BEVELED WITH A SLOPE NO GREATER THAN 1:2.

STAIR & HANDRAIL REQUIREMENTS:

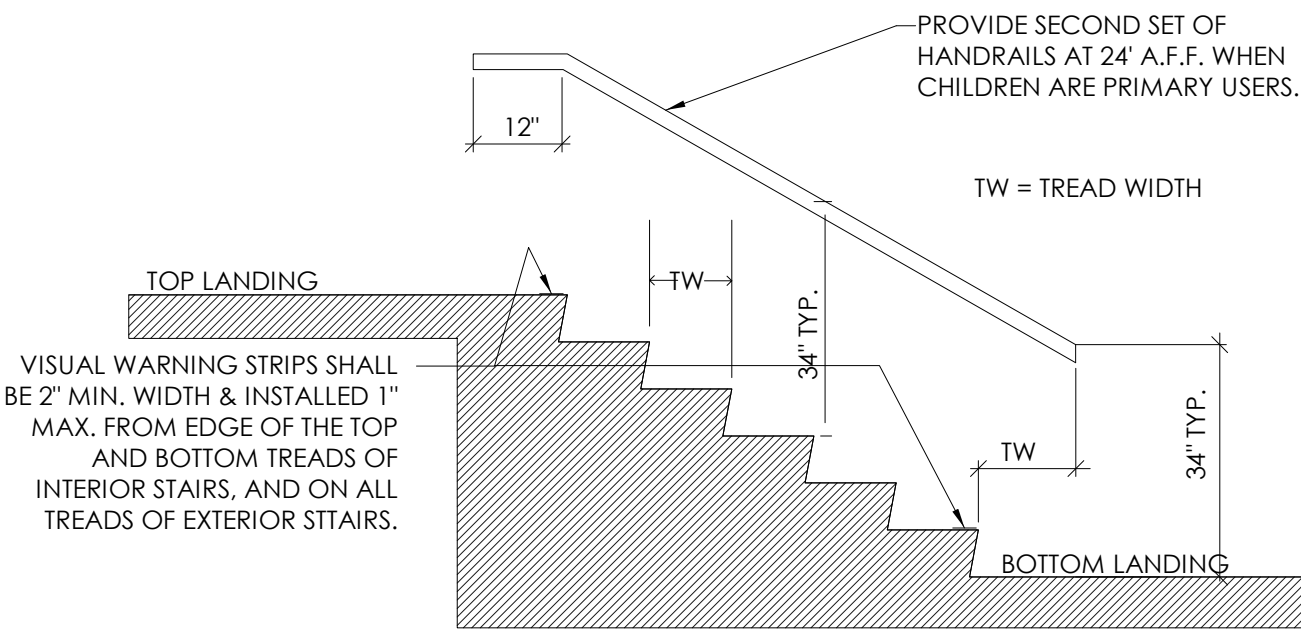


FIGURE 26- STAIR

STAIR NOTES:

1. RISER HEIGHTS AND TREAD WIDTHS MUST BE UNIFORM ON ANY GIVEN STAIR FLIGHT.
2. STAIR TREADS SHALL BE NO LESS THAN 11" WIDE MEASURED FROM TREAD TO TREAD.
3. OPEN TREADS ARE NOT PERMITTED FOR ADA STAIRS.
4. NOSING RADIUS MUST NOT BE GREATER THAN 1/2" AND MUST NOT BE ABRUPT.
5. RISERS MUST BE SLOPED OR UNDERSIDE OF NOSING MUST HAVE AN ANGLE OF AT LEAST 60-DEGREES FROM THE HORIZONTAL.
6. NOSING PROJECTION MUST NOT EXCEED 1/2".
7. HANDRAILS MUST BE PROVIDED ON BOTH SIDES OF STAIRS.
8. HANDRAILS MUST EXTEND 12" BEYOND TOP RISER.
9. HANDRAILS MUST EXTEND 12" BEYOND THE BOTTOM RISER.
10. TOP HANDRAIL EXTENSION MUST BE PARALLEL TO FLOOR SURFACE.
11. BOTTOM HANDRAIL EXTENSION MUST CONTINUE TO SLOPE FOR A DISTANCE OF THE WIDTH OF ONE TREAD FROM THE BOTTOM RISER AND THEN TURN TO RUN PARALLEL WITH THE FLOOR SURFACE.
12. CLEAR SPACE BETWEEN THE HANDRAIL AND WALL MUST BE 2.25".
13. HANDRAILS MUST BE UNINTERRUPTED BY CONSTRUCTION ELEMENTS OR OBSTRUCTIONS.
14. TOP OF HANDRAIL MUST BE MOUNTED BETWEEN 34" AND 38" ABOVE STAIR NOSING.
15. END OF HANDRAIL MUST RETURN SMOOTHLY TO THE FLOOR, WALL, OR POST.
16. HANDRAILS MUST NOT ROTATE IN THEIR FITTINGS.

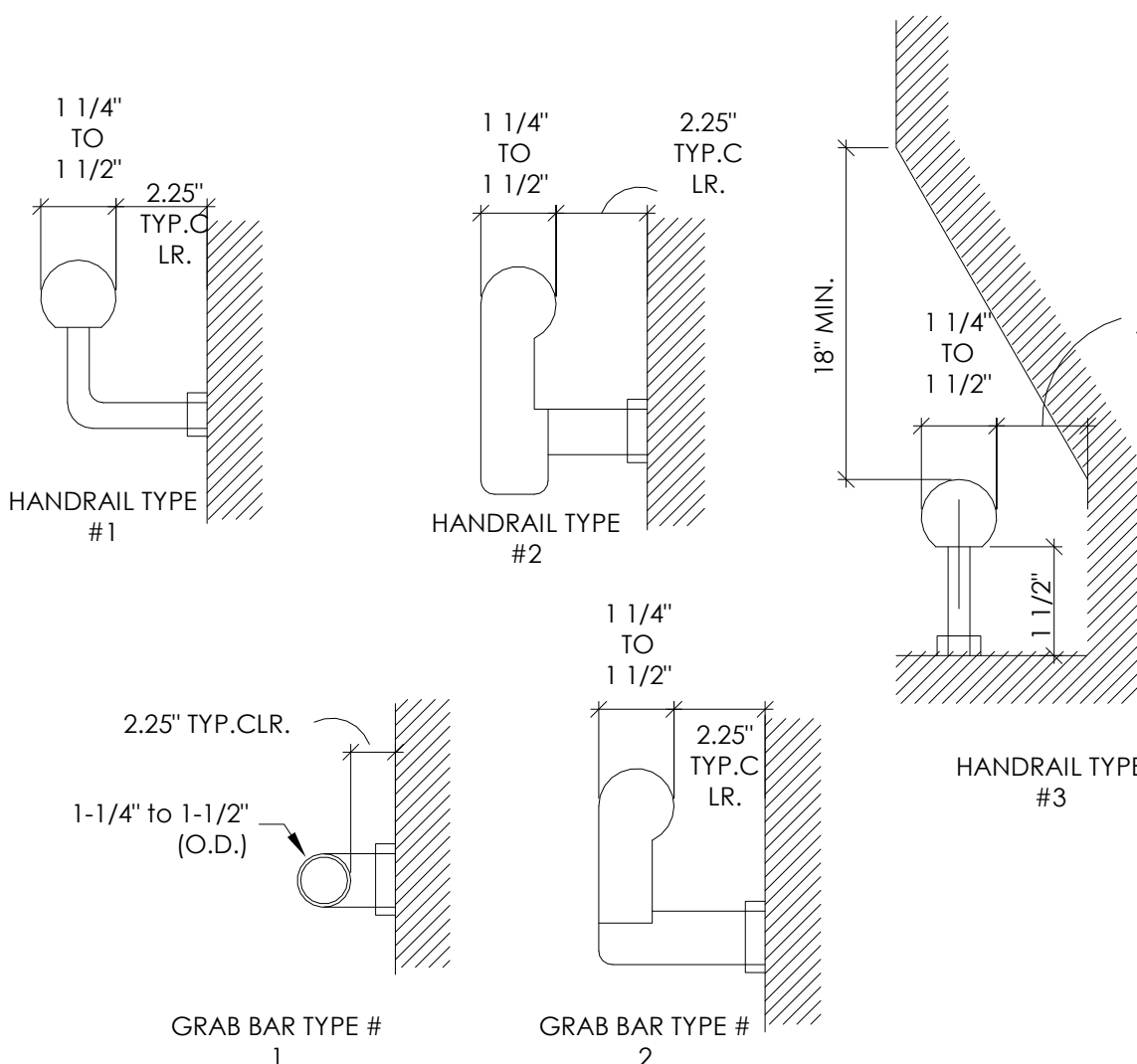


FIGURE 27- HANDRAIL & GRAB BAR PROFILES

DOOR CLEAR SPACE:

CLEAR SPACES MUST BE LEVEL TO PREVENT WHEELCHAIRS FROM ROLLING WHEN THE OCCUPANT RELEASES THE WHEEL GRIPS TO REACH FOR THE DOOR. 1/4" PER FOOT IS ALLOWED FOR DRAINAGE.

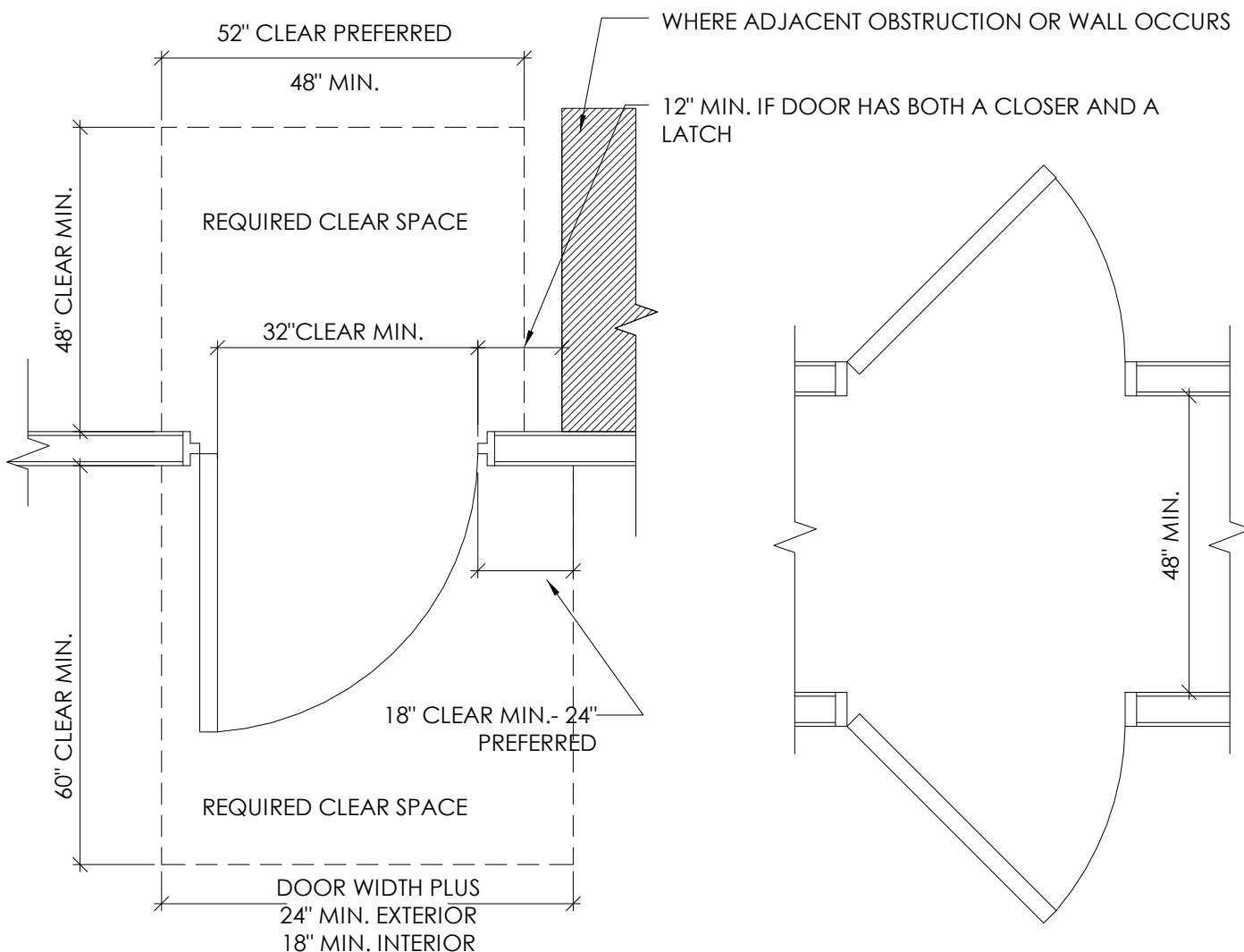


FIGURE 20

DOORWAYS INTENDED FOR FULL USER PASSAGE MUST HAVE A MIN. CLEAR OPENING OF 32" BETWEEN FACE OF DOOR AND OPPOSITE STOP AND OPEN AT LEAST 90-DEGREES.

FIGURE 21

MIN. REQUIRED SPACE BETWEEN TO SWINGING DOORS MUST BE 48" PLUS THE WIDTH OF ANY DOOR SWINGING INTO THE SPACE.

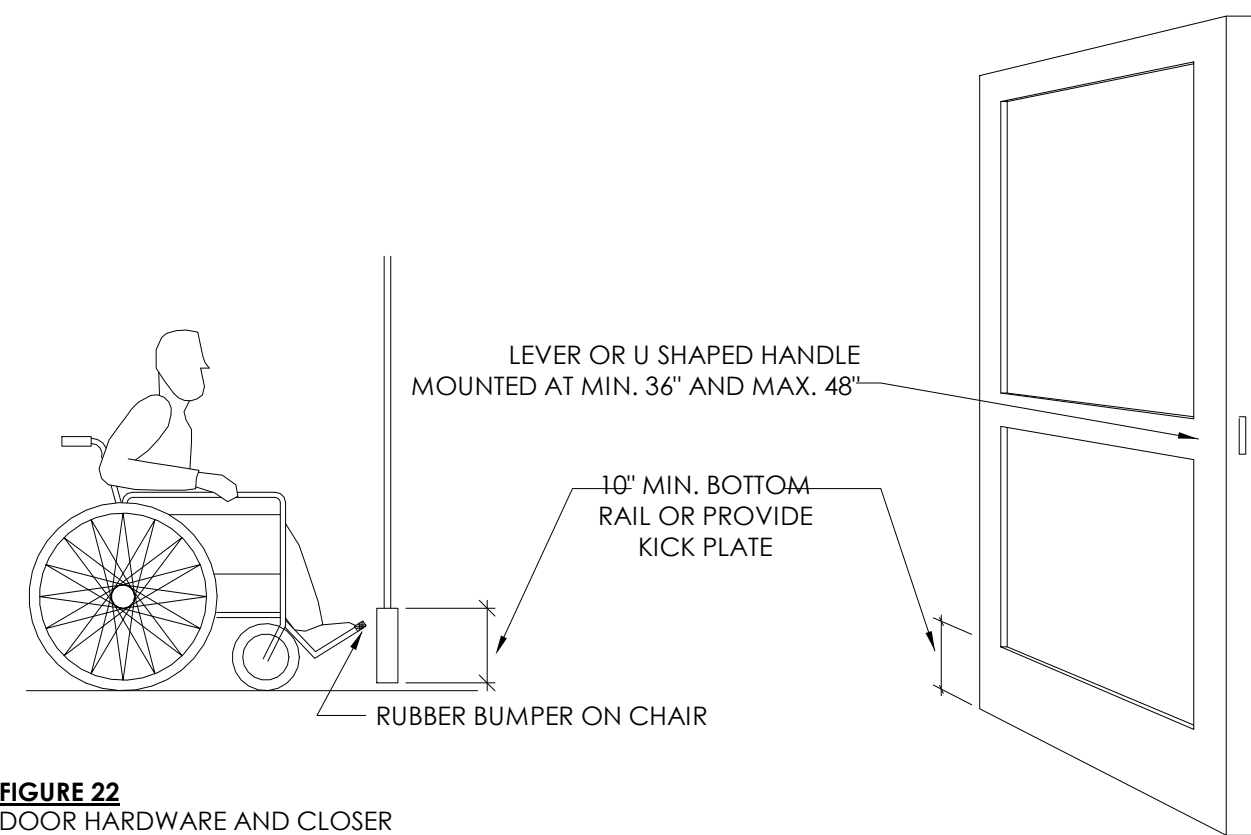


FIGURE 22
DOOR HARDWARE AND CLOSER

- NOTE:
1. MINIMUM 10" HIGH SMOOTH SURFACE AT DOOR BOTTOM, EITHER RAIL, ATTACHED PANEL OR BOTTOM
 2. OPERABLE BY SINGLE EFFORT LEVER-TYPE DEVICE (NOT REQUIRING GRASPING).
 3. DOOR HARDWARE MOUNTED BETWEEN 36" TO 48" FROM F.F.
 4. MAXIMUM 8.5 LBS. EFFORT TO OPERATE EXTERIOR DOOR, 5 LBS. FOR INTERIOR DOORS.

LEVEL CHANGES AND THRESHOLDS:

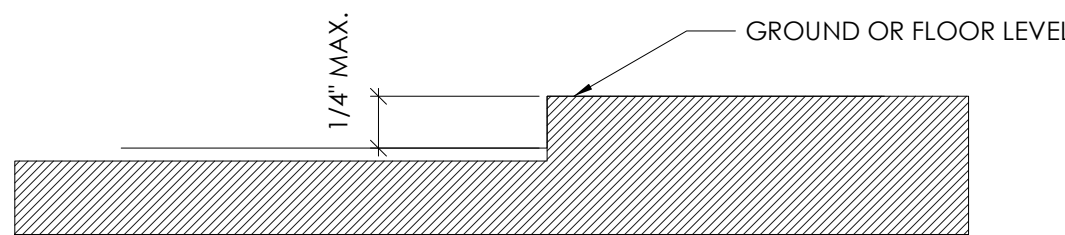


FIGURE 23- LEVEL CHANGE

- NOTES:
1. LEVEL CHANGES UP TO 1/4" MAY BE VERTICAL AND WITHOUT EDGE TREATMENT.
 2. LEVEL CHANGES BETWEEN 1/4" AND 1/2" MUST BE BEVELED WITH A SLOPE NO GREATER THAN 1:2.
 3. CHANGES IN LEVEL GREATER THAN 1/2" MUST BE ACCOMPLISHED BY MEANS OF A RAMP.

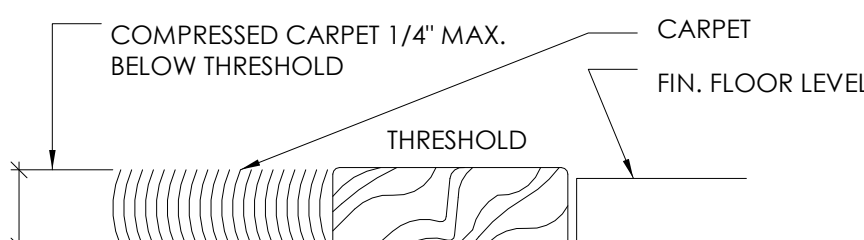


FIGURE 24- CARPET LEVEL CHANGE

- NOTES:
1. CARPET MUST BE SECURELY ATTACHED TO SUB-SURFACE.
 2. CARPET MUST HAVE A FIRM CUSHION, PAD, OR BACKING OR NO CUSHION OR BACKING.
 3. CARPET MUST HAVE A LEVEL LOOP, TEXTURED LOOP, LEVEL CUT PILE, OR CUT/UNCUT PILE TEXTURED.
 4. MAX. PILE THICKNESS MUST BE 1/2".
 5. EXPOSED EDGE OF CARPET MUST BE FASTENED TO THE FLOOR SURFACE AND HAVE TRIM ALONG THE ENTIRE LENGTH OF EXPOSED EDGE.

ADA DIAGRAMS AND NOTES ARE REFERENCED FROM THE ANSI A117.1 AND THE AMERICANS WITH DISABILITIES ACT HANDBOOK

PROTRUDING OBJECTS CONT.:

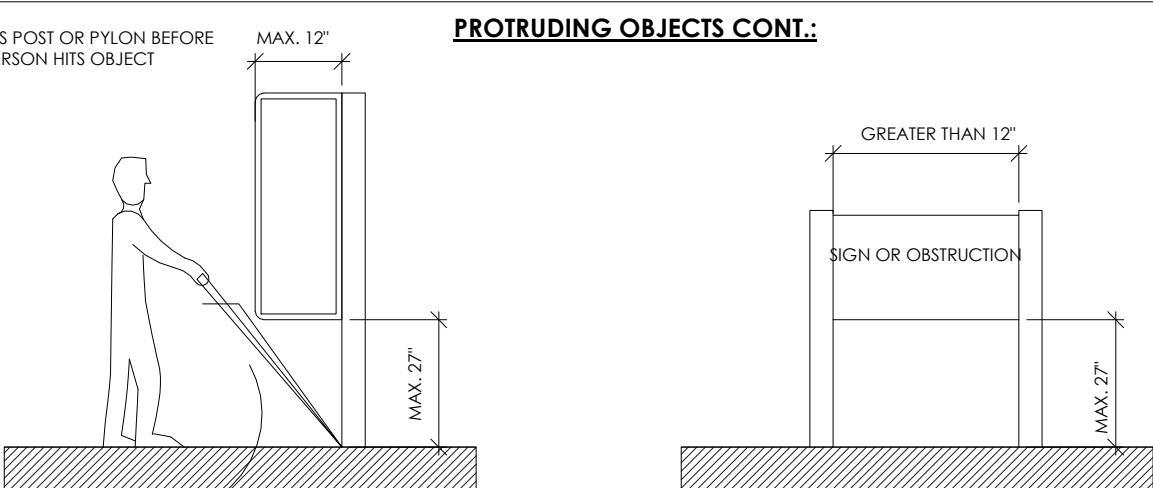


FIGURE 12

OBJECTS MOUNTED FREE-STANDING POST OR PYLONS MAY OVERHAND 12". WITH THEIR LEADING EDGE NO HIGHER THAN 27".

FIGURE 13

OBJECTS MOUNTED BETWEEN TWO POLES OR PYLONS MUST SPAN GREATER THAN 12" AND MUST HAVE THEIR LEADING EDGE NO HIGHER THAN 27".

SPACE ALLOWANCE AND REACH RANGE:

MIN. CLEAR FLOOR SPACE FOR A WHEEL CHAIR AND OCCUPANT IS 30" X 48" AND MAY BE POSITIONED FOR EITHER A FORWARD OR PARALLEL APPROACH TO AN OBJECT.

1. MIN. CLEAR WIDTH FOR A SINGLE WHEELCHAIR PASSAGE IS 36".
2. MIN. CLEAR WIDTH FOR TWO WHEELCHAIRS TO PASSES IS 60".
3. SPACE REQUIRED FOR A WHEELCHAIR TO TURN 180-DEGREES IS 60".

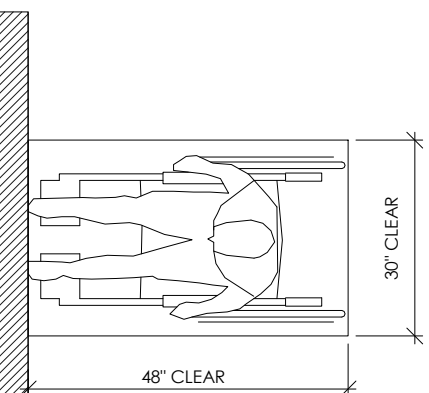


FIGURE 14
FORWARD APPROACH TO OBJECT

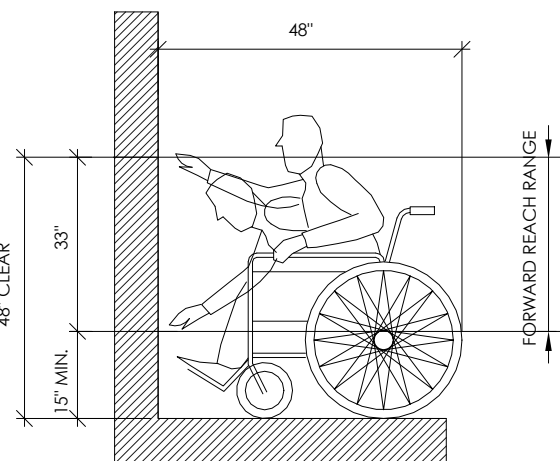


FIGURE 15
THE RANGE OF REACH FOR OBJECTS THAT ONLY HAVE FORWARD APPROACH CLEARANCE SHALL BE MIN. 15" FROM F.F. AND MAX. 48" FROM F.F.

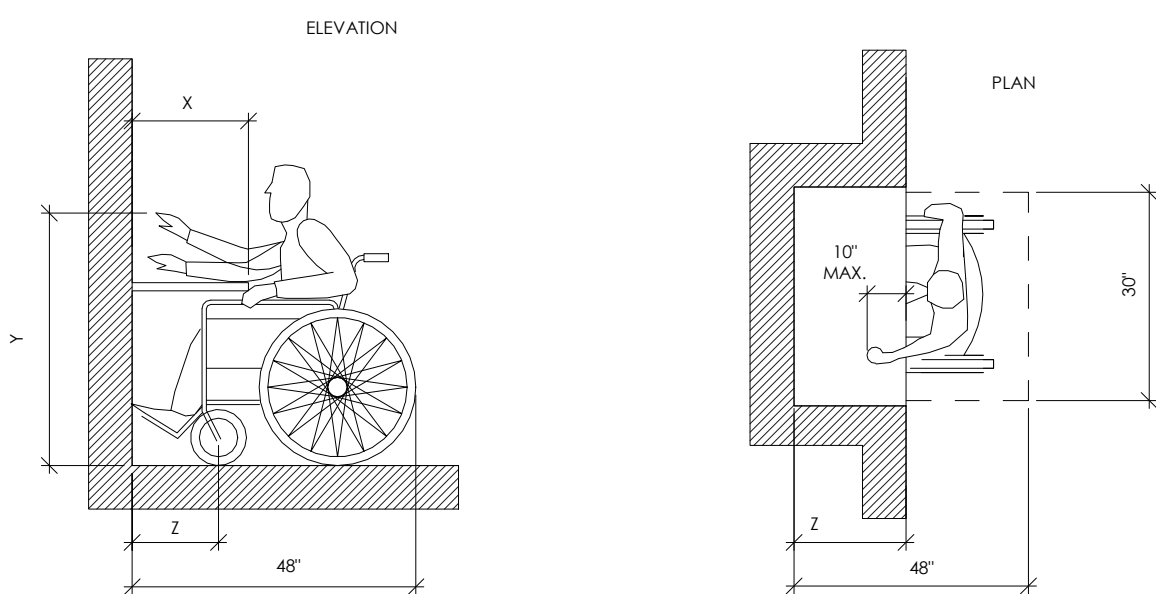


FIGURE 16
MAXIMUM FORWARD REACH OVER AN OBSTRUCTION

1. X SHALL BE < 25".
2. Z SHALL BE > X. WHEN X < 20", THEN Y SHALL BE 48" MAX.
3. WHEN X IS 20 TO 25", THEN Y SHALL BE 44" MAX.

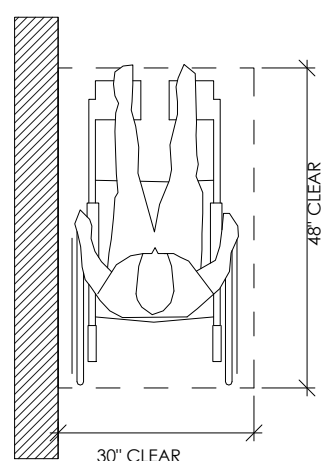


FIGURE 17
PARALLEL APPROACH TO OBJECT

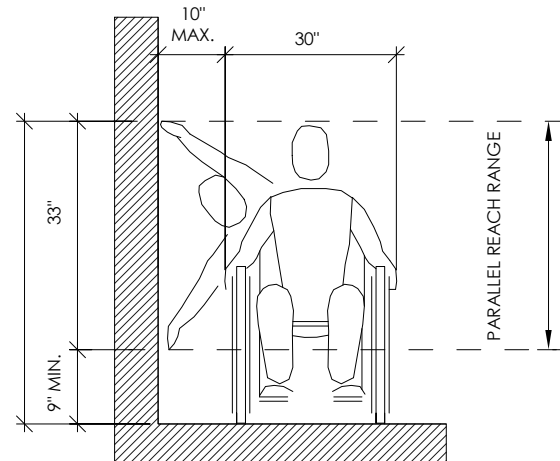


FIGURE 18
THE RANGE OF REACH FOR OBJECTS THAT HAVE A PARALLEL APPROACH CLEARANCE SHALL BE MIN. 9" FROM F.F. AND MAX. 54" FROM F.F.

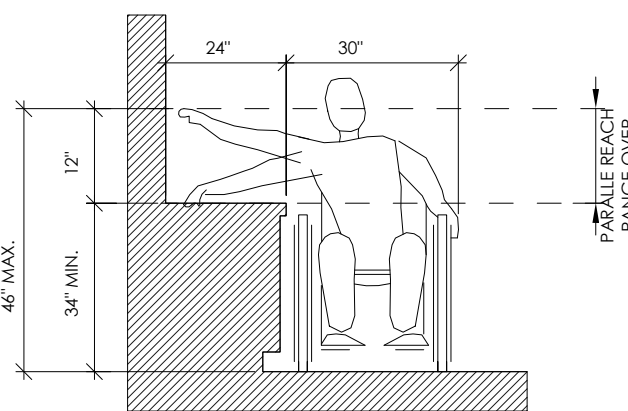


FIGURE 19

THE RANGE OF REACH FOR OBJECTS OVER OBSTRUCTIONS THAT HAVE A PARALLEL APPROACH CLEARANCE SHALL BE MIN. 34" FROM F.F. AND MAX. 46" FROM F.F.

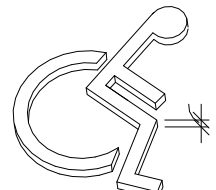


FIGURE 1
CHARACTER RAISED REQUIREMENT

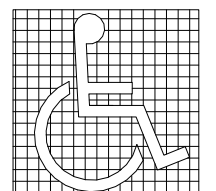


FIGURE 2
PROPORTIONS OF THE INTERNATIONAL SIGN OF ACCESSIBILITY

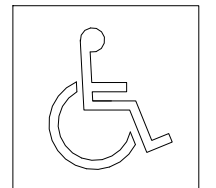


FIGURE 3
INTERNATIONAL SYMBOL OF ACCESSIBILITY DISPLAY CONDITION #1.



FIGURE 4
INTERNATIONAL SYMBOL OF ACCESSIBILITY DISPLAY CONDITION #2.



FIGURE 5
INTERNATIONAL SYMBOL OF ACCESS FOR HEARING LOSS

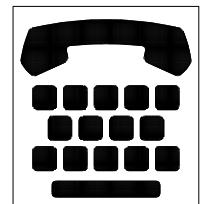


FIGURE 6
INTERNATIONAL TDD SYMBOL

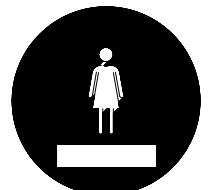


FIGURE 7
WOMEN'S RESTROOM SIGNAGE

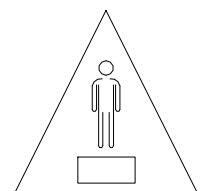


FIGURE 8
MEN'S RESTROOM SIGNAGE

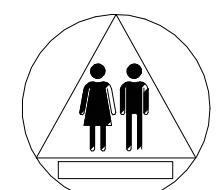
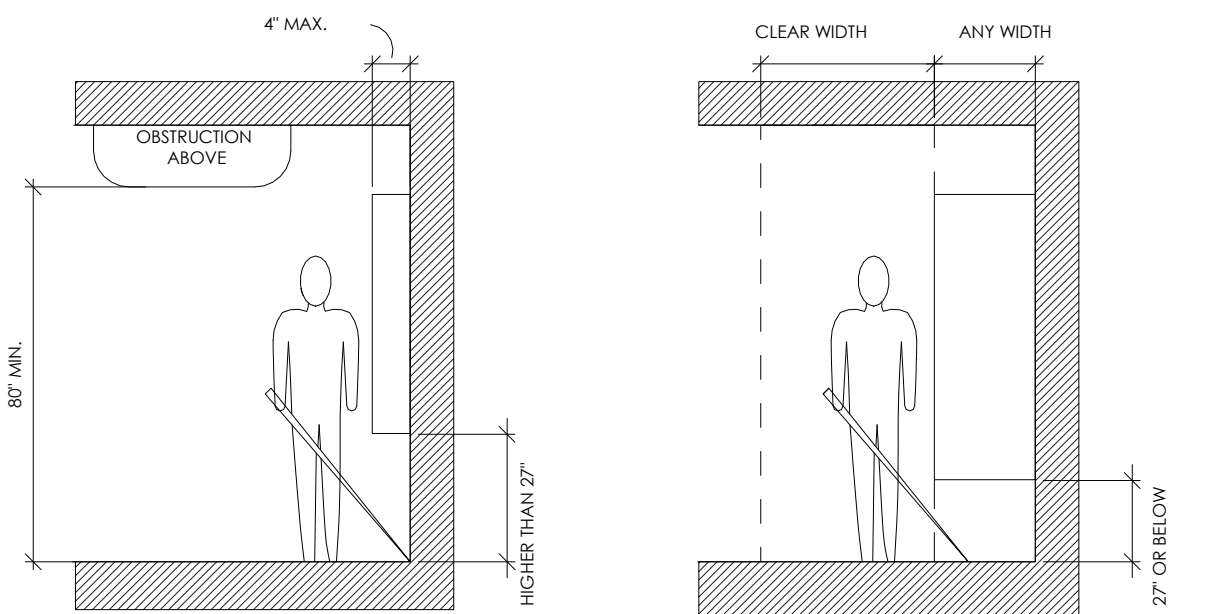


FIGURE 9
MEN'S AND WOMEN'S RESTROOMS SIGNAGE



PROTRUDING OBJECTS:

FIGURE 10
WALL OBJECTS MOUNTED WITH THEIR LEADING EDGE HIGHER THAN 27" MUST NOT PROTRUDE MORE THAN 4" FROM THE WALL.

FIGURE 11
WALL OBJECTS MOUNTED WITH THEIR LEADING AT 27" OR BELOW ARE NOT RESTRICTED IN WIDTH ALLOWED TO PROTRUDE FROM THE WALL.

LETTERS AND NUMBERS:

1. LETTERS AND NUMBERS ON SIGNS SHALL BE RAISED 1/32" MINIMUM AND SHALL BE SANS-SERIF UPPERCASE CHARACTERS ACCOMPANIED BY GRADE 2 BRAILLE.

2. RAISED CHARACTERS OR SYMBOLS SHALL BE A MINIMUM OF 5/8" HIGH, BUT NO HIGHER THAN 2".

3. PICTORIAL SYMBOL SIGNS (PICTOGRAMS) SHALL BE ACCOMPANIED BY THE EQUIVALENT VERBAL DESCRIPTION PLACED DIRECTLY BELOW THE PICTOGRAM. THE BORDER DIMENSION OF THE PICTOGRAM SHALL BE A MINIMUM OF 6" IN HEIGHT.

4. LETTERS AND NUMBERS ON SIGNS SHALL HAVE A WIDTH-TO-HEIGHT RATIO OF BETWEEN 3:5 AND 1:1 AND A STROKE WIDTH-TO-HEIGHT RATIO BETWEEN 1:5 AND 1:10.

5. CHARACTERS AND SYMBOLS SHALL CONTRAST WITH THEIR BACKGROUND, EITHER LIGHT CHARACTERS ON A DARK BACKGROUND OR DARK CHARACTERS ON A LIGHT BACKGROUND. BOTH THE CHARACTERS AND BACKGROUND MUST HAVE A NON-GLARE FINISH.

6. CHARACTERS AND NUMBERS ON SIGNS SHALL BE SIZED ACCORDING TO THE VIEWING DISTANCE FROM WHICH THEY ARE TO BE READ. THE MINIMUM HEIGHT IS MEASURED USING AN UPPER CASE X. LOWER CASE CHARACTERS ARE PERMITTED. FOR SIGNS SUSPENDED OR PROJECTED ABOVE THE FINISH FLOOR IN COMPLIANCE WITH SECTION 11-4.4.2, THE MINIMUM CHARACTER HEIGHT SHALL BE 3".

7. CONTRACTED GRADE 2 BRAILLE SHALL BE USED WHEREVER BRAILLE SYMBOLS ARE SPECIFICALLY REQUIRED IN OTHER PORTIONS OF THESE REGULATIONS. DOTS SHALL BE 1/10" ON CENTERS IN EACH CELL WITH 2/10" SPACE BETWEEN CELLS. DOTS SHALL BE RAISED A MINIMUM OF 1/40" ABOVE THE BACKGROUND.

SIGN LOCATIONS:

8. ALL BUILDING ENTRANCES THAT ARE ACCESSIBLE TO AND USABLE BY PERSONS WITH DISABILITIES AND AT EVERY MAJOR JUNCTION ALONG OR LEADING TO AN ACCESSIBLE ROUTE OF TRAVEL SHALL BE IDENTIFIED WITH A SIGN DISPLAYING THE INTERNATIONAL SYMBOL OF ACCESSIBILITY AND WITH ADDITIONAL DIRECTIONAL SIGNS, AS REQUIRED, TO BE VISIBLE TO PERSONS ALONG APPROACHING PEDESTRIAN WAYS.

9. WHEN PERMANENT IDENTIFICATION IS PROVIDED FOR ROOMS AND SPACES, RAISED LETTERS SHALL BE PROVIDED AND SHALL BE ACCOMPANIED BY BRAILLE IN CONFORMANCE WITH SECTION 1117B.5.6. SIGNS SHALL BE INSTALLED ON THE WALL ADJACENT TO THE LATCH OUTSIDE OF THE DOOR. WHERE THERE IS NO WALL SPACE ON THE NEAREST ADJACENT WALL, PREFERABLY ON THE RIGHT. MOUNTING HEIGHT SHALL BE 60" ABOVE THE FINISH FLOOR TO THE CENTERLINE OF THE SIGN. MOUNTING LOCATION SHALL BE DETERMINED SO THAT THE PERSON MAY APPROACH WITHIN 3' OF THE SIGNAGE WITHOUT ENCOUNTERING PROTRUDING OBJECTS OR STANDING WITHIN THE SWING OF A DOOR.

INTERNATIONAL SYMBOL OF ACCESSIBILITY:

11. STANDARD USED TO IDENTIFY ACCESSIBLE FACILITIES.

12. WHITE FIGURE ON BLUE BACKGROUND. COLOR # 15090 ON FEDERAL STANDARD # 595A.

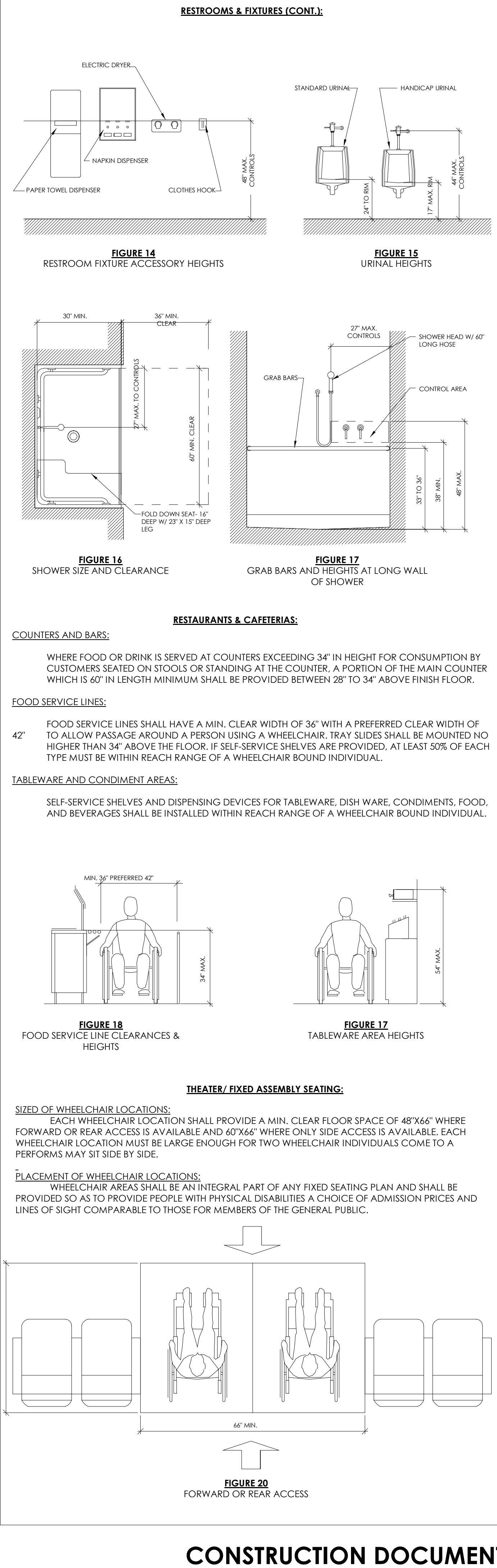
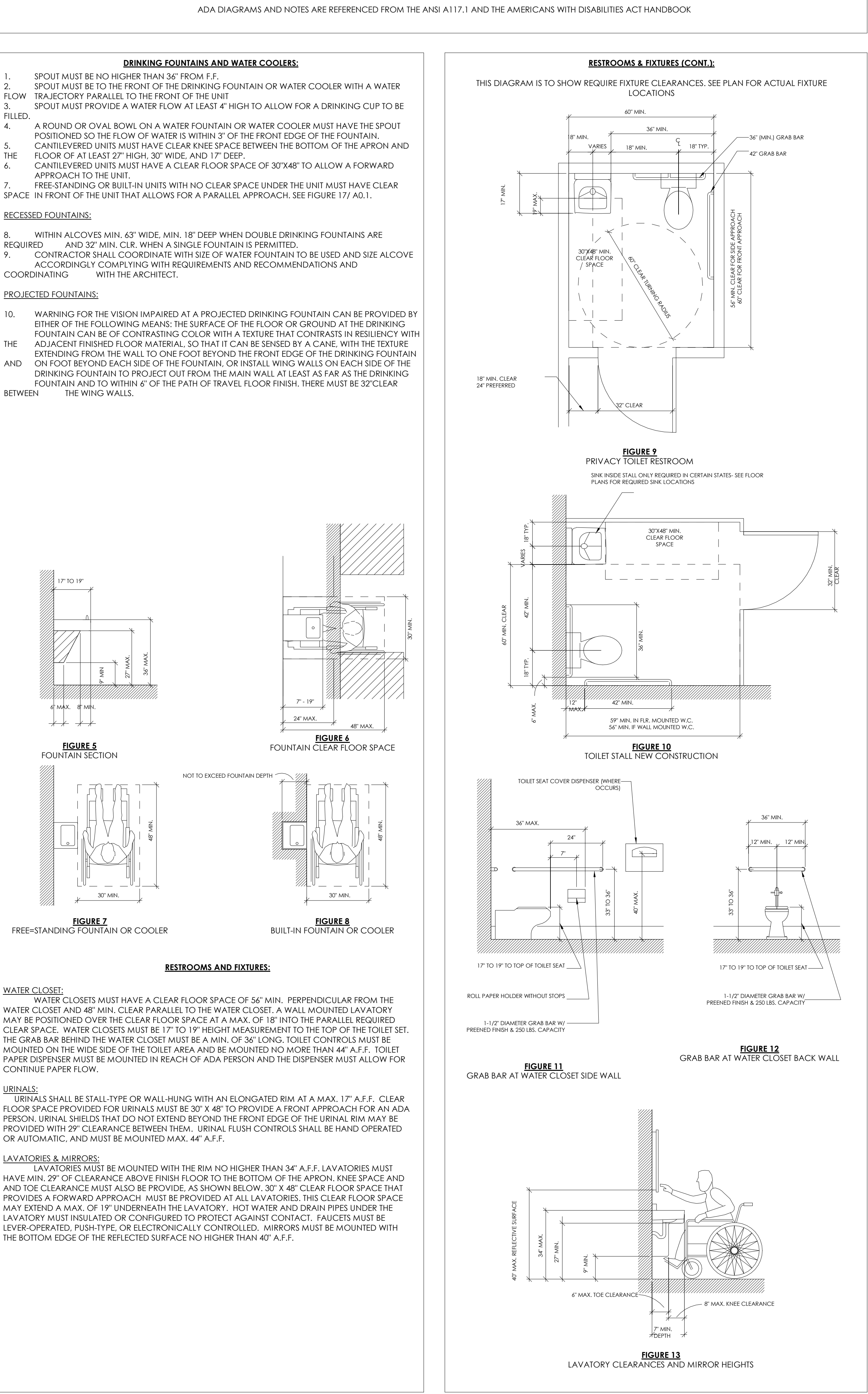
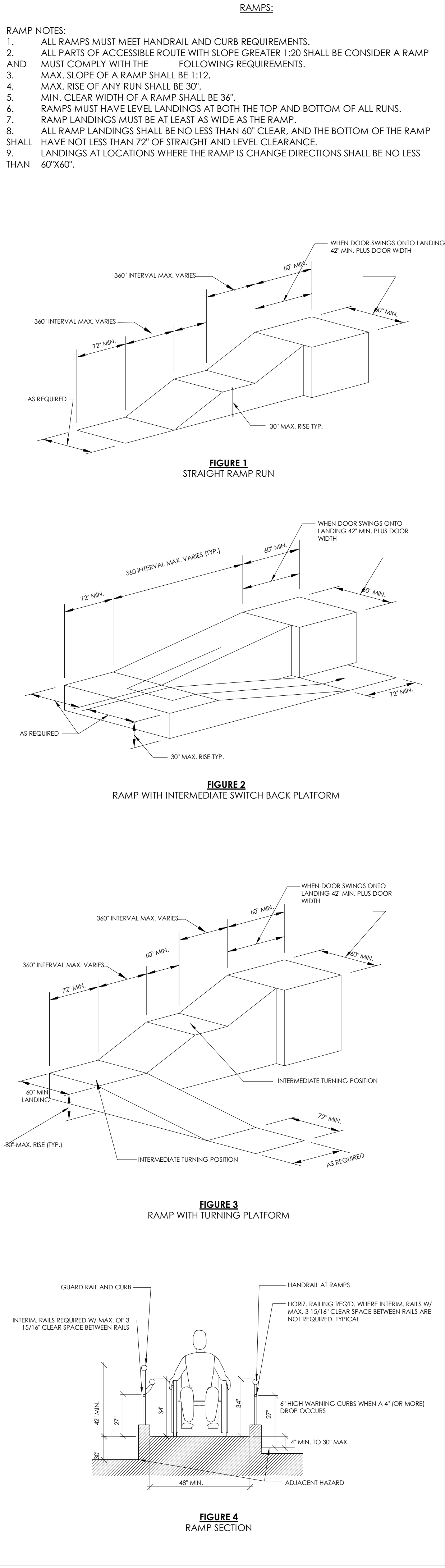
13. WHEN ENFORCING AGENCY DETERMINES, IF APPROPRIATE, SPECIAL DESIGNS AND COLORS MAY BE APPROVED.

BRAILLE:

14. USE CONTRASTED GRADE 2 BRAILLE. DOTS TO BE 0.1 INCH ON CENTER IN EACH CELL.

15. 0.2 INCH SPACE BETWEEN CELLS.

16. DOTS RAISED MINIMUM 0.025 INCH ABOVE BACKGROUND.



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consultant

seal

STATE OF GEORGIA

Heather Lois Hubble

CERTIFICATE NO. 0001798

REGISTERED ARCHITECT

issue date

project title

Ted Strickland
Community
Center
Renovation

130 Berry Street
Stockbridge, GA
30281

for

City of Stockbridge

drawing information

project number: 21035

contact: Designer

drawn by: Author

checked by: Checker

drawing date

06/24/21

sheet title

ADA GUIDELINES

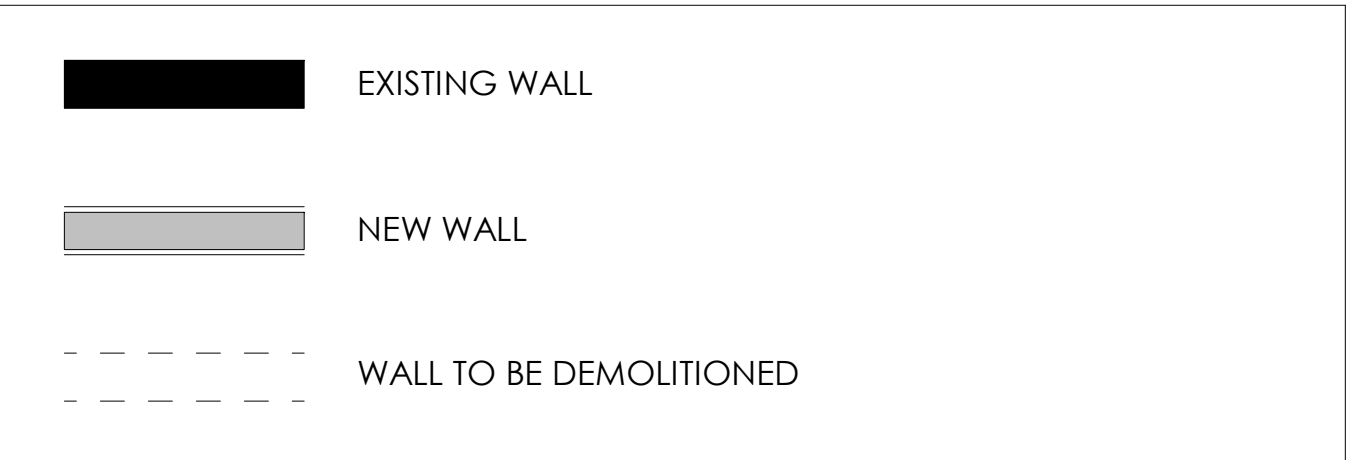
sheet number

A0.5

CONSTRUCTION DOCUMENTS

DEMOLITION PLAN NOTES:

1. ALL DEMOLITION WORK SHALL BE PERFORMED IN A MANOR THAT WILL MINIMIZE DAMAGE TO THE EXISTING WALLS, CEILINGS, ETC. TO REMAIN.
2. PROVISIONS SHALL BE MADE TO ALLEVIATE THE SPREAD OF DEBRIS TO ADJACENT SPACES.
3. ALL DEBRIS AND MATERIALS FROM THE BUILDING SHALL BE DISPOSED OF OFF THE SITE IN A LEGAL MANNER. NO RECLAIMED LUMBER OR MATERIALS SHALL BE RE-USED EXCEPT AS SPECIFICALLY APPROVED BY THE ARCHITECT OR OWNER.
4. WHERE DEMOLITION AND CUTTING WORK WAS OCCURRED OR WHERE EXISTING SURFACES, MATERIALS, OR OTHER ITEMS HAVE BEEN DAMAGED OR DISTURBED AS A RESULT OF THIS CONTRACT. THE DAMAGED SURFACE/AREAS SHALL BE CAREFULLY CLOSED UP, PATCHED, AND FINISHED AS REQUIRED TO MAKE THE DAMAGED AREA/SURFACE CONTIGUOUS TO EXISTING SURROUNDING SURFACES.
5. DO NOT REMOVE ANY STRUCTURAL COLUMNS, WALLS, OR SUPPORTS. REMOVE ONLY INTERIOR PARTITIONS. IF THERE IS ANY CONCERN WHETHER AN ELEMENT IS STRUCTURAL, CONTACT THE ARCHITECT IMMEDIATELY FOR VERIFICATION.
6. SEE THE STRUCTURAL, MECHANICAL, ELECTRICAL, AND PLUMBING DRAWINGS FOR ADDITIONAL DEMOLITION ITEMS.



ITEMS FOR REUSE:

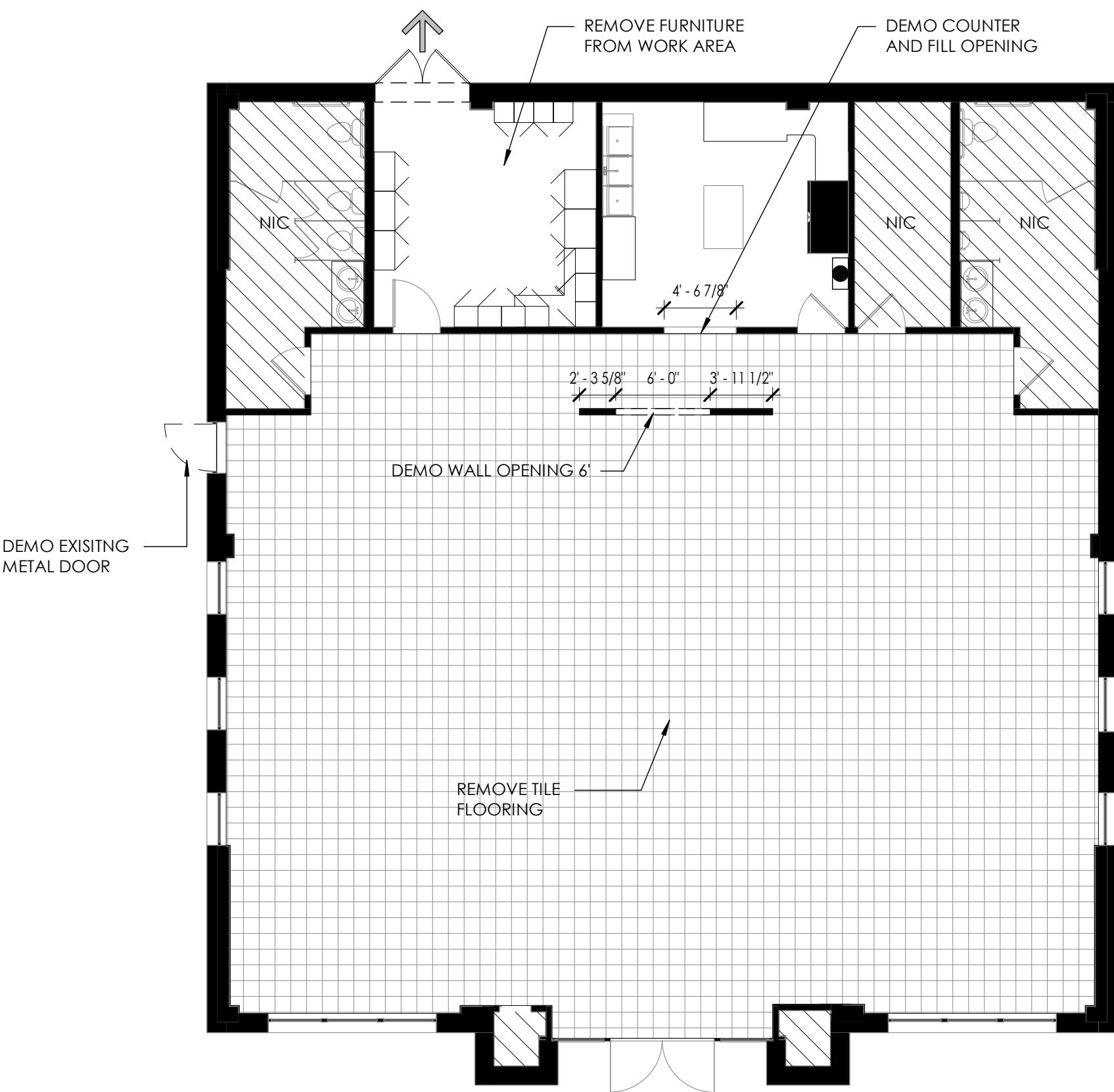
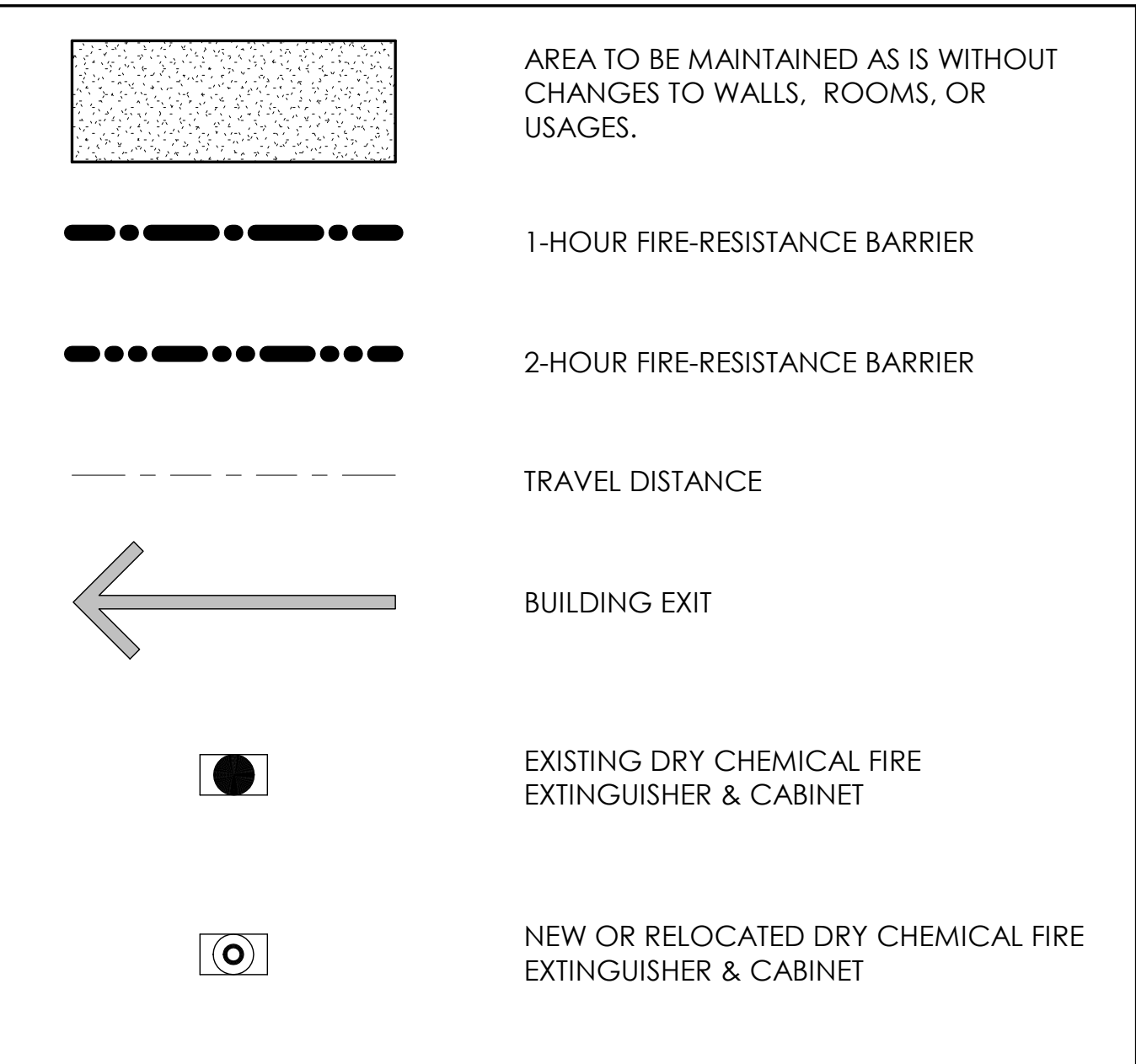
THE FOLLOWING ITEM SHALL BE CAREFULLY REMOVED DURING DEMOLITION AND STORED FOR REUSE:

1. EXISTING DOORS AND DOOR HARDWARE
2. STOREFRONT WINDOWS AND DOOR SEGMENTS
3. SCONCE WALL LIGHTS AND CENTER PENDANT LIGHTING
4. FILING CABINETS

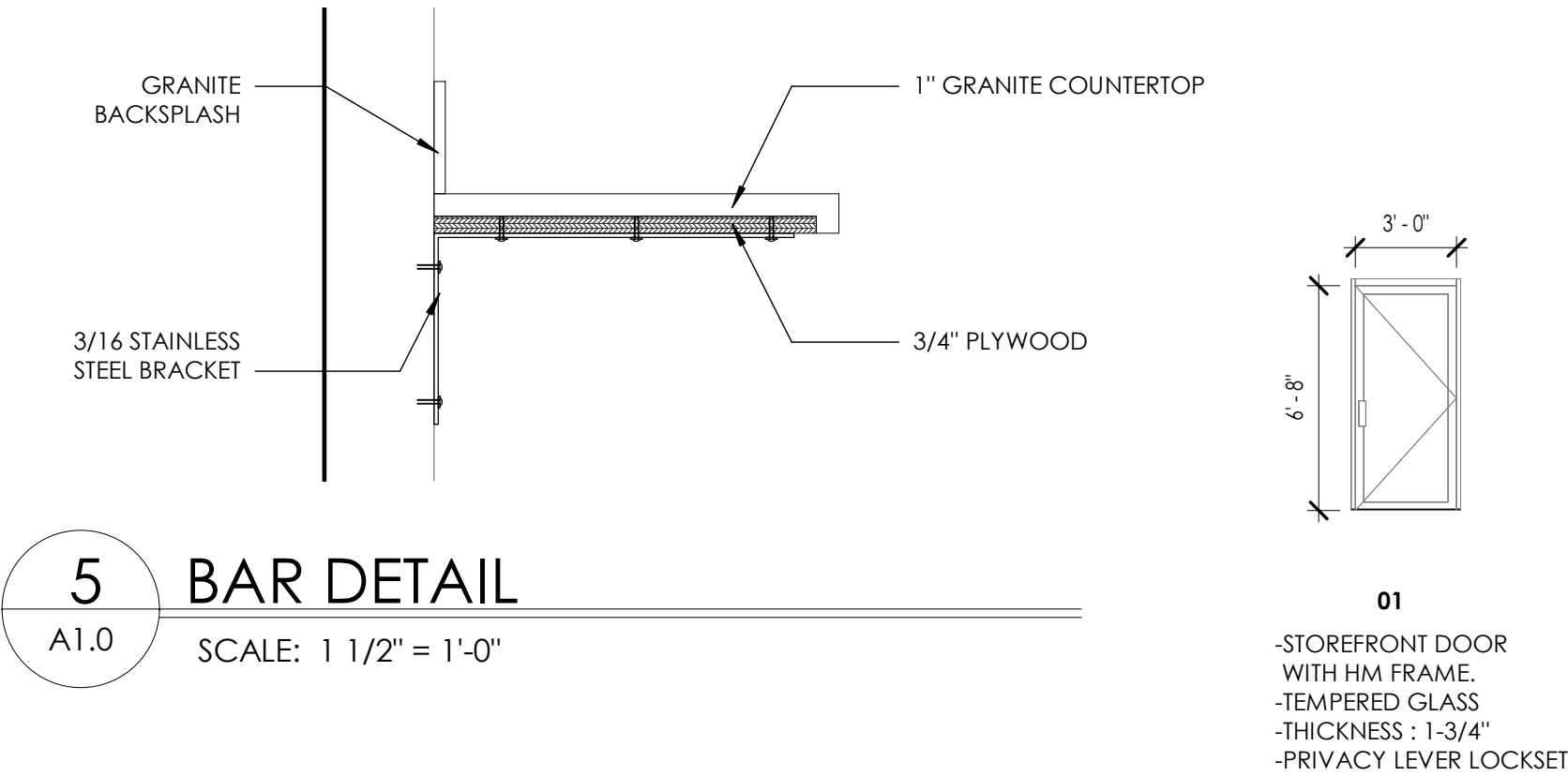
LIFE SAFETY PLAN NOTES:

1. SEE FIRE RATED ASSEMBLIES ON SHEET---- FOR REQUIREMENTS OF WALL AND FLOOR ASSEMBLIES.
2. SYMBOLS FOR FIRE EXTINGUISHERS AND FIRE ALARMS ARE SHOWN LARGER THAN ACTUAL SIZE FOR CLARITY.
3. SEE OVERALL FLOOR PLAN ON SHEET --- FOR

LIFE SAFETY LEGEND:



1 FLOOR PLAN DEMO
SCALE: 1/8" = 1'-0"

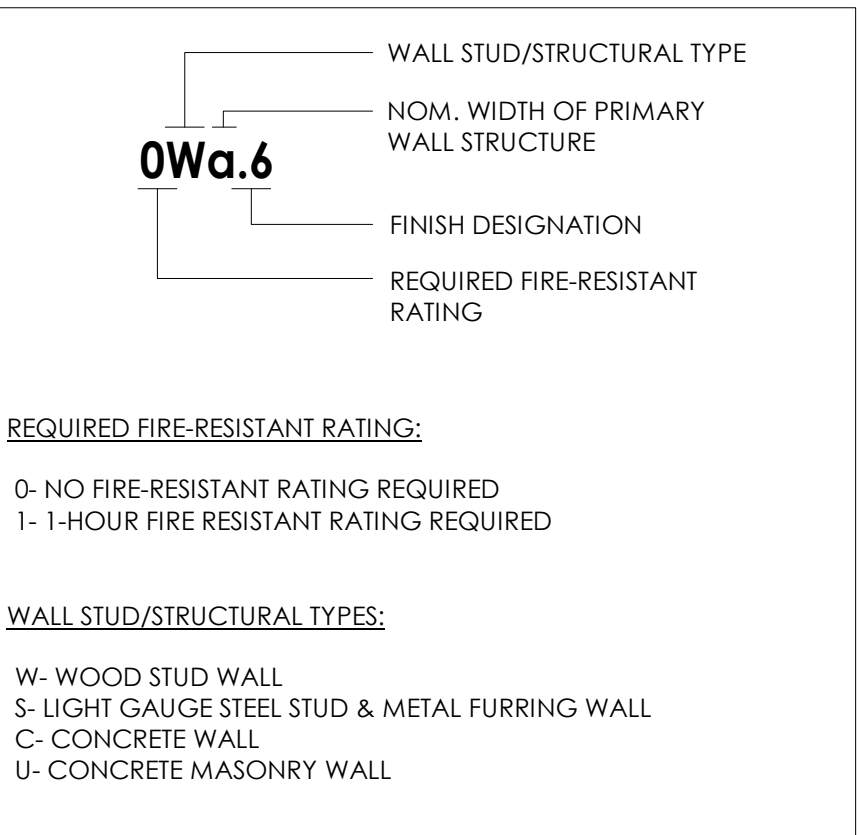


5 BAR DETAIL
SCALE: 1 1/2" = 1'-0"

WALL SCHEDULE:

WALL TYPE	RATING	UL NUMBER	DETAIL	DESCRIPTION
OSb.4	NONE	N/A		5/8" GYP. BOARD EACH SIDE OF 3-5/8" L.G. STEEL STUDS TO DECK ABOVE W/ SOUND ATTENUATION INSULATION BETWEEN STUDS

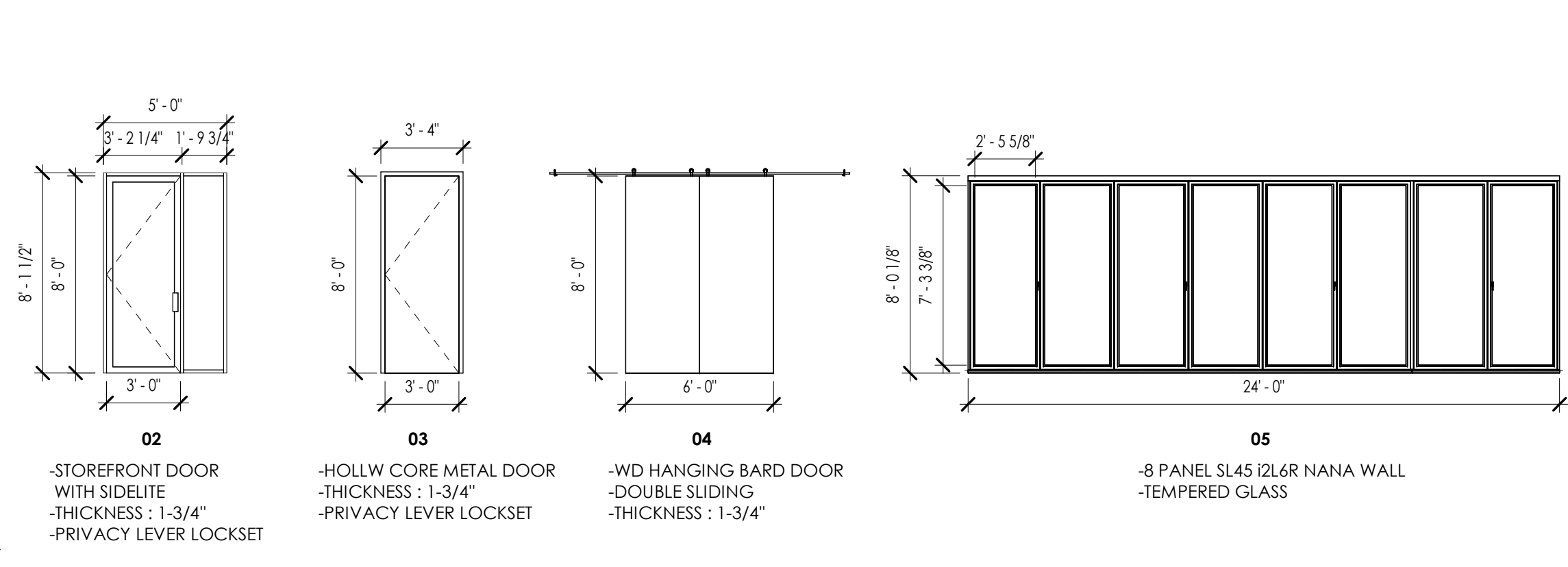
WALL TYPE DESIGNATION KEY:



WALL SCHEDULE NOTES:

1. PROVIDE ACOUSTICAL SEALANT AT TOP AND BOTTOM OF ALL PARTITIONS WITH SOUND ATTENUATION INSULATION.
2. PROVIDE ACOUSTICAL PADDING IN ALL ELECTRICAL AND TELEPHONE OUTLETS LOCATED WALLS WITH SOUNDATTENUATION BLANKETS
3. REFER TO CEILING TYPE LEGEND FOR INFORMATION REGARDING CEILING CONSTRUCTION
4. PROVIDE SMOKE SEAL AND FIRE SAFING AT ALL FLOOR PENETRATIONS FOR PIPING, CONDUIT, ETC.

3 FLOOR PLAN NEW/LIFE SAFETY
SCALE: 1/8" = 1'-0"



DOOR LEGEND:

- WD WOOD
SF GLASS STOREFRONT DOOR

DOOR NOTES:

BASIS OF DESIGN: STOREFRONT TO MATCH EXISTING MFR & COLOR

1. COORDINATE DETAILS WITH REQUIREMENTS OF DOOR MANUFACTURER
2. ALL CLOSERS SHALL REQUIRE NO MORE THAN 15 LBS. OF FORCE TO OPEN THE DOOR.
3. OWNER TO REVIEW HARDWARE BEFORE INSTALLATION FOR PROGRAMMATIC REQUIREMENTS.
4. WHERE DOORS ARE ADJACENT TO WALLS WHICH ARE PERPENDICULAR TO THE DOOR IN THE CLOSED POSITION, PROVIDE A FLOOR STOP, IF NOT ALREADY NOTED ON THE DOOR SCHEDULE.
6. ALL GLAZING LOCATED WITHIN OPERABLE DOORS SHALL BE TEMPERED. ALL GLAZING LOCATED WITHIN 24" OF A VERTICAL EDGE OF A DOOR IN THE CLOSED POSITION AND WHERE THE BOTTOM EXPOSED EDGE IS LESS THAN 60" ABOVE THE WALKING SURFACE SHALL BE TEMPERED.
7. ALL TEMPERED GLASS SHALL MEET THE TESTING REQUIREMENT FOR CPSC 16 CFR 1201. EVIDENCE OF THE TEMPERED GLAZING MEETING THE ABOVE REQUIREMENTS SHALL BE SUBMITTED TO THE LOCAL BUILDING OFFICIAL.
8. SEE WINDOW MANUFACTURER'S STANDARD DETAILS FOR TYPICAL HEAD, JAMB, & SILL CONDITIONS OF THE DOORS IN STOREFRONT STYEMS.

DOOR HARDWARE NOTES:

1. PROVIDE KICK PLATE AT ALL EGRESS & SERVICE DOORS.
2. OWNER TO CONFIRM LOCK TYPES, KEYED, FOB, DIGITAL PADS, ETC.
3. PROVIDE WALL STOPS AT ALL DOORS ADJACENT TO WALLS WHEN OPEN 90 DEGREES OR LESS.
4. DOOR SIGNAGE TO MATCH EXISTING AND ROOM NUMBER AND DESCRPTION TO BE COORDINATED WITH OWNER.

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consultant

seal



issue date

project title

Ted Strickland
Community
Center
Renovation
130 Berry Street
Stockbridge, GA
30281

for

City of Stockbridge

drawing information

project number: 21035
contact: Designer
drawn by: Author
checked by: Checker

drawing date

04/21/21

sheet title

FLOOR PLANS

sheet number

A1.0

barbican specification sheet

Tubular Pendant #16-05



PROJECT INFORMATION

PROJECT

Ted Strickland Community Center

TYPE

8" Diameter x 18" Depth

QUANTITY

2

NOTES

Color TBD

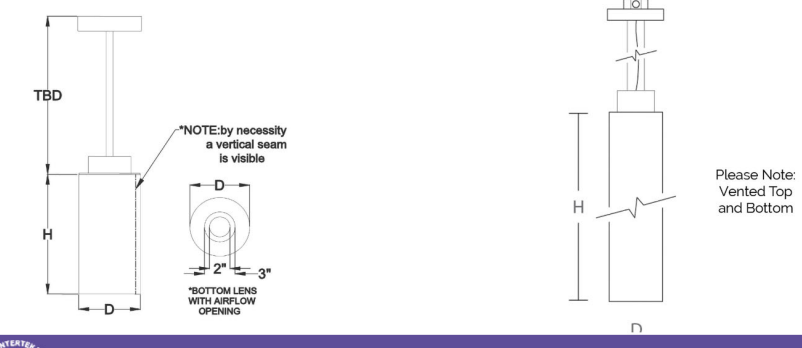
<http://barbican.ca/product/tubular-pendant/>
product code #16-05
this spec sheet was generated on Feb 10th 2019



Barbican's laminated fabric cylinders now offer an ultra high performance LED core, providing 100 lumens per watt delivered. Unlike typical cylinders which use standard opal acrylics, Barbican's high performance fabric cylinders are lit from top to bottom using a 6-sided internal board and heat sink system. This assures full and consistent performance throughout the entire fixture, producing an even, ethereal glow. Fully washable, they present a sanitary solution for healthcare and hospitality settings. With RGB capabilities, versatile mounting options, dimming and other sourcing options, as well as more than 45 standard fabric colour choices, 800+ printed options, Pantone colours, logos, or custom printing abilities, these beautiful cylinders can create ambient lighting to meet any requirement for your next project. (For a surface mounted version, please see our [Tubular Sconce](#).)

Please Note: The Finish selection applies to the canopy and stem (if applicable). The Shade Material refers to the options available on the shade of the cylinder. Please contact Barbican if you have questions or would like to discuss other options.





NOTE: Fixtures normally a surface mount or recessed

Please Note: Vented Top and Bottom

Please note that not all of the above product configurations have been built. Products and lead times may vary. Specifications subject to change without notice. Please visit barbican.ca for the most current specifications and to build part numbers.

1-800-663-5781
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barbican specification sheet

Drum #16-104



PROJECT INFORMATION

PROJECT

Ted Strickland Community Center

TYPE

30" Diameter x 18" Depth

QUANTITY

4

NOTES

Color TBD

<http://barbican.ca/product/drum/>
product code #16-104
this spec sheet was generated on Feb 19th 2019



Move to the beat of your own drum. If your drum is broken or out of tune you can order one of ours! With hundreds of different material options, Barbican's Circular Drums can add a pop of colour to brighten any room. Made with our specialized laminated shade material, the Circular Drums are durable and less prone to damage during installation and day to day interactions than traditional fabric shades. Fully enclosed and washable, any dirt or debris will be kept on the exterior of the fixture where it can be easily wiped away and disinfected, making it suitable for interiors with high sanitary requirements, such as healthcare and food service facilities. Available in a range of diameters and heights, the Drum fixture can add dimension to your environment, whether it's a modern restaurant or a high-functioning office. Also available in our [Quick Ship](#) program. For a surface mounted version, see our [Surface Drum](#).







Please note that not all of the above product configurations have been built. Products and lead times may vary. Specifications subject to change without notice. Please visit barbican.ca for the most current specifications and to build part numbers.

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REMOVE LIGHTING OVER CONFERENCE ROOM

LOBBY SCONCE LIGHT TO BE REMOVED

RE-USE PENDANT LIGHTING IN MAIN LOBBY

OFFICE SCONCE LIGHTS TO BE RE-USED

REMOVE LIGHTING OVER OFFICES

CONFIRM EXACT LOCATION OF LIGHTING ABOVE RECEPTION AREA AFTER APPROVAL OF DESK AND COUNTERTOP.

PROVIDE FOUR (4) EXTERIOR QUAD OUTLETS 11'-0" ABOVE GRADE ON EXTERIOR OF BUILDING, FINAL HEIGHT AND LOCATION TO BE APPROVED BY OWNER & ARCHITECT.

CONFIRM EXACT LOCATION OF LIGHTING ABOVE ENTRY LOBBY AFTER APPROVAL OF FURNITURE.

1

CEILING PLAN DEMO

SCALE: 1/8" = 1'-0"

2

CEILING PLAN NEW

SCALE: 1/8" = 1'-0"

Project	T C	Catalog #	Accord 24AC LED	Type	2'x4' Troffer
Prepared by	TSW	Notes	16 Fixtures	Date	6/15/2021



Metalux

Accord 24AC LED

2' x 4' Specification Grade LED Troffer

Typical Applications
Office • Education • Healthcare • Retail

**Interactive Menu**

- Order Information [page 2](#)
- Photometric Data [page 3](#)
- Control Solutions [page 4](#)
- Connected Systems [page 4](#)
- Product Warranty

Product Certification



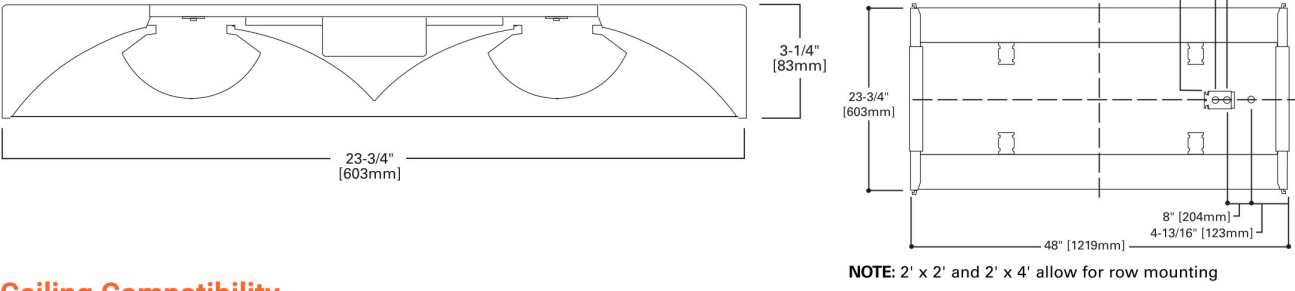
Product Features



Top Product Features

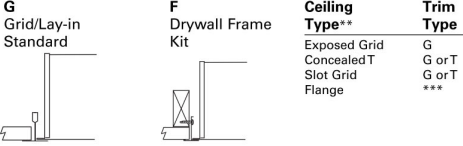
- Available in 1' x 4', 2' x 2' and 2' x 4' recessed & surface versions
- Advanced optical control
- High performance efficacy up to 127 lumens per watt
- Over 60% energy savings when compared to fluorescent troffers
- Three CCT options: 3000K, 3500K and 4000K at 85 CRI

Dimensional and Mounting Details



NOTE: 2' x 2' and 2' x 4' allow for row mounting

Ceiling Compatibility



PSS19361EN page 1
Issued 11/10/2021

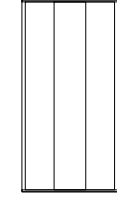
REFLECTED CEILING PLAN NOTES:

- THE ARCHITECTURAL RCP PLAN IS FOR DIMENSIONAL CONTROL AND DESCRIPTION OF NON-ELECTRICAL CEILING ELEMENTS. REFER TO ELECTRICAL DRAWINGS FOR CIRCUIT, SWITCHING, AND ELECTRICAL PANEL INFORMATION.
- HEIGHT ON CEILING TAGS DENOTES THE HEIGHT OF THE CEILING AS MEASURED VERTICALLY FROM THE FINISH FLOOR LEVEL
- ALL EXISTING LIGHTS, SUPPLY VENT DIFFUSERS, AND RETURN VENTS TO BE RE-USED.

CEILING TAG LEGEND:

A 0'-0"	EXISTING 2X4 ACOUSTICAL TILE SUSPENDED FROM UNDERSIDE OF STRUCTURE WITH OPTIONAL 2 IN. RIGID INSULATION CUT INTO 2X2 SQUARES ON TOP OF THE ACT TILE. *APPLIES TO ALL NEW OFFICES
---------	---

LIGHTING LEGEND

	2X4 DEEP RECESSED DIRECT/INDIRECT TROFFER FIXTURE
	EXISTING INTERIOR WALL SCONCE
	BARBICAN TUBULAR PENDANT
	EXISTING PENDANT LIGHTING
	BARBICAN DRUM PENDANT

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consultant

seal

issue date

project title

**Ted Strickland
Community
Center
Renovation**
130 Berry Street
Stockbridge, GA
30281

for

City of Stockbridge

drawing information

project number: 21035
contact: Designer
drawn by: Author
checked by: Checker

drawing date

04/21/21

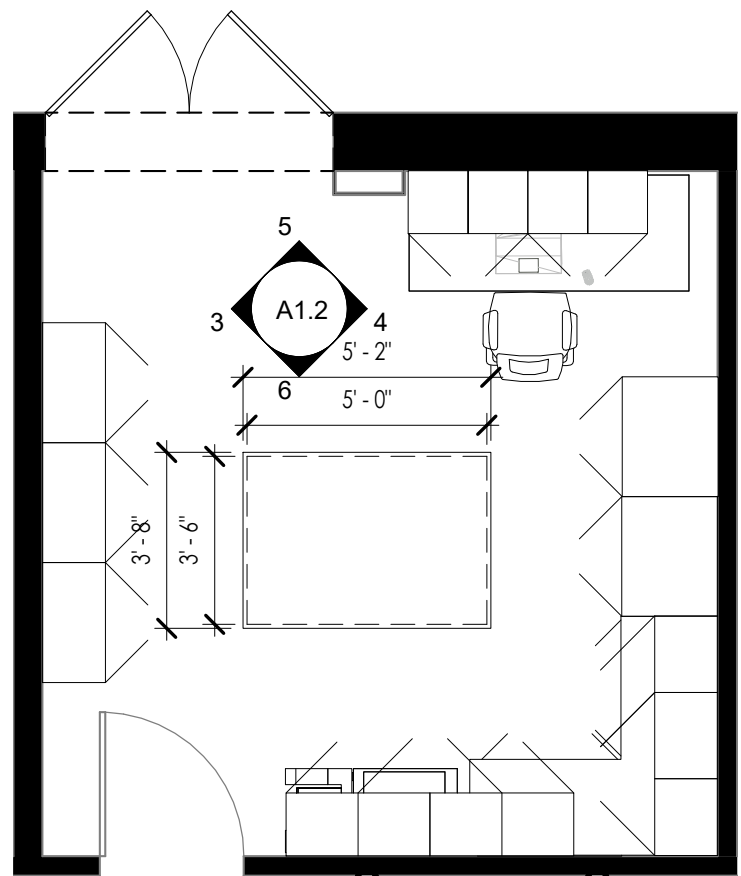
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**REFLECTED CEILING
PLANS**

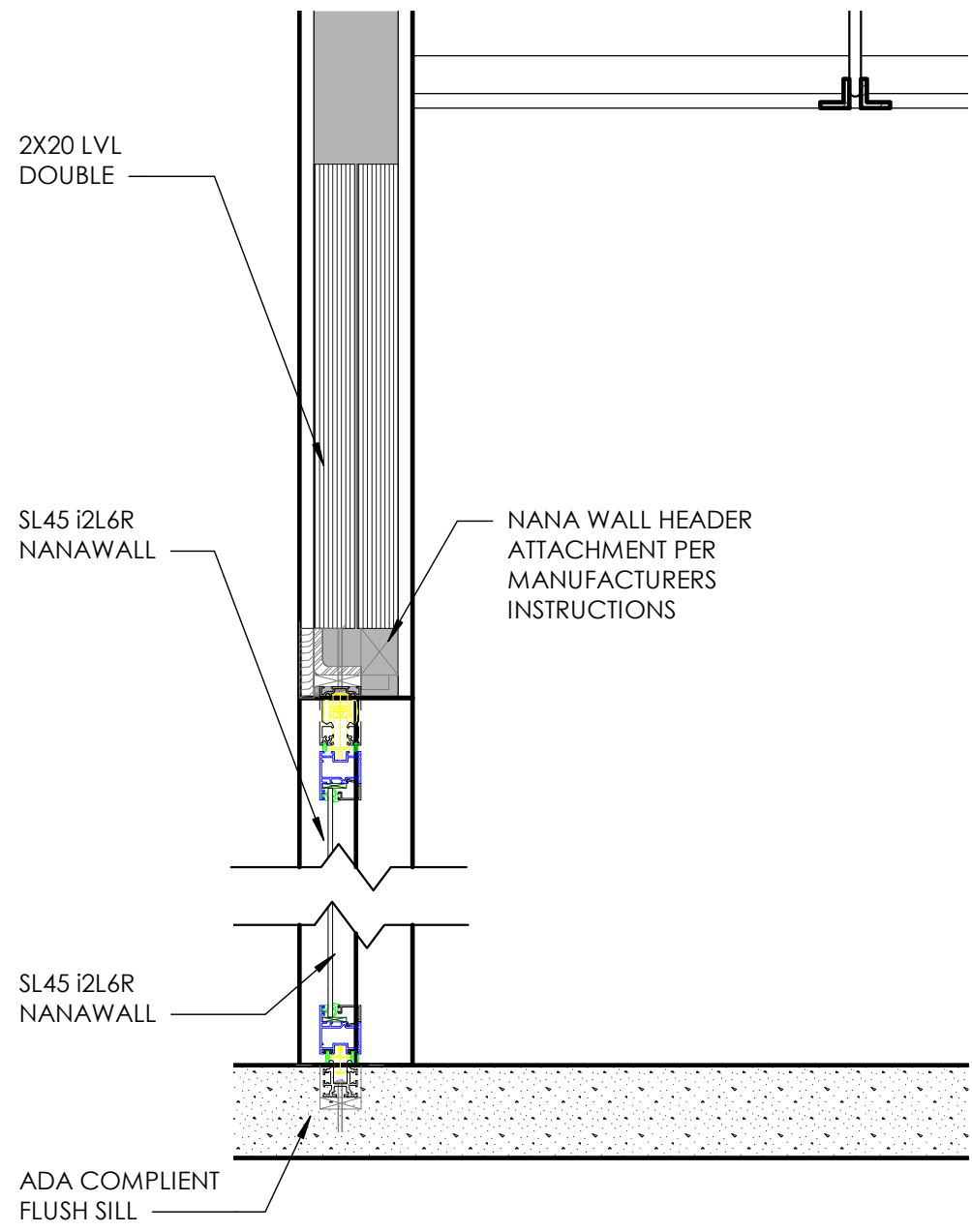
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A1.1

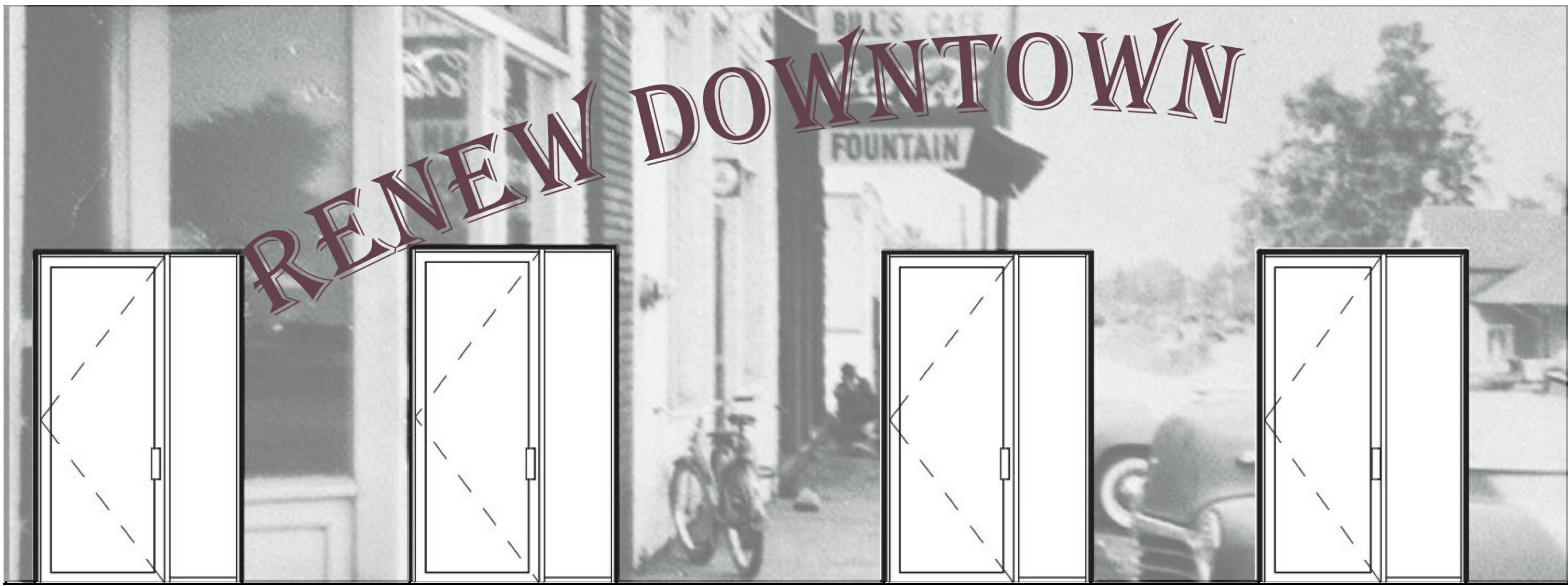
CONSTRUCTION DOCUMENTS



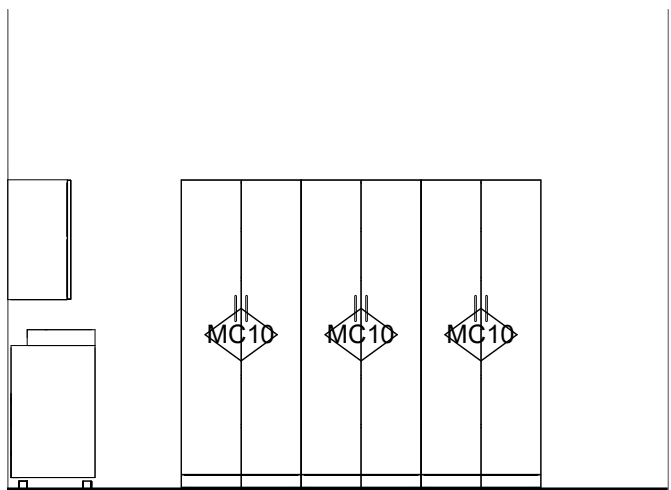
2 WORK AREA
A1.2 SCALE: 1/4" = 1'-0"



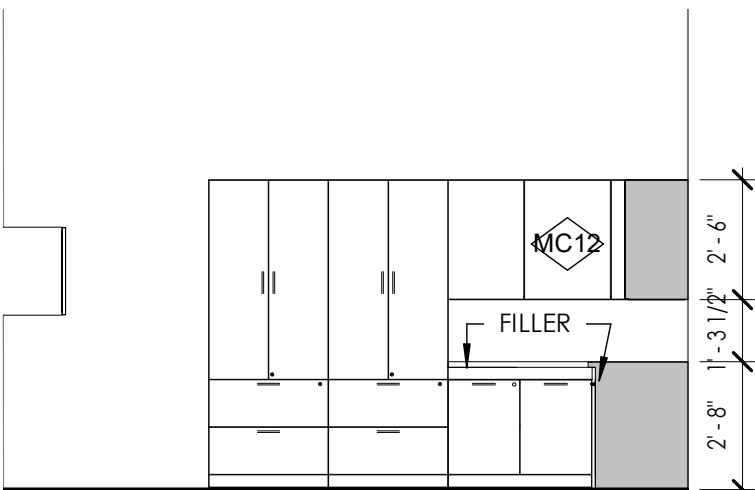
8 NANA DOOR SECTION
A1.2 SCALE: 1 1/2" = 1'-0"



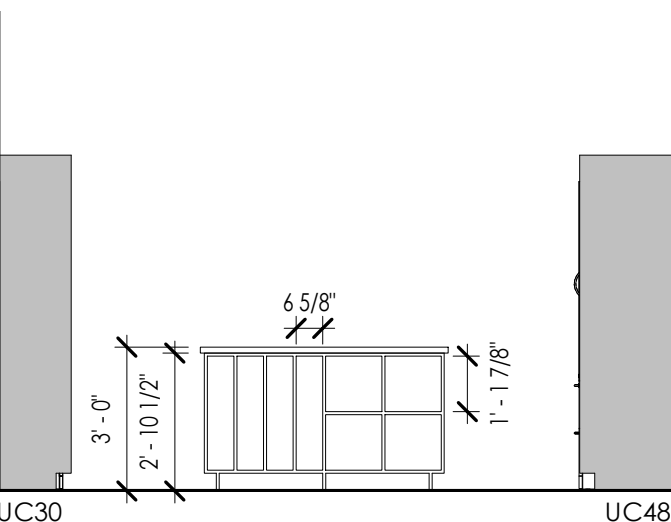
1 PRIVATE OFFICE WALL
A1.2 SCALE: 3/8" = 1'-0"



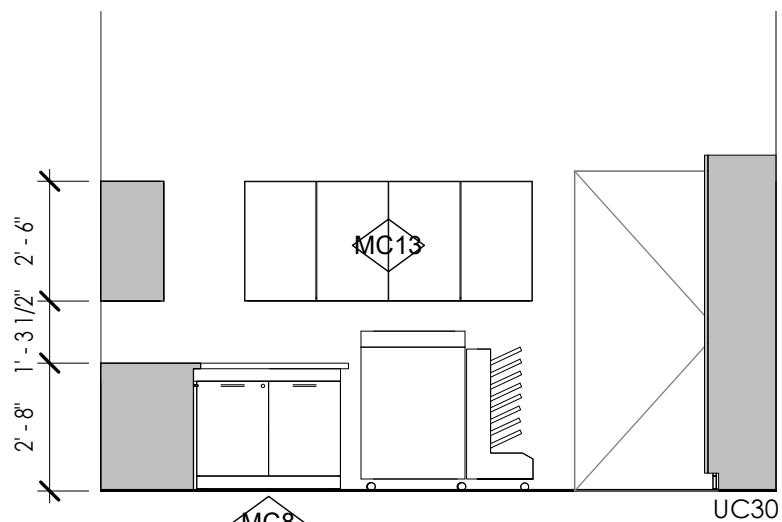
3 WORK ROOM CABINETS 3
A1.2 SCALE: 1/4" = 1'-0"



4 WORK ROOM CABINETS
A1.2 SCALE: 1/4" = 1'-0"



5 WORK ROOM ISLAND
A1.2 SCALE: 1/4" = 1'-0"



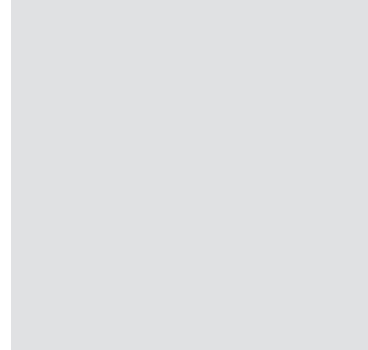
6 WORK ROOM CABINETS 2
A1.2 SCALE: 1/4" = 1'-0"

FLOORING



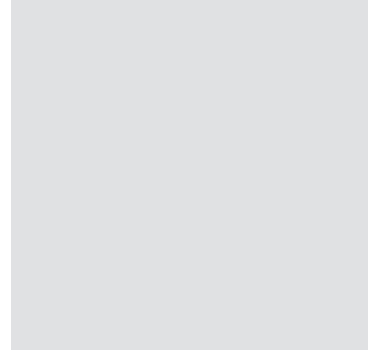
CONC/P SEMI POLISHED CONCRETE- GRIND, POLISH, SEALED (LOBBY FLOORING)
LEVEL: 3, GRIT: 800, MIN. PASSES 6
TEXTURE: SMOOTH
SEALER: CLEAR
FINISH: 50 GLOSS READING

BASE



WD/P-1 WOOD BASE
SPECIES: YELLOW POPULAR SIZE: 1" X 6"
EDGE: SQUARE
PAINT: SW 7006 EXTRA WHITE
FINISH: SEMI-GLOSS

WALL

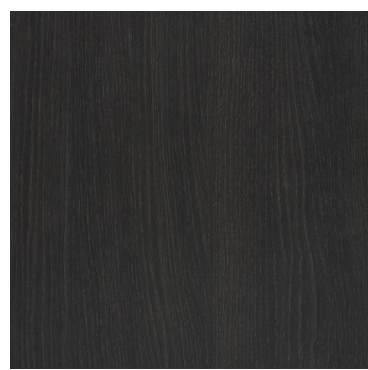


P-1 MAIN FIELD PAINT
MFR: SHERWIN WILLIAMS
COLOR: SW 7006 EXTRA WHITE

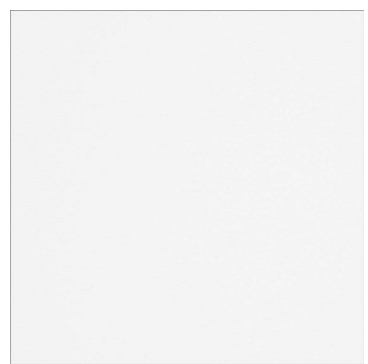


PP-1 ACCENT WALL
MFR: DALTILE; PRODUCT: BEE HIVE
MEDLEY COLOR: CUBE POSITIVE P047;
FINISH: MATTE
SIZE: 8X10
PATTERN: HEXAGON OFFSET AT 30
DEGRESS FROM HORIZONTAL,
ALTERNATE 180 DEGREE TILE ROTATION
EVERY ROW (SEE IMAGE)
EPOXY GROUT: MATCH TILE COLOR

CUSTOM MILWORK LAMINATE



PLAM-1 CUSTOM BASE CABINERY
COLOR: MATCH DARK MURANO OAK
CABINET FRONT STYLE- FLUSH/SLAB
DRAWER PULLS- 6" LONG BAR PULL
SATIN CHROME FINISH
DOOR PULLS- NO SURFACE
HARDWARE- PUSH TO OPEN
CONCEALED HARDWARE



PLAM-2 CUSTOM COUNTER TOPS
MFR: FORMICA
COLOR: 949 WHITE
FINISH: GLOSS
THICKNESS: 2CM
EDGE: EASED

INTERIOR FINISH NOTES

- INTERIOR GYPSUM WALLS SHALL BE PAINTED P-1 EGGSHELL, UNLESS NOTED OTHERWISE. SEE FINISH SCHEDULE FOR OTHER DESIGNATIONS. ACCENT PAINTS SHALL TERMINATE AT INSIDE CORNERS UNLESS NOTED OTHERWISE.
- SEE FINISH PLANS FOR ALL ACCENT PAINT LOCATIONS. ACCENT PAINT AND MATERIALS SHALL TERMINATE AT INSIDE CORNERS UNLESS NOTED OTHERWISE.
- ALL GYPSUM CEILINGS AND SOFFITS SHALL BE PAINTED P-1, FINISH FLAT, ON ALL FACES UNLESS OTHERWISE.
- ALL HOLLOW METAL DOORS AND FRAMES SCHEDULED TO BE PAINTED TO MATCH ADJACENT WALL COLOR, FINISH SEM-GLOSS UNLESS NOTED OTHERWISE.
- ALL MECHANICAL GRILLS SHALL BE PAINTED TO MATCH ADJACENT WALL, FINISH SEMI- GLOSS.
- PAINTING CONTRACTOR SHALL REVIEW THE SURFACES OF ALL MATERIALS THAT ARE INDICATED TO BE PAINTED AND SHALL BRING TO THE ATTENTION OF THE CONTRACTOR ANY SURFACES THAT ARE NOT ACCEPTABLE TO RECEIVE PAINT. WALL SURFACES THAT CONTAIN BLEMISHES, CONCRETE SPATTERINGS, CAULKING DRIPS, PAINT RUNS, NAILS, SCREWS, UNEVEN FINISH SURFACES, ETC. SHALL BE CORRECTED PRIOR TO FINAL PAINTING. FAILURE OF NOT CORRECTING THESE ITEMS SHALL NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY TO CORRECT THIS WORK, EVEN AFTER FINAL PAINTING IS COMPLETED.
- REMOVE PAINT FROM ALL ITEMS NOT INTENDED TO BE PAINTED SUCH AS LIGHT SWITCH PLATES, ELECTRICAL RECEPTACLES, FIRE ALARM STROBES, LIGHT FIXTURES, SPEAKERS, DOOR HARDWARE, FLOOR TILES, WALL BASE, CEILING TILES, GRID, ETC.
- IN AREAS REQUIRING NEW WORK AND PATCHING OF EXISTING FINISHES SHOWN ON THE FINISH PLANS SHALL BE VERIFIED BY THE CONTRACTOR AND ANY NOTED DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT.
- SEE INTERIOR ELEVATIONS AND FINISH PLANS FOR AWP, TWP, WC LOCATIONS.
- ALL RUBBER FLOORING TRANSITION STRIPS ON SECOND FLOOR AND IN STAIR LOBBIES SHALL BE JOHNSONITE, COLOR CHARCOAL.
- FLOOR MATERIAL TRANSITIONS SHALL OCCUR UNDER THE CENTERLINE OF THE ROOM DOORS IN A CLOSED POSITION. SEE FINISH LEGEND FOR FLOOR TRANSITION DETAILS.
- ALL COMPONENTS OF THE LAMINATE CABINETS INCLUDING BUT NOT LIMITED TO SHELVES, SKIRTS, BACKS, SIDES, AND SUPPORTS SHALL MATCH THE EXTERIOR PLASTIC LAMINATE DESIGNATED.
- ALL ELECTRICAL RECEPTACLE PLATE COLORS SHALL BE STAINLESS LOOK WITH GREY RECEPTACLES.
- REFER TO REFLECTED CEILING PLANS FOR CEILING HEIGHTS.
- ALL MANUAL ROLLER SHADES SHALL BE MERMET E SCREEN SHADE CLOTH. OWNER TO SELECT OPENNESS FACTOR AND COLOR AT TIME OF SUBMITTAL. SEE FINISH PLAN FOR LOCATIONS MARKED "RS". OWNER MAY CHOOSE DIFFERENT COLORS FOR DIFFERENT LOCATIONS ON THE SECOND FLOOR AND FIRST FLOOR.

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consultant

seal



issue date

project title

**Ted Strickland
Community
Center
Renovation**

130 Berry Street
Stockbridge, GA
30281

for

City of Stockbridge

drawing information

project number: 21035
contact: Designer
drawn by: Author
checked by: Checker

drawing date

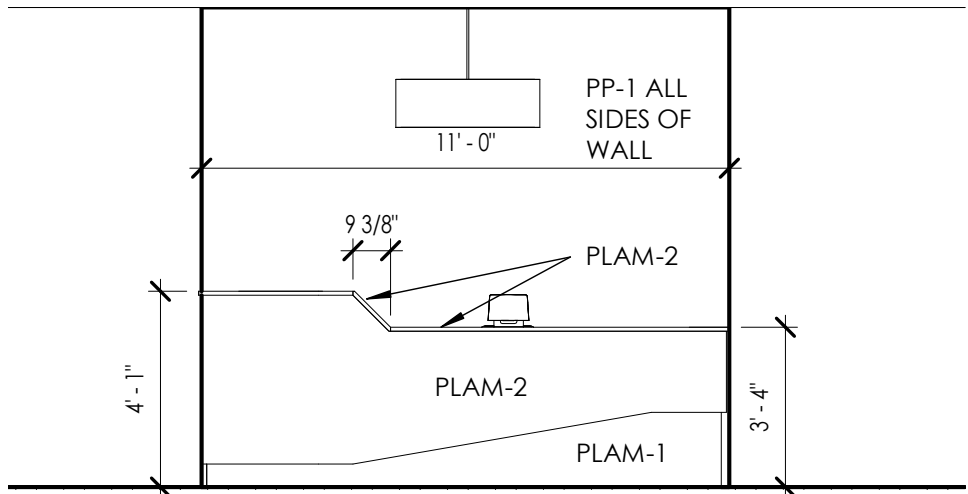
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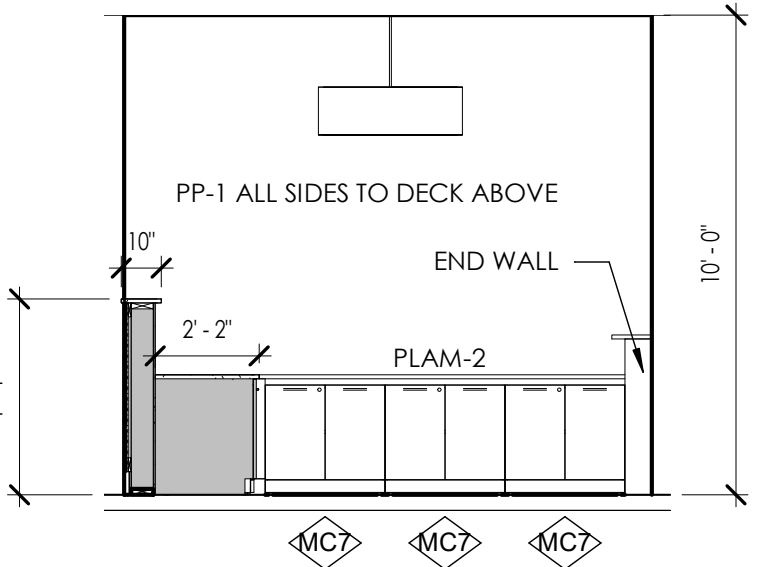
INTERIOR FINISHES

sheet number

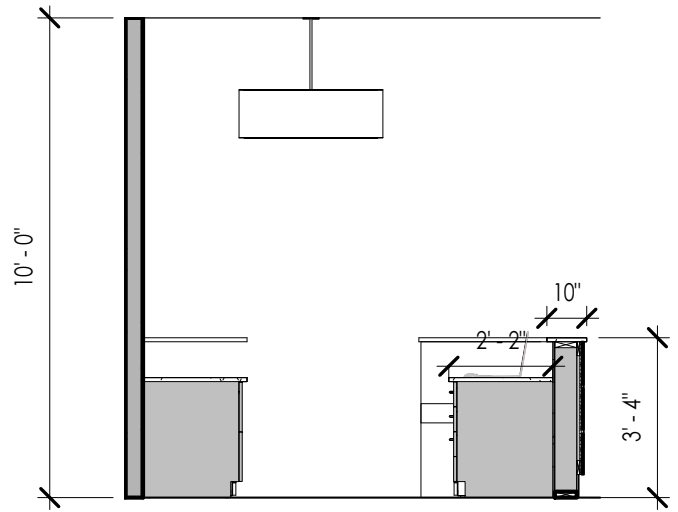
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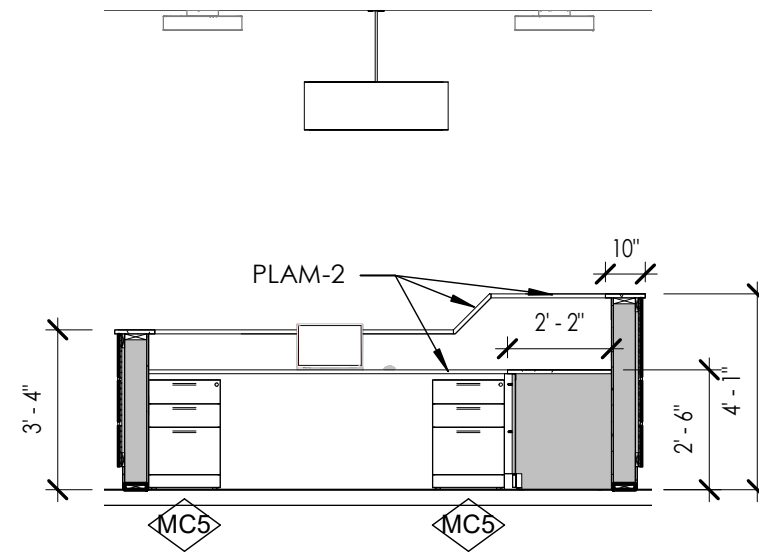
2 RECEPTION FRONT VIEW
A1.3 SCALE: 1/4" = 1'-0"



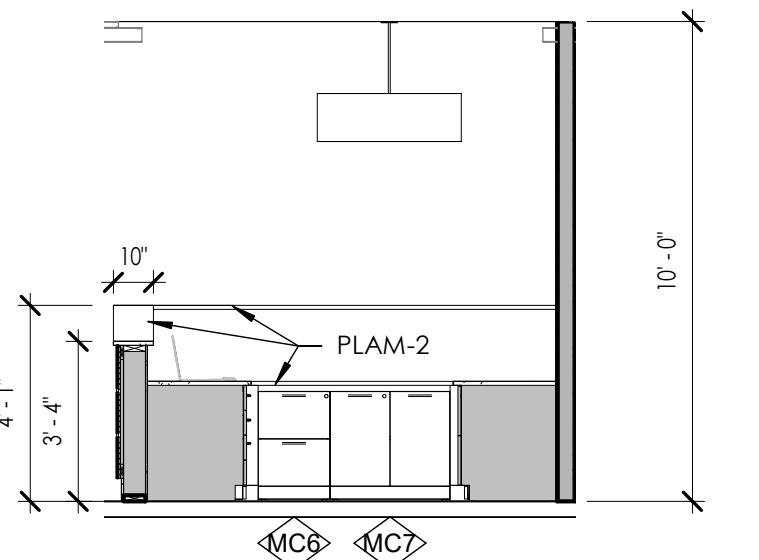
3 RECEPTION CASEWORK 1
A1.3 SCALE: 1/4" = 1'-0"



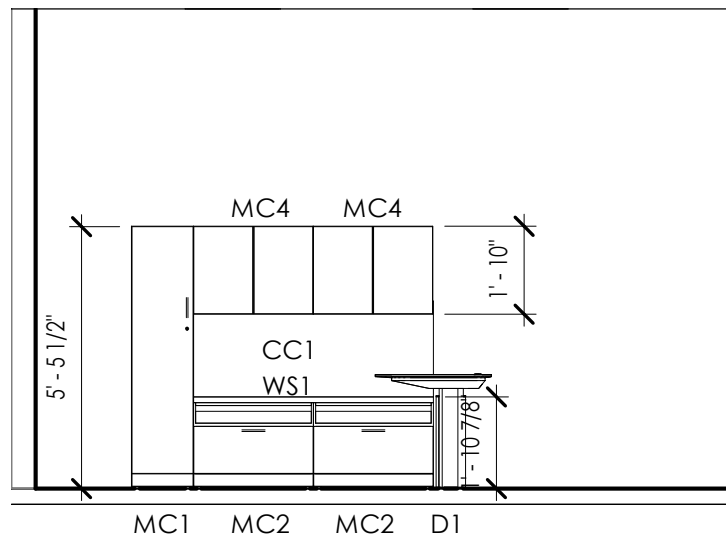
4 RECEPTION CASEWORK 2
A1.3 SCALE: 1/4" = 1'-0"



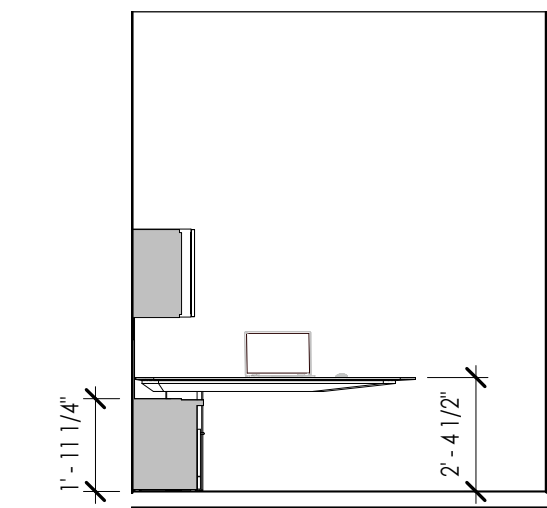
5 RECEPTION CASEWORK 3
A1.3 SCALE: 1/4" = 1'-0"



6 RECEPTION CASEWORK 4
A1.3 SCALE: 1/4" = 1'-0"



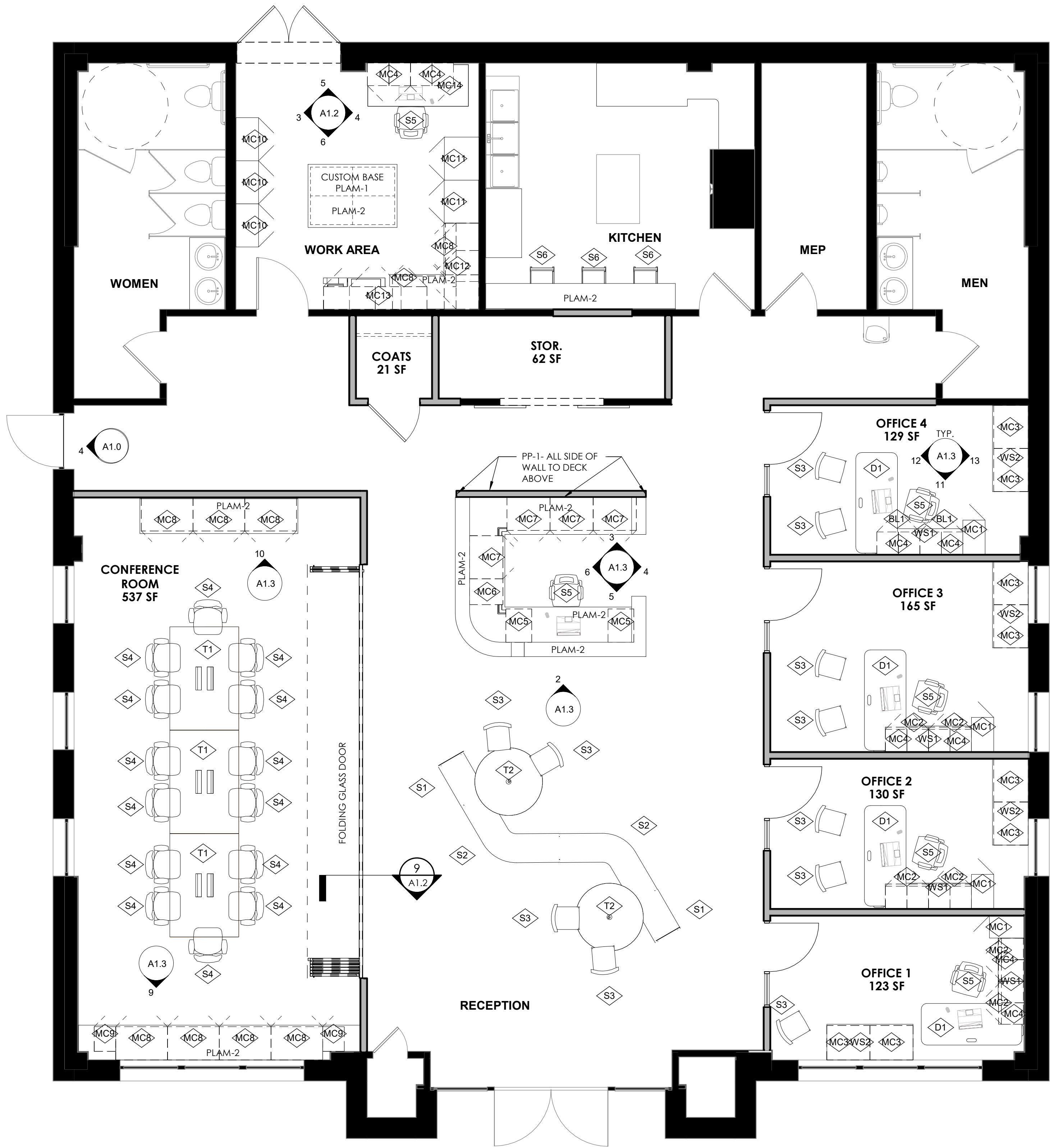
11 OFFICE 4 CASEWORK
A1.3 SCALE: 1/4" = 1'-0"



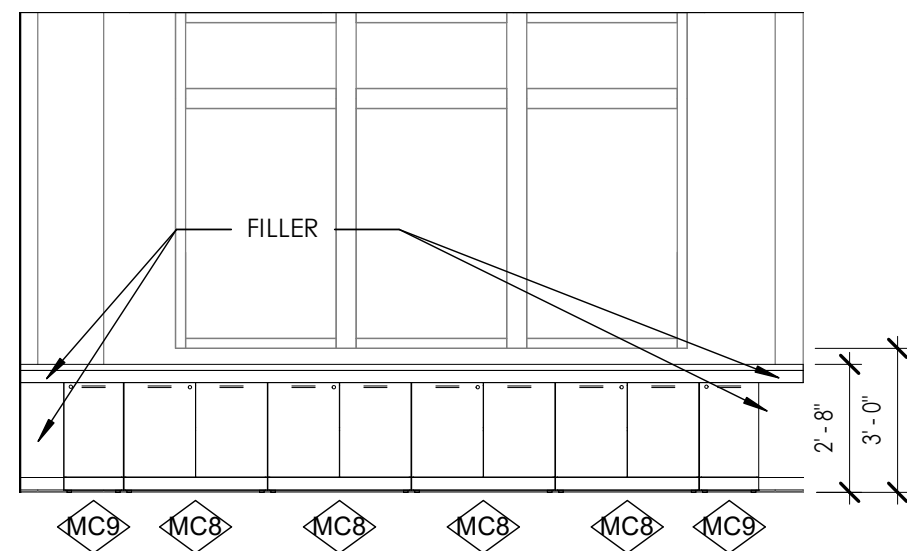
12 OFFICE 4 CASEWORK 2
A1.3 SCALE: 1/4" = 1'-0"



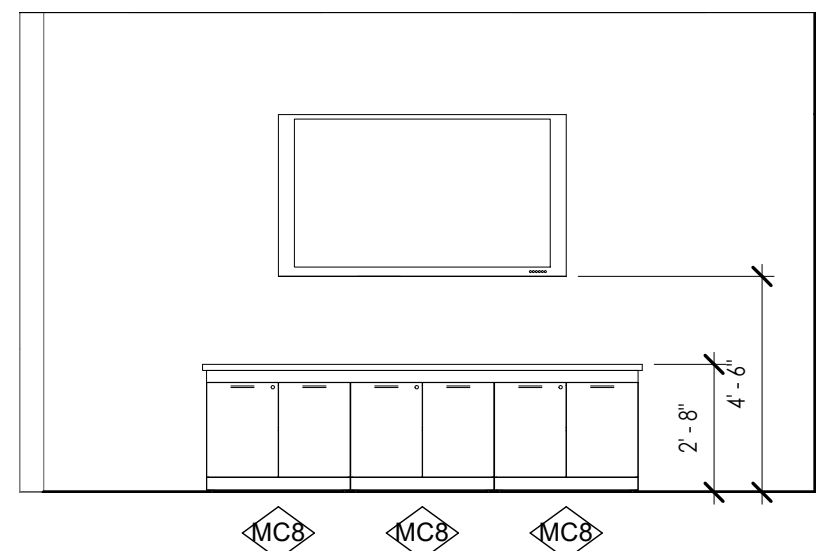
13 OFFICE 4 CASEWORK 3
A1.3 SCALE: 1/4" = 1'-0"



1 FURNITURE FLOOR PLAN
A1.3 SCALE: 1/4" = 1'-0"

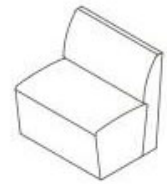
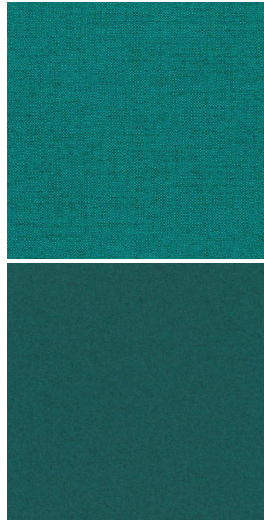
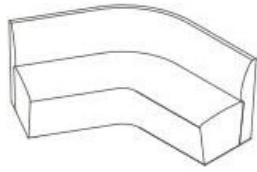
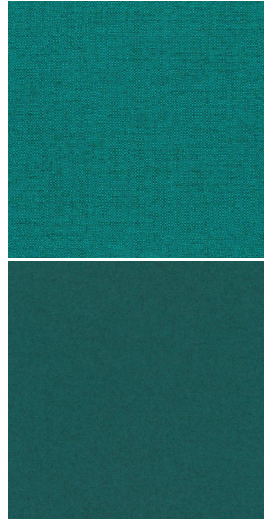
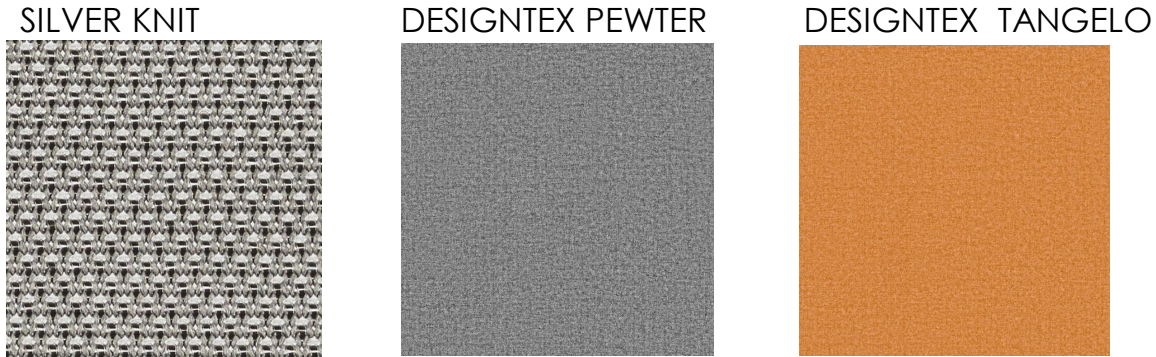
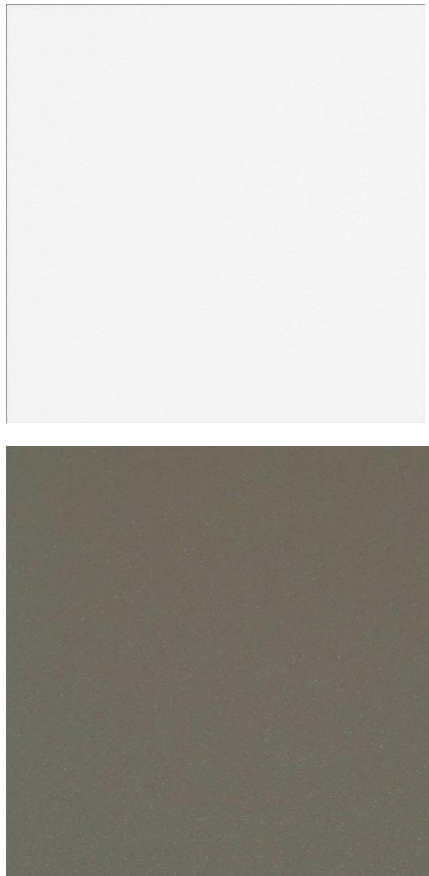
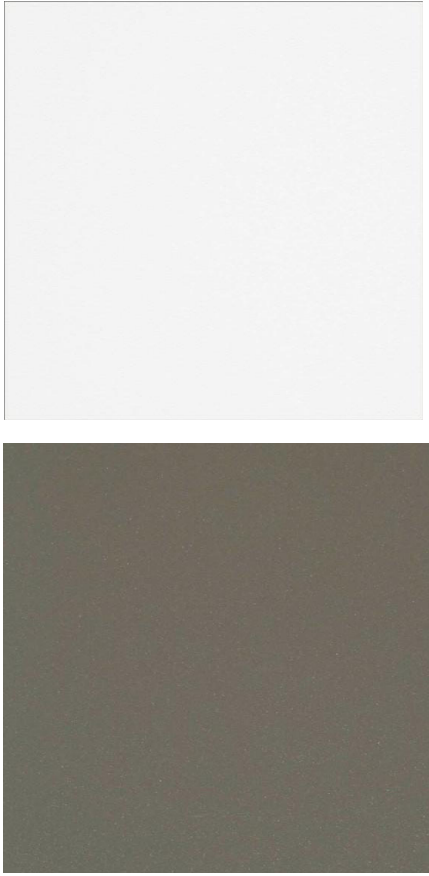
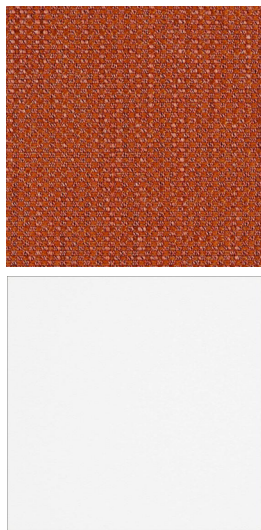


9 CONFERENCE ROOM CASEWORK
A1.3 SCALE: 1/4" = 1'-0"



10 CONFERENCE ROOM CASEWORK 2
A1.3 SCALE: 1/4" = 1'-0"

FURNITURE BASIS OF DESIGN STEELCASE

S1- RECEPTION SEATING MANUFACTURER: STEELCASE SUB-PROVIDER: ORANGE BOX PRODUCT LINE: AWAY FROM THE DESK PRODUCT ID: AD-02 FABRIC: AQUAMARINE OR DIVINA MELANGE 2 1213/821 821 OR ARCHITECT TO SELECT QUANTITY: 2 AD-02 31" straight seat & back  H32" SH19" W31" D26" SD20" 	S2- RECEPTION SEATING MANUFACTURER: STEELCASE SUB-PROVIDER: ORANGE BOX PRODUCT LINE: AWAY FROM THE DESK PRODUCT ID: AD-22 FABRIC: STEP MELANG 2442/66150 BLUE 3 OR WOOLISH 3973/409 CADET QUANTITY: 2 AD-22 120° seat & external back  H32" SH19" W84" D42" SD20" 	T2- RECEPTION TABLE MANUFACTURER: STEELCASE SUB-PROVIDER: ORANGE BOX PRODUCT LINE: AWAY FOR THE DESK PRODUCT ID: AD-91 SRO LAMINATE: MFR. WARM OAK OR ASH WENGE BASE: SILK QUANTITY: 2 AD-91 SRO Huddle buddle group working table Ø47" diameter top  H29" W47" D47" 	S3- RECEPTION SEATING MANUFACTURER: STEELCASE PRODUCT LINE: COALESSE, FULL SWIVEL PRODUCT ID: \$W_1 LOUNGE SEATING- COW613 W/ PILLOW FEATURES: LOW BACK, LUMBAR PILLOW, 4-STAR BASE SEAT AND UPPER BACK FABRIC: BILLIARD MULTIUSE BY DESIGNTEX 5H20 PEWTER OR 5H12 TANGELO LOWER BACK KNIT: 5KG1 SILVER BASE FINISH: 8040 ALUMINUM MATTE POLISHED QUANTITY: 11  
T1- CONFERENCE ROOM TABLE MANUFACTURER: STEELCASE PRODUCT LINE: FRAME ONE DESCRIPTION: 48 X 72 CONFERENCE TABLE SECTION & FRAME WITH POWER PRODUCT ID: ØBAD91SRO LEGS & POWER FIXTURE PAINT FINISH: GOLD DUST METALLIC 4788 POWER OUTLETS: FOUR (4) PER TABLE LAMINATE TOP & EDGE FINISH: ARCTIC WHITE 2730 (MEDIUM GLOSS) QUANTITY: 3  	S4- CONFERENCE ROOM TABLE MANUFACTURER: STEELCASE PRODUCT LINE: COALESSE SEATING DESCRIPTION: CHORD CONFERENCE SEATING MID-BACK URETHANE ARMS PRODUCT ID: 796 LEGS & POWER FIXTURE PAINT FINISH: POLISHED ALUMINUM UPHOSTERY: ELMORUSTICAL L325 CARMEL OR L367 CADET QUANTITY: 14  	S5- OFFICE CHAIR MANUFACTURER: STEELCASE PRODUCT LINE: GESTURE DESCRIPTION: ADJUSTABLE OFFICE CHAIR PRODUCT ID: 442A30 UPHOLSTERY: (3)GRAPHITE 5S25 & (3) ERA- ONXY 5ER9 FRAME: DARK/LIGHT BASE: MATCHES FRAME WHEELS: FOR HARD SURFACE BACK: SHELL BACK ARMS: FULLY AJUSTABLE ARMS QUANTITY: 6 GRAPHITE ONXY 	D1- OFFICE DESK MANUFACTURER: STEELCASE PRODUCT LINE: MACKINAC D1 DESCRIPTION: 30 D X 72 W WORKSURFACE & 14"D X 17"W X 27"H SEAT HEIGHT COLUMN D1 PRODUCT ID: MCKALT1WSP MODESTY SCREEN: 36 X 18 METAL MODESTY SCREEN BELOW WORK SURFACE PERSONAL DRAWER PACKAGE: MCKDRWACC DRAWER, LEGS, MODESTY PANEL, & POWER FIXTURE PAINT FINISH: GOLD DUST METALLIC 4788 LAMINATE TOP & EDGE FINISH: ARCTIC WHITE 2730 (MEDIUM GLOSS) QUANTITY: 4  
S6-KITCHEN STOOL MANUFACTURER: STEELCASE SUB-PROVIDER: WEST ELM PRODUCT LINE: WORK COLLECTION SLOPE BAR HEIGHT STOOL PRODUCT ID: WESSLPSB (NO SEAM) FABRIC: BARK CLOTH 3746-701 FRAME: MILK 4242, CLEAR GLIDES QUANTITY: 3  	ALL FURITURE TO BE PURCHASED BY THE CITY OF STOCKBRIDGE, CONTRACTOR TO PROVIDE ELECTRICAL WIRING AND BLOCKING AS NEEDED.		

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consultant

seal

STATE OF GEORGIA

Heather Lois Hubble

CERTIFICATE NO. 000798

REGISTERED ARCHITECT

issue date

project title

**Ted Strickland
Community
Center
Renovation**
130 Berry Street
Stockbridge, GA
30281

for

City of Stockbridge

drawing information

project number: 21035
contact: Designer
drawn by: Author
checked by: Checker

drawing date

04/30/10

sheet title

FURNITURE

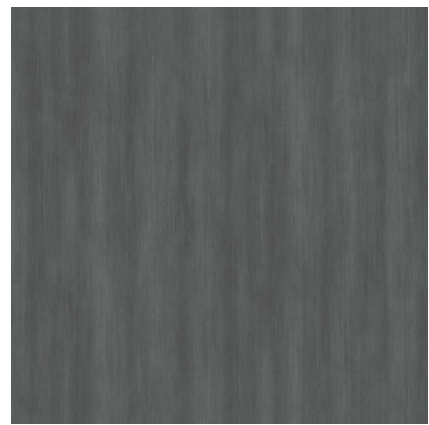
sheet number

A1.4

FURNITURE BASIS OF DESIGN STEELCASE

WS1-OFFICE
WORKSURFACE

MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 18 D X 60 W
WORKSURFACE PODUCT ID: E6WS1860
LAMINATE TOP & EDGE FINISH: SMOKED
WALNUT
QUANTITY: (4) WORKSURFACES



WS2-OFFICE
WORKSURFACE

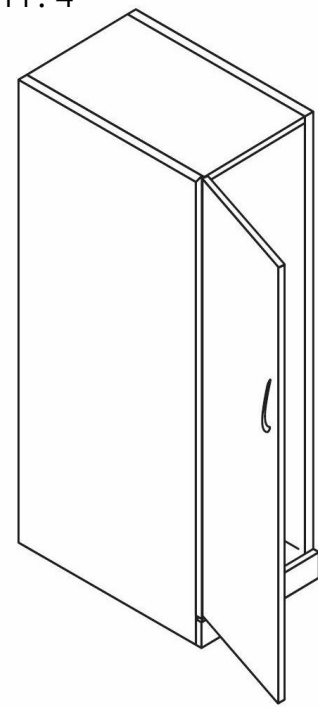
MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 24 D X 60 W
WORKSURFACE PODUCT ID: E6WS2460
LAMINATE TOP & EDGE FINISH: DARK
MURANO OAK
QUANTITY: (4) WORKSURFACES

CC1-CUSTOM
FLOATING BACK
PANEL

DESCRIPTION: 3/4 D X 60 W 20 H
LAMINATE BASE: DARK MURANO OAK
QUANTITY: 4

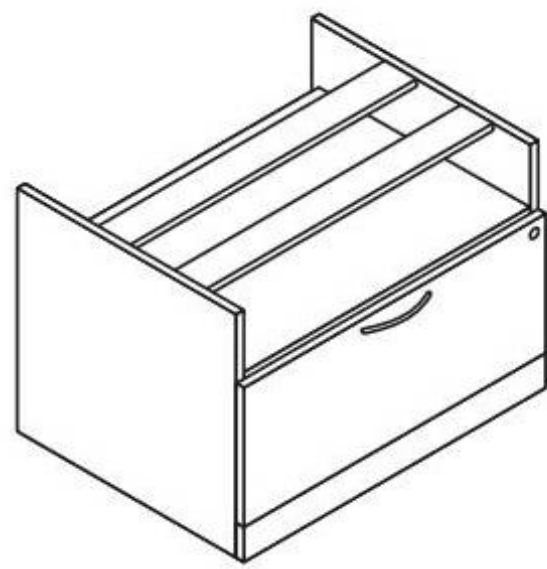
MC1-OFFICE
WAREROBE

MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 24D X 15W X 65H
WARDROBE
PRODUCT ID: E6KW241565L
PULL SHAPE: BEAM
LAMINATE BASE: 2HAE DARK OLIVINE
& DARK MURANO OAK
QUANTITY: 4



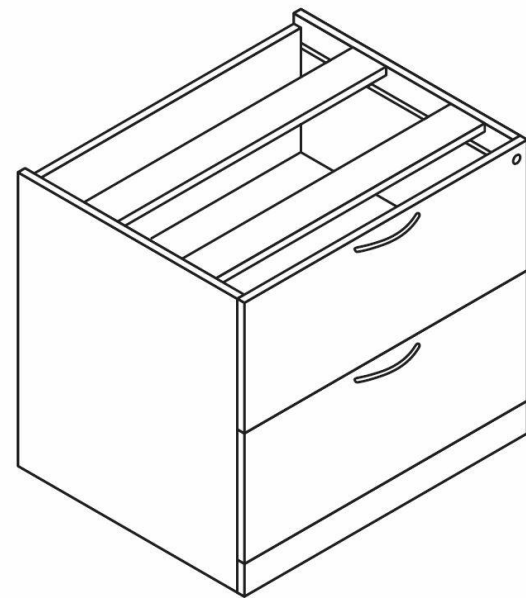
MC2-OFFICE
LATERAL FILE

MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 17 D X 30 W 1.5 HIGH
OPEN/LATERAL FILE
PRODUCT ID: E6PD173021G
PULL SHAPE: BEAM
LAMINATE BASE: DARK MURANO OAK
QUANTITY: (16) 1.5 STORAGE



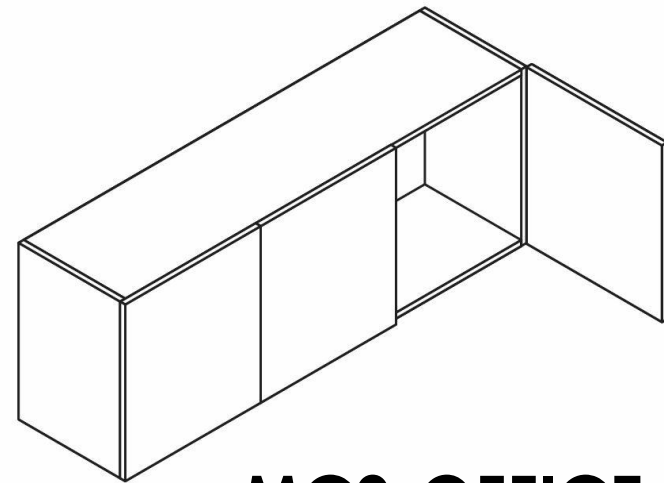
MC3-OFFICE LATERAL
FILE

MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 23 D X 30 W 27 H
TWO HIGH LATERAL FILE
PRODUCT ID: E6PD233027F
PULL SHAPE: BEAM
LAMINATE BASE: DARK MURANO OAK
QUANTITY: 8

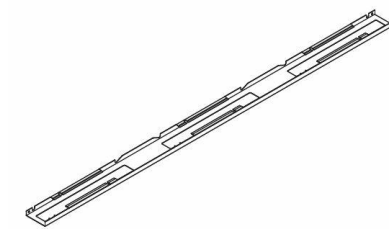


MC4-OFFICE
OVERHEAD STORAGE

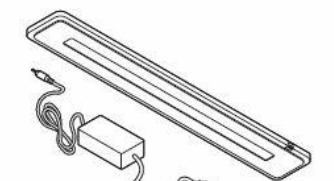
MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 15 D X 30 W 22 H
SINGLE-HIGH OVERHEAD 22" HIGH
PRODUCT ID: E60S153022H
PULL SHAPE: BEAM
LAMINATE BASE: DARK MURANO OAK
QUANTITY: 10
ACCESSORIES: LED SHELF LIGHT & METAL
LIGHT HOUSING- 3 LIGHTS DAISY
CHAINED NOT EXCEEDING 68"
PRODUCT NUMBER: E6LH68M
STARTER LIGHT- LSL18YA
SECONDARY LIGHT- LSL18YB
FINISH: 6000 BLACK
MOUNTING: FASTENER KIT



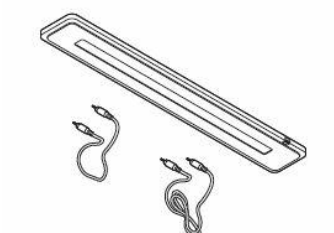
METAL LIGHT HOUSING



STARTER LED LIGHT

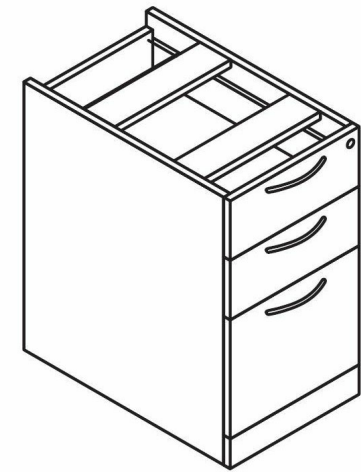


SECONDARY LED LIGHT



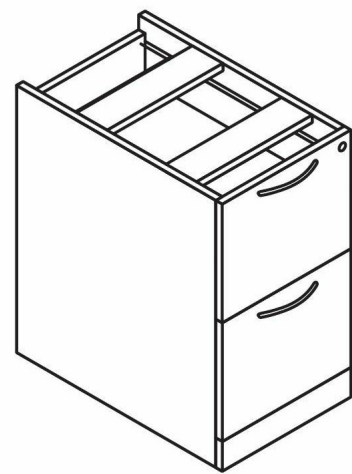
MC5-OFFICE
DRAWER & FILE

MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 23 D X 18 W 27 H
TWO BOX AND ONE FILE DRAWER
PRODUCT ID: E6PD231827B
PULL SHAPE: BEAM
LAMINATE BASE: DARK MURANO OAK
QUANTITY: 2



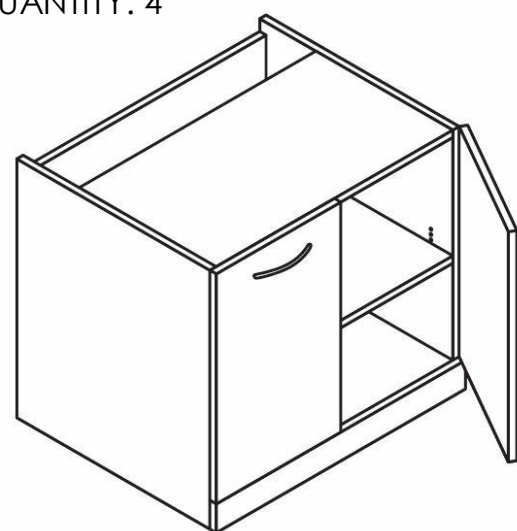
MC6-OFFICE FILE
DRAWERS

MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 23 D X 18 W 27 H
TWO FILE DRAWER
PRODUCT ID: E6PD231827F
PULL SHAPE: BEAM
LAMINATE BASE: DARK MURANO OAK
QUANTITY: 1



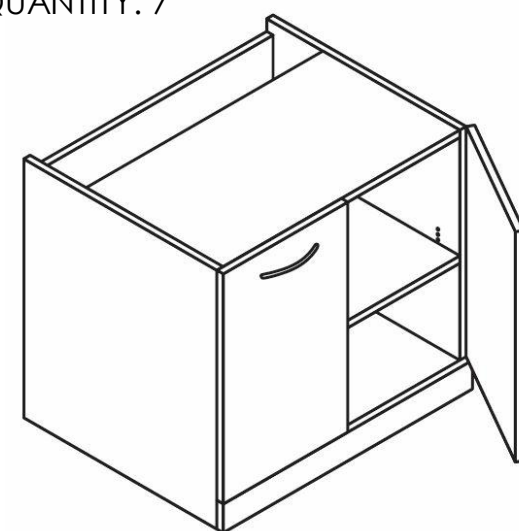
MC7-OFFICE BASE
WITH HINGED DOOR

MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 23 D X 30 W 27 H
TWO HINGED DOORS WITH ONE
ADJUSTABLE SHELF
PRODUCT ID: E6PD233027D
PULL SHAPE: BEAM
LAMINATE BASE: DARK MURANO OAK
QUANTITY: 4



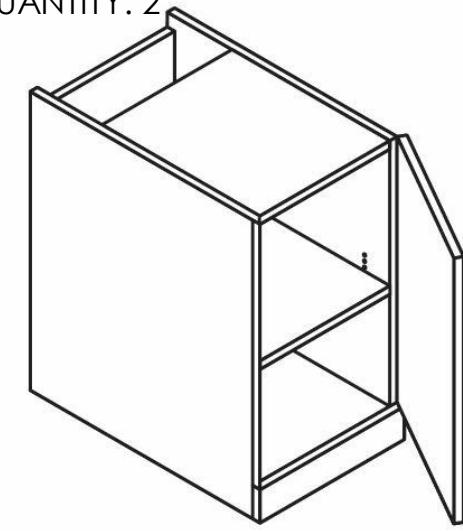
MC8-OFFICE BASE
WITH HINGED DOOR

MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 23 D X 36 W 27 H
TWO HINGED DOORS WITH ONE
ADJUSTABLE SHELF
PRODUCT ID: E6PD233627D
PULL SHAPE: BEAM
LAMINATE BASE: DARK MURANO OAK
QUANTITY: 7



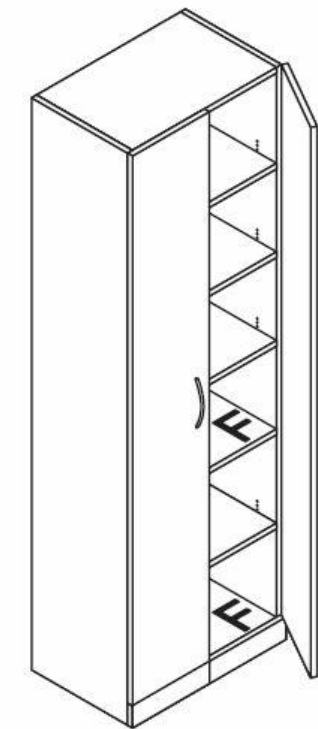
MC9-OFFICE BASE
WITH HINGED DOOR

MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 17 D X 15 W 27 H
HINGED DOOR WITH ONE ADJUSTABLE
SHELF
PRODUCT ID: E6PD171527R
PULL SHAPE: BEAM
LAMINATE BASE: DARK MURANO OAK
QUANTITY: 2



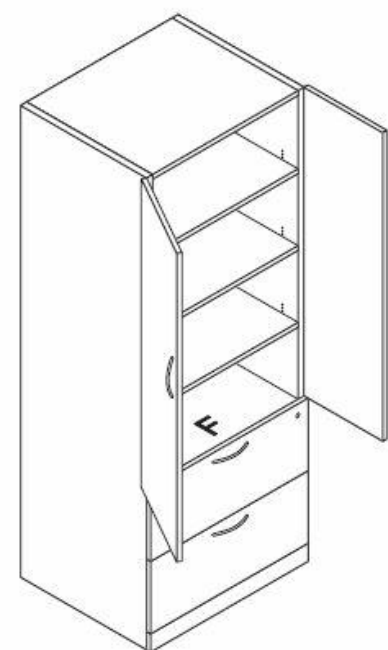
MC10-BOOKCASE
WITH DOORS

MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 16 D X 30 W 77 H
FOUR ADJUSTABLE SHELVES, TWO FIXED
SHELVES
PRODUCT ID: E6BF153077D
PULL SHAPE: BEAM
LAMINATE BASE: DARK MURANO OAK
QUANTITY: 3



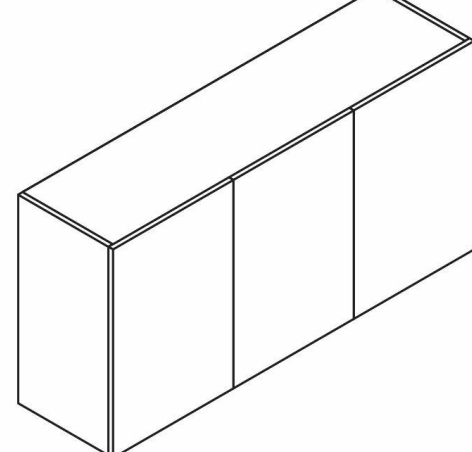
MC11-VERTICAL
CABINET

MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 24 D X 30 W 77 H
HINGED DOORS WITH TWO ADJUSTABLE
SHLEVES, TWO 12" DRAWERS
PRODUCT ID: E6KV233077B
PULL SHAPE: BEAM
LAMINATE BASE: DARK MURANO OAK
QUANTITY: 2



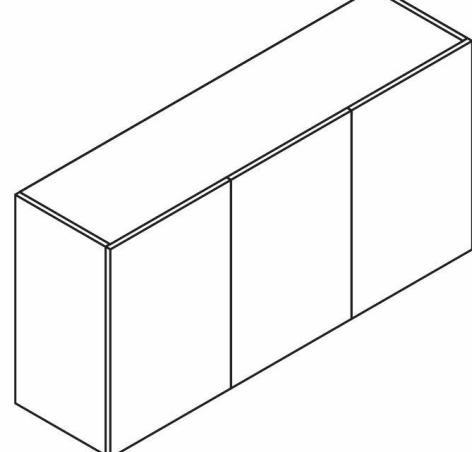
MC12-DOUBLE HIGHT
OVERHEAD STORAGE

MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 16 D X 60 W 30 H
DOUBLE-HIGH OVERHEADS 30" HIGH
PRODUCT ID: E6OD156030C
PULL SHAPE: BEAM
LAMINATE BASE: DARK MURANO OAK
QUANTITY: 1
ACCESSORIES: LED SHELF LIGHT & METAL
LIGHT HOUSING- 3 LIGHTS DAISY CHAINED
NOT EXCEEDING 68"
PRODUCT NUMBER: E6LH68M
STARTER LIGHT- LSL18YA
SECONDARY LIGHT- LSL18YB
FINISH: 6000 BLACK
MOUNTING: FASTENER KIT



MC13-DOUBLE HIGHT
OVERHEAD STORAGE

MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION: 16 D X 72 W 30 H
DOUBLE-HIGH OVERHEADS 30" HIGH
PRODUCT ID: E6OD1572230C
PULL SHAPE: BEAM
LAMINATE BASE: DARK MURANO OAK
QUANTITY: 1
ACCESSORIES: LED SHELF LIGHT & METAL
LIGHT HOUSING- 3 LIGHTS DAISY CHAINED
NOT EXCEEDING 68"
PRODUCT NUMBER: E6LH68M
STARTER LIGHT- LSL18YA
SECONDARY LIGHT- LSL18YB
FINISH: 6000 BLACK
MOUNTING: FASTENER KIT



MC14-DOUBLE HIGHT
OVERHEAD STORAGE

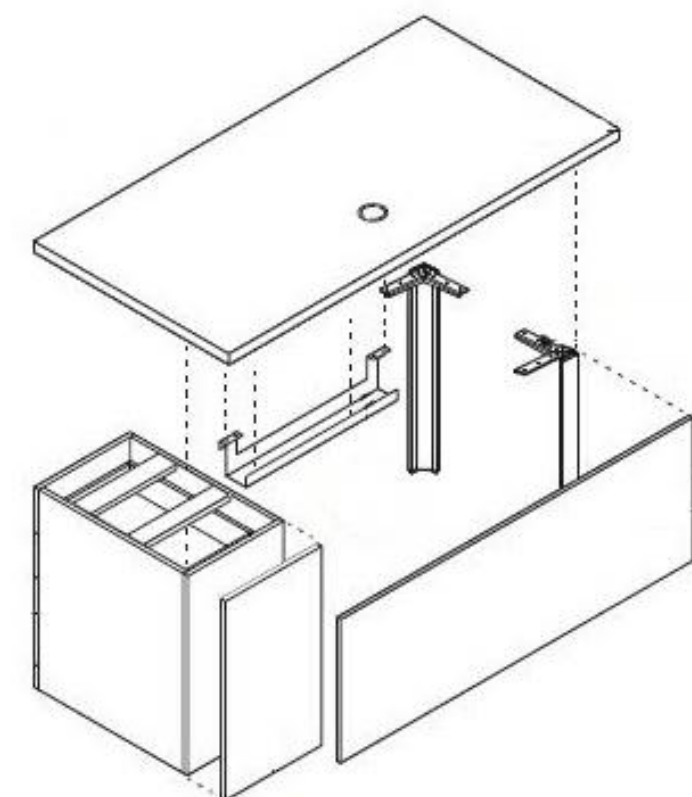
MANUFACTURER: STEELCASE
PRODUCT LINE: ELECTIVE ELEMENTS
DESCRIPTION:

- 36 D X 72 W STRAIGHT DESK
WORKSURFACE WITH EGRHC
OVERHANG GROMMET
- 29 D X 15 W PEDESTAL, TWO BOX
AND ONE FILE DRAWER
- 66 W X 18 H HEIGHT MODESTY
PANEL
- 15W X 27H PEDESTAL BACK PANEL
- ADJUSTABLE-HEIGHT LEGS
- CABLE TRAY

PRODUCT ID:

- E6WD3672
- E6PD291527B
- E6NB1527P
- E6NM6618
- E6QL27
- AWAA

PULL SHAPE: BEAM
LAMINATE BASE: DARK MURANO OAK
QUANTITY: 1 OF EACH; EXCEPT 2 LEGS

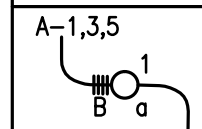
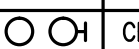
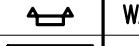
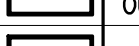
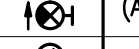
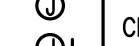
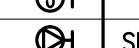
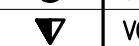
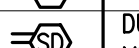
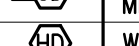
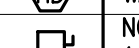


**ALL HARDWARE,
MOUNTING AND
FASTENING KITS,
COMPONENTS, AND
ACCESSORIES
REQUIRED TO MAKE A
COMPLETE MILLWORK
ASSEMBLY SHALL BE
PROVIDE.**

ELECTRICAL ABBREVIATIONS			
ABBREVIATION/DEFINITION		ABBREVIATION/DEFINITION	
A	AMPERE, AMMETER	LV	LOW VOLTAGE
AFF	ABOVE FINISHED FLOOR	MB	MAIN BREAKER
AIC	AMPERE, AMMETER	MCC	MOTOR CONTROL CENTER
C	CONDUIT	MLO	MAIN LUGS ONLY
CU	COPPER	NIC	NOT IN CONTRACT
E	EXISTING	NTS	NOT TO SCALE
EMER	EMERGENCY	OC	OVER COUNTER
G,GND	GROUND	P	POLE, PHASE
GFI	GROUND FAULT INTERRUPTER	P.PNL	PANELBOARD
HP	HORSEPOWER	R	RELOCATE
HZ	HERTZ	TYP	TYPICAL
IG	ISOLATED GROUND	UG	UNDERGROUND
J	JUNCTION BOX	UNO	UNLESS NOTED OTHERWISE
KVA	KILOVOLT-AMPERES	V	VOLT
KW	KILOWATTS	WP	WEATHERPROOF
LC	LIGHTING CONTACTOR	XFMR	TRANSFORMER
LTG	LIGHTING		

NOTE: THESE ARE STANDARD ABBREVIATIONS, ALL ABBREVIATIONS SHOWN ABOVE MAY NOT APPEAR ON DRAWINGS.

ELECTRICAL LEGEND

	A-1,3,5, ADJACENT TO ARROW INDICATED HOMERUN OF CIRCUITS 1,3,5 TO PANEL A. MARKS ACROSS RACEWAY RUNS INDICATE THE NUMBER OF #12 CONDUCTORS. UNLESS NOTED, NO MARKS INDICATE TWO #12 CONDUCTORS. NUMERAL AND LOWER CASE LETTER INDICATES CIRCUIT CONNECTION AND SWITCH LEG DESIGN RESPECTIVELY. UPPER CASE LETTER INDICATES FIXTURE TYPE.		
INFORMATION NOTES:			
1. ALL DIMENSIONS INDICATED IN LEGEND ARE TO CENTERLINE OF OUTLET OR EQUIPMENT AND SHALL BE THE DIMENSIONS USED UNLESS SPECIFICALLY INDICATED OTHERWISE ON THE DRAWINGS.			
2. ALL SYMBOLS INDICATED IN THIS LEGEND MAY NOT BE USED ON THE PLANS.			
3. DEVICE PLATES FOR RECEPTACLES AND SWITCHES SHALL BE SELECTED BY ARCHITECT.			
4. REFER TO ARCHITECTURAL REFLECTED CEILING PLANS FOR EXACT LOCATION OF LIGHTING FIXTURES.			
5. MOUNTING HEIGHTS FOR LIGHT SWITCHES, RECEPTACLES, FIRE ALARM BREAK-GLASS STATIONS, ETC., AND AUDIO-VISUAL ALARM DEVICES COMPLY WITH A.D.A. DO NOT VARY THESE DIMENSIONS.			
6. ALL RECEPTACLES WITHIN 6' OF A SINK SHALL BE GFI TYPE.			
SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
	S SINGLE POLE TOGGLE SWITCH 48" AFF		CEILING OR WALL OUTLET AND FIXTURE
	S ₃ THREE-WAY TOGGLE SWITCH 48" AFF		WITH EMERGENCY BATTERY BALLAST
	S _D SINGLE POLE DIMMER SWITCH 48" AFF (****)		WALL MOUNTED EMERGENCY FIXTURE
	S _M MOTOR RATED SWITCH W/ OVERLOAD PROTECTION		OUTLET AND FLUORESCENT FIXTURE
	S _{OC} WALL MOUNTED VACANCY SENSOR 48" AFF WATTSTOPPER CU-255		CEILING OUTLET AND FLUORESCENT FIXTURE
	OC CEILING MOUNTED OCCUPANCY SWITCH WATTSTOPPER DT-355		WITH EMERGENCY BATTERY BALLAST
	OC DUPLEX RECEPTACLE 18" AFF (NEMA-5-20R)		CEILING OR WALL MOUNTED EXIT SIGN (ARROWS DENOTE DIRECTION OF EGRESS)
	DD DOUBLE DUPLEX RECEPTACLE 18" AFF		CEILING OR WALL MOUNTED JUNCTION BOX
	XX DD DUPLEX 20A RECEPTACLE - XX" AFF AS NOTED ON PLANS. "OC" DESIGNATES OUTLETS TO BE INSTALLED ABOVE COUNTER TOPS. INSTALL SUCH DEVICES HORIZONTALLY 4" ABOVE COUNTER TOP TO CENTER OF OUTLET BOX, OR AS INDICATED ON ARCHITECTURAL DRAWINGS.		SPECIAL RECEPTACLE AS NOTED 18" AFF
	VD VOICE/DATA OUTLET 18" AFF (*)		TELEPHONE OUTLET 18" AFF (*)
	RF RECESSED/FLUSH FLOOR BOX WITH DUPLEX REC. (HINGED COVER. BLACK NONMETALIC)		TELEVISION OUTLET 18" AFF (*)
	F FIRE ALARM SYSTEM PULL STATION 48" AFF		FACP FIRE ALARM CONTROL PANEL
	FS FIRE ALARM SYSTEM STROBE-ONLY SIGNAL (**)		FAAP FIRE ALARM ANNUNCIATOR PANEL
	HF FIRE ALARM SYSTEM HORN/STROBE SIGNAL (**)		WD/CEILING MOUNTED SMOKE DETECTOR (***)
	PB PANELBOARD (FLUSH OR SURFACE MOUNTED)		SD DUCT MOUNTED SMOKE DETECTOR- COORDINATE WITH MECHANICAL ENGINEER (***)
	FL FLEXIBLE METALLIC RACEWAY (6" MAXIMUM LENGTH)		WD/CEILING MOUNTED HEAT DETECTOR (***)
	RC RACEWAY INSTALLED CONCEALED IN WALLS AND/OR ABOVE CEILING		NF NON-FUSED DISCONNECT SWITCH (RATING/POLES/ENCLOSURE AS INDICATED)
	TC TERMINATE CONDUIT ABOVE CEILING (PROVIDE INSULATED THROAT BUSHING)		M MOTOR
* PROVIDE 4"x4" BOX, PLASTER RING, AND CONDUIT FROM OUTLET ABOVE CEILING AREA WITH PULLSTRING WIRE FOR CABLING BY OWNER'S VENDOR.			
** 80" AFF OR 6" BELOW FINISHED CEILING. ALIGN WITH WALL SWITCH WHERE APPLICABLE.			
*** TIE INTO FIRE ALARM PANEL.			
**** COORDINATE AND VERIFY THAT LIGHTING FIXTURE PACKAGE IS COMPATIBLE WITH DIMMING DEVICE BEING PROVIDED.			

SPECIFICATIONS

GENERAL

ALL ELECTRICAL WORK SHALL CONFORM TO ALL REQUIREMENTS OF THE NATIONAL ELECTRICAL CODE, STATE, AND COUNTY AND CITY ELECTRICAL CODES, AND AUTHORITIES HAVING JURISDICTION.

ALL EQUIPMENT SHALL BE NEW AND U.L. APPROVED.

ELECTRICAL DRAWINGS ARE DIAGRAMMATIC. SIZE AND LOCATION OF EQUIPMENT AND WIRING ARE SHOWN TO SCALE WHERE POSSIBLE, BUT MAY BE DISTORTED FOR CLARITY ON THE DRAWINGS. FINAL LOCATIONS OF OUTLETS AND EQUIPMENT SHALL BE SHOWN IN ENLARGED DETAILS OR AS APPROVED BY THE ARCHITECT OR HIS REPRESENTATIVE. IT IS NOT WITHIN THE SCOPE OF THE DRAWINGS TO SHOW ALL THE NECESSARY BENDS, OFFSETS, PULLBOXES AND OBSTRUCTIONS. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO INSTALL HIS WORK TO CONFORM TO THE STRUCTURE, MAINTAIN HEAD-ROOM AND KEEP OPENINGS AND PASSAGEWAYS CLEAR. REFER TO THE ARCHITECTURAL DRAWINGS FOR DIMENSIONS.

THE CONTRACTOR SHALL CAREFULLY EXAMINE THE SITE AND SHALL COMPARE THE DRAWINGS WITH EXISTING ELECTRICAL INSTALLATIONS, AND SHALL THOROUGHLY FAMILIARIZE HIMSELF WITH ALL EXISTING CONDITIONS WITHIN THE SCOPE OF HIS WORK. BY THE ACT OF SUBMITTING A BID, THE CONTRACTOR WILL HAVE DEEMED TO HAVE MADE SUCH EXAMINATION AND TO HAVE ACCEPTED SUCH CONDITIONS AND TO HAVE MADE ALLOWANCE THEREFORE IN PREPARING HIS BID.

CONTRACTOR SHALL BE RESPONSIBLE TO COORDINATE WITH ALL TRADES AND ELECTRICAL REFERENCES ON ARCHITECTURAL DRAWINGS.

VERIFY LOCATIONS OF ALL ELECTRICAL EQUIPMENT WITH ARCHITECTURAL DRAWINGS AND INTERIOR DETAILS AND FINISHES. IN CENTERING OUTLETS AND LOCATING BOXES AND OUTLETS, ALLOW FOR OVERHEAD PIPES, DUCTS, AND MECHANICAL EQUIPMENT, VARIATIONS IN FIREPROOFING AND PLASTERING, WINDOW AND DOOR TRIM, PANELING, HUNG CEILINGS AND THE LIKE, AND CORRECT ANY INACCURACY RESULTING FROM FAILURE TO DO SO WITHOUT EXPENSE TO OWNER.

FURNISH AND INSTALL WIRING FOR EQUIPMENT FURNISHED BY OTHERS, AS SHOWN ON DRAWINGS. COORDINATE WITH OTHER TRADES OR DETAILS FOR INSTALLATION. THE TERM "WIRING", AS USED HEREIN, INCLUDES FURNISHING AND INSTALLING CONDUIT, WIRE, JUNCTION BOXES, DISCONNECTS AND MAKING CONNECTIONS. CHECK ARCHITECTURAL AND MECHANICAL DRAWINGS AND SPECIFICATIONS FOR EQUIPMENT TO BE INSTALLED BY OTHERS. BE RESPONSIBLE FOR PROPER WIRING AND NECESSARY ELECTRICAL ADJUSTMENTS TO EQUIPMENT TO CONFORM TO SPECIFIED REQUIREMENTS OF THE EQUIPMENT.

SECURE AND PAY ALL PERMITS AND FEES NECESSARY FOR EXECUTION AND COMPLETION OF ELECTRICAL WORK.

THE CONTRACTOR SHALL DO ALL CUTTING AND PATCHING OF THE EXISTING CONSTRUCTION WORK WHICH MAY BE REQUIRED FOR THE PROPER INSTALLATION OF THE ELECTRICAL WORK. ALL PATCHING SHALL BE OF THE SAME MATERIALS, WORKMANSHIP, AND FINISH AND SHALL ACCURATELY MATCH ALL SURROUNDING WORK.

AFTER COMPLETION OF WORK UNDER THIS SECTION, CLEAN UP RESULTANT DEBRIS FROM THIS WORK AND REMOVE FROM THE SITE.

LIGHTING FIXTURES

FURNISH AND INSTALL LIGHTING FIXTURES AS SHOWN ON THE ELECTRICAL AND ARCHITECTURAL DRAWINGS. VERIFY EXACT LOCATIONS OF FIXTURES WITH ARCHITECTURAL REFLECTED CEILING PLANS. COORDINATE FIXTURE HOUSINGS AND TRIMS WITH CEILING TYPE. PROVIDE REQUIRED ACCESSORIES FOR CEILING TYPES.

ALL BRANCH CIRCUIT WIRING FOR LIGHTING SHALL BE #12 AWG, TYPE THHN/THWN, AND SHALL BE INSTALLED IN ELECTRICAL METALLIC TUBING ABOVE THE HUNG CEILING. THE EMT SHALL BE SUPPORTED ACCORDING TO THE CODE(S) HAVING JURISDICTION BASED ON THE NUMBER AND SIZE OF CONDUCTORS ENTERING AND LEAVING THE BOX.

DISTRIBUTION EQUIPMENT

ALL PANEL BOARDS SHALL BE ENCLOSED TYPE, FLUSH OR SURFACE MOUNTED AS REQUIRED, IN STEEL CABINETS CODE GAUGE, WITH STEEL TRIM CONCEALED HINGES, DOORS AND FLUSH TYPE LOCKS, ALL KEYS ALIKE, MANUFACTURER SHALL BE SQUARE D, CUTLER HAMMER, GE, OR ITE.

ALL BUSES, INCLUDING NEUTRAL AND GROUND BUS, SHALL BE MINIMUM 98% CONDUCTIVITY, HARD DRAWN COPPER, SILVER OR TIN-PLATED JOINTS, AND SIZED ON THE BASIS OF 1000 AMPERES PER SQUARE INCH CROSS-SECTIONAL AREA. BUSES SHALL BE ARRANGED FOR SEQUENCING PHASING.

PANEL BOARDS SHALL BE EQUIPPED WITH BOLD-ON MOLDED CASE CIRCUIT BREAKERS OF THE TYPE, NUMBER OF POLES, TRIP SIZES, AS SHOWN IN DRAWINGS AND INTERRUPTING CAPACITY AS PER BUILDING REQUIREMENTS.

A CIRCUIT DIRECTORY WITH METAL FRAME AND GLASSINE PAGE SHALL BE PROVIDED ON THE INSIDE OF THE DOOR. UPON COMPLETION OF THE PROJECT, THE DIRECTORY SHALL BE TYPEWRITTEN, INDICATING THE SERVICE CONTROLLED BY EACH CIRCUIT FOR NEW AND EXISTING PANELS.

GROUP AND LACE ALL CONDUCTORS WITHIN PANEL ENCLOSURE. DO NOT SPLICE CONDUCTORS WITHIN PANEL ENCLOSURE. CLEAN, VACUUM, AND TIGHTEN ALL CONNECTORS AND CONNECTIONS IN EXISTING ELECTRICAL EQUIPMENT RE-USED.

PROVIDE NAMEPLATES FOR ALL ELECTRICAL EQUIPMENT. NAMEPLATES TO BE ENGRAVED THREE LAYER LAMINATED PLASTIC, WHITE LETTERS ON BLACK BACKGROUND FOR EQUIPMENT 250 VOLTS AND UNDER, AND WHITE LETTERS ON RED BACKGROUND FOR EQUIPMENT OVER 250 VOLTS.

PROVIDE HANDLE-LOCKS FOR ALL CIRCUIT BREAKERS FOR 'NITE-LITE' AND 'EXIT' LIGHTS WITH BATTERY PACKS.

DEVICES

DUPLEX RECEPTACLES FOR WALL AND FLOOR CONVENIENCE OUTLETS SHALL BE 2 POLE, 3 WIRE, GROUNDED, 20 AMPERE, NEMA CONFIGURATION 5-20R, COLOR BY ARCHITECT.

DUPLEX GFI RECEPTACLE SHALL BE 2 POLE, 3 WIRE, GROUNDED, 20 AMPERE, NEMA CONFIGURATION 5-20R, COLOR BY ARCHITECT.

SINGLE POLE SWITCHES AND 3-WAY SWITCHES SHALL BE SPECIFICATION GRADE. COLOR BY ARCHITECT.

DEVICE SHALL BE MOUNTED UNDER COMMON COVERPLATE WHERE MULTIPLE DEVICES ARE INDICATED.

RACEWAY

BRANCH CIRCUIT WIRING AND FEEDERS SHALL BE RUN IN ELECTRIC METALLIC TUBING (EMT). THE EMT SHALL BE OF MILLED STEEL TUBING. STEEL SET SCREW WITH INSULATED THROAT TYPE CONNECTORS AND COUPLINGS SHALL BE USED FOR ALL EMT CONNECTIONS. SEALTITE FLEXIBLE CONDUIT FOR VIBRATING EQUIPMENT (MOTORS, TRANSFORMERS, ETC.).

TYPE MC CABLE SHALL BE ALLOWED WITHIN WALLS TO RECEPTACLES AND NOT BE USED ABOVE CEILING FOR ANY BRANCH CIRCUIT WORK EXCEPT FOR FINAL CONNECTIONS TO LIGHT FIXTURES IN LENGTHS OF 6' OR LESS.

CUT CONDUIT END SQUARE, REAM SMOOTH, PAINT MALE THREADS OF FIELD THREADED RACEWAYS WITH GRAPHITE BASE PIPE COMPOUND. DRAW UP TIGHT WITH RACEWAY COUPLINGS.

PASS RACEWAYS OVER WATER, STEAM OR OTHER PIPING WHEN PULL BOXES ARE NOT REQUIRED. NO RACEWAY WITHIN 3' OF STEAM OR HOT WATER PIPES, OR APPLIANCES, EXCEPT CROSSINGS WHERE RACEWAY SHALL BE AT LEAST 1" FROM PIPE COVER.

RUN ALL RACEWAYS PARALLEL AND/OR PERPENDICULAR TO BUILDING WALLS. HORIZONTAL OR CROSS RUNS IN FULL HEIGHT PARTITIONS AND WALLS NOT PERMITTED.

SEPARATE RACEWAYS FROM CONDUCTORS OF NORMAL AND EMERGENCY CIRCUITS.

BOXES: PROVIDE BARRIERS BETWEEN EMERGENCY AND NORMAL WIRING.

RUN ALL CONDUIT CONCEALED IN FINISHED AREAS, UNLESS INDICATED ON THE DRAWINGS.

CONNECT RACEWAY TO MOTOR TERMINAL BOXES WITH FLEXIBLE CONDUIT; MINIMUM 18 INCHES IN LENGTH AND 50% SLACK. DO NOT TERMINATE IN OR FASTEN RACEWAYS TO MOTOR FOUNDATION.

CONDUITS ROUTED TO ROOF SHALL BE ROUTED ALONG MECHANICAL PIPING RUNS AND SHALL BE AS APPROVED BY BUILDING OWNER.

INDICATE, USING MARKING PEN, PANEL BOARD AND CIRCUIT DESIGNATIONS ON ALL CONDUIT HOMERUNS AND JUNCTION

BOXES.

CONDUCTORS

CONDUCTORS SHALL BE COPPER, SIZES AS INDICATED ON DRAWINGS AND SHALL NOT BE LESS THAN #12 AWG, ALL #8 AWG WIRE AND LARGER SHALL BE STRANDED, ALL #10 AWG WIRE AND SMALLER SHALL BE SOLID. VOLTAGE RATING OF INSULATION SHALL BE 600 VOLTS.

TYPE THHN/THWN INSULATION SHALL BE USED FOR ALL BRANCH CIRCUIT WIRING. THE AMPACITIES OF THHN WIRE SHALL BE BASED ON THE ALLOWABLE AMPACITIES OF TWO WIRE FEEDER CABLES INSULATION AS APPROVED.

RECESSED LIGHTING FIXTURES IN HUNG CEILING SHALL BE SUPPLIED WITH TYPE "AF" INSULATED WIRE IN FLEXIBLE METALLIC CONDUIT, IN LENGTHS NOT EXCEEDING 6 FEET, FROM ADJACENT JUNCTION BOXES.

FACTORY COLOR CODING FOR WIRE AND CABLE SHALL BE AS FOLLOWS: 480Y/277 - BROWN, ORANGE, YELLOW, GRAY, FOR PHASES A, B, C AND NEUTRAL, RESPECTIVELY. 120/208V - BLACK, RED, BLUE, WHITE, FOR PHASES A, B, C AND NEUTRAL, RESPECTIVELY. 120/240V - BLACK, RED, WHITE, FOR PHASES A, B, AND NEUTRAL, RESPECTIVELY.

GROUND WIRES SHALL BE GREEN.

WIRE COLOR CODING: WHERE COLOR-CODED CABLE IS NOT AVAILABLE, CERTIFY IN WRITING AND REQUEST PERMISSION FOR OVERLAP COLOR TAPING CONDUCTORS (MINIMUM LENGTHS 6") IN ACCESSIBLE LOCATIONS. COLOR CODING, ONCE SELECTED, MUST BE USED CONSISTENTLY FOR THE ENTIRE PROJECT.

LEAVE WIRE SUFFICIENTLY LONG TO PERMIT MAKING FINAL CONNECTIONS, IN RACEWAY OVER 10 FEET IN WHICH WIRING IS NOT INSTALLED, FURNISH FISH WIRE.

PULL NO THERMOPLASTIC WIRES AT TEMPERATURES LOWER THAN 32°F (0°C). PROVIDE CABLE SUPPORTS FOR WIRE IN RISER CONDUIT AS REQUIRED BY CODE.

LIGHTING AND POWER WIRING FOR CIRCUITS LESS THAN 100 FEET SHALL BE #12 AWG, UNLESS NOTED, WIRE SIZES SHALL BE #10 FOR CIRCUITS GREATER THAN 100 FEET. CONTRACTOR SHALL FIELD COORDINATE EXACT DISTANCES AND ADJUST WIRE SIZES AS NECESSARY IN ORDER TO MAINTAIN MAXIMUM NEC RECOMMENDED VOLTAGE DROP OF 3%. . NOT MORE THAN (3) LIGHTING OR CONVENIENCE OUTLET CIRCUITS IN ONE CONDUIT UNLESS OTHERWISE NOTED.

ALL WIRES SHALL BE IDENTIFIED BY CIRCUIT NUMBERS IN ALL CABINETS, BOXES, WIRING TROUGH, OTHER ENCLOSURES, AT ALL SPLICES, TERMINATION POINTS, ETC.

OUTLET JUNCTION AND PULL BOXES

ALL OUTLET BOXES SHALL BE CODE GAUGE, HOT DIPPED GALVANIZED STAMPED STEEL.

OUTLET BOXES FOR RECEPTACLES AND SWITCHES IN DRY WALL PARTITION SHALL BE 4" SQUARE, BY 1-1/2" MINIMUM DEPTH AND SHALL BE FITTED WITH SQUARE CORNERED DEVICE COVERS AND DEPTH EQUAL TO THE DRY WALL THICKNESS. SECTIONAL BOXES ARE NOT ACCEPTABLE.

JUNCTION AND PULL BOXES: LOCATE GENERALLY NOT EXPOSED IN FINISHED SPACE. WHERE NECESSARY, RE-ROUTE RACEWAY OR MAKE OTHER ARRANGEMENTS FOR CONCEALMENT. PROVIDE PULL BOXES AS INDICATED AND WHERE EVER NECESSARY TO FACILITATE PULLING OF WIRE AND COORDINATE LOCATIONS WITH OTHER TRADES. COVERS OF JUNCTION AND PULL BOXES SHALL BE ACCESSIBLE FOR EMPTY RACEWAY RUN PROVIDE PULL BOXES EVERY 100 FEET AND AS INDICATED. COORDINATE LOCATIONS WITH OTHER TRADES.

SET BOXES SQUARE AND TRUE WITH BUILDING FINISH. ERECT WALL AND SWITCH OUTLETS IN ADVANCE OF FURRING AND FIREPROOFING. SECURE TO BUILDING STRUCTURE BY ADJUSTABLE STRAP IRONS.

LOCATIONS INDICATED FOR ALL LOCAL WALL SWITCHES ARE SUBJECT TO MODIFICATIONS. AT OR NEAR DOORS INSTALL SWITCH, IN SIDE OPPOSITE HINGE, VERIFY FINAL DOOR HINGE LOCATION ON FIELD PRIOR TO SWITCH OUTLET INSTALLATION.

LOCATION INDICATED FOR LOCAL WALL SWITCHES, CONTROLLERS, EMERGENCY PUSH BUTTONS, RECEPTACLE, ETC. ARE SUBJECT TO MODIFICATIONS.

HEIGHTS OF OUTLET FROM FINISHED FLOOR TO CENTERLINE OF OUTLETS, AS PER ARCHITECTURAL DRAWINGS. EXCEPTIONS: AT JUNCTION OF DIFFERENT WALL FINISH MATERIALS, MOLDING OR BREAK IN WALL SURFACE IN VIOLATION OF CODE REQUIREMENTS.

OFFSET BACK-TO-BACK OUTLETS. THROUGH THE WALL TYPE, NOT PERMITTED.

GROUNDING

GROUND ALL CONDUITS, CABINETS, MOTORS, PANELS, AND OTHER EXPOSED NON-CURRENT CARRYING METAL PARTS OF ELECTRICAL EQUIPMENT IN ACCORDANCE WITH ALL PROVISIONS OF THE NATIONAL ELECTRICAL CODE, OR LOCAL CODES THAT MAY APPLY.

PROVIDE INSULATED GROUNDING CONDUCTORS IN ALL CONDUITS. GROUND WIRE TO BE SIZED IN ACCORDANCE WITH N.E.C. ARTICLE 250.122.

SUPPORTS

SECURE ALL SUPPORTS TO BUILDING STRUCTURE AS REQUIRED. DO NOT SUPPORT FROM CEILING HANGERS. SUPPORT HORIZONTAL RUNS OF METALLIC RACEWAYS NOT MORE THAN 10 FEET APART. SUPPORT RACEWAY RISERS AT EACH FLOOR LEVEL. RUN EXPOSED RACEWAYS PARALLEL WITH OR AT RIGHT ANGLES TO WALL.

SUPPORT PANEL, JUNCTION AND PULL BOXES INDEPENDENTLY TO BUILDING STRUCTURE WITH NO WEIGHT BEARING ON RACEWAY.

ALL ANCHORS, FASTENERS, CLAMPS, ETC., SHALL BE MADE OF STEEL AND SHALL NOT CONTAIN ANY LEAD, WOOD, PLASTIC, ETC.

SLEEVES

PROVIDE WATERPROOF SLEEVES, AS APPROVED FOR ROOF, FLOOR AND WALL PENETRATIONS. ALL PENETRATIONS THROUGH FIRE RATED WALLS, FLOORS OR PARTITIONS SHALL BE SEALED TO PREVENT THE SPREAD OF SMOKE AND FIRE THROUGH THEM. THE FIRE RATING OF THE PENETRATION SEAL SHALL BE AT LEAST THAT OF THE FLOOR OR WALL INTO WHICH IT IS INSTALLED BY ARTICLE 300.21 OF THE NATIONAL ELECTRICAL CODE.

THE FOAM SEALANT SHALL MEET ALL OF THE FIRE TEST AND HOSE STREAM TEST REQUIREMENTS OF ASTM E-119-73 AND SHALL BE U.L. CLASSIFIED AS A WALL OPENING PROTECTIVE DEVICE, AS MANUFACTURED BY CHASE TECHNOLOGY CORPORATION.

HVAC CONTROLS

MECHANICAL CONTRACTOR SHALL FURNISH AND INSTALL CONTROL WIRING INCLUDING CONDUITS, RELAYS, TIME CLOCK, CONTROL TRANSFORMERS, ETC., FOR ALL HVAC EQUIPMENT, UNLESS OTHERWISE NOTED.

ELECTRICAL CONTRACTOR SHALL FURNISH AND INSTALL ONLY POWER WIRING WITH DISCONNECTS, AS SHOWN IN ELECTRICAL DRAWINGS.

TEST AND GUARANTEES

UPON COMPLETION OF ALL ELECTRICAL WORK, CONTRACTOR SHALL TEST FOR GROUNDS AND SHORTS, TO INSURE PROPER OPERATION OF ELECTRICAL EQUIPMENT. REPAIR OR REPLACE FAULTY EQUIPMENT AT NO ADDITIONAL COST TO THE OWNER.

GUARANTEE FOR ONE YEAR AFTER FINAL ACCEPTANCE BY OWNER OF ALL WORKMANSHIP AND MATERIALS FURNISHED.

LOAD BALANCING

ELECTRICAL CONTRACTOR SHALL BALANCE THE LOAD WITH AMPROBE ON ALL PANELS, SUBSEQUENT TO COMPLETION OF INSTALLATION, WITH ALL EQUIPMENT OPERATING SIMULTANEOUSLY. ELECTRICAL CONTRACTOR SHALL SUBMIT LOAD BALANCING REPORT TO PROJECT MANAGER FOR APPROVAL.

RENOVATION AND DEMOLITION WORK - ADDITIONAL REQUIREMENTS:

THE EXISTING INSTALLATION IS TO REMAIN IN PLACE AND IN OPERATION, EXCEPT AS OTHERWISE INDICATED OR SPECIFIED.

WORK SHALL BE PROVIDED AS NECESSARY TO TIE-IN THE NEW INSTALLATION WITH THE EXISTING INSTALLATION, AND TO ADAPT THE EXISTING INSTALLATION TO CHANGES IN SYSTEMS OR BUILDING.

ANY NECESSARY TEMPORARY CONNECTION OR SERVICE SHALL BE PROVIDED AND PERFORMED IN SUCH MANNER AS TO MAINTAIN OPERATION IN ALL BUILDING AREAS. SYSTEMS OR MATERIALS WHICH ARE TO REMAIN IN SERVICE, BUT ARE TEMPORARILY DISCONNECTED, SHALL BE RECONNECTED AND RESTORED TO THEIR ORIGINAL OPERATING CONDITION.

THE RATINGS, LOCATION AND USAGE OF ANY EXISTING MATERIAL (ELECTRICAL CIRCUIT, ETC) SHOWN BY THE PLANS OR INVOLVED IN THE WORK SHALL BE VERIFIED AT THE SITE.

BEFORE USING OR ADDING TO ANY EXISTING ELECTRICAL CIRCUIT, CHECK THE RELATED EXISTING CIRCUIT CAPACITY, AND DO NOT MAKE ANY CONNECTION THAT WOULD OVERLOAD ANY CIRCUIT OR IMPROPERLY USE ANY EXISTING CIRCUIT. BEFORE REMOVING ANY EXISTING CIRCUIT, CHECK ALL CONNECTED LOADS TO ASSURE THAT THERE ARE NO UNKNOWN EXISTING LOADS THAT SHOULD REMAIN CONNECTED - DO NOT REMOVE ANY EXISTING CIRCUIT WHERE EXISTING LOADS TO REMAIN WOULD BE PERMANENTLY DISCONNECTED. MAKE A FIELD SURVEY OF ANY SUCH INADEQUATE CONDITION, AND PROVIDE INFORMATION TO THE ENGINEER IN DETAIL AND IN A TIMELY MANNER SO THAT NECESSARY REDESIGN MAY BE ACCOMPLISHED BY THE ENGINEER.

EXPOSED WIRING RENDERED USELESS DUE TO CHANGES IN THE BUILDING SHALL BE REMOVED. CONCEALED WIRING AND CONTROLS EXPOSED BY THE REMOVAL OF WALLS, PARTITIONS, ETC., SHALL BE REMOVED OR RELOCATED AND RECONNECTED AS NECESSARY. OTHER MATERIALS SHALL BE REMOVED AS NECESSARY OR INDICATED.

MATERIALS TO BE RELOCATED OR SALVAGED SHALL BE DISCONNECTED AND DEMOUNTED WITHOUT DAMAGE. DEMOUNTED MATERIALS SHALL BE STORED AT THE JOB SITE UNDER THE BEST CONDITIONS PRACTICAL. MATERIALS TO REMAIN IN PLACE WHILE WORK IS IN PROGRESS SHALL BE DISCONNECTED IF NECESSARY TO FUNCTION OR SAFETY, AND PROTECTED BY SUITABLE MEANS.

ELECTRICAL CABLE OR CONDUCTORS DAMAGED OR REMOVED FROM RACEWAYS SHALL NOT BE REUSED.

ELECTRICAL CONDUCTORS SHALL BE COLOR CODED AS REQUIRED BY CODE AND CONSISTENT WITH COLOR CODING FOR EXISTING FACILITY SYSTEMS.

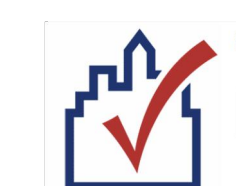
WORK SHALL BE PERFORMED WITHIN THE ACCESS, PROPRIETARY, SECURITY, AND HOUSEKEEPING CONDITIONS SPECIFIED HEREIN OR BY OTHER DIVISIONS OR SECTIONS OF THE SPECIFICATIONS, OR AS CALLED FOR BY INSTRUCTIONS TO BIDDERS OR BY OWNER'S CRITERIA.

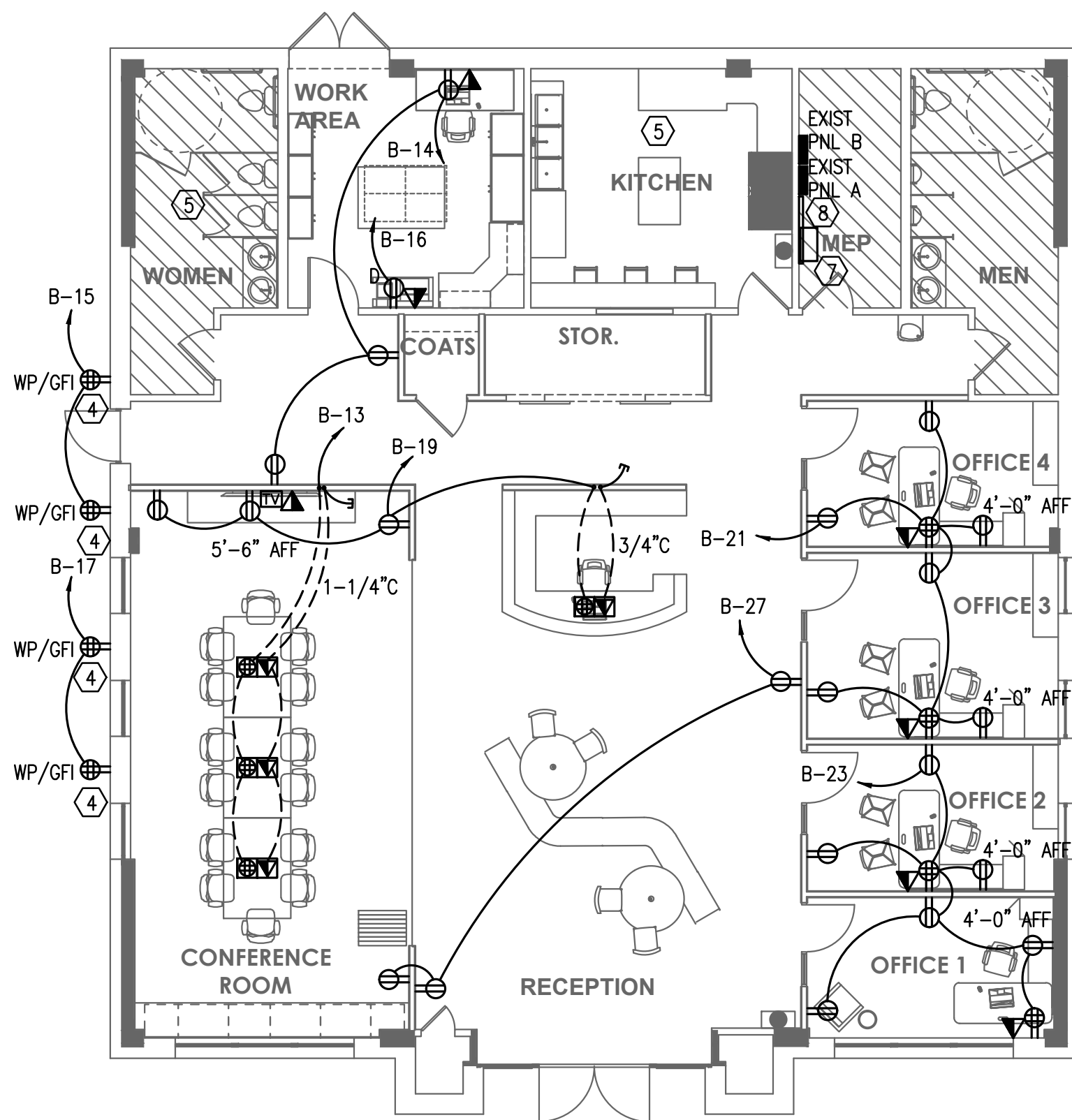
NOTIFY THE OWNER'S REPRESENTATIVE OF ANY NONFUNCTIONING MATERIAL OR POTENTIALLY UNSAFE CONDITION WITHIN THE EXISTING AND INVOLVED SYSTEMS THAT IS OBSERVED DURING THE CONDUCT OF THE WORK. PROPOSALS FOR THIS WORK SHALL BE BASED UPON EXAMINATION OF THE SITE AND CONDITIONS THEREON AND/OR THEREIN. PROPOSALS SHALL TAKE INTO CONSIDERATION SAID CONDITIONS WHICH MAY AFFECT WORK COVERED BY THIS SPECIFICATION.

COORDINATE WITH THE OWNER OR DESIGNATED OWNER'S REPRESENTATIVE TO LEARN OF ANY HAZARDOUS CONDITION OR MATERIAL THAT MAY EXIST AT THE SITE.

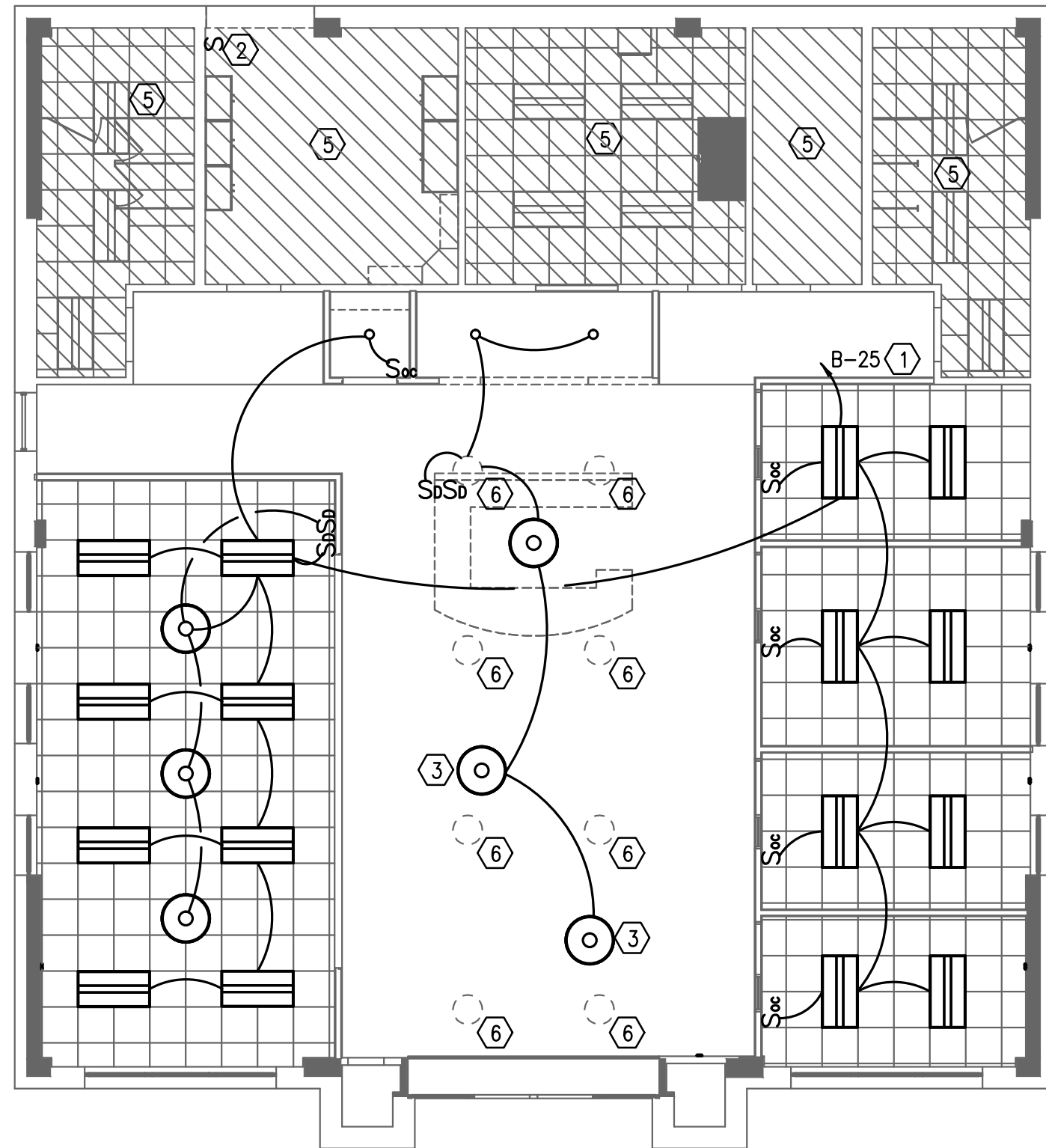
MANUFACTURER'S CUTS AND SHOP DRAWINGS OF THE FOLLOWING APPARATUS, GIVING FULL DESCRIPTION AND OTHER PERTINENT FACTS, SHALL BE SUBMITTED TO THE ARCHITECT AND THE CONSULTING ENGINEER. THEIR APPROVAL SHALL BE SECURED BEFORE APPARATUS IN QUESTION IS ORDERED, BUILT OR INSTALLED.

- LIGHTING FIXTURES, & LAMPS
- DEVICES (SWITCHES, RECEPTACLES, DIMMERS, FACEPLATES, ETC.)
- FIRE ALARM SYSTEM
- OTHER EQUIPMENT AS REQUESTED

 COMcheck Software Version 4.1.1.0				
Interior Lighting Compliance Certificate				
Project Information				
Energy Code:		2015 IECC		
Project Title:		Ted Strickland Community Center Renovation		
Project Type:		New Construction		
Construction Site:		Owner/Agent:		Designer/Contractor:
130 Berry Street Stockbridge, GA 30281				Ellen Wheelock Covalent Consulting 1708 Peachtree Street, NW Suite 210 Atlanta, GA 30309 404-355-9334 ewheelock@covalentconsulting.com
Additional Efficiency Package(s)				
Reduced interior lighting power. Requirements are implicitly enforced within interior lighting allowance calculations.				
Allowed Interior Lighting Power				
A		B	C	D
Area Category		Floor Area (ft2)	Allowed Watts / ft2	Allowed Watts (B X C)
1-Conference Room (Common Space Types:Conference/Meeting/Multipurpose)		550	1.11	610
2-Enclosed offices (Common Space Types:Office - Enclosed)		576	1.00	576
3-Open office (Common Space Types:Office - Open Plan)		1170	0.88	1030
		Total Allowed Watts = 2216		
Proposed Interior Lighting Power				
A		B	C	D
Fixture ID : Description / Lamp / Wattage Per Lamp / Ballast		Lamps/ Fixture	# of Fixtures	Fixture Watt. (C X D)
1-Conference Room (Common Space Types:Conference/Meeting/Multipurpose)				
LED 1: LED 2x4: LED Panel 40W:		1	8	40
LED 2: LED Pendant: LED Other Fixture Unit 50W:		1	1	50
2-Enclosed offices (Common Space Types:Office - Enclosed)				
LED 3: LED 2x4: LED Panel 40W:		1	8	40
3-Open office (Common Space Types:Office - Open Plan)				
LED 4: LED Pendant: LED Other Fixture Unit 60W:		1	1	60
LED 5: LED downlight: LED PAR 20W:		1	8	20
LED 6: LED Pendant: LED Other Fixture Unit 28W:		1	8	30
		Total Proposed Watts = 1150		
Project Title: Ted Strickland Community Center Renovation				

**Ted Strickland
Community
Center
Renovation**130 Berry Street
Stockbridge, GA
30281**2 FLOOR PLAN - POWER**
Scale: 1/8" = 1'-0"**GENERAL NOTES:**

- REFER TO ARCHITECTURAL DRAWINGS FOR LIGHTING FIXTURE SCHEDULE.
- REFER TO ARCHITECTURAL DRAWINGS FOR EXACT LOCATIONS OF ALL LIGHT FIXTURES.
- ALL ENCLOSED ROOMS SHALL BE CONTROLLED BY OCCUPANCY SENSORS UNLESS NOTED OTHERWISE.
- ALL EXIT SIGNS AND EGRESS LIGHTS SHALL BE UNSWITCHED UNLESS NOTED OTHERWISE.
- CONTRACTOR SHALL ENSURE COMPATIBILITY OF FINAL FIXTURE PACKAGE WITH DIMMERS BEING PROVIDED.
- FIELD VERIFY LOCATIONS AND OPERATIONAL CONDITIONS OF EXISTING EXIT SIGNS, EGRESS LIGHTING FIXTURES. WHERE EXISTING EXIT/EGRESS LIGHTING SYSTEM FIXTURES AND THEIR ASSOCIATED BATTERY BACKUP SYSTEMS DO NOT PROVIDE ILLUMINATION OR COVER REQUIRED BY NFPA-101 (LIFE SAFETY CODE), UPGRADE FIXTURES OR PROVIDE ADDITIONAL FIXTURES AS REQUIRED.

**1 FLOOR PLAN - LIGHTING**
Scale: 1/8" = 1'-0"**KEY NOTES**

- ROUTE CIRCUIT THROUGH LIGHTING CONTACTOR. CONTACTOR SHALL BE CONTROLLED BY TIMECLOCK. TIMECLOCK SHALL BE 24 HOUR 7 DAY WITH CARRYOVER; INTERMATIC ET1705C SERIES OR EQUAL BY PARAGON OR TORK. LOCATE TIMECLOCK IN ELECTRICAL ROOM.
- PROVIDE 0-2 HOUR DIGITAL TIMER OVERRIDE SWITCH TO OVERRIDE LIGHTS CONTROLLED BY TIMECLOCK. LABEL SWITCH "TIMECLOCK OVERRIDE SWITCH". INTERMATIC #E1235 OR EQUAL BY PARAGON OR TORK.
- COORDINATE LOCATIONS OF LIGHT FIXTURES IN RECEPTION AREA WITH ARCHITECT PRIOR TO INSTALLATION.
- MOUNT RECEPTACLES 11'-0" AFG. VERIFY MOUNTING HEIGHT AND LOCATIONS WITH ARCHITECT PRIOR TO INSTALLATION.
- NO WORK IN THIS AREA.
- EXISTING LIGHT FIXTURES TO REMAIN. PROVIDE NEW SWITCHING AS SHOWN. EXISTING CIRCUITRY TO REMAIN.
- EXISTING DATA RACK.
- EXISTING TELEPHONE BACKBOARD AND EQUIPMENT.

SCHEDULE OF PANEL A – EXISTING

MAIN BUSS		M.L.O.: 400A		M.B.: --		VOLTAGE & PHASE: 120/208, 3ø, 4W										MIN. A.I.C.: 42,000				MOUNTING: SURFACE					
		LOAD (kVA)										LOAD (kVA)													
CKT	SERVES	LTS	REC	HTG	A/C	MTR	MISC	BKR	A	B	C	BKR	MISC	MTR	A/C	HTG	REC	LTS	SERVES	CKT					
1	EXISTING	-	-	-	-	-	-	60	●	●	●	30	-	-	-	-	-	-	EXISTING	2					
3	↓							3	●	●	●	3							↓	4					
5								60	●	●	●	30							EXISTING	6					
7	EXISTING							60	●	●	●	30							EXISTING	8					
9	↓							3	●	●	●	3							↓	10					
11								60	●	●	●	30							EXISTING	12					
13	EXISTING							60	●	●	●	30							EXISTING	14					
15	↓							3	●	●	●	3							↓	16					
17								20	●	●	●	20							EXISTING	18					
19	EXISTING							20	●	●	●	20							EXISTING	20					
21	EXISTING							20	●	●	●	20							EXISTING	22					
23	EXISTING							20	●	●	●	30							EXISTING	24					
25	EXISTING							20	●	●	●	2							↓	26					
27	EXISTING							20	●	●	●	20							EXISTING	28					
29	EXISTING							20	●	●	●	20							EXISTING	30					
31	EXISTING							20	●	●	●	20							EXISTING	32					
33	EXISTING							20	●	●	●	20							EXISTING PANEL B	34					
35	EXISTING							20	●	●	●	20							↓	36					
37	EXISTING							50	●	●	●	20							↓	38					
39	↓							3	●	●	●	20							EXISTING	40					
41									3	●	●	●	2						↓	42					
TOTALS		-	-	-	-	-	-					2	-	-	-	-	-	-		TOTALS					

SCHEDULE OF PANEL B – EXISTING

MAIN BUSS		M.L.O.: 400A		M.B.: –		VOLTAGE & PHASE: 120/208, 3ø, 4W										MIN. A.I.C.: 42,000				MOUNTING: SURFACE	
		LOAD (kVA)								LOAD (kVA)											
CKT	SERVES	LTS	REC	HTG	A/C	MTR	MISC	BKR	A	B	C	BKR	MISC	MTR	A/C	HTG	REC	LTS	SERVES	CKT	
1	EXISTING	–	–	–	–	–	–	20	●	●	●	30	–	–	–	–	–	–	EXISTING	2	
3	EXISTING							20		●	●	2							↓	4	
5	EXISTING							20			●	20							EXISTING	6	
7	EXISTING							20	●			20							EXISTING	8	
9	EXISTING							20		●	●	20							EXISTING	10	
11	EXISTING							20			●	20							EXISTING	12	
13	CONFERENCE RM RECEPTACLES	1.08						20	●			20					0.54		RECEPTACLES	14	
15	EXTERIOR RECEPTACLES	0.72						20		●	●	0.60							COPIER	16	
17	EXTERIOR RECEPTACLES	0.72						20			●	20							EXISTING	18	
19	CONF/RECEPTION RECEPTACLES	0.90						20	●			2							↓	20	
21	OFFICE RECEPTACLES	1.8						20		●	●	–							SPACE	22	
23	OFFICE RECEPTACLES	1.8						20			●	–							SPACE	24	
25	LIGHTING	1.3						20	●			–							SPACE	26	
27	RECEPTION RECEPTACLES	0.54						20		●	●	–							SPACE	28	
29	SPACE							–			●	–							SPACE	30	
TOTALS		1.3	7.6	–	–	–	–						0.6	–	–	–	0.54	–		TOTALS	

* – PROVIDE NEW BREAKER IN SPARE SPACE OF SAME MANUFACTURER AND AIC RATING OF EXISTING PANEL

GENERAL NOTES

- SPARE CIRCUIT AVAILABILITY FOR PANELS WAS DETERMINED BASED ON EXISTING PANELBOARD CIRCUIT DIRECTORY INFORMATION AND VISUAL INSPECTION. CONTRACTOR SHALL VERIFY CIRCUIT AVAILABILITY AND VERIFY AVAILABLE CAPACITY AS ALLOWED BY NEC 220.87. PROVIDE NEW CIRCUIT BREAKERS AS NECESSARY. CONTACT ENGINEER IF ANY DISCREPANCIES ARE DISCOVERED.

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phone: 404.873.6730
www.tsw-design.com

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consultant



1708 Peachtree St.
Suite 210
Atlanta, GA 30309
404/355-9334 main

seal



issue date

project title

**Ted Strickland
Community
Center
Renovation**
130 Berry Street
Stockbridge, GA
30281

for

City of Stockbridge

drawing information

project number: 21035
contact: Patrick Wilkes
drawn by: PCW
checked by: PCW

drawing date

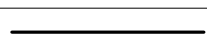
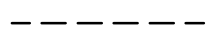
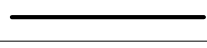
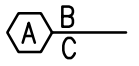
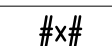
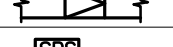
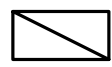
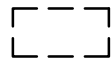
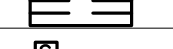
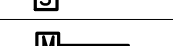
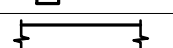
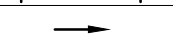
06/23/21

sheet title

**MECHANICAL LEGEND
AND SCHEDULES**

sheet number

M0.1

MECHANICAL ABBREVIATIONS			
ABBREVIATION/DEFINITION		ABBREVIATION/DEFINITION	
A/C	ABOVE CEILING	IN. WC	INCHES WATER COLUMN
AFF	ABOVE FINISHED FLOOR	L	WALL LOUVER
AHU	AIR HANDLING UNIT	LAT	LEAVING AIR TEMPERATURE (°F)
CFM	CUBIC FEET PER MINUTE	MBH	1000 BRITISH THERMAL UNITS PER HOUR
CHP	CHILLED WATER PUMP	MD	MANUAL DAMPER
CHR	CHILLED WATER RETURN	MOD	MOTOR OPERATED DAMPER
CHS	CHILLED WATER SUPPLY	MU	MAKE-UP WATER
C.T.E.	CONNECT TO EXISTING	OA	OUTSIDE AIR
CWP	CONDENSER WATER PUMP	PD	PRESSURE DROP
D	CONDENSATE DRAIN	PRV	PRESSURE REDUCING VALVE
DB	DRY BULB TEMPERATURE (°F)	RA	RETURN AIR
EAT	ENTERING AIR TEMPERATURE (°F)	RH	ROOF HOOD
EF	EXHAUST FAN	SB	SECURITY BARS
ESP	EXTERNAL STATIC PRESSURE	SMD	SMOKE DAMPER
FD	FIRE DAMPER	SPS	DUCT MOUNTED STATIC PRESSURE SENSOR
HP	HEAT PUMP	SPD	SPLITTER DAMPER
HWC	HOT WATER COIL	VFD	VARIABLE FREQUENCY DRIVE
HWP	HOT WATER PUMP	WB	WET BULB TEMPERATURE (°F)
HWR	HOT WATER RETURN	W.O.	WALL OPENING
HWS	HOT WATER SUPPLY		
NOTE: THESE ARE STANDARD ABBREVIATIONS, ALL ABBREVIATIONS SHOWN ABOVE MAY NOT APPEAR ON DRAWINGS.			
MECHANICAL LEGEND			
SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
	DUCT		THERMOSTAT OR TEMERATURE SENSOR
	EXISTING		HUMIDISTAT OR HUMIDITY SENSOR
	PIPING		WALL MOUNTED SWITCH
	EQUIPMENT DESIGNATION		FLEXIBLE DUCTWORK
	AIR DISTRIBUTION TAG A. TYPE B. SIZE C. CFM		MANUAL DAMPER
	DUCT SIZE – RECTANGULAR (INCHES)		FIRE DAMPER
	DUCT SIZE – ROUND (INCHES)		DUCT WITH LINER
	DIFFUSER		DUCT TRANSITION
	RETURN AIR DISTRIBUTION DEVICE		SQUARE TO ROUND DUCT TRANSITION
	EXHAUST AIR DISTRIBUTION DEVICE		DUCT MOUNTED STATIC PRESSURE SENSOR
	DUCTWORK (POSITIVE PRESSURE)		DUCT MOUNTED SMOKE DETECTOR
	DUCTWORK (NEGATIVE PRESSURE)		WALL OPENING
	CONNECT TO EXISTING		SECURITY BARS
	DUCTWORK – EXISTING TO REMAIN		WALL LOUVER
			SMOKE DAMPER
			MOTOR OPERATED DAMPER
			SPLITTER DAMPER
			SUPPLY AIR ARROW
			RETURN AIR ARROW
			REMOVE EXISTING DUCTWORK
NOTE: THIS IS A STANDARD LEGEND. ALL ITEMS SHOWN MAY NOT APPEAR ON DRAWINGS.			

SPECIFICATIONS

- REFER TO OTHER DRAWINGS AND SPECIFICATIONS. CONTRACTOR SHALL BE RESPONSIBLE FOR APPLICABLE PROVISIONS THEREIN.
- FURNISH AND INSTALL NECESSARY LABOR AND MATERIALS FOR A COMPLETE SYSTEM. ANY APPLIANCES OR MATERIALS OBVIOUSLY A PART OF THE SYSTEM AND NECESSARY FOR ITS PROPER OPERATION, ALTHOUGH NOT SPECIFICALLY MENTIONED HEREIN, SHALL BE FURNISHED AND INSTALLED AS IF CALLED FOR IN DETAIL.
- WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH CURRENTLY ADOPTED STATE AND LOCAL CODES.
- OBTAIN AND PAY FOR REQUIRED PERMITS AND FEES.
- DRAWINGS ARE GENERALLY DIAGRAMMATIC AND DO NOT NECESSARILY SHOW EVERY FITTING AND DETAIL. INSTALL DUCTS, EQUIPMENT AND CONTROLS IN A NEAT WORKMANLIKE MANNER, AND IN ACCORDANCE WITH GOOD PRACTICE FOR A COMPLETE WORKABLE INSTALLATION. AVOID CONFLICT WITH OTHER WORK; MAKE ADEQUATE PROVISIONS FOR PREVENTING NOISE AND VIBRATION. ARRANGE EQUIPMENT INTO THE AVAILABLE SPACE IN A MANNER TO MAKE WORKING PARTS ACCESSIBLE FOR MAINTENANCE AND SERVICE.
- MATERIALS AND WORKMANSHIP SHALL BE GUARANTEED AGAINST DEFECTS FOR ONE YEAR. PROVIDE ADDITIONAL FOUR-YEAR WARRANTY ON COMPRESSORS.
- PROTECT MATERIALS AND EQUIPMENT FROM DAMAGE DURING CONSTRUCTION.
- EQUIPMENT AND MATERIALS SHALL BE NEW, UNLESS OTHERWISE SPECIFIED.
- CONSTRUCT AIR DUCTS IN ACCORDANCE WITH SMACNA DUCT MANUALS LATEST EDITION. DUCTWORK MATERIALS SHALL BE GALVANIZED SHEET METAL AS MADE BY ARMCO OR EQUAL.
- FOR ROUND DUCT TAKE-OFF FROM RECTANGULAR SHEET METAL DUCTS, USE JER-AIR MODEL S-3, FITTING WITH DAMPER. FOR ROUND DUCT TAKE-OFF FROM ROUND DUCTS, USE JER-AIR MODEL RBD-38, FITTING WITH DAMPER
- FLEXIBLE DUCTWORK SHALL BE UL-181 LISTED.
- FLEXIBLE DUCT RUNOUTS TO CEILING DIFFUSERS SHALL BE INSTALLED FREE OF KINKS AND SAGS. BRANCH DUCTWORK SHALL BE SIZED TO MATCH THE INLET OF THE DIFFUSERS SERVED. MAXIMUM LENGTH – 10 FEET.
- CONTRACTOR SHALL FIELD VERIFY AVAILABLE SPACE FOR DUCTWORK BEFORE FABRICATING. CONTRACTOR SHALL MODIFY DUCTWORK TO FIT AVAILABLE FIELD CONDITIONS. CUTTING OR OTHERWISE ALTERING ANY STRUCTURAL MEMBERS SHALL NOT BE PERMITTED WITHOUT WRITTEN PERMISSION FROM THE ARCHITECT.
- INSULATE UNLINED SUPPLY, RETURN, AND OUTSIDE AIR DUCTS WITH U.L. LISTED GLASS FIBER BLANKET NOT LESS THAN 3/4 LB. DENSITY, R-6 INSULATED VALUE, WITH HEAVY ALUMINUM FOIL VAPOR BARRIER JACKET. SECURE WITH ANNEALED STAINLESS STEEL WIRE AT NOT OVER 12” ON CENTER. SEAL JOINTS AND PUNCTURES IN JACKET.
- PRIOR TO INSTALLATION AND ORDERING, SUBMIT FOR REVIEW IN PDF FORMAT SHOP DRAWINGS ON EQUIPMENT, AIR DISTRIBUTION DEVICES, AND CONTROLS.
- INTERRUPTION OF SERVICE: THE DRAWINGS ARE BELIEVED TO BE A FAIRLY ACCURATE REPRESENTATION OF THE EXISTING WORK. HOWEVER, THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING ON SITE INVESTIGATIONS TO DETERMINE THE ACCURACY OF THE EXISTING CONDITION DRAWINGS. NO ATTEMPT HAS BEEN MADE TO SHOW ON THE DRAWINGS MECHANICAL WORK WHICH IS NOT CONSIDERED TO BE RELEVANT TO THIS PROJECT. IN PERFORMANCE OF THE WORK, IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY EXISTING CONDITIONS AND THE EFFECT THAT THE WORK SHOWN ON THE DRAWINGS WILL HAVE ON THE EXISTING SERVICES. SHOULD THE ACTUAL CONDITIONS BE DIFFERENT FROM THOSE SHOWN ON THE DRAWINGS, THE CONTRACTOR SHALL NOTIFY THE OWNER FOR FURTHER INSTRUCTIONS PRIOR TO THE DISRUPTION OF THE EXISTING SERVICES.
- THE CONTRACTOR SHALL HAVE AN INDEPENDENT A.A.B.C. OR N.E.B.B. CERTIFIED TEST AND BALANCE COMPANY PERFORM AIR BALANCING AND SUBMIT A TEST AND BALANCE REPORT IN PDF FORMAT. REPORT SHALL BE COMPLETE PRIOR TO ARCHITECTS FINAL PUNCH LIST. REPORTS FROM TEST AND BALANCE COMPANIES THAT ARE NOT CERTIFIED AS STATED HERE WILL NOT BE REVIEWED.

AIR DISTRIBUTION DEVICE			
MARK	BASIS OF DESIGN (MAKE & MODEL)	DESCRIPTION	NOTES
D	TITUS OMNI	DIFFUSER, PLAQUE FACE 24x24 FACE, LAY IN	1, 2, 3
S	TITUS 300-RS	SIDEWALL SUPPLY REGISTER	1, 2, 3
R	TITUS 50F	EGGCRATE GRILLE	2, 3
W	TITUS 350-RL	SIDEWALL RET./EXH. GRILLE	2, 3

NOTES:

- PROVIDE WITH BALANCING DAMPER
- OR EQUAL: METALAIRE, KRUEGER, OR PRICE.
- WHITE FINISH.

GENERAL NOTES

- COORDINATE WORK WITH OTHER TRADES PRIOR TO INSTALLATION.
- INSTALL SPACE THERMOSTATS AND SENSORS 48” ABOVE FINISHED FLOOR.
- DUCT SIZES SHOWN ARE INSIDE CLEAR DIMENSIONS.
- CEILING DIFFUSERS SHALL BE 4-WAY BLOW UNLESS NOTED OTHERWISE.

consultant



1708 Peachtree St.
Suite 210
Atlanta, GA 30309
404/355-9334 main
seal



issue date

project title

**Ted Strickland
Community
Center
Renovation**
130 Berry Street
Stockbridge, GA
30281

for

City of Stockbridge

drawing information

project number: 21035
contact: Patrick Wilkes
drawn by: PCW
checked by: PCW

drawing date

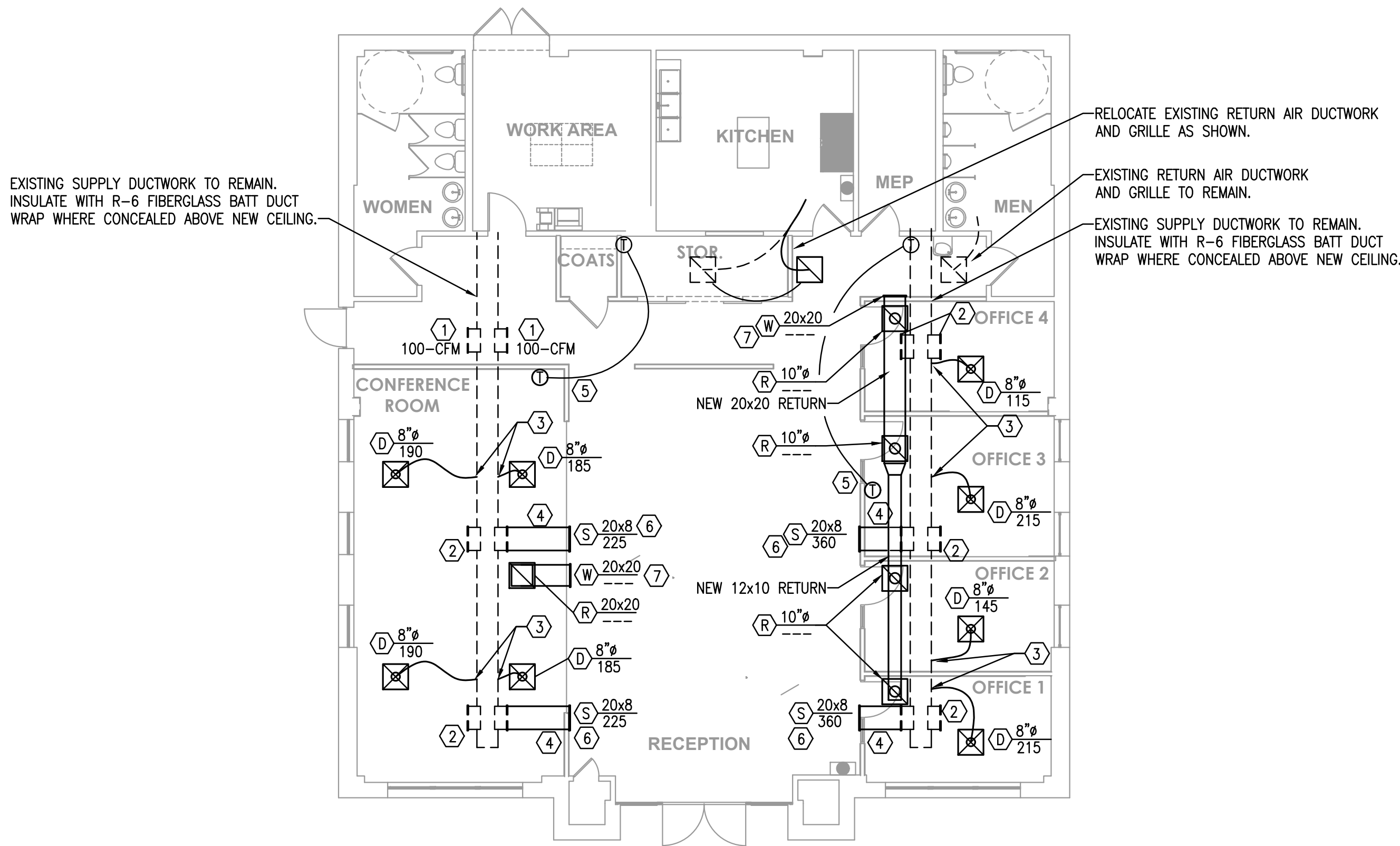
06/23/21

sheet title

**MECHANICAL FLOOR
PLAN**

sheet number

M1.0



1 FLOOR PLAN
Scale: 1/8" = 1'-0"

KEY NOTES (APPLY TO THIS SHEET ONLY)

1. EXISTING SUPPLY REGISTER TO REMAIN. BALANCE TO AIRFLOW NOTED.
2. EXISTING SUPPLY REGISTER TO BE REMOVED. CAP AND SEAL DUCTWORK.
3. CONNECT NEW BRANCH RUNOUT TO EXISTING SUPPLY MAIN AS NOTED.
4. REMOVE EXISTING SUPPLY REGISTER AND EXTEND EXISTING BRANCH DUCT TO NEW SUPPLY REGISTER AS SHOWN.
5. RELOCATE EXISTING THERMOSTAT.
6. MOUNT SUPPLY REGISTERS 12" ABOVE NEW OFFICE CEILING HEIGHT.
7. MOUNT TRANSFER GRILLES TIGHT TO EXISTING CEILING/STRUCTURE.



Procurement Division
Summary Score Sheet Evaluation Committee Meeting
RPF No. 2021-0010 – Ted Strickland Community Center Renovation
November 10, 2021

Proposer – Organization Name	Decius Aaron	Kira Harris-Braggs	Demetris Wells	Total Points	Ranking
Diversified Construction of Georgia, Inc.	48	40	62	150	3
McWright, LLC	43	65	49	157	2
SoCo Contracting Company, Inc.	66	65	59	190	1
Striker Contracting, LLC	38	30	55	123	4

Procurement Division
4640 North Henry Boulevard, Stockbridge, Georgia 30218 | (770) 389-7900 | www.cityofstockbridge.com



ORIGINAL

**Striker Contracting LLC
2859 Paces Ferry Road, Ste 1750
Atlanta, Georgia 30339
www.strikercontracting.com**

**Request for Proposals #2021-0010
City of Stockbridge
Ted Strickland Community Center Renovation
City of Stockbridge, City Hall
Procurement Division
4640 N Henry Boulevard., Stockbridge GA 30281**



City of Stockbridge:
Ted Strickland Community Center Renovation
RFP #2021-0010

October 21, 2021

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, GA 30281
Attention: Procurement Dept.

Re: City of Stockbridge:
Ted Strickland Community Center Renovation
Project No. 2021-0010

To Whom it May Concern:

We are pleased to present our proposal for the Ted Strickland Community Center Renovation. Striker is interested in being selected as one of prequalified contractors because we feel our unique experience is a perfect fit for this contract.

Striker currently specializes in commercial interior improvements as well as renovations of existing facilities. We are an interiors Contractor and our experience with subcontractor base and professional services contacts would set us on a path of success for this work.

The majority (90%) of our work is negotiated and we already provide "like" services to many large Owners and Managers of commercial property in the State of Georgia.

We look forward to participating in this process and appreciate your consideration.

Best Regards,

Kirt Charles Hinkle

President
Striker Contracting LLC
Office: 770-884-8110
kirt.hinkle@strikercontracting.com



Section 2- Executive Summary

Striker Contracting, LLC, incorporated in the State of Georgia and opened its doors in 2013 with just the two principals Josh Wilkins and Kirt Hinkle, doing roughly \$120,000 revenue in the first year in business. Now eight years later, Striker Contracting has grown to nearly 30 employees and 20 Million dollars of annual revenue. This growth is 200 times the first-year sales. Currently, Striker is one of the fastest growing commercial contractors in the interiors market in Atlanta. Striker's market sectors include government/public, commercial interiors, healthcare facilities, technology, and industrial facilities.

90 percent of Striker Contracting's current volume of work is in tenant interior buildout projects. For the fiscal year 2019, Striker had almost \$20 million in contracts for interior renovations. Striker Contracting has eight years of experience with high end Owner, Landlord, and Property Management companies where the work includes: lobbies, conference rooms, chiller plants and restrooms just to name a few. Striker works in Class A office spaces, medical office buildings, healthcare/industrial facilities, and technology spaces. For the last five years, Striker has managed between \$7 million to \$20 million-dollar volume annually with the tenant buildout renovations ranging from \$750,000 to \$2,000,000.



Section 3- Project Team Qualifications/Qualifications of Key Personnel

Josh Wilkins
Project Executive

Curtis Jones- Project Manager
Avinash Karnati- Project Engineer

Shereen Shaw-Miles
Controller

Susan Rancifer
Project Administrator

Nick Brown
Project Superintendent

Personnel Capacity of Time on Project

1. Curtis Jones, Project Manager - 100%
2. Superintendent Selected - 100%
3. Josh Wilkins, President - 25%
4. Susan Rancifer, Administrator- 25%



Executive Management

Josh Wilkins, President

With over 15 years experience in the construction industry, Josh is one of the co-founders of Striker Contracting. Through dedication of providing quality and efficient services, Josh has provided consistent growth to Striker. His diverse experience has led to successful completion of numerous jobs in capacities ranging from estimation, project management and general contracting. As President he oversees all aspects of the company relating field operations, marketing, health and safety, and the recruitment of top construction professionals. Josh has the proven ability to effectively plan, staff and safely implement systems and processes. His leadership skills are recognized in building strong teams to meet the challenges of customer expectations.

Project Manager

Curtis Jones

Curtis is a highly qualified, resourceful professional with over 15 years of success in construction management and supervision skills. He is comfortable working with individuals of all levels and possesses an outstanding approach to problem solving. Curtis's background also includes systems development, safety audits, quality control inspections, team/risk management, and training programs. Able to motivate staff in maximizing productivity fostering a teamwork/open-door environment conducive to positive dialogue. He demonstrates strong crisis management with ability to communicate effectively and efficiently in person, in writing, or in presentations.

Superintendents

Nick Brown - Superintendent

Nick brings over 20 years of experience from several trades in the construction industry as well as spending ten + years as a project manager. Nick has the former experience and understanding of the project manager's responsibilities and can bring that knowledge to the field as a superintendent. Nick has a great ability to communicate to the project manager, owners and subcontractors to easily manage all his projects. Nick is well versed in interior renovations, building repairs and maintenance to college and universities, laboratories, medical offices, commercial interiors with spaces being occupied. Nick's current duties included project coordination and supervision in charge of material scheduling, safety and performance objectives and timely project completion.

Section 4- Past Performance

Hapag Lloyd Tenant and Main Corridor Renovation



Scope of work included interior buildout for a new call center and conferences center with offices.

Project Value: \$572,000

Project Size 13,843sf

Project Completed: May 2020

Owner: Taylor & Mathis Inc, Alex Malone (PM), 404-798-0386, amalone@taylormathis.com

Key Personnel: Curtis Jones (PM), Nick Brown (Superintendent)



Printed on Thu Oct 21, 2021 at 10:11 am EDT

Striker Contracting
2859 Paces Ferry Rd, Suite 1750
Atlanta, Georgia 30339
United States
(770) 884-8110

Portfolio
Contract Summary

Current Workload - 2021

Project Name	Project Number	Original Contract Value	Approved COs	Revised Contract	Pending COs	Pending Revised Contract	Owner Invoices	Payments Received	Remaining	% Paid	Schedule % Complete	Estimated Completion Date
Georgia Urology ASC & Clinic - Lawrenceville	21155	\$2,426,748.00	\$0.00	\$2,426,748.00	\$0.00	\$2,426,748.00	\$0.00	\$0.00	\$2,426,748.00	0.00%	Unknown	08/02/21
Atlanta YDC	21060	\$998,611.00	\$62,405.00	\$1,061,016.00	\$0.00	\$1,061,016.00	\$954,914.36	\$649,857.84	\$411,158.16	61.25%	Unknown	10/01/21
Georgia Urology ASC and Clinic Canton	21073	\$746,273.00	\$0.00	\$746,273.00	\$0.00	\$746,273.00	\$363,913.42	\$26,667.13	\$719,605.87	3.57%	Unknown	10/27/21
Metro Ctr Bthrm Reno Bldgs A & C	20260	\$436,586.00	\$15,717.00	\$452,303.00	\$0.00	\$452,303.00	\$234,010.00	\$183,515.02	\$268,787.98	40.57%	0%	04/09/21
Berkmar HS Engineering Lab	21013	\$341,954.00	\$2,203.00	\$344,157.00	\$0.00	\$344,157.00	\$309,741.30	\$309,741.00	\$34,416.00	90.00%	0%	07/25/21
Grayson HS STEM Engineering Lab	21065	\$339,756.00	\$20,248.00	\$360,004.00	\$0.00	\$360,004.00	\$324,003.60	\$324,004.00	\$36,000.00	90.00%	Unknown	
Berkmar HS Healthcare Lab	21049	\$295,397.00	\$1,015.00	\$296,412.00	\$0.00	\$296,412.00	\$266,770.80	\$266,771.00	\$29,641.00	90.00%	0%	07/23/21
Grayson High School Agricultural Labs	21042	\$255,858.00	\$0.00	\$255,858.00	\$0.00	\$255,858.00	\$230,272.20	\$230,272.00	\$25,586.00	90.00%	Unknown	
Brookwood High School Agricultural Lab	21041	\$243,403.00	\$0.00	\$243,403.00	\$0.00	\$243,403.00	\$219,062.70	\$219,063.00	\$24,340.00	90.00%	0%	07/23/21
GH1 6th Flr Common Area- Awarded & Working	21032	\$227,785.00	\$8,314.00	\$236,099.00	\$0.00	\$236,099.00	\$144,823.35	\$144,823.35	\$91,275.65	61.34%	Unknown	09/10/21
DJJ Eastman Greenhouse Project	20283	\$220,664.00	\$0.00	\$220,664.00	\$0.00	\$220,664.00	\$78,104.20	\$78,104.20	\$142,559.80	35.40%	Unknown	
DJJ Augusta Greenhouse Project	20281	\$216,431.00	\$0.00	\$216,431.00	\$0.00	\$216,431.00	\$65,691.18	\$65,691.18	\$150,739.82	30.35%	Unknown	
DJJ Dalton Greenhouse Project	20282	\$157,434.00	\$0.00	\$157,434.00	\$0.00	\$157,434.00	\$48,148.06	\$48,148.06	\$109,285.94	30.58%	Unknown	08/13/21
Norfolk Southern Inman Tower Renovations	21057	\$146,651.00	\$32,733.00	\$179,384.00	\$0.00	\$179,384.00	\$159,089.55	\$89,479.20	\$89,904.80	49.88%	Unknown	
DJJ Muscogee Greenhouse Project	20284	\$134,384.00	\$0.00	\$134,384.00	\$0.00	\$134,384.00	\$37,997.77	\$37,997.77	\$96,386.23	28.28%	Unknown	
Eckert & Ziegler - Lab Reno	21115	\$71,490.00	\$2,916.00	\$74,406.00	\$0.00	\$74,406.00	\$43,287.92	\$43,287.92	\$31,118.08	58.18%	Unknown	10/26/21
Village Podiatry Stockbridge	21167	\$69,409.00	\$0.00	\$69,409.00	\$0.00	\$69,409.00	\$0.00	\$0.00	\$69,409.00	0.00%	Unknown	11/19/21
GA Hand Shoulder Elbow Common Area Rfrsh	20162	\$59,826.00	\$0.00	\$59,826.00	\$0.00	\$59,826.00	\$0.00	\$0.00	\$59,826.00	0.00%	Unknown	08/01/21
2160 Peachtree Ste 500 GA Hand	21095	\$54,967.00	\$9,928.00	\$64,895.00	\$0.00	\$64,895.00	\$54,967.00	\$45,249.80	\$19,645.20	69.73%	Unknown	08/24/21
7775 The Bluffs Suite 202 Demising Wall Repair	20279	\$4,802.00	\$0.00	\$4,802.00	\$0.00	\$4,802.00	\$0.00	\$0.00	\$4,802.00	0.00%	Unknown	
The Summit Site 600 HVAC Repairs	21044	\$4,654.00	\$0.00	\$4,654.00	\$0.00	\$4,654.00	\$4,654.00	\$4,654.00	\$0.00	100.00%	Unknown	
Yorktown PR CNTR Sewer Line W/O	20274	\$2,189.00	\$0.00	\$2,189.00	\$0.00	\$2,189.00	\$0.00	\$0.00	\$2,189.00	0.00%	Unknown	
DJJ Metro Access Panels	21027	\$1,574.00	\$0.00	\$1,574.00	\$0.00	\$1,574.00	\$1,574.00	\$1,574.00	\$0.00	100.00%	Unknown	
Fried and Bonder Misc W/O	21050	\$914.00	\$0.00	\$914.00	\$0.00	\$914.00	\$0.00	\$0.00	\$914.00	0.00%	Unknown	
61 Whitcliff St. Tree Removal	20256	\$605.00	\$0.00	\$605.00	\$0.00	\$605.00	\$0.00	\$0.00	\$605.00	0.00%	Unknown	
CompTrust Misc Items	20160	\$455.00	\$0.00	\$455.00	\$0.00	\$455.00	\$0.00	\$0.00	\$455.00	0.00%	Unknown	
Kennestone Cancer CNT Door Repair	20126	\$350.00	\$0.00	\$350.00	\$0.00	\$350.00	\$350.00	\$350.00	\$0.00	100.00%	Unknown	
BGE Office Expansion Budget	21139	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0%	10/20/21
270 Riverside Pkwy Handrail Repair	21017	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	Unknown	
Page Subtotal		\$7,459,170.00	\$155,479.00	\$7,614,649.00	\$0.00	\$7,614,649.00	\$3,541,375.41	\$2,769,250.47	\$4,845,398.53			
Grand Total:		\$7,459,170.00	\$155,479.00	\$7,614,649.00	\$0.00	\$7,614,649.00	\$3,541,375.41	\$2,769,250.47	\$4,845,398.53			



**USI Insurance Services
National, Inc.**
1 Concourse Parkway NE
Suite 700
Atlanta, GA 30328

July 23, 2021

RE: Bonding

To whom it may concern:

It is our understanding that our client, **Striker Contracting, LLC**, is bidding with you on some upcoming projects. As such, it is our pleasure to inform you that they are in excellent standing with their surety, **North American Specialty Insurance Company**. In addition, we are pleased to confirm that they have ample bonding capacity (**\$10,000,000 single job and \$20,000,000 aggregate**) to support these projects subject to standard underwriting criteria. Moreover, we are prepared to write the performance & payment bonds if they are the successful bidder on the project.

North American Specialty Insurance Company is rated A+ (Excellent) XV by A.M. Best, the industry's leading independent rating agency. They are also approved by the U.S. Treasury Department on individual bonds up to \$141,129,000 and are licensed in all 50 states.

Striker Contracting, LLC and its principals enjoy an outstanding reputation and our firm is proud to be associated with them. If you need any additional information, please feel free to call me.

Sincerely,

A handwritten signature in dark ink, appearing to read "E. Mooney", is written over a light blue circular stamp.

Edward P. Mooney
Attorney In Fact
678-777-4668

STRIKER CONTRACTING, LLC

FINANCIAL STATEMENTS

For The Years Ended December 31, 2020 and 2019

**with
Independent Accountant's Review Report**



BARNETT & STEGALL, LLC
Certified Public Accountants and Business Advisors

COBB COUNTY OCCUPATION TAX CERTIFICATE

P.O. BOX 649 MARIETTA, GEORGIA 30061-0649
(770) 528-8410

BUSINESS LOCATION

2859 PACES FERRY RD, SUITE 1750

DATE ISSUED

01-01-2021

D/B/A STRIKER CONTRACTING

STRIKER CONTRACTING LLC

2859 PACES FERRY RD, SUITE 1750

ATLANTA, GA 30339

**CERTIFICATE NUMBER**

CON000316

FOR YEAR

2021

CERTIFICATE EXPIRES

12-31-2021

TYPE BUILDING



CERTIFICATE MUST BE DISPLAYED
THIS CERTIFICATE IS NOT VALID IF OWNERSHIP OR BUSINESS LOCATION CHANGES
PROFESSIONALS & ATTORNEYS AT LAW ARE NOT REQUIRED TO DISPLAY

BUSINESS DESCRIPTION

CLASSIFICATION CODE	CLASSIFICATION NAME	AMOUNT
152102	BUILDING CONTRACTOR - STATE LICENSE REQUIRED	1657.00

					PAYMENT DATE	12-10-2020					
4332	1,657.00	4312	0.00	4314	0.00	4316	0.00	4318	0.00	SUB TOTAL \$	1,657.00
4545	0.00									PENALTY \$	0.00
										INTEREST \$	0.00
										TOTAL \$	1,657.00

CD - Bus License Certificate, CON000316, 2021, STRIKER CONTRACTING

BUSINESS LICENSE DIVISION MANAGER

MZR

AUTHORIZED INITIALS

IMPORTANT NOTICE

1. Interest as provided by law will be imposed for failure to renew certificate prior to expiration date.
2. Please document to Cobb County Business License Office when business goes out of business.
3. Please provide written notification of any change in address or ownership change. A fee of \$10 will be charged to reprint certificate.
4. Please contact the business license office if you have not received a renewal notice two weeks prior to expiration of certificate.
5. Interest can not be waived despite failure to receive renewal notice. Contact the business license office for fee information.

PLACE ON DISPLAY

310966

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/15/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McGriff Insurance Services 200 Broad Street (30501) PO Box 1357 Gainesville, GA 30503	CONTACT NAME: Georgia Certificate Team	
	PHONE (A/C, No, Ext): E-MAIL ADDRESS: certificatesGA@mcgriff.com	FAX (A/C, No): 877 657-1559
INSURED Striker Contracting LLC 2859 Paces Ferry Rd Suite 1750 Atlanta, GA 30339	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Selective Way Insurance Company	NAIC # 26301
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ PD Ded:1,000 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	X	X	S2482555	04/01/2021	04/01/2022	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$3,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	X	X	S2482555	04/01/2021	04/01/2022	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$0	X	X	S2482555	04/01/2021	04/01/2022	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

SEE FORMS ATTACHED

CG7988 0119 - Contracting, Installation, Service and Repair General Liability Extended ElitePac Endorsement

CG7300 0119 - ElitePac General Liability Extension Endorsement

CA7809 1117 - ElitePac Commercial Automobile Extension

CXL4 0403 - Commercial Umbrella Liability Coverage

(See Attached Descriptions)

CERTIFICATE HOLDER

CANCELLATION

Striker Contracting, LLC 2859 Paces Ferry Rd. Suite 1750 Atlanta, GA 30339	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/1/2020

Acct#: 1546461

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Lockton Companies, LLC
3657 Briarpark Dr., Suite 700
Houston, TX 77042

CONTACT
NAME: 888-828-8365

PHONE

(A/C, No. Ext):

FAX

(A/C, No):

E-MAIL

ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Indemnity Insurance Co. of North America

43575

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED
STRIKER CONTRACTING, LLC
2859 PACES FERRY RD SE STE 1750
ATLANTA, GA 30339-6223

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY						
	☐ CLAIMS-MADE ☐ OCCUR						EACH OCCURRENCE \$
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
							GENERAL AGGREGATE \$
							PRODUCTS - COMP/OP AGG \$
							\$
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	☐ POLICY ☐ PROJECT ☐ LOC						
	OTHER:						
	AUTOMOBILE LIABILITY						
	☐ ANY AUTO						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ALL OWNED AUTOS						BODILY INJURY (Per person) \$
	☐ HIRED AUTOS						BODILY INJURY (Per accident) \$
	☐ SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident) \$
	☐ NON-OWNED AUTOS						\$
	UMBRELLA LIAB						
	☐ EXCESS LIAB						EACH OCCURRENCE \$
	☐ OCCUR						AGGREGATE \$
	☐ CLAIMS-MADE						\$
	DED ☐ RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	☐ Y ☐ N	N/A	C68707407	10/1/2020	10/1/2021	X PER STATUTE ☐ OTH-ER ☐
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

STRIKER CONTRACTING, LLC
2859 PACES FERRY RD SE STE 1750
ATLANTA, GA 30339-6223

AUTHORIZED REPRESENTATIVE

REFERENCES

1. Company Taylor & Mathis Inc.
City/State Atlanta, Georgia
Contact Name Alex Malone , Project Manager
Phone/Email 678-819-2434 / amalone@taylormathis.com

2. Company Lincoln Property Company
City/State Norcross, Georgia
Contact Name Kim Steward , Senior Portfolio Manager
Phone/Email 770-573-1007 / ksteward@lpc.com

3. Company Realty Trust Group
City/State Atlanta, Georgia
Contact Name Morgan Bolden , Senior Project Manager
Phone/Email 404-942-2252 / mbolden@realtytrustgroup.com

4. Company Piedmont Office Realty Trust
City/State Sandy Springs, Georgia
Contact Name Keeta Redcay , Property Manager
Phone/Email 404-481-5202 / keeta.redcay@piedmontreit.com

5. Company City of Hogansville
City/State Hogansville, Georgia
Contact Name Lisa Kelly, Asst City Manager
Phone/Email 706-637-8629 / lisa.kelly@cityofhogansville.org



AIA® Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Striker Contracting, LLC
2859 Paces Ferry Rd., Suite 1750
Atlanta, GA 30339

SURETY:

(Name, legal status and principal place of business)

North American Specialty Insurance
Company
1450 American Lane, Suite 1100
Schaumburg, IL 60173

OWNER:

(Name, legal status and address)

City of Stockbridge
4640 N Henry Blvd
Stockbridge, GA 30281

BOND AMOUNT: \$ Five Percent of Bid Estimate (5% of Bid)

PROJECT:

(Name, location or address, and Project number, if any)

Ted Strickland Community Center Renovation
130 MLK Senior Heritage Trail
Stockbridge, GA 30281

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or

legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 19th day of October, 2021




(Witness)

Striker Contracting, LLC
(Contractor as Principal)


(Title)

North American Specialty Insurance Company
(Surety) (Seal)


(Witness) Kate Longaker


(Title) Edward Mooney, Attorney-In-Fact

SWISS RE CORPORATE SOLUTIONS

NORTH AMERICAN SPECIALTY INSURANCE COMPANY
WASHINGTON INTERNATIONAL INSURANCE COMPANY
WESTPORT INSURANCE CORPORATION

GENERAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, THAT North American Specialty Insurance Company, a corporation duly organized and existing under laws of the State of New Hampshire, and having its principal office in the City of Overland Park, Kansas and Washington International Insurance Company a corporation organized and existing under the laws of the State of New Hampshire and having its principal office in the City of Overland Park, Kansas, and Westport Insurance Corporation, organized under the laws of the State of Missouri, and having its principal office in the City of Overland Park, Kansas each does hereby make, constitute and appoint:

EDWARD MOONEY, ROBERT CARLETON WYNNE, and KATARZYNA GRIFFIN

JOINTLY OR SEVERALLY

Its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its act and deed, bonds or other writings obligatory in the nature of a bond on behalf of each of said Companies, as surety, on contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract or suretyship executed under this authority shall exceed the amount of:

ONE HUNDRED TWENTY FIVE MILLION (\$125,000,000.00) DOLLARS

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of North American Specialty Insurance Company and Washington International Insurance Company at meetings duly called and held on March 24, 2000 and Westport Insurance Corporation by written consent of its Executive Committee dated July 18, 2011.

"RESOLVED, that any two of the President, any Senior Vice President, any Vice President, any Assistant Vice President, the Secretary or any Assistant Secretary be, and each or any of them hereby is authorized to execute a Power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings and all contracts of surety, and that each or any of them hereby is authorized to attest to the execution of any such Power of Attorney and to attach therein the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be binding upon the Company when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached."



By 
Steven P. Anderson, Senior Vice President of Washington International Insurance Company
& Senior Vice President of North American Specialty Insurance Company
& Senior Vice President of Westport Insurance Corporation

By 
Mike A. Ito, Senior Vice President of Washington International Insurance Company
& Senior Vice President of North American Specialty Insurance Company
& Senior Vice President of Westport Insurance Corporation



IN WITNESS WHEREOF, North American Specialty Insurance Company, Washington International Insurance Company and Westport Insurance Corporation have caused their official seals to be hereunto affixed, and these presents to be signed by their authorized officers this 08 day of JANUARY, 20 18.

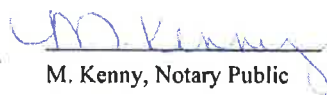
North American Specialty Insurance Company
Washington International Insurance Company
Westport Insurance Corporation

State of Illinois
County of Cook ss:

On this 08 day of JANUARY, 20 18, before me, a Notary Public personally appeared Steven P. Anderson, Senior Vice President of

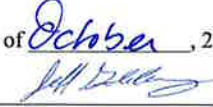
Washington International Insurance Company and Senior Vice President of North American Specialty Insurance Company and Senior Vice President of Westport Insurance Corporation and Michael A. Ito Senior Vice President of Washington International Insurance Company and Senior Vice President of North American Specialty Insurance Company and Senior Vice President of Westport Insurance Corporation, personally known to me, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as officers of and acknowledged said instrument to be the voluntary act and deed of their respective companies.




M. Kenny, Notary Public

I, Jeffrey Goldberg, the duly elected Vice President and Assistant Secretary of North American Specialty Insurance Company, Washington International Insurance Company and Westport Insurance Corporation do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney given by said North American Specialty Insurance Company, Washington International Insurance Company and Westport Insurance Corporation which is still in full force and effect.

IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Companies this 17 day of October, 20 21


Jeffrey Goldberg, Vice President & Assistant Secretary of Washington International Insurance Company &
North American Specialty Insurance Company & Vice President & Assistant Secretary of Westport Insurance Corporation



Where Community Connects

City of Stockbridge Procurement Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

Responder: Please complete the attached Cost Proposal Form and return them with this cover page. The cost proposal must be submitted in a separate, sealed envelope with the Responder's name and "Request for Proposals No. 2021-0010 and City of Stockbridge Ted Strickland Community Center d Renovation" clearly identified on the outside of the envelope.

By signing this page, Responder acknowledges that he has carefully examined and fully understands the Contract, Scope of Work, and other attached documents, and hereby agrees that if his proposal is accepted, he will contract with the City of Stockbridge according to the Request for Proposal documents.

Please provide the following information:

Name of Firm: Striker Contracting LLC

Address: 2859 Paces Ferry Road; Suite 1750, Atlanta Georgia 30339

Contact Person Submitting Proposal:

Title of Contact Person: Kirt Hinkle, President

Telephone Number: 770-884-8110

Fax Number: N/A

E-mail Address: kirt.hinkle@strikercontracting.com

Signature of Contact Person

President

Title of Contact Person

SIGNATURES If sole owner, sign here: I sign as sole owner of the business named above.

_____ Date _____

If partnership or corporation: One or more partners or corporate officers sign here:

The undersigned certify that they sign this proposal with full and proper authority to do so.

By: Kirt Hinkle Title President

By:  Title _____

Date: October 21, 2021

END OF PROPOSAL FORM

3.36 CERTIFICATE OF ACCEPTANCE

By responding to this RFP, Offeror acknowledges that he/she has read this solicitation document, including any addenda, exhibits, attachments, and/or appendices in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein.

3.37 CERTIFICATION REGARDING DEBARMENT

By responding to this RFP, Offeror certifies that neither it nor its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency. Any such exclusion may cause prohibition of your firm from participating in any procurement by the City.

3.38 PRICE VALIDITY

Prices provided in this Request For Proposal (RFP) are valid for 120 days from the time of the RFP opening. The City shall award contract within this period or shall request to the recommended awarded vendor an extension to hold pricing, until products/services have been awarded. Successful proposer awarded shall ensure that proper and sufficient staff, equipment, organization, etc. will be provided for this contract to meet the specifications denoted herein at a paramount level.

BID FORM SIGNATURE(S)

The Corporate Seal of

Striker Contracting LLC (Bidder - print the full name of your firm)
was hereunto affixed in the presence of:

Kirt Hinkle, President
(Authorized signing officer, Title)

(Seal)


(Authorized signing officer, Title)



IF THE BID IS A JOINT VENTURE OR PARTNERSHIP, ADD ADDITIONAL FORMS OF EXECUTION FOR EACH MEMBER OF THE JOINT VENTURE IN THE APPROPRIATE FORM OR FORMS AS ABOVE.

successors, assigns or agents, or otherwise in connection (directly or indirectly) with its acceptance, or the performance, or nonperformance, of its obligations under these agreements. Such obligations shall not be construed to negate, abridge or otherwise reduce any other rights or obligations of indemnity which would otherwise exist as to any party or person as set forth in this paragraph.

Contractor further agrees to protect, defend, indemnify and hold harmless Stockbridge City, its Commissioners, officers, employees, Sub-Contractors, successors, assigns and agents from and against any and all claims or liability for compensation under the Worker's Compensation Act, Disability Benefits Act, or any other employee benefits act arising out of injuries sustained by any employees of Contractor. These indemnities shall not be limited by reason of the listing of any insurance coverage.

CONTRACTOR ACKNOWLEDGES HAVING READ, UNDERSTANDING, AND AGREEING TO COMPLY WITH THIS INDEMNIFICATION AND HOLD HARMLESS AGREEMENT, AND THE REPRESENTATIVE OF THE CONTRACTOR IDENTIFIED BELOW IS AUTHORIZED TO SIGN CONTRACTS ON BEHALF OF THE RESPONDING CONTRACTOR.

COMPANY: Striker Contracting LLC SIGNATURE: 

NAME: Kirt Hinkle TITLE: President DATE: 10/21/21

FORM 2

NON-COLLUSION AFFIDAVIT OF SUB-CONTRACTOR

State of _____ City of _____, being first
duly sworn, deposes and says that:

(1) He/She is Owner (owner, partner officer, representative, or
agent) of Valley View Enterprises, Inc., the sub-contractor that has submitted the attached
solicitation;

(2) He is fully informed respecting the preparation and contents of the attached solicitation and of all
pertinent circumstances respecting such solicitation.

(3) Such solicitation is genuine and is not a collusive or sham solicitation.

(4) Neither the said sub-contractor nor any of its officers, partners, owners, agents, representatives,
employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived
or agreed, directly or indirectly with any other Vendor, firm or person to submit a collusive or sham
solicitation in connection with the Contract for which the attached solicitation has been submitted or
refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly,
sought by agreement or collusion or communication or conference with any other Vendor, firm or
person to fix the price or prices in the attached solicitation or of any other Vendor, or to fix any
overhead, profit or cost element of the proposing price or the proposing price of any other Vendor, or
to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against
City of Stockbridge or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached solicitation are fair and proper and are not tainted by any
collusion, conspiracy, connivance or unlawful agreement on the part of the sub-contractor or any of its
agents, representatives, owners, employees, or parties in interest, including this affidavit.

Durand Smith

(Signed)

President

(Title)

Subscribed and Sworn to before me this 21st day of October, 2021.

Name

Title

My commission expires (Date)

Sam [Signature]
Notary Public

12/20/2023



FORM 1

NON-COLLUSION BIDDING CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

By submission of this certificate, each Proposer and each person signing on behalf of any Proposer certifies under penalty of perjury, that to the best of its knowledge and belief:

1. The cost or prices to be negotiated shall have been arrived at independently without collusion, consultation, communication or agreement, for any purpose of restricting competition as to any matter relating to such costs or prices with any other Proposer or with any competitor.
2. Unless otherwise required by law, the cost or prices to be negotiated have not been knowingly disclosed by the firm prior to the opening of price negotiations, directly or indirectly to any other Proposer or to any competitor; and,
3. No attempt has been made or will be made by the Proposer to induce any person, partnership or corporation to submit or not submit a Statement of Qualifications for the purpose of restricting competition.



Signature of Authorized Agent

Kirt Hinkle, President

Name/Title of Authorized Agent

10/21/2021

Date

FORM 2

NON-COLLUSION AFFIDAVIT OF SUB-CONTRACTOR

State of GA City of Douglasville being first duly sworn, deposes and says that:

(1) He/She is CHARLEY DANIEL (owner) partner officer, representative, or agent) of C & S GLASS LLC the sub-contractor that has submitted the attached solicitation;

(2) He is fully informed respecting the preparation and contents of the attached solicitation and of all pertinent circumstances respecting such solicitation.

(3) Such solicitation is genuine and is not a collusive or sham solicitation.

(4) Neither the said sub-contractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Vendor, firm or person to submit a collusive or sham solicitation in connection with the Contract for which the attached solicitation has been submitted or refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Vendor, firm or person to fix the price or prices in the attached solicitation or of any other Vendor, or to fix any overhead, profit or cost element of the proposing price or the proposing price of any other Vendor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Stockbridge or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached solicitation are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the sub-contractor or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

(Signed) [Signature]

(Title) Owner

Subscribed and Sworn to before me this 21st day of Oct, 2021.

Name Denise White Dunahoo

Title Notary

My commission expires (Date) 11.21.2023



CERTIFICATE OF ACCEPTANCE OF A SOLICITATION REQUIREMENTS

This is to certify that on this day, offeror acknowledges that he/she has read this solicitation document, pages # 1 to # 94 inclusive, including any addenda # 1 to # 3 exhibit(s) # to # , attachment(s) # 1 to # , and/or appendices # to # , in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein, and that the undersigned is authorized by the offeror to submit the proposal herein and to legally obligate the offeror thereto. This is also to certify that the offeror has reviewed the form Stockbridge City contract included in the solicitation documents and agrees to be bound by its terms, or that the offeror certifies that it is submitting any proposed modification to the contract terms with its proposal. The offeror further certifies that the failure to submit proposed modifications with the proposal waives the offeror's right to submit proposed modifications later. The offeror also acknowledges that the indemnification and insurance provisions of Stockbridge City's contract included in the solicitation documents are non-negotiable and that proposed modifications to said terms may be reason to declare the offeror's proposal as non-responsive.

Company: Striker Contracting LLC

Signature: 

Name: Kirt Hinkle, President

Title: Date: 10/21/2021

(Affix Corporate Seal)



ATTACHMENT 1

ADDENDUM ACKNOWLEDGMENT FORM

NOTE: IF ADDENDUMS HAVE BEEN ISSUED, RESPONDENTS SHALL COMPLETE AND RETURN THIS ATTACHMENT WITH THEIR PROPOSAL. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE PROPOSAL.

ADDENDA ACKNOWLEDGMENT: The undersigned acknowledges the receipt of the following Addenda:

Addendum #: 1 Dated: N/A

Addendum #: 2 Dated: N/A

Addendum #: 3 Dated: N/A

Addendum #: _____ Dated: _____

Addendum #: _____ Dated: _____

Respondent (Company): Striker Contracting LLC

Signature (in ink): 

Name (Typed/printed): Kirt Hinkle

Title: President **Date:** 10/21/2021



City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City's website in order to obtain complete and timely information. The City's website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp and the Georgia Municipal Association <https://www.glga.org/SubmitListing>. All other terms, conditions, and specifications of the solicitation remain unchanged.

Striker Contracting LLC

Name of Company / Firm / Organization

Kirt Hinkle, President

Printed Name of Authorized Rep. / Title

[Signature] 10/21/21

Signature of Authorized Representative / Date



City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City's website in order to obtain complete and timely information. The City's website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp and the Georgia Municipal Association <https://www.glga.org/SubmitListing>. All other terms, conditions, and specifications of the solicitation remain unchanged.

Striker Contracting LLC

Name of Company / Firm / Organization

Kirt Hinkle, President

Printed Name of Authorized Rep. / Title

[Signature]

Signature of Authorized Representative / Date

10/21/21



City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City's website in order to obtain complete and timely information. The City's website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp and the Georgia Municipal Association <https://www.glga.org/SubmitListing>. All other terms, conditions, and specifications of the solicitation remain unchanged.

Stirker Contracting LLC
Name of Company / Firm / Organization

Kirt Hinkle, President
Printed Name of Authorized Rep. / Title

[Signature] 10/21/21
Signature of Authorized Representative / Date

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, Josh Wilkins, ^{President}~~Secretary~~, certify that I am the ~~Secretary~~ of the Corporation named as principal in the within bond; that Kirt Hinkle, who Signed the said bond of said corporation: that I know this signature, and his/her signature thereto is genuine; and that said bond was duly signed, sealed and attested for in behalf of said Corporation by authority of its governing body.


~~SECRETARY~~ PRESIDENT

(CORPORATE SEAL)



SURETY

(SEAL)

BY _____

**ATTACHMENT 2
REQUEST FOR PROPOSALS. NO. 2021-0010
CITY OF STOCKBRIDGE
TED STRICKLAND COMMUNITY CENTER RENOVATION
GEORGIA PROFESSIONAL LICENSE CERTIFICATION**

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: Striker Contracting LLC

Performing work as: Prime Contractor X Sub-Contractor

Professional License Type: General Contractor

Professional License Number: GCCO006384

Expiration Date of License: 06/30/2022

I certify that the above information is true and correct, and that the classification noted is applicable to the Bid for this Project.

Signed: 

Date: October 21, 2021

(ATTACH COPY OF LICENSE)



STATE OF GEORGIA

BRAD RAFFENSPERGER, Secretary of State
State Licensing Board for Residential and General Contractors
LICENSE NO. GCQA006383

Joshua John Wilkins
2859 Paces Ferry Rd.
Ste. 1750
Atlanta GA 30339

Company Name: Striker Contracting, LLC
Company License NO: GCCO006384
General Contractor Qualifying Agent

EXP DATE - 06/30/2022 Status: Active
Issue Date: 07/11/2019

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

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

Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the web site – www.sos.state.ga.us/plb.

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

Georgia State Board of Professional Licensing
237 Coliseum Drive
Macon GA 31217
Phone: (844) 753-7825
www.sos.state.ga.us/plb

Joshua John Wilkins
2859 Paces Ferry Rd.
Ste. 1750
Atlanta GA 30339

STATE OF GEORGIA
BRAD RAFFENSPERGER, Secretary of State
Georgia State Licensing Board for Residential and General Contractors
License No. GCQA006383

Joshua John Wilkins

2859 Paces Ferry Rd.
Ste. 1750
Atlanta GA 30339

Company Name: Striker Contracting, LLC
Company License NO: GCCO006384
General Contractor Qualifying Agent

EXP DATE - 06/30/2022 Status: Active
Issue Date: 07/11/2019

FORM 4

INELIGIBILITY CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of

Striker Contracting LLC, and it is also whose address is

2859 Paces Ferry Rd; Suite 1750, Atlanta Georgia 30339, certifies that the

Contractor, nor any of its Sub-Contractors to be used in performing this Contract, are listed on the list of Ineligible Contractors maintained by the Comptroller General of the United States.



Signature of Authorized Agent

Kirt Hinkle, President
Name/Title of Authorized Agent

October 21, 2021
Date

FORM 5

CERTIFICATION OF DRUG-FREE WORKPLACE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of Striker Contracting LLC, and it is also whose address is 2859 Paces Ferry Rd; Suite 1750, Atlanta GA 30339, certifies that:

1. The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Workplace Act" have been complied in full; and
2. A drug-free workplace will be provided for the consultant's employees during the performance of the Contract; and
3. Each Sub-Contractor hired by the consultant shall be required to ensure that the Sub-Contractor's employees are provided a drug-free workplace. The Consultant shall secure from that Sub-Contractor the following written certification: "As part of the Sub-Contracting agreement with the Consultant, certifies to the Consultant that a drug-free workplace will be provided for the Sub-Contractor's employees during the performance of this Contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3"; and
4. It is certified that the undersigned will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.



Signature of Authorized Agent

Kirt Hinkle, President

Name/Title of Authorized Agent

October 21, 2021

Date

FORM 6

**CITY OF STOCKBRIDGE CONFLICT OF INTEREST AND PROHIBITION AGAINST
CONTINGENT FEES CERTIFICATION**

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of Striker Contracting LLC, and, it is also, whose address is 2859 Paces Ferry Rd; Suite 1750, Atlanta 30339, certifies that to the best of its knowledge there are no circumstances which shall cause a Conflict of Interest in performing services for City of Stockbridge.



Signature of Authorized Agent

Kirt Hinkle, President

Name/Title of Authorized Agent

October 21, 2021

Date

FORM 7

AFFIDAVIT VERIFYING STATUS FOR CITY PUBLIC BENEFIT APPLICATION

By executing this affidavit under oath, as an applicant for the City of Stockbridge, Georgia Business License or Occupational Tax Certificate, Alcohol License, execution of contract or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application for a City of Stockbridge license/permit and/or contract for:

Kirt Hinkle
Name of Applicant

1) X I am a United States citizen

OR

2) I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 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 O.C.G.A. Code Section 16-10-20.

Signature of Applicant: 

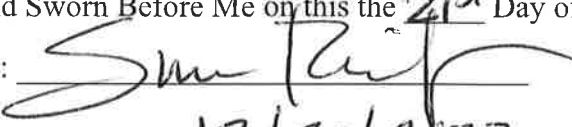
Date: 10/21/2021

Printed Name: Kirt Hinkle

*Alien Registration number for non-citizens:

****PLEASE INCLUDE A COPY OF YOUR PERMANENT RESIDENT CARD, EMPLOYMENT AUTHORIZATION, GREEN CARD, OR PASSPORT WITH A COPY OF YOUR DRIVER'S LICENSE IF YOU ARE A LEGAL PERMANENT RESIDENT.**

Subscribed and Sworn Before Me on this the 21st Day of October, ~~2018~~ 2021.

Notary Public: 

My Commission Expires: 12/20/2023



*Note: O.C.G.A. Section 50-36-1 (e)(2) requires that aliens under the Federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below.

USA
Georgia
Nashville

DRIVER'S LICENSE

DL NO. 050413492 DOB 01/18/1983
CLASS C EXP 01/18/2023
MIRT CHARLES
HINKLE

100 6TH ST NE APT 309
ATLANTA, GA 30308-1374
FULTON

Restrictions A End NONE
Iss 04/17/2015

Sex M Eyes BLU
Hgt 5'-08" Wgt 160 lb

DOB 232048486000051904



247H

FORM 8
CERTIFICATION REGARDING LOBBYING

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Local, State or Federal agency, in connection with the awarding of any contract, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any contract, grant, loan, or cooperative agreement.
2. The undersigned shall require that the language of this certification be included in the award documentations for sub-awards at all tiers (including Sub-Contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such failure. [Note: Pursuant to 31 U.S.C. 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such expenditure or failure.]

The Contractor, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. 3801, *et seq.*, apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Agent: 

Name and Title of Contractor Authorized Agent: Kirt Hinkle, President

Date: October 21, 2021 Telephone No: 770-884-8110

Firm or Company Name: Striker Contracting LLC

Address: 2859 Paces Ferry Rd; Suite 1750, Atlanta GA 30339

FORM 9

BID SUBMITTAL LETTER

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned, Kirt Hinkle, hereby submits its Bid to furnish all labor, materials, equipment, delivered by the undersigned, to the City of Stockbridge, Georgia.

The undersigned acknowledges and agrees that the Bid submitted by the undersigned shall be binding upon the undersigned and that if City of Stockbridge, Georgia, awards the Contract to the undersigned, the Bid made by the undersigned and delivered to City of Stockbridge, Georgia herewith, together with such award, will constitute a legal, valid and binding Contract between the undersigned and City of Stockbridge, Georgia. The Contract created pursuant to the previous sentence shall incorporate the terms and conditions of the bid including, but not limited to, the bid Scope of Work, Solicitation instructions and Conditions, the Contract Provisions and the Contractor's Cost Bid, all as described in the bid.

IN WITNESS WHEREOF, the undersigned has duly executed and delivered this Bid Submittal Letter this _____ day of _____, ~~2018~~ 2021.


By

President
Title

Sworn to and subscribed before me the 21st day of October, ~~2018~~ 2021.
Notary Public


My Commission Expires:

12/20/2023
Date



STATE OF GEORGIA

CITY OF STOCKBRIDGE

FORM 10: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT AND AGREEMENT

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 engaged in the physical performance of services¹ under a contract with [insert name of prime contractor] Striker Contracting LLC on behalf of The City of Stockbridge Government has registered with and is participating in a federal work authorization program*,² 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 Sub-Contractor(s) in connection with the physical performance of services to this contract with The City of Stockbridge Government, contractor will secure from such Sub-Contractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Sub-Contractor 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 Stockbridge Government at the time the Sub-Contractor(s) is retained to perform such service.

19850

EEV/Basic Pilot Program* User Identification Number

[Signature]
BY: Authorized Officer of Agent
(Insert Contractor Name)

President

Title of Authorized Officer or Agent of Contractor

Kirt Hinkle

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 21st day of October, 2021

Notary Public:

City:

Commission Expires:

Atlanta
12/20/2023



¹O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Stockbridge City) using a bidding process (e.g., ITB, RFP, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual. *[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].

**STATE OF GEORGIA
CITY OF STOCKBRIDGE**

FORM 11

GEORGIA SECURITY AND IMMIGRATION SUB-CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned Sub-Contractor 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 services³ under a contract with [insert name of prime contractor] Striker Contracting behalf of The City of Stockbridge Government has registered with and is participating in a federal work authorization program*,⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

6912288
EEV/Basic Pilot Program* User Identification Number

[Signature]
BY: Authorized Officer of Agent
(Insert Sub-Contractor Name)

Owner, C&S Glass, LLC
Title of Authorized Officer or Agent of Sub-Contractor

Charley Daniel
Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 21 day of Oct, 2021

Notary Public: [Signature]

City: Douglasville

Commission Expires: 11 21 2023



30.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of labor or services for a public employer (e.g., Stockbridge City) using a bidding process (e.g., ITB, RFP, RFQ, etc.) on a contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State of Georgia and is in good standing when such contract is for service to be rendered by such individual. 4*[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].

FORM 12

**STATE OF GEORGIA
CITY OF STOCKBRIDGE**

FORM 11

GEORGIA SECURITY AND IMMIGRATION SUB-CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned Sub-Contractor 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 services³ under a contract with [insert name of prime contractor] Striker Contracting, LLC behalf of The City of Stockbridge Government has registered with and is participating in a federal work authorization program*,⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

51-0452810

EEV/Basic Pilot Program* User Identification Number

Durand Smith

BY: Authorized Officer of Agent
(Insert Sub-Contractor Name)

President

Title of Authorized Officer or Agent of Sub-Contractor

Durand Smith

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 21st day of October, 2021

Notary Public: [Signature]

City: Atlanta

Commission Expires: 12/20/2023



30.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Stockbridge City) using a bidding process (e.g., ITB, RFP, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and in good standing when such contract is for service to be rendered by such individual. 4*[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].

FORM 12



Where Community Connects

City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City's website in order to obtain complete and timely information. The City's website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp and the Georgia Municipal Association <https://www.glga.org/SubmitListing>. All other terms, conditions, and specifications of the solicitation remain unchanged.

SoCo CONTRACTING COMPANY, INC.

Name of Company / Firm / Organization

Parampal Singh, President

Printed Name of Authorized Rep. / Title

Signature of Authorized Representative / Date

 9-13-2021

ADDENDUM NO. 3

Solicitation No.: REQUEST FOR PROPOSAL (RFP) NO. 2021- 0010

Solicitation Title: City of Stockbridge Ted Strickland Community Center Renovation

ATTENTION ALL POTENTIAL BIDDERS:

- ☒ **MUST ADDENDUM. READ CAREFULLY AND FOLLOW ALL INSTRUCTIONS.**
This addendum forms a part of the contract documents, modifies the original bidding documents and shall be as binding as if contained therein.
- ☐ Return Addendum with Bid Submittal. Failure to do so may subject the Bidder to disqualification.
- ☐ Return Completed Revised Bid Pricing Sheets with Bid Submittal.

TO ALL PROSPECTIVE BIDDERS, PLEASE NOTE THE FOLLOWING CHANGES AND CLARIFICATIONS:

Words in ~~striketrough~~ type are deletions from existing text. Words in **bold, underlined** type are additions to existing text.

1. RFP Due Date has not changed. The RFP Due Date is 3:00 p.m. EDT on Thursday, October 21, 2021.
2. The deadline for questions has not changed. The deadline for questions was Friday, September 17th, **2021**. (12:00 noon, EDT)

I. QUESTIONS AND RESPONSES/ CLARIFICATIONS / CORRECTIONS

- Questions 1. I see that you are listed as the contract's administrator on the above project – we are supplier only of Division 10 medicine cabinets, bathroom accessories and mirrors and was hoping you might welcome a quote for this project
- Answer 1. The bathrooms will remain as is, and not in the scope of this project. If any of these products are needed the contractor will be purchasing them.

Question 2. I am unable to find the bid document on the Stockbridge Procurement or Georgia Procurement website could you please help me locate it?

Answer 2. The above reference solicitation can be located on the following website:
<https://www.cityofstockbridge.com/bids.aspx?id=20827&catid=0>
<https://ssl.doas.state.ga.us/gpr/index?persisted=true>

Questions 3. We're currently reporting on the above-mentioned project, and I was hoping to get a set of plans/specs for our plan room. Is it possible to get a set emailed or mailed to us? and I was hoping if you could answer a few questions:

Answer 3. See Answer 2.

Questions 4. Please send me the bid docs plans and specs for this project or a link to get them.

Answer 4. See Answer 2.

Question 5. What is the estimated construction cost?

Answer 5. A cost estimate was not provided for this project.

Question 6. Is it permitted to visit the Center to take pictures and measurements, or should I schedule a visit?

Answer 6. A Non-Mandatory Site Visit was scheduled September 14, 2021, at 10:00 A.M. The notification was posted via addendum.

Question 7. Good afternoon. I did not see the addendum for the site visit until a few minutes ago. Is it possible to visit the building to take photos?

Answer 7. A Non-Mandatory Site Visit was scheduled September 14, 2021, at 10:00 A.M. The notification was posted via addendum.

Question 8. Please find the below questions related to the RFP No. 2021-0010 City of Stockbridge - Ted Strickland Community Center Renovation.

1. Provide stated cost limitation (SCL) for this project.
2. Provide estimated start and finish construction date (Project Schedule)
3. Are there any inspections or special inspections to be done at Contractor's cost?

4. Confirm no permit fees are required.
5. Confirm no asbestos abatement is required
6. Confirm no sitework or site demo, earthwork, utilities, temporary barricades, temporary roadways, and others are necessary in this project, even though drawing A0.1 shows division 2 existing conditions site work notes.
7. Confirm drawings A1.4 and A1.5 are just for information purposes and all furniture to be purchased and installed by the City of Stockbridge. Contractor only to provide electrical wiring and blocking as needed.
8. Confirm if signage is included in GC's scope of work for this project.
9. Confirm millwork will be included as part of GC's scope work, If so, please confirm if millwork subcontractor shall have an AWI certification or just comply with the standards.
10. Confirm low voltage is not part of GC's scope of work.
11. Confirm no sprinkler or fire alarm work is included in this project.
12. What area can be used for lay-down / storage location?
13. Where can the dumpsters be placed?
14. Are clarifications / exclusions acceptable with the bid package with no consequences for disqualification
15. What is the schedule of work? Are there periods in which the work cannot be performed? Is there a sequence required by Owner?
16. What are the working hours for this project?

Answer 8. See answers to questions below:

1. A stated cost limitation has not been provided for this project.
2. The City's intent is to conduct the first negotiation meeting no later than thirty (30) days after the final ranking by the committee. The RFP submittals are due October 21, 2021, at 3:00pm. The contractor shall provide a project schedule as explained in section 5 of the evaluation criteria.

3. Special inspections are not required for this project.
4. The Contractor shall obtain and pay for all permits, licenses and any other related fees required for this work. As outlined in the conditions section of exhibit 1 detailed scope of work.
5. No asbestos abatement is required for this project.
6. No sitework, site demo, earthwork, utilities, temporary barricades, or temporary roadways are required for this project.
7. Confirmed drawings A1.4 and A1.5 are just for information purposes and all furniture to be purchased and installed by the City of Stockbridge. Contractor only to provide electrical wiring and blocking as needed.
8. Room & Door signage is included in the Contractors scope of work, building signage shall be supplied and installed by the City of Stockbridge.
9. Confirmed millwork will be included as part of GC's scope work, millwork subcontractor shall comply with AWI standards.
10. Low voltage is included in the Contractors scope of work.
11. Confirmed, no sprinkler or fire alarm work is included in this project.
12. The community center has a rear parking lot that can be used for lay-down & storage. Exact location and size to be determined by the City.
13. The community center has a rear parking lot that can accommodate a dumpster. Exact location to be determined by the City.
14. Any exceptions to the specifications and/or terms and conditions must be addressed during the questions/clarification and addendum phases.
15. No work shall be done on the weekends without written permission from the City.
16. All work is to be performed Monday through Friday from 7am to 6pm.



Where Community Connects

City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City's website in order to obtain complete and timely information. The City's website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp and the Georgia Municipal Association <https://www.glga.org/SubmitListing>. All other terms, conditions, and specifications of the solicitation remain unchanged.

SoCo CONTRACTING COMPANY, INC.

Name of Company / Firm / Organization

Parampal Singh, President

Printed Name of Authorized Rep. / Title

Signature of Authorized Representative / Date

 9-28-2021

**ATTACHMENT 2
REQUEST FOR PROPOSALS. NO. 2021-0010
CITY OF STOCKBRIDGE
TED STRICKLAND COMMUNITY CENTER RENOVATION
GEORGIA PROFESSIONAL LICENSE CERTIFICATION**

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: SoCo Contracting Company, Inc.

Performing work as: Prime Contractor X Sub-Contractor

Professional License Type: General Contractor

Professional License Number: GCCO002065

Expiration Date of License: 06/30/2022

I certify that the above information is true and correct, and that the classification noted is applicable to the Bid for this Project.

Signed: 

Date: 10-21-2021

(ATTACH COPY OF LICENSE)



STATE OF GEORGIA
BRAD RAFFENSPERGER, Secretary of State
State Licensing Board for Residential and General Contractors
LICENSE NO. GCCO002065

SoCo Contracting Company Inc
Parampal Singh, President
3175 Presidential Drive
Suite 100
Atlanta GA 30340

Qualifying Agent: Parampal Singh
Qualifying Agent License NO: GCQA002079
General Contractor Company

EXP DATE - 06/30/2022 Status: Active
Issue Date: 11/24/2008

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

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

Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the web site – www.sos.state.ga.us/plb.

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

Georgia State Board of Professional Licensing
237 Coliseum Drive
Macon GA 31217
Phone: (844) 753-7825
www.sos.state.ga.us/plb

SoCo Contracting Company Inc
3175 Presidential Drive
Suite 100
Atlanta GA 30340

STATE OF GEORGIA
BRAD RAFFENSPERGER, Secretary of State
Georgia State Licensing Board for Residential and General Contractors
License No. GCCO002065

SoCo Contracting Company Inc
Parampal Singh, President
3175 Presidential Drive
Suite 100
Atlanta GA 30340

Qualifying Agent: Parampal Singh
Qualifying Agent License NO: GCQA002079
General Contractor Company

EXP DATE - 06/30/2022 Status: Active
Issue Date: 11/24/2008

INSURANCE AND RISK MANAGEMENT PROVISIONS

RFP No. 2021-0010 **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY CENTER RENOVATION** - copy of the Contractor's current evidence of insurance via a certificate of insurance **MUST** be provided with the response to this RFP. A formal certificate shall be provided upon announcement that the selected Architect/Engineering firm has been awarded the work

It is The City of Stockbridge Government's practice to obtain Certificates of Insurance from our Contractors and Vendors. Insurance must be written by a licensed agent in a company licensed to write insurance in the State of Georgia, with an A.M. Best rating of at least A- VI, subject to final approval by The City of Stockbridge Government. Respondents shall submit with the Bid evidence of insurability satisfactory to The City of Stockbridge Government as to form and content. Either of the following forms of evidence is acceptable:

- A letter from an insurance carrier stating that upon your firm/company being the successful Respondent that a Certificate of Insurance shall be issued in compliance with the Insurance and Risk Management Provisions outlined below.
- A Certificate of Insurance complying with the Insurance and Risk Management Provisions outlined below (Request for Bid number and Scope of Services must appear on the Certificate of Insurance).
- A combination of specific policies written with an umbrella policy covering liabilities in excess of the required limits is acceptable to achieve the applicable insurance coverage levels.

Upon award, the Contractor must maintain at their expense, insurance with policy limits equal to or greater than the limits described below. Proof of insurance must be provided to The City of Stockbridge Government prior to the start of any activities/services as described in the bid document(s). Any and all Insurance Coverage(s) and Bonds required under the terms and conditions of the contract shall be maintained during the entire length of the contract, including any extensions or renewals thereto, and until all work has been completed to the satisfaction of The City of Stockbridge Government.

Accordingly, the Respondent shall provide a certificate evidencing the following:

1. WORKERS COMPENSATION/EMPLOYER'S LIABILITY INSURANCE – STATUTORY (In compliance with the Georgia Workers Compensation Acts and any other State or Federal Acts or Provisions in which jurisdiction may be granted)

Employer's Liability Insurance	By Accident	Each Accident	\$1,000,000
Employer's Liability Insurance	By Disease	Policy Limit	\$1,000,000
Employer's Liability Insurance	By Disease	Each Employee	\$1,000,000

2. COMMERCIAL GENERAL LIABILITY INSURANCE

Bodily Injury and Property Damage Liability	Each Occurrence	\$1,000,000
(Other than Products/Completed Operations)	Aggregate	\$3,000,000

Products\Completed Operation	Aggregate	\$1,000,000
Personal and Advertising Injury	Limits	\$1,000,000
Damages to Premises Rented to You	Limits	\$ 300,000
Medical Payments for Participants	Limits	\$25,000

*CGL - No Exclusion for Abuse, Molestation, Harassment, Sexual Abuse/Conduct Allegations**

BUSINESS AUTOMOBILE LIABILITY INSURANCE

Combined Single Limits	Each Occurrence	\$1,000,000
(Including operation of non-owned, owned, and hired automobiles).		

3. UMBRELLA LIABILITY

(In excess of the above noted coverages)	Each Occurrence	\$1,000,000
--	-----------------	-------------

Certificates of Insurance

Certificates shall state that the policy or policies shall not expire, be cancelled or altered without at least thirty (30) days prior written notice to The City of Stockbridge Government. Policies and Certificates of Insurance are to list The City of Stockbridge Government as an Additional Insured (except for Workers' Compensation and Professional Liability) and shall conform to all terms and conditions (including coverage of the indemnification and hold harmless agreement) contained in the Insurance and Risk Management Provisions. The General Liability Additional Insured language should apply to on-going and completed operations, using ISO form CG 2010 (11/85 version) or equivalent.

The Contractor agrees to name the Owner and all other parties required of the Contractor/Vendor shall be included as additional insureds on the CGL, using ISO Additional Insured Endorsement forms CG 2010 11/85 or its equivalent coverage to the additional insureds. This insurance for the additional insureds shall be as broad as the coverage provided for the named insured Contractor. It shall apply as Primary Insurance before any other insurance or self-insurance, including any deductible, non-contributory, and Waiver of Subrogation provided to the Additional Insureds.

Additional Insured under the General Liability, Auto Liability, Umbrella Policies (with exception of Workers Compensation and Professional Liability), with no Cross Suits exclusion.

If the City of Stockbridge Government shall so request, the Respondent, Contractor must furnish the City for its inspection and approval such policies of insurance with all endorsements or confirmed specimens thereof certified by the insurance company to be true and correct copies.

Such certificates and notices **must** identify the "Certificate Holder" as follows:

City of Stockbridge Government
Procurement Division
4640 N. Henry Boulevard
Stockbridge, Georgia 30281

Certificates **must** list Project Name (where applicable). **Important:**

It is understood that **Insurance in no way Limits the Liability of the Contractor/Vendor.**

USE OF PREMISES

Contractor shall confine its apparatus, the storage of materials and the operations of its workers to limits/requirements indicated by law, ordinance, permits and any restrictions of The City of Stockbridge Government and shall not unreasonably encumber the premises with its materials.

PROTECTION OF PROPERTY

Contractor will adequately protect its own work from damage, will protect The City of Stockbridge Government's property from damage or loss and will take all necessary precautions during the progress of the work to protect all persons and the property of others from damage or loss.

Contractor shall take all necessary precautions for the safety of employees of the work and shall comply with all applicable provisions of the Federal, State and local safety laws and building codes to prevent accidents or injury to persons on, about, or adjacent to the premises where work is being performed.

Contractor shall always erect and properly maintain as required by the conditions and progress of the work, all necessary safeguards for the protection of its employees, The City of Stockbridge Government employees and the public and shall post all applicable signage and other warning devices to protect against potential hazards for the work being performed.

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

To the fullest extent of the Law, Contractor hereby agrees to release, indemnify, defend and hold harmless Stockbridge City, its Commissioners, officers, employees, Sub-Contractors, successors, assigns and agents, from and against any and all losses (including death), claims, damages, liabilities, costs and expenses (including but not limited to all actions, proceedings, or investigations in respect thereof and any costs of judgments, settlements, court costs, attorney's fees or expenses, regardless of the outcome of any such action, proceeding, or investigation), caused by, relating to, based upon or arising out of any act or omission by Contractor, its directors, officers, employees, Sub-Contractors,

successors, assigns or agents, or otherwise in connection (directly or indirectly) with its acceptance, or the performance, or nonperformance, of its obligations under these agreements. Such obligations shall not be construed to negate, abridge or otherwise reduce any other rights or obligations of indemnity which would otherwise exist as to any party or person as set forth in this paragraph.

Contractor further agrees to protect, defend, indemnify and hold harmless Stockbridge City, its Commissioners, officers, employees, Sub-Contractors, successors, assigns and agents from and against any and all claims or liability for compensation under the Worker's Compensation Act, Disability Benefits Act, or any other employee benefits act arising out of injuries sustained by any employees of Contractor. These indemnities shall not be limited by reason of the listing of any insurance coverage.

CONTRACTOR ACKNOWLEDGES HAVING READ, UNDERSTANDING, AND AGREEING TO COMPLY WITH THIS INDEMNIFICATION AND HOLD HARMLESS AGREEMENT, AND THE REPRESENTATIVE OF THE CONTRACTOR IDENTIFIED BELOW IS AUTHORIZED TO SIGN CONTRACTS ON BEHALF OF THE RESPONDING CONTRACTOR.

COMPANY: SoCo CONTRACTING COMPANY, INC. SIGNATURE: _____



NAME: Parampal Singh TITLE: President DATE: 10-21-2021

3.4 REJECTION AND WITHDRAWAL OF PROPOSALS

- a. Withdrawal of Proposal due to errors, the supplier has up to forty-eight (48) hours to notify the Purchasing Department of an obvious clerical error made in calculation of proposal in order to withdraw a proposal after proposal opening. Withdrawal of proposal for this reason must be done in writing within the forty-eight-hour period.
- b. The City will make a recommendation of the proposal to the City Council within 60 days from date of the opening.
- c. The City may reject all or part of the proposal within 60 days of proposal opening.

3.5 PROPOSAL AND CONTRACT DOCUMENTS

- a. A proposal executed by an attorney or agent on behalf of the Bidder shall be accompanied by an authenticated copy of the Power of Attorney or other evidence of authority to act on behalf of the Bidder Corporation:

If the Bidder is a corporation, the bid must be submitted in the name of the corporation, not simply the corporation's trade name. In addition, the bid shall be signed by an officer of the corporation.

Partnership: If the Bidder is a partnership, all partners must sign the bid. If all the partners do not sign the bid, then the names of all those except limited partners must be furnished on the bid and evidence of the authority of the signer(s) to execute the bid on behalf of the partnership.

Limited Liability Company (LLC): If the Bidder is a limited liability company, the authorized agent having authority to bind the limited liability company must sign the bid documents.

Sole Proprietorship or Individual: If the Bidder is a sole proprietor or individual, a signature is required on all bid documents by that individual.

- b. The contract documents consist of this Agreement, Specifications and Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement. These form the Contract and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representation or agreements, either written or oral.

- c. Contract Term - The time period of the agreement, if any is formed from this bid, will be determined after the review and evaluation of the proposals/bid submitted by the successful Contractor.

3.6 ALTERATIONS OF SOLICITATION AND ASSOCIATED DOCUMENTS

Alterations of City documents are strictly prohibited and will result in automatic disqualification of the proposer's solicitation response. If there are "exceptions" or comments to any of the solicitation requirements or other language, then the proposer may make notes to those areas, but may not materially alter any document language.

3.7 COST INCURRED BY VENDORS

All expenses involved with the preparation and submission of the RFP to the City of Stockbridge, or any work performed in connection therewith is the responsibility of the vendor(s).

3.8 CODES, PERMITS, FEED, LICENSES AND LAW

- a. All permits, fees, arrangements for inspections, licenses, and costs incurred for the same shall be the sole responsibility of the successful Proposer. All materials, labor and construction must comply with all applicable rules and regulations of local, state and/or national codes, laws and ordinances of all authorities having jurisdiction over the project, shall apply to the contract throughout and will be deemed to be included in the contract the same as though herein written out in full.
- a. State Law regarding Worker Verification requires that all who enter into a contract for the physical performance of services with the City must satisfy O.C.G.A. §13-10-91 and Rule 300-10-1-.02, in all manner, and such are conditions of the contract. By submitting a proposal to the City contractor agrees that in the event the contractor employs or contracts with any subcontractor(s) in connection with the covered contract, the contractor will secure from the subcontractor(s) such subcontractor(s) indication of the employee-number category applicable to the subcontractor, as well as attestation(s) from such subcontractor(s) that they are complying. Such attestation(s) shall be maintained and may be inspected by the City at any time. An affidavit of such compliance included with the proposal must be signed by the contractor and will become part of the contract.

3.9 SAFETY

All vendors and subcontractors performing services are required and shall comply with all Occupational Safety and Health Administration (OSHA), State and CITY Safety and Occupational Health Standards and any other applicable rules and regulations. Also, all contractors and subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract.

3.10 DESIGN, STANDARDS AND PRACTICES

Design, strength, quality of materials and workmanship must conform to the industry Acceptable standards of engineering practices and/or professional services.

3.11 STATEMENT OF WARRANTY

A Statement of Warranty should include all applicable manufacturers' warranty and the Contractor's warranty regarding equipment, materials and workmanship. This statement shall include the terms, conditions and the period of warranty coverage. Any exclusion(s) must be clearly stated.

3.12 NONDISCRIMINATION

Notwithstanding any other provision of this Agreement, during the performance of this Agreement, Contractor, for itself, its heirs, personal representatives, successors in interest and assigns, as part of the consideration of this Agreement does hereby covenant and agree, as a covenant running with the land, that:

- a. No person on the grounds of race, color, religion, sex or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination.
- b. In the production of the vehicle(s), and the furnishing of services therein or thereon, no person on the grounds of race, color, religion, sex or national origin shall be excluded from participation in, or denied the benefits of, such activities, or otherwise be subjected to discrimination.

3.13 DRUG FREE WORKPLACE CERTIFICATION

By signing the Supply Service Contract form, the Contractor certifies that the provisions of Code Sections 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to The "Drugfree Workplace Act", have been complied with in full. The undersigned further certifies that:

- a. A drug-free workplace will be provided for the Contractor's employees during performance
a. of the contract; and
- b. Each Contractor who hires a subcontractor to work in a drug-free workplace shall secure from that subcontractor the following written certification:

"As part of the subcontracting agreement with (Contractor's name), (Subcontractor's name) certifies to the Contractor that a drug-free workplace will be provided for the subcontractor's employees during the performance of this Contract pursuant to Paragraph (7) of Sub-section (b) of Code Section 50-24-3".

- c. The Contractor further certifies that he will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.

- d. Contractor may be suspended, terminated, or debarred if it is determined that:
- (1) The Contractor has made false certification hereinabove; or
 - (2) The Contractor has violated such certification by failure to carry out the requirements of the Official Code of Georgia Section 5 0-24-3.

3.14 GEORGIA SECURITY AND IMMIGRATION ACT

Pursuant to the Georgia Security and Immigration Compliance Act of 2006, the successful Contractor understands and agrees that compliance with the requirements of O.C.G.A.13-10-91 and Georgia Department of Labor Rule 300-10-02 are conditions of this proposal and contract document. The Contractor further agrees that such compliance shall be attested by the Contractor and any of his Subcontractors by execution of the appropriate Affidavit and Agreement which will be included and become a part of the Agreement between the City of Stockbridge and the successful Contractor.

3.15 SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE) PROGRAM

Since a contract has been deemed a "public benefit," the contractor or other party to the contract must be run through the federal Systematic Alien Verification for Entitlements (SA VE) Program. This program requires that local government verify the legal status of non-U.S. citizens who apply for certain benefits. The contractor must execute a SA VE affidavit attesting that either he or she is a U.S. citizen or legally qualified to receive the benefit. If the contractor is not a U.S. citizen, then the local government must run that contractor through the SAVE system. Only non-U.S. citizens can be processed through the SA VE program.

3.16 DELIVERY AND F.O.B. DESTINATION

- a. All prices shall include shipping and delivery cost to our destination, F.O.B., Stockbridge, Georgia, unless otherwise requested. The proposer shall handle all material procurement, storage and delivery to project site. Unless otherwise specified in this specification, proposer shall supply all materials required. The City will grant no allowance for boxing, crating or delivery unless specifically provided for in this proposal. The proposer shall retain title for the risk of transportation, including the filing for loss or damages.
- b. The City desires delivery of the product(s) or service(s) as specified at the earliest possible time after the date of award. Unreasonable delivery may be cause for disqualifying a proposal. Each firm shall state a definite delivery time and avoid using general terms such as "ASAP" or approximately so many days.

3.17 LOCAL VENDOR PREFERENCE (NOT APPLICABLE)

In the event that a responsive, responsible non-local business submits the lowest price bid, and the bid submitted by one (1) or more responsive, responsible local businesses is within

five percent (5%) of the price submitted by the non-local business (and the other terms and conditions of the two bids are substantially the same), then that local business shall have the opportunity to submit, within five (5) working days of the notice of intent to award, a final bid equal to or lower than the amount of the low bid previously submitted by the non-local business. The contract shall then be awarded to the responsive, responsible business submitting the lowest best and final bid. (See Section 3.30.100 - Competitive sealed bids)

3.18 CITY DIRECTION OF PROJECT SITE AND MONITORING OF WORK

- a. The Contractor may have a Project Coordinator, but the project site shall remain under the control of the City of Stockbridge. The Contractor shall provide and make available an appointee to the City for project coordination and supervision of Proposer installation personnel. Coordination consist of meeting with the City of Stockbridge representatives to review the project; on site walk throughout of installation area(s) before the installation begins; review installation procedures; review installation progress and to handle any problems during installation until project completion.
- b. The successful Proposer will promptly correct all work rejected by the City as faulty, defective, or failing to conform to the Minimum Specifications and/or to consensus standards adopted by both government and industry governing the repairs, whether observed before or after substantial completion of the work, and whether fabricated, installed, or completed. The successful Proposer will bear all costs of correcting such rejected work.
- c. The Contractor shall insure all trash generated by work performed shall be removed from the site and properly disposed as each work operation are completed in a given area. Additionally, the Contractor shall ensure all disturbances to the area where the Contractor performed work are restored to the same condition prior to start of the project. If an inspection reveals that the Contractor fails to clean up after work has been performed. The City will notify the Contractor of the discrepancy and the Contractor will have twenty-four (24) hours to make the correction. Should the Contractor still fail to clean the area, the City reserves the right to make other arrangements to have the area cleaned and the City shall deduct the cost from the Contractor's invoice.
- d. No one except authorized employees of the Contractor is allowed on the premises of the City facilities. Contractor employees are not to be accompanied in their work area by acquaintances, family members, assistants, or any other person unless said person is an authorized employee of the Contractor.
- e. All information disclosed by the City to the successful Contractor for the purpose of the work to be done or information that comes to the attention of the successful Contractor while performing such work is to be kept strictly confidential.

3.19 AUTHORITY TO SIGN

- a. If a proposal is made by an individual, the name and mailing address must be shown. If

made by a firm or partnership, the name and mailing address of each member of the firm or partnership must be shown. If made by a corporation, the Corporate Certificate must be executed.

- b. The proposer should ensure that the legal and proper name of his/her proprietorship, firm, partnership, or corporation is printed or typed in the space provided.

3.20 PROPOSAL SECURITY AND PERFORMANCE BONDS (NOT APPLICABLE)

- a. **Bid Bond** - the General Contractor Company awarded the contract for the project must provide a Proposal Bond in the amount not less than 5% of the total amount payable by the terms of the Contract. No bid shall be read aloud or considered if a proper bid bond has not been submitted.
- b. **Payment Bond** - the General Contractor Company awarded the contract for the project must provide a Payment Bond in the amount equal to one hundred percent (100%) of the General Contractor Price prior to the execution of the Contract.
- c. **Performance Bond** - General Contractor Company awarded the contract for the project must provide a Performance Bond in the amount equal to one hundred percent (100%) of the General Contractor Price prior to the execution of the Contract.

3.21 RFP SUBMITTALS

See all specifications, **Evaluation Criteria and Exhibits** for the RFP, Submittal Checklist and requirements. The checklist will assist you to ensure that all submittals are included in your proposal. Ensuring that submittals are complete is solely the responsibility of the proposer/bidder. Failure to submit all submittals may deem your proposal non-responsive.

3.22 PRESENTATIONS / DEMONSTRATIONS / INTERVIEWS (WHEN APPLICABLE)

The City reserves the right to negotiate the fee and/or Scope of Services with the highest ranked Proposer. If negotiations cannot be completed successfully, then the City reserves the right to negotiate with the second highest ranked Contractor. Recommendations for an award will be the Proposer with whom potential contract negotiations were successful.

The EC may provide a list of subject matter for the discussion. The individuals / firms will have equal time to present but the question-and-answer time may vary. Proposers / Providers may be requested to demonstrate the nature of their offered solution to the EC. After receipt of submittals, all firms will receive a description of, and arrangements for, the desired demonstration. A copy of the demonstration (hard copy, DVD, CD or a combination of both) should be given to the Purchasing Agent at the meeting to retain in the Purchasing files.

3.23 CITY'S TAX EXEMPTION

The City of Stockbridge is exempt from Federal Excise Tax or Georgia Sales Tax regarding goods and services purchased directly by the City of Stockbridge. Exemption certificates furnished upon request.

3.24 AWARD OF CONTRACT

- a. The City of Stockbridge desires to complete the award process in a timely manner. The City of Stockbridge reserves the right to reject or accept any or all proposals, whole or any parts hereof, by item or group of items, by section or geographic area, or make multiple awards and be the final approval of proposal(s) selection which would be the most advantageous to the City with price and other factors considered. The City of Stockbridge may elect to waive any technicalities. The proposal will be awarded to the lowest responsive, responsible or highest scored proposer(s), based upon the qualification requirements herein. The proposal specifications and results will be available on the City's web site: <https://www.cityofstockbridge.com/bids.aspx?id=4375&catid=26> and the Georgia Procurement Registry.
- b. City of Stockbridge reserves the right to reject any proposal if the evidence submitted by or investigation of, the proposer fails to satisfy the City that the proposer is properly qualified to carry out the obligations of the Contract. If the successful proposer defaults on their proposal, an award may be made to the next low responsive and responsible proposer or highest scored proposer(s).
- c. Multiple Awards: The City reserves, at its sole discretion, the option to award to multiple Proponents.

Responsibility - The determination of the proposer's responsibility will be made by the City based on whether the proposer meets the following minimum standard requirements:

- Relevant knowledge, experience and qualifications of firm and team members.
- Proposed methodology and work plan to be used in the process.
- Understanding of the project and overall completeness of submission.
- Experience on similar projects/References
- The ability, capacity and skill of the Bidder to perform and/or provide the Work required.
- The City reserves the right to reject any bid if the evidence submitted by, or investigation of, the bidder fails to satisfy the City that he/she is properly qualified to carry out the obligations of any Contract that is made from this award;
- Has adequate financial means to meet obligations incidental to the work; and
- Such other factors as the City deem to be pertinent to either the bid or the contract.

Responsiveness - The determination of the proposer's responsiveness will be made by the City based on a consideration of whether the proposer has submitted complete proposal Documents meeting proposal requirements without irregularities, excisions, special conditions, or alternatives proposals for any item unless specifically requested in the proposal solicitation.

- d. The City is subject to making records available for disclosure after the City of Stockbridge approval of the recommendation. The award shall be made by the City Council of Stockbridge unless the lowest, qualified bid is less than the City Councils' approval limit. No claim shall be made by the selected Contractor for loss of profit if the contract is not awarded or awarded for less work than is indicated and for less than the amount of the proposal. The total of the awarded contract shall not exceed the available funds allocated or the proposal project.

3.25 NEGOTIATION AND AWARD

It is the City's intent to conduct the first negotiation meeting no later than thirty (30) days after the Procurement Manager has posted the final ranking by the Committee. At least one (1) of the representatives for the firm participating in negotiations with the City must be authorized to bind the firm. In the event that the negotiations are not successful within a reasonable timeframe (notification will be provided to the firm) an impasse will be declared and negotiations with the first-ranked firm will cease. Negotiations will begin with the next ranked firm. This process shall continue until the City successfully negotiates a Contract.

3.26 CONTROLLING LAW, VENUE

Any dispute arising as a result of this proposal and/or an Agreement which was created from the terms, conditions and specifications of this document or their interpretation, litigation shall only be entered into and shall be performed in Stockbridge, Georgia. This Agreement shall be governed by the applicable laws of the City of Stockbridge and the State of Georgia. Any dispute arising out of the agreement, this proposal solicitation, its interpretations, or its performance shall be litigated only in the City of Henry Judicial Courts.

3.27 CONTRACTOR AS INDEPENDENT CONTRACTOR

In conducting its business hereunder, Contractor acts as an independent contractor and not as an employee or agent of City. The selection, retention, assignment, direction and payment of Contractor's employees shall be the sole responsibility of Contractor.

3.28 ASSIGNMENT

The Agreement, in whole or any part hereof, created by the award to the successful contractor shall not be sold, not be assigned or transferred by Contractor by process or operation of law or in any other manner whatsoever, including intra-corporate transfers or reorganizations between or among a subsidiary of Contractor, or with a business entity which is merged or consolidated with Contractor

or which purchases a majority or controlling interest in the ownership or assets of Contractor without the prior written consent of the City of Stockbridge.

3.29 PERFORMANCE OF CONTRACT

- a. City reserves the right to enforce the Contractor's performance of this Agreement in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default or resulting contract award. It will be understood that time is of the essence in the proposer's performance.
- b. The successful Contractor shall execute the entire work described in the Contract Documents, except to the extent specifically indicated in the Contract documents to be the responsibility of others.
- c. The Contractor accepts the relationship of trust and confidence established by the award of this proposal solicitation. The Contractor covenants with the City to utilize the Contractor's best skill, efforts and judgment in furthering the interest of the City; to furnish efficient business administration and supervision; to make best efforts to furnish at all times an adequate supply of workers and materials; and to perform the work in the best way and most expeditious and economical manner consistent with the interest of the City,
- d. All purchases for goods or services are subject to the availability of funds for this particular purpose.

3.30 DEFAULT AND TERMINATION

a. Termination by Contractor

The agreement resulting from this proposal shall be subject to termination by Contractor in the event of any one or more of the following events:

The default by City in the performance of any of the terms, covenants or conditions of this Agreement, and the failure of City to remedy, or undertake to remedy such default, for a period of thirty (30) days after receipt of notice from Contractor to remedy the same.

b. Termination by City

The agreement resulting from this proposal shall be subject to termination by the City at any time in the opinion of the City; the contractor fails to carry out the contract provisions of any one or more of the following events:

- (1) The default by Contractor in the performance of any of the terms, covenants or conditions of the Agreement, and the failure of Contractor to remedy, or undertake to remedy with sufficient forces and to the City's reasonable satisfaction, the City shall provide the vendor with notice of any conditions which violate or endanger the performance of the Agreement. If after such notice the Contractor fails to remedy

such conditions within thirty (30) days to the satisfaction of the City, the City may exercise their option in writing to terminate the Agreement without further notice to the Contractor and order the Contractor to stop work immediately and vacate the premises, to cancel ordered products and/or services with no expense to the City.

- (2) Contractor files a voluntary petition in bankruptcy, including a reorganization plan, makes a general or other assignment for the benefit of creditors, is adjudicated as bankrupt or if a receiver is appointed for the benefit of creditors, is adjudicated as bankrupt or if a receiver is appointed for the property or affairs of Contractor and such receivership is not vacated within thirty (30) days after the appointment of such receiver.
- (3) Contractors' failure to conduct services according to the approved proposal specifications.
- (4) Contractors' failure to keep, perform, or observe any other term or condition of this Agreement.
- (5) Contractor's performance of the contract is unmeasurably delayed.
- (6) Should the successful Proposer fail to provide the commodities or services when ordered, and in accordance with the General Terms and Conditions, specifications and any other requirements contained herein are not met, the City reserves the right to purchase commodities or services covered by this contract elsewhere if available from an alternate source.
- (7) The Contractor agrees by its proposal submission that the City's decision is final and valid.

c. Force Majeure

Neither party shall be held to be in breach of the Agreement resulting from this proposal, because of any failure to perform any of its obligations hereunder if said failure is due to any act of God, fire, flood, accident, strike, riot, insurrection, war, or any other cause over which that party has no control. Such party shall give notice and full particulars of such Force Majeure in writing to the other party within a reasonable time after occurrence of the event and the obligation of the party giving such notice shall endeavor to remove or overcome such ability with all reasonable dispatch.

d. Waiver

The waiver of any breach, violation or default in or with respect to the performance or observance of the covenants and conditions contained herein shall not be taken to constitute a waiver any subsequent breach, violation or default in or with respect to the same or any other covenant or condition hereof.

3.31 INVOICES

Invoices and/or statements should not be faxed but originals must be mailed directly to:

**City of Stockbridge, City Hall
Finance Department Accounts Payable
4640 N. Henry Boulevard
Stockbridge, GA 30281**

3.32 PAYMENT

Payment shall be tendered to the successful Proposer upon acceptance and approval by the City for satisfactory compliance with the general terms, conditions and specifications of the proposal; by completed services; verification of delivery of products; assurance that the product/service performs as specified and warranted, and receipt of a valid invoice.

3.33 BID BOND AND INSURANCE RISK MANAGEMENT PROVISIONS

Insurance and Risk Management provisions and Indemnification and Hold Harmless provisions are outlined in Form G of this RFP. Upon award, the successful Proposer must obtain at their expense, a Certificate of Insurance (“COI”) with policy limits equal to or greater than the limits outlined in **EXHIBIT I – DETAILED SCOPE OF SERVICES**.

Proof of insurance must be provided to the City prior to the start of any activities/services as described in the bid document(s). Any and all insurance coverage(s) and/or bonds required under the terms and conditions of the contract shall be maintained during the entire term of the contract, including any extensions or renewals thereto, and until all work has been completed to the satisfaction of the City.

3.34 PUBLIC RECORDS DISCLOSURE:

All solicitations submitted to the City are subject to public disclosure pursuant to Georgia’s Open Records Act.

3.35 PAYMENT

Invoices for payment will be submitted as services are completed, but no more than once a month, for the duration of the Contract. Invoices will be subject to verifications and approval by the Requesting Department. Payment will be based on receipt of individually completed check lists and upon inspection by the City’s Authorized Representative of the work / services performed.

3.36 CERTIFICATE OF ACCEPTANCE

By responding to this RFP, Offeror acknowledges that he/she has read this solicitation document, including any addenda, exhibits, attachments, and/or appendices in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein.

3.37 CERTIFICATION REGARDING DEBARMENT

By responding to this RFP, Offeror certifies that neither it nor its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency. Any such exclusion may cause prohibition of your firm from participating in any procurement by the City.

3.38 PRICE VALIDITY

Prices provided in this Request For Proposal (RFP) are valid for 120 days from the time of the RFP opening. The City shall award contract within this period or shall request to the recommended awarded vendor an extension to hold pricing, until products/services have been awarded. Successful proposer awarded shall ensure that proper and sufficient staff, equipment, organization, etc. will be provided for this contract to meet the specifications denoted herein at a paramount level.

BID FORM SIGNATURE(S)

The Corporate Seal of

SoCo CONTRACTING COMPANY, INC. (Bidder - print the full name of your firm)
was hereunto affixed in the presence of:

 President
(Authorized signing officer, Title)

(Seal)  Corporate Secretary
(Authorized signing officer, Title)

IF THE BID IS A JOINT VENTURE OR PARTNERSHIP, ADD ADDITIONAL FORMS OF EXECUTION FOR EACH MEMBER OF THE JOINT VENTURE IN THE APPROPRIATE FORM OR FORMS AS ABOVE.

**END
OF
PROPOSAL**



SoCo CONTRACTING COMPANY, INC.
3175 PRESIDENTIAL DRIVE, SUITE 100
ATLANTA, GEORGIA 30340
TELEPHONE: 770.216.8366
FACSIMILE: 770.216.8369

PROPOSAL

for

TED STRICKLAND COMMUNITY
CENTER RENOVATION
RFP No. 2021-0010

OCTOBER 21, 2021
3:00 PM

ORIGINAL

**TED STRICKLAND
COMMUNITY CENTER RENOVATION
RFP NO. 2021-0010**

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Section 1



SoCo
CONTRACTING
COMPANY

3175 Presidential Drive
Suite 100
Atlanta, GA 30340
PHONE: (770) 216-8366
FAX: (770) 216-8369
www.soco-contracting.com

October 21, 2021

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, GA 30281

RE: Ted Strickland Community Center Renovation; RFP No. 2021-0010

Subject: Letter of Transmittal

SoCo Contracting Company, Inc. ("SoCo Contracting") is pleased to submit a proposal for the Ted Strickland Community Center Renovation.

SoCo Contracting is a Georgia Corporation located at 3175 Presidential Drive, Suite 100, Atlanta, Georgia 30340; 770.216.8366-telephone; 770.216.8369-facsimile.

SoCo is staffed to offer our key personnel resources, as well as fully qualified and experienced support personnel. SoCo has a well-developed organization of internal personnel to self-perform construction tasks; experience and qualifications to manage an extensive database of subcontractors and vendors; and established relationships with teaming partners to immediately supplement our services. SoCo Contracting key personnel for this project include Parampal Singh (Principal); Barry Dunlap (Project Manager); Dave Wilson (Superintendent).

The person to whom all future correspondence and/or communications regarding this solicitation may be directed:

Parampal Singh, President
3175 Presidential Drive, Suite 100, Atlanta, GA 30340
770.216.8366-office; 770.335.1256-mobile; 770.216.8369-fax
psingh@soco-contracting.com

SoCo Contracting is fully committed to performing the work under this contract. Since inception, the goal and mission of SoCo Contracting has been to provide clients with the assurance of an experienced, competitive, and professional contractor as a partner in meeting their construction requirements. Our primary focus has been general contracting opportunities and project management contracts with clients for government projects. The company's familiarity with local, state, and federal regulations as well as our network of readily available resources provides SoCo Contracting with essential advantages for effective and successful management and completion of projects.

SoCo Contracting approaches each project with the goal of providing efficient, quality services in a safe and secure environment. SoCo Contracting has built long-term client relationships by networking our company background with the extensive field experience of our personnel to ensure that each project is completed in accordance with contract documents and applicable codes; on time and within budget; and exceeding the clients' expectations.

SoCo Contracting Company, Inc. will approach this project in a manner consistent with their company policies to ensure all work and services are performed to the highest quality and in accordance with the contract and specifications and quality requirements. This comprehensive plan, which extends from the estimating process through the completion of the job, is summarized below.

Estimating/Buyout process

Upon award of the project, SoCo Contracting will immediately contact the most responsible and responsive subcontractors. Letters of intent will be sent immediately to the subcontractors requesting they begin the submittal process. Prior to awarding a contract to subcontractors, each scope is re-confirmed by the Project Manager. All other work plans as required will be prepared for submitting at this time.

Submittal Approval

Submittals will be reviewed for compliance with the project documents and then forwarded to the owner for approval.

Procurement

Upon receipt of approved submittals and shop drawings, SoCo Contracting's Project Manager will track procurement of materials to ensure the materials arrive on the site on time and in the correct sequence for installation. Materials will be stored in compliance with the manufacturer's instructions if they will not be immediately installed.

Pre-installation

There will be a pre-installation meeting if required for each material and system involved in the job.

Installation

SoCo Contracting's Superintendent will ensure subcontractors are in compliance with the installation requirements of the specifications and the manufacturer, and applicable codes.

Corrective Action

Work not meeting the plans and specifications will be corrected at the direction of SoCo Contracting's superintendent.

SoCo Contracting has successfully delivered numerous renovation/improvement projects for multiple clients including the City of Atlanta, DeKalb County, Centers for Disease Control and Prevention, Federal Bureau of Prisons, and the National Park Service, among others. With its experience with construction/renovation/improvement/upgrade projects that include interior renovations and finishes, office build-outs, ceiling modifications, roof replacements, MEP, civil and site work, SoCo Contracting is fully qualified and experienced in all areas of renovation/improvement required for the subject project.

SoCo Contracting has recently completed or is currently contracted with the City of Atlanta, DeKalb County, and Federal Bureau of Prisons to perform renovation projects. SoCo Contracting is currently contracted for City of Atlanta Job Order Contracting Services (JOC); DeKalb County IDIQ General Contractor Services. SoCo Contracting has recently completed IDIQ Miscellaneous Repair & Construction Services under \$250K for ADA and Other Improvements for the City of Atlanta. Thus, SoCo Contracting is familiar with expected quality of work; schedule expectations; and other contractual requirements necessary to facilitate a timely and cost-effective construction product.

Along with its experience, SoCo Contracting has an organization of internal personnel with the experience and qualifications to self-perform construction tasks; manage an extensive cadre of subcontractors and vendors; and establish relationships with teaming partners to immediately supplement our services/resources as required by any contract and/or task order. SoCo is staffed to offer our key personnel resources, as well as fully qualified and experienced support personnel. SoCo Contracting's team provides an excellent structure, to collaborate with our subcontractors to meet all the requirements and expectations necessary to complete this project.

SoCo Contracting has an established practice of checks and balances in our management plan/project approach to ensure all work and services are performed to the highest quality and in accordance with the solicitation and City of Stockbridge requirements, specifications and quality requirements, including safety.

Sincerely,



Parampal Singh
President

Section 2

EXECUTIVE SUMMARY

Company History

SoCo Contracting Company, Inc. ("SoCo Contracting") is a full service construction company performing general contracting/specialty construction services and construction management in the Southeastern United States since 2002. Organized as a Georgia corporation, Parampal Singh is president and sole owner of SoCo Contracting. SoCo Contracting is headquartered at 3175 Presidential Drive, Suite 100, Atlanta, Georgia 30340.

Name of Entity: SoCo Contracting Company, Inc.

Contact Person: Parampal Singh

Address: 3175 Presidential Drive, Suite 100 Atlanta, Georgia 30340

Telephone: Office: 770.216.8366; Cell: 770.335.1256

Facsimile: 770.216.8369

Where Organized: State of Georgia

Corporate Structure: Corporation; 2002

Legal Status: S-Corporation

Major Satellite Office(s): None

As a licensed General Contractor (GA Lic.# GCCO002065), SoCo Contracting specializes in cost estimating, scheduling, value-engineering, and project management services for various types of construction including new building construction, expansion of existing buildings/facilities, renovation of existing buildings/facilities, concrete and drywall construction, ADA compliance upgrades, emergency response construction, and civil/heavy construction. SoCo's team provides an excellent structure, to collaborate with our subcontractors to meet all the requirements and expectations necessary to complete the renovation of the Ted Strickland Community Center.

The growth and development of SoCo Contracting has occurred organically through efficient and productive management of its intellectual capital, operational, human, and financial resources. SoCo Contracting has focused on the Southeast United States region as the most ideal environment to conduct its business. As the region has and will continue to see extensive construction growth over the next several decades, particularly in infrastructure improvements, renovations, community redevelopment, energy/environmental design & construction, and new commercial construction.

SoCo Contracting has a skilled organization of internal personnel to self-perform construction tasks; experience and qualifications to manage an extensive database of subcontractors and vendors; and established relationships with teaming partners to immediately supplement our services/resources as required by any contract. Collectively, SoCo Contracting's staff has several decades of experience in infrastructure, ADA improvement, building, and underground utilities construction for public and private entities. Additionally, SoCo Contracting's experience has grown and developed through its own experiences and the experience of its employees and teaming partners. SoCo Contracting Company currently has eight local, full-time employees. SoCo

Contracting's staff has grown to include operations managers, construction managers, project managers, superintendents, foremen, general labor, skilled labor, carpenters, and functional administrative staff. SoCo Contracting's growth over the past several years is indicative of its ability to execute the subject project with productivity and efficiency.

Since inception, the goal and mission of SoCo Contracting has been to provide clients with the assurance of an experienced, competitive, and professional contractor as a partner in meeting their construction requirements. Our primary focus has been general contracting opportunities and project management contracts with clients for government projects. The company's familiarity with local, state, and federal regulations as well as our network of readily available resources provides SoCo Contracting with essential advantages for effective and successful management and completion of projects.

SoCo's customers include federal, state, and local government agencies as well as private and commercial businesses. The company's revenues have grown from \$1 million volume in 2002 to \$15 million currently.

SoCo Contracting approaches each project with the goal of providing efficient, quality services in a safe and secure environment. SoCo Contracting has built long-term client relationships by networking our company background with the extensive field experience of our personnel to ensure that each project is completed in accordance with contract documents and applicable codes; on time and within budget; and exceeding the clients' expectations.

Company Experience & Capabilities

The mission of SoCo Contracting Company, Inc. is "To represent the highest level of construction services, continually strive to deliver high-quality projects, and achieve the highest degree of customer satisfaction."

SoCo Contracting consistently strives to continually provide outstanding service to our clients. Clients benefit from the long-term partnerships we have fostered with owners, vendors and subcontractors throughout the State of Georgia and the southeast United States.

SoCo Contracting has experience and capability managing multiple projects and is currently bonded on individual projects up to \$10 million and aggregate work programs of \$20 million. SoCo Contracting has completed more than 100 contracts as a prime contractor; ranging in value from five thousand dollars (\$5,000) to fifteen million dollars (\$15M).

SoCo Contracting's project portfolio includes several local and federal government clients including the U.S. Army Corps. of Engineers (USACE); Department of the Army; Department of the Air Force; Centers for Disease Control & Prevention (CDC); Federal Bureau of Prisons (BOP); National Park Service (NPS); Federal Aviation Administration (FAA); United States Department of Agriculture (USDA); Georgia Department of Transportation (GDOT); Metropolitan Atlanta Rapid Transit Authority (MARTA); Fulton County, GA; Clayton County, GA; DeKalb County, GA; City of Atlanta, GA.

SoCo Contracting has also successfully collaborated with many architectural, engineering and design firms including Toland Mizell Molnar, BRPH, Prime Engineering, IPG, Inc., facilities design group, and Florida Detention Systems, Inc.

SoCo's experience includes building construction, ADA improvements/upgrades, design-build projects requiring multi-discipline trades, underground utilities construction, rehabilitation and repairs of highways, airfield runways, and airfield concrete aprons.

SoCo Contracting is currently contracted with or recently completed renovation/upgrade/improvement projects with local and federal government agencies including: DeKalb County General Contractor Services; Metropolitan Atlanta Rapid Transit Authority (MARTA) Indefinite Quantity Construction Contract Services (IQCC); City of Atlanta Job Order Contracting Services (JOC); City of Atlanta Maintenance and Repair of Sidewalks, Curbs, Driveway Aprons & Associated Infrastructure; Department of the Air Force Simplified Acquisition of Base Engineering Requirements (SABER) IDIQ at Dobbins ARB; and the Federal Bureau of Prisons. Thus, SoCo Contracting is familiar with expected quality of work, schedule expectations, and other contractual requirements necessary to facilitate a timely and cost-effective construction product.

SoCo Contracting consistently strives to continually provide outstanding service to our clients. Clients benefit from the long-term partnerships we have fostered with owners, vendors and subcontractors throughout the State of Georgia and the southeast United States.

SoCo Contracting has been commended by the federal government on several of its projects on military installations including its design-build effort for the Criminal Investigation Department design-build project at Ft. Campbell, KY for which our Team received the "Commander's Award of Excellence" along with Above-Average CCASS ratings. SoCo Contracting is also on several federal government lists of contractors for emergency/disaster response in the Southeast U.S. SoCo Contracting has completed LEED Silver rated projects for the government along with green construction.

Our design and construction teams performed work for an innovative construction type involving a porous concrete pavement parking lot for the federal government. At the time, this project was the largest porous concrete single pour in the state of Georgia. This "green" technology was very well received by the public, Cobb County, as well as environment groups in the Metro Atlanta area and the entities have consulted with SoCo Contracting for feedback on future projects of similar scope.

SoCo Contracting has an organization of internal personnel with the experience and qualifications to simultaneously perform multiple projects; self-perform construction activities; manage an extensive cadre of subcontractors and vendors; and establish relationships with teaming partners to immediately supplement our services/resources as required by any contract and/or task order. The firm has the staff and resources to complete the proposed requirements and additionally has access to teaming relationships with construction partners to work as part of the SoCo Contracting team.

SoCo Contracting's staff has worked across the public and private spectrums and has extensive experience and knowledge in the construction industry. SoCo Contracting has the experience and staff to support the general building construction trades as well as in-house capabilities to support the civil/sitework functions.

With its team of experienced and knowledgeable personnel, SoCo Contracting has full and direct access to qualified construction professionals, utility construction experts, and other human resources. SoCo Contracting's professional qualifications include expertise in Project Management, Project Estimating, Construction Controls, Quality Control/Quality Assurance, Project Scheduling, and Resource Management.

The proposed team has worked together in various combinations to successfully complete several projects. The senior managers on the team discuss and set clear goals and expectations with the field personnel at the beginning of projects. This collaboration and communication eliminates confusion and uncertainty after the project begins. Having previously worked together, team members can immediately begin working together effectively and seamlessly.

Section 3

Section 3 - PROJECT TEAM QUALIFICATIONS/QUALIFICATIONS OF KEY PERSONNEL

STAFFING

SoCo Contracting has a highly-regarded team of experienced professionals with unique talents and reputations for delivering the project as a Prime Contractor under this contract. SoCo Contracting's organization structure is based on a strategic teaming collaboration of resources and proven expertise that will deliver the quality and satisfaction expected by The City. We can control costs through our value engineering expertise, balancing resources for optimal schedule production, and by drawing upon our expanse of professional history and knowledge.

Key Personnel

The SoCo Contracting Team has experience completing projects for local and federal government entities as well as private entities. Our experience and understanding are clear with our work on government projects subject to tight deadlines, budget limitations, and working with the design-bid-build contractual arrangement and objectives. Our Team understands that we have to facilitate systematic interactions between different performance specifications, which often relate to different fields of expertise.

Parampal Singh, MBA, EIT – Principal-in-Charge

Parampal "Paul" Singh, EIT, MBA is the principle project contact. Mr. Singh is an engineer with a Masters Degree in Business. Mr. Singh is responsible for overall management and success of the contract; maintaining master schedules; executing purchase orders; managing on-site personnel; representing the SoCo Team with contract owners; and maintaining all necessary contract documentation. He has the ultimate responsibility to ensure that any and all resources are available to complete this project successfully and is the principal contact for the project.

Essential Duties and Overall Responsibilities:

- Acquires/manages necessary resources and staffing to fulfill contract requirements.
- Enforces policies and procedures
- Monitors work for compliance with City requirements
- Assures effective communication/coordination among all disciplines and project participants
- Overall project governance and direction; implements course corrections as needed
- Project monitoring and control.
- Oversees written deliverables and assures consistency with contract requirements.
- Responsible for risk assessment and mitigation
- Schedule management including activity definition and sequencing, schedule development, and schedule control activities.
- Cost control and management including resource planning, cost estimating, and budgeting.
- Human resources management including organizational planning, project team acquisition, and staff development.
- Quality management including quality planning, quality assurance, and QC.
- Communications management including planning, information distribution, and progress and performance reporting.
- Prepare monthly project status reports.

Barry Dunlap - Project Manager

Barry Dunlap shall serve in the capacity of Project Manager for the project. Mr. Dunlap will be the lead project point of contact with The City for the project. In this capacity, he will be responsible for the overall management of the project, using best project management practices from buyout of materials and subcontractors through final project close-out. He is authorized to mandate SoCo policy; is the pivotal communication point among all stakeholders; has full authority over all on-site activities conducted by all staff members as well as subcontractors. The PM will represent the SoCo Team at the local level on all routine matters, negotiate and execute contracts and purchase orders with subcontractors, and facilitate project activities administration through the duration of the project. The PM is responsible for managing subcontractors, maintaining master schedules, signing purchase orders, performing/supporting estimating, managing site personnel, representing the SoCo Team in all communication/meetings with The City, and maintaining necessary contract documentation by collaborating with the subcontractors to ensure design conformity and to capture as-built information. On-site staff report directly to the PM, who, reports to the CM.

Essential Duties and Overall Responsibilities:

- Acquires any support necessary to complete the work at hand.
- Collaborates with The City's representative(s) to ensure construction conformity.
- Develops the original and updates project budgets and estimates project costs.
- Reviews and approves invoices, processes subcontractor change orders, and coordinates subcontractor change proposals.
- Oversees customer billing and coordinates with the customer's representative.
- Assists with developing and maintaining schedules for on-time project completion.
- Identifies issues that will adversely affect the project and coordinates resolution.
- Manages the subcontractor team for success by writing subcontractor statements of work, negotiating with them, and holding them to the contract standards.
- Follows up on subcontractor quality and manpower issues with subcontractors.
- Coordinates design issues resolutions.
- Ensures compliance with the QCP, Safety Plan, and schedule.
- Manages the subcontractors' submittal process including certified payrolls, as required.
- Initiates payroll functions.
- Reviews reports from field staff
- Ensures maintenance of project documentation and updated as-built drawings.
- Submits required production reporting.
- Manages performance of project closeout activities including punchlist development, post-warranty work, and final document preparation.

Dave Wilson – Construction Superintendent

Dave Wilson is a hands-on superintendent and he is responsible for supervising, managing, and directing the daily on-site activities of all on-site staff, subcontractors, and tradesmen to ensure timely and satisfactory project completion in accordance with all project plans, specifications, and scope of work requirements. Mr. Wilson will oversee the production,

schedule, sequencing, and overall subcontractor coordination of construction. As Construction Superintendent, Mr. Wilson will have authority over all on-site activities performed by subcontractors; manage site personnel; review submittals with the CQM; conduct planning and scheduling sessions; ensure compliance with all safety standards; ensure contract compliance at the task level; and acquire necessary support to complete the work at hand. Mr. Wilson will be responsible for all field activities and will be the field lead for the project. Mr. Wilson will be responsible for working with subcontractors on a daily basis to complete the project within the given budget and timeframe. The Superintendent reports directly to the PM and ensures that proper safety, quality, and documentation procedures are followed, and that work progress is reported in a timely manner. All SoCo Team Superintendents, including Project Superintendent, who will be assigned to the project, have OSHA Safety Training Certification.

Essential Duties and Overall Responsibilities:

- Coordinates with the PM prior to the start of the project to view the bid proposal and contract buy out for the subcontractors.
- Assists in developing and maintaining schedules for on-time project completion.
- Manages on-site activities to the two-week look-ahead schedule provided by the scheduler.
- Maintains daily on-site presence during any work activities performance.
- Coordinates the interaction between subcontractors and reports progress on a formal daily production report and maintains comprehensive understanding of the overall project scope of work and the individual subcontractor scopes of work.
- Communicates effectively with The City's on-site representative and subcontractors.
- Coordinates with the PM to update progress status using the project schedule and to communicate with the customer.
- Collaborates with the QC Manager to assure that subcontractors start work elements on time; assures submittals are approved and materials delivered and inspected.
- Coordinates the efforts of independent testing agencies in conjunction with the CQM.
- Enforces the Safety Plan.
- Conducts informal "tool box" safety and health training sessions on weekly basis (minimum) for all employees on the worksite.

Rob Walden - Safety Manager

Rob Walden of SMART Safety group shall serve in the capacity of Safety Manager for the project. The Safety Manger will be responsible for complete compliance with Occupational Safety and Health Administration (OSHA) Standards and other federal, state and local safety regulations. The Safety Manger has extensive OHSA certifications including, but not limited to OSHA 30-Hr. certification. Additionally, the Safety Manger will be responsible for administering and monitoring the on-site Safety Program, which includes ensuring that all team members and subcontractors receive thorough orientation regarding all project Safety Plans. The Safety Manager will periodically perform reviews and inspections to ensure compliance and continuous improvement.

Lines of Authority and Communication

SoCo's organizational structure for this type of project is streamlined and proven. It is based on the successful model SoCo has used to execute several million dollars' worth of projects including, renovations, repairs, ADA accessibility construction, sitework, grading, underground utilities, concrete construction, and earthwork construction projects for various Local, State, and Federal Government Agencies. SoCo's organizational structure has clear and direct lines of communication as well as reporting structure and is detailed in this proposal. There are no ambiguities with respect to the roles or lines of authority for SoCo's internal Office personnel along with SoCo's Field personnel. SoCo's Principal-in-Charge will be the primary point of contact with Owner for overall contractual issues. As indicated on SoCo's organizational support table, Quality Control, and Safety oversight functions report to corporate managers and are independent of the PM and project superintendents. This ensures that project-level QC and Safety personnel have full authority to stop work, identify non-conformance with specified procedures, and implement corrective actions.

SoCo's Principal-in-Charge will assign and work to conduct project planning and allocation of staff and resources. The benefits SoCo brings to the City with its program organization approach include:

- Single point of accountability for all project elements through PIC
- Demonstrated ability to execute different types of projects, especially multi-tasking
- Ensured contract and regulatory compliance through incorporation of demonstrated QC, Safety, and Project Management procedures
- Clearly defined responsibilities for successfully & efficiently managing the contract

The authorities and responsibilities at the management level are outlined in the below table.

Project Organization Reporting Lines and Authority Structure

STAFF MEMBER	REPORTS TO	RESPONSIBILITIES AND AUTHORITIES
Project Manager	Principal-In-Charge	Responsibilities – Directs and manages all aspects of project activities in compliance with contractual requirements; communicates with City's representative; coordinates subcontractors; controls cost, schedule, and quality performance; reviews technical aspects of project; assures compliance with Safety and Environmental requirements. Authorities - Negotiates change orders; drafts Project Management Plans; accepts final cost proposals from subcontractors; signatory authority within budget; authority to execute change orders; allocates budget among work elements; approves charges to project; approves field operations personnel assigned; approves technical deliverables; directs project activities; removes personnel not performing in compliance with contract requirements;

Project Organization Reporting Lines and Authority Structure

STAFF MEMBER	REPORTS TO	RESPONSIBILITIES AND AUTHORITIES
		manages, directs, and provides oversight for work executed by team.
Project Superintendent	Project Manager	Responsibilities - Directs field and construction work; manages and executes all field activities in accordance with approved work scope, assures safety compliance in field. Authorities - Stops work that does not comply with work plans or safety plan; initiates corrective actions to ensure compliance; accepts project modifications in the absence of PM; approves change orders and estimates as delegated by PM; provides QC for construction activities.
Safety Manager	Project Manager	Responsibilities - Prepares safety plans; assures implementation of safety requirements; ensures appropriate training and proper medical monitoring of personnel; identifies incidents of safety noncompliance. Authorities - Issues stop work order if unsafe or unhealthy conditions exist; prevents resumption of work until condition is corrected; approves Safety Plans and Amendments.
QC Manager	Project Manager	Responsibilities - Implements QC Plan; conducts QC audits of project activities; certifies tests and inspections for contract compliance; provides QC on analytical services. Authorities - Reviews all deliverables for technical completeness, accuracy, and compliance with work plans and SOW requirements; issues stop work order if work fails to meet requirements; delays resumption of work until corrective measures are in place.
Project Staff / Resources	Project Manager	Responsibilities - Provides technical support in a quality, on time, cost-effective, and safe manner; develops and prepares technical submittals. Authorities - Performs work as directed by PM and signatory authority as delegated by PM.

Off-site Resources Support

Executive Management—Upon award of the project, our executive management staff remains in constant contact with the project team throughout the project start-up process, monitors their efforts and makes periodic site visits to ensure that the project or contract is progressing to the customer's satisfaction. During these visits, our management team will review the progress of ongoing work, upcoming work, schedules, staffing needs, quality and safety issues, subcontractor response and efforts, budget, and the overall project management of the contract.

Accounting—We have found that providing a dedicated accounting staff is extremely efficient and effective, as it leaves the jobsite crew free to concentrate on the project at hand, and not be distracted by accounting activities. In addition, it guarantees that all payments and invoices are processed promptly and correctly. Our project accountants are experienced in accounting, accounts payable/receivables, and all billing, invoicing, and expense report entry.

Technical Support—Our IT and technology support services are based on a centralized support model. These services are necessary to providing quick, cost effective enterprise solutions to our regional and project sites. We provide our employees with up-to-date computers and communications devices, allowing for effective communication between our centralized offices and project sites via company email and our secured Web-based technologies.

Human Resources (HR)—This organization provides all HR administrative support, with our HR Manager fulfilling documentation and information dissemination about hiring practices, policies and procedures. The HR Manager ensures all employees complete both legally required and company forms, maintains personnel files, and ensures that the company meets regulatory requirements and that employee notifications are posted according to rules and regulations.

AVAILABILITY OF KEY PERSONNEL

Key Personnel:	Principal in Charge – P. Singh	Project Manager – B. Dunlap	Superintendent – D. Wilson	Project Engineer – Minhao Cui	Safety Manager – Rob Walden
Percentage time on project:	25	50	100	50	10
Licenses/ certifications:	MBA, EIT, USACE CQM, OSHA30	USACE CQM, OSHA30	USACE CQM, OSHA30	Professional Engineer (P.E.) LEED Professional OSHA30 USACE CQM	OSHA 511
Current Workload:	Four projects	Four projects	One project	Four projects	Four projects

Please see attached resumes for qualifications of key personnel.

PARAMPAL SINGH, E.I.T, PRINCIPAL-IN-CHARGE
SoCo CONTRACTING COMPANY, INC.

PROFESSIONAL BACKGROUND

Mr. Singh is a construction professional with an established record of completing projects on time, under-budget and above client expectations. He is experienced in all aspects of commercial construction management including administration, safety implementation and supervision, training, project management and project rehabilitation. Mr. Singh has managed several construction projects for private and public sector clients.

CURRENT AND PAST RELEVANT EXPERIENCE

SoCo Contracting Company, Inc., Atlanta, Georgia ***President (7/02 – Present)***
Construction Management, Project Management, and Design-Build services for clients including the Department of Justice, Federal Bureau of Prisons; U.S. Army Corps of Engineers; Federal Aviation Administration; USDA; Department of Health and Human Services, Centers for Disease Control & Prevention; National Park Service, Department of the Army and Department of the Air Force. Responsible for marketing of company services, project subcontractor/equipment procurement, accounting, financing, contract administration, estimating, and project.

Paramount Contracting Company, Morrow, Georgia ***Project Manager (5/02 – 8/03)***
Winter Construction, Atlanta, Georgia ***Project Engineer (1/00 – 5/02)***

EDUCATION AND CERTIFICATIONS

Goizueta Business School at Emory University, Atlanta, Georgia
Masters of Business Administration (MBA) - Finance/Entrepreneurship Concentration

Georgia Institute of Technology, Atlanta, Georgia
Bachelor of Science - Civil Engineering, Specialization in Construction Management

- Georgia General Contractor License ▪ OSHA 10-Hour Training Certification
- Construction Quality Management (CQM) Contractors Certification- U.S. Army Corps of Engineers

PROJECT EXPERIENCE

- | | | |
|--|---|--|
| • Construction of Tobie Grant Recreation Center , Scottdale GA, \$9,112,042.70 – construction of new recreation one-story recreation center. | • Repair Camp Roof (Hurricane) , FCI Marianna, FL \$1,170,772.00 - repairing/replacing of roofing/components damaged by hurricane. | • CT Martin Recreation Center Facility Updates , Atlanta, GA, \$208,616.86 - Renovation of recreation center. |
| • Repair Roofs and Structural Damage , FCI Aliceville, AL, \$2,925,000 - Interior & exterior design, replacement, & repair of tornado-damaged buildings. | • D/B Services to Rehab the Sandy Point Restrooms , Sandy Springs, GA, \$204,262 - Design and remodel the restroom, Deck and access ramp replaced. | • Staff Training Center Renovation , Yazoo City, MS \$2,972,426.00 - Renovation of an existing work camp building into a Staff Training Center. |
| • Miscellaneous Repair & Construction Services under 250K for ADA and Other Improvements , IDIQ - \$4M - Miscellaneous repair and construction services for ADA and other improvements on a Task Order basis. | • Adapt-Build Basic Training Complex, Barracks and Site, Phase III , Fort Benning, GA, \$11,385,045.00 - Construct a 60,000SF standard Basic Training Barrack and Supporting Facilities. | • Structural Repairs in Food Service , FCI Tallahassee FL \$269,738.00 - Remedial Actions. Work included design, construction, and installation of supplemental structural support. |

**BARRY DUNLAP, PROJECT MANAGER
SoCo Contracting Company, Inc.**

PROFESSIONAL BACKGROUND

Mr. Dunlap is a construction professional with diverse experience in General Contracting and Construction Management. In his capacity as Project Manager, Mr. Dunlap has oversight responsibility for the successful completion of projects. Specifically, he provides home office management support to the project manager to insure that all contractual project deliverables are met.

CURRENT AND PAST RELEVANT EXPERIENCE

SoCo Contracting Company – Atlanta, Georgia

02/2007– PRESENT

Project Manager (02/2007 – Present)

Prime responsibility for managing all aspects of the project including safety, schedule, quality, contractual compliance, and communication with owner, architect, subcontractors, & all other parties involved. Responsibility for estimating, site supervision, & management for various federal projects.

Grey Dog Builders – Atlanta, Georgia

07/2006 – 02/2007

Owner/Operator (02/06 – 02/2007)

Winter Construction – Atlanta, Georgia

06/1997 – 02/2006

Project Manager (1/05 – 2/06)

Assistant Project Manager (10/99 – 1/05)

Project Engineer (6/97 – 10/99)

EDUCATION AND CERTIFICATIONS

Bachelor of Science, Building Construction

Georgia Institute of Technology, Atlanta, GA

- OSHA 10-Hour
- Supervision Training In Accident Reduction Techniques
- Fall Protection Competent Person
- NPDES Storm Water Qualified Person
- US Army Corps Of Engineers Construction Quality Management For Contractors
- Estimating and Scheduling: Timberline, Primavera, MS Office, & AUTOCAD

PROJECT EXPERIENCE

- | | | |
|---|--|---|
| <ul style="list-style-type: none">• Miscellaneous Repair & Construction Services under 250K for ADA and Other Improvements, IDIQ - \$4M - Miscellaneous repair and construction services for ADA and other improvements on a Task Order basis. | <ul style="list-style-type: none">• Adapt-Build Basic Training Complex, Barracks and Site, Phase III, Fort Benning, GA, \$11,385,045.00 - Construct a 60,000SF standard Basic Training Barrack and Supporting Facilities. | <ul style="list-style-type: none">• Structural Repairs in Food Service, FCI Tallahassee FL \$269,738.00 - Remedial Actions. Work included design, construction, and installation of supplemental structural support. |
| <ul style="list-style-type: none">• Construction of Tobie Grant Recreation Center, Scottdale GA, \$9,112,042.70 – construction of new recreation one-story recreation center. | <ul style="list-style-type: none">• Repair Camp Roof (Hurricane), FCI Marianna, FL \$1,170,772.00 - repairing/replacing of roofing/components damaged by hurricane. | <ul style="list-style-type: none">• CT Martin Recreation Center Facility Updates, Atlanta, GA, \$208,616.86 - Renovation of recreation center. |
| <ul style="list-style-type: none">• Repair Roofs and Structural Damage, FCI Aliceville, AL, \$2,925,000 - Interior & exterior design, replacement, & repair of tornado-damaged buildings. | <ul style="list-style-type: none">• D/B Services to Rehab the Sandy Point Restrooms, Sandy Springs, GA, \$204,262 - Design and remodel the restroom, Deck and access ramp replaced. | <ul style="list-style-type: none">• Staff Training Center Renovation, Yazoo City, MS \$2,972,426.00 - Renovation of an existing work camp building into a Staff Training Center. |

DAVE WILSON - SUPERINTENDENT
SoCo CONTRACTING COMPANY, INC.

PROFESSIONAL BACKGROUND

Mr. Wilson has over thirty years of experience in the construction industry. He will oversee the construction on the job site and is responsible for day-to-day construction operations. He will provide safety management and final walk-through activities. He will be responsible for daily field operations, including completing the project on time and within budget, coordinating, supervising and scheduling subcontractor activities, and monitoring the expedition of equipment and materials.

CURRENT AND PAST RELEVANT EXPERIENCE

SoCo Contracting Company – Atlanta, Georgia

2/2020– PRESENT

Project Superintendent

Prime responsibility for supervising projects including monitoring of safety, schedule, quality, contractual compliance, and communication with owner, architect, subcontractors, and all other parties involved. Responsible for project site supervision, site safety, and quality control management for various local, state, and federal projects.

- Regatta Building and Development LLC
- RG Williams Construction, Homer, GA
- Will Do Plumbing, Jamaica, NY
- WWI Contracting Corp
- BarDen Contracting Servicing LLC
- Marine Bulkhead Inc. (MBI)

TRAINING AND CERTIFICATIONS

- OSHA 40-Hour
- Level 1A Fundamentals
- US Army Corps Of Engineers Construction Quality Management For Contractors
- First-Aid and CPR
- Silica Hazard Awareness

PROJECT EXPERIENCE

Construction of Tobie Grant Recreation Center, Scottdale GA. DeKalb County, GA
\$9,112,042.70 – construction of new recreation one-story recreation center. EDC: 2021
Allen Mitchell - 404-969-9921; amitchell@dekalbcountyga.gov

Indian Springs National Park Cabins Renovations and Build, Atlanta, GA

CVS Stores Remodel - Tampa, Greater Miami & Hollywood, FL

MINHAO CUI, P.E., LEED AP - PROJECT ENGINEER
SoCo Contracting Company, Inc.

CURRENT AND PAST RELEVANT EXPERIENCE

SoCo Contracting Company – Atlanta, Georgia

5/2020-Present

Project Engineer

Analyze plans, specifications, proposals and other construction documents. Perform preliminary and final estimates, material takeoffs, develop and maintain working relationship with subcontractors and vendors, complete budgeting and scheduling for projects. Project management, quality control, safety management and field management duties.

DACA Specialty Services

F.D. Thomas, Inc.

Worth Contracting Inc.

EDUCATION

University of Florida, Gainesville, FL

Master of Science, Civil Engineering

Shandong Jianzhu University, Jinan, China

Bachelor of Science, Civil Engineering

TRAINING AND CERTIFICATIONS

Professional Engineer
License

LEED AP Certification

OSHA-30hr

Construction Quality Management for Contractors

Proficient in PlanSwift, On-Screen Takeoff, Microsoft Project, AutoCAD, Autodesk Revit, Navisworks, Procore, Microsoft Office

PROJECT EXPERIENCE

Construction of Tobie Grant Recreation Center, Scottdale GA, \$9,112,042.70 – construction of new recreation one-story recreation center.

Repair Base Gym Building 486, DARB, GA, \$358,426.53 - interior and exterior building repairs and renovation.

Golden Gate Bridge Suicide Deterrent System, San Francisco, CA

Etiwanda Pipeline Internal Painting, Rancho Cucamonga, CA

ROB WALDEN – SAFETY MANAGER
SoCo CONTRACTING COMPANY, INC.

PROFESSIONAL BACKGROUND

Mr. Walden is an experienced site safety manager. He is currently a regional director for a safety consultant group that delivers full safety program management for Atlanta-based construction and manufacturing companies.

RELEVANT EMPLOYMENT

SMART Safety Group – Atlanta, Georgia	5/2016 – PRESENT
Code Red Safety	6/2014 – 8/2014
Graycor Industrial Constructors (GIC)	9/2013 – 2/2014

EDUCATION

Bachelors of Science, Safety Science
Indiana University, Bloomington, Indiana

TRAINING AND CERTIFICATIONS

- OSHA 511
- BCSP Graduate Safety Practitioner (GSP)

RELEVANT PROJECTS

Randal Lowe Plumbing

Managing safety program of large Atlanta area residential and commercial plumber. Safety Director.
Randy Lowe: 770-423-1660; randy@randallowe.com

JMWilliams Contractors

Managing Safety program of Atlanta area general contractor. Safety Director.
John Norton: 770-776-7480; Jnorton@jmwilliamscontractors.com

Hard Rock Concrete

Manage safety program of Atlanta area concrete contractor. Safety Director.
Ken Butcher: 770-560-8440; Ken@hardrockcs.com

MANAGERS/LEAD CREW WORKERS EXPERIENCE TO CONTROL ADVERSE CONDITIONS

SoCo Contracting Company, Inc.'s ("SoCo") project, quality and safety management team members and project approach forms the basis of risk mitigation and the development of appropriate response actions to potential risk factors related to the project. Our Team will continue ongoing management of all schedule activities along with monitoring of identified risks and addressing the addition of any new risks that might be identified throughout the construction renovation process. SoCo and its respective staff member's previous renovation and construction experience assures the Owner that maintenance of project schedule and quality control is understood and that any potential issues can be mitigated and or addressed through our project controls measures.

The application of risk management procedures in SoCo's construction project start-up and planning processes will provide early visibility to potential "problem areas" and opportunities, where effort and money can be expended early in the construction phase to reduce vulnerability, excessive costs, technical delays, and schedule interruptions/delays.

Key Risk Factors that will be considered in the current solicitation includes, but is not limited to:

- "Fast-Track" schedule time constraints to meet Owner schedule requirements
- Material and labor resource management to accommodate lead time and availability.
- Work area coordination and planning for staging materials / equipment
- Public safety maintenance and continued implementation

As the prime contractor, SoCo will manage and execute the overall project and will direct such activity from its corporate office. SoCo will staff the project onsite with our Site Superintendent, Dave Wilson, who has performed several renovation projects in both government and private environment and Mr. Wilson is experienced with all local, state and federal requirements on this solicitation. SoCo will use the following measures as part of our construction renovation process to ensure all project construction activities are executed within the cost, schedule and quality goals and also ensure that any and all issues are effectively communicated between SoCo and City of Stockbridge Project Team Members. Among the mechanisms to be utilized for this project:

Project schedules, organized by Work Breakdown Structure (WBS)

- Tightly written and clearly defined with subcontractor responsibilities outlined by WBS
- Monthly Progress Reports to communicate project status and track action items
- Productivity metric reports to track field progress in accordance with the project schedule
- Regularly scheduled project review meetings / conference calls between all stakeholders
- Advanced notification of required reviews, approvals, resolution of submittals and RFIs, tracked via email notifications

SoCo will utilize Primavera Project Planner (P6) Scheduling software that we have internally. SoCo's Project Manager, Barry Dunlap will be responsible for working with project schedule and monitoring of the deliverables and set milestone dates. Our project management team will be involved in the project planning at the time of project award. SoCo Contracting's Team understands the critical nature of making sure that all design milestones are met. Our designated

employee representative will continue schedule control with on-site monitoring of the production work, coordinating subcontractor requirements with production and procurement personnel, working with our Site Superintendent, Dave Wilson to not only disseminate schedule data but to record percentage process of each activity based on weighted percentage progress milestones assigned to each activity, updating the schedule with this data, running the schedule update features, and generating variance reports for both cost variance and schedule variances. This work will be accomplished on a continual basis so the project schedule is current and reflective of actual contract status.

As required, SoCo will update and submit for the City of Stockbridge's approval, a monthly Schedule Update indicating progress achieved since approval of the prior monthly Project Schedule Update and will be updated on a monthly basis pursuant to the solicitation requirements. Our continuous monitoring and updating plan, weekly project meetings, and real time communications and document control discussed above will provide a seamless track to the monthly submittal requirement and prevent last minute updates. If at any juncture through the design process and construction process, SoCo encounters or identifies potential delays, we are able to mitigate these delays in a number of potential ways. Our internal procedures to address these potential delays, involves an initial identification of the delay, followed by a subsequent project team meeting. A corrective-action plan will be developed and implemented as required. SoCo's Project Team will also inform the City of Stockbridge any potential delay and keep all stakeholders aware of progress to correct the delay.

METHOD FOR PHYSICALLY INSPECTING RENOVATIONS/PROJECT

SoCo will maintain and implement our program management process to ensure that project deliverables are accommodated with the highest quality. SoCo's management program and quality control approach has specific emphasis on the project mobilization, safety, subcontractor/vendor management, document controls, and cost and schedule control for the overall contract to assure consistency with the City of Stockbridge's requirements.

The Site Superintendent, Dave Wilson will implement the Quality Control (QC) Program and work with the project team in assuring that the City of Stockbridge is receiving a project of the highest quality and with strict adherence to City of Stockbridge's requirements along with all federal, state and local requirements. Site Superintendent, Dave Wilson reports directly to the Project Manager, Barry Dunlap and has complete authority to reject any deficiencies or work inconsistent with the Quality Control Program. Mr. Wilson, as the Site Superintendent, will have autonomy and independence from other team members to make decisions in regards to construction quality control. He further has the authority to direct that the improperly installed work shall be removed and that no additional work is performed until corrections are made and approved by Mr. Wilson and with final approval and concurrence by the Project Manager. The Site Superintendent will also work very closely with the Project Manager from the time of award to ensure that the work is performed in accordance with the contract plans and specifications by implementing and managing the Quality Control Program procedures. SoCo's Quality Control Program facilitates the inspection and approval of construction work activity elements and is detailed as follows:

I. Three (3)-Phase Quality Control Inspection Procedures

A Three (3)-phase control system shall be implemented by the Site Superintendent and Project Management Team to ensure that construction, including subcontractors, fabricators and suppliers, complies with the requirements of the contract documents. This system of management will address each definable feature of work beginning with early planning stage requirements and ending with the finished work activities. Each phase will allow the opportunity to prevent problems and deficiencies and ensure that the Accident Prevention Program is implemented. The three control phases are outlined hereafter.

A. Preparatory Inspection Phase

This phase will be performed prior to beginning work on each definable feature of work. This phase will be conducted at a meeting involving the Project Manager, Project Superintendent, and other QC / Team Personnel as may be required for each particular discipline, and the foreman & crew involved in the particular work feature. City of Stockbridge's Representative will be notified twenty-four (24) hours in advance of the Preparatory Phase. The phase will include:

- A review of the applicable section of the specifications and contract drawings (review Specifications).
- Safety Manager will sign off on the Activity Hazard Analysis (AHA) before conducting the Preparatory.
- A review of the submittal register to ensure that all required submittals are submitted and approved. Take corrective action when necessary. Submittal data will be discussed to acquaint all team members with technical aspects and points peculiar to the work feature (review submittals).
- A check to ensure that materials and equipment are in compliance with approved submittals and specifications. Verify that required materials and equipment are on hand and properly stored (check Material).
- Verify that preliminary work is satisfactorily completed.
- Review control testing requirements and verify that testing facilities are approved. Verify that necessary provisions are made for testing (review Testing).
- A consensus will be reached on planned construction procedures, tolerances and the required level of quality expected from the Site Superintendent and City of Stockbridge's Representative in order to meet contract specifications (set standards).
- Review appropriate Activity Hazard Analysis (AHA) to assure safety requirements are met. The Site Superintendent will inspect all equipment to ensure that minimum requirements for safety provisions in accordance with OSHA regulations, City of Stockbridge's Safety Program requirements, and applicable regulations are met (safety checks).
- The above described activities will be documented on the "Preparatory Phase Checklist." This form will be attached to the Daily Report w/ QC Section and furnished to City of Stockbridge's Representative. Problems and deficiencies

apparent during the preparatory phase and corrective action initiated will be noted in this report.

- A sign in sheet will be present at this meeting all personal attending will sign.

B. Initial Inspection Phase

This phase is performed once a representative portion of work has been place for each definable feature of work and will be conducted at a meeting involving the Project Manager and Project Superintendent involved in the particular work feature. City of Stockbridge's Representative will be notified twenty-four (24) hours in advance of this phase. The initial phase will include:

- A site check to ensure the preliminary work is satisfactorily completed will be conducted by the Site Superintendent, Project Superintendent & City of Stockbridge's Representative.
- Verify that materials, equipment and construction procedures are in compliance with the contract documents and resolve all differences.
- Review control testing requirements.
- Set standards of quality required to meet contract specification.
- Review the Activity Hazard Analysis (AHA) to ensure safety requirements are met. Check equipment for safety provisions.
- The above described activities will be documented on the "Initial Phase Checklist". This form will be attached to the Daily Report w/ QC Section and furnished to City of Stockbridge's Representative.

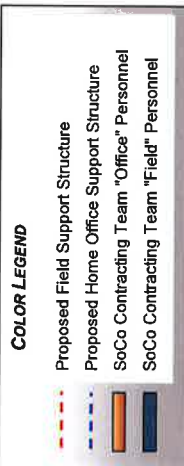
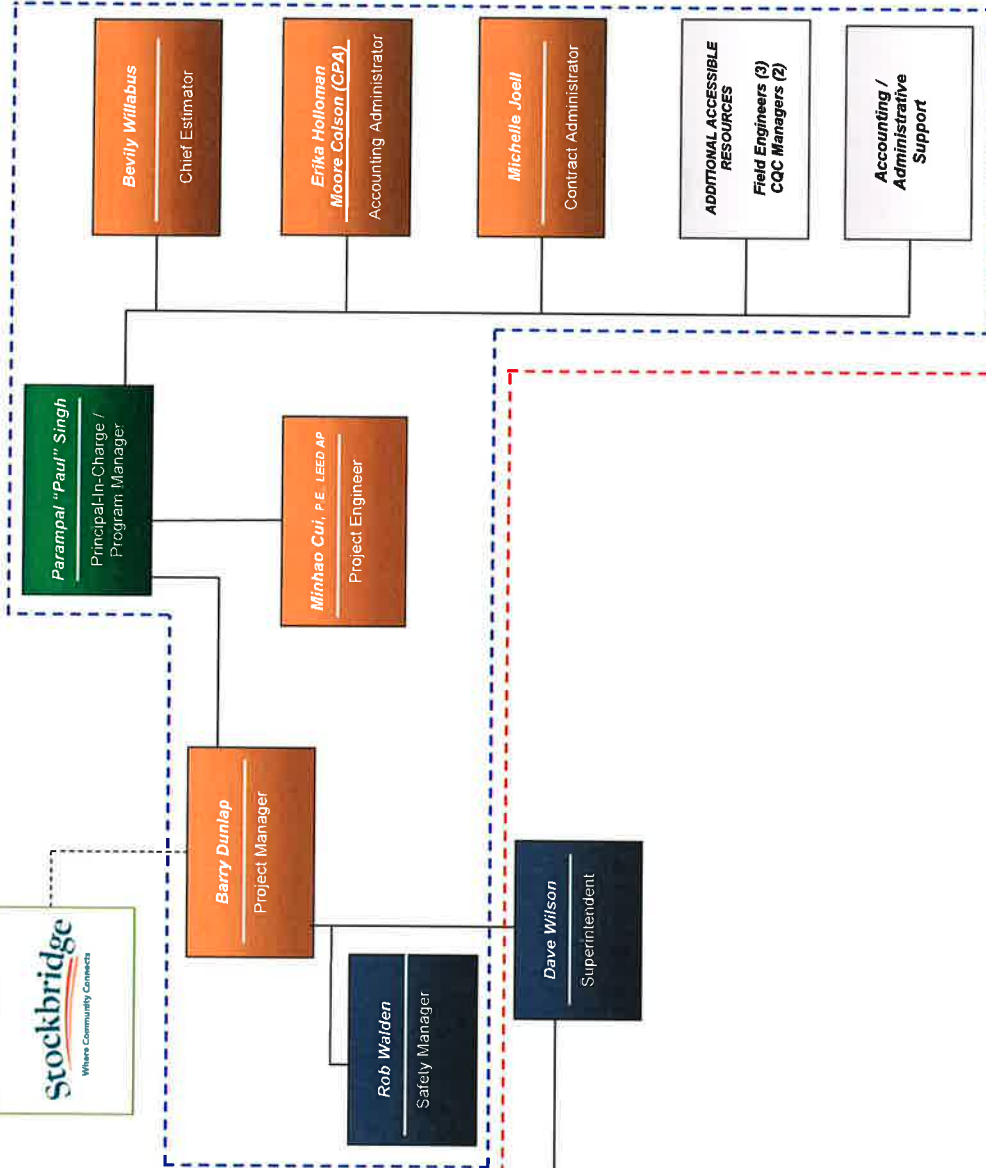
C. Follow-up Inspection Phase

This phase is accomplished through daily inspections by the Site Superintendent and also through performance of the required control testing. Follow-up phase efforts will ensure a continuation of quality and safety standards established during preparatory and initial phases until completion of the work feature or activity. The Site Superintendent's follow-up phase activities, including deficiencies noted, corrective action taken, and control testing results will be recorded in the Daily Report w/ QC Section.

TEAM DIRECTORY

<u>Name</u>	<u>Firm Name</u>	<u>Corporate office</u>	<u>Telephone No.</u>	<u>Email Address</u>
Parampal Singh	SoCo Contracting Company, Inc.	3175 Presidential Drive, Ste 100 Atlanta, GA 30340	770.216.8366-o 770.335.1256-m	psingh@soco-contracting.com
Barry Dunlap	SoCo Contracting Company, Inc.	3175 Presidential Drive, Ste 100 Atlanta, GA 30340	770.216.8366-o 404.668.7109-m	bdunlap@soco-contracting.com
Dave Wilson	SoCo Contracting Company, Inc.	3175 Presidential Drive, Ste 100 Atlanta, GA 30340	770.216.8366-o 770.596.5250-m	dwilson@soco-contracting.com
Rob Walden	SoCo Contracting Company, Inc.	3175 Presidential Drive, Ste 100 Atlanta, GA 30340	470-728-3630	rwalden@smartsafetgulfcoast.com
Minhao Cui, P.E.	SoCo Contracting Company, Inc.	3175 Presidential Drive, Ste 100 Atlanta, GA 30340	770.216.8366-o 470.721.8004-m	dwilson@soco-contracting.com

ORGANIZATIONAL CHART



ORGANIZATION CHART
CITY OF STOCKBRIDGE
RFP No. 2021-0010
TED STRICKLAND COMMUNITY CENTER RENOVATION
STOCKBRIDGE, GA

Section 4

Section 4 – PAST PERFORMANCE

The primary focus of SoCo Contracting Company, Inc. has been general contracting opportunities and project management contracts with government clients. The company's familiarity with local, state, and federal regulations as well as our network of readily available resources provides SoCo Contracting with essential advantages for effective and successful management and completion of projects.

Construction services SoCo Contracting has provided include building construction, building renovations, ADA improvements/upgrades, design-build projects requiring multi-discipline trades, underground utilities construction, rehabilitation and repairs of highways, airfield runways, and airfield concrete aprons.

SoCo Contracting Company, Inc. project portfolio is comprised of several local and federal government clients including the Fulton County, GA; Clayton County, GA; DeKalb County, GA; City of Atlanta, GA; U.S. Army Corps. of Engineers (USACE); Department of the Army; Department of the Air Force; Centers for Disease Control & Prevention (CDC); Federal Bureau of Prisons (BOP); National Park Service (NPS); Federal Aviation Administration (FAA); United States Department of Agriculture (USDA); Georgia Department of Transportation (GDOT).

SoCo Contracting Company, Inc. has successfully completed numerous construction renovation/improvement projects. The following projects were completed within the last five years:

Section 4 – Past Performance

SoCo Contracting Company, Inc.

Project Name & Location	Start and End Dates	Project Description	Company Role & Responsibility; Work self-performed	Key Personnel	Owner Contact
Construction of Tobie Grant Recreation Center Scottsdale, GA	Sep 2020/Dec 2021	Construction of a recreation center including a library, multipurpose room (with two movable partition walls), lobby (with large clerestory), administrative areas, concessions, restrooms and dressing areas, arts and crafts room, dance and aerobics room, fitness area, gymnasium with athletic equipment, storage spaces, utility spaces, circulation spaces with lockers and cubbies, surface parking, landscaping and retaining walls, and an underground stormwater detention system.	As General Contractor, managed and administered all aspects of project. Self-performed masonry, carpentry, general labor, project management hardware installation.	PM: Barry Dunlap Supt: Dave Wilson	Allen Mitchell, Director DeKalb County Community Development Department 750 Commerce Drive, Suite 401, Decatur, Georgia 30030 404-969-9921 amitchell@dekalbcountyga.gov
Facility Upgrades - C.T. Martin Natatorium and Recreation Center Atlanta, GA	Mar 2020/ Jan 2021	Interior and exterior facility upgrades: Electrical, Mechanical, HVAC, Plumbing, Painting, Roofing, install new Stainless Steel fabricated cabinets and base cabinets in the kitchen; moisture-resistant ceiling tile in kitchen & cafeteria, paint ceiling grid, install new LED lights, existing roll up doors cleaned of rust and grease, existing VCT floor in the kitchen and cafeteria stripped and waxed, refinished the wood doors between the hallway, kitchen and cafeteria, vent the stoves, roofing, electrical, HVAC, kitchen equipment installation.	As General Contractor, managed and administered all aspects of project. Self-performed Demolition, painting, flooring, acoustical ceiling and door & hardware installation.	PM: Barry Dunlap Supt: Hollis Griffin	Fritz Gerald Joseph, Construction Project Manager, Sr. City of Atlanta Department of Enterprise Assets Management 68 Mitchell St., Suite 1225, Atlanta, Georgia 30303 Cell: 470.3829749 Office: 404.865.8724 frjoseph@AtlantaGA.Gov
Facility Upgrades – A.D Williams Recreation Center Atlanta, GA	Jun 2020/ Jan 2021	Interior and exterior facility upgrades: Electrical, Mechanical Plumbing, repair damaged stone wall, remove and replace water closets and urinals, install kitchen equipment, install toilet accessories, furnish and install range hood, install water fountains.	As General Contractor, managed and administered all aspects of project. Self-performed Demolition, painting, flooring, acoustical ceiling and door & hardware installation.	PM: Barry Dunlap Supt: Hollis Griffin	Fritz Gerald Joseph, Construction Project Manager, Sr. City of Atlanta Department of Enterprise Assets Management 68 Mitchell St., Suite 1225, Atlanta, Georgia 30303 Cell: 470.3829749 Office: 404.865.8724 frjoseph@AtlantaGA.Gov

Section 4 – Past Performance

SoCo Contracting Company, Inc.

Project Name & Location	Start and End Dates	Project Description	Company Role & Responsibility; Work self-performed	Key Personnel	Owner Contact
Facility Upgrades Railing and Playground William Walker Recreation Center Atlanta, GA	Nov 2020/ May 2021	Exterior Improvements: Demolition, playground resurfacing, handrail fabrication & construction, concrete sitework: apron, ramp, sidewalk, ADA parking, water fountain installation, concrete walkway, storm / sewer construction, concrete wall construction.	As General Contractor, managed and administered all aspects of project. Self-performed Demolition, concrete sitework, general labor, management.	PM: Barry Dunlap Supt: Hollis Griffin	Fritz Gerald Joseph, Construction Project Manager, Sr. City of Atlanta Department of Enterprise Assets Management 68 Mitchell St., Suite 1225, Atlanta, Georgia 30303 Cell: 470.3829749 Office: 404.865.8724 frjoseph@AtlantaGA.Gov
Fitness Center Renovation and Demolition of Three Buildings Shaw Air Force Base, SC	Jul 2014/Mar 2018	Complete interior renovation. Selective demolition. Rebuild 3 Racquetball Courts with new observation deck. Convert previous locker rooms to equipment/mechanical rooms and fitness assessment area. Convert 2 previous racquetball courts and portion of locker rooms into the HAWC to include an observation kitchen. Provide new restrooms, office area, kitchen, and laundry; ceilings; millwork. Replace roof and roof drains. Modify entrances into gymnasiums. Provide new mechanical yard including fencing. Interior and exterior painting. Vestibule with storefront. Design/build new fire alarm/mass notification system and fire sprinkler system. New plumbing. Replace complete HVAC system. Upgrade entire electrical system to include power, lighting, panels, and transformer. Install erosion control, site work, concrete pads, and sidewalks.	As General Contractor, managed and administered all aspects of project. Self-performed Drywall, demolition, ceiling, install doors, site work, concrete, general labor, management.	PM: Bevely Willabus Supt: Bobby Thompson	Michael J. Burkett, SSgt, USAF Contract Specialist Department of the Air Force 20 CONS/PKB 321 Cullen Street, Shaw AFB 29152 (803) 895-5397 michael.burkett.3@us.af.mil
Design/Build Services to Rehabilitate the Sandy Point Restrooms for the Chattahoochee River National Recreation Area in Sandy Springs, GA	Jan 2017/Apr 2017	Design and remodel the restroom at Sandy Point, increase ADA compliance, improve energy usage, reduce water consumption, and improve cleanliness. Produce general design documents, restroom layout with ADA compliance, and the deck and ramp design. The Deck and access ramp replaced. New plumbing. New electrical. New fixtures. The flooring and walls retiled and or painted.	As General Contractor, managed and administered all aspects of project. Self-performed Concrete, demo, interior finishes, carpentry, masonry, siding, roofing, site work painting.	PM: Bevely Willabus Supt: Fernando Baker	Laurie Chestnut National Park Service - Southeast Regional Office 100 Alabama Street, S.W., 5th Floor, 1924 Building, Atlanta, Georgia 30303 launell1125@gmail.com 770-841-7841

Section 4 – Past Performance

SoCo Contracting Company, Inc.

Project Name & Location	Start and End Dates	Project Description	Company Role & Responsibility; Work self-performed	Key Personnel	Owner Contact
Martin Luther King Jr Recreation Center ADA Improvements Atlanta, GA	Dec 2015/Mar 2016	ADA compliance upgrades: Electrical, gym repairs, men's & women's restroom repairs, elevator repairs, water fountain installations.	As General Contractor, managed and administered all aspects of project. Self-performed Sitework, general labor, management.	PM: Bevilly Willabus Supt: Roy Waterton	Keith J. Hicks, AIA Architectural Services Chief Park Design Office City of Atlanta Department of Parks & Recreation 233 Peachtree Street, Suite 1600 Atlanta, Georgia 30303 O: 404.546.6865 C: 404.354.1327 kjhicks@atlantaga.gov
Ormond Grant Park ADA Improvements Atlanta, GA	Dec 2015/Mar 2016	ADA compliance upgrades. Construction of a new ADA accessible concrete sidewalk with granite inlays. Construction of a new granite seat wall adjacent to the new ADA accessible concrete sidewalk and playground.	As General Contractor, managed and administered all aspects of project. Self-performed Sitework, concrete repairs, general labor, management.	PM: Bevilly Willabus Supt: Roy Waterton	Keith J. Hicks, AIA Architectural Services Chief Park Design Office City of Atlanta Department of Parks & Recreation 233 Peachtree Street, Suite 1600 Atlanta, Georgia 30303 O: 404.546.6865 C: 404.354.1327 kjhicks@atlantaga.gov
Zaban Recreation Center ADA Remediation Work Atlanta, GA	Dec 2015/Mar 2016	ADA compliance upgrades. Provided a poured concrete parking area with ADA compliant van accessible and standard accessible spaces. Provided ADA symbols vertical ADA signs. Created an accessible route from parking lot to accessible entrance by installing new concrete sidewalks and aprons.	As General Contractor, managed and administered all aspects of project. Self-performed General labor; management.	PM: Bevilly Willabus Supt: Godfrey Waterton	Keith J. Hicks, AIA Architectural Services Chief Park Design Office City of Atlanta Department of Parks & Recreation 233 Peachtree Street, Suite 1600 Atlanta, Georgia 30303 O: 404.546.6865 C: 404.354.1327 kjhicks@atlantaga.gov

Section 4 – Past Performance

SoCo Contracting Company, Inc.

Project Name & Location	Start and End Dates	Project Description	Company Role & Responsibility; Work self-performed	Key Personnel	Owner Contact
McGhee Tennis Center ADA Remediation Work Atlanta, GA	Dec 2015/Mar 2016	ADA compliance upgrades. Provide van and standard accessible spaces and vertical signage in parking lot. Remove existing curb and install new Type A curb. Remove existing concrete patio and ramp. Install new concrete patio and ramp to comply with ADA Standards. Provide rails in new concrete ramp surface. Remove existing and install new drinking fountain. Remove existing ground hydrant and install a Wall Hydrant.	As General Contractor, managed and administered all aspects of project. Self-performed Drywall, ceilings, painting, doors & hardware.	PM: Bevil Willabus Supt. Godfrey Waterton	Keith J. Hicks, AIA Architectural Services Chief Park Design Office City of Atlanta Department of Parks & Recreation 233 Peachtree Street, Suite 1600 Atlanta, Georgia 30303 O: 404.546.6865 C: 404.354.1327 kjhicks@atlantaga.gov
Replace Housing Unit Roofs FCI Bennettsville, SC	July 2015/July 2016	Removal and installation of approximate 1006,000 square feet of EPOM roofing on 3 general housing units and 1 special housing unit.	Managed and administered all aspects of project. Self-performed Carpentry; general labor, management.	PM: Barry Dunlap Supt. James Owens	Prashanthi Reddy President & CEO Accura Engineering and Consulting Services, Inc. 3200 Presidential Drive Atlanta, GA 30340 470-225-6027 predy@accura.com
Structural Repairs in Food Service FCI Tallahassee, FL	Nov 2015/Mar 2016	Install supplemental structural support. Repair deteriorated basement ceiling concrete slab and beam areas.	As General Contractor, managed and administered all aspects of project. Self-performed Demo; carpentry, management, concrete patch repairs.	PM: Barry Dunlap Supt.	Federal Bureau of Prisons Bobby J. Addison Office of Acquisition Services 2900 Woodcock Boulevard, MS TCU-4 Atlanta, GA 30341 BAddison@cdc.gov 678-475-4524

Section 4 – Past Performance

SoCo Contracting Company, Inc.

Project Name & Location	Start and End Dates	Project Description	Company Role & Responsibility; Work self-performed	Key Personnel	Owner Contact
Repair Fire Alarm/Smoke Purge MDC Guaynabo, PR	June 2015/March 2016	Repairs of the fire alarm system/smoke purge.	As General Contractor, managed and administered all aspects of project. Self-performed Demo; piping; conduit installation.	PM: Barry Dunlap Supt: Danny López	Federal Bureau of Prisons Bobby J. Addison Office of Acquisition Services 2900 Woodcock Boulevard, MS TCU-4 Atlanta, GA 30341 BAddison@cdc.gov 678-475-4524

Section 5

Section 5 - PROJECT APPROACH/TIMELINE PLAN

MANAGEMENT & PROJECT COMPLETION METHODOLOGY

The Owner-Contractor communication is an integral part of SoCo Contracting Company, Inc.'s (SoCo Contracting) methodology to ensure continual/real-time status of project deliverables. SoCo Contracting's construction management team will continually evaluate the actual construction in accordance with permitted plans/specifications that are approved by the City of Stockbridge and/or applicable regulatory agencies. SoCo Contracting's construction management team tracks and monitors field progress in conjunction with our Primavera P6 critical path (CPM) schedule defining all work activities, durations and related information.

Subcontractor Management and Supervision

Once we select qualified subcontractors, we take steps to make sure they understand the scope of work, policies, and expectations. After work begins, we carefully coordinate subcontractors' schedules according to project progress, and we closely monitor the quality of their work. Our subcontractor control plan includes information about orientation, preparation, scheduling, supervision, problem resolution, warranty calls, and punch list items. Subcontracted efforts are integrated through a series of interactions with the Project Manager (PM) and Superintendent, who are the personnel responsible for subcontractor management. The process is as follows:

- A pre-construction meeting is held to discuss coordination among the various trades.
- A construction meeting is held to coordinate and discuss schedules, questions, or concerns.
- A three-week notice for pre-start of the critical construction coordination efforts is issued to the project's subcontractors.
- Weekly meetings are held (once construction has begun) and progress schedules are continually established and distributed.
- Subcontractors are required to submit daily reports regarding the supervision of manpower and materials received to the appropriate company project supervisors.
- As a result of these subcontractor coordination efforts, we are able to integrate the efforts of all subcontractors involved, and also manage an efficient flow of work for each project.

Risk Management

The SoCo Contracting project, quality and safety management approaches form the basis of risk mitigation and the development of appropriate response actions to potential risk factors related to the project. Our Team will continue ongoing management and monitoring of identified risks and address the addition of any new risks that might be identified throughout the construction process. In the construction process, risk analysis will be performed to identify, quantify, model, manage, and monitor potential problem areas. The application of risk management procedures in SoCo Contracting's construction process will provide early visibility to potential "problem areas" and opportunities, where effort and money can be expended early in the pre-construction and project start-up phases to reduce vulnerability, excessive costs, technical delays, and schedule interruptions/delays.

Key Risk Factors that will be considered in the current solicitation includes, but is not limited to:

- Scheduled project duration and applicable resource allocation to meet project milestones
- Survey/Layout of project work.
- Work area coordination and location of existing utilities (electrical & underground)
- Public safety maintenance and continued implementation
- Quality Control/Quality Assurance of constructed work.

Planning and Scheduling

The schedule, being the primary control mechanism for the project, is a critical asset. SoCo Contracting will utilize Primavera Project Planner (P6) Scheduling software to plan and maintain project schedule. Our construction management team will be involved in the project planning at the time of project award. SoCo Contracting's Team understands the critical nature of making sure that all construction milestones are met, while responding to Owner/User comments in a timely manner. Our Project Manager, Barry Dunlap will continue schedule control with on-site monitoring of the production work, coordinating subcontractor requirements with production and procurement personnel, working with our Site Superintendent, Dave Wilson to not only disseminate schedule data but to record percentage process of each activity based on weighted percentage progress milestones assigned to each activity, updating the schedule with this data, running the schedule update features, and generating variance reports for both cost variance and schedule variances. This work will be accomplished on a continual basis so the project schedule is current and reflective of actual contract status.

Quality Control

A summary of the SoCo Contracting's Quality Control Program includes our Team conducting a constructability review to minimize problems that will be encountered in the field. The PM takes primary responsibility for leadership of quality implementation in the construction process. The superintendent is responsible for checking all shop drawings for accurate dimensions and ensuring submittal compliance with the applicable specifications and drawings for all materials, whether supplied by our firm, its subcontractors or suppliers. We will conduct, on a continuing basis, sufficient daily follow-up inspections to ensure that all subcontractors' workmanship and materials in the construction of this project are in conformance with the drawings and specifications. The Quality Control System will ensure three (3) phases of control and tests: Preparatory Phase, Initial Phase, and Follow-up Phase. All control phases and tests shall be recorded daily on the Quality Control Report. Items requiring correction are logged into a field quality control log. All comments requiring attention are captured in the field quality control log. The team conducts regular progress meetings involving trade contractors and Owner representatives during construction. These meetings are led by the PM and superintendent. Topics reviewed, among others, include safety, quality, schedule, conflicts.

Eliminating errors is our goal and our Quality Control Plan (QCP) helps us ensure that any errors in workmanship or materials that do occur are corrected immediately. Our corrective action policy is simple: The Project Manager (PM) is responsible for seeing that deficient work is corrected, preferably without disrupting the project schedule. Whenever a problem or discrepancy is identified, the PM will meet with the Superintendent and the personnel or

suppliers responsible for the discrepancy. They will examine the problem and solicit input from those involved. They will develop a solution to correct the nonconforming work, establish a deadline for the remedy, and ensure that the deadline is met. All personnel responsible for the problem, including subcontractors, are made aware that the deadline for the correction is critical to the timely completion of the project. Our Master Subcontract Agreement clearly sets forth the terms and conditions of subcontracting for each customer we serve. The agreement informs subcontractors of our expectations and guidelines for the performance and quality of their work. The agreement also gives us the means to enforce penalties for substandard work, delays, or safety violations, ensuring that the high standards and timeliness we demand will be maintained.

Safety

SoCo Contracting has put in place extensive policies and procedures designed to provide a safe and healthy work environment for all of our employees, subcontractors, and customers. What follows here is a general discussion and minimum details on the SoCo Contracting's Safety Program. Our goal on every job is to ensure that all work is completed safely, with appropriate tools, equipment, and methods as is implemented in compliance with Occupational Safety and Health Administration (OSHA) Standards along with City of Stockbridge Safety requirements and regulations. This goal takes priority over scheduling concerns. Any work the designated Site Safety Manager (in this case, the Superintendent for the subject solicitation), observes being performed in an unsafe manner, or without appropriate safety precautions, will be stopped until proper safety procedures can be instituted. Potential hazards are identified and systematically reduced or eliminated as much as possible. Environmental hazards are given extra consideration to verify that all dangerous procedures and materials are handled in accordance with OSHA and Environmental Protection Agency (EPA) guidelines. Every effort is made to substitute safe alternatives for potentially hazardous materials and methods. When this is not possible, we make sure that only qualified personnel with previous experience and specific training are assigned to hazardous duty. The Superintendent is also responsible for certifying that all workers are aware of proper safety procedures. All subcontractors are shown the location of all emergency equipment and Safety Data Sheets (SDS), telephones, and evacuation routes. The safety manager conducts weekly safety training sessions to ensure that everyone understands the particular dangers and hazards of the work in progress and that all site workers are familiar with safe operation and handling of equipment and materials. We require that subcontractors maintain the same level of education as all our employees on all jobs. Health and safety inspections are held regularly while a project is in progress. SoCo Contracting also has a third-party safety audit team (SMART Safety) that audits all of our projects monthly for compliance with all safety regulations and provides us reports to remedy any concerns and acknowledge all compliant behaviors at each project location.

Responsibilities and/or Commitments Expected from Owner

SoCo Contracting is looking for the City of Stockbridge to work with our firm with a commitment to partnering with SoCo Contracting to ensure open lines of communication among our respective construction management teams. The commitment to help the construction process along with commitment to minimize, as best as achievable, the turnaround times for Requests for Information (RFI's), submittal review, and approvals will ensure a timely, cost-

effective and safe project. As the process moves into the Construction phase, the Construction Team takes the leadership role and the project will benefit immensely with the Owner's ability to have its Design Team members stay involved to ensure that the scope and quality of the design is maintained with participation in partnering meetings and construction progress meetings. Timely review and approval of payment applications by the City is imperative to make sure that materials and equipment can be procured and cost and schedule impacts can be minimized. Additionally, the City's timely approval of pay applications will help make sure that trades can be scheduled and committed to the dates / milestones on the CPM schedule.

Responsibilities and/or Commitments Expected from SoCo Contracting

SoCo will work with the City's designer of record along the City construction team members from the Notice to Proceed through the project closeout and collaboratively evaluate any potential conflicts and / or coordination concerns with the design and work with the appropriate parties to develop a solution in conformance with the contract. If appropriate, a betterment or a cost-effective solution will be relayed to the City's Contracting Officer. SoCo will use our PROCORE PM System, which is a secure, web based, collaborative tool for reviewing, tracking comments and approving shop drawings is proposed to streamline the review process. Weekly construction progress meetings will be held at the site or the City's offices (as required) to review construction progress, RFIs, revisions, shop drawing and submittal reviews, scheduling and coordination issues. Note: RFIs, revisions, shop drawing and submittal reviews, scheduling/coordination issues will be tracked electronically & assigned to appropriate party to track to completion. After completion of all work, SoCo will conduct a completion inspection of all work features and activities. A punchlist will be developed to identify all items which are not in compliance with the specifications and drawings. The Contracting Officer Representative will be notified upon completion of the punchlist and corrective work. Prior to the scheduled completion date, punchlist site visits will be made to identify and to correct non-compliant construction (if applicable). Closeout documentation will be submitted as contracted and required per project in a timely fashion. SoCo will capture all changes implemented throughout the course of construction, allowing for a regularly updated contract document. Through the duration of the project, the construction team will maintain updated drawings and specifications. Upon completion of the project, SoCo will provide its project closeout team any additional field dimensioning and related changes to field items. With the continual updates to the project documentation, SoCo will be able to provide documentation in an efficient manner.

BRIEF DESCRIPTION OF KEY TASKS/KEY MILESTONES, AND KEY DELIVERABLES

Permit (Construction) Drawings and Documents

Upon award, SoCo Contracting will formally submit project drawings & specifications along with all applicable civil/structural notes, dimensions and supporting documentation (structural calculations, site plans, etc.) required for federal government, state, city, or county building permits. We will submit the package and follow it through until permits are issued.

Estimating/Buyout process

SoCo Contracting's Estimator reviews the project scope with each responding bidder to ensure the quote complies with the project specifications and requirements. The PM again confirms the

subcontractor will comply with all specifications and requirements prior to awarding and/or formalizing a contract to the subcontractor and/or designated subcontractor, as applicable.

Pre-Construction Conference

Each project requires a slightly different approach to respect the client's specific needs and the site environment. SoCo Contracting anticipates having deliverables available to the Owner to address the complete construction plan as well as anticipated construction schedule for the project by the time of the Pre-Construction Conference.

Submittal Approval

SoCo Contracting's PM reviews submittals and shop drawings from each subcontractor for compliance with the plans and specifications. He/She checks all submittals and shop drawings prior to forwarding to the Owner / Design consultant for review and approval. Approved submittals & shop drawings are distributed to the inspector, the superintendent, subcontractor, and other subcontractors as required for coordination.

Procurement

SoCo Contracting's PM tracks procurement of materials after approval with each subcontractor. This ensures materials arrive on the site on time and in the correct sequence for installation. In addition, the PM ensures that materials are stored in compliance with the manufacturer's instructions if they are not immediately installed.

Construction

The construction phase is intense and requires a great deal of coordination. We stay organized and anticipate proper control from the management, resource, budget, and schedule aspects of the process. We like to involve the Owner as much as he or she wishes. We provide an itemized time schedule for construction, so you know exactly what is happening when. We strive to create a team-oriented environment in which we as the General Contractor and the Owner can participate together to foster a successful construction project.

Pre-installation

SoCo Contracting and its Team meets with each trade to discuss the installation of each material and system involved in the job. Depending on the complexity of the installation, our Team may involve all pertinent personnel and subcontractors. SoCo Contracting and its Team will review the specification, submittals, means and methods, testing requirements, site conditions, inspection procedures, storage conditions, mock-ups, and commissioning requirements during the pre-installation meeting.

Installation

SoCo Contracting's superintendent is responsible for monitoring the subcontractor's means and methods and compliance with the installation requirements of the specification the manufacturer, and all applicable building codes. SoCo Contracting's superintendent will review the substrate with the subcontractor to verify its satisfaction. SoCo Contracting's superintendent will review the subcontractor's work during the installation process. Where possible, SoCo Contracting's superintendent will designate a portion of the work to become a mock-up in place. SoCo

Contracting's superintendent is responsible for coordinating and verifying new work is not installed on top of work that has not been properly tested and its integrity confirmed.

Inspection and Acceptance

The installing subcontractor should inspect his work for compliance with the plans and specifications. SoCo Contracting believes in a punch-as-you-go method. Work will be inspected and corrections made during the process of the job in order to minimize the amount of corrective work done at the end of the project during the punch list and closeout phase. Upon receiving notification from the subcontractor that the work is ready for inspection, SoCo Contracting's superintendent will verify the acceptability of the work. SoCo Contracting's superintendent will then schedule an inspection by the appropriate parties to review and accept the work.

Corrective Action

Work failing to comply with the plans and specifications will be corrected or removed and reinstalled at the direction of SoCo Contracting's superintendent. Parties such as testing agents, design professionals, inspectors, and owner representatives should direct their verbal or written comments to the SoCo Contracting Team's superintendent.

Substantial Completion Walk-Through

On the substantial completion date stated in the Contract (or a revised date agreed upon per Change Orders), as is required on our other government / public contracts, we anticipate completing a walk-through with the government to create and sign a final Punch List of items to be completed.

Project Closeout & Commissioning (As Required)

SoCo Contracting's superintendent will oversee the commissioning of equipment in accordance with the manufacturer's recommendations. SoCo Contracting's superintendent will ensure that commissioning takes place under the conditions and time schedule recommended by the manufacturer. Upon commissioning, punchlist work and Owner training being completed, SoCo Contracting will submit to the City of Stockbridge final project As-Built Drawings & Specifications along with all Operation & Maintenance (O&M) Manuals with all required warranty documentation.

PROJECT SCHEDULE

See attached project schedule at the task level starting with the receipt of the Notice to Proceed and ending with project completion.

MANAGEMENT AND QUALITY CONTROL PLAN/APPROACH

SoCo Contracting will manage this project in a manner that assures quality control management procedures are maintained throughout the construction process. This model has proven successful on SoCo's previous projects. SoCo Contracting will maintain and implement our program management process to ensure that project deliverables are accommodated with the highest quality. SoCo Contracting's management program and quality control approach has specific emphasis on the project mobilization, safety, subcontractor/vendor management, document controls, cost, and schedule control to assure consistency with the City of Stockbridge's requirements.

Construction Quality Control Program and Procedures

The Principal-in-Charge (PIC) for projects under the proposed Contract will be Parampal Singh. Mr. Singh's experience and qualifications are clearly represented in the attached resume as part of our proposal. The Principal-in-Charge will assign the Quality Control (QC) Manager (Site Superintendent will be responsible for QC Manager responsibilities at the project site) to work with the project team in assuring that the City of Stockbridge is receiving a project of the highest quality and with strict adherence to City of Stockbridge requirements along with all federal, state and local requirements. The QC Manager reports directly to the Project Manager and has complete authority to reject any deficiencies or work inconsistent with the Quality Control Program. The QC Manager will have autonomy and independence from other team members to make decisions in regards to construction quality control. QC Manager also has the authority to direct that the improperly installed work shall be removed and that no additional work is performed until corrections are made and approved by the QC Manager and final approval and concurrence by the Project Manager. The QC Manager will also work very closely with the Project Manager from the time of award to ensure that the work is performed in accordance with the contract plans and specifications by implementing and managing the Quality Control Program procedures.

I. Duties, Responsibilities and Authority of QC Manager

The QC Manager will be responsible for the overall Quality Control Program and the individual responsibilities will include, but not be limited to:

- Implement SoCo's Quality Control Plan (QC Plan), using the three (3)-phase control system for all aspects of the work in this project.
- Consult with project supervisory personnel team to assure compliance with the quality control requirements of the contract.
- Coordinate the quality control efforts of subcontractors and suppliers to conform to the overall QC Plan.
- Provide direct feedback to the City of Stockbridge government representative on the effectiveness of the QC Plan.
- Be at the project site as maybe required for the project.
- Ensure that shop drawings, brochures, and related documents are forwarded immediately upon review to the City with accompanied submittal transmittal or applicable form, correctly filled out.
- Maintain the submittal register or applicable forms, including schedule updates and corrections, and submit monthly to the City.
- Conduct tests, supervise tests and witness tests as required to ensure compliance with the contract plans and specifications.

- Prepare, review and submit daily reports, test reports and other paperwork required in the QC Plan.
- Supervise Quality Control (QC) personnel and any outside quality control firms (if required).
- Schedule and control QC meetings including documentation and distribution of meeting minutes.
- Establish inspection procedures specifically required for this project.
- Ensure Operation and Maintenance manuals are undated correctly and punctually.
- Maintain daily QC reports.
- Maintain the contract drawing log (update drawings as necessary to reflect changes, requests for information, and related information).
- Maintain As-Built Drawings sets.
- Make changes or modifications to the QC Manual during the life of the contract to ensure contract compliance and an effective Quality Control program. The City may direct changes to the QC plan or personnel and all changes or revisions to the QC plan must receive City of Stockbridge approval prior to implementation.

II. Superintendent Coordination of QC Manager Responsibilities

The Project Superintendent has the authority to stop any work he determines is unsafe or not in conformance with the plans and specifications. He has the authority to order work removed if it does not conform to the plans and specifications. He has the authority to have personnel removed from the jobsite if he determines their work is unacceptable or unsafe.

The Project Superintendent shall act as the QC Manager in the implementation of the QC plan. The QC Manager may request the assistance of the Project Manager as needed to ensure compliance with the plan. The QC Manager will report any deficiencies to the Project Manager and record any such deficiencies to be tracked and logged into the QC log.

III. Shop Drawings, Submittals and Product/Material Data – Quality Management

The QC Manager will also serve as the submittal manager. The QC Manager has full authority to act for the firm in all submittal matters. His/her responsibilities include scheduling review, updating, and obtaining any submittals required from subcontractors.

The QC Manager will review the submittal register a minimum of every thirty (30) days. The submittal register will be utilized to plan and monitor submittal progress so as to ensure timely approval of methods/materials prior to their scheduled need time. The submittal register will be available for inspection by the City's Representative at all times. An updated submittal register will be forwarded to the City's Representative at sixty (60) day intervals, or as requested by the City of Stockbridge.

The QC Manager will review the submittal register during preparatory phases of quality control to ensure that all submittals for the ensuing feature of work are approved and will take action to correct any deficiencies in submittal requirements.

All submittals required by the specifications or as needed for approval of deviations will be submitted by the QC Manager utilizing SoCo's submittal transmittal form or applicable form from the City of Stockbridge, in accordance with submittal register schedule dates or sooner. Prior to submittal, all shop drawings, data, samples, certifications, and test reports will be

reviewed by the QC Manager to ensure compliance with the contract requirements. Corrections and revisions will be requested where necessary.

IV. Field Quality Control, Testing and Verification Procedures

A listing of all field quality control tests indicated in the contract specifications and additional tests as needed to establish quality control will be incorporated in the Quality Control Program for the project. This listing will include the name of the test, specification paragraph number, feature of work tested, associated activity, responsible person, and frequency.

A. Testing Facilities

The proposed testing laboratory for use on this project will be established upon award of contract from the City of Stockbridge. A back-up testing laboratory will also be designated at that time. Once determined, SoCo shall submit selected testing laboratories information to the City of Stockbridge for its records.

B. Testing Records

All testing activities will be recorded on the Daily QC Report, indicating the name and number of the test performed, specification paragraph reference, and location performed. Results of the tests will be recorded on the Daily QC Report or attachments. Actual test reports will be furnished promptly to the City's Representative as directed by the specifications. A copy of all test reports from the Materials Test Laboratory will be sent directly to the City of Stockbridge by e-mail or U.S. Mail as required.

C. Materials/Equipment Review and Approval

The QC Manager will inspect all material/equipment deliveries for: (1) compliance with approved submittals, (2) damage, (3) correct dimensions and qualities, and (4) required labeling and documentation. The City's Representative will be notified of any material/equipment failing to meet requirements. A record of inspection will be noted in the Daily QC Report and any necessary corrective action will be initiated. Proper storage will be checked.

D. Off-Site Inspection (as applicable)

The QC Manager will inspect manufacturing facilities and material sources as specifically directed by the specifications. Additional inspections will be conducted as necessary to ensure compliance with the contract specifications. The QC Manager will record offsite surveillance activities in the Daily QC Report. Where instances of noncompliance are observed, corrective action will be initiated.

E. On-Site Inspection

Each craftsman will be charged with the responsibility of performing his or her work in a workmanlike manner and continually striving for the highest degree of quality. Only craftsmen who exhibit an ability to perform and desire to achieve quality will be employed and retained. The QC Manager will routinely and continually inspect the work for compliance with the contract documents. Duties, as outlined above, are for the purpose of maintaining and documenting the work as required to achieve a high degree of quality. The Quality Control Program outlined in this approach will include a complete listing of definable features of work. The QC Manager's

inspection of these work features will be accomplished through implementation of the 3-phase control procedures outline hereinafter.

F. Completion Inspection

After completion of all work, the QC Manager will conduct a completion inspection of all work features and activities. A punchlist will be developed to identify all items which are not in compliance with the specifications and drawings. The QC Manager will establish a date by which each deficiency will be corrected and note such date on the punchlist. A follow-up inspection will be conducted to verify completion of all punchlist items. The completion inspection and any resulting corrective action will be accomplished within the contract performance period. The City's Representative will be notified upon completion of the punchlist and corrective work. The punchlist will be made part of the Quality Control documentation by attachment to the Daily QC Report.

G. Commissioning of Equipment

This requirement is discussed briefly and noted that the requirements in this section may be necessary duplications of Tests/Verifications required in other parts of the specifications, and will not be waived. Special emphasis will be placed on providing advance notice to the City to accommodate the numerous inspections mandated by the City of Stockbridge and as per contract requirements. Additionally, SoCo will ensure that all test and inspection reports on related systems, and O&M Manuals will be made available to the City of Stockbridge Representative prior to commencement of the Commissioning process. All pre-commissioning checks will be successfully completed prior to beginning the functional performance tests. SoCo will actively participate as part of the Commissioning team and will accommodate and provide the following types of team members as needed (including, but not limited to):

- Quality Control Managers
- Civil / Structural Representative
- Mechanical Representative
- Electrical Representative
- Testing, Adjusting, and Balancing Representative
- Control's Representative

V. Three (3)-Phase Quality Control Inspection Procedures

A Three (3)-phase control system shall be implemented by the QC Manager and Project Management Team to ensure that construction, including subcontractors, fabricators and suppliers, complies with the requirements of the contract documents. This system of management will address each definable feature of work beginning with early planning stage requirements and ending with the finished work activities. Each phase will allow the opportunity to prevent problems and deficiencies and ensure that the Accident Prevention Program is implemented. The three control phases are outlined hereafter.

A. Preparatory Inspection Phase

This phase will be performed prior to beginning work on each definable feature of work. This phase will be conducted at a meeting involving the QC Manager, Project Manager, Project Superintendent, and other QC Personnel as may be required for each particular discipline, and the foreman & crew involved in the particular work

feature. The City's Representative will be notified twenty-four (24) hours in advance of the Preparatory Phase. The phase will include:

- A review of the applicable section of the specifications and contract drawings (review Specifications).
- Safety Manager will sign off on the Activity Hazard Analysis (AHA) before conducting the Preparatory.
- A review of the submittal register to ensure that all required submittals are submitted and approved. Take corrective action when necessary. Submittal data will be discussed to acquaint all team members with technical aspects and points peculiar to the work feature (review submittals).
- A check to ensure that materials and equipment are in compliance with approved submittals and specifications. Verify that required materials and equipment are on hand and properly stored (check Material).
- Verify that preliminary work is satisfactorily completed.
- Review control testing requirements and verify that testing facilities are approved. Verify that necessary provisions are made for testing (review Testing).
- A consensus will be reached on planned construction procedures, tolerances and the required level of quality expected from the QC Manager and the City's Representative in order to meet contract specifications (set standards).
- Review appropriate Activity Hazard Analysis (AHA) to assure safety requirements are met. The QC Manager will inspect all equipment to ensure that minimum requirements for safety provisions in accordance with OSHA regulations, City of Stockbridge Safety Program requirements, and applicable regulations are met (safety checks).
- The above described activities will be documented on the "Preparatory Phase Checklist." This form will be attached to the Daily QC Report and furnished to the City of Stockbridge City's Representative. Problems and deficiencies apparent during the preparatory phase and corrective action initiated will be noted in this report.
- A sign in sheet will be present at this meeting all personal attending will sign.

B. Initial Inspection Phase

This phase is performed once a representative portion of work has been place for each definable feature of work and will be conducted at a meeting involving the QC Manager, Project Manager, and Project Superintendent involved in the particular work feature. The City's Representative will be notified twenty-four (24) hours in advance of this phase. The initial phase will include:

- A site check to ensure the preliminary work is satisfactorily completed will be conducted by the QC Manager, Project Superintendent & City's Representative.
- Verify that materials, equipment and construction procedures are in compliance with the contract documents and resolve all differences.
- Review control testing requirements.
- Set standards of quality required to meet contract specification.

- Review the Activity Hazard Analysis (AHA) to ensure safety requirements are met. Check equipment for safety provisions.
- The above described activities will be documented on the “Initial Phase Checklist”. This form will be attached to the Daily QC Report and furnished to the City’s Representative.

C. Follow-up Inspection Phase

This phase is accomplished through daily inspections by the QC Manager, and also through performance of the required control testing. Follow-up phase efforts will ensure a continuation of quality and safety standards established during preparatory and initial phases until completion of the work feature or activity. The QC Manager’s follow-up phase activities, including deficiencies noted, corrective action taken, and control testing results will be recorded in the Daily QC Report.

VI. Corrective Action Plan and Tracking of Construction Deficiencies

In cases where tests or inspections indicate that work or materials do not meet the requirements of the specifications, the following procedures will be followed:

- Immediately discuss the deficiency and possible corrective action with foreman overseeing that aspect of the work. The Project Superintendent and/or Foreman will take immediate action. Or, if immediate action cannot be taken by the stated personnel, then
- Within two (2) hours, present the deficiency along with supporting data to the Project Superintendent and the QC Manager. If the problem cannot be resolved at this level and/or the work cannot be returned to the specified condition, then,
- Within twenty-four (24) hours will develop and submit to the City’s Representative a plan of corrective action.
- Upon approval of the corrective action plan, corrective action will be implemented.
- After corrective action has been taken, if applicable, the work will be restarted for compliance.
- The form for tracking construction deficiencies is the “QC Comment” list. A QC Comment can be issued by the QC Manager, Project Superintendent or Project Manager. All QC Comment’s shall be kept and updated by the QC Manager. The QC Comments will be available for inspection by the City’s Representative. We will also use SoCo’s Procore Project Management System to track the “QC Comments” as part of our daily reporting procedures.
- The QC Document listing is available for inspection by the City’s Representative.

VII. Reporting Procedure

A. Reporting and Documentation

The QC Manager will maintain records of all quality control activities including documentation of control testing and inspection, and maintain integrity of the contract documentation through use of the following described forms and procedures. Additional reports will be formulated or added as needed. All reports and documentation will be maintained in Procore Project Management System. New employees will be trained on SoCo’s project management, accounting and safety systems before being employed on the project, if the necessity is there for new project team members.

B. Daily Records

The QC Manager will utilize the Procore Project Management System QC Reporting form or form as may be required by the City of Stockbridge to record daily control activities and resources used, work performed, and other data indicated on this form. The original and one copy will be furnished to the City of Stockbridge representative within twenty-four (24) hours of the reporting date. The QC Manager will maintain copies for his files. Test reports will be included in the daily QC Report.

C. Control Phase Checklists

The QC Manager will utilize SoCo's forms or form as may be required by the City of Stockbridge entitled "Preparatory Phase Checklist" and "Initial Phase Checklist" to document these control phase activities. Original will be attached to the Daily QC Report for the date on which the control phase is completed. A log will be maintained at the jobsite office to record the data on which preparatory and initial phases were completed for each definable feature of work so as to allow easy verification of control activities.

D. Contract Document Control

The QC Manager will maintain a record in log form of the most up-to-date documents issued for construction and adjustments. No contract documents will be replaced or revised without receipt of a modification or direction from the City's Representative. The QC Manager will maintain As-Built contract drawings and specifications.

E. Change to CQC Plan

Periodically, and at least once monthly, the QC Manager will review the QC Plan with the possible need for changes in mind. During the course of work on this contract it is reasonable to expect the need for some changes to arise. When they do, the QC Manager will incorporate these changes in the form of written amendments and copies will be furnished to the City's Representative for reviews and approval as appropriate.

VIII. Coordinating Labor, Resources, Subcontractors, and Material Suppliers

The SoCo team draws resources from within our organization and from subcontractors to complete projects. The City of Stockbridge will receive 100% commitment at every level with quality performance and dedication to project requirements throughout all project phases. The SoCo Team has a long-standing working relationship performing on various projects for local, state and federal requirements and thus, understands the intricacies involved in delivering the government a quality product designed to meet or exceed the City's expectations.

SoCo's Principal-in-Charge has full authority over all on-site activities conducted by all staff members as well as subcontractors for the subject project. The Principal-in-Charge will represent SoCo at the local level on all routine matters, negotiate and execute contracts with subcontractors, and facilitate project activities administration through the duration of the project. The Principal-in-Charge is responsible for managing subcontractors, maintaining master schedules, signing purchase orders, performing/supporting estimating, managing site personnel, representing the SoCo Team in all communication/meetings with the City, and maintaining necessary contract documentation by collaborating with the City's design team

to ensure design conformity and to capture as-built information. On-site staff report directly to the Project Manager who, in turn, reports to the Principal-in-Charge.

The Project Superintendent is responsible for supervising, managing, and directing the daily site activities of all on-site staff, subcontractors, and tradesmen to ensure timely and satisfactory project completion in accordance with all project plans, specifications, and scope of work requirements. The Superintendent reports directly to the PM and ensures that proper safety, quality, and documentation procedures are followed, and that work progress is reported in a timely manner. The QC Manager oversees thorough inspection of the project as an onsite representative and verifies that proper quality control instruction is given and followed. The QC Manager reports to the PIC only in matters of daily logistics, getting his authority from our executive managers. This way, quality control remains the highest priority and does not suffer as a result of other project concerns. The QC Manager has autonomy to make decisions solely with regard to quality. The QC Manager's other authorities and responsibilities are delineated through a project-specific QC Plan. The QC Manager has full authority to stop a project in the event of a serious quality, safety, or applicable code violation, immediately reporting any such stoppages to the PM and executive team members. The QC Manager coordinates with the Project Manager to ensure final design drawings, as-built drawings, specifications, and documentation record the final project's features and technical elements, as may be applicable to each task order.

For this renovation project, SoCo Contracting anticipates the use of subcontractors and/or vendors for the following trades/work:

- polished concrete
- cold-formed metals;
- finish carpentry;
- PL cabinets & wood casework;
- insulation;
- Doors & Hardware (hollow metal, wood, access, automatic entrances)
- Glass & glazing; aluminum-framed storefronts
- acoustical ceiling
- wall coverings/painting/coatings
- flooring
- electrical
- HVAC
- signage

IX. Reviewing, Approving, and Managing Submittals from Subcontractors and Suppliers

All shop drawings, samples, certificates, or other submittals are reviewed and signed by authorized personnel, usually the QC Manager, indicating that the submittals conform to the drawings and specifications, and then copies, marked as approved, will be sent to the City's representative.

We check and approve all samples of material and/or equipment proposed for incorporation into the project. The approved samples are identified as to their intended use and a letter of

certification will accompany the transmittal that states the samples comply with the contract drawings and specifications. Adequate time will be scheduled for the City's approval. Before delivery of materials and equipment, certified copies of the reports of all tests listed in the technical sections will be submitted for approval, as well.

X. Surveillance of Work and Quality Control Procedures

In order to consistently verify the quality work of our in-house team members, subcontractors, and material suppliers, inspections are planned to meet the timing of scheduled milestones. Quality control inspection personnel time their efforts to prevent delays in the work progress. The Project Superintendent assists in the coordination QC inspections to ensure that tasks are complete enough to warrant inspection, or that the inspector is on hand to observe work in progress, and the City's representatives who wish to be present are available.

When project work is nearly complete, or to the completion point agreed upon, the QC Manager will inspect the work and develop a punch list of items that do not adhere to the approved drawings and specifications, which will be provided to the City's Representative. The QC Manager will follow-up to ensure that all deficiencies have been corrected on time, and will notify the City of Stockbridge that the project is ready for their Pre-Final Inspection.

The City's Representative will perform the final inspection with the SoCo's QC Manager. A Pre-Final Punch List may be developed as a result of this inspection. The QC Manager ensures that all items listed on the Pre-Final Punch List are corrected before the Final Acceptance Inspection. Once these items are completed, the QC Manager notifies the City's Representative to schedule the Final Acceptance Inspection.

The QC Manager, PM, and the City's Representative attend this inspection. The City of Stockbridge receives notice at least two (2) weeks before the Final Inspection that all specific items previously identified as being unacceptable, along with all the remaining work on the task order, are complete and acceptable by the date scheduled for the Final Acceptance Inspection.

XI. Acceptance, Rejection, Documentation, and Resolution of Deficiencies

Eliminating errors is our goal and our QC process helps us ensure that any errors in workmanship or materials that do occur are corrected immediately. Our corrective action policy is simple: The QC Manager is responsible for seeing that deficient work is corrected, preferably without disrupting the project schedule. The QC Manager will take whatever steps are necessary to make sure this goal is met.

Whenever a problem or discrepancy is identified, the QC Manager will meet with the Project Superintendent and the personnel or suppliers responsible for the discrepancy. They will examine the problem and solicit input from those involved. They will develop a solution to correct the nonconforming work, establish a deadline for the remedy, and ensure that the deadline is met. All personnel responsible for the problem, including subcontractors, are made aware that the deadline for the correction is critical to the timely completion of the project.

The QC Manager will monitor the Project Superintendent's actions taken to correct errors. In no case will work be allowed to continue if doing so would require building upon or concealing defective work.

Our subcontract management approach requires that subcontractors accept and follow our policies in a number of key areas, especially quality control. Our Subcontract Agreement clearly sets forth the terms and conditions of subcontracting for each customer we serve. The agreement informs subcontractors of our expectations and guidelines for the performance and quality of their work. The agreement also gives us the means to enforce penalties for substandard work, delays, or safety violations, ensuring that the high standards and timeliness we demand will be maintained.

XII. Subcontractor Management and Supervision

Once we select qualified subcontractors, we take steps to make sure they understand the scope of work, policies, and expectations. After work begins, we carefully coordinate subcontractors' schedules according to project progress, and we closely monitor the quality of their work. Our subcontractor control plan includes information about orientation, pre-performance preparation, scheduling, supervision, problem resolution, warranty calls, and punch list items. Subcontracted efforts are integrated through a series of interactions with the PM and Project Superintendent, who are the personnel responsible for subcontractor management. The process is as follows:

- A pre-construction meeting is held to discuss coordination among the various trades.
- A construction meeting is held to coordinate and discuss schedules, questions, or concerns.
- A three (3) week notice for pre-start of the critical construction coordination efforts is issued to the project's subcontractors.
- Weekly meetings are held (once construction has begun) and progress schedules are continually established and distributed.
- Subcontractors are required to submit daily reports regarding the supervision of manpower and materials received to the appropriate company project supervisors.

As a result of these subcontractor coordination efforts, we are able to integrate the efforts of all subcontractors involved, and also manage an efficient flow of work for each project.

XIII. Lines of Responsibility, Authority, and Communication Through Which the Tasks Will Be Managed, and the Actions to be Taken to Ensure Performance of the Contract

SoCo's organizational structure for this type of solicitation is streamlined and proven. It is based on the successful model SoCo has used to execute several million dollars' worth of projects including, renovations, repairs, ADA accessibility construction, sitework, grading, underground utilities, concrete construction, and earthwork construction projects for various Local, State, and Federal Government Agencies. SoCo's organizational structure has clear and direct lines of communication as well as reporting structure. There are no ambiguities with respect to the roles or lines of authority for SoCo's internal Office personnel along with SoCo's Field personnel. SoCo's Principal-in-Charge will be the primary point of contact with Owner for overall contractual issues. As indicated on SoCo's organizational support table, Quality Control, and Safety oversight functions report to corporate managers and are independent of the PM and project superintendents. This ensures that QC and Safety personnel have full authority to stop work, identify non-conformance with specified procedures, and implement corrective actions.

SoCo's Principal-in-Charge will assign and work to conduct project planning and allocation of staff and resources. The benefits SoCo brings to the City with its program organization approach include:

- Single point of accountability for all project elements through PIC
- Demonstrated ability to execute different types of projects, especially multi-tasking
- Ensured contract and regulatory compliance through incorporation of demonstrated QC, Safety, and Project Management procedures
- Clearly defined responsibilities for successfully & efficiently managing the contract & related task orders

The authorities and responsibilities at the Task Order management level are outlined in the below table.

Project Organization Reporting Lines and Authority Structure

STAFF MEMBER	REPORTS TO	RESPONSIBILITIES AND AUTHORITIES
Project Manager	Principal-In-Charge	Responsibilities – Directs and manages all aspects of construction activities in compliance with contractual requirements; communicates with City's representative; coordinates subcontractors; controls cost, schedule, and quality performance; reviews technical aspects of project; assures compliance with Safety and Environmental requirements. Authorities - Negotiates change orders; drafts Project Management Plans; accepts final cost proposals from subcontractors; signatory authority for project budget; authority to execute change orders; allocates budget among work elements; approves charges to project; approves field operations personnel assigned; approves technical deliverables; directs project activities; removes personnel not performing in compliance with contract requirements; manages, directs, and provides oversight for work executed by team.
Project Superintendent	Project Manager	Responsibilities - Directs field and construction work; manages and executes all field activities in accordance with approved work scope, assures safety compliance in field. Authorities - Stops work that does not comply with work plans or safety plan; initiates corrective actions to ensure compliance; accepts project modifications in the absence of PM; approves change orders and estimates as delegated by PM; provides QC for construction activities.
Safety Manager	Project Manager	Responsibilities - Prepares safety plan; assures implementation of safety requirements; ensures appropriate training and proper medical monitoring of personnel;

Project Organization Reporting Lines and Authority Structure

STAFF MEMBER	REPORTS TO	RESPONSIBILITIES AND AUTHORITIES
		identifies incidents of safety noncompliance. Authorities - Issues stop work order if unsafe or unhealthy conditions exist; prevents resumption of work until condition is corrected; approves Safety Plans and Amendments.
QC Manager	Project Manager	Responsibilities - Implements QC Plan; conducts QC audits; certifies tests and inspections for contract compliance; provides QC on analytical services. Authorities - Reviews all deliverables for technical completeness, accuracy, and compliance with work plans and SOW requirements; issues stop work order if work fails to meet requirements; delays resumption of work until corrective measures are in place.
Project Staff / Resources	Project Manager	Responsibilities - Provides technical support in a quality, on time, cost-effective, and safe manner; develops and prepares technical submittals. Authorities - Performs work as directed by PM and signatory authority as delegated by PM.

XIV. Quality/Management Control Procedure - Approach to Accomplish the Project Requirements within Budget and on Schedule

As the prime contractor, SoCo Contracting will be responsible for managing and executing the contract through our Program Management Office (PMO) located at 3175 Presidential Drive, Suite 100, Atlanta, GA 30340. SoCo Contracting will staff project with in-house technical resource pool and draw supplemental support from SoCo Contracting's relationships and utilization of qualified subcontractors and vendors. SoCo will use the following additional tools to ensure tasks are executed within the cost, schedule and quality goals and also ensure that issues are effectively communicated between the Team and the City:

- Project schedules, organized by Work Breakdown Structure (WBS) with a "responsibility" column for each task
- Tightly written and clearly defined fixed-price subcontract scopes of work, with subcontractor responsibilities outlined by WBS
- Monthly Status Reports (MSRs) to communicate project status and track action items
- Productivity metric reports to track daily/weekly/monthly field progress in accordance with the project schedule
- Regularly scheduled project review meetings/conference calls between all stakeholders
- Advanced notification of required reviews, approvals, resolution of submittals and requests for information – tracked via email notifications

Effective project control begins at the project definition phase, and extends through the planning, execution and follow-up phases. The table below defines responsibilities of the centralized PMO and decentralized project teams for execution. SoCo's PMO is located Atlanta, GA. The PMO will exercise oversight of cost, schedule, and quality performance, and will use the processes discussed in this proposal to proactively identify and mitigate management issues. The City will have a single POC for problem resolution and will receive uniform, consistent deliverables from the PMO, making review and approval quick and efficient.

SoCo Organizational Structure Support for Construction

MANAGEMENT COMPONENT	ADMINISTRATIVE AND MANAGEMENT RESPONSIBILITIES	BENEFITS TO THE CITY
Project Teams at Project Location	▪ Project/construction management ▪ Customer support/interface ▪ Subcontractor/field QC ▪ Safety implementation ▪ Detailed estimating/scheduling ▪ Cost tracking, progress reporting/invoice reviews	▪ Leverages the resources of the entire team; prevents bottlenecks or resource constraints in execution ▪ On-site presence ensures frequent communication and clear understanding of customer expectations ▪ Local staff develop knowledge of site conditions, regulators, and long-term customer relationships
Supported by Centralized PMO	▪ Contract management and resourcing ▪ Proposals and modifications ▪ Subcontracting and purchasing ▪ Cost/schedule control and oversight ▪ Accounting/invoicing/progress reporting ▪ Project QC ▪ Corrective actions	▪ Consistency in proposals, progress reports, and invoices makes contract administration easier for the City of Stockbridge ▪ Single POC ensures responsiveness, adequacy of resources, and smooth coordination with the City of Stockbridge ▪ Centralized oversight of cost/schedule and quality quickly identifies and mitigates issues, minimizing the requirement for owner oversight ▪ Dissemination of lessons learned to all team partners ensures continuous improvement throughout the contract term

The PMO will manage the resourcing, safety program, invoicing, cost control, scheduling, information flow, prepare programmatic Safety and Accident Prevention Plan, QC plan, mobilization check lists, environmental plan and technical services necessary to successfully execute this project.

The project team is selected to address specific needs on the project. If the SOW presents unique requirements that SoCo's Team needs additional support to accommodate, the PM will draw upon SoCo's team members to locate resources that possess the desired capabilities and experience. This approach is based on the "right resources for the right project" philosophy. The core of this philosophy is focused on identifying the specific success factors required to deliver the project(s) including:

- Skills that match the requirements of the assigned SOW at the facility
- Proven performance track record with local, state and federal government customers
- Experience and ability to build a direct and positive rapport with the customer
- Clear understanding of the City of Stockbridge regulatory and budgetary drivers as well as budget limitations
- Technical understanding of the project SOW and importance of the project schedule

SoCo's key personnel has identified these success factors for this project and has identified the project team personnel that match these factors. These matches and assignments are made with the intention of the project team becoming an integral part of the City's resources.

The project team was selected from SoCo's resource pool and is comprised of the right discipline mix to qualified personnel to complete the SOW. The Project Manager will serve as the single point of contact for the project and be responsible for project management and execution. Our Project Managers have numerous years' of continuity of successful project performance with the local municipalities as they have managed several similar projects for small and large government clients. During the planning phase, the appropriate key personnel, technical support staff, subcontractors, and resources are identified based upon the work breakdown structure (WBS). This level of work planning provides the right-sized and most-qualified team to accomplish the work in the most efficient and cost-effective manner.

SoCo Tools to Support Communication Process

TOOLS AND PROCESSES	USERS	CONTRIBUTION TOWARD EFFECTIVENESS AND EFFICIENCY, AND RISK MINIMIZATION
Contract Instructions	Contract and Project Team	Establishes contract-wide management practices, tools, and requirements. Ensures operational consistency. Prevents disruptions and poor performance by ensuring that overall contract execution is conducted according to this project.
Project Management Plan	Entire Team	Provides project teams with project-specific management practices, tools, requirements, and success metrics. Details assignments and accountabilities, schedule, budget, and change management instructions. Ensures the project team is operating consistently. Avoids disruptions and poor performance due to non-alignment of project team members.

SoCo Tools to Support Communication Process

TOOLS AND PROCESSES	USERS	CONTRIBUTION TOWARD EFFECTIVENESS AND EFFICIENCY, AND RISK MINIMIZATION
Procore Project Management System	Entire team	A site that provides users with real-time internet access to project documents and data on project status, cost/schedule progress, and productivity efficiency. Provides worldwide access to data, and allows for early identification of issues.
Master Document List	Contract and project team	Provides a single listing of all contract documents to ensure the maintenance of a central library, as well as aids in tracking revisions, changes, amendments, and supplements to all documents.
Master Contract / Project Planning Chart	Entire team	Provides informational management of multiple project schedules and costs. Provides progress to date and projection of work. Allows for early identification of cost and schedule issues.
Documentation / Daily Logs	Project Team	Ensures that current information on construction status is communicated to project team, allowing for early identification and mitigation of issues. Daily activities are recorded and maintained throughout the duration of the project.
Status Report	City of Stockbridge, End-User, Project and Contract Team	Ensures that cost, schedule and quality status and issues, and plans to mitigate risk are clearly communicated with both the contract and project team and the City.
Conferences, Meetings, and Meeting Minutes	City of Stockbridge, End-user, Project and Contract Team	Provides organization and direction of meetings with stated purposes and objectives with a means of follow-up documentation to confirm decisions, action items, and other discussions.

XV. Plan for Early Identification and Resolution of Problems

Early identification of potential management issues begins at the proposal planning stage and continues throughout project delivery. During proposal planning, SoCo identifies known management issues (e.g., logistical constraints) and develops delivery approaches to avoid them. SoCo also identifies potential issues (e.g., suspected but unconfirmed field conditions) and develops contingency plans to mitigate them. Contractual tools for

mitigating management issues include price variance clauses in compensation terms or fixed-unit rates when a high probability exists for changed conditions and optional tasks or work items.

Combined with SoCo's internal quality program, various communication procedures and processes are used to ensure that projects are executed effectively and efficiently by SoCo and with Team Members. Open communication facilitates rapid identification and resolution of any potential problem. Communication processes include:

- Proposal planning, which occurs during the RFP, to ensure that overall Contract requirements are understood by SoCo , Team Members, and subcontractors
- Project planning to ensure that team personnel understand their own and each other's roles, responsibilities and accountabilities
- Ongoing communication to ensure that project status is understood by the team members and the customer, potential issues are identified, mitigation approaches are established and implemented, and follow-through on assignments is completed
- Single POCs established within each team members' organization
- A communications plan that serves as a reference for all project team members to understand the communication chain on the project

The communication channels shown below provides the Principal-in-Charge with a method to ensure follow-through of assigned responsibilities using direct communications with PM's and the project staff, including any subcontractors. For the overall project, SoCo will develop and maintain a master schedule of the contract TOs and associated critical milestones. Weekly contract review meetings provide a forum where the contract schedule is reviewed with the team. The PM incorporates status updates.

Channels Ensure Effective Communication and Continuity Throughout the Program

CHANNEL	FREQUENCY	PARTICIPANTS	TOPICS	CONTRIBUTION TO PROJECT EFFECTIVENESS AND EFFICIENCY
Contract Meeting	Weekly	Contract Team (i.e., Key Personnel and Relevant Team Members)	Contract status (including pending RFPs and ongoing projects), overarching program issues & mitigation plans	Identification and mitigation of management issues; communication of cost, schedule, quality status
Proposal Kickoff Meeting	Upon RFP receipt	Key Personnel, Contracts Manager, Construction Manager, Estimator	Project objectives; breakdown of SOW; management, technical, and subcontracting approach; staffing approach; cost; and	Ensures understanding of project SOW, provides initial identification of probable issues and mitigation approaches

Channels Ensure Effective Communication and Continuity Throughout the Program

CHANNEL	FREQUENCY	PARTICIPANTS	TOPICS	CONTRIBUTION TO PROJECT EFFECTIVENESS AND EFFICIENCY
			schedule.	to communicate early with the City of Stockbridge
Project Kickoff Meeting	Upon TO receipt	Project Team (Internal Team Resources), Client, Subcontractors	Review SOW and work approaches, roles and responsibilities, potential management issues, project budget and schedule	Ensures all needed project elements are in place to begin work, prevents false starts, identifies team member roles
Project Review Meetings	Monthly	Contract Management, PM, Project Team, Subcontractors	Project status vs. scope, schedule and budget; technical and management issues and progress	Provides opportunity to identify and mitigate management issues, and to enhance efficiency and effectiveness of project
Project Reporting	Weekly or as needed	City of Stockbridge and Project Team	Project status, progress, execution issues, and risk mitigation options.	Obtains City input into risk mitigation decision process. Facilitates timely decisions on project execution.
Toolbox Meetings	Weekly	Project Field Staff (Internal and Subcontractor Resources)	Upcoming day activities, including expected technical, quality, and safety and issues and mitigation approaches	Information exchange to maintain safety, quality, cost, and schedule; facilitates to improve execution

XVI. Project Closeout, Punchlist and Corrective Action Processes

Systems & Processes

As part of the closeout process, SoCo will utilize its Project Management System, PROCORE and its Financial Management System, SAGE 100 to ensure that all project deliverables and obligations have been addressed to complete the project closeout. The systems have punchlist, closeout document, as-built drawings, submittals and financial closeout tracking mechanisms. We are able to produce a log of all required closeout items and maintain a real-time status of the closeout process.

The Project Closeout will require the systematic transition of the project to The City after the cessation of all construction activity on the project site. SoCo's efforts to make the closeout of the project both efficient and expeditious will involve a transition that can be explained as a two-phase process: the pre-substantial completion phase and the post-substantial completion phase (See Figure 1). As the phase names imply, the pivotal point between the two phases is the date of substantial completion. Therefore, depending on the project, the project closeout process should be scheduled based on the scheduled date of substantial completion.

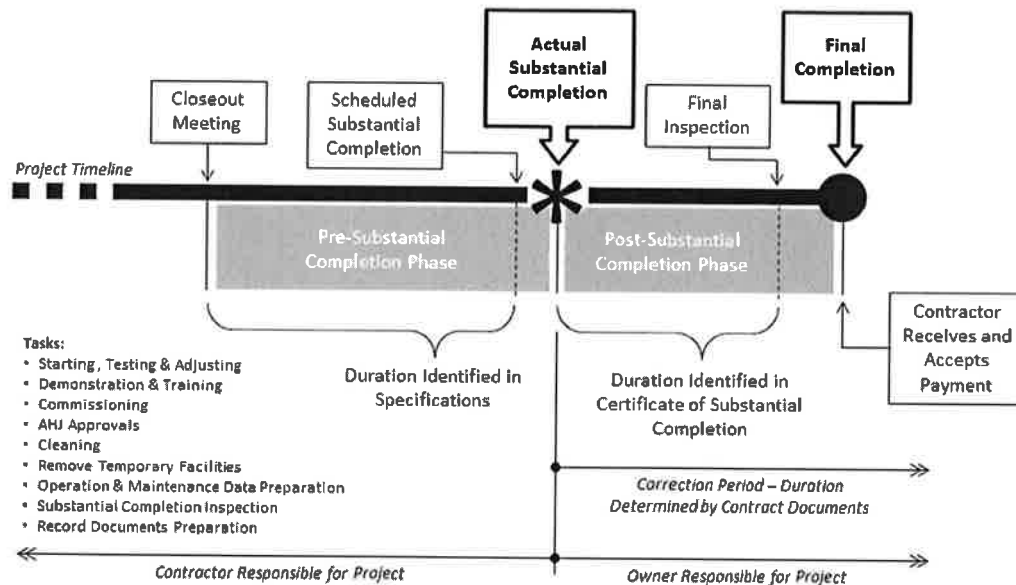


Figure 1 - Diagram of the Project Closeout process.

The closeout process starts on the date of the closeout meeting, which is based on the contractor's scheduled substantial completion date. A majority of the closeout tasks occur within the Pre-Substantial Completion Phase. Owner assumes responsibility for the project after substantial completion, but contractor is required to complete punchlist items within the Post-Substantial Completion Phase. The scheduled substantial completion and the actual substantial completion may or may not be the same date.

Substantial Completion – Establishment

The date of substantial completion is very critical in regard to project closeout. SoCo establishes its internal substantial completion as the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Scope of Work so that The City can occupy or utilize the for its intended use.

SoCo Contracting will notify The City representative when elements of the project are substantially completed. The County representative can arrange for inspection of the work, which is anticipated to be a substantial completion inspection and a final inspection. At substantial completion, The City may assume beneficial occupancy at any time following the successful substantial completion inspection. Beneficial occupancy infers that the SoCo

Contracting's elements of work and/or the facility is operational as intended and that The City assumes responsibility for operating and maintaining a facility with an agreed list of minor contractor actions remaining. SoCo Contracting will work with The City authoritative representative to establish the date of substantial completion, so that this milestone date can be utilized for closeout documentation.

Pre-Substantial Completion Phase

The pre-substantial completion phase is the period of buildup to the eventual transition of the project from SoCo to The City. During this phase SoCo Contracting retains full control of activities on the project site. The initiation of this phase will be started on a date appropriate to the project that ensures sufficient time to complete required tasks.

Project Closeout Meeting

The event that signals the beginning of the closeout process is the project closeout meeting. This meeting will be conducted by the PM for SoCo Contracting. The closeout meeting agenda will cover all requirements in the contract documents associated with the full completion of the project. Topics on the agenda will include the following:

Procedures that must be accomplished prior to substantial completion, such as contractor's preparation of list of incomplete items, or punchlist.

- Starting, testing, and adjusting systems.
- Procedures for commissioning, if applicable.
- Preparation, submission, and review of record documents.
- Preparation, submission, and review of operations and maintenance data.
- Training of owner's personnel on operation and maintenance of the facility.
- Inspections by building and fire code officials and other authorities having jurisdiction (AHJs).
- Procedures that must be accomplished prior to final completion.
- Procedures for final change order, release of retainage, and final pay application.

In essence, SoCo Contracting will coordinate the closeout meeting with The City to make sure that everyone involved with the project—owner, architect, consultants, contractor, and subcontractors—knows the details and timing of closeout activities to assure a smooth transition.

Starting, Testing, and Adjusting

During this phase of the closeout process, SoCo Contracting and its subcontractors will startup all building systems and make any adjustments necessary to ensure proper operation. This may be part of a commissioning process if specified in the contract documents. SoCo Contracting will notify The City when tests and system startups are scheduled so the appropriate design/architectural consultants can be present.

Tests will be conducted in sufficient time to allow performance of the test, analysis of results, preparation of reports, and distribution of reports prior to the date of substantial completion.

Demonstration and Training

SoCo Contracting will ensure that The City is properly shown the new systems and advised of operating and maintaining the building once The City occupies it; Demonstration and

training will include anything from operating motor-operated roller shades to the complete heating, ventilating, and air conditioning system.

The demonstration and training will be provided for The City's personnel who will have direct responsibility for the management of the facility and/or system and will be conducted by qualified trainers.

Operation and Maintenance Data

SoCo Contracting will compile the Operation and Maintenance (O&M) data consisting of manufacturers' printed manuals and instructions that explain how to operate and maintain the systems, equipment, and finishes installed on a project, and will include manufacturers' warranties. O&M data will be submitted by SoCo Contracting and approved by The City before demonstration and training is conducted so the data can be used as training materials.

The Punchlist

SoCo Contracting will prepare and submit to The County a comprehensive list of items to be completed or corrected prior to final payment. The punchlist is SoCo Contracting's "To-Do List" that will be fully accomplished before final completion.

SoCo Contracting will notify the architect when the project is ready for substantial completion. SoCo will incorporate any items that The City or its architect and its consultants define during its conducting an inspection that adds to the punchlist. All outstanding items will be assigned a responsible party and a spreadsheet will be prepared to distribute punchlist to all applicable subcontractors/vendors/parties. Each party will have to provide anticipated date of completion and have sign-off by SoCo Superintendent, once item(s) are completed. Once all punchlist items are completed, SoCo will prepare a letter and attach the signed-off punchlist to send to The City for a Final Inspection.

As-Builts & Record Document – Continual Maintenance

SoCo and its subcontractors and vendors will work from project start-up through project closeout to capture all field changes and Owner changes implemented throughout the course of construction, allowing for a regularly updated contract document. Through the duration of the project, the Design and Construction Teams will maintain regular communications to ensure updated drawings and specifications. Upon completion of the project, SoCo will provide its Final As-Builts and any additional field dimensioning and related changes to field items to the Owner and Design Team for final review and approval. With the continual updates to the project documentation along with regular Stakeholder communications, SoCo will be able to provide documentation in an efficient manner.

As-Builts and related Record Documents will also consist of marked up copies of the specifications, a complete set of submittals, all addenda and contract modifications, reports, and any other documents required by the contract documents. Electronic submissions will be accommodated as is applicable.

Commissioning

If commissioning is required, whether it be systems and equipment commissioning or total project commissioning, then the activities for the commissioning process will begin during this phase of the project closeout. Commissioning will be conducted by a third party (i.e.

commissioning authority) hired by The City or as applicable to a particular task order being performed.

The purpose for conducting commissioning during this phase is to determine if the building is ready for occupancy and identify deficiencies that may be added to the project's punchlist. Commissioning activities may be integrated with starting, testing, and adjusting, as well as demonstration and training. Commissioning may also assist in verifying accuracy and completeness of O&M data.

AHJ Approval

SoCo will communicate with The City upon completion of the project to determine substantial completion approval of the project by authorities having jurisdiction (AHJ), in this case, the City of Stockbridge and its respective Team Members. SoCo will work with The City representatives to ensure that approval can be obtained in the form of a certificate of occupancy for occupied buildings or a certificate of completion or equivalent for unoccupied structures or shell buildings.

Other Activities

Other tasks that may be required prior to substantial completion may include the transfer of utilities to The City, delivery of keys and cores, removal of temporary facilities, and general cleaning of the work.

Post-Substantial Completion Phase

Once the date of substantial completion has been certified by The City, the project can enter the next phase of closeout, which will take the project to final completion. At this point, most of the closeout activities will have been accomplished. The City will have occupied, or will be permitted to occupy, the building and The City will likely assume responsibility for its operation, maintenance, security, and insurance unless stated otherwise in the certificate of substantial completion.

The date of substantial completion will also signify the beginning of the correction /warranty period. During the correction/warranty period SoCo will correct any deficiencies discovered. Also, the time periods indicated in all project warranties also will begin at this time.

Final Acceptance

SoCo's main task during this phase of the project is to complete or correct the items identified on the punchlist. Since the owner typically assumes responsibility for the security of the project at substantial completion, SoCo may have to schedule access with the owner.

Once all the items on the punchlist are completed, SoCo will notify The City that the project is ready for the final inspection. This notification will be in written form. Upon receipt of the Contractor's written notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, The City will perform their inspection.

The City, after receiving the written notification from SoCo can inspect the project to verify that all punchlist items have been addressed. Additionally, The City and its authorized representatives can confirm the receipt of complete closeout documentation.

Final Payment

Upon completion of the final inspection and verification that the project is complete, The City can certify the contractor's application for payment.

Corrective Action

Eliminating errors is our goal and our QC Plan helps us ensure that any errors in workmanship or materials that do occur are corrected immediately. Our corrective action policy is simple: The QC Manger is responsible for seeing that deficient work is corrected, preferably without disrupting the project schedule. The QC Manger will take whatever steps are necessary to make sure this goal is met.

Whenever a problem or discrepancy is identified, the QC Manger will meet with the Project Superintendent and the personnel or suppliers responsible for the discrepancy. They will examine the problem and solicit input from those involved. They will develop a solution to correct the nonconforming work, establish a deadline for the remedy, and ensure that the deadline is met. All personnel responsible for the problem, including subcontractors, are made aware that the deadline for the correction is critical to the timely completion of the project.

The QC Manger will monitor the Project Superintendent's actions taken to correct errors. In no case will work be allowed to continue if doing so would require building upon or concealing defective work.

Our subcontract management approach requires that subcontractors accept and follow our policies in a number of key areas, especially quality control. Our Subcontract Agreement clearly sets forth the terms and conditions of subcontracting for each customer we serve. The agreement informs subcontractors of our expectations and guidelines for the performance and quality of their work. The agreement also gives us the means to enforce penalties for substandard work, delays, or safety violations, ensuring that the high standards and timeliness we demand will be maintained.

In cases where tests or inspections indicate that work or materials do not meet the requirements of the specifications, the following procedures will be followed:

- Immediately discuss the deficiency and possible corrective action with foreman overseeing that aspect of the work. The Project Superintendent and/or Foreman will take immediate action. Or, if immediate action cannot be taken by the stated personnel, then
- Within two (2) hours, present the deficiency along with supporting data to the Project Superintendent and the QC Manger. If the problem cannot be resolved at this level and/or the work cannot be returned to the specified condition, then,
- Within twenty-four (24) hours will develop and submit to The County a plan of corrective action.
- Upon approval of the corrective action plan, the corrective action will be implemented.
- After corrective action has been taken, the work will be restarted for compliance.
- The form for tracking construction deficiencies is the "QC Comment" list. A QC Comment can be issued by the QC Manger, Project Superintendent or PM. All QC Comments shall be kept and updated by the QC Manger. The QC Comments will be available for inspection by The County representative. We will also use SoCo's Procore Project Management System to track the "QC Comments" as part of our daily reporting procedures.

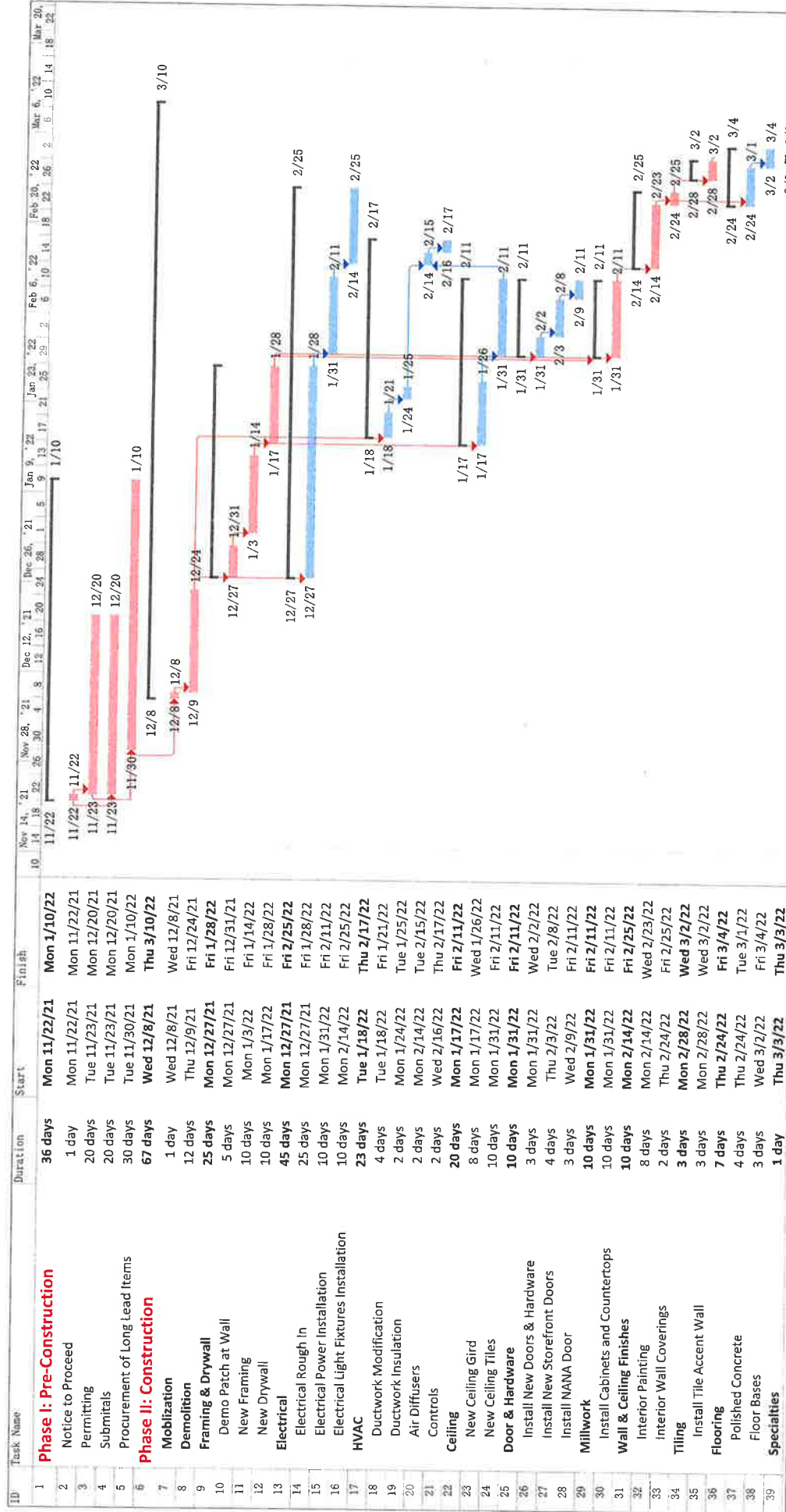
Tracking and Performing Warranty Work

SoCo utilizes a web-based online platform to provide both closeout documentation and related warranty tracking. When final completion has been achieved through approval from The City, SoCo will provide The County a web-based online account which houses all closeout documents including submittals, product data, shop drawings, operations manuals and related items. The web-based online system will allow for The City to have electronically accessible documentation for the duration of the warranty period. During the training sessions, we will introduce and train the assigned personnel on our warranty platform. The City will be able to electronically submit a warranty request on a pre-built form and can include photographs etc. to help identify the issue. Immediately upon submission, the request is sent to the dedicated SoCo personnel, which makes the determination on what party needs to be contacted to respond to the warranty call and communicates with all parties on the scheduling of such repairs/responses and that SoCo personnel will be involved until the warranty item has been addressed and / or complete to The City's satisfaction. SoCo's web-based online warranty management system ensures that all requests will be assigned to responsible parties within forty-eight (48) hours and the schedule to complete such responses will be coordinated with the Owner and communicated to the Owner expeditiously. SoCo updates the status of each request online within the platform. The client has full access to see the status of each request.

A successful Project Management Approach requires team leadership, coordination, diligent project planning, and effective oversight of the delivery process. Recognizing the importance of these qualities in satisfying the City of Stockbridge's expectations, illustrates SoCo's qualifications and effectiveness in achieving project requirements and objectives. SoCo's experience, resources, and past performance are indicative of the quality product that the City of Stockbridge will receive upon award of the Ted Strickland Community Center Renovation project to SoCo Contracting Company, Inc.



Parampal Singh, President
SoCo Contracting Company, Inc.



Ted Strickland Community Center
Date Created: Wed 10/20/21

Task

Split

Milestone

Summary

Project Summary

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

External Tasks

External Milestone

Deadline

Critical

Critical Split

Progress

Manual Progress

Page 1

ID	Task Name	Duration	Start	Finish	
40	Interior Signage	1 day	Thu 3/3/22	Thu 3/3/22	
41	Substantial Completion	0 days	Thu 3/3/22	Thu 3/3/22	
42	Punch Work	5 days	Fri 3/4/22	Thu 3/10/22	
43	Phase III: Project Closeout	5 days	Fri 3/11/22	Thu 3/17/22	
44	Project Closeout	5 days	Fri 3/11/22	Thu 3/17/22	



Ted Strickland Community Center
Date Created: Wed 10/20/21

- Task
- Split
- Milestone
- Summary
- Project Summary
- Inactive Task
- Inactive Milestone
- Inactive Summary
- Manual Task
- Duration-only
- Manual Summary Rollup
- Manual Summary
- Start-only
- Finish-only
- External Tasks
- External Milestone
- Deadline
- Critical
- Critical Split
- Progress
- Manual Progress

Section 6

Section 6 - COST PROPOSAL

The cost proposal has been submitted in a separate, sealed envelope.

Section 7

Section 7 - LOCATION

SoCo Contracting Company, Inc. is a full service construction company performing general contracting/specialty construction services and construction management in the Southeastern United States since 2002.

The Ted Strickland Community Center Renovation project will be managed from the SoCo Contracting office located at 3175 Presidential Drive, Suite 100, Atlanta, Georgia 30340.

Legal Firm Name: SoCo Contracting Company, Inc.

Headquarters Address: 3175 Presidential Drive, Suite 100 Atlanta, Georgia 30340

Local Office Address: 3175 Presidential Drive, Suite 100 Atlanta, Georgia 30340

Satellite Office(s): None

Warehouse(s): None

State of Incorporation: Georgia

Key Firm Contact: Parampal Singh
Office: 770.216.8366; Cell: 770.335.1256
psingh@soco-contracting.com

Section 8

Section 8 - RECENT, CURRENT, AND PROJECTED WORKLOADS

Please see attached list of projects SoCo Contracting Company, Inc. is currently working on or has completed in the past five (5) years.

Section 8 - Recent, Current, and Projected Workloads

SoCo Contracting Company, Inc.

Project Name	Owner	Completion Date	Percent Complete
Miscellaneous Repair & Construction Services under 250K for ADA and Other Improvements Atlanta, GA	City of Atlanta, GA	EDC 1/31/2022	90
Construction of Tobie Grant Recreation Center	DeKalb County, GA	EDC 1/26/2022	80
Infrastructure Repair MDC Guaynabo	Federal Bureau of Prisons	EDC 12/31/2021	75
McClatchey Park ADA Improvements Atlanta, GA	City of Atlanta, GA	EDC 10/26/2021	66
Wastewater Monitoring for Discharge Permit Compliance Atlanta, GA	Centers for Disease Control and Prevention, GA	EDC 1/28/2022	25
Fire Station #25 Atlanta, GA	City of Atlanta, GA	EDC 12/22/2021	20
Water Filtration & Exterior Piping	Centers for Disease Control and Prevention, GA	EDC 1/31/2022	10
MARTA IQCC Atlanta, GA	Metropolitan Atlanta Rapid Transit Authority (MARTA)	EDC 2026	5
Job Order Contracting – Small Atlanta, GA	City of Atlanta, GA	EDC 2025	5
General Contractor Services	DeKalb County, GA	EDC 2025	5
Fire Station #8 Atlanta, GA	City of Atlanta, GA	Awaiting NTP	Awaiting NTP
Facility Upgrades - C.T. Martin Natatorium and Recreation Center Atlanta, GA	City of Atlanta	Jan 2021	100
Facility Upgrades – A.D Williams Recreation Center Atlanta, GA	City of Atlanta	Jan 2021	100
Facility Upgrades Railing and Playground William Walker Recreation Center Atlanta, GA	City of Atlanta	May 2021	100
Renovate Water System, MDC Guaynabo	Federal Bureau of Prisons	2021	100
Repair Camp Roof (Hurricane), FCI Marianna, FL	Federal Bureau of Prisons	2020	100
Repair Roofs and Structural Damage, FCI Aliceville, AL	Federal Bureau of Prisons	2018	100
Fitness Center Renovation and Demolition of Three Buildings Shaw Air Force Base, SC	Department of the Air Force	Mar 2018	100
Repair Fire Alarm/Smoke Purge MDC Guaynabo, Puerto Rico	Federal Bureau of Prisons	2017	100
Design/Build Services to Rehabilitate the Sandy Point Restrooms for the Chattahoochee River National Recreation Area in Sandy Springs, GA	National Park Service	Apr 2017	100
Martin Luther King Jr Recreation Center ADA Improvements Atlanta, GA	City of Atlanta	Mar 2016	100
Ormond Grant Park ADA Improvements Atlanta, GA	City of Atlanta	Mar 2016	100
Zaban Recreation Center ADA Remediation Work Atlanta, GA	City of Atlanta	Mar 2016	100
McGhee Tennis Center ADA Remediation Work Atlanta, GA	City of Atlanta	Mar 2016	100

Section 8 - Recent, Current, and Projected Workloads

SoCo Contracting Compay, Inc.

Project Name	Owner	Completion Date	Percent Complete
Replace Housing Unit Roofs FCI Bennettsville, SC	Accura Engineering and Consulting Services, Inc.	July 2016	100
Structural Repairs in Food Service FCI Tallahassee, FL	Federal Bureau of Prisons	Mar 2016	100
Staff Training Center Renovation FCC Yazoo City, MS	Federal Bureau of Prisons	Jul 2015	100

Section 9



SoCo
CONTRACTING
COMPANY

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www.soco-contracting.com

October 21, 2021

I, Parampal Singh, President of SoCo Contracting Company, Inc. so swear that SoCo Contracting Company, Inc. has not filed petition(s) for Federal Bankruptcy or state insolvency.


Parampal Singh, President

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

21st DAY OF October, 2021


Notary Public

Michelle Joell
Notary Public, DeKalb County, Georgia
My Comm. Expires 5-22-2021

My Commission Expires: _____

Section 10

Section 10 – LITIGATION

SoCo Contracting Company, Inc. does not have an "material" cases filed, pending, or resolved during the last three (3) years prior to the solicitation response due date, whether such cases were brought by or against the vendor, any parent or subsidiary of the vendor, or any predecessor organization.

Section 11

Section 11 - BUSINESS LICENSES, LICENSES, AND INSURANCE

A. SoCo Contracting Company, Inc. has no regulatory or license agency sanctions.

B. The following are attached:

1. DeKalb County Business License
2. State of Georgia General Contractor License
3. Insurance Certificate as current evidence of insurance
4. Letter from insurance agent



Department of Planning & Sustainability
Division of Business Licensing
330 Ponce De Leon Ave., Decatur, GA 30030
(404) 371-2461
BUSINESS AND OCCUPATIONAL TAX CERTIFICATE

SOCO CONTRACTING CO, INC
3175 PRESIDENTIAL DR STE 100
ATLANTA, GA 30341-3907

Business Name:

SOCO CONTRACTING CO, INC
3175 PRESIDENTIAL DR
DORAVILLE, GA 30340-

This is your Business and Occupation Tax Certificate for 2021. We are pleased that you are doing business in DeKalb County and hope you have great success in your enterprise this year.

Detach the certificate below and display it for public view at your place of business.
This certificate must be displayed for public view

Not Transferable

Department of Planning & Sustainability
330 W. Ponce de Leon Avenue, Decatur, GA 30030
BUSINESS AND OCCUPATIONAL TAX CERTIFICATE

SOCO CONTRACTING CO, INC
3175 PRESIDENTIAL DR STE 100
ATLANTA, GA 30341-3907



20 **DeKalb County** 21
GEORGIA

ACCOUNT: 229391

EXPIRES:
12/31/2021

SOCO CONTRACTING CO, INC
3175 PRESIDENTIAL DR
DORAVILLE, GA 30340-

Business Description: GENERAL CONTRACTOR/CONSTRUCTIO

This certificate is only valid at this location and when the location conforms to DeKalb County's Zoning Regulations



STATE OF GEORGIA
BRAD RAFFENSPERGER, Secretary of State
State Licensing Board for Residential and General Contractors
LICENSE NO. **GCCO002065**

SoCo Contracting Company Inc
Parampal Singh, President
3175 Presidential Drive
Suite 100
Atlanta GA 30340

Qualifying Agent: Parampal Singh
Qualifying Agent License NO: GCQA002079
General Contractor Company

EXP DATE - 06/30/2022 Status: Active
Issue Date: 11/24/2008

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

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

Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the web site – www.sos.state.ga.us/plb.

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

Georgia State Board of Professional Licensing
237 Coliseum Drive
Macon GA 31217
Phone: (844) 753-7825
www.sos.state.ga.us/plb

SoCo Contracting Company Inc
3175 Presidential Drive
Suite 100
Atlanta GA 30340

STATE OF GEORGIA
BRAD RAFFENSPERGER, Secretary of State
Georgia State Licensing Board for Residential and General Contractors
License No. **GCCO002065**

SoCo Contracting Company Inc
Parampal Singh, President
3175 Presidential Drive
Suite 100
Atlanta GA 30340

Qualifying Agent: Parampal Singh
Qualifying Agent License NO: GCQA002079
General Contractor Company

EXP DATE - 06/30/2022 Status: Active
Issue Date: 11/24/2008



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/23/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Sterling Seacrest Pritchard P O Box 724137 Atlanta GA 31139		CONTACT NAME: Griff Griffin PHONE (A/C, No, Ext): (678) 424-6500 E-MAIL ADDRESS: ggriffin@sspins.com FAX (A/C, No): (678) 424-6527															
INSURED SoCo Contracting Company, Inc. 3175 Presidential Drive Suite 100 Atlanta GA 30340-3907		INSURER(S) AFFORDING COVERAGE <table border="1"><thead><tr><th>INSURER</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: United States Fire Insurance</td><td>21113</td></tr><tr><td>INSURER B: The North River Insurance Co</td><td>21105</td></tr><tr><td>INSURER C: Old Republic Insurance Company</td><td>24147</td></tr><tr><td>INSURER D: Berkley National Insurance Company</td><td>38911</td></tr><tr><td>INSURER E: Indian Harbor Insurance Company</td><td>36940</td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>		INSURER	NAIC #	INSURER A: United States Fire Insurance	21113	INSURER B: The North River Insurance Co	21105	INSURER C: Old Republic Insurance Company	24147	INSURER D: Berkley National Insurance Company	38911	INSURER E: Indian Harbor Insurance Company	36940	INSURER F:	
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INSURER C: Old Republic Insurance Company	24147																
INSURER D: Berkley National Insurance Company	38911																
INSURER E: Indian Harbor Insurance Company	36940																
INSURER F:																	

COVERAGES

CERTIFICATE NUMBER: 21-22

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC ☐ OTHER:	Y		503-872663-5	08/28/2021	08/28/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 OTHER: \$ 1,000,000
	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	Y		133-750736-1	08/28/2021	08/28/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ 1,000,000
	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$			5821174296	08/28/2021	08/28/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 OTHER: \$
	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	MWC 315749 21	01/01/2021	01/01/2022	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Leased/Rented Equipment Installation Floater			MIM 1037209	03/09/2021	03/09/2022	Limit of Insurance \$200,000 Limit of Insurance \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Evidence of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Douglas L. Riedler

ADDITIONAL COVERAGES

Ref #	Description	Coverage Code	Form No.	Edition Date
E	Pollution/Professional Liability - #PEC0058650 [3/9/2021 - 3/9/2022]			
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
1,000,000	1,000,000			

Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type

Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type

Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type

Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type

Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type

Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type

Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type

Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type



Sterling Seacrest Pritchard

2500 Cumberland Parkway SE
Suite 400
Atlanta, GA 30339

678.424.6500 office
678.424.6527 fax

www.sspins.com

**City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, GA 30281**

RE: Ted Strickland Community Center Renovation; RFP No. 2021-0010

To Whom It May Concern:

SoCo Contracting Company, Inc. is insured with Crum & Forster Insurance Company for General Liability, Automobile Liability, and Umbrella Liability Insurance, Old Republic Insurance Company for Workers Compensation Insurance, Berkley Fire Marine Insurance Company for Leased/Rented Equipment Insurance, and Indian Harbor Insurance Company for Professional/Pollution Liability Insurance.

Insurance coverage will be provided to meet the minimum limits as required by Insurance and Risk Management Provisions.

If you have any questions or require additional information, please contact our office.

Sincerely,

**Griff Griffin
Client Executive
Sterling Seacrest Pritchard**



Section 12

Section 12 – REFERENCES

Please see attached completed Reference Verification Forms.

EXHIBIT II
REFERENCE VERIFICATION FORM

SOLICITATION NUMBER: RFP NO. 2021-0010

SOLICITATION TITLE: **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY CENTER RENOVATION**

PROPOSING FIRM (List name exactly as provided in proposal):

SoCo CONTRACTING COMPANY, INC.

Date of Verification:

Reference Organization:

City of Atlanta

Project Verified (Include the Project Name / Title and a brief description of the Project):

A.D. Williams Recreation Center; C.T. Martin Recreation Center - Interior and exterior facility upgrades.

Person Contacted:

Fritz Gerald Joseph

Title of Contact:

Construction Project Manager, Sr.

Telephone Number including extension:

Cell: 470.3829749; Office: 404.865.8724

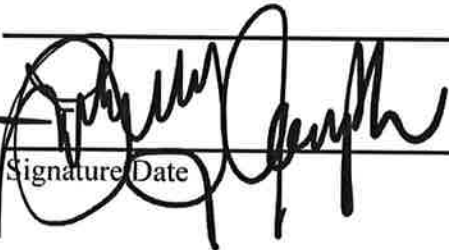
Email Address:

frgjoseph@AtlantaGA.Gov

Questions Yes No

1. Were you satisfied with the Company/Organization's overall performance? **YES**
2. Did the firm adhere to the scope of work and bid requirement? **YES**
3. did the firm provide deliverables as agreed upon? **YES**
4. Would you engage this firm again? **YES**

Additional comments provided by Proposer's contact:



Signature Date

10/15/2021

**EXHIBIT II
REFERENCE VERIFICATION FORM**

SOLICITATION NUMBER: RFP NO. 2021-0010

SOLICITATION TITLE: **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY
CENTER RENOVATION**

PROPOSING FIRM (List name exactly as provided in proposal):
SoCo CONTRACTING COMPANY, INC.

Date of Verification: _____

Reference Organization: _____

Accura Engineering and Consulting Services, Inc.

Project Verified (Include the Project Name / Title and a brief description of the Project):

Renovate Water System, MDC Guaynabo - Renovation of the Domestic and Fire Suppression Water Systems

Person Contacted: _____

Prashanthi Reddy

Title of Contact: _____

President

Telephone Number including extension: _____

Office: 404.241.8722 Ext. 6027 Cell: 404.966.0991

Email Address: _____

preddy@accura.com

Questions Yes No

1. Were you satisfied with the Company/Organization's overall performance? **YES**
2. Did the firm adhere to the scope of work and bid requirement? **YES**
3. did the firm provide deliverables as agreed upon? **YES**
4. Would you engage this firm again? **YES**

Additional comments provided by Proposer's contact:

Prashanthi Reddy
Signature

Oct 19, 2021
Date



Where Community Connects

City of Stockbridge Procurement Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

**EXHIBIT II
REFERENCE VERIFICATION FORM**

SOLICITATION NUMBER: RFP NO. 2021-0010

SOLICITATION TITLE: **CITY OF STOCKBRIDGE TED STRICKLAND COMMUNITY
CENTER RENOVATION**

PROPOSING FIRM (List name exactly as provided in proposal):
SoCo CONTRACTING COMPANY, INC.

Date of Verification: _____

Reference Organization: _____

City of Atlanta Department of Parks & Recreation

Project Verified (Include the Project Name / Title and a brief description of the Project):

Zaban/Rick McDevitt/Ormond-Grant Park/McGhee/Martin Luther King Jr Recreation Centers - ADA Improvements

Person Contacted: _____

Keith J. Hicks, AIA

Title of Contact: _____

Park Design Director

Telephone Number including extension: _____

O: 404.546.6865; C: 404.354.1327

Email Address: _____

kjhicks@atlantaga.gov

Questions Yes No

1. Were you satisfied with the Company/Organization's overall performance? YES
2. Did the firm adhere to the scope of work and bid requirement? YES
3. did the firm provide deliverables as agreed upon? YES
4. Would you engage this firm again? YES

Additional comments provided by Proposer's contact:

DPR IS CURRENTLY WORKING W/ SOCO
ON A NUMBER OF ADA IMPROVEMENT &
PLAYGROUND UPGRADE PROJECTS.

K. Hicks 10/18/21

Signature Date

Section 13

AIA[®] Document A310[™] – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

SoCo Contracting Company Inc.
3175 Presidential Drive, Suite 100
Atlanta, GA 30340

SURETY:

(Name, legal status and principal place of business)

Fidelity and Deposit Company of Maryland
1299 Zurich Way
Schaumburg, IL 60196-1056

OWNER:

(Name, legal status and address)

City of Stockbridge
4640 North Henry Blvd.
Stockbridge, GA 30281

BOND AMOUNT: \$ Five Percent of Bid Amount----(5%)

PROJECT:

(Name, location or address, and Project number, if any)

Ted Strickland Community Center Renovation, RFP No. 2021-0010

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 21st day of October, 2021

[Signature]
(Witness)

[Signature]
(Witness)

SoCo Contracting Company Inc.

(Contractor as Principal)

(Seal)

(Title)

Fidelity and Deposit Company of Maryland

(Surety)

(Seal)

(Title) Carl R. Wise, Attorney-in-Fact



**ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by **Robert D. Murray, Vice President**, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint **Douglas L. RIEDER, Misty L. HAIG, Brian M. PERRY, Carl R. WISE, F. Anderson PHILIPS, Margaret S. MEYERS, Debra JOHNSON and S. Lynn SGHIATTI, W. Wesley HAMILTON and John W. MILLER, II**, all of Atlanta, Georgia, EACH, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: any and all bonds and undertakings, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland, and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland, in their own proper persons.

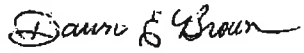
The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND, this 18th day of February, A.D. 2020.



ATTEST:
**ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND**


By: **Robert D. Murray**
Vice President


By: **Dawn E. Brown**
Secretary

**State of Maryland
County of Baltimore**

On this 18th day of February, A.D. 2020, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Robert D. Murray, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, depose and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.





Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2023

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify or revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Secretary of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies,
this 21st day of October, 2021.



Brian M. Hodges

By: Brian M. Hodges
Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
www.reportsfclaims@zurichna.com
800-626-4577

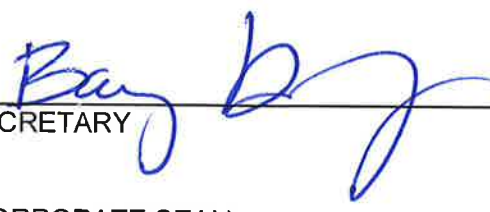
EXHIBIT III
REQUIRED CERTIFICATIONS/ATTACHMENTS
REQUEST FOR PROPOSALS. 2021-0010
Checklist

To be deemed responsive to this solicitation, Proposers must provide the information requested and, where applicable, complete in detail all Bid Forms. The appropriate individual(s) authorized to commit the Proposer to the Project must sign the Bid Forms. As appropriate, Proposers shall reproduce each Bid Form and complete the appropriate portions of the forms provided in this section.

Proposer Requirements	Proposer Completed
1. One (1) hard copy of Proposal marked 'Original', and five (5) copies on CD/Thumb Drive	☒
2. Technical Proposal	☒
3. Acknowledgement of each Addendum	☒
4. Financial and Litigation Requirements	☒
5. Reference Verification Form	☒
6. Required Certifications and Attachments ☒ Form 1: Non-Collusion Bidding Certificate ☒ Form 2: Non-Collusion Affidavit of Sub-Contractor. ☒ Form 3: Certificate Regarding Debarment, Suspension, and Other Responsibility Matters; Primary Covered Transactions. ☒ Form 4: Ineligibility Certificate. ☒ Form 5: Certification of a Drug-Free Workplace. ☒ Form 6: Conflict of Interest & Prohibition Against Contingent Fees Certification. ☒ Form 7: Affidavit Verifying Status for City Public Benefit Application ☒ Form 8: Certification Regarding Lobbying. ☒ Form 9: Bid Submittal Letter. ☒ Form 10: Georgia Security and Immigration Contractor Affidavit/Agreement. ☐ Form 11: Georgia Security and Immigration Sub-Contractor Affidavit. ☒ Form 12: Certificate of Acceptance of a Solicitation Requirements ☒ Attachment 1: Addendum Acknowledgement Form	☒

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, Barry Dunlap, certify that I am the Secretary of the Corporation named as principal in the within bond; that Parampal Singh, who Signed the said bond of said corporation: that I know this signature, and his/her signature thereto is genuine; and that said bond was duly signed, sealed and attested for in behalf of said Corporation by authority of its governing body.



SECRETARY

(CORPORATE SEAL)

SURETY

(SEAL)

BY _____

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, Barry Dunlap, certify that I am the Secretary of the Corporation named as principal in the within bond; that Parampal Singh, who Signed the said bond of said corporation: that I know this signature, and his/her signature thereto is genuine; and that said bond was duly signed, sealed and attested for in behalf of said Corporation by authority of its governing body.

SECRETARY

(CORPORATE SEAL)

Fidelity and Deposit Company of Maryland

SURETY

Carl R. Wise, Attorney-in-Fact

BY

Carl R. Wise



**ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by Robert D. Murray, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint Douglas L. RIEDER, Misty L. HAIG, Brian M. PERRY, Carl R. WISE, F. Anderson PHILIPS, Margaret S. MEYERS, Debra JOHNSON and S. Lynn SGHIATTI, W. Wesley HAMILTON and John W. MILLER, II, all of Atlanta, Georgia, EACH, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: any and all bonds and undertakings, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland, and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland, in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND, this 18th day of February, A.D. 2020.



ATTEST:
ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: Robert D. Murray
Vice President

By: Dawn E. Brown
Secretary

State of Maryland
County of Baltimore

On this 18th day of February, A.D. 2020, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, Robert D. Murray, Vice President and Dawn E. Brown, Secretary of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, depose and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.



Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2023

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify or revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Secretary of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies,
this 21st day of October, 2021.



Brian M. Hodges

By: Brian M. Hodges
Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
www.reports@claims@zurichna.com
800-626-4577

FORM 1

NON-COLLUSION BIDDING CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

By submission of this certificate, each Proposer and each person signing on behalf of any Proposer certifies under penalty of perjury, that to the best of its knowledge and belief:

1. The cost or prices to be negotiated shall have been arrived at independently without collusion, consultation, communication or agreement, for any purpose of restricting competition as to any matter relating to such costs or prices with any other Proposer or with any competitor.
2. Unless otherwise required by law, the cost or prices to be negotiated have not been knowingly disclosed by the firm prior to the opening of price negotiations, directly or indirectly to any other Proposer or to any competitor; and,
3. No attempt has been made or will be made by the Proposer to induce any person, partnership or corporation to submit or not submit a Statement of Qualifications for the purpose of restricting competition.



Signature of Authorized Agent

Parampal Singh, President

Name/Title of Authorized Agent

10-21-2021

Date

FORM 2

NON-COLLUSION AFFIDAVIT OF SUB-CONTRACTOR

State of Georgia City of Atlanta, being first duly sworn, deposes and says that:

(1) He/She is President (owner, partner officer, representative, or agent) of SoCo Contracting Company, Inc. the sub-contractor that has submitted the attached solicitation;

(2) He is fully informed respecting the preparation and contents of the attached solicitation and of all pertinent circumstances respecting such solicitation.

(3) Such solicitation is genuine and is not a collusive or sham solicitation.

(4) Neither the said sub-contractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Vendor, firm or person to submit a collusive or sham solicitation in connection with the Contract for which the attached solicitation has been submitted or refrain from proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Vendor, firm or person to fix the price or prices in the attached solicitation or of any other Vendor, or to fix any overhead, profit or cost element of the proposing price or the proposing price of any other Vendor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against City of Stockbridge or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached solicitation are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the sub-contractor or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

(Signed) _____

President

(Title)

Subscribed and Sworn to before me this 21st day of October, 2021.

Name _____

Michelle Joell

Title _____

Notary Public, DeKalb County, Georgia

My commission expires (Date) _____

My Comm. Expires 5-22-2022

FORM 3

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS; PRIMARY COVERED TRANSACTIONS**

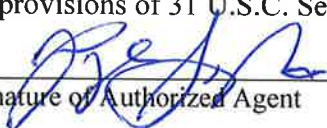
This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

The Proposer, SoCo Contracting Company, Inc., certifies to the best of its knowledge and that it and its principals: _____ belief,

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal, State, or local department or agency.
2. Have not within a three-year period preceding this Bid been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or Contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with the commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/Bid had one or more public transactions (Federal, State, or local) terminated for cause or default.

Where the Contractor is unable to certify to any of the statements in this certification, such participant shall attach an explanation to this Bid.

The Contractor, SoCo Contracting Company, Inc., certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this Certification and understands that the provisions of 31 U.S.C. Sections 3801 Et Seq., are applicable thereto.



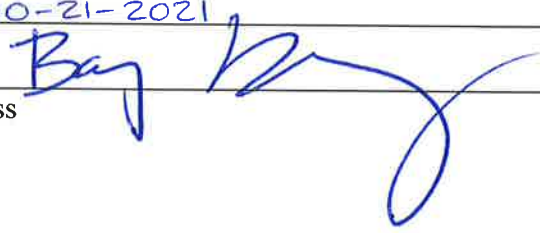
Signature of Authorized Agent

Parampal Singh, President

Name/Title of Authorized Agent

Date

Witness

10-21-2021


FORM 4

INELIGIBILITY CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of

SoCo Contracting Company, Inc., and it is also whose address is

3175 Presidential Drive, Suite 100, Atlanta, GA 30340, certifies that the

Contractor, nor any of its Sub-Contractors to be used in performing this Contract, are listed on the list of Ineligible Contractors maintained by the Comptroller General of the United States.



Signature of Authorized Agent

Parampal Singh, President

Name/Title of Authorized Agent

10-21-2021

Date

FORM 5

CERTIFICATION OF DRUG-FREE WORKPLACE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of SoCo Contracting Company, Inc., and it is also whose address is 3175 Presidential Drive, Suite 100, Atlanta, GA 30340, certifies that:

1. The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Workplace Act" have been complied in full; and
2. A drug-free workplace will be provided for the consultant's employees during the performance of the Contract; and
3. Each Sub-Contractor hired by the consultant shall be required to ensure that the Sub-Contractor's employees are provided a drug-free workplace. The Consultant shall secure from that Sub-Contractor the following written certification: "As part of the Sub-Contracting agreement with the Consultant, certifies to the Consultant that a drug-free workplace will be provided for the Sub-Contractor's employees during the performance of this Contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3"; and
4. It is certified that the undersigned will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.



Signature of Authorized Agent

Parampal Singh, President

Name/Title of Authorized Agent

10-21-2021

Date

FORM 6

**CITY OF STOCKBRIDGE CONFLICT OF INTEREST AND PROHIBITION AGAINST
CONTINGENT FEES CERTIFICATION**

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of SoCo Contracting Company, Inc., and, it is also, whose address is 3175 Presidential Drive, Suite 100, Atlanta, GA 30340, certifies that to the best of its knowledge there are no circumstances which shall cause a Conflict of Interest in performing services for City of Stockbridge.



Signature of Authorized Agent

Parampal Singh, President

Name/Title of Authorized Agent

10-21-2021

Date

FORM 7

AFFIDAVIT VERIFYING STATUS FOR CITY PUBLIC BENEFIT APPLICATION

By executing this affidavit under oath, as an applicant for the City of Stockbridge, Georgia Business License or Occupational Tax Certificate, Alcohol License, execution of contract or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application for a City of Stockbridge license/permit and/or contract for:

SoCo Contracting Company, Inc.

Name of Applicant

1) X I am a United States citizen

OR

2) _____ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 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 O.C.G.A. Code Section 16-10-20.

Signature of Applicant: 

Date: 10-21-2021 Printed Name: Parampal Singh

*Alien Registration number for non-citizens:
N/A

****PLEASE INCLUDE A COPY OF YOUR PERMANENT RESIDENT CARD, EMPLOYMENT AUTHORIZATION, GREEN CARD, OR PASSPORT WITH A COPY OF YOUR DRIVER'S LICENSE IF YOU ARE A LEGAL PERMANENT RESIDENT.**

Subscribed and Sworn Before Me on this the 21st Day of October, ²⁰²¹~~2018~~.

Notary Public: 
Michelle Joell
Notary Public, DeKalb County, Georgia
My Comm. Expires 5-22-2022

*Note: O.C.G.A. Section 50-36-1 (e)(2) requires that aliens under the Federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:

**FORM 8
CERTIFICATION REGARDING LOBBYING**

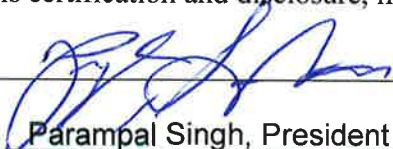
This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Local, State or Federal agency, in connection with the awarding of any contract, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any contract, grant, loan, or cooperative agreement.
2. The undersigned shall require that the language of this certification be included in the award documentations for sub-awards at all tiers (including Sub-Contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such failure. [Note: Pursuant to 31 U.S.C. 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such expenditure or failure.]

The Contractor, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. 3801, *et seq.*, apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Agent: 

Name and Title of Contractor Authorized Agent: Parampal Singh, President

Date: 10-21-2021

Telephone No: 770.216.8366-o; 770.335.1256-m

Firm or Company Name: SoCo Contracting Company, Inc.

Address: 3175 Presidential Drive, Suite 100, Atlanta, GA 30340

FORM 9

BID SUBMITTAL LETTER

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned, SoCo Contracting Company, Inc., hereby submits its Bid to furnish all labor, materials, equipment, delivered by the undersigned, to the City of Stockbridge, Georgia.

The undersigned acknowledges and agrees that the Bid submitted by the undersigned shall be binding upon the undersigned and that if City of Stockbridge, Georgia, awards the Contract to the undersigned, the Bid made by the undersigned and delivered to City of Stockbridge, Georgia herewith, together with such award, will constitute a legal, valid and binding Contract between the undersigned and City of Stockbridge, Georgia. The Contract created pursuant to the previous sentence shall incorporate the terms and conditions of the bid including, but not limited to, the bid Scope of Work, Solicitation instructions and Conditions, the Contract Provisions and the Contractor's Cost Bid, all as described in the bid.

IN WITNESS WHEREOF, the undersigned has duly executed and delivered this Bid Submittal Letter this 21 day of October, 2018 ²⁰²¹

By

President

Title

Sworn to and subscribed before me the 21st day of October, 2018 ²⁰²¹
Notary Public

Michelle Joell
My Commission Expires

Michelle Joell
Notary Public, DeKalb County, Georgia
My Comm. Expires 5-22-2022

Date

STATE OF GEORGIA

CITY OF STOCKBRIDGE

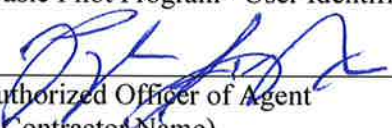
FORM 10: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT AND AGREEMENT

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 engaged in the physical performance of services¹ under a contract with [insert name of prime contractor] SoCo Contracting Company, Inc. on behalf of The City of Stockbridge Government has registered with and is participating in a federal work authorization program*,² 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 Sub-Contractor(s) in connection with the physical performance of services to this contract with The City of Stockbridge Government, contractor will secure from such Sub-Contractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Sub-Contractor 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 Stockbridge Government at the time the Sub-Contractor(s) is retained to perform such service.

269028

EEV/Basic Pilot Program* User Identification Number


BY: Authorized Officer of Agent
(Insert Contractor Name)

President

Title of Authorized Officer or Agent of Contractor

Parampal Singh

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 21st day of October, 2021.

Notary Public:

City: Atlanta


Michelle Joell

Notary Public, DeKalb County, Georgia

My Comm. Expires 5-22-2022

Commission Expires: _____

O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Stockbridge City) using a bidding process (e.g., ITB, RFP, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual. *[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].

CERTIFICATE OF ACCEPTANCE OF A SOLICITATION REQUIREMENTS

This is to certify that on this day, offeror acknowledges that he/she has read this solicitation document, pages # 1 to # 94 inclusive, including any addenda # 1 to # 3 exhibit(s) # 1 to # 3 , attachment(s) # 1; A to # 2 , and/or appendices # N/A to # N/A , in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein, and that the undersigned is authorized by the offeror to submit the proposal herein and to legally obligate the offeror thereto. This is also to certify that the offeror has reviewed the form Stockbridge City contract included in the solicitation documents and agrees to be bound by its terms, or that the offeror certifies that it is submitting any proposed modification to the contract terms with its proposal. The offeror further certifies that the failure to submit proposed modifications with the proposal waives the offeror's right to submit proposed modifications later. The offeror also acknowledges that the indemnification and insurance provisions of Stockbridge City's contract included in the solicitation documents are non-negotiable and that proposed modifications to said terms may be reason to declare the offeror's proposal as non-responsive.

Company: SoCo Contracting Company, Inc.

Signature: 

Name: Parampal Singh, President

Title: Date: 10-21-2021

(Affix Corporate Seal)

ATTACHMENT 1

ADDENDUM ACKNOWLEDGMENT FORM

NOTE: IF ADDENDUMS HAVE BEEN ISSUED, RESPONDENTS SHALL COMPLETE AND RETURN THIS ATTACHMENT WITH THEIR PROPOSAL. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE PROPOSAL.

ADDENDA ACKNOWLEDGMENT: The undersigned acknowledges the receipt of the following Addenda:

Addendum #: 1 Dated: Addendum not dated.
Addendum #: 2 Dated: Addendum not dated.
Addendum #: 3 Dated: Addendum not dated.
Addendum #: _____ Dated: _____
Addendum #: _____ Dated: _____

Respondent (Company): SoCo Contracting Company, Inc.

Signature (in ink): 

Name (Typed/printed): Parampal Singh, President

Title: President Date: 10-21-2021



City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

ADDENDUM NO. 1

Solicitation No.: REQUEST FOR PROPOSAL (RFP) NO. 2021- 0010

Solicitation Title: City of Stockbridge Ted Strickland Community Center Renovation

ATTENTION ALL POTENTIAL BIDDERS:

☒

MUST ADDENDUM. READ CAREFULLY AND FOLLOW ALL INSTRUCTIONS.

This addendum forms a part of the contract documents, modifies the original bidding documents and shall be as binding as if contained therein.

☐

Return Addendum with Bid Submittal. Failure to do so may subject the Bidder to disqualification.

☐

Return Completed Revised Bid Pricing Sheets with Bid Submittal.

TO ALL PROSPECTIVE BIDDERS, PLEASE NOTE THE FOLLOWING CHANGES AND CLARIFICATIONS:

Words in ~~striketrough~~ type are deletions from existing text. Words in **bold, underlined** type are additions to existing text.

1. RFP Due Date has not changed. The RFP Due Date is 3:00 p.m. EDT on Thursday, October 21, 2021.
2. The deadline for questions has not changed. The deadline for questions is Friday, September 17th, **2021**, (12:00 noon, EDT)

ADDITIONS / CLARIFICATIONS / CORRECTIONS

I. A Site Visit is scheduled for the above referenced project:

The date of the Site visit: September 14, 2021, at 10:00 A.M.

Address of the Site Visit: 130 M.L.K. Senior Heritage Trail, Stockbridge, GA 30281

Due to the COVID-19, Vendors are encouraged to follow all CDC guidelines including social distancing.



Where Community Connects

City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

The City of Stockbridge website is the official location for the posting of all solicitation addenda and contract award results. It is the obligation of each Prospective Provider to frequently monitor the City's website in order to obtain complete and timely information. The City's website is located at <https://www.cityofstockbridge.com/default.aspx> and Georgia Procurement Registry website https://ssl.doas.state.ga.us/PRSapp/PR_index.jsp and the Georgia Municipal Association <https://www.glga.org/SubmitListing>. All other terms, conditions, and specifications of the solicitation remain unchanged.

SoCo CONTRACTING COMPANY, INC.

Name of Company / Firm / Organization

Parampal Singh, President

Printed Name of Authorized Rep. / Title

Signature of Authorized Representative / Date

 9-13-2021



City of Stockbridge Purchasing Division

City of Stockbridge City Hall
4640 North Henry Boulevard
Stockbridge, Ga 30281

ADDENDUM NO. 2

Solicitation No.: REQUEST FOR PROPOSAL (RFP) NO. 2021- 0010

Solicitation Title: City of Stockbridge Ted Strickland Community Center Renovation

ATTENTION ALL POTENTIAL BIDDERS:

☒

MUST ADDENDUM. READ CAREFULLY AND FOLLOW ALL INSTRUCTIONS.
This addendum forms a part of the contract documents, modifies the original bidding documents and shall be as binding as if contained therein.

☐

Return Addendum with Bid Submittal. Failure to do so may subject the Bidder to disqualification.

☐

Return Completed Revised Bid Pricing Sheets with Bid Submittal.

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Address of the Site Visit: 130 M.L.K. Senior Heritage Trail, Stockbridge, GA
30281

Due to the COVID-19, Vendors are encouraged to follow all CDC guidelines including social distancing.

RFP No: 2021-0010
Ted Stickland Community Center Renovations

Due: October 21, 2021

By:

McWright LLC

115 Hwy 96

P. O. Box 903

Bonaire, Georgia 31005

Phone: 478.697.1559

Fax: 478.779.0156

E-mail: matt@mcwrightconstruction.com

Website: www.mcwrightconstruction.com



McWright, LLC.

General Contractor & Electrical
478-697-1559

Licensed & Insured

www.mcwrightconstruction.com

We value hard work and believe in giving back to the community that supports us. We are proud of what we have built and work diligently to leave our clients speaking highly of us long after the completed project. Integrity, honesty and quality construction have always been integral parts of how we do business.



Table of Contents

RFP Package

- 1) Letter of Interest**
- 2) Basic Company Information**
- 3) Firm Personnel Capability**
- 4) Firm's Experience General Information**
- 5) General Contractors License**
- 6) Project Executive Resume**
- 7) Project Manager Resume**
- 8) Superintendent Resume**
- 9) Thomaston Fire Station**
- 10) Shoppes on Watson**
- 11) Robins Chiropractic Clinic**
- 12) McRae-Helena Police Department**
- 13) FVSU Student Housing Modifications**
- 14) Mobley Hall Renovations**
- 15) Project Approach/Timeline**
- 16) Firm's Financial Information**
- 17) References**

Fee Proposal

Bid Bond

Forms



Happy Store- Warner Robins, GA



Wheeler House- Perry, GA



Mobley Hall Renovations- Clarkesville, GA



Shadybrook Condominiums- St. Simon Island

McWright LLC was founded in 2012 by a third-generation contractor with a vision and desire to provide construction innovation, excellence, and value-added expertise to an industry that is an ever changing dynamic. The goal was simple, to achieve our number one goal of 100% customer satisfaction.

Matthew McMillian is the owner and president of the firm while also playing a key role in the day-to-day operations. He is the driving force behind our substantial and continued growth since our inception. Even with that growth, we are still a grass roots firm and value each of our clients and believe trust is earned, not given. Our clients speak highly of us long after the job is completed. Honesty, integrity, transparency, and trust are the backbone of our company and the foundation of which McWright LLC was built.

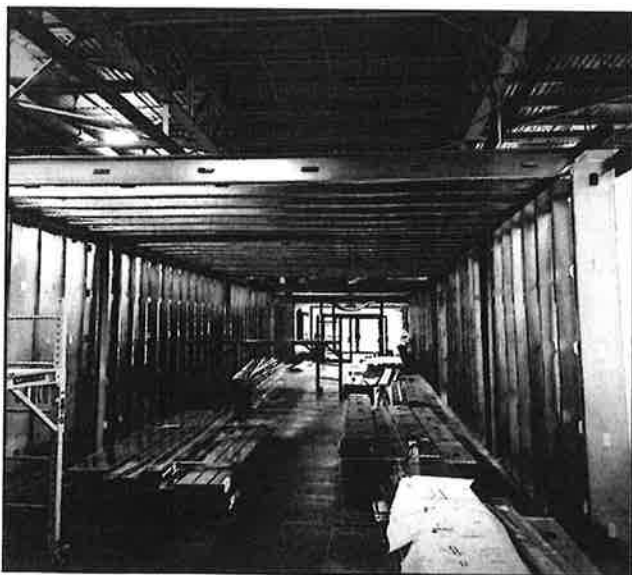
We are interested in this project because we have a desire to give back to the community that supports us. Every chance we get to take on a project for a police department or fire department, we push to be awarded the project because we appreciate the sacrifice made by these professionals. We understand the importance that people in this profession have in our community and believe that their places of work should be of the best quality at the best value and that is why we are the best choice to build this upcoming project.

We believe in providing skilled craftsmanship, a dedication to construction excellence, and unwavering commitment to the clients we serve and only accept the highest quality finished product from our subcontractors and employees. We pride ourselves on having the best customer service in the industry, during construction and after the project is complete. We employ a team of smart and innovative critical thinkers who can quickly assess, diagnose, and resolve issues as they arise. In today's uncertain times, we have what it takes to work around delays in the production of construction materials and the vast labor shortage to keep a project on schedule and within budget.

Our team's valuable field knowledge is applied each day on solving issues both simple and complex in building a project. Our hard work ethic has earned us the reputation of having a can-do attitude and willingness to roll up our sleeves and take on projects other firms would not. We understand that no project is perfect, it takes a team with expertise and the ability to learn and adapt to lead a construction project these days and we build our team around the notion that innovation is key and putting a clients wants and needs first is the only way to be successful.

Our project portfolio is filled with a variety of projects because past clients have trusted us with their project, and we did deliver. We have the experience and tools needed to handle any type of project as evidenced by our vast array of recent projects from every construction sector. We are proud of what we built, projects and clientele, and we stand behind every project. We believe we are the best candidate for this project and can demonstrate that through our knowledge, our teamwork, our leadership, and our honesty. When taking on a project, we will not rest until all your wants and needs are met.

- **Name:** McWright LLC
- **Address:** 115 Hwy 96 Bonaire, GA 31005
- **Phone:** (478) 697-1559
- **Fax:** (478) 779-0156
- **Email:** matt@mcwrightconstruction.com
- **Primary Contact:** Matthew McMillian
- **Years in Business:** 9- Founded 2012
- **Ownership:** Sole-Proprietor founded in Georgia
- **Contractor License:** #RLCO 004076



Framing phase of project on WRAFB



Finished elevation of project for Bibb County Sheriff's Office

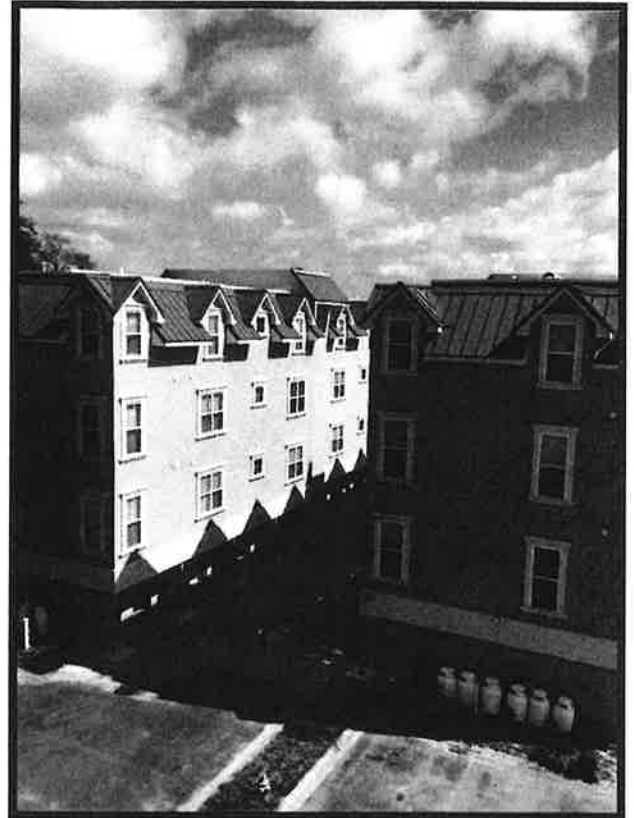
McWright LLC

www.mcwrightconstruction.com

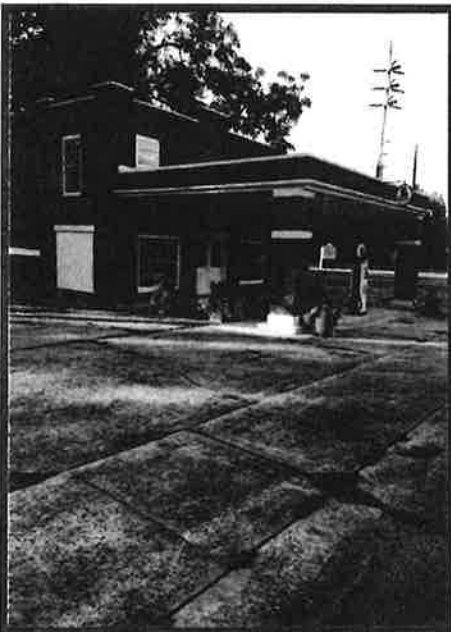
With an emphasis on delivering a quality finished product through innovation and knowledge, McWright LLC has become one of Middle Georgia's elite general contracting firms. We have an office in Bonaire, GA that is equipped with over 60,000 dollars of equipment and software needed to take on complex projects. We have Procore software which is an industry leading project management tool that helps speed up time consuming submittals, contractual documents, and scheduling issues.

In the last 3 years, McWright LLC has placed an emphasis on municipality and government work and has extended its bonding capacity to 5 million dollars. This gives municipal clients the peace of mind that are in capable hands when awarding McWright LLC a contract.

We employ 10 full time employees including 2 project managers, 2 superintendents, and 1 office manager. The other 5 employees are in the field and have a combined 60+ years experience in the construction industry. We handle demolition, grading, exterior cladding, carpentry, and painting among other items in house with our own forces. We have over 1 million dollars in equipment that is used on projects including excavators, bulldozers, and skid steers. All our workers are put thru yearly safety training and are up to date on the best practices that is used commonly in the industry.



Exterior Condo Renovations on St Simons Island



Sinclair Station Historic Renovation in Perry



Shopping Center in Warner Robins



Interior chapel for BCSO Project

McWright LLC

We are professional general contractors experienced in all types of construction from design build, new construction, construction management, interior/exterior renovations and modifications, and property maintenance. We employ a team of professionals with one goal in mind during a construction project, to deliver an on time and in budget project where 100% customer satisfaction is achieved. We have taken on projects throughout the middle Georgia area and have always completed them and left our customers with a quality project. We are eager to get to know our clients and their projects and welcome them to the McWright family.



Noteable Past & Current Projects

Projects Currently Under Construction

Assembly Crossing- Bonaire, GA- *New Construction*
Thomaston Fire Station- Thomaston, GA- *New Construction*
Cochran C Store- Cochran, GA- *New Construction*
Regal Car Wash- Warner Robins, GA- *Preconstruction*
The Smoke Shop- Warner Robins, GA- *New Construction*

Recent Experience – New Construction

Bonaire Liquor Store- Bonaire, GA
Shoppes On Watson- Warner Robins, GA
Century Market Plaza- Warner Robins, GA
Robins Chiropractic Clinic- Warner Robins, GA
Wheeler House- Perry, GA
Meadowdale Learning Center- Warner Robins, GA
Wes Park- Perry, GA
TWC Services- Byron, GA
Storage Near Me- Warner Robins, GA
Williams House- Cordele, GA
Byron Smoke Shop- Byron, GA

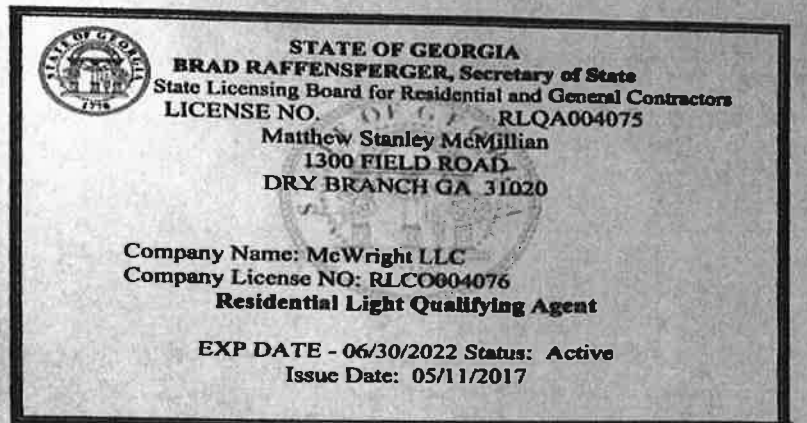
Recent Experience – Renovations/Additions

Mobley Hall Renovations- Clarkesville, GA
FVSU Student Housing Modifications- Fort Valley, GA
Langford Allergy Clinic- Macon, GA
Sinclair Station Historic Building- Perry, GA
Advanced Eyecare- Warner Robins, GA
Happy Food Store- Bonaire, GA
Parkway Commons- Warner Robins, GA
McRae-Helena Police Department- McRae, GA
Rush Results Fitness- Centerville, GA
Burn Boot Camp- Warner Robins, GA
Save-A-Lot Distribution Center- Byron, GA
Torrid- Macon, GA
Terma- Centerville, GA
Cancer Center- Warner Robins, GA
Building 140- Robins Air Force Base
BCSO Youth Outreach Center- Macon, GA
Perry Dental- Perry, GA

McWright LLC

www.mcwrightconstruction.com

(478) 697-1559



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

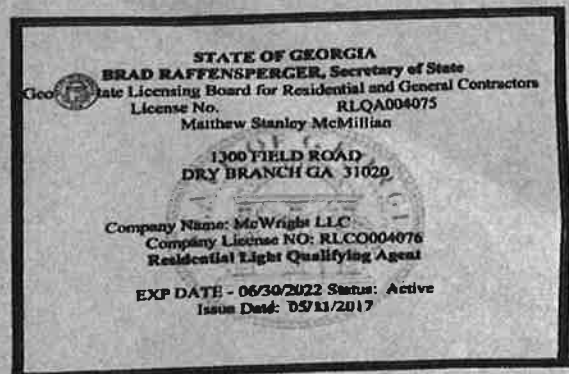
Please make note of the expiration date on your license. It is your responsibility to renew your license before it expires. Please notify the Board if you have a change of address.

Wall certificates suitable for framing are available at cost, see board fee schedule. To order a wall certificate, please order from the web site – www.sos.state.ga.us/plb.

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

Georgia State Board of Professional Licensing
237 Coliseum Drive
Macon GA 31217
Phone: (844) 753-7825
www.sos.state.ga.us/plb

Matthew Stanley McMillian
1300 FIELD ROAD
DRY BRANCH GA 31020



Matthew McMillian

matt@mcwrightconstruction.com

478.697.1559

President- McWright LLC

Nearly 2 decades ago, Matthew began working in the construction industry and immediately showed potential due to his willingness to learn, hard work ethic, and attention to detail. He quickly moved up the ranks of a successful commercial construction company and has never looked back. In 2012, he planted the seed for what now has become McWright LLC, which is a vastly growing commercial construction company that specializes in design build, new construction, and interior build outs and renovations.

Under his leadership, hundreds of projects have been coordinated and constructed from the conceptual development of construction plans through project organization and implementation. Matthew possesses the knowledge and experience of construction "Best Practices" that have been used to continually meet or exceed client's expectations.

Matthew leads the McWright LLC teams. He provides valuable oversight to the entire management team which goes a long way to ensure that the contract requirements are continually met. Matthew is active in all aspects of running the business but still maintains direct involvement with "on-site" operations daily.

In his free time Matt is first and foremost a family man with 3 young daughters. He enjoys taking them fishing, working on his collector cars, golfing and rooting for his Georgia Tech Yellow Jacket football team on Saturdays in the fall.

Education and Licenses

BA of Business Management
Macon State College

GA General Contractor
#RLQA 004075

OSHA 30 Certified

Experience

McWright LLC
Owner/President
2012-Current

Wright Commercial Construction
Project Manager/Foreman
2005-2012

Relevant Experience

Century Market Plaza- Warner Robins

This was a design build 13 suite shopping center McWright LLC completed in 2020. Matthew worked with the owner and provided valuable knowledge on building feasibility and costs. Once construction started, he was the project manager and ensured the project stayed on budget and in time. All phases of construction were utilized in the project including site work, PEMB, MEP's, and stone and stucco exterior cladding.

Shadybrook Condominiums- St. Simons Island

This project McWright LLC was selected as the construction manager to oversee the exterior renovations of 8 buildings. Work included new porches, all new stucco and a pool house renovation. Matthew ran the project and completed it ahead of schedule all while managing various subcontractors and phasing of the work to be completed

Michael McMillian

michael@mcwrightconstruction.com

478.636.0487

Project Manager/Estimator- McWright LLC

Michael has a deep background in the construction industry. His father and 3 uncles were homebuilders growing up and Michael spent many summers and weekends working with his father. He gained his first management experience working in a warehouse where he was the third shift manager overseeing operations for a plastic recycling company.

Michael is skilled on both the technical and management side and in leading and directing a team. He understands that project manager responsibilities are what guides a project to success. His relationships with subcontractors, architects, and vendors help ensure the project is completed on budget and within scope.

He is a meticulous project manager who examines submittals and plans closely and ensures that project specifications are met. His greatest strength to the McWright team is his critical thinking ability to assess, diagnose and resolve problems as they arise. His approach to managing a construction project is exemplified by his successful past projects.

He is proficient in time allocation, budget and personnel management, communication and planning that goes into a project. He understands the inner workings of project scheduling and phasing. He possess natural born leadership abilities and it shows on his projects.

In his free time Michael enjoys being a father to his daughter, golfing and going to the gym.

Experience

McWright LLC
Project Manger/Estimator
2019-Current

Allstate Electrical
Electrician
2017-2019

McWright LLC
Superintendent
2012-2017

Recycling Revolution
Shift Manager
2008-2012

Relevant Experience

BCSO Youth Outreach Center- Macon
Interior and exterior renovations to a 25,000 square foot facility that will be used as a center for at risk youth in Macon. All interior finishes were replaced, and the exterior received repairs to siding and new paint. A new PVC fence was installed, and soundproofing was designed and installed in the chapel.

Mobley Hall Renovations- Clarkesville
This project was an interior renovation to include layout modifications, all new finishes, and repairs to the electrical and HVAC system to the administration building for North Georgia Technical College in Clarkesville, GA. The building also housed the presidential suite. This project required 2 phases that were meticoulsy planned and executed under Michael's leadership. The finished product and the way the project was handled left the owners very impressed with Michael and McWright LLC.

Jeff Sterling

jeff@mcwrightconstruction.com

478.365.5891

Superintendent- McWright LLC

Jeff brings over 35 years of field experience to the McWright LLC team as he is one of the most seasoned superintendents in the area. He is knowledgeable in all phases of construction and has a knack for promoting a safe work environment as his safety record proves.

Jeff has proven success overseeing all phases of multimillion-dollar commercial construction projects for both government and private sector clients. He has projects over 4 million dollars under his belt where he handled the day-to-day activities of managing a job site. With a combined value of over 30 million dollars, Jeff's projects all presented unique challenges that he gained valuable experience and knowledge from.

He is exceptionally organized and a motivating team leader and can proficiently decipher project plans and specifications. He is task oriented and understands the importance of developing and hitting key project milestones to achieving project completion in the allotted schedule. His ability to collaborate with project managers, engineers, and architects to quickly assess problems as they arise is one of his greatest strengths. His implementation of safety of quality standards ensure we deliver a quality project to our client.

Jeff is avid outdoorsmen when not on a jobsite and enjoys hunting, fishing, and camping.

Experience

McWright LLC
Superintendent
2020- Current

International City Builders
Superintendent
2016-2020

Parrish Construction Group
Superintendent
2013-2016

Piedmont Construction Group
Superintendent
2000-2013

Stroud and Company
Superintendent
1986-2000

Relevant Experience

Rosa Jackson Community Center- Macon
This 3.5-million-dollar project was part of Macon-Bibb Parks and recreation development grant for the city of Macon. This was a major overhaul including a new gym, updated bathrooms, a welcome center and computer lab. This renovation including exterior upgrades including a new pavilion, playground, and splash pad for the kids.

Lamar County CTAE Addition & Remodel- Barnesville
Renovation and new addition of a career and technical education programs facility that included classrooms and learning labs. Specialized electrical and HVAC systems were installed and upgrades throughout the facility of all finishes. This 3.5-million-dollar project was completed in less than 10 months.

Tubman Museum- Macon
The location in downtown Macon provided unique challenges during the construction process that Jeff was an integral part of the team to complete this 2.2-million-dollar project.

Sector- Municipal

Owner: City of Thomaston

Russell Thompson (706) 647-4242

Rthompson@cityofthomaston.com

Glenda Harris (706) 975-8475

Gharris@cityofthomaston.com

Architect: 2WR

Alex Griggs (706) 780-4114

alex@2wrarchitects.com

Duration:

February 2021-November 2021

Delivery Method:

General Contractor

Thomaston Fire Station is a 11,000 square foot 5 bay fire station currently under construction by our firm. It is a new construction build, and we were chosen as the awarded contractor after pre-qualifications and the bidding process.

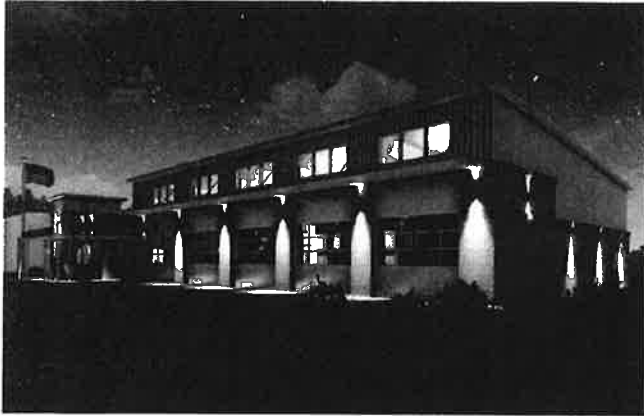
It is a ground up new construction project that required over 1,000 tons of fill dirt to be imported to create the building pad and parking lot.

The administration area consists of 8 sleeping rooms, weight room, 2 EMS stations, 4 offices and a training and a conference room. It has a mix of brick veneer with smooth Hardie panel reveal siding with aluminum framed windows.

The apparatus bay is a pre engineered metal building with 5 truck bays and 10 overhead doors. It has metal sheeting and brick veneer on the outside and metal liner panels and exposed CMU block on the interior. Specialized mechanical, electrical and plumbing were involved in this project.

Site work consisted of all new utilities, heavy duty concrete paving, a new retention pond and installing a new retaining wall.

Price: \$2,435,610.00



Rendering of Fire Station



Front elevation showing PEMB apparatus bay



Rear elevation showing retaining wall and admin area

Sector- Retail

Owner: WR Partners, LLC

Cathy Goldman (706) 284-5851

Architect: Definitive Design Group

(706) 860-6807

Duration:

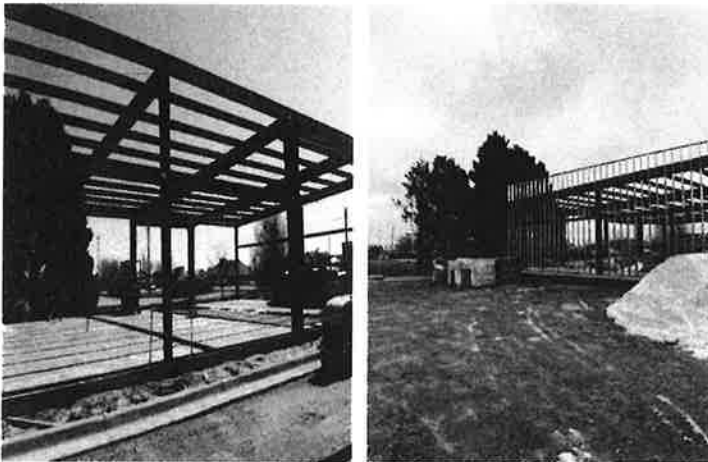
October 2019-July 2020

Delivery Method:

Design Build



Finished building elevations showing corner



Steel framework and metal stud framing being installed



Finished side elevation

Shoppes on Watson is a 4-suite strip mall constructed on tight real estate in Warner Robins on Watson Boulevard. Working with the owner on design ideas, McWright LLC provided its client with cost and time saving ideas and techniques to bring their vision to a reality.

Because this was a design build, we were able to overlap the design and construction phase to cut down on time and complete this project in 5 months.

What began as an idea in October 2019 with one of our repeat customers, came to fruition the following summer with this beautiful building now housing thriving retail shops.

The design and preconstruction phase consisted of careful planning, zoning, and civil engineering details which McWright LLC facilitated for the out-of-town owner. This phase lasted from October to December with McWright LLC guiding the way from the very beginning.

Once the details of the project were finalized and all the required paperwork was filed, McWright broke ground in February of 2020. While the building was simple, complex issues of material delays began to arise with the wake of the COVID 19 pandemic. McWright LLC was able to use its long-standing vendor and subcontractor relationships and keep the project moving forward during shutdowns.

Price: \$739,474.00

Sector- Medical

Owner: Greg Wheeler

Greg Wheeler (706) 284-5851

Architect: WD Duncan Designs

David Duncan (478) 960-0705

datdad432@yahoo.com

Duration:

October 2018-Januray 2019

Delivery Method:

Design Build



When a repeat customer brought his idea for a new office in Warner Robins, he knew McWright LLC was the only contractor for the job. Working under a tight schedule, McWright LLC sprung into action and put ideas to paper immediately and had drawings to price from within 2 weeks. We were able to overlap the construction and design phase on this project to turn the project in an unprecedented 5 months.

This 3,552 square foot chiropractic clinic houses 7 treatment rooms, x ray room, 2 offices and a reception area. Because of our qualified subcontractor base, we were able to design electrical, mechanical, and plumbing systems that met the customers needs and budget. Interior finishes consisted of flooring, tile, paint, acoustical ceilings, and custom millwork and granite countertops.

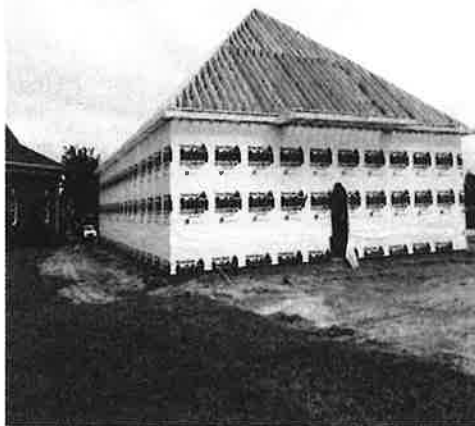
Site work consisted of grading and clearing, installing new sewer, storm and water and all utilities plus providing a new parking lot. Exterior finishes were a mix of stone and Hardie siding as seen in the photos.

Because McWright LLC achieved 100% customer satisfaction, the owner again hired us to build their dream home just 1 year later.

Price: \$510,000.00



Slab pour



Wood framing installed



Front door elevation

Sector- Municipal

Owner: McRae-Helena Police Department

Glen Giles (229) 315-9798

Architect: DPR Architecture

Frank D' Arcangelo (706) 860-6807

frank@dparch.com

Duration:

May 2019-August 2019

Delivery Method:

General Contractor



Front reception desk

McRae-Helena Police Department was a public bid job and McWright LLC was awarded the project out of 5 total bidders. The project consisted of renovating an existing space for use as additional offices for the McRae-Helena Police Department.

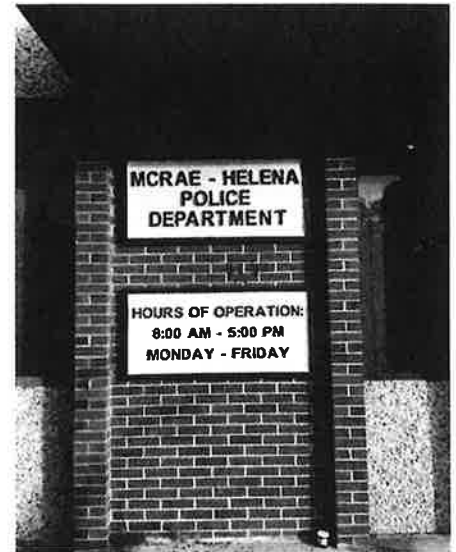
New electrical and HVAC systems were involved in the scope of work as well as upgrading all existing finished throughout. Because half of the space was occupied during construction, strategic scheduling and planning had to be deployed to accommodate a functioning police department. The work was phased so that no interruptions of the day-to-day police department operations were affected. Weekend, night and holiday work all became apart of this project to turn it over in a 90-day deadline.

Layout modifications and adjustments formed the new offices and all flooring, paint and 2 bathrooms were completely removed and redone. McWright LLC used its prequalified and extensive sub-base and completed the project on schedule as projected. Problems with the existing HVAC arose and McWright LLC worked closely with the owner to diagnose the problem and acted quick to provide options to resolve it, so the project schedule was not jeopardized. Specialties including providing sound proofing at an interview room so the police department could question witness's or suspects.

Price: \$175,864.00



Trenches for new plumbing



New signage at the front entrance



Infill to match existing exterior finishes

Sector- Higher Education

Owner: Fort Valley State University

Ed Dufresne (478) 825-6780

Edwidge.Dufresne@fvsu.edu

Architect: SPDG

Bob Day (478) 477-7465

bday@spdesigngrp.com

Duration:

May 2021- July 2021

Delivery Method:

General Contractor

The Student Housing Modifications at Fort Valley State University was a public bid project and McWright LLC was awarded the project out of 4 total bidders. The project consisted of renovating existing dorm rooms to add 64 new suites in 2 different buildings.

Work began quickly after award and had to be completed on a tight deadline as students were to return in early August. McWright LLC once again used strategic planning and phasing to complete the work in the 2 buildings 1 week ahead of the allotted 90-day schedule.

The work consisted of framing new walls to form an extra dorm room, 64 in total in Wildcat 6 & Wildcat 7 Dormitories on the campus of Fort Valley State University. A last-minute fire marshal review required the new walls and doors to be fire rated which threatened to cancel the project. Quick thinking and action from McWright LLC and the architect appeased the state fire marshal and the project was put back into action.

New fire alarm devices were added to an existing system and new doors with hardware to match the existing keying system were installed with new flooring and new paint.

Price: \$266,000.00



Wood framed walls installed



Insulation and fire alarm installed



Finish Paint being applied to the new walls

Sector- Higher Education

Owner: North Georgia Technical College

Michael Boyd (706) 244-4255
mboyd@northgatech.edu

Architect: Croft & Associates

Chris Philhower (678) 997- 3479
cphilhower@croftae.com

Duration:

December 2019-March 2020

Delivery Method:

General Contractor

The Mobley Hall renovations for North Georgia Technical College's main campus in Clarkesville, GA consisted of interior modifications and updating all the finishes throughout the building. Since the building was still being used by employees and students, McWright LLC did the construction in 2 phases within the 120-day schedule.

Work consisted of interior demolition, new partitions, new electrical fixtures and a major fix to the faulty HVAC system. Custom millwork was installed in the breakroom and all new flooring and paint including accent walls was performed. McWright LLC worked with the owner on changes they wanted to make during construction to minimize the impact on the tight schedule.

New fire alarm devices were added, and the existing system was modified which was inspected and approved by the Georgia state fire marshall. McWright LLC had to deal with the onset of the Covid 19 pandemic at the end of the project and worked thru issues with material and shutdowns to minimize the impact and complete the project on schedule.

Price: \$347,984.12



Front Reception Desk



Finished Office



New Cabinets Installed



Hallway to President's Suite



President's Suite

Anticipated Duration: 150 days

This project is a simple project that if we do not run into any issues in with materials, we could be complete in 120 days. Because of the uncertainty of materials these days, we added a 30-day cushion to our anticipated schedule.

Our approach will be simple, once awarded we will begin with the delegation of subcontracts and receiving submittals and product data as required by the project specifications. Our project manager will oversee all preconstruction activities including meetings, scheduling and material procurement. Once we have a start date, we will employ a full-time superintendent to ensure submittals are being met and products are being installed correctly.

Demo should take no more than 2 weeks and once that is complete, we will begin with construction.

City Responsibilities:

Per the contract all millwork and furniture is by the city. See sheets A 1.4 & A 1.5 (addendum 3)

We also ask that city appoints a person of contact for this project. This person should be available to the contractor for meetings, making decisions, and payment procedures.

Project Management:

A schedule will be provided upon award of a contract. Our management team consist of project managers and administrators for this project. We utilize Procore, a management software, to streamline submittals, scheduling, and daily logs among other things.

We will hold monthly progress meetings with the owner and architect. At these meetings we can discuss delays and progress, planned progress, issues, and other business. We will use an array of subcontractors for this project but several items will be done in house with our own employees.

Quality control responsibilities fall on the project manager and superintendent. We will ensure all products are correctly submitted for approval and installed correctly.

Financial/Credit References:

Name: Warner Robins Supply
Address: 2756 Watson Blvd Warner Robins, GA 31093
Phone: (478) 953- 4100

Name: Capitol Materials, Inc.
Address: 7531 Industrial Hwy
Phone: (478) 785-1835

Name: White Cap
Address: 501 W Church Street Orlando FL 32805 (Corporate)
Phone: (407) 822-2198

Name: Reames Concrete
Address: 1208 Cypress Street Valdosta, GA 31601
Phone: (229) 244-9286

Banking References: Morris Bank

Name: Zach Giddens
Address: 1041 SR 96 Warner Robins, GA 31088
Phone: (478) 333-7070

Volume:

Annual Volume Last 3 Years: 4.1 million dollars (2020) 4.6 million (2019) 2.8 million (2018)
Average Volume Last 3 Years: 3.8 million dollars
Current Year Volume: 6.2 million (2021)

Insurance Provider: McNeal Agency

Name: Kyle Arnold
Address: 1717 Russel Parkway Warner Robins, GA 31095
Phone: (478) 328-3666

Bonding Agent: PointeNorth Insurance Group

Name: Carolyn F. Smith
Address: 1100 Cir 75 Pkwy SE #140 Atlanta, GA 30339
Phone: (678) 501-6191

Questions:

McWright LLC has never failed to complete any work it was awarded and has never been removed from any project awarded.

During the past three years we have negotiated work on 75% of our projects.

McWright LLC has had no litigation with the city during the past 10 years.

Frank D' Arcangelo- DPR Architecture
Architect
Phone: (912) 764-6288
frank@dprarch.com

Project- McRae Police Department
Interior and exterior remodel for police
department expansion.

Chad Bryant- Bryant Engineering
Owner
Phone: (478) 224-7070
chad@bryantengllc.com

Project- Multiple
Chad has been the civil engineer on record for
several of our project including strip malls and
convenience stores.

Alex Griggs- 2WR Architecture
Senior Architect
Phone: (706) 571-6923
alex@2WRarch.com

Project- Thomaston Fire Station
Ground up construction of new fire station
currently halfway through construction.

Michael Boyd- NGTC
Facilities Director Phone: (706) 244-4225
mboyd@northgatech.edu

Project- Mobley Hall Renovations
Interior renovation of admin spaces including
presidential suite for technical college.

Cathy Goldman- Goldman Properties
Broker Phone: (706) 868-7171
cgoldman222@gmail.com

Project- Shoppes on Watson
Ground up construction of 4 suite shopping center
in Warner Robins, GA.

Bill Mulkey- City of Warner Robins
Head Building Inspector
Phone: (478) 951-0473

Project: Multiple
Bill is the Head Building Inspector in Warner
Robins where many of our projects are built.

Deborah Martin- BCSO
Owner's Representative
(478) 731-7368
dmartin@maconbibb.us

Project: BCSO Youth Outreach Center
Interior and exterior renovation of an existing
building to serve the community by providing an
outlet for at risk youth.

David Duncan- Duncan Designs
Architect
Phone: (478) 960-0705
datdad432@yahoo.com

Project: Multiple
David has been the lead designer on many of our
design build projects.

Robert Moore- Moore Civil
Engineer
Phone: (706) 224-1629
robert@moorecivil.com

Project: Cochran C Store
Robert is the civil engineer on record for our C
Store project currently under construction.

Greg Wheeler- Robins Chiropractic Clinic
Owner
Phone: (478) 333-3320 gwheeler75@yahoo.com

Project: Robins Chiropractic Clinic
Ground up construction of a chiropractic clinic
complete with administration and patient care.

Selective Insurance Company of America
40 Wantage Avenue
Branchville, New Jersey 07890
973-948-3000

Bond No. **B 1252589**

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

That McWright, LLC
115 Ga Hwy 96 Bonaire, GA 31005 (hereinafter called the Principal)
as Principal, and the SELECTIVE INSURANCE COMPANY OF AMERICA, a corporation created and existing under
the laws of the State of New Jersey, with its principal office in Branchville, New Jersey (hereinafter called the Surety),
as Surety, are held and firmly bound unto City of Stockbridge
4640 North Henry Boulevard Stockbridge, GA 30281 (hereinafter called the Obligor)
in the full and just sum of 5 % Percent of Total Bid Amount Dollars
(5 %) good and lawful money of the United States of America, to the payments of which sum of
money well and truly to be made, the said Principal and Surety bind themselves, their and each of their heirs, executors,
administrators, successors and assigns, jointly and severally, firmly by these presents.

Signed, sealed and dated this 21st day of October, 2021 A.D.

THE CONDITION OF THIS OBLIGATION IS SUCH, That, if the Obligor shall make any award within 60 days to
the Principal for

Ted Strickland Community Center Renovation

according to the terms of the proposal or bid made by the Principal therefor, and the Principal shall duly make and
enter into a contract with the Obligor in accordance with the terms of said proposal or bid and award and shall give
bond for the faithful performance thereof with Surety or Sureties approved by the Obligor; or if the Principal shall,
in case of failure so to do, pay to the Obligor the damages which the Obligor may suffer by reason of such failure, not
exceeding the penalty of this bond, then this obligation shall be null and void; otherwise it shall be and remain in full
force and effect.

When this Bond has been furnished to comply with a statutory, regulatory or other legal requirement in the location where
the construction is to be performed, any provision in this Bond conflicting with said statutory, regulatory or legal
requirement shall be deemed deleted from this form and provisions conforming to such statutory, regulatory or other
legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory
bond and not as a common-law bond.

In Testimony Whereof, the Principal and Surety have caused these presents to be duly signed and sealed.

McWright, LLC

WITNESS:

Megan D.
(If individual or firm)

[Signature], PRINCIPAL

By: _____ (SEAL)

ATTEST:

(If Corporation)

SELECTIVE INSURANCE COMPANY OF AMERICA, SURETY

By: Carolyn F. Smith
Carolyn F. Smith, Attorney-in-fact



SELECTIVE

BE UNIQUELY INSURED

Selective Insurance Company of America
40 Wantage Avenue
Branchville, New Jersey 07890
973-948-3000

Bond No. B 1252589

POWER OF ATTORNEY

SELECTIVE INSURANCE COMPANY OF AMERICA, a New Jersey corporation having its principal office at 40 Wantage Avenue, in Branchville, State of New Jersey ("SICA"), pursuant to Article VII, Section 1 of its By-Laws, which state in pertinent part:

The Chairman of the Board, President, Chief Executive Officer, any Executive Vice President, any Senior Vice President or any Corporate Secretary may, from time to time, appoint attorneys in fact, and agents to act for and on behalf of the Corporation and they may give such appointee such authority, as his/her certificate of authority may prescribe, to sign with the Corporation's name and seal with the Corporation's seal, bonds, recognizances, contracts of indemnity and other writings obligatory in the nature of a bond, recognizance or conditional undertaking, and any of said Officers may, at any time, remove any such appointee and revoke the power and authority given him/her.

does hereby appoint **Carolyn F Smith**

, its true and lawful attorney(s)-in-fact, full authority to execute on SICA's behalf fidelity and surety bonds or undertakings and other documents of a similar character issued by SICA in the course of its business, and to bind SICA thereby as fully as if such instruments had been duly executed by SICA's regularly elected officers at its principal office, in amounts or penalties not exceeding the sum of: **Three Hundred Thousand Dollars (\$300,000.00)**

Signed this 21st day of October, 2021

SELECTIVE INSURANCE COMPANY OF AMERICA

By:

Brian C. Sarisky

Its SVP, Strategic Business Units, Commercial Lines



STATE OF NEW JERSEY :

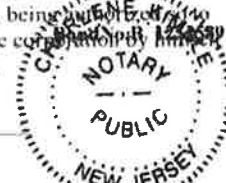
:ss. Branchville

COUNTY OF SUSSEX :

On this 21st day of October, 2021 before me, the undersigned officer, personally appeared Brian C. Sarisky, who acknowledged himself to be the Sr. Vice President of SICA, and that he, as such Sr. Vice President, being duly sworn, do, executed the foregoing instrument for the purposes therein contained, by signing the name of the Corporation by him as Sr. Vice President and that the same was his free act and deed and the free act and deed of SICA.

Charlene Kimble
NOTARY PUBLIC
STATE OF NEW JERSEY
ID # N/A
MY COMMISSION EXPIRES 5/26

Notary Public



The power of attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of SICA at a meeting duly called and held on the 6th of February 1987, to wit:

"RESOLVED, the Board of Directors of Selective Insurance Company of America authorizes and approves the use of a facsimile corporate seal, facsimile signatures of corporate officers and notarial acknowledgements thereof on powers of attorney for the execution of bonds, recognizances, contracts of indemnity and other writing obligatory in the nature of a bond, recognizance or conditional undertaking."

CERTIFICATION

I do hereby certify as SICA's Corporate Secretary that the foregoing extract of SICA's By-Laws and Resolution has full force and effect and this Power of Attorney issued pursuant to and in accordance with the By-Laws is valid.

Signed this 21st day of October, 2021

Michael H. Lanza, SICA Corporate Secretary



Important Notice: If the bond number embedded within the Notary Seal does not match the number in the upper right-hand corner of this Power of Attorney, contact us at 973-948-3000.

B91 (4-14)

CERTIFIED COPY



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/12/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McNeal Insurance Agency PO Box 724728 Atlanta GA 31139		CONTACT NAME: Jessica Dannelly, CIC, CISR PHONE (A/C, No, Ext): (478) 929-4141 FAX (A/C, No): (478) 328-3666 E-MAIL ADDRESS: jdannelly@mcnealagency.com	
INSURED MCWRIGHT, LLC. PO BOX 903 BONAIRE GA 31005-0903		INSURER(S) AFFORDING COVERAGE INSURER A: Selective Ins Co of Southeast INSURER B: Builders Insurance Group (A Mutual Captive Company) INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 39926 10704	

COVERAGES**CERTIFICATE NUMBER:** 21/22 Master**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR			S 2128517	06/18/2021	06/18/2022	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000				
			MED EXP (Any one person) \$ 15,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
	GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY			S 2128517	06/18/2021	06/18/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
			BODILY INJURY (Per person) \$				
			BODILY INJURY (Per accident) \$				
			PROPERTY DAMAGE (Per accident) \$				
							Uninsured motorist \$ 1,000,000
A	☒ UMBRELLA LIAB ☐ EXCESS LIAB DED RETENTION \$			S 2128517	06/18/2021	06/18/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000
			EACH OCCURRENCE \$ 2,000,000				
			AGGREGATE \$ 2,000,000				
			\$				
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ Y	N/A	WCV 0173942 06	06/18/2021	06/18/2022	☒ PER STATUTE ☐ OTH-ER
			E.L. EACH ACCIDENT \$ 1,000,000				
			E.L. DISEASE - EA EMPLOYEE \$ 1,000,000				
			E.L. DISEASE - POLICY LIMIT \$ 1,000,000				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

*** FOR BIDDING PURPOSES ONLY

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

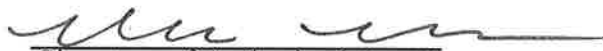
FORM 1

NON-COLLUSION BIDDING CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

By submission of this certificate, each Proposer and each person signing on behalf of any Proposer certifies under penalty of perjury, that to the best of its knowledge and belief:

1. The cost or prices to be negotiated shall have been arrived at independently without collusion, consultation, communication or agreement, for any purpose of restricting competition as to any matter relating to such costs or prices with any other Proposer or with any competitor.
2. Unless otherwise required by law, the cost or prices to be negotiated have not been knowingly disclosed by the firm prior to the opening of price negotiations, directly or indirectly to any other Proposer or to any competitor; and,
3. No attempt has been made or will be made by the Proposer to induce any person, partnership or corporation to submit or not submit a Statement of Qualifications for the purpose of restricting competition.


Signature of Authorized Agent

Matthew McMillian, President
Name/Title of Authorized Agent

10/21/2021
Date

FORM 3

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS; PRIMARY COVERED TRANSACTIONS

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

The Proposer, MSWright LLC, certifies to the best of its knowledge and that it and its principals: belief,

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal, State, or local department or agency.
2. Have not within a three-year period preceding this Bid been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or Contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with the commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/Bid had one or more public transactions (Federal, State, or local) terminated for cause or default.

Where the Contractor is unable to certify to any of the statements in this certification, such participant shall attach an explanation to this Bid.

The Contractor, MSWright LLC, certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this Certification and understands that the provisions of 31 U.S.C. Sections 3801 Et Seq., are applicable thereto.



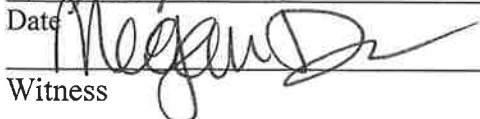
Signature of Authorized Agent

Matthew McMillan, President

Name/Title of Authorized Agent

10/21/2021

Date



Witness

FORM 4

INELIGIBILITY CERTIFICATE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of

MEWright LLC, and it is also whose address is

PO Box 903 Bonaire, Ga 31005, certifies that the

Contractor, nor any of its Sub-Contractors to be used in performing this Contract, are listed on the list of Ineligible Contractors maintained by the Comptroller General of the United States.



Signature of Authorized Agent

Matthew Memillion, President

Name/Title of Authorized Agent

10/21/2021

Date

FORM 5

CERTIFICATION OF DRUG-FREE WORKPLACE

This Form Must Be Signed and Return with Bid or Bid may be deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of MEWright LLC, and it is also whose address is PO Box 903 Bonaire, Ga 31005, certifies that:

1. The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Workplace Act" have been complied in full; and
2. A drug-free workplace will be provided for the consultant's employees during the performance of the Contract; and
3. Each Sub-Contractor hired by the consultant shall be required to ensure that the Sub-Contractor's employees are provided a drug-free workplace. The Consultant shall secure from that Sub-Contractor the following written certification: "As part of the Sub-Contracting agreement with the Consultant, certifies to the Consultant that a drug-free workplace will be provided for the Sub-Contractor's employees during the performance of this Contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3"; and
4. It is certified that the undersigned will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.



Signature of Authorized Agent

Matthew McMillian, President

Name/Title of Authorized Agent

10/21/2021

Date

FORM 6

CITY OF STOCKBRIDGE CONFLICT OF INTEREST AND PROHIBITION AGAINST CONTINGENT FEES CERTIFICATION

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

I hereby certify that I am a principal and duly authorized agent of McWright LLC, and, it is also, whose address is PO Box 903 Bonaville, Ga 31005, certifies that to the best of its knowledge there are no circumstances which shall cause a Conflict of Interest in performing services for City of Stockbridge.



Signature of Authorized Agent

Matthew McMillian, President

Name/Title of Authorized Agent

10/21/2021

Date

FORM 7

AFFIDAVIT VERIFYING STATUS FOR CITY PUBLIC BENEFIT APPLICATION

By executing this affidavit under oath, as an applicant for the City of Stockbridge, Georgia Business License or Occupational Tax Certificate, Alcohol License, execution of contract or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application for a City of Stockbridge license/permit and/or contract for:

MSWright LLC
Name of Applicant

1) ☒ I am a United States citizen

OR

2) ☐ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 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 O.C.G.A. Code Section 16-10-20.

Signature of Applicant: [Signature]

Date: 10/21/2021

Printed Name: Matthew McMillian

*Alien Registration number for non-citizens:

****PLEASE INCLUDE A COPY OF YOUR PERMANENT RESIDENT CARD, EMPLOYMENT AUTHORIZATION, GREEN CARD, OR PASSPORT WITH A COPY OF YOUR DRIVER'S LICENSE IF YOU ARE A LEGAL PERMANENT RESIDENT.**

Subscribed and Sworn Before Me on this the 21 Day of October, 2018.

Notary Public: [Signature]

My Commission Expires: August 19, 2023

*Note: O.C.G.A. Section 50-36-1 (e)(2) requires that aliens under the Federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their alien registration number. Because legal permanent residents are included in the federal definition of "alien", legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:

FORM 8

CERTIFICATION REGARDING LOBBYING

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Local, State or Federal agency, in connection with the awarding of any contract, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any contract, grant, loan, or cooperative agreement.
2. The undersigned shall require that the language of this certification be included in the award documentations for sub-awards at all tiers (including Sub-Contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such failure. [Note: Pursuant to 31 U.S.C. 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000 for each such expenditure or failure.]

The Contractor, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. 3801, *et seq.*, apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Agent: 

Name and Title of Contractor Authorized Agent: Matthew McMillian

Date: 10/21/2021 Telephone No: 478 697 1559

Firm or Company Name: McWright LLC

Address: PO Box 903 Bonair, Ga 31005

FORM 9

BID SUBMITTAL LETTER

This Form Must Be Signed and Return with Bid or Bid may be Deemed Non-responsive.

The undersigned, McWright LLC, hereby submits its Bid to furnish all labor, materials, equipment, delivered by the undersigned, to the City of Stockbridge, Georgia.

The undersigned acknowledges and agrees that the Bid submitted by the undersigned shall be binding upon the undersigned and that if City of Stockbridge, Georgia, awards the Contract to the undersigned, the Bid made by the undersigned and delivered to City of Stockbridge, Georgia herewith, together with such award, will constitute a legal, valid and binding Contract between the undersigned and City of Stockbridge, Georgia. The Contract created pursuant to the previous sentence shall incorporate the terms and conditions of the bid including, but not limited to, the bid Scope of Work, Solicitation instructions and Conditions, the Contract Provisions and the Contractor's Cost Bid, all as described in the bid.

IN WITNESS WHEREOF, the undersigned has duly executed and delivered this Bid Submittal Letter this 21 day of October, 2018 2021

[Signature]

By

President

Title

Sworn to and subscribed before me the 21 day of October, 2018 2021
Notary Public

[Signature]
My Commission Expires: 8/19/2025

Date 8/19/2025
COUNTY, GEORGIA

STATE OF GEORGIA

CITY OF STOCKBRIDGE

FORM 10: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT AND AGREEMENT

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 engaged in the physical performance of services¹ under a contract with [insert name of prime contractor] McWright LLC on behalf of The City of Stockbridge Government has registered with and is participating in a federal work authorization program*,² 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 Sub-Contractor(s) in connection with the physical performance of services to this contract with The City of Stockbridge Government, contractor will secure from such Sub-Contractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Sub-Contractor 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 Stockbridge Government at the time the Sub-Contractor(s) is retained to perform such service.

886615
EEV/Basic Pilot Program* User Identification Number

[Signature]
BY: Authorized Officer of Agent
(Insert Contractor Name)

Matthew McMillan, President
Title of Authorized Officer or Agent of Contractor
Matthew McMillan
Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 21 day of October, 2021

Notary Public: [Signature]

City: Cochran, GA

Commission Expires: 08/19/2025

1.O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Stockbridge City) using a bidding process (e.g., ITB, RFP, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual. *[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].

CERTIFICATE OF ACCEPTANCE OF A SOLICITATION REQUIREMENTS

This is to certify that on this day, offeror acknowledges that he/she has read this solicitation document, pages # 1 to # 78 inclusive, including any addenda # 1 to # 3 exhibit(s) # _____ to # _____, attachment(s) # _____ to # _____, and/or appendices # _____ to # _____, in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein, and that the undersigned is authorized by the offeror to submit the proposal herein and to legally obligate the offeror thereto. This is also to certify that the offeror has reviewed the form Stockbridge City contract included in the solicitation documents and agrees to be bound by its terms, or that the offeror certifies that it is submitting any proposed modification to the contract terms with its proposal. The offeror further certifies that the failure to submit proposed modifications with the proposal waives the offeror's right to submit proposed modifications later. The offeror also acknowledges that the indemnification and insurance provisions of Stockbridge City's contract included in the solicitation documents are non-negotiable and that proposed modifications to said terms may be reason to declare the offeror's proposal as non-responsive.

Company: MEWright LLC

Signature: [Signature]

Name: Matthew McMillian

Title: Date: President 10/21/2021

(Affix Corporate Seal)

ATTACHMENT 1

ADDENDUM ACKNOWLEDGMENT FORM

NOTE: IF ADDENDUMS HAVE BEEN ISSUED, RESPONDENTS SHALL COMPLETE AND RETURN THIS ATTACHMENT WITH THEIR PROPOSAL. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE PROPOSAL.

ADDENDA ACKNOWLEDGMENT: The undersigned acknowledges the receipt of the following Addenda:

Addendum #: 1 Dated: not dated
Addendum #: 2 Dated: not dated
Addendum #: 3 Dated: not dated
Addendum #: _____ Dated: _____
Addendum #: _____ Dated: _____

Respondent (Company): MSWright LLC

Signature (in ink): 

Name (Typed/printed): Matthew McMillan

Title: President Date: 10/21/2021



City of Stockbridge

Agenda Request Form

Meeting Date

March 14, 2022

ACTION

- ☒ Action requested by City Council
- ☐ For informational purposes only
- ☐ Budget Amendment Required
- ☐ Attachment (s)
- ☐ Payment of Invoice/Task Order/Change Order

- ☐ PUBLIC HEARING
- ☐ ORDINANCE
- ☐ RESOLUTION
- ☐ BID/SOLICITATION AWARD
- ☐ PRESENTATION
- ☐ DISCUSSION
- ☐ REPORT
- ☐ DISCUSSION
- ☒ CONTRACT APPROVAL - EXTENSION

AMOUNT \$35,000.00

BUDGET ADJUSTMENT

FROM ACCOUNT: 505-43300-523990

PRESENTER: Lindell Miller / Decius Aaron

ITEM/PROJECT/EVENT REQUEST FOR PROPOSAL (RFP) NUMBER: RFP No. 2018-001Q SPECIAL NON-HAZARDOUS WASTE SERVICES AGREEMENT RENEWAL - REPUBLIC SERVICES, INC.

BACKGROUND INFORMATION:

The Public Works Department is requesting City Council's approval to renew the term contract for Request For Proposal (RFP) No. 2018-001Q, Special Non-Hazardous Waste Service Agreement, between Republic Services, Inc, and the City of Stockbridge, authorizing the Mayor to execute same; and authorizing the City Manager to execute all administrative and budgetary actions related to the Agreement.

STAFF RECOMMENDATION:

The Public Works Department is requesting City Council's approval to renew the term contract for Request For Proposal (RFP) No. 2018-001Q, Special Non-Hazardous Waste Service Agreement, between Republic Services, Inc, and the City of Stockbridge, for \$35,000 annually, authorizing the Mayor to execute same; and authorizing the City Manager to execute all administrative and budgetary actions related to the Agreement.

The agreement with Republic Services, Inc, Request For Proposal (RFP) No. 2018-001Q, Special Non-Hazardous between Republic Services, Inc, was initiated on November 20, 2018. Republic Services, Inc, own and operates the Pine Ridge Landfill, which is the closest landfill within a reasonable distance to dispose of waste, bio solid waste (sludge) and acceptable waste, from the Wastewater Treatment Plant.

City staff is requesting a contract renewal through December 2, 2023. The Public Works Department has determined that Republic Services, Inc, has performed all work in accordance with the contract requirements, and have provided quality service to the City.

The contract was initiated November 20, 2018, for month-to-month and is renewed automatically. The contract expires December 2, 2022. The initial term will be automatically extended annually.

Section 3.30.227 - Renewals and extensions; The city council shall approve all renewals or term contract extensions: (A) to afford the city a continuous supply of items or services in the event of the termination or near termination of the award/contract and (B) where cost is greater than fifty thousand dollars (\$50,000.00); and when the original contract was approved by the city council.

3.30.160 - Exceptions. A 6. Utilities, where there is no reasonable basis for competitive procurement, for example electric power, water, and sewerage.

Fiscal Impact: Funds will be provided from account number 505-43300-523990

APPROVED BY:

LEGAL:	YES	NO	or N/A Sign _____
PROCUREMENT YES		NO	or N/A Sign <u><i>Lindell Y. Miller</i></u>
FINANCE DEPT: YES		NO	or N/A Sign _____
CITY MANAGER: YES		NO	or N/A Sign _____



SPECIAL WASTE SERVICE AGREEMENT NON-HAZARDOUS WASTES

Special Waste Profile Number: 3708131091

Generator Billing Information

Name: City of Stockbridge
Address: 4640 North Henry Blvd.
City: Stockbridge
State: Ga. Zip: 30281
Phone: 770-862-3742 Fax: 770-474-1215
Contact: bholtsinger@cityofstockbridge-ga.gov (Brad)

Republic Waste Location (Company)

Republic Services of Georgia, LP
d/b/a Pine Ridge Landfill
105 Bailey Jester Rd.
Griffin, Ga. 30224
770-233 9081

Project: Municipal Waste (Sludge-Solid) County and State of Origin: Henry, GA
Additional Information: Approved Annual Volume 400 Tons - Expiration Date 12/4/2021

- Special Waste Service.** Subject to the terms and conditions contained herein, the Company and the Generator agree to be legally bound hereby and the Company agrees to accept at its Facility, Acceptable Waste (hereinafter referred to as "Special Waste" or "Waste") delivered by Generator, and which is acceptable to the Company as herein provided.
- Acceptable Waste.** Only those Special Wastes described in Paragraph 3 herein and in any Special Waste Profile(s) which number is identical to the contract number referenced above, and which Profile(s) are hereby incorporated by reference herein, and which Waste is subsequently approved by the Company and is otherwise in accordance with all laws, regulations and permits, shall be acceptable for disposal at the Facility ("Acceptable Waste").

3. (A) <u>Rates for Disposal:</u>				
Waste	Disposal Method	Disposal Rate	Fees / Taxes / Misc.	Transportation
Muni. Waste Sludge (Solid)	Landfill	\$ 49.51 Per Ton	+ Applicable Fees	-

Additional Information: *****200.00 MINIMUM PER LOAD + ALL APPLICABLE FEES*** - WEEKLY BILLING -**
Customer/Client will be responsible for notification of change in waste stream volume. Customer/Client will also be responsible for any additional charges for additional volume. This waste must be able to pass a paint filter test prior to shipment and disposal. Free Liquids are not permitted for landfill disposal.

Generator shall also be liable for all taxes, fees, or other charges imposed by federal, state, local or provincial laws and regulations.

Cannot Exceed Daily Volume of Landfill Determined Without Prior Approval of Company.

- (B) **Incorporation by Reference.** In addition to Special Waste Profile(s), the following documents are incorporated by reference into this Agreement as if fully set forth herein.

1) Terms & Conditions

2)

4. **Term of Agreement.** This Agreement is effective for month to month, commencing 12/2/2018 and shall automatically be renewed for a similar term thereafter unless either party shall give written notice (via certified mail) of termination to the other party at least thirty (30) days prior written notice.

THE COMPANY AND THE GENERATOR, IN CONSIDERATION OF THE MUTUAL OBLIGATIONS CONTAINED HEREIN, AGREE THAT THIS IS A LEGALLY BINDING AGREEMENT WHICH IS SUBJECT TO THE TERMS AND CONDITIONS SET FORTH ON THIS PAGE AND ON THE REVERSE SIDE OF THIS DOCUMENT. IN ADDITION, THE GENERATOR IS CERTIFYING THE ATTACHED TERMS AND CONDITIONS HAVE BEEN REVIEWED AND INITIALED AT THE BOTTOM OF THE PAGE.

GENERATOR

Darin T. Aaron
SIGNATURE (AUTHORIZED REPRESENTATIVE)

Public Works Director
NAME AND TITLE (PLEASE PRINT)

11/20/2018
DATE

YOUR SIGNATURE
REQUIRED

REPUBLIC SERVICES, INC/COMPANY

SIGNATURE (AUTHORIZED REPRESENTATIVE)

NAME AND TITLE (PLEASE PRINT)

DATE

May 2009

Terms and Conditions of Special Waste Service Agreement

5. **The Agreement.** This agreement of the parties ("Agreement") for the disposal of Special Waste shall consist of this Agreement, Addenda to the Agreement (if any) and any Application, permit and approval that may be applicable to such Waste.

6. **Waste Accepted at Facility.** Generator represents, warrants and covenants that the Waste delivered to Company at its Facility hereunder will be Acceptable Waste and will not contain any unacceptable quantity of hazardous materials or substances, radioactive materials or substances, or toxic waste or substances, as defined by applicable federal, state, local or provincial laws or regulations. Any Waste which does not meet these requirements shall hereinafter be referred to as "Unacceptable Waste". The Generator shall in all matters relating to the collection, transportation and disposal of the Waste hereunder, comply with all applicable federal, state and local laws, regulations, rules and orders regarding the same. The word "Facility" shall mean any landfill, transfer station or other location used to transfer, process or otherwise dispose of such Waste.

7. **Special Waste.** Generator represents, warrants and covenants that the Waste delivered to Company hereunder (i) will not contain any Special Waste that is not specifically described on any Application which is attached hereto or which is subsequently approved by the Company, (ii) will meet the material description as set forth in any Application and otherwise in all significant respects and (iii) will not contain Unacceptable Waste. The parties may incorporate additional Special Waste as part of this Agreement prior to delivery of such Waste to Company. Generator has provided an Application for such Waste and Company has approved disposal of such Waste within the limitations and conditions contained in Company's written notice of approval of Special Waste Disposal. Title to any and all Waste handled or disposed of by Company shall at all times remain with Generator and Broker (if a Broker is involved).

8. **Right of Refusal/Rejection.** The Generator shall inspect all Waste at the place(s) of collection and shall remove any and all Unacceptable Waste. Company has the right to refuse, or to reject after acceptance, any load(s) of Waste(s) delivered to its Facility including if the Company believes the Generator has breached (or is breaching) its representations, warranties, covenants or agreements hereunder, or any applicable federal, state or local laws, regulations, rules or orders, even if only a portion of such Waste load is unacceptable. The Company shall have the right to inspect all vehicles and containers of Waste haulers, including the Generator's vehicles, in order to determine whether the Waste is Acceptable Waste or Unacceptable Waste pursuant to this Agreement and all applicable federal, state and local laws, rules and regulations. The Company's exercise, or failure to exercise, its rights hereunder shall not operate to relieve the Generator of its responsibilities or liability under this Agreement. The Generator shall be responsible for, and bear all reasonable expenses and damages incurred by the Company, as a result of the Unacceptable Waste and in the reloading and removal of Unacceptable Waste disposed in the Facility. The Company may, also, in its sole discretion, require the Generator to promptly remove the Unacceptable Waste.

9. **Limited License to Enter.** This Agreement provides Generator with a license to enter the Facility for the limited purpose of, and only to the extent necessary for, off-loading Acceptable Waste at the Facility in the manner directed by Company. Except in an emergency, Generator's personnel shall not leave the immediate vicinity of their vehicle. After off-loading the Waste, Generator's personnel shall promptly leave the Facility. Under no circumstances shall Generator or its personnel engage in any scavenging of Waste or other materials at the Facility. The Company reserves the right to make and enforce reasonable rules and regulations concerning the operation of the Facility, the conduct of the drivers and others on the Facility premises, quantities and sources of Waste, and any other matters necessary or desirable for the safe, legal and efficient operation of the Facility including, but not limited to, speed limits on haul roads imposed by the Company, and the wearing of hard hats and other personal protection equipment by all individuals allowed on the Facility premises. Generator agrees to conform to such rules and regulations as they may be established and amended from time to time. Company may refuse to accept Waste from and shall deny an entrance license to, any of Generator's personnel whom Company believes is under the influence of alcohol or other chemical substances. Generator shall be solely responsible for its employees and subcontractors performing their obligations in a safe manner when at the Facility of Company.

10. **Charges and Payment.** Payment shall be made by Generator within thirty (30) days after date of invoice from Company. In the event that any amount is overdue, the Company may liquidate this Agreement. Generator agrees to pay a finance charge equal to the movement interest rate permitted by law. Generator shall be liable for all taxes, fees, or other charges imposed upon the disposal of the Waste by federal, state, local or provincial laws and regulations. Company, from time to time, may modify its rates upon thirty (30) days written notice to Generator.

11. **Termination.** Generator's obligations, representations, warranties and covenants regarding the Waste delivered and all indemnities shall survive termination of this Agreement. Should Generator materially default in any of its obligations hereunder, then Company may immediately terminate this Agreement and Generator shall be liable for all costs and damages incurred by the Company.

12. **Driver's Knowledge and Authority.** Generator represents, warrants and covenants that its drivers who deliver Waste to Company's Facility have been advised by Generator of the Company's prohibition on deliveries of hazardous materials or substances, radioactive materials or substances, or toxic waste or substances or any other Unacceptable Waste to the Facility of Company's restrictions on deliveries of Special Waste to the Facility, of the definitions of "Hazardous Waste and Hazardous Substances" as provided by applicable federal, state and local law, rules and regulations and "Special Waste" as provided herein, and of the terms of this license to enter Company's Facility.

13. **Indemnification.** Generator shall indemnify, defend and hold harmless the Company and its subsidiaries, affiliates and parent corporations, as applicable and their respective officers, directors, lenders, employees, subcontractors and agents from and against any and all claims, suits, losses, liabilities, assessments, damages, fines, costs and expenses, including reasonable attorneys fees arising under federal, state or local laws, regulations or ordinances, or relating to the content of the Waste, or arising out of or in connection with any breach of this Agreement or arising out of the negligent collection, transportation and disposal of Waste by Generator or Generator's employees, agents, subcontractors or representatives thereof. Generator shall also be responsible for increased inspection, testing, study and analysis costs made necessary due to reasonable concerns of the Company as to the content of the Waste following discovery of potentially Unacceptable Waste. This indemnification and other obligations stated in this paragraph shall survive the termination of this Agreement.

14. **Insurance.** Generator shall maintain in full force and effect throughout the term of this Agreement the following types of insurance in at least the amounts specified below:

Coverages	Minimum Amounts of Insurance
Worker's Compensation	Statutory
General Liability	\$500,000 combined single limit
Automobile Liability	\$500,000 combined single limit

All insurance will be by insurers authorized to do business in the state in which the Facility is located. Prior to Generator being allowed on Facility premises, Generator shall provide the Company with certificates of insurance or other satisfactory evidence that such insurance has been procured and is in force. Said policies shall not thereafter be canceled, be permitted to expire or lapse, or be changed without thirty (30) days advance written notice to the Company. Generator warrants that it will secure the above minimum amounts of insurance from any transportation of the Waste to the Facility.

15. **Failure to Perform.** Neither party hereto shall be liable for its failure to perform hereunder due to circumstances not its fault and beyond its reasonable control, including, but not limited to, strikes or other labor disputes, riots, protests, civil disturbances or sabotage, changes in law, fires, floods, compliance with government requests, explosions, accidents, weather, lack of required natural resources, or acts of God affecting either party hereto. In the event of any of the circumstances provided for in the preceding sentence, including, but not limited to, whether any federal, state or local court or governmental authority takes any action which would (i) close or restrict operations at the Facility, (ii) limit the quantity or prohibit the disposal of Waste at the Facility, or (iii) limit the ability of or prohibit Generator from delivering Waste to the Facility, the Company shall have the right, at its option, to reduce, suspend or terminate Generator's access to the Facility immediately, without prior notice and without any additional liability between the parties, other than Generator's payment obligation hereunder. Neither Party is required hereunder to settle any labor dispute against its own best judgment.

16. **Other Termination.** The occurrence of any of the following events shall also constitute an event of default by the Generator and shall give the Company the right to immediately terminate this Agreement:

- (A) A petition for reorganization or bankruptcy filed by or against the Generator.
- (B) Failure by Generator to pay any amounts due to Company.
- (C) Any breach by Generator of any of its obligations pursuant to the Agreement.

Generator shall be liable for and shall indemnify, defend and hold harmless Company from any losses, claims expenses or damages incurred by the Company as a result of termination hereunder.

17. **Assignment.** Generator may not assign, transfer or otherwise vest in any other Company, entity or person, in whole or in part, any of its rights or obligations under the Agreement without the prior written consent of the Company, provided, however, that the Company may without any such prior written consent, assign its rights and obligations under the Agreement to a subsidiary or affiliate corporation.

18. **Right of Disposal.** This Agreement does not grant any rights to dispose of Waste other than in accordance herewith. The Company reserves the right to immediately terminate access to the Facility by Generator and Generator's personnel in the event of breach or violation by Generator of any of the terms of this Agreement, the Company's operating rules or payment policies or any applicable laws or regulations.

19. **Continuing Compliance.** The Generator has a continuing obligation to inform the Company of any new information, or information not previously provided to the Company by Generator which may affect the acceptability of the Waste by the Company. Further, the Generator shall comply with all Company requests for evidence of Generator's continuing compliance with the terms of the Agreement including but not limited to the following: (i) providing new, updated Waste profiles on the Waste(s) offered for disposal or, (ii) providing appropriate certification that the Waste being offered for disposal is accurately reflected by the appropriate Application or, (iii) re-sample the Waste at Generator's expense if reasonable cause exists as to its acceptability under the terms of this Agreement or, (iv) allow the Company to re-sample the Waste at Generator's expense if reasonable cause exists as to its acceptability under the terms of this Agreement or (v) all of the above.

20. Miscellaneous.

- (A) This Agreement shall be governed by the laws of the State in which the Facility is located.
- (B) No waiver of a breach of any of the obligations contained in the Agreement shall be construed to be a waiver of any prior or succeeding breach of the same obligation or of any other obligation of this Agreement.
- (C) No modification, release, discharge or waiver of any provision or obligation hereof shall be of any force, or effect, unless in writing signed by all parties to this Agreement.
- (D) Generator shall treat as confidential and not disclose to others during or subsequent to the terms of this Agreement, except as is necessary to perform this Agreement, or to comply with any applicable law or regulation any information (including any technical information, experience or data) regarding the Company's plans, programs, plants, processes, products, costs, equipment or operations which may come within the knowledge of the Generator or its employees in the performance of this Agreement, without in each instance securing the prior written consent of the other Company.
- (E) If any term, phrase, obligation or provision of this Agreement shall be held to be invalid, illegal or unenforceable in any respect, this Agreement shall remain in effect and be construed without regard to such term, phrase, obligation or provision.
- (F) This Agreement constitutes the entire understanding between the parties, replacing and amending any prior agreements between the parties, and shall be binding upon all parties hereto, their successors, heirs, representatives and assigns. Any provision, term or condition in any acknowledgment, purchase order or other response by Generator which is in addition to or different from the provisions of this Agreement shall be deemed objected to by the Company and shall be of no effect.
- (G) Generator represents, warrants and covenants that it is, and, during the term of this Agreement will remain, in compliance with and will perform its obligations pursuant to all applicable laws and regulations and shall indemnify, defend and hold harmless the Company from any breach thereof.
- (H) It is the understanding and agreement of the parties that the Company is an independent contractor, and is not an agent, nor an authorized representative of the Generator.

21. **Notices.** All notices herein provided for shall be considered as having been given upon being placed in the mail, certified postage prepaid addressed to the Company or Generator at the address herein set forth in this Agreement or to such other address as may be given to the other party in writing.

22. **Liquidated Damages.** In the event that this Agreement is terminated by the Generator in a manner not in accordance with paragraph 4 hereof, or terminated due to a breach of this Agreement by the Generator, the Generator shall pay, as liquidated damages, and not as a penalty, the greater of an amount equal to six (6) months' service charges or the Generator's most recent monthly charge multiplied by six (6). The Generator shall be given credit for any advance payments made hereunder, however, in computing the amount owed as liquidated damages hereunder. The Generator acknowledges that this liquidated damages clause is reasonable and is applicable to recover damages related to its investment in equipment, development of landfills and hiring of employees undertaken by the Company to service its customers including the Generator. This liquidated damages clause in no way releases the Generator from its obligations and liability for other cost or damages as set forth elsewhere in this Agreement.

GENERATOR: 

Republic Services, Inc/COMPANY:

May 2008

INITIAL HERE



PROCUREMENT DIVISION

4640 North Henry Boulevard, Stockbridge, Georgia, 30281 | Phone: (770) 389-7900

CONTRACT RENEWAL NOTICE

March 2, 2022

Paula Adams
Republic Services
Special Waste Sales Executive
105 Bailey Jester Rd.
Griffin, GA 30221

RE: RFP No. 2018-001Q - Request For Proposal No. 2018-001Q- Republic Services – Special Waste Services – Non-Hazardous Wastes

The above agreement between the City and your company was established on November 20, 2018. It has been determined that your company has performed in accordance with the requirements of our Contract.

The contract was initiated November 20, 2018, for month-to-month and is renewed automatically. The contract is through December 2, 2022. The initial term will be automatically extended annually; therefore, the City of Stockbridge desires to exercise its renewal/term contract extension through December 2, 2023, to include the same terms and conditions. This renewal period shall be governed by the specifications, pricing, and the terms and conditions set forth per the above reference Contract once approved by the Mayor and City Council.

Acknowledge your acceptance of this renewal by signing this document in the space provided below and returning to this office with ten (10) days.

Sincerely,

Lindell Y. Miller, MBA, CPPO

I/We hereby acknowledge acceptance of this Contract renewal, and agree to be bound by all requirements, terms, and conditions as set forth in the above referenced Contract once approved by Council.

Company: Republic Services of GA, L.P.

Signed: _____

Date: 03/02/2022

Print Name: Jerimiah Goodnight



City of Stockbridge

Staff Recommendation Form For Council Approval

Meeting Date

March 14, 2022

ACTION

- ☒ Action requested by City Council
- ☐ For informational purposes only
- ☐ Budget Amendment Required
- ☐ Attachment (s)
- ☐ Payment of Invoice/Task Order/Change Order

- ☐ PUBLIC HEARING
- ☐ ORDINANCE
- ☐ RESOLUTION
- ☐ BID/SOLICITATION AWARD
- ☐ PRESENTATION
- ☐ DISCUSSION
- ☐ REPORT
- ☐ DISCUSSION
- ☒ CONTRACT APPROVAL - RENEWAL

AMOUNT \$300,000.00

BUDGET ADJUSTMENT/ N/A

FROM ACCOUNT: _____

TO ACCOUNT: _____

PRESENTER: Decius Aaron

ITEM/PROJECT/EVENT: REQUEST FOR PROPOSAL(RFP) NUMBER 2019-00022P – CGL FACILITY MANAGEMENT, LLC, FACILITY MAINTENANCE SOLUTIONS/GROUNDS KEEPER

BACKGROUND INFORMATION:

On July 8, 2019, (Resolution R19-1077), the Council approved Piggybacking the State of Georgia contract with CGL Facility Management, LLC, City of Stockbridge contract Number 2019-00022P, State of Georgia contract Number 99999-001-SPD0000154-0001, Facility Maintenance Solutions/ Grounds Keeper Landscaper, for an annual amount of \$150,000.00. The State of Georgia contract was awarded August 15, 2018.

STAFF RECOMMENDATION:

The Public Works Department is requesting City Council's approval to renew the term contract for contract No. 2019-00022P, Facility Maintenance Solutions/ Grounds Keeper Landscaper, between CGL Facilities Management, LLC, and the City of Stockbridge, authorizing the Mayor to execute same; and authorizing the City Manager to execute all administrative and budgetary actions related to the Agreement.

The purpose of the State contract is to provide for preventive/scheduled and corrective/unscheduled maintenance services for customers responsible for occupying/managing locations that consist with multiple facilities/buildings. The scope of services includes all the labor and material to perform on-site preventive maintenance services including work on building envelope and structure; site utilities and distribution systems; central utility plants; hot and chilled water systems; natural gas, LP distribution and combustion systems; plumbing, sewer and water control systems; electrical systems and lighting; heating ventilation and air conditioning (HVAC); uninterruptible power supply (UPS) systems; emergency generators; security and alarm systems; fire alarm, fire sprinkler, and fire suppression systems; water towers; kitchen and laundry equipment; pest control services; swimming pools; grounds/landscape and fume hoods.

The services locations is as follow:

CGL Facility Maintenance			
FY 2022			
ROW	Annual Cost	Monthly Cost	Notes
Highway 138 - West	\$ 30,891.48	\$ 2,574.29	
Hudson Bridge Road	\$ 18,022.08	\$ 1,501.84	
North Henry Blvd	\$ 10,864.00	\$ 905.33	
Rock Quarry Road	\$ 23,760.00	\$ 1,980.00	
Walt Stephens Road	\$ 13,824.00	\$ 1,152.00	
Old Atlanta Road	\$ 16,344.00	\$ 1,362.00	
Flippen Road	\$ 30,672.00	\$ 2,556.00	
Davidson Parkway	\$ 16,560.00	\$ 1,380.00	
East Atlanta Road	\$ 13,824.00	\$ 1,152.00	
Highway 138 - East of I-75	\$ 7,104.00	\$ 592.00	
Highway 138 - West Flower Beds	\$ 18,165.20	n/a	Estimate 2 applications per year @ \$9,082.60 per application
Jodeco Road - Exit 222	\$ 9,889.00	\$ 824.08	
Jodeco Road - Bridges at Jodeco	\$ 17,242.00	\$ 1,452.00	
Campground Road	\$ 35,342.00	\$ 2,936.90	
	\$ 262,503.76	\$ 20,368.44	

City staff is requesting a contract renewal through July 2023. The Public Works Department has determined that CGL Facilities Management, LLC, has performed all work in accordance with the contract requirements, and have provided quality service to the City. CGL has provided professional service at a reasonable cost, brought added value and been responsive to the City's needs and have completed projects in a timely manner.

Section 3.30.227 - Renewals and extensions; The city council shall approve all renewals or term contract extensions: (A) to afford the city a continuous supply of items or services in the event of the termination or near termination of the award/contract and (B) where cost is greater than fifty thousand dollars (\$50,000.00); and when the original contract was approved by the city council.

Fiscal Impact: Funds will be provided from account number 100-42200-522000 (Right-of-Way Landscaping) in the FY2022 Public Works Budget. CGL actual as of 2-25-2022 is \$17,431.54.

APPROVED BY:

LEGAL: YES NO or N/A Sign_____

PROCUREMENT YES NO or N/A Sign_____ *Lindell G. Miller*

FINANCE DEPT: YES NO or N/A Sign_____

CITY MANAGER: YES NO or N/A Sign_____

Statewide Information Sheet

Statewide Contract Number	99999-001-SPD0000154-0001	NIGP Code	91001, 91060, 93625, 94155
Name of Contract	Facility Maintenance Solutions		
Effective Date	August 15, 2018	Expiration Date	July 14, 2022
Contract Table of Contents			
Suppliers Awarded	1	Contract Information:	Convenience Contract
Contract Information for Supplier			Page Number
<u>CGL Facility Management LLC</u>			2
Additional Contract Information			
<u>Contract Renewals/ Extensions/ Changes</u>			3
<u>General Contract Information/Ordering Instructions</u>			4
<u>Scope of Services</u>			5
<u>Rates for Technicians and Materials</u>			6
<u>DOAS Contact Information</u>			7

Vendor Name: CGL Facility Management, LLC

Contract Information			
Statewide Contract Number	Facility Maintenance Solutions		
Contract Name	99999-001- SPD0000154-0001		
PeopleSoft Vendor Number	0000176490	Location Code	000001
Vendor Name & Address			
CGL Facility Management, LLC 1903 Phoenix Blvd, Suite 250 Atlanta, GA 30349 TIN: 26-795410			
Contract Administrator			
Name: Greg Westbrook Telephone: 678-381-6583 Email: gwestbrook@cglcompanies.com Web Links cglcompanies.com cglgastatewide.com			
Contract Details			
1. Orders to be mailed to	See Contract Ordering Instructions		
2. Payments to be mailed to	1903 Phoenix Blvd, Suite 250 Atlanta, GA 30349		
3. Shipping Information	NA		
4. Discounts	NA		
5. Payment Terms	Net 30 Days		
6. Acceptable Payment method	Purchase Order		

Contract Renewals/Extensions/Amendments

Base Term: 8/15/2018 – 7/14/2021

AMENDMENT 1 - RENEWAL 1: 07/15/2021 – 7/14/2022

Contract Ordering Instructions

Step 1: Agency should contact CGL to schedule a site visit.

Step 2: CGL will engage with Agency personnel to perform walkthroughs of facilities and obtain the required information from which to develop solution and a cost proposal. Typical information obtained during the site visits starts with an understanding of the desired services such as HVAC, plumbing, electrical, fire life safety equipment, elevators, pest control, landscaping, etc. Once this is understood, specific information will be obtained through request or during a visual inspection on the walkthrough.

Step 3: Within 7 to 14 days after completion of the site assessment visit, CGL will prepare and submit a fixed priced cost proposal using the information obtained during the site visit. The cost proposal will include cost for Facility Management, all Preventive/Scheduled Maintenance and resident staff that will be available to perform Corrective/Unscheduled Maintenance per the terms of the statewide contract. If a Computerized Maintenance Management System implementation is desired, a onetime start-up cost will be presented for this system.

Step 4: The Agency will reach final agreement on cost, terms, timeframe of any transition period and any other additional Agency Terms and Conditions through negotiations with CGL.

Step 5: Agency will submit a Purchase Order/Contract to CGL based on the agreed upon terms and conditions as a result of negotiations. CGL will create the Amendment documentation for the Statewide Contract and submit to the Agency for signature.

Scope of Services

This is the State-Wide Contract (SWC) for preventive and corrective maintenance services to state agencies and other eligible contract users. Any contract established pursuant to this solicitation shall be for the convenience of state agencies, the University System of Georgia, city and county governments and local school systems and shall not be considered a mandatory source for such services. CGL Facility Management LLC is the supplier for this contract. For more details, see the contract details/attachments. This is a non-catalog form contract.

For the full Scope of Services, click link below:

[Statewide Contract Scope of Services](#)

Rates for Technicians and Materials

Category: Corrective/Unscheduled Maintenance			
SubCategory: Corrective/Unscheduled Maintenance - Normal Duty Hours			
Line Item	Maintenance Labor Category	Unit of Measure	Unit Price
1	Chief Engineer	Hour	\$72.00
2	HVAC Technician	Hour	\$93.50
3	Electrical Technician	Hour	\$60.00
4	Electronics Technician	Hour	\$90.61
5	Fire Alarm Technician	Hour	\$90.61
6	Plumbing Technician	Hour	\$89.50
7	General Maintenance Tradesman	Hour	\$39.95
8	Generator Technician	Hour	\$95.00
9	Locksmith - Electronic	Hour	\$90.61
10	Locksmith - Mechanical	Hour	\$60.00
11	Welder	Hour	\$62.00
12	Fencing Technician	Hour	\$65.00
13	Specialty Kitchen Equipment	Hour	\$95.00
14	Groundskeeper/Landscaper	Hour	\$32.00
SubCategory: Corrective/Unscheduled Maintenance - After Hours and Emergency			
Line Item	Maintenance Labor Category	Unit of Measure	Unit Price
15	Chief Engineer	Hour	\$108.00
16	HVAC Technician	Hour	\$140.25
17	Electrical Technician	Hour	\$90.00
18	Electronics Technician	Hour	\$135.92
19	Fire Alarm Technician	Hour	\$135.92
20	Plumbing Technician	Hour	\$134.25
21	General Maintenance Tradesman	Hour	\$59.93
22	Generator Technician	Hour	\$142.50
23	Locksmith - Electronic	Hour	\$135.92
24	Locksmith - Mechanical	Hour	\$90.00
25	Welder	Hour	\$93.00
26	Fencing Technician	Hour	\$97.50
27	Specialty Kitchen Equipment	Hour	\$142.50
28	Groundskeeper/Landscaper	Hour	\$48.00
SubCategory: Materials			
Line Item	Description of Supply/Service	Unit of Measure	Markup (%)
29	Corrective Maintenance Material Cost	Dollar	9.6%

DOAS Contact Information

Donnie Treadway

Contract Management Specialist
donnie.treadway@doas.ga.gov
404-463-0824

For Team Georgia Marketplace question(s)

Procurement Help Desk

Telephone: (404) 657-6000
Fax: (404) 657-8444
Email: procurementhelp@doas.ga.gov



**CONTRACT AMENDMENT # 1
RENEWAL # 1
REMAINING RENEWALS # 3**

This amendment by and between the Supplier and State Entity defined below shall be effective as of the date this Amendment is fully executed. To the extent the contract requires the State Entity to issue a Notice of Award Amendment for purposes of exercising the renewal option, this written document shall serve as such Notice of Award Amendment.

STATE OF GEORGIA CONTRACT	
State Entity's Name:	Department of Administrative Services ("DOAS")
Supplier's Full Legal Name:	CGL Facility Management LLC
Contract No.:	99999-001-SPD0000154-0001
Solicitation Title/Event Name:	Facility Maintenance Solution
Contract Award Date:	08/15/2018
Current Contract Term:	08/15/2018 – 07/14/2021

WHEREAS, the Contract is in effect through the Current Contract Term as defined above; and

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

1. **CONTRACT RENEWAL.** The parties hereby agree that the contract will be renewed/extended for an additional period of time as follows:

NEW CONTRACT TERM	
Beginning Date of New Contract Term:	07/15/2021
End Date of New Contract Term:	07/14/2022

The parties agree the contract will expire at midnight on the date defined as the "End Date of the New Contract Term" unless the parties agree to renew/extend the contract for an additional period of time.

CONTRACT NUMBER: 99999-001-SPD0000154-0001

2. **SUCCESSORS AND ASSIGNS.** This Amendment shall be binding upon and inure to the benefit of the successors and permitted assigns of the parties hereto.
3. **ENTIRE AGREEMENT.** Except as expressly modified by this Amendment, the contract shall be and remain in full force and effect in accordance with its terms and shall constitute the legal, valid, binding and enforceable obligations to the parties. This Amendment and the contract (including any written amendments thereto), collectively, are the complete agreement of the parties and supersede any prior agreements or representations, whether oral or written, with respect thereto.

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed by their authorized representatives.

CONTRACTOR

Contractor's Full Legal Name: (PLEASE TYPE OR PRINT)	CGL Facility Management, LLC
Authorized Signature:	
Printed Name and Title of Person Signing:	Greg Westbrook President
Date:	6/21/21
Company Address:	1903 Phoenix Blvd, Suite 250 Atlanta, GA 30349

STATE ENTITY

Authorized Signature:	<i>Lisa Eason</i>
Printed Name and Title of Person Signing:	Lisa Eason Deputy Commission – State Purchasing
Date:	6/30/2021
Company Address:	200 Piedmont Avenue, S.E. Suite 1308, West Tower Atlanta, Georgia 30334-9010



City of Stockbridge

Staff Recommendation Form For Council Approval

Meeting Date

March 29, 2022

ACTION

- ☒ Action requested by City Council
- ☐ For informational purposes only
- ☐ Budget Amendment Required
- ☐ Attachment (s)
- ☐ Payment of Invoice/Task Order/Change Order

- ☐ PUBLIC HEARING
- ☐ ORDINANCE
- ☐ RESOLUTION
- ☐ BID/SOLICITATION AWARD
- ☐ PRESENTATION
- ☐ DISCUSSION
- ☐ REPORT
- ☐ DISCUSSION
- ☒ CONTRACT APPROVAL - RENEWAL

AMOUNT \$30,000.00

BUDGET ADJUSTMENT - N/A

PRESENTER: Decius Aaron

ITEM/PROJECT/EVENT: UNIFIRST CORPORATION/SOURCEWELL RFP NUMBER 040920 –
CITY OF STOCKBRIDGE RFP NUMBER 2020-0027P

BACKGROUND INFORMATION:

On July 2021, the City approved Piggybacking the Sourcewell contract with Unifirst Corporation, City of Stockbridge contract Number 2020-0027P, Sourcewell Contract Number 040920-UFC, for Uniforms with Related Products and Services.

City staff is requesting to continue utilizing the Sourcewell contract through May 2024, for an estimated annual amount of \$30,0000. The Sourcewell contract was effective June 18, 2020 and expires May 22, 2024.

STAFF RECOMMENDATION:

The Public Works Department is requesting City Council's approval to piggyback the contract for UniFirst/Sourcwell RFP NO. 040920 – City of Stockbridge Contract No. 2020-0027P, for Uniforms with Related Products and Services, through May 2024, for an estimated annual amount of \$30,0000; authorizing the Mayor to execute the same; and authorizing the City Manager to execute all administrative and budgetary actions related to the Agreement.

The purpose of the Cooperative contract is to provide uniforms, products and supplies for the Municipal Court, Merle Manders Conference Center, and Public Works. The Public Works Department has determined that UniFirst Uniforms, has performed all work in accordance with the contract requirements, and have provided quality service to the City.

Section 3.30.227 - F. Cooperative Purchase. The city may participate in a cooperative purchase for commodities, supplies and services when determined that it is in the best interest of the city. Cooperative purchases where the cost is greater than fifty thousand dollars (\$50,000.00) shall be approved by the city council.

Fiscal Impact: Funds will be provided from department budgets, account numbers 100-42200-531750, 505-43300-531750, 505-44200-531750, 510-42500-531750, 555-15650-531750, 100-62200-531140, 100-15650-522319, 100-15650-522322, 100-15650-522324, 100-15650-531750 in the FY2022 and 2023 Budget.

APPROVED BY:

LEGAL: YES NO or N/A Sign _____

PROCUREMENT YES NO or N/A Sign 

FINANCE DEPT: YES NO or N/A Sign _____

CITY MANAGER: YES NO or N/A Sign _____

**SOURCEWELL
STATE OF MINNESOTA**



Member Zylka moved the adoption of the following Resolution:

RESOLUTION TO RATIFY COOPERATIVE CONTRACTING AWARDS

Resolution No. 2020-18

WHEREAS, the Sourcewell Board of Directors previously authorized the solicitations for the cooperative categories listed on Appendix A, which is attached and incorporated; and

WHEREAS, Sourcewell issued the cooperative contracting solicitations for the authorized categories; and

WHEREAS, through the Sourcewell Procurement Policy, the Board designated the Chief Procurement Officer to administer Sourcewell's cooperative purchasing and contracting program and to award all competitively solicited contracts, without limitation; and

WHEREAS, the Chief Procurement Officer made the awards listed based on the results of the competitive solicitation process; and

WHEREAS, the Board acknowledges that the awards made by the Chief Procurement Officer are valid and binding; however, based upon some members' legal requirements the Chief Procurement Official is required to seek subsequent Board ratification of all cooperative purchasing awards.

NOW THEREFORE BE IT RESOLVED by the Board of Directors ratifies the cooperative contracting awards made by the Chief Procurement Officer listed on Appendix A.

The motion for the adoption of the foregoing resolution was duly seconded by Member Thiel and the following voted in favor: Mike Wilson, Sharon Thiel, Sara Nagel, Scott Veronen, Linda Arts, Chris Kircher, Ryan Thomas, and Greg Zylka

and the following voted against: NONE

whereupon said resolution was declared duly passed and adopted.

ATTEST:

DocuSigned by:

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Clerk to the Board of Directors

CONSENT AGENDA ITEMS

Indoor Fitness Equipment with Related Accessories and Services

Fleet Card with Related Payment and Transaction Processing Services

Blauer Manufacturing Company, Inc.

040920-BLA

"Uniforms with Related Products and Services"

UniFirst Corporation

040920-UFC

"Uniforms with Related Products and Services"

Online School Management Systems

042020-ONL

"Fee Management and Online Payment Portal Solutions"

Rycor Solutions

042020-RYC

"Fee Management and Online Payment Portal Solutions"

Wonderware dba CORE Business

042020-WWR

"Fee Management and Online Payment Portal Solutions"

5th YEAR RENEWALS (CONTRACT EXTENSIONS)

NEW ezIQC CONTRACTS

**Solicitation Number: RFP #040920****CONTRACT**

This Contract is between **Sourcewell**, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and **UniFirst Corporation**, 68 Jonspin Road, Wilmington, MA 01860 (Vendor).

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada.

Vendor desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires May 22, 2024, unless it is cancelled sooner pursuant to Article 24. This Contract may be extended up to one additional one-year period upon request of Sourcewell and with written agreement by Vendor.
- C. **SURVIVAL OF TERMS.** Articles 11 through 16 survive the expiration or cancellation of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Vendor will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Vendor's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract. Vendor's Equipment, Products, or Services consist exclusively of textile products or services, and will identified as Products or Services in this Contract.

All purchased Products provided under this Contract must be new/current model. All rented Products provided under this Contract will be new at the time each location is initially installed into service. Vendor may offer close-out or refurbished Products if they are clearly indicated in Vendor's product and pricing list.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. **WARRANTY.** Vendor warrants that all Products and Services furnished are free from liens and encumbrances. All Products will be processed, mended, and finished in accordance with the generally accepted standards of the textile rental industry. Vendor makes no other representations, warranties or conditions, express or implied by law, statutory or otherwise, including, without limitation, the design or condition of the Products, their merchantability or their fitness, capacity or durability for any particular use or purpose, the quality of the Products or workmanship of the Products.

C. **DEALERS, DISTRIBUTORS, AND/OR RESELLERS.** Upon Contract execution, Vendor will make available to Sourcewell a means to validate or authenticate Vendor's authorized dealers, distributors, and/or resellers relative to the Products and Services related to this Contract. This list may be updated from time-to-time and is incorporated into this Contract by reference. It is the Vendor's responsibility to ensure Sourcewell receives the most current version of this list.

3. PRICING

All Products or Services under this Contract will be priced as stated in Vendor's Proposal. The prices stated in Vendor's Proposal are calculated based on a five (5) year contract term commitment. Four (4) year contract term commitments will require a five percent (5%) price increase. Three (3) year contract term commitments will require a ten percent (10%) price increase. All prices submitted are exclusive of any applicable sales taxes. All such sales taxes shall be listed as a separate line item on the underlying invoice and paid directly by UniFirst to the appropriate taxing authority.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Products or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. **SHIPPING AND SHIPPING COSTS.** All delivered Products must be properly packaged. Damaged Products may be rejected. If the damage is not readily apparent at the time of

delivery, Vendor must permit the Products to be returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Products at a reasonable time after delivery where circumstances or conditions prevent effective inspection of the Products at the time of delivery.

Vendor must arrange for and pay for the return shipment on Products that arrive in a defective or inoperable condition.

Vendor will repair any rental item or reperform any services which do not comport with the Sourcewell's specifications or requirements as set forth in the Contract and issue credits for any Services that do not comport with said specification and/or requirements. The Products are processed and delivered on a weekly basis, each week, continuously throughout the term of the Contract. As such, the applicable warranty period for such rental Products is one (1) week.

Sourcewell may declare the Vendor in breach of this Contract if the Vendor intentionally delivers substandard or inferior Products. In the event of the delivery of nonconforming Products, the Participating Entity will notify the Vendor as soon as possible and the Vendor will replace nonconforming Products with conforming Products that are acceptable to the Participating Entity.

B. SALES TAX. Each Participating Entity is responsible for supplying the Vendor with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Vendor may offer a specific selection of Products or Services at discounts greater than those listed in the Contract. When Vendor determines it will offer Hot List Pricing, it must be submitted electronically to Sourcewell in a line-item format. Products or Services may be added or removed from the Hot List at any time through a Sourcewell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Vendor may request Product or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcewell Price and Product Change Request Form to the assigned Sourcewell Contract Administrator. This form is available from the assigned Sourcewell Contract Administrator. At a minimum, the request must:

- Identify the applicable Sourcewell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Products or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Products and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will become an amendment to this Contract and be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Products or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Vendor understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Products or Services from any other source.

Vendor is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential members to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Vendor's employees may be required to perform work at government-owned facilities, including schools. Vendor's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Products or Services under this Contract, a Participating Entity must clearly indicate to Vendor that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Vendor.

Typically, a Participating Entity will enter into a local service contract directly with Vendor. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration of this Contract; however, Vendor performance, Participating Entity payment, and any applicable warranty periods or other Vendor or Participating Entity obligations may extend beyond the term of this Contract.

Vendor's acceptable forms of payment are included in Attachment A. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. **ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM.** Additional terms and conditions to a purchase order may be negotiated between a Participating Entity and Vendor, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum; the terms of which will be worked out directly between the Participating Entity and the Vendor. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. **PERFORMANCE BOND.** If requested by a Participating Entity, Vendor will provide a performance bond that meets the requirements set forth in the Participating Entity's order.

D. **SPECIALIZED SERVICE REQUIREMENTS.** In the event that the Participating Entity requires service or specialized performance requirements (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements) not addressed in this Contract, the Participating Entity and the Vendor may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

E. **TERMINATION OF ORDERS.** Participating Entities may terminate their local service contract, in whole or in part, subject to its terms and conditions, upon notice to Vendor in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the goods to be purchased;
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements; or
3. Vendor commits any material breach of this Contract or the additional terms agreed to between the Vendor and a Participating Entity.

F. **GOVERNING LAW AND VENUE.** The governing law and venue for any action related to a Participating Entity's local service contract will be determined by the Participating Entity.

7. CUSTOMER SERVICE

A. **PRIMARY ACCOUNT REPRESENTATIVE.** Vendor will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcewell and Participating Entity inquiries; and
- Business reviews to Sourcewell and Participating Entities, if applicable.

B. **BUSINESS REVIEWS.** Vendor must perform a minimum of one business review with Sourcewell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. **CONTRACT SALES ACTIVITY REPORT.** Each calendar quarter, Vendor must provide a contract sales activity report (Report) to the Sourcewell Contract Administrator assigned to this Contract. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Vendor must submit a report indicating no sales were made).

The Report must contain the following fields:

- Customer Name (e.g., City of Staples Highway Department);
- Customer Physical Street Address;
- Customer City;
- Customer State/Province;
- Customer Zip Code;
- Customer Contact Name;
- Customer Contact Email Address;
- Customer Contact Telephone Number;
- Sourcewell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Vendor.

B. **ADMINISTRATIVE FEE.** In consideration for the support and services provided by Sourcewell, the Vendor will pay an administrative fee to Sourcewell on all Products and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing.

Vendor may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Vendor will submit a check payable to Sourcewell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Products and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should note the Sourcewell-assigned contract number in the memo and must be mailed to the address above "Attn: Accounts Receivable." Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Vendor agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Vendor is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Vendor in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Vendor's Authorized Representative is the person named in the Vendor's Proposal. If Vendor's Authorized Representative changes at any time during this Contract, Vendor must promptly notify Sourcewell in writing.

10. ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. **ASSIGNMENT.** Neither the Vendor nor Sourcewell may assign or transfer any rights or obligations under this Contract without the prior consent of the parties and a fully executed assignment agreement. Such consent will not be unreasonably withheld.

B. **AMENDMENTS.** Any amendment to this Contract must be in writing and will not be effective until it has been fully executed by the parties.

C. **WAIVER.** If either party fails to enforce any provision of this Contract, that failure does not waive the provision or the right to enforce it.

D. **CONTRACT COMPLETE.** This Contract contains all negotiations and agreements between Sourcewell and Vendor. No other understanding regarding this Contract, whether written or oral, may be used to bind either party.

E. RELATIONSHIP OF THE PARTIES. The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. LIABILITY

Vendor will indemnify, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees, arising out of its negligence or willful misconduct in the performance of this Contract by the Vendor or its agents or employees.

12. AUDITS

Sourcewell reserves the right to review the books, records, documents, and accounting procedures and practices of the Vendor relevant to this Contract for a minimum of 6 years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

13. GOVERNMENT DATA PRACTICES

Vendor and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Vendor under this Contract.

If the Vendor receives a request to release the data referred to in this article, the Vendor must immediately notify Sourcewell and Sourcewell will assist with how the Vendor should respond to the request.

14. INDEMNIFICATION

As applicable, Vendor agrees to indemnify and hold harmless Sourcewell and its Participating Entities against any and all suits, claims, judgments, and costs instituted or recovered against Sourcewell or Participating Entities by any person on account of the use of any Products by Sourcewell or its Participating Entities supplied by Vendor in violation of applicable patent or copyright laws.

15. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:

- a. Sourcewell grants to Vendor a royalty-free, worldwide, non-exclusive right and license to use the Trademark(s) provided to Vendor by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Vendor.
 - b. Vendor grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Vendor's Trademarks in advertising and promotional materials for the purpose of marketing Vendor's relationship with Sourcewell.
2. *Limited Right of Sublicense.* The right and license granted herein includes a limited right of each party to grant sublicenses to its and their respective distributors, marketing representatives, and agents (collectively "Permitted Sublicensees") in advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.
3. *Use; Quality Control.*
 - a. Sourcewell must not alter Vendor's Trademarks from the form provided by Vendor and must comply with Vendor's removal requests as to specific uses of its trademarks or logos.
 - b. Vendor must not alter Sourcewell's Trademarks from the form provided by Sourcewell and must comply with Sourcewell's removal requests as to specific uses of its trademarks or logos.
 - c. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's Trademarks only in good faith and in a dignified manner consistent with such party's use of the Trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.
4. *Termination.* Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of vendors which may be used until the next printing). Vendor must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. **PUBLICITY.** Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Vendor individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. **MARKETING.** Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Materials should be sent to the Sourcewell Contract Administrator assigned to this Contract.

D. ENDORSEMENT. The Vendor must not claim that Sourcewell endorses its Products or Services.

16. GOVERNING LAW, JURISDICTION, AND VENUE

Minnesota law governs this Contract. Venue for all legal proceedings out of this Contract, or its breach, must be in the appropriate state court in Todd County or federal court in Fergus Falls, Minnesota.

17. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

18. SEVERABILITY

If any provision of this Contract is found to be illegal, unenforceable, or void then both Sourcewell and Vendor will be relieved of all obligations arising under such provisions. If the remainder of this Contract is capable of performance, it will not be affected by such declaration or finding and must be fully performed.

19. PERFORMANCE, DEFAULT, AND REMEDIES

A. PERFORMANCE. During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Vendor will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Vendor may escalate the resolution of the issue to a higher level of management. The Vendor will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending.* Notwithstanding the existence of a dispute, the Vendor must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Vendor fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed will be borne by the Vendor.

B. DEFAULT AND REMEDIES. Either of the following constitutes cause to declare this Contract, or any Participating Entity's local service contract under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

Written notice of default and a reasonable opportunity to cure must be issued by the party claiming default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any purchase orders issued against the Contract.

20. INSURANCE

A. REQUIREMENTS. At its own expense, Vendor must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:

\$500,000 each accident for bodily injury by accident

\$500,000 policy limit for bodily injury by disease

\$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Vendor will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:

\$1,000,000 each occurrence Bodily Injury and Property Damage

\$1,000,000 Personal and Advertising Injury

\$2,000,000 aggregate for Products-Completed operations

\$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Vendor will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:

\$1,000,000 each accident, combined single limit

4. *Umbrella Insurance.* During the term of this Contract, Vendor will maintain umbrella coverage over Workers' Compensation, Commercial General Liability, and Commercial Automobile.

Minimum Limits:

\$2,000,000

5. *Network Security and Privacy Liability Insurance.* During the term of this Contract, Vendor will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Vendor's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:

\$2,000,000 per occurrence

\$2,000,000 annual aggregate

Failure of Vendor to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Vendor must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Contract Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. All policies must include there will be no cancellation, suspension, non-renewal, or reduction of coverage without 30 days' prior written notice to the Vendor.

Upon request, Vendor must provide to Sourcewell copies of applicable policies and endorsements, within 10 days of a request. Failure to request certificates of insurance by Sourcewell, or failure of Vendor to provide certificates of insurance, in no way limits or relieves Vendor of its duties and responsibilities in this Contract.

C. **ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE.** Vendor agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Vendor's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Vendor, and products and completed operations of Vendor. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. **WAIVER OF SUBROGATION.** Vendor waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other insurance applicable to the Vendor or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Vendor or its subcontractors. Where permitted by law, Vendor must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. **UMBRELLA/EXCESS LIABILITY.** The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies).

F. **SELF-INSURED RETENTIONS.** Any self-insured retention in excess of \$10,000 is subject to Sourcewell's approval.

21. COMPLIANCE

A. **LAWS AND REGULATIONS.** All Products or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Products or Services are sold.

B. **LICENSES.** Vendor must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Vendor conducts with Sourcewell and Participating Entities.

22. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Vendor certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Vendor declares bankruptcy, Vendor must immediately notify Sourcewell in writing.

Vendor certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs

operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Vendor further warrants that it will provide immediate written notice to Sourcwell if this certification changes at any time.

23. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may also require additional requirements based on specific funding specifications. Within this Article, all references to “federal” should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Vendor’s Products or Services with United States federal funds.

A. **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.

B. **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work

Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Vendor must be in compliance with all applicable Davis-Bacon Act provisions.

C. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Vendor certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Vendor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Vendors must file any required certifications. Vendors must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Vendors must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Vendors must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Vendor must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Vendor further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Vendor must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Vendor must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Vendor agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Vendor that are directly pertinent to Vendor's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right

also includes timely and reasonable access to Vendor's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

24. CANCELLATION

Sourcwell or Vendor may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcwell may cancel this Contract immediately upon discovery of a material defect in any certification made in Vendor's Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

Sourcewell
DocuSigned by:
By: Jeremy Schwartz
C0FD2A139D06489...
Jeremy Schwartz
Title: Director of Operations &
Procurement/CPO

Date: 6/18/2020 | 12:51 PM CDT

UniFirst Corporation
DocuSigned by:
By: David M. Katz
C1504866F1CF420...
David M. Katz
Title: Vice President Sales & Marketing

Date: 6/18/2020 | 12:07 PM CDT

Approved:
DocuSigned by:
By: Chad Coauette
7E42B8F817A64CC...
Chad Coauette
Title: Executive Director/CEO

Date: 6/18/2020 | 12:52 PM CDT

RFP 040920 - Uniforms with Related Products and Services

Vendor Details

Company Name: UniFirst Corporation
68 Jonspin Rd
Address: Wilmington, MA 01887
Contact: Jesse Daggett
Email: jesse_daggett@unifirst.com
Phone: 903-279-1442
HST#:

Submission Details

Created On: Thursday February 20, 2020 09:21:55
Submitted On: Thursday April 09, 2020 15:36:34
Submitted By: Robert Crossley
Email: Robert_Crossley@unifirst.com
Transaction #: 2cb92d0d-ebf9-4035-9d00-4471a5f74575
Submitter's IP Address: 207.126.196.16

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Please do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; mark "NA" if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *	
1	Proposer Legal Name (and applicable d/b/a, if any):	UniFirst Corporation	*
2	Proposer Address:	68 Jonspin Road Wilmington, MA 01860	*
3	Proposer website address:	https://unifirst.com/	*
4	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	David M. Katz Vice President Sales & Marketing 68 Jonspin Road Wilmington, MA 01860 David_Katz@UNIFIRST.COM 800-347-7888	*
5	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Jesse Daggett Preferred Vendor Business Development Manager 68 Jonspin Road Wilmington, MA 01860 Tel: 800-934-8641 Cell: 903-279-1442 Jesse_Daggett@UniFirst.com	*
6	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Jeremy Weiss Director, National Account Sales UniFirst Corporation 68 Jonspin Road Wilmington, MA 01887 800-347-7888 jweiss@UniFirst.com	

Table 2: Company Information and Financial Strength

Line Item	Question	Response *	
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7	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	From our modest beginnings in an eight-stall garage in Boston in 1936, UniFirst Corporation has become an industry leader and one of the fastest growing companies in the \$13 billion Uniform Services business. As the only public company within its industry to grow revenues every year since we started in 1936, including each of the recent recessionary years, UniFirst may have just such a "secret formula." UniFirst supplies and services uniforms that are "job-fitted work clothes" tailored to the needs of companies throughout the U.S. and Canada. UniFirst is dedicated to excellence in service and total customer satisfaction. For 83 years we've known the importance of excellent customer service and we've dedicated ourselves to achieving it. Now in our ninth decade of service we continue working toward perfecting the process. UniFirst's overall Customer retention rate for the past 3 years is over 97%. Over the past 10 years our annual percentage of controllable lost accounts has remained under 5% and our contract renewal rate has actually increased year-to-year. With industry averages approaching 90%, we believe we are setting the pace for business retention in the industry. Our "Customers for Life" programs and overall business philosophy is a key differentiation between UniFirst and its competitors. Our corporate mission is to be recognized as the leading provider of quality uniform products and services for business. Our careful focus on serving each customer's special needs and providing total satisfaction enables us to grow, to provide an equitable return on investment, and to create opportunities for our team partners. We are committed to conducting our business in a fair, honest, and responsible manner in accordance with all environmental and government regulations and with the highest standards of business ethics. With a core business dedicated to the rental, lease, and sale of work clothing, uniforms, and career wear to business, we recognize that our continued success depends on the skill, creativity and initiative of all our team partners. That is why we are constantly seeking bright, talented, self-motivated individuals to help us extend our record of success in the 21st century. A difference that UniFirst offers can be looked at as a basic philosophy of doing business. This basic philosophy is summed up with three main thoughts; honesty, mutual trust and respect, and results for today and tomorrow. While these thoughts may seem sentimental and overused they form the foundation for how we approach day-to-day business at UniFirst. You will not hear UniFirst over commit just to win your business. We will honestly tell you what we can and what we cannot do. We feel that this is the only way to earn your business. UniFirst feels that a relationship built on mutual trust and respect will allow both parties to accomplish their necessary objectives. No one wins if one party to an agreement loses. Because all of our business partnerships begin with an honest commitment to what we can and cannot do, trust and respect naturally develop between UniFirst and our customers. While the program that we put in place addresses today's objectives we must constantly be looking to solving tomorrow's challenges. That means finding new technology, new products and services but most of all it means having a relationship that fosters commitment to meet tomorrow's requirements. UniFirst is committed to making this a long-term relationship. We want to be business partners for a long time.
8	Provide a detailed description of the products and services that you are offering in your proposal.	Products Standard Work-wear: From factory coveralls, to lab coats, to foodservice smocks – UniFirst's Industrial Wear line offers apparel for workers in virtually every occupation. Beyond a complete selection of primary garments, cover-ups, and outerwear, UniFirst also provides accessory items like gloves, hats, footwear, and protective gear - making "head-to-toe" outfitting more than just a marketing slogan. Most of the line's apparel items boast our Industrial Laundry Safe seal, meaning they are ideally constructed to hold up to UniFirst's rigorous industrial laundry process. Compared to home laundering, we use stronger detergents, longer agitation cycles, and higher temperatures to get even hard-use clothing their cleanest. UniFirst currently self-manufactures 67% of its overall industrial garment needs. Flame Resistant Apparel: Wherever business is hot (literally), UniFirst is on the job. Our flame-resistant apparel offers important secondary protection from flash fire, electric arcs, and other potentially hazardous flame conditions. Our FR garments look and feel comfortable,

but offer great durability and the added protection of flame-resistance. UniFirst currently self manufactures over half of its overall FR needs. UniFirst also carries Flame Resistant Apparel specific for the foodservice industry - Samples are available.

Hi Visibility Garments:

For those whose jobs place them in potentially hazardous traffic environments, UniFirst offers the latest HIGHVISIBILITY WORKWEAR SOLUTIONS. Our ANSI compliant Hi-Vis garments make workers visible to drivers at much greater distances than simple enhanced visibility wear. And workers who are more easily seen by motorists and oncoming traffic are safer and happier on the job.

Corporate Casual Attire:

All across North America, the casual dress trend has taken hold. But the need for professional polish remains as strong as ever. UniFirst responds with Corporate Casual attire that allows employees to "dress down" while maintaining a decidedly business-like look. Our growing Corporate Casual line includes hundreds of items, all available with our own embroidered or screen-printed personalization. In this and other product categories, UniFirst offers the industry's fastest new installation and replenishment service available, thanks largely to our ISO 9001:2015 registered, 320,000 sq. ft. Owensboro, KY Central Distribution Facility, the only such facility in the industrial rental garment business.

Floorcare and Dust Control Services:

Creating a safe, attractive workplace is a process that begins from the ground up. It's no wonder, then, that UniFirst's floorcare products are underfoot in offices and factories from coast-to-coast. Through our rental programs, we regularly clean and rotate items, saving businesses significant maintenance time and expense. Supplying walk-off and logo mats; scraper and anti-fatigue mats; wet and dry mops; as well as various wiping products, UniFirst keeps workplaces clean and inviting, while protecting employees and your Members alike.

UniFirst self-manufactures over 97% of its total floorcare needs (mats and dust mops) from its Arkansas manufacturing facility so that we provide customers with an even greater level of color selection, and overall value than was previously available.

In business, quality and image are around-the-clock imperatives, often extending beyond work apparel. Restroom Services from UniFirst benefits both a company's employees and its Customers. Products such as hand soaps, sanitizers, air fresheners, disposable towels and tissue, as well as required dispensers, address health and sanitary concerns, while conveying a focus on cleanliness that speaks of a total commitment to quality.

Services

When you participate in a full-service UniFirst uniform program, up-front clothing investments are eliminated. We outfit employees in the clothing of your choice, provide weekly cleaning, garment maintenance, and issue replacements as necessary. We handle all the program administration for your employee uniforms and services, eliminating the worries and headaches. And it's all for one low weekly charge per employee (or per product).

Rent, lease, or buy work uniforms

Sourcewell's Members can assume as little or as much responsibility as they wish for their overall uniform program by electing to rent, lease, or buy. With the proper care and ongoing maintenance, Members can be assured their UniFirst workwear (and facility service) products are always in top shape.

Work Uniform Rental includes program administration, laundering, delivery, repairs, replacements, and more.

UniFirst full service uniform rental programs include:

When you participate in a full-service UniFirst uniform program, up-front clothing investments are eliminated. We outfit employees in the clothing of your Member's choice, provide weekly cleaning, garment maintenance, and issue replacements as necessary. We handle all the program administration for your Member's employee uniforms and services, eliminating the worries and headaches. And it's all for one low weekly charge per employee (or per product).

How our rental programs work

More than 260 UniFirst service centers throughout the U.S. and Canada provide a total uniform and Facility Service package. With a full service rental program, you get:

- Professional on-site needs analysis
- More than 40,000 in-stock product SKUs to choose from
- Measurement/fitting of each wearer conducted at your location(s)
- Specified number of garments for each individual
- Professional laundering and finishing
- Regularly scheduled uniform deliveries and product replenishment

- Inspection of all work clothing for rips, flaws, missing buttons, etc.
- Automatic garment repairs
- Automatic replacement of overly worn or damaged garments
- Inventory control with itemization by employee (or product)
- Quick outfitting of new employees
- Full program management

Triple Pro Service

You will get three dedicated UniFirst professionals working on your account at all times. There's a dependable Route Service Representative who'll keep your program running smoothly day in and day out, a Service Manager whose primary responsibility is to see that you're getting everything you need when you need it, and a helpful local Customer Service Representative who's always ready to provide immediate assistance. Through the efforts of this hard-working team, we guarantee 24-hour response to any problem, question, or request.

Every delivery day your Route Representative will check with you to see if there are any new employees to be added to the program. If there are, these additional people will be documented on the invoice. If you don't want to wait until your next delivery day, call your local UniFirst office and ask to speak with the Customer Service Rep. The Route Representative will size all new employees (or you can give their sizes over the phone) and uniforms will be ordered within 24 hours. You can expect stock garments in standard sizes to arrive on the next delivery day. Non-stock garments or non-standard sizes will take a little longer.

For rental uniforms UniFirst does not measure your employees. Rather, we have your employees actually try-on the garments, as we have found that this process better ensures proper fit. We have also found that lists, prepared in advance, that detail the employees to be sized, at a given sizing session, and the type and number of garments that each employee is entitled to receive, greatly assists the sizing process.

Work Uniform Leasing includes all the facets of a Uniform Rental Program, but employees take care of laundering their own uniform garments.

UniFirst Val-U-Lease uniform programs include:

Depending upon individual needs, your Members may prefer our Val-U-Lease program. They will enjoy the service, convenience, and all the benefits of our Full Service Uniform Rental Program, with the exception of the scheduled laundering services. But if they need occasional laundering, we can arrange that, too. And you'll still receive our uniform repair, replacement, and other maintenance services, as needed.

How our Val-U-Lease programs work

Like with our Uniform Rental programs, a UniFirst Val-U-Lease program eliminates upfront clothing investments in favor of low weekly charges. Your Members are only billed for the number of workers actually "in uniform." Idle clothing costs are avoided, and they get top-quality, stylish uniforms of their choice... complete with custom company emblems and much more. Employees take care of uniform cleaning, but

UniFirst takes care of everything else, including:

- Professional on-site needs analysis
- More than 40,000 in-stock SKUs and over 340,000 total product SKUs to choose from
- Measurement/fitting of each wearer conducted at your location(s)
- Specified number of garments for each individual
- Garment repairs
- Garment replacements of overly worn or damaged garments
- Inventory control with itemization by employee (or product)
- Quick outfitting of new employees
- Full program management

Triple Pro Service

Your Members will get three dedicated UniFirst professionals working on their account at all times. There's a dependable Route Service Representative who'll keep their program running smoothly day in and day out, a Service Manager whose primary responsibility is to see that they are getting everything they need when they need it, and a helpful local Customer Service Representative who's always ready to provide immediate assistance. Through the efforts of this hard-working team, we guarantee 24-hour response to any problem, question, or request.

Work Uniform Purchase programs allow your Members to outfit their staff at competitive prices. And if they require occasional laundering or other garment services, we can provide that too.

For those who prefer to own, UniFirst offers competitive pricing and an extensive workwear selection - as all of our items are available for purchase.

		Program Requirements: A service agreement would serve the best interest of both parties in the event that special or otherwise non-standard products, that UniFirst would also be expected to place into inventory, are specified. All our uniform rental items are available for purchase. Your Members may choose from thousands of UniFirst-manufactured products or other popular brands from trusted names like Landau, Fashion Seal, Dickies, Tri-Mountain & Port Authority.	
9	What are your company's expectations in the event of an award?	In the 9 years UniFirst has held the contract for uniforms, we've grown Sourcewell (formerly NJPA), to be our largest National Account Preferred Vendor program with annual revenues exceeding \$10M. In the event we're able to re-secure Sourcewell's uniform contract we are confident our program will, at a minimum, double over the course of the contract if not grow 2.5-3X based on ongoing sales efforts, management and rep awareness of the program and all the marketing and educating of Sourcewell members and/or prospective members these past 9 years.	*
10	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	Please see the attached "UniFirst FY 2019 Annual Report," And the "UniFirst Standard Bank and Credit Responses" file. UniFirst's Dunn and Bradstreet Rating 5A2 UniFirst is debt free, our balance sheet position allows us to commit to our industry leading product/facility reinvestment. That reinvestment will allow you to enjoy the best in class service from the Premium Supplier in the industry for the life of the facility service partnership. We are also the quality leader in the industry. Our executive focus and capital investment is all directed into improving our Laundry operations and customer experience. 95% of our revenues are from our core competency - rental laundry programs. Compared to our top two competitors, rental laundry represents roughly 77% of Cintas's revenue and only 9% of Aramark's revenue. Our financial position compared to our top two competitors with Aramark carrying \$7.87 billion and Cintas carrying \$2.54 billion in debt, with their efforts to reduce their debt burden, limits their ability to reinvest in their laundry infrastructure and customer's inventories. Ensuring quality, starts with product selection and account set-up. Unlike many of our competitors that have invested resources in other lines of business such as food related services, fire extinguishers, bathroom & carpet cleaning and put in place lucrative commission structures for their drivers to cross sell to their existing customer base, UniFirst's primary business is Laundry. Each Route Service rep is judged and bonused each year on the customer retention numbers within their given route with top performers who keep 100% of their customers each year rewarded with a 5 night trip to a luxury resort to celebrate their accomplishment (The Cove at the Atlantis Bahamas in 2019). That commitment to excellence for our customers was built from the ground up by our founding family (and the majority shareholders in our company) based on our founding Core Values (which remain in place today): Customer Focus, Respect for Others, and Commitment to Quality. UniFirst's primary business objective is to provide its customers with only the best services possible, along with great-looking, image-enhancing uniforms, work clothing, and facility service items. All of our ongoing investments and efforts are focused on accomplishing one thing, which is our number-one long-term goal for UniFirst: to become universally recognized as the best service provider in our industry. To accomplish that goal, we have the largest network of ISO certified laundering plants in our industry. UniFirst maintains 260 facilities throughout North America. By having our plants ISO certified, we help ensure a consistency of quality that supports our commitment to providing best-in-class service and products to all of our customers. Each of our customer-servicing plant operations earned the internationally recognized ISO 9001 certification. The majority of our company-owned manufacturing facilities operate within ISO 9001:2015 certified quality management systems. ISO certification requires operations to document and follow workflow processes in detail in order to maintain ongoing maximized efficiencies in processes and productivity. ISO certifications can only be earned (and maintained) following in-depth quality and conformance audits by a recognized third-party certifying authority. UniFirst also maintains a state-of-the-art distribution center in Owensboro, Kentucky and has one plant in Cave City, Arkansas that specifically manufactures its own line (approximately 97% of the mats we place in service), of high-quality commercial floor mats. ISO 9001:2015 Certification, validates the fact that UniFirst has continuous improvement processes in place "to ensure that we consistently meet or exceed all of our customer's expectations." In-house manufacturing, producing millions of products annually, provides a unique level of vertical integration that not only lowers the cost for our customers, but also permits the creation of custom-designed mats for image-conscious companies.	*

11	What is your US market share for the solutions that you are proposing?	16%	*
12	What is your Canadian market share for the solutions that you are proposing?	17%	*
13	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	No	*
14	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	We manufactured approximately 67% of the garments we placed in service during the fiscal year ended August 31, 2019 ("fiscal 2019"). These were primarily work pants and shirts manufactured at three of our plants located in San Luis Potosi, Mexico, one plant located in Managua, Nicaragua, as well as at subcontract manufacturers that we utilize to supplement our manufacturing capacity in periods of high demand. That means the products are made to withstand the punishing industrial laundry process. We also include products from other fine manufacturers noted for work wear quality and toughness. The Company operates 260 locations, serves over 300,000 customers throughout North America, puts nearly 2 million people in work apparel each business day and employs more than 14,000-plus team partners. Our business is the Rental, Lease and Sale of work clothing, uniforms, protective apparel, career-wear, and facility services products to businesses in virtually all industrial categories.	*
15	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	UniFirst is in good standing in the state of its incorporation, is qualified to do business in each state in which it proposes to provide products and/or services and has all licenses and permits necessary or required to provide such products and/or services. UniFirst operates the largest network of ISO 9001:2015 certified laundry facilities in the world. It has manufacturing facilities, and its primary distribution center is ISO 9001:2015 Certified. This process includes the creation of detailed training and communication programs for all team partners on maintaining appropriate procedures for quality and service controls. UniFirst maintains a state-of-the-art distribution center in Owensboro, Kentucky and three ISO 9001-2015 Certified garment manufacturing facilities in Mexico and also a manufacturing facility in Nicaragua. In-house manufacturing, producing millions of garments annually, provides a unique level of vertical integration that not only lowers the cost of uniforms we offer through our uniform programs, but also permits the creation of custom-designed garments for image-conscious companies. The latter often affords UniFirst a distinct competitive advantage. UniFirst belongs to the following Associations: Food Service Grocery Manufacturers/Food Products Association American Association of Meat Processors International HACCP Alliance. Environmental Uniform and Textile Service Association (UTSA) Textile Rental Services Association (TRSA) Laundry Environment Stewardship Program (LaundryESP®) U.S. Green Building Council (USGBC) Canada Green Building Council (CaGBC). Energy Star and Green Lights® Business Partner Green Seal™ certified Eco-LogoM certified Healthcare AORN (Association of Operating Room Nurses) APIC (Association for Professionals in Infection Control and Epidemiology) ASHES (American Society for Healthcare Environmental Services) NADONA (National Association Directors of Nursing Administration) NFSI (National Floor Safety Institute), We also offer food industries specialized uniform programs that are consistent with the guidelines of Hazard Analysis Critical Control Point (HACCP) and the Global Food Safety Initiative (GFSI).	*

16	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	UniFirst operates 260 locations, serves over 300,000 customers throughout North America, puts nearly 2 million people in work apparel each business day and employs more than 14,000 team partners. As such, to the best of our knowledge and belief, and without any duty of investigation, we have no knowledge, in the last 10 years, of any suspension or debarment proceedings that apply to UniFirst as defined under 48 CFR Chapter 1 - Federal Acquisition Regulation.	*
17	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Work Apparel UniFirst Brands Industrial Uniforms Work Shirts Work Pants Outerwear Flame Resistant Clothing High Visibility Workwear Healthcare Uniforms & Apparel Food Service Apparel ESD & Anti-Static Garments Uniform Services Uniform Rental Programs Val-U-Lease Program Direct Purchase Programs National Account Programs Facility Services Floor Mat Services • WALK-OFF MATS • SCRAPER MATS • ANTI-FATIGUE MATS • "WET AREA" MATS • MESSAGE & LOGO MATS Floor Mop Services • WET & DRY FLOOR MOPS • MICROFIBER FLOOR MOPS Wiper & Towel Services • SHOP TOWELS • MICROFIBER TOWELS Restroom Services • SOAPS & HAND CARE • HEAVY-DUTY HAND CLEANERS • PAPER TOWELS & SANITARY TISSUE • AIR FRESHENERS • SHAMPOO, SHOWER & BATH Hand Hygiene Services • PURELL HAND SANITIZERS • MEDICAL SOAPS & SURGICAL SCRUBS Cleaning Solution Dispensing Services Safety & PPE • Safety Masks • Ear Plugs • Eyewash Stations • Flame Resistant Clothing • Industrial Safety Gloves • Hard Hats • High Visibility Clothing • Safety Glasses	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *
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18	Describe any relevant industry awards or recognition that your company has received in the past five years	Our Company continues to be honored by communities throughout North America for our environmental efforts. Utilities in Missouri and Texas, for example, presented UniFirst with "gold" awards for water safety and environmental-friendly treatment processes; other sanitation districts from Virginia to Kansas have also presented UniFirst with "Green" awards for the care we take in protecting local environmental resources. We have even been recognized for our environmental efforts within the specialized field of laundering and decontaminating apparel for the nuclear power industry. Exelon Corporation, one of the nation's largest nuclear power providers, presented our company with its Environmental Leadership Award, citing our "lengthy record of (processes and) services that are environmentally responsible, safe, and of superior quality." These are just a few of the many types of awards and recognitions we receive every year. UniFirst has secured the No. 9 spot on Apparel magazine's "Top 50" apparel companies list. This is the 13th consecutive year that Apparel magazine ranked UniFirst as one of America's top 50 apparel companies, and the second time the company has appeared in the top 10. To be eligible for the Apparel listing, public companies had to record at least \$100 million in annual sales; rankings were based on overall performance and financial management. UniFirst appears in the top 10 alongside some of America's most popular clothing companies including Nike, Canadian Goose, and lululemon athletica. In 2019 UniFirst was, once again, named by Selling Power magazine as one of the top companies to sell for in America. That's 16 years in a row. Top 5, A+ ranking on list of "America's Most Trustworthy Public Companies" (TGF Analytics). Forbes' Platinum 400 List "Best Big Companies in America." Forbes Magazine Names UniFirst Corporation to its 2019 America's Best Employers List. UniFirst has been selected as one of "America's Best Large Employers" for 2019. The list ranks the top 500 employers across 25 different industries in the United States... Glassdoor's "25 Best Companies for Career Opportunities" list. UniFirst Ranked by Newsweek as One of "America's Best Customer Service" Providers 2020. UniFirst has been included on Barron's second annual list of the 100 Most Sustainable Companies in the United States... Boston Globe's "Top 100 Performing Companies" list. All companies on the list are judged by their increased sales, profits, and return on shareholder's equity. Capital IQ, a Standard & Poor's business, provided the analytics for this year's Globe 100 using Securities and Exchange Commission filings and corporate reports. UniFirst was once again recognized for its commitment to diversity from two different organizations—2020 Women on Boards and the TRSA (Textile Rental Services Association). UniFirst has won a 2019 APEX Award of Excellence for the design and implementation of the company's recent President's Club promotional mail campaign. This is the second consecutive APEX award that UniFirst has earned for their marketing communications programs—last year having won an award for the cover design of the company's Uniform Rental Catalog. This year's winning entry focused on UniFirst's President's Club, a prestigious designation that recognizes and rewards top salespeople for achieving challenging year-long sales goals. UniFirst has won a Bronze Stevie® Award for its LEAP (Leadership, Education, and Performance) management development program in a new category for 2019—Sales Recruitment Initiative of the Year...	
19	What percentage of your sales are to the governmental sector in the past three years	Government sector sales falls under "Other" (16%), which includes: • Oil and Gas Extraction, • Government, Retail, • Other Industries	*
20	What percentage of your sales are to the education sector in the past three years	The Education sector sales (15%), falls under "General Services," which includes: • Business Services • Health and Educational Services	*

21	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	UniFirst is an approved contracted supplier for these and other Group Purchasing Organizations (GPOs): Amerinet Champs Group Purchasing MedAssets Premier Sales volumes are confidential.	*
22	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	UniFirst does not have any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that we hold.	*

Table 4: References/Testimonials

Line Item 23. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
City of Jacksonville	Richard Woodroof- City Manager	910-938-5200	*
City of Wilmington	Ellen McGowan- Sr Finance	910-343-1069	*
City of Germantown	Cathryn Perdue, CPPB, SPSM, Assistant Director of Procurement	P: (901) 751-7601	*

Table 5: Top Five Government or Education Customers

Line Item 24. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
Not for Publication	Government	Virginia - VA	Uniform/Facility Services Rental	\$1,905 (Average weekly invoice)	\$297,201	*
Not for Publication	Non-Profit	Washington - WA	Uniform/Facility Services Rental	\$1,874 (Average weekly invoice)	\$292,288	*
Not for Publication	Government	Virginia - VA	Uniform/Facility Services Rental	\$1,650 (Average weekly invoice)	\$257,451	*
Not for Publication	Government	North Carolina - NC	Uniform/Facility Services Rental	\$678 (Average weekly invoice)	\$105,710	*
Not for Publication	Education	California - CA	Uniform/Facility Services Rental	\$672 (Average weekly invoice)	\$104,836	*

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	
25	Sales force.	Direct employees across the US and Canada for Sales = 1230, and for Route Service Team partners that overlap with delivery and Route Sales = 2542	*

26	Dealer network or other distribution methods.	We manufactured approximately 67% of all garments which we placed in service during fiscal 2019. These garments were primarily work pants and shirts manufactured at three of our plants located in San Luis Potosi, Mexico, one plant located in Managua, Nicaragua, as well as at subcontract manufacturers that we utilize to supplement our manufacturing capacity in periods of high demand. The balance of the garments used in our programs are purchased from a variety of industry suppliers. Currently, we also manufacture approximately 97% of the mats we place in service at our plant in Cave City, Arkansas. We note that our three apparel manufacturing plants in Cardenas, Valles and Ebano, Mexico have been awarded ISO 9001:2015 certification by Perry Johnson Registrars, an internationally recognized certifying authority. This ensures that the garments and emblems we design are produced with better quality, greater economy, and shorter response times to our customers. This ISO 9001:2015 certification speaks volumes about our commitment to quality in general and in particular about the quality manufacturing management systems that UniFirst now has in place at these garment manufacturing facilities. The output of these plants is shipped directly to our ISO 9001:2015 certification Distribution Center in Owensboro, KY for subsequent utilization by our customer service centers located throughout North America. This state-of-the-art Owensboro Distribution Center has systems and processes that allow for the incredibly fast delivery of products to our customers. Fast, accurate delivery -- UniFirst has invested over \$35 million in the state-of-the-art distribution center in Owensboro Kentucky, designed from the ground-up to support high-volume National Account service requirements. In-stock product can be picked, routed, inspected, packed and shipped within five (5) business days. UniFirst's centralized distribution center in Owensboro, KY is a state-of-the-art facility which improves shipping and labor costs and increases the service level we can provide Sourcewell. We invite you to view our Owensboro six minute video tour at the following URL: http://www.unifirst.com/company/videos/centralized-distribution-center-owensboro-ky/ In-house manufacturing, producing millions of garments annually, provides a unique level of vertical integration that not only lowers the cost of uniforms the Company offers through Rental Programs, but also permits the creation of custom-designed garments for image-conscious companies. The latter often affords UniFirst a distinct competitive advantage. UniFirst has excellent geographic coverage for rental programs. We have extensive rental service operations. Our network of over 260 Locations, serve Customers in 45 US States & the majority of Canada (not in HI, MT, ND, SD, and AK). For locations where we would not have coverage, we would use our best effort to subcontract to a local service provider. All services provided to all customers with operating locations within UniFirst's rental services area are provided exclusively by UniFirst personnel utilizing UniFirst owned or leased facilities and equipment. For locations that we do not currently service, we will use our best effort to subcontract to a local service provider. We serve over 300,000 customers throughout North America, putting nearly 2 million people in work apparel each business day.	*
27	Service force.	1531 SERVICE	*

28	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	We believe that effective customer service is the most important element in developing and maintaining our market position. Our commitment to service excellence is reflected throughout our organization. Our route service representatives are the first line of continuing customer contact, who are supported by local customer service representatives, local service management staff and local operations management leaders, all of whom are focused on addressing the ongoing needs of customers, constantly delivering high-value service and pursuing total customer satisfaction. Our proprietary information systems and our support service center enables us to respond to customer inquiries or issues within 24 hours, and our service personnel are specially trained to handle the daily contact work necessary to effectively manage customer relations. We measure the speed and accuracy of our customer service efforts on a weekly basis and, through our "Customers for Life" program, we continuously survey, record and report satisfaction levels as a means of evaluating current performance and highlighting areas for improvement. UniFirst's business hours are 8:00 A.M. to 5:00 P.M. daily local time (holidays and weekends excluded). To ensure Sourcewell and its members will have direct access to National Accounts we will also customize internal communication tools for your Member's employees. An example of those communications would be a customized 800 phone hotline, email (example: (MEMBER)@unifirst.com) and customized posters in all sites so that local people know who to contact for assistance and how to contact them. Your members experience countless customer interactions every day, so it's important that all of their team members look their best. As your uniform and facility services provider it's our job to make that happen. To accomplish this, we take a team approach to servicing your accounts. Your local UniFirst service team consists of the following trained service professionals working on your Member's account all the time.... *Route Representative . . . they keep the program running smoothly day in and day out. They are responsible for picking-up dirty uniforms and delivering clean ones. There're also empowered to replace worn garments as needed, provide size exchanges and to handle any service issue on the spot. They are in short, the embodiment of UniFirst. *Service Manager . . . Their primary responsibility is to see to it your members are getting everything they need when they need it. *Customer Service Rep . . . available to provide immediate telephone assistance. In addition, this local team is aided by the National Account Service Team. Led by Sourcewell's dedicated Account Executive, this team is available in the event an issue needs extra attention, or your Member is not satisfied with our local response. Simply use the Service Hotline to communicate the issue. We will work with your Members and our local service team to ensure your Member's issue is resolved to their satisfaction, quickly and efficiently. Local Service Team: Call the local phone number provided on the weekly invoice. Account Executive: Jesse Daggett (contact via Hotline) or jesse_daggett@UniFirst.com Service Hotline: 877-382-4629 If the local service team does not resolve the issue in the time specified, please contact the national account department using the dedicated Hot Line phone number or email.	*
29	Identify your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	UniFirst looks forward to continuing and expanding upon our existing successful relationship with Sourcewell and your participating entities across the United States. We directly provide service in 45 US States (not in HI, MT, ND, SD, and AK). For locations where we would not have coverage, we would use our best effort to subcontract to a local service provider.	*
30	Identify your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	Rental laundry facilities are located to provide products and services to your participating entities across Canada in Montreal, Quebec City, Drummondville, Toronto, London, Ottawa, Scarborough, Fredericton, Lethbridge, Calgary, Edmonton, Reed Deer, Grand Prairie, Saskatoon, Regina, Taber, Medicine Hat, Vancouver and Kelowna. More than 85% of Canada's population can be served from these facilities. UniFirst looks forward to continuing and expanding upon our existing successful relationship with Sourcewell and across Canada.	*
31	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	Our network of over 260 locations, serve Customers in 45 US States & the majority of Canada (not in HI, MT, ND, SD, and AK). For locations where we would not have coverage, we would use our best effort to subcontract to a local service provider.	*

32	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	UniFirst will fully service all Sourcewell participating entity sectors that fall within our service territory. All services provided to all customers with operating locations within UniFirst's rental services area are provided exclusively by UniFirst personnel utilizing UniFirst owned or leased facilities and equipment. For locations that we do not currently service, we will use our best effort to subcontract to a local service provider.	*
33	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	For Hawaii and Alaska locations that we do not directly service, we subcontract to local service providers who currently service some of our existing National Account Customers who have other locations outside of these areas. Further discussions are required for participating entities who are solely located in either Hawaii or Alaska. Please note that due to the cost of doing business in Alaska and Hawaii, Subcontractors in these states may charge a minimum of two times the prices quoted above. We will do our best to find a Subcontractor that will honor the program pricing, however actual prices are a function of the product in the program and the Subcontractors local business practices. Any alternative pricing for Alaska and Hawaii will be submitted for your approval prior to subcontracting any of your sites to a third party.	*

Table 7: Marketing Plan

Line Item	Question	Response *	
34	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	The goal of the UniFirst marketing program is to create a consistent understanding of our partnership both internally and externally. We leverage multiple channels for communication to get this message across in the most effective and relevant way possible. Our local team members are eager to expand on our existing successful national partnerships because they know how it leads to professional success. Our marketing material is simple and effective and speaks to the relevant concerns of your members and our local team's ability to successfully create partnerships. We are very dexterous in our ability communicate with your members and our local teams. It is the design of our marketing that ultimately creates that facilitates habits and behaviors that are conducive to success. We do this today and have been successfully promoting this opportunity. Please see the attached "Sourcewell sample welcome kit."	*
35	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	UniFirst manages and optimizes its comprehensive internet-based Search Engine Optimization (SEO) and Search Engine Marketing (SEM) prospecting program to maximize UniFirst brand exposure via the web, gain increased website traffic to UniFirst.com, collect more qualified sales leads, and increase closed sale dollars directly related to these efforts. Programs include trackable results, reporting, and analyses, as well as direct ROI information. UniFirst Digital Marketing programs are intended to improve quality and numbers of current sales leads and conversions to new rental sales via UniFirst.com contact forms and call-ins to MRD. The goal is to continually increase related revenues annually, primarily through more targeted efforts and campaigns performed by our Digital Marketing Specialists, increased AdWord-type spends to include target markets/keywords, Shopify pages, and social media advertising. But, over time, the biggest boost we expect will come with the integration of our Marketo/Call Tracking platform and Microsoft Dynamics in 2020. This integration, planned for FY20, will provide additional ROI long-term via more accurate program tracking, as well as email marketing and other ongoing prospect "nurturing" opportunities, like ongoing targeted email campaigns to sales prospects, leading to improved results. UniFirst invests in cutting-edge Digital Marketing technologies to better compete in today's digital age and to effectively manage, track, and measure accurate ROI on all DM programs. Programs allow us the ability to more effectively run and more accurately report on DM activities, campaign data, testing, appointments, and sales results, as well as call-in leads and all sales leads from website form submissions. The following are some DM technologies that UniFirst currently invests in for both SEO and SEM: Marketo, CallTrackingMetrics (CTM), SEMrush, Web-CEO, SEOmoz, Premium Store Locator (zip code lookup), Google AdWords, Bing Search Ads, Google Remarketing/Retargeting, Social Media Advertising (Facebook, Instagram, Twitter, LinkedIn, etc.), Shopify (online catalogs), ZMags (interactive, flip-catalogs online), Google Reviews, Google Local Search	*
36	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	It's clear that you're focused on the success of this partnership like we are. Your support and buy-in is vital to long term mutually beneficial success. Our ability to coordinate our communication is one that will open many doors for both our organizations on the local level.	*

37	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	Yes. For those who prefer to own, UniFirst offers competitive pricing and an extensive workwear selection - as all of our items are available for purchase. Program Requirements: A service agreement would serve the best interest of both parties in the event that special or otherwise non-standard products, that UniFirst would also be expected to place into inventory, are specified. All our uniform rental items are available for your Customers to purchase. You may choose from thousands of UniFirst-manufactured products or other popular brands from trusted names like Landau, Fashion Seal, Dickies, Tri-Mountain & Port Authority. UniFirst can offer a custom e-procurement storefront web site personalized with for your Customer's graphics and content. Your Customer's logo can be included to give the feel the web site is an extension of their entity. The custom web site would only offer products and prices defined in the Contracted Offer. Orders can be transacted directly from the e-procurement web site. The e-procurement storefront is full-featured and completely functional with item personalization, order history, product specification, product graphics, purchase/spending limits. Once registration is completed each user would have a unique username and password with settings defining their authorized web site. The custom web storefront would be presented to the individual once logged in. A brief list of e-procurement storefront features and capabilities include: • On-line Registration for the Program by employees via the Storefront. • On-line Order placement by registered employees via the Storefront • On-line Order placement by a purchasing agent on behalf of a group of users. • On-line Order history review by registered employees or by a purchasing agent on behalf of a group of users. • The Program will manage specific products, attributes, and pricing and personalization options for your contracted offer. • Purchase Limits via our Managed Program module. Your Customer's balances would be loaded here • Tracking and enforcement of pre-defined spending limits at the individual employee level. • Payment methods available are: Accounts receivable (A/R), Credit card, and Individual purchase limit (A/R). • In addition to the products included in the offer, the entire UniFirst product catalog can be accessed, if desired, by a separate registration. • Accessible 24 hours, seven days a week. • On-line display by login showing spend by employee, if applicable. • Estimated Delivery Date	*
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Table 8: Value-Added Attributes

Line Item	Question	Response *
38	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcwell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	UniFirst can provide training or instruction of our goods and services through the local Service Centers. At the time of your Member's transition. The Account Executive can help identify further areas that your Members feel may require further instruction. Additionally, they may contact the Customer Service team at the local Service Centers for further assistance. For Rental Programs during implementation, a dedicated account executive will coordinate the time and efforts of our Site General Manager, District Service Manager, Route Sales Representative, Office Services Personnel, & Customer Services Representatives. The account executive will coordinate with your Member's representative to ensure their site managers are informed of the implementation plan the same time UniFirst managers are. We will require the willing participation of a site representative or representatives (perhaps from each functional area . . . defined to mean any area or group that requires individual billing) to attend site installation planning meetings; and, a meeting room within your Member's facility suitable for sizing and meeting purposes. Employees will have to be made available for sizing purposes, according to an agreed upon plan and schedule; and, ideally Member's should have available pre-prepared forms that detail each employee name (by sizing group), indicating the type and quantity of garments that each individual is entitled to receive. Necessary site permits, if any, will have to be secured and any site orientation sessions, including any safety programs that our employees may be required to attend, will also have to be scheduled and coordinated.

Visits are planned with each functional group (i.e. plant manager, safety manager, buyer, etc. ...) prior to the installation of services. During this visit, our representatives will introduce UniFirst and explain the uniform rental process in detail, being careful to answer any and all questions fully. Orientation pieces entitled "Welcome to UniFirst" will also be left in each functional area.

Following installation, repeat visits will be scheduled to ensure that each functional area and each employee fully understands the Member/UniFirst uniform services program.

We will have a UniFirst service team of suitably qualified personnel in place to support the supplies and services being offered to the Members. In the implementation and day-to-day servicing of a program, questions and issues can and do come up. The UniFirst service team will be there to support the Members and deal with questions and issues effectively and quickly. Your Member's service team will consist of...

- Customer Service Manager . . . His/Her primary responsibility will be to see to it Members are getting everything they need when they need it.
- Customer Service Reps . . . Committed to exceeding your Member's expectations. Customer Service Reps are trained service professionals that are empowered to deliver consistent and reliable service every day. If service issues arise our Customer Service Reps will be ready to resolve any problems your Members may have.
- Account Executive . . . Provides direction and council to our Customer Service Reps. The Account Executive will coordinate any changes to the established Member's program. In addition, he/she will audit performance and work to ensure that we perform up to your Member's expectations.

To assist and guide your Member's team through a Direct Purchase program we can provide them with"

- A classroom style training introducing the features of the program. We can review the basic set-up of an account; step-by-step demonstrated the ordering process and walk the user through the final steps in placing the order. One location, one or two day training session.
- Training is normally done by scheduled conference call with Users accessing their own custom website with practice orders being placed.
- Provide documentation to highlight the one... two ... three's... of the storefront and the ordering process
- Or, if they decide to go it alone their storefront will be designed with an easy to access help feature
- Our professionally trained Customer Service Representative are ready to resolve any problems your Member's may have

UniFirst can help you design a training program to fit your Member's needs. The portal is guaranteed to be as easy to use as many found on the web today, but there may be questions.

We can also provide instruction on how to access the portals for reporting or direct purchase programs.

39	Describe any technological advances that your proposed products or services offer.	UniFirst has long maintained a leadership position in developing and implementing technology for the textile service industry. From our ISO 9001:2015 certified state-of-the-art Distribution Center (325,000 Sq. Ft.), our newly implemented PeopleSoft platforms with deliverable eCommerce solutions via the Internet, to our new CRM system, UniFirst is leading the industry in delivering advanced business solutions. Capital reinvestment in technology for new systems and automated facilities continues to exceed that of our competitors. We welcome the opportunity to host your supplier selection team at any of our operations to further demonstrate the UniFirst difference. The UniFirst fleet of customer delivery and support vehicles follows proper maintenance schedules and all our drivers consistently follow best practices to conserve fuel consumption. We use "Roadnet® Route Optimization," which consolidates routes for increased efficiencies. By driving significantly fewer miles, we're drastically reducing our carbon footprint. This is an ongoing initiative being followed by our delivery vehicles throughout the United States and Canada. The benefit to your Members: We're driving fewer miles each day, keeping costs and emissions down, while delivering the same levels of excellence in service to our customers. UniFirst has developed a National Account Charter with an intensive focus on our most important deliverable...CONSISTANT APPLICATION OF PRODUCTS, SERVICES AND PRICING ACROSS ALL REGIONS OF NORTH AMERICA. To this end, UniFirst has developed a system called NACS . . National Account Customer Setup (NACS). NACS enables us to efficiently communicate your Member's program requirements to each local UniFirst Customer Service Center that will be servicing the Member. We create a customized National Account Customer Profile that details how the Member's account will be serviced. It includes pricing, product as well as all service requirements. NACS allows us to distribute the Customer Profile on a schedule mutually agreed to by the Member and UniFirst. NACS also creates the officially recognized Installation Authorization that tells our local Service Centers to begin the program implementation. It also allows us to track implementation progress to ensure that target dates are met. This carefully orchestrated internal communication is essential to us applying your Member's programs consistently across all of their locations. UniFirst's proprietary bar coding system provides an accurate pick-up and delivery report to the Client, at the time of product delivery, on a weekly basis. These weekly reports, printed on your premises, detail the number of garments that are picked up for cleaning from, and delivered clean to, a given location or sub location, within a given location. This, in turn, will enable the Client to clearly identify who last had possession of the garments, and thus who is responsible for any loss of the subject garments. UniFirst tracks garments throughout all internal and external processes using advanced laser and digital camera bar code technologies. This proprietary system is ideal to help prevent delivery shortages and secure information better than other scanning methods, including radio frequency (RF) chip systems. And unlike RF tracking, that embeds chips into garments to transmit information, our approach does not transmit data and never compromises wearer comfort or privacy. When your Members participate in a full-service UniFirst uniform program, up-front clothing investments are eliminated. We outfit employees in the clothing of their choice, provide weekly cleaning, garment maintenance, and issue replacements as necessary. We handle all the program administration for your Member's employee uniforms and services, eliminating the worries and headaches. And it's all for one low weekly charge per employee (or per product).
40	Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	Environmental Stewardship UniFirst was one of the first in the textile services industry to re-engineer all of its operations to become a "greener" and more environmentally friendly Company. We were also one of the first members of the EPA's Green Lights and Energy Star Buildings programs, which combine business strategies with environmental protection and energy conservation at all corporate facilities. And every single UniFirst laundry production facility uses computerized processing equipment to maximize fuel and energy efficiencies, while minimizing waste. In 1997, UniFirst joined the Laundry Environment Stewardship Program (LaundryESP), an industry initiative with a singular focus to protect the environment. As a result of reworking all routine operational practices, UniFirst (and our industry) achieved and continues to maintain considerable reductions in water and energy usage.* 1. Water use: 12.5 percent reduction. 2. Energy use: 11.8 percent reduction. 3. Pollutants discharged: 40 percent reduction. 4. Peroxide bleaches: 100 percent increase in usage for wash formulas, resulting in less use of chlorine bleaches (which can combine with other chemicals to create non-biodegradable byproducts). 5. Enzyme-based detergents: 57 percent increase (these cleaners are primarily used in food and healthcare textiles; their use reduces the need for higher temperature wash formulas, thereby reducing energy costs). * All data was subject to a quality check by Collier Shannon Scott, Environomics of Bethesda, Maryland and Georgetown Economics (D.C.). From the moment a piece of clothing or other textile product enters one of our processing facilities, every item is carefully sorted and placed into specially designed slings that are tagged as to garment type and soil level. They are then weighed and sent to designated washers that have been pre-programmed — based on the specifics of the load — to use the exact amounts of cleaning agents, water, and cleansing temperatures to maximize processing efficiencies and prevent unnecessary waste.

Computerized wash formulas determine the correct water levels and temperatures, what detergents and additives are needed, the length of the wash cycle, and any other additional information that the specific clothing or soil type might require. And when the cleaning cycle is completed, sophisticated computer controls automatically tip and empty washers onto moving conveyors which transfer the laundry to preprogrammed computerized driers. Under these advanced systems, there's little likelihood for human error or accidental waste of resources.

We take extraordinary care with all the by-products produced by our laundry operations. Our ongoing investments in water and air treatment technologies help assure that everything we return to the environment is "clean," safe, and nonpolluting.

Environmental Sustainability

Additional services and benefits that are "typical" services are a testament to how UniFirst is an environmentally-friendly company. At UniFirst Corporation, we believe in protecting the environment. That's why we continually focus on sustainability and always strive to become a "greener," more environmentally-friendly Company in all aspects of our operations. Whether it's the precise uniform processing procedures we follow to ensure resource conservation and environmental protection, the thoughtful energy-saving practices we use at our 260 facilities, the careful fleet maintenance and driving procedures we have firmly in place, the manner in which our ancillary services and products are designed and manufactured, or the work uniform and facility services options we provide our customers to help them meet their sustainability goals...all we do consistently takes environmental sustainability into consideration.

Our Values

From modest beginnings in an eight-stall garage in Boston, MA in 1936, UniFirst has grown to become a billion dollar industry leader in the Uniform and Textile Services business. In part, our modern day success story is a result of our following the three Core Business Values established by our founder Aldo Croatti. These values, which continue to act as the foundation for our corporate culture, are:

1. CUSTOMER FOCUS — Customer Satisfaction is the best measure of how well we deliver quality. It's our overriding goal and at the center of our "Customers for Life" business philosophy.
2. RESPECT FOR OTHERS — We consistently treat those in our personal and business lives with the same consideration and understanding we wish for ourselves.
3. COMMITMENT TO QUALITY — Evidenced by our constant focus on "doing it right the first time" and our commitment to ISO certifying each of our service operations to ensure quality is the hallmark of all we do.

In order to fulfill our overriding goal for total Customer Satisfaction, UniFirst Team Partners annually pledge to our "10 Essentials of Service."

1. Every Team Partner contributes directly to the Company's image.
2. It's in each of our jobs to handle any Customer requests quickly and address any user problem immediately.
3. We will always strive to fully understand each Customer's needs and aim to deliver service that exceeds their expectations.
4. Every Team Partner is responsible for identifying any defects in our products, processes and work methods, and for making recommendations for improvements.
5. We are ambassadors of the business, both inside and outside of the workplace.
6. We will take pride and care in our personal appearance.
7. Being part of a team means we can count on those around us.
8. There is no dishonor in not having the right answer, only in not acting quickly to seek it out.
9. Mistakes are inevitable. How quickly we correct them and how well we communicate the remedies makes the difference between customers who remain upset and those who come away more loyal than before.
10. We must ultimately create exceptional job stability and continuously increase shareholder value.

In the Office

In 2008, our Information Services Department initiated a project to reduce the number and size of both servers and personal computers. By adopting latest technologies, the initiative reduced electrical costs and lowered the amount of cooling required from air-conditioning units. The project also extends the life of many computers, keeping unwanted waste materials out of recycling bins and landfills. In addition, paper and bottle recycling bins are located throughout all areas of our corporate offices and remote locations.

Additionally, all 260 UniFirst facilities are networked by more than 3,000 PCs and we consistently add new technologies that allow for more electronic options with our routine business activities – both internally and externally – thereby significantly reducing overall paper usage.

Route planning and optimization software has saved roughly 1.7 million gallons of fuel annually, which produces nearly 34 million less pounds of CO2 each year.

Uniforms, Work Apparel

Compared to purchasing, renting uniforms saves energy and decreases natural resource

consumption (as noted above). Plus, our work garments are built to last longer than store bought apparel, our service programs maintain customer clothing to extend wear life, and our apparel is reused whenever possible. . . thereby resulting in reduced raw textile usage and less waste entering landfills and incinerators.

When appropriate, we also refurbish and transform pre-worn customer apparel into “like new” offerings for garment replacements. And when wear and tear finally takes its toll and the professional image of our customers could become compromised, we look to donate such clothing items to needy organizations in the U.S and abroad — in effect, giving them a “second life.”

Our Company manufactures more than half of the shirts and pants used in our rental service programs, and all aspects of the construction consistently keep clothing “longevity” in mind. For instance, our shirt and pant designs use reinforced triangular tacking at the corners of pockets to prevent ripping and tearing that could be caused by repeated contact. Similarly, our fabrics are carefully selected for weight/hand (feel) to withstand constant abrasion, as well as the industrial laundry process. And, although we use more stitches per fabric inch to produce higher quality construction, this additional thread use is more than offset by the extended garment life we achieve. We’ve also computerized our textile cutting systems to assure minimal waste of fabric and our “modular” assembly construction process maximizes efficiencies and the overall use of resources.

Virtually all of our millions of rental uniforms in service are delivered to customers on recycled wire hangers. Helping to prevent them from simply being tossed into waste bins, UniFirst maintains hanger recycling programs at customer sites. We also recycle such items as wood pallets, paper products, and fluorescent light bulbs wherever possible.

Finally, to ensure that all our processes are operating as efficiently as possible and resources are being conserved, our uniform manufacturing and distribution facilities have earned ISO certification. And, we’re currently on schedule to have all our laundering service facilities ISO certified as well.

Ancillary Products

UniFirst offers a wide variety of environmentally friendly programs in Floorcare and Restroom/Hygiene Services. These products have been designed with environmental sustainability in mind. And when they’re included as part of a fully managed service program, they can help our customers earn LEED* points that qualify them for environmental certification by the U.S. Green Building Council.

(*Leadership in Energy and Environmental Design, a national benchmark for the design construction and operation of high performance green buildings.)

Floor Mats

Our floor mats are 100% PVC free and are specially constructed to capture and hold dirt and moisture from the soles of shoes and to prevent track-off and unnecessary soiling and cleaning of customer facilities. By literally trapping pounds of contaminants, UniFirst mat systems help protect expensive flooring surfaces, ventilation systems, and sensitive electronic equipment — all of which translates into less cleaning and use of chemicals.

We manufacture all our floor mats to last for at least five years, and recycle our scrap by-products. By comparison, mats purchased at most retail outlets will typically last just one year, thereby adding more vinyl and rubber components to the “waste stream.”

Microfiber Mop/Wiper Technology

Our reusable Microfiber mops and wipers are ultra-light and designed to clean hard surfaces without chemicals and water. The U.S. Environmental Protection Agency (EPA) notes that such products can reduce chemical usage by 95 percent. For soiled surfaces requiring water and cleaning agents, we offer wet mops and towels that feature super absorbent natural fibers that have been treated with antimicrobial agents in order to prevent the growth of mold, mildew, and odor-causing bacteria.

The result: one-time, faster, more efficient cleanings. By using these reusable Company products versus disposables, EPA life cycle assessments show that solid waste can be reduced by 210 percent and water usage by as much as 12,590 percent.

Hand Towels and Sanitary Tissue

Our towel and tissue products are Green Seal and Eco-Logo certified, and manufactured from base paper that is 100 percent recycled. And our portion-control (one-at-a-time) paper dispensing systems are available with both mechanical and electronic touch-free options to help reduce unnecessary waste. Studies have shown that these dispensers reduce paper usage by 25-35 percent, resulting in less landfill dumping and incineration.

Soaps and Hand Care

Our soap and hand care products are provided by vendor-partner GOJO, a manufacturer of a wide range of “green” and biodegradable hand cleaning/disinfecting products. GOJO’s Green Seal and Eco-Logo designated products are specially formulated for use in the types of work environments our Company serves and are available in a variety of touch and non-touch, portion controlled, dispensing options so as to minimize waste

Odor Control Systems

We offer three, environmentally-conscious odor control program solutions. Our most popular system, called TCell, contributes to clean and fresh air in a 100% environmentally-friendly way. All air freshener delivery systems are 100 percent EPA compliant and refill components are recyclable.

41	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	UniFirst is a proud member of the U.S. Green Building Council (USGBC) and Laundry Environment Stewardship Program (LaundryESP), is an Energy Star and Green Lights Business Partner, and offers Green Seal and Eco-Logo certified products.	*
42	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	UniFirst does not qualify as Women or Minority Business Entity, Small Business Entity, or veteran owned business.	*
43	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	As a supplier of work apparel programs, UniFirst possesses a wide-range of experience encompassing many industries, types of garments and users. In particular, we believe there are several points which uniquely qualify us to meet Sourcewell's requirements: Wearer sensitivity: We have extensive rental service operations throughout the United States and Canada. Every day nearly 2 million people wear a UniFirst rental uniform at work. And via our route delivery and sales organization we are in direct contact with many of them on a week-to-week basis. That means we're constantly getting real time feedback from people wearing our clothes regarding their likes and dislikes, approvals and disapproval's, satisfactions and dissatisfactions. This constant stream of input allows us to constantly adjust both garments and garment programs to achieve greater wearer satisfaction. And what we learn from our rental wearers, we can directly apply to better serve the interests of our direct purchase program wearers whom we may not see every week. Self-Manufacturer: UniFirst presently makes over 75% of the shirts and pants used in its rental service programs and approximately 55% of the garments that it provides to all of its customers. This significant experience in making clothing gives us greater flexibility in creating custom programs for special customers and our significant size as a garment purchaser gives us leverage with subcontractors and suppliers when we're designing multi-faceted programs. Custom personalization: is a key element in most image apparel programs and UniFirst's extensive experience in both screen printing and embroidery represents an advantage for us as well. We have our own in-house screen printing and operate our own embroidery machinery. Our in-house graphics staff creates and digitizes scores of new customer personalization designs on a daily basis. This gives us greater control over the process of creating and delivering unique customer images through the combination of specially selected clothing and custom-applied design. Pressing of all shirts (US only, not in Canada): Provides a clean, professional appearance for all employees. Important if employees come in regular contact with both customers and prospective customers. Employees who look and feel good have higher morale and productivity. Pressing also allows us additional time to examine the garment for needed repairs. This additional step, that only this Vendor provides, allows us to catch those needed repairs that might otherwise slip through the cracks. Our pressing service is provided at no additional cost to our Clients. Control cost overruns: Our Garment Maintenance Program (if selected) eliminates all damage charges, except those that arise as a consequence of gross negligence. Our detailed reporting capability will allow you to identify the specific individual responsible for the loss or damage of a given garment, which in turn, will provide your management team with the information necessary to allow them to work with their employees to minimize these charges. Proprietary Bar Code Scanning System: UniFirst's proprietary bar coding system provides an accurate pick-up and delivery report to the Client, at the time of product delivery, on a weekly basis. These weekly reports, printed on your premises, detail the number of garments that are picked up for cleaning from, and delivered clean to, a given location or sub location, within a given location. This, in turn, will enable the Client to clearly identify who last had possession of the garments, and thus who is responsible for any loss of the subject garments. Guaranteed rates and charges: Our proprietary Account Management System (AMS) guarantees only the charges authorized and specified in our service agreement can be invoiced. Only the items of merchandise and/or services specifically authorized in the agreement can be provided to the client. Items of merchandise and/service not authorized in the enabling service agreement can only be invoiced with prior client approval. Customer Satisfaction System: No one works harder at making certain customers are	*

		satisfied than UniFirst. We don't wait for problems to come to us, we go out looking for them. Every customer is audited a minimum of twice a year to ask specifically about levels of satisfaction, areas where we can improve, and whether or not there are problems which need correcting. This proactive approach lets us uncover issues that might normally remain hidden and surfaces problems we might otherwise not hear about. It benefits both us and our customers and it's one of the reasons that over 98% of all current customers give us an "completely satisfied" or "satisfied" performance rating. Individual wearer survey cards are distributed approximately 2 times per year to assess wearer satisfaction or concerns. ISO Certified Manufacturing and Distribution: UniFirst manufactures and distributes the majority of its garments through a strict process controlled ISO 9001:2015 certified manufacturing and distribution system. This capability allows us to better manage our supply chain and negotiate favorable rates with fabric mills. The ISO certification ensures that consistently high quality manufactured garments will be delivered to the Client in a timely manner, through a proven documented distribution system. Speed of Service: Perhaps most important of all - particularly for a perspective customer with many geographically distributed operating locations - is a supplier's ability to deliver clothing quickly, completely and accurately. And here is where UniFirst has a leg-up on the competition. Our 320,000 square foot state-of-the-art distribution center in Owensboro, KY is the most modern and advanced in our industry, bringing "next generation" systems to the picking, personalization, packing and shipping of work clothing items. Designed specifically to accommodate the special need of both rental and direct purchase customers, this facility can process orders, including those with custom personalization, faster than any other in our industry. That means quicker delivery to every ordering location and higher levels of satisfaction for both wearers and the companies that employ them.
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Table 9: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
44	Do your warranties cover all products, parts, and labor?	All items of Merchandise delivered by UniFirst will conform to Sourcewell's specifications set forth in our National Service Agreement and meet or exceed customary industry standards of quality, or non-conforming items will be replaced by UniFirst by the following normal delivery at no cost. All of the Services performed shall be executed in a good and workmanlike manner by qualified and careful workers, in accordance with industry standards of care and diligence normally practiced by firms performing services of a similar nature and in accordance with this Agreement.	*
45	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	Any garment with, tears, rips, holes, excessive staining, or other non-repairable defect incurred while in service or upon termination of the Agreement at a Facility is considered "Damaged." Damage is in excess of normal wear and tear (which is defined as a gradual thinning of the fabric over time) a garment experiences through normal wash and wear cycles, and inhibits the re-issue of the garment to another employee. Additionally, pursuant to contractual language, a garment has been personalized through Direct Embroidery or other customer dictated modification may be considered "Damaged" if the modification inhibits the ability to re-issue the garment to another customer. This damage beyond repair category is designed to ensure a balance between the need for a cost-effective solution while maintaining a high level of appearance integrity. Under this criteria, a garment will be deemed as "damaged beyond repair" for any of the following: • Any hole or tear regardless of size • Any single pen mark larger than one and one half inch • Any combination of ten or more pen marks • Any garment purposely written on • Any single stain larger than one inch in diameter • Any combination of ten stains or more • Any broken or poorly functioning zipper • Any broken straps or clips or missing snaps • Any bioburden or hazardous material contamination	*

46	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	This is not applicable to an Industrial Landry Program. At the service level, any garment placed into service that was defective in any way, at the time of its installation, would be immediately replaced at no additional charge to your Members. And, we take care to inspect every rental garment every time we handle it. Upon pick-up and return to our service center, each garment receives a comprehensive ten point inspection. This system is backed-up by our wearer communication system which provides a continuous supply of service request tags at your Member's place of business so that any special repair needs can also be flagged by wearers to ensure that they get our immediate attention. UniFirst' exclusive "mend system" provides for a comprehensive ten point inspection of every garment every time it's processed. This system is backed up by our wearer communication system which provides a continuous supply of service request tags at your place of business so that any special needs can also be flagged by wearers to ensure that they get our immediate attention. For shirts the 10-point inspection examines: • Garment Cleanliness • Wearer Identification Tag • Collar • Shoulder Panel • Emblems and Pockets • Buttons and Front Panel • Underarm and Side Seams • Sleeves • Cuffs and Cuff Buttons • Back Panel For pants the 10-point inspection examines: • Garment Cleanliness • Wearer Identification Tag • Waistband and Belt Loops • Buttons and Fasteners • Zipper • Pockets • Crotch • Side Seams and Inseams • Seat Seam • Hem In general, we believe that the garment should be repaired whenever it is possible to do so, provided its appearance or function is not materially impacted by the repair. This "judgment call" we leave to the discretion of operating staff. Some Customers require that they and they alone approve the retirement from service of any damaged garment. This process remains acceptable to UniFirst Repairs to individual garments are made so as to ensure the return of the repaired item with the Customer's next weekly delivery. In other words, a damaged garment picked-up on Tuesday, will be repaired and returned the following Tuesday. Our Change-As-Needed system provides for the automatic replacement of garments before they become so worn as to impact appearance or function. And, unlike many (if not all) of our competitors, UniFirst replaces all garments which wear out as a consequence of normal wear and tear with "new" garments.	*
47	Are there any geographic regions of the United States (and Canada, if applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	This is not applicable to an Industrial Landry Program. UniFirst' exclusive "mend system" provides for a comprehensive ten point inspection of every garment every time it's processed. This system is backed up by our wearer communication system which provides a continuous supply of service request tags at your place of business so that any special needs can also be flagged by wearers to ensure that they get our immediate attention.	*
48	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	Yes.	*

49	What are your proposed exchange and return programs and policies?	Any garment placed into service that was defective in any way, at the time of its installation, would be immediately replaced at no additional charge to your Members UniFirst recognizes that not every employee stays the same size over time, so at no charge, we provide for clothing size exchanges whenever necessary	*
50	Describe any service contract options for the items included in your proposal.	UniFirst offers as an option, a Garment Maintenance Program (GMP). The Program involves an additional Weekly charge for each garment that is placed in service and replaces the practice of having ruin charges added to the weekly invoice. The practice of inspecting and reviewing garments on-site with Member Management is thus eliminated and the Weekly or Monthly service invoice remains relatively fixed. This allows Member Management and UniFirst Service teams to focus on providing "World Class" service to our Customers. Lost or unreturned garment fees are not currently covered under such a program. Developing a program for lost garments would be subject to further discussion at the appropriate time.	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	
51	What are your payment terms (e.g., net 10, net 30)?	CUSTOMER agrees to make payments within 30 days of invoice receipt. A late charge of 1½% per month (18% per year) for any amount in arrears may be applied.	*
52	Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?	Depending upon individual needs, some may prefer our Val-U-Lease program. Customers enjoy all of the service, convenience, and benefits of our rental program, with the sole exception of the weekly water-wash service. • Suitability: Best suited for circumstances or situations that involve moderate to high employee turnover rates, coupled with low or light soil environments. • Program Requirements: Same as the Rental Program.	*
53	Briefly describe your proposed order process. Include enough detail to support your ability to report quarterly sales to Sourcwell as described in the Contract template. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the Sourcwell participating entities' purchase orders.	There are multiple ordering approaches which might be of interest to you under the proposed program. They are listed below along with the primary advantages associated with each. Rental: • Route Service Representative: Speed, accuracy, and immediate sizing • Phone-Primary Advantages: Speed and interactivity, faxed confirmation • Fax-Primary Advantages: Speed and accuracy, faxed confirmation Direct Sale: • Custom Store Front/Internet: This on-line ordering has the primary advantages of: convenience, interactivity, colored pictures, descriptions, sizes, allowance programs, spending limits, multiple payment methods, program management/accountability, secure - Verisign® • Custom Brochure/Mail In: Available to all employees with or without internet access, color picture, descriptions, prices, includes pre-printed order forms, and convenience • Mail: Accuracy, faxed confirmation • Phone: Speed and interactivity, faxed confirmation • Fax: Speed and accuracy, faxed confirmation • E-Mail: Speed, accuracy, electronic record, electronic confirmation	*
54	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcwell participating entities for using this process?	Yes. Customers can pay weekly invoices using a company credit or P-card. Our accounts receivable department will apply the weekly invoice amounts to the credit or P-card for each customer location.	*

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcwell Price and Product Change Request Form.

Line Item	Question	Response *
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55	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	UniFirst evaluates the total potential volume for any particular National Account customer and prices the entire in accordance with our pricing models. Total usage levels are evaluated as part of the pricing, and UniFirst takes this into consideration and leverages the total potential of each account in order to come up with the most competitive rates available. In general, UniFirst provides service quotes to its Customers that represent its very best prices for the projected volume of business and the associated terms and conditions of service, as determined by our review of the RFP documents. This does not mean, however, that we necessarily expect to receive all of this business immediately, or even necessarily within the first year or two of the term of our Agreement, for that matter, as we realize that we frequently are required to await the natural expiration (by their terms) of any pre-existing agreements that our Customer might then have in place with any third party vendors. As with all things there is at least one exception to this general rule, which would arise in the event that a given Customer elected to award all of its business to two or more preferred vendors, each of whom was then expected to solicit business from each Customer operating location. In this instance, we would downgrade the value of the projected business volumes (raise the bid prices that we initially quoted) and then offer incentives (reduced prices) to be granted upon the attainment of certain specified earned revenue thresholds. The most Customer friendly option is the former, where our very best prices are offered from day one of the Agreement. Once our agreement is finalized our Account Management System ensures that only those products and prices enabled in the agreement can be invoiced locally. Consistent application of products and pricing across all of the local Member's operations, is guaranteed. All requests for exceptions (additions) to the originally negotiated contract requirements must be processed through predefined channels for approval. All pricing will be developed using the same pricing model used in the original bid effort to incorporate the same volume considerations. Rental Services Include: » Water-wash of Rented Uniforms and Rented Items. Including inspection of all garments during the cleaning process and the pressing (US only), of all garments at no additional cost » Delivery of clean Rented Uniforms and Rented Items, on a stated weekly schedule. » Removal of soiled Ranted Uniforms and Rented Items, on a stated schedule. » Existing garments may be exchanged due to an Employee's changing size requirements at no cost to the Customer, though the emblem and garment preparation charges specified by the agreement will apply. » All Garment repairs needed due to normal wear and tear will be done at no cost to the Customer. » UniFirst will automatically replace garments before they become so worn as to impact either appearance or function. This replacement will be done at no charge to the Customer, though the emblem and garment preparation charges specified by agreement will apply.	
56	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Sourcewell's program pricing is constant across the nation and therefore the discount/savings varies by market; i.e. savings on the Sourcewell program might be as high as 60-70% in metropolitan markets such as NYC whereas in central Kentucky the savings might only be 20-30%. We have included a comparison in the price list to show program rates vs standard local rates savings.	

57	Describe any quantity or volume discounts or rebate programs that you offer.	A. Rental. The prices initially in effect under this Agreement, "Tier 1 Pricing" will be reduced by three percent (3%), "Tier 2 Pricing", for each of Customer's Participating Entities once the weekly rental revenues paid by each such Participating Entity exceeds \$2,000.00 per week, for a minimum of thirteen (13) weeks. Participating Entities shall have the right to aggregate the purchasing volume of all its Locations in order to meet the desired volume tier. The prices shall not be reduced retroactively; and, for purposes hereof, the phrase "weekly rental revenues" shall be defined to mean the total weekly invoice value, less any sums invoiced for loss / damage replacement, garment preparation, emblem, outsize garment, DEFE, minimum service charges, sale of disposable products, well as any applicable sales /use taxes. B. Direct. The prices initially in effect under this Agreement, "Tier 1 Pricing" will be reduced by three percent (3%), "Tier 2 Pricing", for each of Customer's Participating Entities once the total direct product purchases of each such Participating Entity exceeds \$104,000.00 per calendar year. Participating Entities shall have the right to aggregate the purchasing volume of all its Locations in order to meet the desired volume tier. The prices shall not be reduced retroactively; and "total direct product purchases" shall not be inclusive of any applicable sales/use taxes.	*
58	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	UniFirst is a full-service provider of textile services, with much of the products being manufactured and much of the services being provided directly by UniFirst. As a part of our continued growth, we have aligned ourselves with several trusted vendor partners whenever we have customer requirements that don't align with our manufacturing core competencies (i.e. Non-Standard Options). All vendor partners must pass through our Vendor Approval process to ensure that they are financially solvent, and adhere to all manufacturing best practices and appropriate child/forced labor laws. Our vendor partners have been carefully selected based on product offering breadth, stocking position, and mutual business goals. This is an on-going effort to leverage our influence over these vendor partners in order to better guarantee the quality of services provided by any such vendor to any one of our customers. As an industry leader, UniFirst is able to leverage our size in order to negotiate the most favorable pricing and terms in the industry, a benefit that gets passed on directly to our customers. In situations where our vendor partner's products are used to support our customers, we will issue standard UniFirst (bulk) Purchase Orders for merchandise, on an as necessary basis. These orders will be filled and shipped directly to our distribution center in Owensboro, KY. Our vendor partners will then invoice UniFirst directly for their services. All other services (order administration, pick, pack, ship, customer services and overall program administration and management) will be directly performed by UniFirst personnel, utilizing UniFirst owned equipment and facilities.	*
59	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Please see the attached "Sourcewell Proposal," for a complete listing of all the associated Service Charges.	*

60	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Rental: The delivery cost is included in the weekly rental rate. Direct Sales: Pricing is quoted F.O.B. Origin, sans applicable sales taxes, with applicable freight and handling charges being prepaid and added to the shipment invoice. • United States - All Purchased Items are shipped via UPS standard ground service from our ISO registered Central Distribution Center in Owensboro, KY, unless instructions to the contrary are specified on the order. • Canada - All Purchased Items are shipped via Canadian Post standard ground service from our Central Distribution Center in Mississauga, ON, unless instructions to the contrary are specified on the order. Expedited shipping (overnight) is available via FedEx or UPS Express. The cost of expedited shipping will be calculated on a case by case basis and we will pass along the true cost of shipping.	*
61	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Due to the cost of doing business in Alaska and Hawaii, subcontractors in these states may charge a minimum of two times the prices quoted above. We will do our best to find a subcontractor that will honor the program pricing, however actual prices are a function of the product in the program and the Subcontractors local business practices. Any alternative pricing for Alaska and Hawaii will be submitted for your approval prior to subcontracting any of your sites to a third party.	*
62	Describe any unique distribution and/or delivery methods or options offered in your proposal.	UniFirst's combination of the full weight of our ISO Certified Distribution Center Capabilities and our National Service Coverage can be brought to bear on the Sourcewell's requirements. Direct Sale and Rental programs are all supported from a merchandise perspective by our Owensboro, KY "state-of-the-art" Distribution Center. This facility has been built with the specific objective of providing the fastest most accurate order turnaround times in the industry and we are confident that this will enhance the UniFirst value proposition for Sourcewell Members. Our proposal represents "Best in Class" pricing based upon the Sourcewell estimated contract value and usage. Furthermore, we offer the following value-added services: • ISO Certified Manufacturing and Distribution: UniFirst manufactures and distributes the majority of its garments through a strict process controlled ISO certified manufacturing and distribution system. This capability allows us to better manage our supply chain and negotiate favorable rates with fabric mills. The ISO Certification ensures that consistently high quality manufactured garments will be delivered to your Member in a timely manner, through a proven documented distribution system. • Guaranteed rates and charges: Our proprietary Account Management System (AMSiMozart) guarantees only the charges authorized and specified in our service agreement can be invoiced, Only the items of merchandise and/or services specifically authorized in the agreement can be provided to the Member. Items of merchandise and/service not authorized in the enabling service agreement can only be invoiced with prior client approval. • Virtually Unlimited Catalog: By using our partnerships with our long term vendor partners, our catalog is essentially limitless. Even if a desired garment is not currently manufactured by UniFirst, or featured in our Workwear Direct catalog, by Leveraging our relationships with our trusted vendor partners we can guarantee best-in-class pricing and service for any work apparel item. Service excellence is central to our culture, it begins with highly trained Customer Representatives who are fully dedicated to total Customer satisfaction and extends to all the contact personnel in our National Accounts Group who specialize in dealing quickly and efficiently to ensure that the specific service requirements of our National Account Customers are understood and consistently applied by our entire field Customer service centers.	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
63	c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	

Table 13: Audit and Administrative Fee

Line Item	Question	Response *
64	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell Members obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell.	During the Term, UniFirst will, upon not less than thirty (30) business days prior written request, make available to Sourcewell no more than once per calendar year, at UniFirst's corporate offices, during normal business hours, the invoice reports and/or invoice documents from UniFirst pertaining to all invoices sent by UniFirst and payments made by Sourcewell's Members for all Products and Services procured under this Agreement. Sourcewell may employ an independent auditor or choose to conduct such audit on its own behalf. UniFirst shall have the right to approve the independent auditor, which approval shall not be unreasonably withheld. Upon approval and after the auditor has executed an appropriate confidentiality agreement, UniFirst will permit the auditor to review the relevant UniFirst documents. Sourcewell shall be responsible for paying the auditor's fees. The parties will make every reasonable effort to fairly and equitably resolve discrepancies to the satisfaction of both parties.
65	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	UniFirst will pay Sourcewell an administrative fee of 2.0% (Two Percent) of the sales to Sourcewell or Sourcewell Members of Products and Services resulting from Sourcewell net of returns and allowances and, with regard to the Products procured hereunder, less applicable delivery charges. With regard to the Services procured hereunder the specified administrative fee will be paid net of any garment preparation, emblem, loss/damage, minimum stop the truck or applicable DEFE (Delivery, Energy, Fuel and Environmental) surcharges. Said administrative fees are to be paid within thirty (30) days after the end of each calendar quarter and commencing on the effective date of this Agreement.

Table 14: Industry Specific Questions

Line Item	Question	Response *
66	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	Performance will be measured according to the following standards: A. Uniform Rental Services Your Account Executive will meet with you to discuss and identify continuous improvement targets. We will then create baselines from which we can measure future improvements. The Account Executive will then incorporate these improvement reports into the quarterly program review. Some of the areas we have included in continuous improvement projects for other customers include: 1. On Time Installation: New locations will be installed into Service within eight (8) weeks following the conclusion of Company's employee measurement sessions. The time frame assumes standard garments within normal size ranges as defined in the contract price schedule. The target on time installation rate for new locations is 98%. 2. Issue Resolution All service related issues that are communicated to Company will be addressed within 24 hours and Customer will notify Company when the issue is resolved to Customer's satisfaction. Company will utilize its RFCA (Request for Corrective Action) system to track any and all issues. Company will report all service issues and the time it takes to resolve issues to Customer's satisfaction. The following specific service issues may be submitted locally by Customer to Company. Company will address these issues at the local level following standard corrective actions.

a. On Time Delivery and Pick Up:

A delivery and pick up will be considered on-time if the Merchandise arrives at the relevant locations on the specified delivery day, excluding Holidays, in which event, Company will give timely notice of the Holiday delivery schedule. Late deliveries resulting from a natural disaster, severe weather emergency, or road closures, will be excluded from this measurement.

Late deliveries will be recorded in the Company's RFCA system and the appropriate action plan communicated to the Customer's local manager. Performance will then be monitored until Customer's local manager is satisfied that the issue has been corrected.

b. Service For New Employees:

New employees will receive their garments within one (1) week of the request for standard garments in normal size ranges as defined in the contract price schedule.

Instances of new employees not outfitted in one week will be recorded in the Company's RFCA system and the appropriate action plan communicated to the Customer's local manager. Performance will then be monitored until Customer's local manager is satisfied that the issue has been corrected.

c. Merchandise Acceptance:

Merchandise will be considered accepted if the Merchandise is properly water-washed, pressed or steam tunneled and has no rips or tears that have not been repaired. If stains cannot be removed the Rented Uniforms or Rented Items, as applicable, the same will be reviewed with Customer's representative to determine responsibility for replacement costs.

Instances where merchandise is delivered in unacceptable condition will be recorded in the Company's RFCA system and the appropriate action plan communicated to the Customer's local manager. Performance will then be monitored until Customer's local manager is satisfied that the issue has been corrected.

B. Uniform Direct Sale

Order Fulfillment

A minimum of 98% of in-stock inventory will be shipped to Customer within 5 – 7 business days after the order is placed.

2. Order Accuracy

Company will achieve a minimum of 98% order accuracy measured as a function of returned orders.

Total Customer Satisfaction is measured in terms of customer retention rates. At UniFirst, our minimum goal is 95%. All Customer Service Centers are required to do all things necessary to retain a minimum of 95% of their Customers (the "Customers for Life Program"). Again, each Customer Service Center is ranked best to worst and financial incentives are associated with the attainment of this goal.

UniFirst's Route Sales Representatives (RSR's) are paid on delivered revenue at a 7% commission rate. In addition to the commission program all RSR's have a \$6000 annual bonus opportunity based primarily on Customer Satisfaction and Customer Retention. The annual bonus opportunity generally represents between 15 and 20 percent of total compensation.

We believe that effective customer service is the most important element in developing and maintaining our market position. Our commitment to service excellence is reflected throughout our organization. Our route sales representatives are the first line of continuing customer contact, who are supported by local customer service representatives, local service management staff and local operations management leaders, all of whom are focused on addressing the ongoing needs of customers, constantly delivering high-value service and pursuing total customer satisfaction. Our proprietary information systems and our support service center enable us to respond to customer inquiries or issues within 24 hours, and our service personnel are specially trained to handle the daily contact work necessary to effectively manage customer relations.

We measure the speed and accuracy of our customer service efforts on a weekly basis and, through our "Customers for Life" program, we continuously survey, record and report satisfaction levels as a means of evaluating current performance and highlighting areas for improvement.

Every customer is audited a minimum of twice a year to ask specifically about levels of satisfaction, areas where we can improve, and whether or not there are problems which need correcting. This proactive approach lets us uncover issues that might normally remain hidden and surfaces problems we might otherwise not hear about.

		But it benefits both us and our customers and it's one of the reasons that over 98% of all current customers give us an "completely satisfied" or "satisfied" performance rating.	
67	Describe your unique product attributes and advances, including specific examples related to product longevity or wear-resistance.	With our Change-As-Needed system, uniform garments are regularly replaced on a rotating basis when they reach a point where either appearance or function is compromised. There is no specific schedule, and actual replacements are very much dependent upon the type of garment, the material from which it is manufactured and the nature of its use.	*
68	Describe how your direct buy, rental, and/or leasing solutions complement the value of your program and offerings.	UniFirst has a long and proud tradition of providing quality uniforms, Job-Fitted Work Clothes® and other image and safety enhancing workwear to businesses of all sizes and types. From industrial work shirts and pants, to work jackets and coveralls, to polos and executive wear, to lab coats and food service smocks - UniFirst offers work uniforms for virtually every occupation. Beyond a complete selection of the best work uniforms available, UniFirst also provides accessories like gloves, hats, and protective gear—making "single source workwear solutions" more than just a marketing slogan. We manufacture our work apparel in ISO certified facilities to ensure we consistently provide the most important garment features, benefits, and fabrics as defined by our customers. That's why the UniFirst family of workwear brands boasts unrivaled styling, comfort, durability, and protection; as well as wearer-friendly features like roomier cuts, more stitches per inch, and premium construction. And we supplement our own workwear product lines with those of other leading brands. So no matter the needs, UniFirst has the solutions customers demand. Rent, lease, or buy work uniforms Sourcewell's Members can assume as little or as much responsibility as they wish for their overall uniform program by electing to rent, lease, or buy. With the proper care and ongoing maintenance, Members can be assured their UniFirst workwear (and facility service) products are always in top shape. Work Uniform Rental includes program administration, laundering, delivery, repairs, replacements, and more. Learn more about our Uniform Rental programs. UniFirst full service uniform rental programs include: When you participate in a full-service UniFirst uniform program, up-front clothing investments are eliminated. We outfit employees in the clothing of your Member's choice, provide weekly cleaning, garment maintenance, and issue replacements as necessary. We handle all the program administration for your employee uniforms and services, eliminating the worries and headaches. And it's all for one low weekly charge per employee (or per product). How our rental programs work More than 260 UniFirst service centers throughout the U.S. and Canada provide a total uniform and Facility Service package. With a full service rental program, you get: • Professional on-site needs analysis • More than 40,000 in-stock product SKUs to choose from • Measurement/fitting of each wearer conducted at your location(s) • Specified number of garments for each individual • Professional laundering and finishing • Regularly scheduled uniform deliveries and product replenishment • Inspection of all work clothing for rips, flaws, missing buttons, etc. • Automatic garment repairs • Automatic replacement of overly worn or damaged garments • Inventory control with itemization by employee (or product) • Quick outfitting of new employees • Full program management Triple Pro Service You will get three dedicated UniFirst professionals working on your account at all times. There's a dependable Route Sales Representative who'll keep your program running smoothly day in and day out, a Service Manager whose primary responsibility is to see that you're getting everything you need when you need it, and a helpful local Customer Service Representative who's always ready to provide immediate assistance. Through the efforts of this hard-working team, we guarantee 24-hour response to any problem, question, or request. Work Uniform Leasing includes all the facets of a Uniform Rental Program, but employees take care of laundering their own uniform garments. UniFirst Val-U-Lease uniform programs include: Depending upon individual needs, you may prefer our Val-U-Lease program. You enjoy the service, convenience, and all the benefits of our Full Service Uniform Rental Program, with the exception of the scheduled laundering services. But if you need occasional laundering, we can arrange that, too. And you'll still receive our uniform	*

repair, replacement, and other maintenance services, as needed.

How our Val-U-Lease programs work

Like with our Uniform Rental programs, a UniFirst Val-U-Lease program eliminates upfront clothing investments in favor of low weekly charges. You're only billed for the number of workers actually "in uniform." Idle clothing costs are avoided, and you get top-quality, stylish uniforms of your choice... complete with custom company emblems and much more. Employees take care of uniform cleaning, but UniFirst takes care of everything else, including:

- Professional on-site needs analysis
- More than 40,000 in-stock SKUs and over 340,000 total product SKUs to choose from
- Measurement/fitting of each wearer conducted at your location(s)
- Specified number of garments for each individual
- Garment repairs
- Garment replacements of overly worn or damaged garments
- Inventory control with itemization by employee (or product)
- Quick outfitting of new employees
- Full program management

Triple Pro Service

You'll get three dedicated UniFirst professionals working on your account at all times. There's a dependable Route Service Representative who'll keep your program running smoothly day in and day out, a Service Manager whose primary responsibility is to see that you're getting everything you need when you need it, and a helpful local Customer Service Representative who's always ready to provide immediate assistance. Through the efforts of this hard-working team, we guarantee 24-hour response to any problem, question, or request.

Work Uniform Purchase programs allow you to outfit your staff at competitive prices. And if you require occasional laundering or other garment services, we can provide that too. Learn more about our Uniform Purchase programs.

UniFirst Direct Purchase programs include:

For those who prefer to own, UniFirst offers competitive pricing and an extensive workwear selection - as all of our items are available for purchase.

Program Requirements: A service agreement would serve the best interest of both parties in the event that special or otherwise non-standard products, that UniFirst would also be expected to place into inventory, are specified.

All our uniform rental items are available for purchase. You may choose from thousands of UniFirst-manufactured products or other popular brands from trusted names like Landau, Fashion Seal, Dickies, Tri-Mountain & Port Authority.

69	Describe any unique advantages that your offering provides in terms of customization, personalization, alteration, fitting, and/or sizing.	Custom personalization is a key element in most image apparel programs and UniFirst's extensive experience in both screen printing and embroidery represents and advantage for us as well. We have our own in-house screen printing and operate our own embroidery machinery. In our Owensboro distribution facility UniFirst owns and operates our own embroidery equipment for emblem making and direct embroidery. Our advanced emblem, embroidery, logo, and employee name personalization options keep your employees looking sharp and easily identifiable in your business branded logo apparel. Our in-house graphics staff creates and digitizes scores of new customer personalization designs daily. Software allows us to quickly produce an electronic rendition of any embroidery design or emblem. This gives us greater control over the process of creating and delivering unique customer images through the combination of specially selected clothing and custom-applied design. UniFirst has the industry's largest complement of personalization equipment. Our proprietary personalization workflow software enables us to personalize over 30,000 items every day, and 6,000 emblems per hour. We invite you to view our Owensboro six minute video tour at the link listed below. http://www.unifirst.com/company/videos/centralized-distribution-center-owensboro-ky/ For Direct Purchase: Custom inseam lengths for pants are available at the point of order entry. UniFirst will hem to a specified length prior to shipment of the order. As part of the service offering, UniFirst will accept returns for size exchanges within sixty (60) days of order receipt at no additional charge (i.e. no restocking fees). Freight to ship returned merchandise is paid by the customer unless the return was necessitated by a UniFirst error. Custom sized garments, not in stock, that do not require a "special manufacturing cut" will ship in approximately 14 - 17 business days from the date of order receipt. Custom garments that require a special cut, depending on the particular circumstances at hand, could take up to 12 weeks to procure. For Rental Programs: UniFirst does not measure your employees. Rather, we have your employees actually try-on the garments as we have found that this process better ensures proper fit. We have also found that lists, prepared in advance, that detail the employees to be sized, at a given sizing session, and the type and number of garments that each employee is entitled to receive greatly assists the sizing process.
70	Describe any unique advantages that your offering provides in terms of laundering, cleaning, mending and/or repair services.	The Company's commitment is to provide top-quality service to businesses in a broad range of industries that require superior work clothing, career apparel programs, and other managed services. The major portion of the Company's business is Rental Service Programs, which provide customers with all necessary products plus weekly cleaning, maintenance, and any needed replacements for an affordable weekly fee. UniFirst leads the industrial laundry industry with our technology and reporting capabilities which gives your Member's management the tools needed to impact their spend level. UniFirst operates the largest network of ISO certified laundry facilities in the world. Our strict adherence to our SOP's ensure our national customers receive consistent and predictable quality coast-to-coast. At UniFirst, the finishing process is unique to the industry because every shirt that we finish is professionally pressed (not in Canada), as opposed to the traditional tunnel finishing processes employed by our competitors. The vary process that occurs as our shirt pressing equipment is "dressed" by our operator requires that the top button is closed, and the dress collars are hand shaped. Once these inspection points are completed, the front of the shirt is completely inspected, including emblem affixation and quality. The bottom shirt tails and sleeves are clipped to complete the initial shirt press process. The UniFirst "Ten-Point" Inspection process and "Change-As-Needed" programs are employed to identify product defects so that your Members can focus on their Clients. UniFirst's exclusive "mend system" provides (at no cost to your Members), for a comprehensive "Ten-Point" inspection of every garment every time it's processed. This system is backed up by our wearer communication system which provides a continuous supply of service request tags at your place of business so that any special needs can also be flagged by wearers to ensure that they get our immediate attention. In general, we believe that the garment should be repaired whenever it is possible to do so, provided its appearance or function is not materially impacted by the repair. This "judgment call" we leave to the discretion of your Members. Some Customers

require that they and they alone approve the retirement from service of any damaged garment. This process remains acceptable to UniFirst.

Our "Change-As-Needed" system provides (at no cost to your Members), for the automatic replacement of garments before they become so worn as to impact appearance or function. UniFirst is the only company in our industry who takes the additional step of proactively upgrading garments for our customers. Much of what our competitor's bill out as "damage" is actually the result of worn out uniforms that have not been replaced. Unlike many (if not all) of our competitors, UniFirst replaces all garments which wear out as a consequence of normal wear and tear with "new" garments.

UniFirst also recognizes that not every employee stays the same size over time, so we provide (at no cost to your Members), for clothing size exchanges to your Member's employees whenever necessary.

We commit to reinvesting 18% of revenues back into your garment inventory. The consistent upgrades (at no cost to your Members), keep your Member's inventory above the image and safety threshold where our competitors fall after the first couple years of service. We, at UniFirst, would be privileged to have the opportunity to host a tour of one of our operating facilities to demonstrate our competitive advantages in terms of garment finish quality and more importantly to you, finish appearance.

At every UniFirst ISO certified laundry facility, every single item is carefully sorted and placed into specially designed slings that are weighed before being sent to one of 14 different washers with capacities ranging from 75 to 700 pounds. Each wash lot is tagged as to the type of content and soiling so that operators can instruct a pre-programmed computer to use the correct wash formula for that particular load.

Under this system, there's virtually no opportunity for human error. Computerized wash formulas determine the correct water levels and temperatures, what detergents and additives are needed, the length of the wash cycle, and any other additional information that the clothing or soil type might require. And when the cleaning cycle is completed, sophisticated computer controls automatically tip and empty washers onto moving conveyors which transfer the laundry to pre-programmed computerized driers.

The automation process is extremely precise, and it allows UniFirst personnel to monitor each process from start to finish to ensure overall quality—from the most efficient use of energy and wash chemicals to the overall level of cleanliness. Should any minor error or malfunction occur, such as water not reaching a specific temperature, an alarm sounds and the entire process comes to an immediate halt until the problem is fixed.

The following controls are used to limit loss and damage.

- All garments are counted at Customer pick-up, again upon receipt at our plant and again at delivery . . . all documented on the weekly service invoice.
- All garments are individually barcoded to identify specific location, day of service and individual employee.
- Our UniTrack bar coding system provides an accurate pickup and delivery report to the Client, at the time of product delivery, on a weekly basis. These weekly reports, printed on their premises, detail the number of garments that are picked up for cleaning from, and delivered clean to, a given location or sub location, within a given location. This, in turn, will enable the member to clearly identify who last had possession of the garments, and thus who is responsible for any loss of the subject garments.
- Internal garment control systems back at our service center are designed to eliminate delivery shortages
- Our Garment Maintenance Program (if selected) eliminates all damage charges, except those that arise as a consequence of gross negligence
- Garment lockers are available to secure clean garments and for better housekeeping of soiled garments.
- Lost Damage Report - provides a detailed summary (monthly or quarterly) of the lost and damage charges invoiced for each Member's site. The report shows the garment information as well as the employee name.

We are committed to conducting our business in a fair, honest and responsible manner in accordance with all environmental and governmental regulations and with the highest standards of business ethics. UniFirst stresses energy conservation measures throughout all its facilities. Our laundry production facilities feature

	computerized processing equipment that ensures these operations are not wasteful in any way with respect to fuel and energy usage. With 260 locations throughout North America, we have also found that seemingly small conservation measures, such as installing energy efficient equipment, motion-activated lighting, and automated thermostats, are cumulatively producing big savings. We also make sure that each of our fleet of customer delivery and support vehicles follows proper maintenance schedules, and that all of our drivers follow best practices for vehicle fuel performance.
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Exceptions to Terms, Conditions, or Specifications Form

Only those Proposer Exceptions to Terms, Conditions, or Specifications that have been accepted by Sourcewell have been incorporated into the contract text.

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."
 - [Financial Strength and Stability](#) - Financial Strength and Stability UniFirst.zip - Wednesday April 08, 2020 13:05:35
 - [Marketing Plan/Samples](#) - Sourcewell sample welcome kit.pdf - Wednesday April 08, 2020 16:19:01
 - WMBE/MBE/SBE or Related Certificates (optional)
 - Warranty Information (optional)
 - [Pricing](#) - Sourcewell Proposal.docx - Thursday April 09, 2020 14:04:22
 - Additional Document (optional)

Proposer's Affidavit

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.
3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.
5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.
6. If awarded a contract, the Proposer will provide to Sourcwell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.
7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.
8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcwell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcwell Members under an awarded Contract.
9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
10. The Proposer understands that Sourcwell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
11. Proposer its employees, agents, and subcontractors are not:
 - a. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
 - b. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://www.sam.gov/>; or
 - c. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated

by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☒ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - David Katz, Vice President Sales & Marketing, UniFirst Corporation

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

☒ Yes ☐ No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_7_Uniforms_RFP040920 Fri April 3 2020 12:04 PM	☒	1
Addendum_6_Uniforms_RFP040920 Thu April 2 2020 08:09 AM	☒	3
Addendum_5_Uniforms_RFP040920 Thu March 19 2020 10:46 AM	☒	1
Addendum_4_Uniforms_RFP040920 Tue March 3 2020 11:20 AM	☒	2
Addendum_3_Uniforms_RFP040920 Thu February 27 2020 04:04 PM	☒	1
Addendum_2_Uniforms_RFP040920 Fri February 21 2020 02:33 PM	☒	1
Addendum_1_Uniforms_RFP040920 Thu February 20 2020 03:41 PM	☒	1



City of Stockbridge

AGENDA ITEM

MEETING DATE

February 22, 2022

FUNDING SOURCE

- ☒ RESOLUTION
- ☐ ORDINANCE
- ☐ CONTRACT APPROVAL/RENEWAL
- ☐ PUBLIC HEARING
- ☐ PRESENTATION
- ☐ BID SELECTION/AWARD
- ☐ TASK ORDER
- ☐ CHANGE ORDER
- ☐ BUDGET AMENDMENT
- ☐ BUDGET TRANSFER
- ☐ PAYMENT APPROVAL
- ☐ OTHER

- ☐ GENERAL FUND
- ☐ FUND BALANCE
- ☐ SPLOST
- ☐ TSPLOST
- ☐ GRANT
- ☐ HOTEL/MOTEL TOURISM
- ☐ COUNCIL INITIATIVE
- ☐ PARTNER/SPONSOR
- ☐ DEPARTMENT FUND BALANCE
- ☐ BONDING

ACCOUNT TRANSFER FROM:

ACCOUNT TRANSFER TO:

PRESENTER: Frederick Gardiner

DEPARTMENT: City Manager

ITEM/PROJECT/EVENT:

Council consideration to amend the State Office of Planning and Budget (OPB) officials for ARPA Funding to Frederick Gardiner as Designee and Kellie Russell as Administrative Point of Contact.

BACKGROUND INFORMATION:

Attached

APPROVALS: CITY MANAGER

CITY TREASURER

CITY ATTORNEY

GRANTS ADMIN.

☐ FINANCIAL IMPACT ☒ N/A

AMOUNT: \$0

ATTACHMENTS:





City of Stockbridge

Staff Recommendation Form For Council Approval

Meeting Date

March 29, 2022

ACTION

- ☒ Action requested by City Council
- ☐ For informational purposes only
- ☐ Budget Amendment Required
- ☐ Attachment (s)
- ☐ Payment of Invoice/Task Order/Change Order

- ☐ PUBLIC HEARING
- ☐ ORDINANCE
- ☐ RESOLUTION
- ☐ BID/SOLICITATION AWARD
- ☐ PRESENTATION
- ☐ DISCUSSION
- ☐ REPORT
- ☐ DISCUSSION
- ☒ CONTRACT APPROVAL - RENEWAL

AMOUNT: \$1,300,000.00

FROM ACCOUNT: 540-45200-523991

PRESENTER: Decius Aaron

ITEM/PROJECT/EVENT: REQUEST FOR PROPOSAL (RFP) NO. RFP NO. 201508-92, SANITATION COLLECTION SERVICES CONTRACT RENEWAL - GFL ENVIRONMENTAL, LLC FORMERLY KNOWN AS WASTE INDUSTRIES SOUTH ATLANTA, LLC

BACKGROUND INFORMATION:

The Public Works Department is requesting City Council's approval to renew the term contract for Request For Proposal (RFP) No. 201508-92, Sanitation Collection Services, between GFL Environmental, LLC, and City of Stockbridge, authorizing the Mayor to execute same; and authorizing the City Manager to execute all administrative and budgetary actions to the Agreement.

STAFF RECOMMENDATION:

The Public Works Department is requesting City Council's approval to renew the term contract for Request For Proposal (RFP) No. 201508-92, Sanitation Collection Services, between GFL Environmental, LLC, and the City of Stockbridge, authorizing the Mayor to execute same; and authorizing the City Manager to execute all administrative and budgetary actions related to the Agreement.

Request for Proposal (RFP) No. 201508-92, Sanitation Collection Services is for the collection and transportation of all residential solid waste within its boundaries from the point of pickup to the customer owned transfer station located in the city limit of Stockbridge or, with customer approval, a solid waste disposal site in contractor's discretion.

City staff is requesting a contract renewal through April 11, 2023. The Public Works Department has determined that GFL Environmental, LLC, has performed all work in accordance with the contract requirements, and have provided quality service to the City,

The initial term of this contractual agreement is for five (5) years and eight months, beginning May 1, 2016, and ends December 31, 2021. The initial term will be automatically extended for five (5) subsequent additional one-year periods. This is the second renewal.

Section 3.30.227 – Renewals and extensions; the city council shall approve all renewals or term contract extensions: (A) to afford the city a continuous supply of items or services in the event of the termination or near termination of the award/contract and (B) where cost is greater than fifty thousand dollars (\$50,000.00); and when the original contract was approved by the city council.

Fiscal Impact: Funds will be provided form account number: 540-45200-523991

Exhibit I – Contract Agreement

Exhibit II – Request For Proposal

APPROVED BY:

LEGAL: YES NO or N/A Sign _____

PROCUREMENT YES NO or N/A Sign *Linell G. Miller*

FINANCE DEPT: YES NO or N/A Sign _____

CITY MANAGER: YES NO or N/A Sign _____

RESOLUTION

R16-686

A RESOLUTION AUTHORIZING THE ENTERING INTO A CONTRACT WITH WASTE INDUSTRIES USA, INC. FOR THE PROVISION OF SOLID WASTE SERVICES; AUTHORIZING THE CITY CLERK TO ATTEST SIGNATURES AND AFFIX THE OFFICIAL SEAL OF THE CITY, AS NECESSARY; REPEALING INCONSISTENT RESOLUTIONS; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the City of Stockbridge ("City") is a municipal corporation located within Henry County, Georgia duly organized and existing under the laws of the State of Georgia and is charged with providing public services to residents located within the corporate limits of the City; and

WHEREAS, the City finds it necessary and desirable to enter into a contract for the provision of solid waste services with Waste Industries USA, Inc.

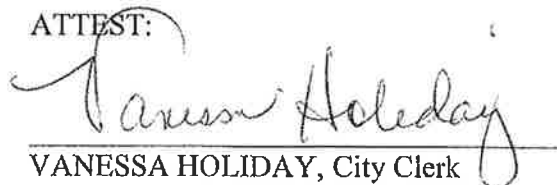
THEREFORE, IT IS NOW RESOLVED BY THE CITY COUNCIL OF THE CITY OF STOCKBRIDGE, GEORGIA, AS FOLLOWS:

1. **Approval of Execution.** The City hereby approves the contract for solid waste services with Waste Industries USA, Inc., attached hereto as Exhibit A and the Mayor or Mayor Pro Tem is hereby authorized to execute said contract with such changes as are recommended by the City Attorney.
2. **Documents.** The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate the amendment, subject to approval as to form by the City Attorney.
3. **Severability.** To the extent any portion of this Resolution is declared to be invalid, unenforceable or non-binding, that shall not affect the remaining portions of this Resolution.
4. **Repeal of Conflicting Provisions.** All City resolutions are hereby repealed to the extent they are inconsistent with this Resolution.
5. **Effective Date.** This Resolution shall be effective on the date of its approval by the City Council and Mayor as provided in the City Charter.

SO BE IT RESOLVED this 14th day of January 2016.


ANTHONY S. FORD, Mayor Pro Tem

ATTEST:


VANESSA HOLIDAY, City Clerk (SEAL)

APPROVED AS TO FORM:

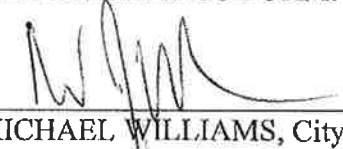

MICHAEL WILLIAMS, City Attorney



EXHIBIT A
CONTRACT

AG 16-340

**Solid Waste Collection
Transportation and Disposal Agreement**

This Solid Waste Collection, Transportation and Disposal Agreement (this "Agreement") is made and entered into this the 11 day of April 2016, by and between the City of Stockbridge, hereinafter referred to as "CUSTOMER", and Waste Industries South Atlanta, LLC, a Georgia limited liability company, hereinafter referred to as "CONTRACTOR"

WITNESSETH

WHEREAS, CUSTOMER is responsible for the collection and disposal of solid waste of its residents; and

WHEREAS, CONTRACTOR is in the business of solid waste collection and desires to provide such services to CUSTOMER; and

WHEREAS, CUSTOMER issued a Request for Proposals for Sanitation Collection Services, a copy of which is attached as Exhibit A (the "RFP"); and

WHEREAS, CONTRACTOR was awarded the work under the RFP; and

WHEREAS, as a result thereof, CUSTOMER desires to engage CONTRACTOR to collect all residential solid waste from within its boundaries in accordance with the terms of this Agreement and applicable law, including, without limitation, the ordinances of the County of Henry and the State of Georgia.

NOW, THEREFORE, in consideration of the foregoing, the mutual covenants and agreements set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. Term: This Agreement shall be binding on all parties for a period of five years and eight months beginning May 1, 2016 and ending December 31, 2021 (the "Initial Term") provided that, consistent with the multi-year contractual provisions of O.C.G.A 36-60-13, this Agreement shall be automatically renewed on January 1 of each year unless either party provides written notice to the other of its intention not to renew this Agreement not less than ninety (90) days prior to the expiration of the then-current one-year period. The Initial Term will be automatically extended for five subsequent additional one-year periods (each an "Extension Term" and together with the Initial Term, the "Term") unless either party provides written notice to the other of its intention not to extend this Agreement not less than ninety (90) days prior to the expiration of the then-current term.

2. Services. Together with the services described in the RFP and CONTRACTOR'S response thereto, CUSTOMER hereby grants to CONTRACTOR the exclusive right for the collection and transportation of all residential solid waste within its boundaries from the point of pickup to the CUSTOMER owned transfer station located in the city limits of Stockbridge or, with CUSTOMER approval a solid waste disposal site in CONTRACTOR'S discretion, which

facility that has been permitted in accordance with applicable laws, rules and regulations for disposal of solid waste (the "Services"). In the event of any inconsistency between this Agreement, the RFP and CONTRACTOR's response to the RFP, this Agreement will govern, followed by CONTRACTOR's response to the RFP, followed by the RFP.

a) Residential Curbside Trash Collection - Subject to Section 3 below, each home will be provided with a 95 gallon cart to be serviced on a scheduled basis as described on Exhibit A. Homes that generate more than the cart can hold shall be encouraged by CUSTOMER's Code Enforcement Department to add a recycling cart or a second garbage cart. Bags placed outside of the cart will be collected at "No Charge" but will also be reported to CUSTOMER. Carts must be placed at the curb no later than 7:00 a.m. on the scheduled day of collection.

b) Residential Curbside Recycling Collection - All residential units who would like to participate in the curbside recycling program will be provided with a 65 gallon cart to be serviced on a scheduled basis as described on Exhibit A. The acceptable materials to be placed in the cart are subject to Section 3 below. Carts must be placed at the curb no later than 7:00 a.m. on the scheduled day of service.

c) Residential Curbside Bulk Collection. Each home will receive bulky item collection service on a scheduled basis as described on Exhibit A. Residents must call in to schedule pick-up at least 24 hours before collection day. A maximum of three items may be placed at the curb for each service. All appliances must have Freon removed by a certified technician prior to collection.

d) Residential Curbside Yard Waste Collection - Subject to Section 3 below, service will be provided on a scheduled basis as described on Exhibit A. Residents must call in to schedule pick-up at least 24 hours before collection day. Each pick up will be limited to 4 cubic yards, approximately the size of a standard pick-up truck bed, or a pile 4ft. high x 4ft. deep x 4ft. wide. Leaves and grass clippings must be bagged. Limbs and branches shall not exceed 4ft. in length.

e) Residential Backdoor Garbage Collection - Any Qualified Disabled Resident (QDR) who is unable to roll the cart to the curbside, with no other able bodied resident in their home, may receive back or side door service. The QDR must register at City Hall to be considered. The total number of QDR service locations may not exceed 3% of the total number of homes serviced.

f) Non-Standard Services - Residents may contract directly with CONTRACTOR for additional services including extra containers or frequency of pick-up as set forth on Exhibit B (the "Non-Standard Services"). Rates for Non-Standard Services are described on Exhibit B and residents requesting Non-Standard Services will be invoiced directly by CONTRACTOR in such amounts on a monthly basis. CONTRACTOR will reimburse CUSTOMER for the disposal costs associated with Non-Standard Services in the manner set forth on Exhibit B.

3. Types of Waste; Title to Waste.

a) Notwithstanding anything to the contrary herein, CONTRACTOR shall only be responsible for the collection, transportation and disposal of Acceptable Solid

Waste, and only such Acceptable Solid Waste as is disposed of in a 96-gallon CONTRACTOR-provided roll-out cart.

- b) For purposes of this Agreement, "Acceptable Solid Waste" means mixed household solid waste, commercial solid waste, industrial solid waste, and mixtures of household, commercial and industrial solid waste that are permitted under the governing permits and then applicable laws to be accepted at the applicable disposal facilities and that are not otherwise Unacceptable Waste.
- c) Bulk items may include waste material from a residential source, other than construction debris, with a weight or volume greater than that allowed in CONTRACTOR-provided containers, such as sofas, chairs, mattresses, other types of furniture, and appliances. All Freon must be removed prior to collection.
- d) Yard Waste may be leaves, brush, grass clippings, shrub and tree prunings, discarded Christmas trees, nursery and greenhouse vegetative residuals, and vegetative matter resulting from non-commercial landscaping development and maintenance other than mining, agricultural, and silvicultural operations. All leaves and grass clippings must be containerized in a bag or box. Limbs and prunings shall be piled in an area at the curb that is no greater than 4 feet high x 4 feet wide x 4 feet deep. Limbs and branches shall not exceed 8 inches in diameter and 4 feet in length.
- e) Recyclable Materials may include aluminum cans, newspapers, plastics (#1 and #2) such as milk jugs, water jugs, soft drink bottles, detergent bottles, paper, junk mail, magazines and cardboard. This list of materials may be modified as recycling capabilities and markets change. Glass is not acceptable.
- f) For the purposes of this Agreement, "Acceptable Solid Waste" means mixed household solid waste and mixtures of household, commercial and industrial solid waste that are permitted under the governing permits and then applicable laws to be accepted at the applicable disposal facilities and that are not otherwise Unacceptable Waste.
- g) For purposes of this Agreement, "Unacceptable Solid Waste" means:
 - (i) any material which by reason of its composition characteristics or quantity is hazardous waste as defined in the Resource Conservation and Recovery Act of 1976, 42 U.S.C. 6901 et seq., and the regulations thereunder or any material which by reason of its composition or characteristics is hazardous waste, a hazardous substance or hazardous material as defined in or under any other federal, state or local law, and the applicable regulations thereunder, and any other material which any governmental agency or unit having or claiming appropriate jurisdiction shall determine from time to time to be harmful, toxic or dangerous, or otherwise ineligible for disposal at the applicable disposal facility;

(ii) explosive materials, corrosive materials, pathological waste, radioactive materials, cesspool and other human waste, human remains, motor vehicles, batteries, tires, refrigerators, gasoline tanks, gas cylinders, asbestos insulation, closed metal containers, barrels, more than an incidental amount of tires, refrigerators that have not been properly evacuated, liquid waste including chemical wastes, sewage and other highly diluted water-carried materials or substances and those in gaseous forms, special nuclear or by-product materials within the meaning of the Atomic Energy Act of 1954, as amended; and

(iii) any other material which may present a substantial endangerment to public health or safety, would cause applicable air quality or water effluent standards to be violated by the normal operation of the Transfer Station or because of its size, durability or composition cannot be managed or disposed of at the applicable disposal facility or has a reasonable possibility of otherwise adversely affecting the operation of the applicable disposal facility outside the normal usage expected for the facility.

- h) Title to waste material that does not conform to the definition of Acceptable Solid Waste shall remain with the generator and shall not be deemed to pass to CONTRACTOR at any time.

4. Equipment: All equipment utilized is to be reliable and presentable during the performance this Agreement, including backup equipment. All equipment shall be maintained by CONTRACTOR in a safe condition throughout the Term.

5. Schedule. CONTRACTOR shall operate on a schedule to ensure timely service. Services will not be provided on New Year's Day, Christmas Day, Thanksgiving Day, Labor Day and Memorial Day. Any other holidays will be mutually agreed upon between CONTRACTOR and CUSTOMER. In the event that CUSTOMER service days fall on a designated holiday, service will be provided the following day and each day following will be one day behind.

6. Newly Developed and Annexed Areas: CONTRACTOR will, within thirty (30) days of notification by the CUSTOMER, provide the Services to newly developed and annexed areas. As new homes are constructed and occupied, CONTRACTOR shall provide Services on the next scheduled day of collection following notification thereof. CONTRACTOR shall be responsible for notifying CUSTOMER of all collection locations being serviced which do not appear on the billing register. Billing will be adjusted by CONTRACTOR as promptly as practicable following the addition of new or annexed homes including, to the extent necessary, adding any prior months' billings for such new or annexed homes that have been serviced but not previously billed and including pro-rations for partial months, as appropriate.

7. Rates; Number of Units: Total compensation due to CONTRACTOR shall be set forth in Exhibit B incorporated by reference and made a part hereof on a per unit basis, subject to adjustment as set forth below (the "Service Fee"). The Service Fee does not include payment for any Non-Standard Services. Payment is due by the 10th day of the following month in which the invoice is submitted. The number of units which CONTRACTOR will provide Services is

estimated as of the date of this Agreement to be 7,500 provided, however, that CUSTOMER will provide evidence to CONTRACTOR of the actual number of units to be serviced within thirty (30) days following the date of this Agreement by use of water meter or other utility records. Thereafter, the number of units to be serviced and billed will be reviewed and adjusted on a monthly basis to reflect the actual number of units serviced.

8. Adjustments:

a) The Service Fee will be increased annually every May 1st beginning on May 1, 2017 to reflect the annual adjustment based on Table 1 of the Consumer Price Index for All Urban Consumers (CPI-U): U.S. City Average, by expenditure category and commodity and service group, Water and Sewer and Trash Collection Services (2). Annual increases may not exceed 5% of the then current rate.

b) ~~The Service Fee may be adjusted more often than annually, upon CUSTOMER approval, if such adjustments arise out of changes in direct operational costs related to provision of the Services over which CONTRACTOR has no control, including by way of example, but not limitation, such expense as fuel cost, landfill fees and governmental regulations.~~

9. Representations of CONTRACTOR: CONTRACTOR currently has, and will maintain throughout the term, all permits and licenses required by law for the provision of the Services, and will provide the Services in accordance in all material respects with applicable laws. CONTRACTOR will comply with all Federal and State requirements concerning fair employment and concerning the treatment of all employees without regard or discrimination by reason of race, color, religion, sex, national origin or physical disability.

10. Point of contact: All dealings, contacts, etc. between CONTRACTOR and CUSTOMER shall be directed by CONTRACTOR to the Public Works Director or his designee. CUSTOMER will direct all interaction related to this Agreement to the Facility Manager or his designee.

11. Local Presence: CONTRACTOR will provide a local and/or toll free telephone number to its office for the use of CUSTOMER to communicate with CONTRACTOR if the need arises during normal business hours of 8:00 a.m. to 5:00 p.m. Residents will contact CONTRACTOR directly for all service requests or issue resolution. Residents will contact CUSTOMER for all billing inquiries and to start or terminate service. With respect to Non-Standard Services, all contact will be directly between CONTRACTOR and the resident.

12. Notification of Customers: CONTRACTOR will notify CUSTOMER about service inquiry procedures, regulations and days of collection prior to the date Services begin under this Agreement.

13. Reporting and Technology: CONTRACTOR will provide an internet based technology to provide service information to residents and service request capabilities to CUSTOMER. Upon request CONTRACTOR will provide reports on service communications and material volumes collected. In addition, if requested by CUSTOMER, CONTRACTOR will notify the

residents by phone with respect to any changes in service day or other similar information. CUSTOMER will ensure that any resident phone numbers provided by CUSTOMER to CONTRACTOR will have been provided in compliance with the Telephone Consumer Protection Act with the consent of the resident to receiving phone calls related to the Services.

14. Breach; Termination: If either party reasonably concludes that the other is in material breach of this Agreement, such party shall so notify the other party in writing, including a detailed description thereof. The party alleged to be in breach shall be allowed up to thirty (30) days after notice by the other party in which to make necessary adjustments to remedy said deficiencies or to take action to remedy any deficiencies that require longer than thirty (30) days to cure. In the event the breaching party fails to correct (or take action to correct) such deficiencies within thirty (30) days after written notice of the deficiencies or breach, then the other party may terminate this Agreement. Neither party shall be liable to the other for any special, consequential or punitive damages. The terms and conditions of this Section 14 will in no way impact the termination provisions described in Section 1 related to the multi-year contractual provisions of O.C.G.A. 36-60-13.

15. Indemnification: CONTRACTOR agrees to indemnify and hold CUSTOMER harmless from and against any and all claims, liabilities, demands and causes of action arising out of CONTRACTOR'S negligence in performance of the Services or arising out of CONTRACTOR'S failure to comply with the provisions of this Agreement. Notwithstanding the foregoing, under no circumstances will CONTRACTOR be required to indemnify CUSTOMER with respect to any claims, liabilities, demands or causes of action arising in whole or in part out of the CUSTOMER'S negligence, willful misconduct or failure to comply with the provisions of this Agreement.

16. Force Majeure: CONTRACTOR shall not be liable for failure to perform under this Agreement if that failure arises out of causes beyond the control and without the fault or negligence of CONTRACTOR. Such causes may include but not be limited to acts of the government in its sovereign or contracted capacity, fires, floods, strikes, epidemics, quarantine restriction, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the reasonable control and without fault or negligence of CONTRACTOR.

17. Assignment: Neither party may assign this Agreement, or the rights hereunder, without prior written approval of the other, which approval will not be unreasonably withheld; provided, however, that CONTRACTOR may assign this Agreement to an affiliate of CONTRACTOR without the prior approval of CUSTOMER.

18. Insurance: CONTRACTOR shall be required to carry general liability insurance, workers compensation insurance and motor vehicle insurance as required by State laws from licensed companies doing business in the State of Georgia with an A.M. Best Rating A-10 or higher and acceptable to the City as outlined below:

Coverage
Workers Compensation

Minimum Limits of Liability
Statutory

Employer Liability	\$1,000,000
General Liability	
Bodily Injury	\$1,000,000 each occurrence
Property Damage	\$100,000 aggregate
Automobile Liability	
Bodily Injury	\$1,000,000 each person
	\$1,000,000 each occurrence
Property Damage	\$1,000,000 each occurrence
Excess Umbrella Coverage	\$3,000,000 each occurrence

Certificates of insurance shall be provided to CUSTOMER by CONTRACTOR

19. Reserved.

20. Notice. All notices and other communications hereunder will be in writing and may be given by personal delivery, nationally recognized express courier, registered or certified mail (return receipt requested), or facsimile (receipt confirmed). Such notice will be deemed effective when received if it is given by personal delivery, nationally recognized express courier, or facsimile, and will be effective three (3) days after mailing by registered or certified mail, so long as it is actually received within five (5) days (and, if not so received within five (5) days, is effective when actually received) by the parties at the following addresses (or at such other address for a party as will be specified by like notice):

If to CONTRACTOR, to:

Waste Industries
3351 North Henry Blvd
Stockbridge, GA 30281
Attn: Facility Manager
Telephone No.: (770) 305-8300

If to CUSTOMER, to:

City of Stockbridge
4640 North Henry Blvd
Stockbridge, GA 30281
Attn: Public Works Director
Telephone No.: (770) 389-7900

21. Entire Agreement. This Agreement, together with the RFP and the CONTRACTORS' Proposal Submission, constitutes the entire understanding between the parties, and cancels and supersedes all prior negotiations, understandings and agreements, oral or written, relating to the provision of the services described herein. Any language in the Agreement, that is not consistent with the Request for Proposal PS-15-04 or the CONTRACTORS Proposal Submission, shall take precedent as a negotiated modification that is acceptable to both parties.

22. Execution in Counterparts. This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

[THE NEXT PAGE IS THE SIGNATURE PAGE.]

IN WITNESS WHEREOF, the City of Stockbridge and Waste Industries South Atlanta, LLC, have executed this Solid Waste Collection, Transportation and Disposal Agreement as of the date first set forth above.

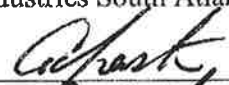
The City of Stockbridge

By: 

Name: Anthony S. Ford

Title: Mayor Pro Tem

Waste Industries South Atlanta, LLC

By: 

Name: C. O. O.

Title: C.O.O.