



## REQUEST FOR QUOTE (RFQ)

REQUESTOR: City of Georgetown  
1134 North Fraser Street  
Georgetown, SC 29440  
Contact: Daniella Howard, Purchasing Agent  
Email: [dhoward@georgetownsc.gov](mailto:dhoward@georgetownsc.gov)  
Phone: 843.545.4043

PROJECT: West End Neighborhood – Asbestos Assessment, Project Design and  
Air Monitoring – CDBG #4-CE-20-007

DATE OF ISSUE: Monday, May 16, 2022

DUE DATE: **On or before 2:00 PM EST (local time) Wednesday, June 8, 2022**

Quotes must be submitted electronically through the City's website, [www.georgetownsc.gov](http://www.georgetownsc.gov). The City will not accept quotes by hard copy, fax, or email.

For instructions on how to submit your quote electronically, please refer to the City's website, [click here](#) for a direct link.

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**Important hyperlinks and email addresses:**

1. [City of Georgetown website](#)
2. [City of Georgetown Public Facebook](#)
3. [City of Georgetown Purchasing Ordinance in its entirety.](#)
4. [All available project documents](#)
5. All questions must be in writing and emailed to: [purchasing@georgetownsc.gov](mailto:purchasing@georgetownsc.gov).

**Background**

The City of Georgetown (City) is an incorporated municipality with a population of nearly 9,000 residents. The city is located 60 miles north of Charleston and 36 miles south of Myrtle Beach. It is the endpoint of the area commonly known as “The Grand Strand.” The Winyah Bay borders the city to the east and the Sampit River to the south. Tourism is a major economic driver in the area, as well as local industries, such as Liberty Steel, International Paper and Tidelands Hospital. The city is the county seat and operates under the Mayor-Council form of government as outlined in the State of South Carolina Code Chapter II, Article I, Section 2-1. Additional information is available on our website at [www.georgetownsc.gov](http://www.georgetownsc.gov).

The City of Georgetown has received a Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development through the South Carolina Department of Commerce to demolish approximately twenty-two (22) privately owned vacant, dilapidated houses in the West End Neighborhood. The houses are of moderate size and are located in a concentrated target area within the City Limits.

The City is requesting quotes from SCDHEC-licensed firms to prepare initial asbestos assessment of each property and the abatement plans (“Project Design” if required by SCDHEC Regulation #61 – 86.1) and air monitoring services during the abatement process. This project is funded in part by the U.S. Department of Housing and Urban Development’s Community Development Block Grant Program (CDBG). All federal CDBG program requirements will apply to the contract. **All contractors and subcontractors are required to be registered in the federal System for Award Management (SAM).**

The grant period for the project is December 2020 through December 2022.

### **Purpose/Project Description**

The City of Georgetown has received a Community Development Block Grant (CDBG) from the SC Department of Commerce to demolish approximately twenty-two (22) privately owned vacant, dilapidated houses. The houses are of moderate size (1,000 sq. ft.) and located within city limits in a concentrated target area known as the West End Neighborhood.

All ambiguities, discrepancies, errors, omissions, or conflicting statements in this RFQ shall be interpreted to require the better quality or greater quantity of work and/or materials, unless otherwise directed by addendum. Firms assume responsibility for any patent ambiguity in the solicitation that their representatives do not bring to the city's attention.

Please refer to <https://www.cdbgsc.com/forms/procurement/> for the most current S.C. Department of Commerce's Contract Special Provisions, updated 8/2017, as this document is required to be part of the Contract Agreement document.

### **MINIMUM QUALIFICATIONS OF ASBESTOS PROFESSIONAL SERVICES FIRM**

Responding firms must possess the following minimum qualifications. Responders who do not meet these qualifications will not be considered.

1. Not be debarred from working on federally funded projects.
2. Not be debarred from conducting business within the state of South Carolina.
3. Will be required to be registered in the federal System for Award Management (SAM) at [www.sam.gov](http://www.sam.gov) prior to award of contract.
4. Have appropriate professional liability, general liability and workers compensation insurance in force.
5. Be certified and possess a SCDHEC Asbestos Inspection & Air monitoring License for the individual(s) performing the services, as well as any other applicable state and federal licenses.

### **Site Visit**

Since Private Property owners have not given permissions on this action yet, contractors **should only verify by drive by and photographs of the site condition.** Failure to visit the site shall in no way relieve contractor of any obligation with respect to this RFQ or to the contractual agreement.

## **Scope of Services**

Initial Asbestos Assessment - Asbestos inspections shall be in accordance with SCDHEC Asbestos Regulation 61–86.1. The inspector shall test all suspect materials of the existing structures (interior and exterior) and provide a detailed report of the findings. A separate report is required for each structure. Should asbestos be found and if required by Asbestos Regulation 61–86.1, an “Asbestos Project Design” per structure shall be required.

Abatement Plan (Project Design) - The “Asbestos Project Design” shall be a written plan prepared by an accredited project designer specifying how the asbestos abatement project will be performed for each house including, but not limited to, a scope of work and technical specifications. The “Asbestos Project Design” must comply with 40 CFR 763.90 (9) Federal Register and SC regulations. The scope of work of this project design shall, at a minimum, address the following:

- Preparation of each asbestos related work area
- Establishment of each containment
- Establishment of each decontamination unit and procedure for use
- Evaluation and selection of various fiber release control options
- Establishment, maintenance, and monitoring of negative air pressure within each containment
- RACM enclosure, removal, encapsulation, or repair work practices
- Visual inspection procedures for each asbestos abatement containment area
- Clean-up and final clearance procedures
- Air monitoring, including analysis documentation, and any other required record keeping
- Respiratory protection and personal protective equipment requirements
- Procedures for on-site storage, handling, and disposal of ACM and project waste
- Procedures for maintaining personal licenses and training certificates on-site

The project designer shall be on SCDHEC’s AHERA Certified List of Project Designers.

**Documentation of such certification shall be included with the submission of the quote.**

### Air Monitoring:

This request for quotes also includes the procurement of air monitoring services to be provided by SCDHEC certified and licensed Asbestos Air Samplers to perform air sampling in accordance with SCDHEC Regulation 61-86.1 during asbestos abatement activities at each project site in the City of Georgetown. This includes a visual clearance and TEM clearance with a possible variance for PCM monitoring since the structures are to be demolished. Asbestos air monitoring will be required during demolition activities if structures are demolished with asbestos in place due to unsafe work conditions. The quote shall be based on a per day rate assuming a 40 hour week and no work on weekends.

**Process**

The city will conduct the selection of a qualified firm in the following manner:

1. The RFQ documents will be available on our [website](#). Quotes will be received and evaluated as described in this RFQ.
2. The lowest responsive and responsible quote will be presented to the Georgetown City Council or City Administrator for approval, as required.
3. After approval by the SC Department of Commerce and city council, the city will issue a Notice of Intent to Award.

**Minimum Requirements**

Contract shall be awarded to the lowest responsive and responsible bidder. In addition to price, the city, shall consider:

- A. The ability, capacity, and skill of the firm to perform the contract to provide the service required;
- B. Whether the firm can perform or provide the service promptly, or within the time specified, without delay or interference;
- C. The character, integrity, reputation, judgment, experience, and efficiency of the firm;
- D. The quality of performance of previous contracts or services similar to services being sought in this RFQ;
- E. The previous and existing compliance by the firm with laws and ordinances relating to the contract or services;
- F. The sufficiency of the financial resources and ability of the firm to perform the contract or provide the service;
- G. The quality, availability, and adaptability of the supplies or contractual services to the particular use required;
- H. The ability of the firm to provide services for the nature of the requirements of an awarded contract as required in the RFQ; and
- I. Whether the firm has met the criteria of the RFQ specifications, terms and conditions of the RFQ.

**Protest Procedure**

In accordance with the City's Procurement Ordinance, any protest or objection to this RFQ award process must be submitted in writing to the City of Georgetown, Attn: Daniella Howard, Purchasing Agent, PO Drawer 939, Georgetown, SC 29440, within ten (10) calendar days of the notification of award posted to the city's website.

## Questions

No answers will be given over the phone.

Questions regarding this RFQ should be submitted in writing and emailed to [purchasing@georgetownsc.gov](mailto:purchasing@georgetownsc.gov), no later than 2:00 PM EST (local time), Wednesday, May 25, 2022. For questions regarding the City's Request for Quotes process, please contact [purchasing@georgetownsc.gov](mailto:purchasing@georgetownsc.gov), no later than the aforementioned deadline.

Please note - if you do not receive confirmation from the city that your email was received before the deadline, it is the sole responsibility of the firm to contact the purchasing agent at 843.545.4043.

No questions will be accepted after the aforementioned deadline. All submittals shall include the following in the subject line: **West End Neighborhood Demolition Project.**

Answers to questions or Addenda will be posted on the City's website as an Addendum no later than 2:00 PM EST (local time), Wednesday, June 1, 2022.

## Schedule of Events

MILESTONE EVENT	DATE	TIME EST (LOCAL TIME)
1. Request for Quote (RFQ) Release Date	Monday, May 16, 2022	
2. Deadline for written questions. Email to <a href="mailto:purchasing@georgetownsc.gov">purchasing@georgetownsc.gov</a>	Wednesday, May 25, 2022	2: 00 PM
3. Deadline for addendum or answer(s) to be published on the city's website <a href="http://www.georgetownsc.gov">www.georgetownsc.gov</a>	Wednesday, June 1, 2022	2:00 PM
4. Quote due	Wednesday, June 8, 2022	2: 00 PM
5. Quote Approval By SC Department of Commerce and City Council (Tentative)	June 2022	
6. Project Start and Finish	as needed for the duration of the grant period	

When the Procurement Division is closed due to force majeure, quote openings will be postponed to the same time on the next official business day. The vendor is responsible for obtaining information regarding quote submittals directly from the [City's website](#).

Procurement procedures are subject to the City's procurement policies as outlined in Section 2-185 of the City's Municipal Code (Chapter (Administration), Article IV (Procurement)). The City's Procurement Ordinance can be found in its entirety on the [City's website](#).

The City reserves the right to change the project schedule as it deems necessary. In the event of a major date change, the City will post notice of such on the City's website and notify known participants. The City reserves the right to issue addenda to this RFQ up to two (2) days before the RFQ due date as needed to clarify the City's desires or to make corrections or changes to the RFQ document or submittal process.

The City reserves the right to request additional information from any and all prospective contractors or individuals deemed necessary by the City to evaluate the quotes. However, this process may not be used as an opportunity to submit missing documentation, missing information, or to make substantive revisions to the original quote.

The City reserves the right to cancel or reissue the RFQ and/or revise the schedule at any time.

The City also reserves the right to accept or reject any or all quotes deemed in its best interest and to accept all or part of the scope of work herein as its project timeline and/or budget allows.

Once a final determination is made, the City is not required to furnish a statement of the reason(s) a quote was not selected.

All information will be updated and posted on the [City's website](#).

It is the firm's sole responsibility to obtain the information directly from the [City's website](#) regarding this project.

The firm will acknowledge receipt of all issued addenda in their submittals, if applicable.

No: \_\_\_\_\_ Dated: \_\_\_\_\_

No: \_\_\_\_\_ Dated: \_\_\_\_\_

No: \_\_\_\_\_ Dated: \_\_\_\_\_



**Submittal Instructions**

The quote price shall be valid for a period of 60 calendar days from the date of quote opening.

Quotes must be submitted on the required Form (Exhibit A), and executed by a legal duly authorized officer of the contractor submitting the RFQ.

By initialing the bottom of each page of this RFQ document, the firm represents that (1) their representatives have read and understood the solicitation and (2) their quote is made in compliance with this solicitation. The firm’s representatives are expected to examine this RFQ thoroughly and request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements. Failure to do so will be at their risk.

All procurement procedures are subject to the City’s procurement policies as outlined in Section 2-187 of the City’s municipal code.

The City’s Purchasing Ordinance can be found in its entirety on the [City’s website](#).

It is the sole responsibility of the firm to have their quotes delivered to the City before the closing hour and date. The City assumes no responsibility **for technological failure in submitting quotes electronically**. It is the sole responsibility of the firm to confirm that their quote was submitted on time, and that their PDF file/files are not corrupt.

**Submittals may be rejected if deemed non-responsive.** To be considered, interested parties **must** submit the following no later than the aforementioned deadline:

The City **WILL NOT** accept quotes by:

Hard copy

Fax

Email

To be considered responsive, interested parties **must** comply with the following:

1. Submit quote proposal electronically through the city’s website, [www.georgetownsc.gov](http://www.georgetownsc.gov), under “Quotes”. Submittal package must include **all** of the following items. The PDF file upload limit is 5. If more than one PDF file is uploaded, each PDF file should be clearly labeled as such:

1. Complete Form – Exhibit A
2. Complete Initialed copy of this RFQ document - (Place responsible person’s initial’s on each page)

2. The City reserves the right to waive any minor informalities and irregularities of submittals that do not affect price, quantity, quality, or delivery. Minor informalities to include:

failing to initial the quote, failing to acknowledge addenda, will not, by themselves result in a submittal being deemed non-responsive. The City will request that any and all firms correct the minor informality or irregularity within the same specified time.

3. Quote must be received electronically through the city's website, [www.georgetownsc.gov](http://www.georgetownsc.gov), no later than the aforementioned deadline. No quote will be accepted after such time. **It is the sole responsibility of the firm to have their quotes delivered to the city before the closing hour and date. The city assumes no responsibility for technological failure in submitting quotes electronically. It is the sole responsibility of the firm to confirm that their quote was submitted on time, and that their PDF file/files are not corrupt.** Late quotes will not be accepted nor considered. The official clock shall be that of the City's Purchasing Agent, or designee. The city reserves the right to accept or reject any or all quotes and to waive any informalities and technicalities in the quote process. No additional fees, costs, or any other reimbursable expenses will be allowed.
4. This solicitation does not commit the city to award a contract. The city reserves the right to waive any technicalities or informalities and to accept or reject any and/or all submissions as deemed by its sole judgment to be in its best interest. The city also reserves the right to terminate the selection process without notice, to waive any irregularities in any submittal, and to request additional information from any of the firms submitting a quote.
5. Any firm may withdraw their quote only by written request, at any time prior to the scheduled opening of responses. Partial or incomplete quotes may be rejected.
6. All costs incurred in preparing the quote, or costs incurred in any other manner by the firm in responding to this RFQ, will be wholly the responsibility of the firm. All materials and documents submitted by the firm in response to this RFQ become the property of the city and will not be returned.
7. Any proprietary information contained in the quote should be so indicated as follows:

Vendor Disclosure

Notice of SC Freedom of Information Act

“The parties acknowledge that all material submitted may be subject to release under the South Carolina Freedom of Information Act (FOIA) and will be released to the public unless exempt from disclosure under the FOIA.”

We discourage you from including any information you consider propriety or trade secret, as this material is subject to the FOIA once it's in the city's possession. If you must include any such information in your submission, please identify it by color, labeling, and/or bold font as “PROPRIETARY INFORMATION” so that it can be readily recognized. In the event the city receives a request for this material, the city will notify those parties who have identified information they believe is proprietary or trade secret of the request. The city has a ten (10) day deadline to respond to the request. This is your window to file an action challenging the release. Please be on notice that if the city is not served with such an action, the information will be released.

8. Quotes must be made in the official name of the company or individual under which business is conducted (showing official business address) and must be signed in ink by a person duly authorized to legally bind the person, partnership, company or corporation submitting the quote. Quotes having any erasures or corrections must be initialed in ink by the vendor.

9. Disqualification and Rejection of Quote – The City reserves the right to reject any quote from a firm who has failed to perform satisfactorily, or complete on time, or in a manner consistent with the RFQ documents, contract of similar nature, or to reject the quote from a firm who is not in a position to perform such a contract satisfactorily. The city expressly reserves the right to award the contract to the firm that best meets the requirements as set forth herein.
10. Assignment of Contract – Assignment to the selected firm of any contract to be entered into in accordance with this RFQ will not be recognized by the city unless such assignment has prior written approval of the city.
11. Insurance Provisions - The selected proposer will be required to provide and maintain proof of insurance throughout the contract term and as required at point of contract negotiation by the City’s Risk Manager as follows:

Commercial General Liability:  
 Each Occurrence \$1,000,000  
 General Aggregate \$2,000,000  
Automobile Liability:  
 Combined Single Limit \$1,000,000  
Workers' Compensation:  
 Statutory Limits

The City of Georgetown is to be named as “Additional Insured” on the above insurance coverage as respect to the city’s interest under the contract. Certificates showing proof of insurance shall be submitted to the city prior to commencement of services under the Agreement. Further, it shall be an affirmative obligation upon the firm to advise the City’s Risk Management Department within two (2) days of the cancellation herein at one of the following options below:

- Email - [cmcdaniel@georgetownsc.gov](mailto:cmcdaniel@georgetownsc.gov)
- Fax - 843.527.6173
- Mailing address - PO Box 939, Georgetown, SC 29442 or
- Physical address - 1134 N. Fraser Street, Georgetown, SC, 29440

Failure to do so shall be construed to be a breach of the agreement:

12. Indemnification - The selected firm agrees to indemnify, defend and hold harmless the city and their authorized officers, employees, agents, and volunteers from any and all claims, actions, losses damages, and/or liabilities arising from their acts, errors, or omissions and for any costs or expenses incurred by the city therefore under an agreement.
13. Compliance With Law – The selected firm and its agents and employees shall be bound and comply with all federal, state and local laws, ordinance rules and regulations, as well as all other governing bodies having legal jurisdiction with respect to the area where such work is performed.
14. City Business License and Permits - The selected firm shall be required to obtain all applicable City permits and business licenses prior to work commencing. Contact Victoria Knox, Revenues Manager, [vknox@georgetownsc.gov](mailto:vknox@georgetownsc.gov) or 843.545.4041, for business license information. Contact the Planning & Community Development Department at 843.545.4017 for permitting information. These expenses shall be included in the total quote cost.
15. Payment terms - A monthly itemized billing statement must be submitted in a form specified by the city for services performed. The city will remit full payment on all

undisputed invoices within thirty (30) days from receipt of the invoice by the appropriate person(s) (to be designated at the time of contract).

16. Bid Security - Each quote must be accompanied by cash, certified check of the firm, or a quote bond prepared on the form of quote bond attached hereto, duly executed by the firm as principal and having as surety thereon a surety company approved by the Owner, in the amount of five percent (5%) of the quote.
17. Quote and Performance Bonds – Quote performance and payment bonds are required for projects valued at \$100,000 or more. If the quote is accepted, the required Agreement will be executed and a one hundred and ten percent (110%) Performance Bond and a one hundred percent (100%) Payment Bond will be furnished.

### **General Contractual Requirements**

1. Force Majeure - The firm shall not be liable for any excess costs if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the firm. Such causes may include, but are not limited to acts of God or of the public enemy, acts of Governments in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restriction, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the firm.
2. Governing Law - Except to the extent that this agreement may be governed by any federal law, including federal bankruptcy law, this Agreement shall be governed by, constructed and interpreted under, and enforced exclusively in accordance with the laws of the State of South Carolina, and the courts in the State of South Carolina shall have jurisdiction with respect to any dispute arising hereunder.
3. Firm Qualifications - Firm must, upon request of the city, furnish satisfactory evidence of its ability to furnish products and/or services in accordance with the terms and conditions of this RFQ. The city reserves the right to make the final determination as to the firm's ability to provide the services herein.
4. Firm Responsibility – Each firm shall fully acquaint him/herself with conditions relating to the scope and restrictions attending the execution of the work under the conditions of this RFQ. It is expected that this will sometimes require on-site observation. The failure or omission of the firm to acquaint him/herself with existing conditions shall in no way relieve him/her of any obligation with respect to this RFQ or to a contract.
5. Affirmative Action - The firm will take affirmative action in complying with all federal and state requirements concerning fair employment and employment of the handicapped, and concerning the treatment of all employees without regard or discrimination by reason of race, color, religion, sex, national origin or physical handicap.
6. Women and Minority Business Enterprise (WMBE) Statement - It is the policy of the city to provide minorities, and women equal opportunity for participating in all aspects of the city's contracting and procurement programs, including but not limited to employment, construction projects, and lease agreements consistent with the laws of the State of South Carolina. It is the policy of the city to prohibit discrimination against any person or business in pursuit of these opportunities on the basis of race, color, national origin, religion, sex, age, handicap, or veteran status. It is further the policy of the city to conduct its contracting

and procurement programs so as to prevent such discrimination and to resolve any and all claims of such discrimination.

7. Termination - Subject to the following provisions, any contract resulting from this request for quotes may be terminated by the city provided a thirty (30) day advance notice in writing by the City Administrator, or his designee, is given to the firm:
  - 7.1 Non-Appropriations - Funds for this contract are payable from local appropriations. If the sufficient appropriations are not made to pay the charges under the contract it shall terminate without any obligation to the city.
  - 7.2. Convenience - In the event that a contract is terminated or canceled upon request and for the convenience of the city without the required thirty (30) day advance written notice, then the city shall negotiate reasonable termination costs, if applicable.
  - 7.3 Cause - Termination by the City for the cause, default or negligence on part of the firm, shall be excluded from the foregoing provisions; termination costs, if any shall not apply. The thirty (30) day advance notice requirement is waived and the default provision herein shall apply.
  - 7.4 Default – In case of default by the firm, the city reserves the right to purchase any and all items/services in default in open market, charging firm with any excessive costs. SHOULD SUCH CHARGE BE ASSESSED, NO SUBSEQUENT QUOTES OF THE DEFAULTING FIRM WILL BE CONSIDERED UNTIL THE ASSESSED CHARGE HAS BEEN SATISFIED.
8. Prime Firm Responsibilities - The firm will be required to assume sole responsibility for the complete effort as required by this RFQ. The city will consider the firm to be the sole point of contact with regard to all contractual matters.
9. Subcontracting - If any part of the work covered by this RFQ is to be subcontracted, the firm shall identify the subcontracting organization and the contractual arrangements made therewith at the time of the offer. All subcontractors must be approved by the city. The successful firm will also furnish the corporate or company name and the names of the officers of any subcontractors engaged by the firm.
10. Ownership of Material – All materials and documents submitted by the firm in response to this specification become the property of the city and will not be returned to the firm.
11. Compliance with State and Federal Requirements – State and Federal requirements that are more restrictive than these set forth herein shall be followed by the firm.
12. Contract Amendments - Amendments to any agreement between the city and the firm must be reviewed and approved in writing by the City Administrator or his designee.
13. Assignment - No contract or its provisions may be assigned, sublet, or transferred without the written consent of the City Finance Department.
14. Records Retention and Right to Audit – The City shall have the right to audit the books and records of the firm as they pertain to this contract. Such books and records shall be maintained for a period of three (3) years from the date of final payment under contract.
15. The city may conduct performance audits of the firm, as determined necessary by the city. Pertaining to all audits, the firm shall make available to the city, access to its computer files containing the history of the contract performance and all other documents related to the audit. Additionally, any software used by the firm shall be made available for auditing purposes at no cost to the city.
16. Independent Contractor Status - The parties hereby agree that the contractor is an independent contractor of the city and that nothing in an agreement with the city shall be

deemed to place the parties in a relationship of employer/employee, partners, or joint ventures. Neither party shall have the right to obligate or bind the other in any manner. Each party agrees and acknowledges that it will not hold itself out as an authorized agent with the power to bind the other party in any manner. Each party shall only be responsible for any withholding taxes, payroll taxes, disability insurance payments, unemployment taxes, or other similar taxes or charges with respect to its activities in relation to the performance of its obligations of an agreement.

17. Representations of Firm - Firm represents, warrants, and covenants that:
  - (a) In providing the services firm shall utilize the care and skill used by members of firm's profession practicing under similar circumstances at the same time and in the same locality.
  - (b) All employees provided by the firm to the city shall have the qualifications, skills, and experience necessary to perform his/her job in accordance with the requirements of the agreement. The city may request removal of any employee for good cause.
  - (c) Firm is a business, validly existing and in good standing under the Laws of the State of South Carolina.
18. Indemnity Provisions - Firm agrees to and shall indemnify and hold the city harmless from and against all liability, loss, damages or injury, and all costs and expenses (Including attorney fees and costs of any suit related thereto) suffered or incurred by the city, arising from or related to the terms of this project, or firm's performance thereunder.
19. City Business License and permits - The selected firm shall be required to obtain all applicable City permits and business licenses **prior to work commencing**. Contact Victoria Knox, Revenues Manager, [vknox@georgetownsc.gov](mailto:vknox@georgetownsc.gov), or 843.545.4041, for business license information. Contact the Planning & Community Development Department at 843.545.4017 for permitting information. These expenses shall be included in the total quote cost.

**Exhibits Available**

- A) Quote Form
- B) CDBG Contract Special Provisions
- C) Section 3 Information

“EQUAL EMPLOYMENT OPPORTUNITY”