



JACKSON COUNTY PURCHASING DEPARTMENT

TO: Design-Build Contractors
DATE: April 26, 2018
SUBJECT: Request for Proposals for Agricultural Facility

You are invited to submit Proposals for Design-Build Services for the Jackson County Government Agricultural Facility, Jefferson, Georgia.

Attached hereto are the general conditions, technical specifications, and submittal format.

The written requirements contained in this Request for Proposals (RFP) shall not be changed or superseded except by written addendum from Jackson County Purchasing Department. Failure to comply with the written requirements for this RFP may result in disqualification of the submittal by Jackson County.

PRE-PROPOSAL CONFERENCE:

Prospective Bidders are invited to attend a Pre-Proposal Conference and site visit on **Thursday, May 10, 2018 at the Jackson County Administration Building, 67 Athens St., Jefferson, Ga. at 10:00 AM.** *All prospective bidders are encouraged to attend.*

BONDING REQUIREMENTS: A Bid Bond for 5% of the total bid proposal price must be submitted with the Request for Proposal. Performance and Payment Bonds in the amount of 100% of the contract price will be required if contract is awarded.

Submittals are to be sealed, marked with the offeror's name and address and labeled: **"RFP #180004, "Agricultural Facility"** and delivered to:

Jackson County Purchasing Department
67 Athens Street, Room 102
Jefferson, GA 30549

not later than **WEDNESDAY, 3:00 P.M., ET, May 30, 2018.**

A qualified interpreter for the hearing impaired is available upon request at least 10 (ten) days in advance of the proposal receipt date. Please call (706) 367-6312 for more information for the hearing impaired. This service is in compliance with the Americans With Disabilities Act (ADA).

Jackson County reserves the right to reject any and all submittals, to waive any technicalities or irregularities and to award contracts based on the highest and best interest of Jackson County.

Inquiries regarding this Request for Proposals (RFP) should be made to Myrna Yarbrough, Purchasing Manager, (706) 367-6309, fax (706) 708-2505 or email myarbrough@jacksoncountygov.com .

**JACKSON COUNTY GOVERNMENT
REQUEST FOR PROPOSALS
FOR
DESIGN-BUILD SERVICES FOR THE JACKSON COUNTY
AGRICULTURAL FACILITY**

SUBMISSIONS ARE DUE AT THE ADDRESS SHOWN BELOW NO LATER THAN

WEDNESDAY, MAY 30, 2018 AT 3:00 P.M. ET

**JACKSON COUNTY PURCHASING DEPARTMENT
67 ATHENS STREET
JEFFERSON, GA 30549**

RFP # 180004

**THE RESPONSIBILITY FOR SUBMITTING A RESPONSE TO THIS RFP ON OR BEFORE THE
STATED DATE AND TIME WILL BE SOLELY AND STRICTLY THE RESPONSIBILITY OF THE
OFFEROR.**

JACKSON COUNTY, GEORGIA
REQUEST FOR PROPOSALS
for
DESIGN-BUILD SERVICES FOR THE JACKSON COUNTY
AGRICULTURAL FACILITY

SECTION I - REQUEST FOR PROPOSALS OVERVIEW AND PROCEDURES

A. PURPOSE

Jackson County Government is requesting proposals from Design-Build Contractors for the design and construction of a multiuse agricultural facility. The facility will be an approximately 43,000 square foot prefabricated metal building finished out to include a multipurpose area, a show ring, a conference room, kitchen/concession area, restrooms, washrooms and storage. The building will be set up primarily to hold large livestock showing events but will be versatile enough to be used for many other purposes.

B. INFORMATION TO OFFERORS

1. RFP TIMETABLE

The anticipated schedule for the RFP is as follows:

RFP Available	April 26, 2018
Pre-Proposal Conference	Thursday, May 10, 2018 @ 10 am
Deadline for submission of questions	Monday, May 21, 2018
Submittal deadline	Wednesday, MAY 30, 2018, 3:00 P.M. ET

2. BID SUBMISSION:

One (1) original and two (2) copies of the complete signed submittal must be received **WEDNESDAY, MAY 30, 2018, by 3:00 P.M. ET**. Proposals must be submitted in a sealed envelope stating on the outside, the offeror's name, address, telephone number, the RFP # 180004 number and title (Agricultural Facility) to:

Jackson County Purchasing Department
67 Athens Street, Room 102
Jefferson, GA 30549

Hand delivered copies may be delivered to the above address **ONLY** between the hours of 8:30 a.m. and 4:30 p.m. ET, Monday through Friday, excluding holidays observed by the Jackson County Government.

Offerors are responsible for informing any commercial delivery service, if used, of all delivery requirements and for ensuring that the required address information appears on the outer wrapper or envelope used by such service.

The Submittal must be signed by a company officer who is legally authorized to enter into a contractual relationship in the name of the offeror.

3. CONTACT PERSON:

Offerors are encouraged to contact Myrna Yarbrough, **Purchasing Manager** (706) 367-6309, fax (706) 708-2505 or email myarbrough@jacksoncountygov.com to clarify any part of this RFP. All questions that arise prior to the DEADLINE FOR QUESTIONS due date shall be directed to the contact person in writing via facsimile or email. Any unauthorized contact shall not be used as a basis for responding to this RFP and also may result in the disqualification of the offeror's submittal.

4. ADDITIONAL INFORMATION/ADDENDA

Jackson County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addenda issued prior to the due date. Offerors should not rely on any representations, statements or explanations other than those made in this RFP or in any addendum to this RFP. Where there appears to be a conflict between the RFP and any addenda issued, the last addendum issued will prevail.

Offerors must acknowledge any issued addenda by including Attachment 3-Addenda Acknowledgement with the submittal. Proposals which fail to acknowledge the offeror's receipt of any addendum will result in the rejection of the offer if the addendum contains information which substantively changes the Owner's requirements

5. LATE SUBMITTAL, LATE MODIFICATIONS AND LATE WITHDRAWALS

Submittals received after the due date and time will not be considered. Modifications received after the due date will not be considered. Jackson County Government assumes no responsibility for the premature opening of a proposal not properly addressed and identified, and/or delivered to the proper designation.

6. REJECTION OF PROPOSALS

Jackson County Government may reject any and all Proposals and reserves the right to waive any irregularities or informalities in any proposal or in the submittal procedure.

Submittals received after said time or at any place other than the time and place as stated in the notice will not be considered.

7. MIMINUM RFP ACCEPTANCE PERIOD
Proposals shall be valid and may not be withdrawn for a period of 90 days from the date specified for receipt of proposals.

8. NON-COLLUSION AFFIDAVIT
By submitting a Proposal, the offeror represents and warrants that such proposal is genuine and not a sham or collusive or made in the interest or in behalf of any person not therein named and that the offeror has not directly or indirectly induced or solicited any other offeror to put in a sham proposal, or any other person, firm or corporation to refrain from submitting and that the offeror has not in any manner sought by collusion to secure to that offeror any advantage over any other offeror.

By submitting a proposal, the offeror represents and warrants that no official or employee of Jackson County Government has, in any manner, an interest, directly or indirectly in the proposal or in the contract which may be made under it, or in any expected profits to arise therefrom.

9. COST INCURRED BY OFFERORS
All expenses involved with the preparation and submission of the RFP to the Jackson County Government, or any work performed in connection therewith is the responsibility of the offeror(s).

10. AMERICANS WITH DISABILITIES ACT (ADA)
A qualified interpreter for the hearing impaired is available upon request at least 10 (ten) days in advance of the proposal due date. This service is in compliance with the Americans With Disabilities Act (ADA). Please call (706) 367-6312 for more information for the hearing impaired.

11. RFP OPENING
Bid schedule prices will not be opened or read aloud publicly. A list of names of firms providing Proposals may be obtained from the contact person after the Proposal due date and time stated herein. A tabulation of prices may be obtained upon award.

12. TAXES.
Selected vendor will be provided with Jackson County's Sales and Use Tax Certificate of Exemption number upon request.

SECTION II - GENERAL CONDITIONS

Jackson County Government is requesting proposals from qualified firms who specialize in architectural, engineering and construction services to design and construct an agricultural facility as specified in this RFP. Proposers must provide all equipment, materials and labor to complete the scope of work as detailed.

1. The Design-Build proposer selected for award shall hold the Design-Build Contract with Jackson County and shall act in the capacity of the Prime Contractor (PC). The PC must assign a dedicated representative through the duration of the project to be reasonably available to the County and communicate weekly with the County on the progress of the project. The PC shall perform all construction activities efficiently and with the requisite expertise, skill and competence to satisfy the requirements of the Contract Documents. The PC shall at all times exercise complete and exclusive control over the means, methods, sequences and techniques of construction with approval from the County.

The PC warrants to the County that the construction, including all materials and equipment furnished as part of the construction, shall be new and without default.

Time is of essence in the completion of this project. The construction completion shall be within eight (8) months of the Notice to Proceed Letter.

Specific areas of work for this project include, but not limited to the following:

- Complete detailed design in accordance to the below design criteria
- Site Inspection and Engineering
- Site preparation and existing utility relocation
- Procurement of all design, engineering and construction work and materials
- Concept Planning
- Design Management
- Project Management
- Employee/Sub-contractor staging, management and coordination
- Space will be provided on site for materials staging and management
- Procurement and management of all in-house employees/sub-contractors, vendors and suppliers
- Cost estimation, scheduling and controls
- Detailed design phase
- Site and Building Plan, elevations
- Construction of the project
- Quality assurance and quality control, including inspection and testing
- Turnover of the facility and systems, including but not limited to, warranties, operation instruction and maintenance brochures, and any necessary training.
- Obtaining the certificate of occupancy
- Deliverables required for material completion will include but, is not limited to, the following:

- Certificates confirming the completion status of work, system operations, various legal affidavits, final (asset) costs, and any other certifications confirming the completion status of work.
- Receipts for delivery of other deliverables prior to material completion such as owner's manuals, training manuals, key schedules and other deliverables.
- Documents such as required operational permits from the Fire Marshall and any other required operational permits, initial test and balance report, facility operation and maintenance instructions, and other documents as specified in the trade specifications including warranties, guarantees, bonds (roof, wall, discharge claims), certificates of manufacturers of major components, and other documents as required.

The project design shall consist of three (3) phases:

- A. Preliminary Design Phase which will consist of, but not limited to, the following:
 - Preliminary drawings including, but not limited to, site civil plans, architectural, structural, mechanical, plumbing, HVAC, sound system and electrical drawings, to include building elevations
 - Equipment specifications
- B. Detailed Schematic Design Phase which will consist of, but is not limited to, the following:
 - Documents shall be drawn to scale, indicating materials (furniture, equipment) and assemblies to convey design intent and to illustrate the project's basic elements, scale and relationship to site
 - Architectural door, window, finish and hardware schedules and details
 - Updated drawing and narrative specifications lists
 - Updated site, grading, drainage and electrical site plans
 - Site sections and details
 - Site plans shall optimize the space available at the site and identify the placement of each facility to maximize access and circulation
 - Updated electrical single-line drawings
 - Building and structure foundation plans, floor plans and sections, concrete mix design(s)
 - Updated architectural plans and elevation
 - Updated mechanical systems plans, sections and details
 - Updated HVAC systems plans, sections and details
 - Updated plumbing, sections and details
 - This phase will consist of more than one meeting and result in additional drawings, etc.
 - Meet with the designated County representatives to create design for structures and envelope
 - Preliminary construction cost and preliminary cost schedule.
 - Perform value engineering and finalize the project schedule/cost

The PC will submit changes during this phase to the County within 15 (fifteen) days of receipt of changes of each submittal of renderings

The PC will attempt to keep all changes within the project budget, if possible.

Concepts developed, reviewed and approved during the Detailed Design Phase will be considered permanent at the end of this phase.

- C. Final Design Phase which will consist of, but is not limited to, the following:
- Final plans, sections and details for civil, architectural, structural, mechanical, plumbing, electrical and HVAC drawings; ensuring conformance to local Planning and Development codes and building requirements
 - Final technical specifications for all work disciplines
 - Final Architectural door, window, finish and hardware schedules and details
 - Final electrical single-line drawings
 - Final electrical panel schedules
 - Final operation and maintenance plans
 - Final construction cost and detailed cost schedule
 - Meet with County representatives to finalize design for the building structures and envelope
 - Not to exceed budgets for landscaping, signage, and similar allowances agreed upon at the contract meeting prior to phase one (1) will need to be set in order to establish criteria to be reviewed during the Guaranteed Maximum Pricing (GMP) Change Order phase of the project.

Following the appropriate review and incorporation of comments, all drawings shall be sealed and signed by a professional holding a State of Georgia certification of the appropriate discipline. The final renderings will be submitted to the County within forty-five (45) days of design development approval.

Three (3) hard copies and one .pdf copy of drawings, specifications and other design submittals shall be provided for the final design phase.

As part of each design submittal, review comments from previous discussion shall be submitted with actions taken to address concerns.

- Site drawings shall consist of, but not limited to, the following:
 - Existing conditions
 - Finished grading/vertical control plans (grading and drainage plans)
 - Existing contours
 - Finished grade contours and spot elevation
 - Storm drainage system, profiles and details
 - Erosion and sediment control plans

Typical construction details shall be developed for the site improvements.

Site utilization and construction staging plan shall be developed by the Design Builder to include but, not limited to, utilities such as power, sanitary, internet and

telephone hookups, transportation logistics and other common services required supporting the construction activity.

Outside and inside piping plans shall include but, is not limited to, clearly showing all grade change; coordinates for all stubs, branches, fittings and interfaces; each line size, material type, system designation and direction of flow; buried piping and conduits to the outside face of facility and pipe interfaces with existing utilities.

All sewer system lines/pipes and soil erosion and sediment control shall be designed and approved in accordance with the Georgia Department of Public Health, EPD criteria. All soil erosion and sediment control measures used in the Project shall be detailed in a separate drawing.

The fire protection system shall meet the requirements established in the latest edition of the NFPA code and County codes.

The Design-Build Contractor will present a Guaranteed Maximum Price Change Order once the Detailed Schematic Design Phase is completed. This change order shall include all costs to perform the construction of the entire project in accordance with the County approved construction documents.

The County will review the proposed GMP Change Order for approval or disapproval. If the GMP Change Order exceeds the budget for the project, the Design-Build Contractor may be asked to recommend corrective action necessary to reduce the cost within budget. Upon approval of the GMP Change Order, the County will issue a Notice to Proceed to the Design-Build Contractor.

SECTION III - SUBMITTAL REQUIREMENTS

A. SUBMITTAL FORMAT

The submittal shall include a sealed envelope containing one (1) original and two (2) copies, which shall be marked as follows: **“RFP #180004 – Agricultural Facility”**

PRICING (SUBMIT IN ONE SEPARATE SEALED ENVELOPE)

The RFP shall include the information outlined below and in the following order:

- a. Cover Letter: A brief cover letter of introduction and interest. Include a description of the Design-Build team – companies, size, location and name of Principals.
- b. Vendor Qualifications: This section of the proposal should describe the firm and its capability to meet the requirements set forth in this RFP. Particular emphasis should be given on the firm's functional ability to meet the needs of Jackson County. The contractor will be evaluated on the ability of the contractor to interact positively with the County in its endeavor to perform simultaneous

construction activities at the site; describe your company's ability to provide such activities.

- c. Schedule: Provide a schedule beginning with contract award through completion of construction showing time frame for work installed by the County. Include proposed schedule for completion of design, engineering, and construction. Provide information on your company's ability to complete the project within the proposed time schedule for the project.
- d. Cost Proposal: Submit a cost proposal according to the terms of this RFP.
- e. Key Personnel: Provide the experience and availability of key personnel proposed for the project. Provide an organization chart showing the design and construction key personnel for this project and show the experience of the key personnel.
- f. References: Provide three (3) references from recent projects similar in size or scope that can provide information on the reputation for thoroughness, credibility and client responsiveness of your company. Include the contact name, address, phone & fax number of each reference.
- g. Acknowledgement of Addenda: The offeror shall provide the attached acknowledgement of any addenda issued by Jackson County Purchasing.

SECTION IV - EVALUATION AND SELECTION PROCESS

The Jackson County team will rank each proposal based on the qualifications and information provided in response to the Submittal Requirements portion of this RFP. The County will consider the following criteria in arriving at its final decision.

- 1) Cover Letter of Experience
- 2) Vendor Qualifications
- 3) Schedule
- 4) Cost Proposal
- 5) Key Personnel
- 6) Use of local contractors
- 7) References

Items 2, 4, 6 and 7 will be weighted the most. Proposals will be opened and reviewed by the selection committee. The selection committee will forward a recommendation for contract award to the Jackson County Board of Commissioners.

SECTION V – CONTRACT AWARD

The contract will be awarded to the team whose proposal is the most responsive to the RFP and will be most advantageous to Jackson County with price and other evaluation factors considered. The County reserves the right to reject any and all proposals received. The County will utilize a standard form design-build contract with the successful firm or team with selected revisions.

ATTACHMENT 1 -TECHNICAL SPECIFICATIONS:

Facility Program:

The Agricultural Facility shall be an approximately 43,000 square foot prefabricated metal building consisting of the following:

- A. A fully enclosed clear span area about 21,700 square feet in size with 18 foot ceiling height to be used as multipurpose space with livestock events being the main use of this portion of the building. The area shall be designed with adequate ingress/egress including 4 rollup doors, washroom/bathroom area and an adequate HVAC system designed for the proposed use of the building. The floor area shall be designed to accommodate the efficient and effective removal of animal waste and other material typically used for livestock shows. The floor should also be designed to have inserts installed in the floor for placement of temporary panels and fencing. The area shall also have an adequate electrical system to allow for as many as 40 strategically placed electrical drops to accommodate the area being used to prep numerous animals during a livestock show along with adequate lighting.
- B. A show area of approximately 9,500 square feet in size. The area should accommodate bleacher seating for 300 spectators. Adjacent to the arena shall be adequate bathroom facilities for the proposed use of the area.
- C. An approximately 1,700 square foot conference room with standard ceiling height to be finished out with standard partition walls and proper lighting.
- D. A kitchen/concession area of approximately 1,500 square feet in size along with a dry storage room about 200 square feet in size. The kitchen area shall have all the necessary lines roughed-in (electric, water, gas, sewer) to accommodate commercial grade kitchen equipment. Vent hood and fire suppression system shall be added where necessary.
- E. About 1,300 square feet of storage area.
- F. Adequate area set aside for a lobby and hallways connecting various portions of the building.

Scope of work includes connections to all its utilities. A sound system and closed circuit TV shall be designed into the buildings infrastructure. Sprinkler system shall be included if required. Portion of exterior wall shall be designed to have an architectural finish to give the building its own unique look. A parking lot and sidewalks around the building are also part of the overall project scope.

WORK BY THE COUNTY:

The County will provide general grading for the site based on site development plans provided by the Design-Build Contractor. The Design-Build Contractor will be responsible for finished grading of the building pad and 10 feet outside of the building pad area. The Design-Build Contractor will also be responsible for the finished grading of all areas to be paved.

The County will install the storm drain piping and the Design-Build Contractor will be responsible for connecting any roof drains to the storm drain system.

Installation of landscaping will be the responsibility of the County; however, the landscaping plan must be part of the overall plans developed by the Design-Build Team.

DESIGN-BUILD SERVICES:

The Design-Build Contractor shall furnish all design, engineering, construction and any other services that are necessary for completion of the work as described herein.

Furnishings and loose equipment are not included unless specifically called out. Space for the electrical room and mechanical equipment shall be included in the final design plan by the Design-Build Contractor. The plumbing system shall be complete. The fire alarm system will be designed by the Design-Build Contractor.

CODES AND PERMITS:

Design and construction shall comply with all applicable federal, state and local codes, county ordinances, energy guidelines and accessibility requirements. **Contractor will be responsible for obtaining all required permits. The County will waive payment of such permits.**

INSURANCE:

The Design-Build Contractor, before any contracts have been signed and any action taken under a contract, will have a Certificate of Insurance for Contractor's In-Force Insurance issued to Jackson County, named as a loss payee, for the policies and limits listed below:

Commercial General Liability \$ 1,000,000 each occurrence
(Including Completed Products)

Bodily Injury & Property Damage \$ 2,000,000 Aggregate (shall include
coverage for the hazards of Explosion, Collapse and Underground failures)

Vehicle Liability \$ 1,000,000 Combined Single Limit
Bodily Injury, Property Damage

Workers Compensation

State of Georgia Statutory Limits Required

\$ 1,000,000

\$ 1,000,000 Each Accident

\$ 1,000,000 Disease, Each Employee

Occurrence coverage is required. Claims-made coverage is not acceptable. The County will not share in any deductibles.

These policies shall cover the County, its elected officials, employees and agents as additional insured and shall contain a covenant requiring no less than sixty (60) days written notice to the County before cancellation, reduction or other modification of coverage's.

These policies shall be primary noncontributing with any applicable insurance carried by Jackson County and shall contain a severability of interests clause in respect to cross liability, protecting each additional insured as though a separate policy had been issued to each. Certification of each of the above policies shall be furnished, in duplicate, to the County, at least fifteen (15) days prior to commencement of services under a signed contract.

All certificates of insurance must clearly state that the Contractor's insurance(s) is **PRIMARY**. If your policy has deductibles, self-insured retentions or co-insurance penalties, then all such costs shall be borne by the Contractor and not Jackson County.

BID BOND, PERFORMANCE AND PAYMENT BONDS:

BONDING REQUIREMENTS: A Bid Bond for 5% of the total bid proposal price must be submitted with the Request for Proposal in the form of A.I.A., latest edition.

Performance and Payment Bonds in the amount of 100% of the contract price for design, engineering and construction will be required in duplicate and in compliance of the Request for Proposal if contract is awarded.

COUNTY'S REPRESENTATIVE:

The County's representative for the project will be the County Manager, Kevin Poe, JACKSON COUNTY GOVERNMENT, 67 Athens Street, Jefferson, GA 30549, telephone (706) 367-6312; fax (706) 708-2505; e-mail kpoe@jacksoncountygov.com

PRE-PROPOSAL CONFERENCE AND SITE VISIT:

Prospective Offerors are invited to attend a Pre-Proposal Conference on **Thursday, May 10, 2018 at the Jackson County Administration Building, 67 Athens St., Jefferson, Ga. at 10:00 AM.**

ATTACHMENT 2 - (SUBMIT IN ONE SEPARATE SEALED ENVELOPE)

PROPOSAL PRICE

**REQUEST FOR PROPOSAL
DESIGN-BUILD SERVICES
AGRICULTURAL FACILITY
RFP # 180004**

NAME OF BIDDER _____

PROJECT: DESIGN-BUILD AGRICULTURAL FACILITY

1. Having carefully examined the Proposal Documents entitled : **Agricultural Facility**

dated _____ and Addendum (s) _____,
as well as the premises and conditions affecting the Work, the Undersigned proposes to furnish
all services, labor and materials required by them in accord with said documents, for the sums
below:

- Design Phase(includes Preliminary, Detailed Schematic and Final Design phases):
\$ _____ (Lump Sum)
- Construction of the Agricultural Facility:
\$ _____ Guaranteed Maximum Price

2. Enclosed herewith is a Bid Bond in the amount of

_____ Dollars

(\$ _____) being not less than 5% of the Base Bid. The Undersigned agrees that
the above stated amount is the proper measure which the Owner will sustain by the failure of
the undersigned to execute the contract and to furnish the Performance and Payment Bond in
case this proposal is accepted.

ATTACHMENT 3

BIDDER'S QUALIFICATIONS

STATEMENT OF BIDDER'S QUALIFICATIONS
(To be subscribed and sworn to before a Notary)

All questions must be answered and the data given must be clear and comprehensive. This statement must be notarized. If necessary, questions may be answered on separate attached sheets. The Bidder may submit additional information. Attach all additional sheets to this Solicitation for Sealed Bid.

Legal Name of Bidder: _____

Permanent Main Office Address: _____

When organized _____

If a Corporation, where incorporated? _____

Number of years engaged in the contracting business under your present firm or trade name?

Give bank reference: _____

The undersigned hereby authorizes and requests any person, firm, or corporation to furnish any information requested by the Local Public Agency in verification of the recitals comprising this Statement of Bidder's Qualifications.

The foregoing statement of qualifications is submitted under oath.

Under oath, I certify that I am a principal or other representative of the firm of _____ and that I am authorized by it to execute the foregoing offer on its behalf. I am a principal person of the foregoing with management responsibility for the foregoing subject matter and as such I am personally knowledgeable of all its pertinent matters. The foregoing statements of acts in the foregoing proposal are true.

I Certify that this Proposal is made without prior understanding, agreement or connection with any corporation, firm or person submitting a proposal for the same materials, labor, supplies or equipment and is in all respects fair and without collusion or fraud. We understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards. We agree to abide by all conditions of this proposal.

The full names and addresses of persons and firms interested in the foregoing proposal as principals are as follows:

NAME	TITLE	ADDRESS
_____	_____	_____
_____	_____	_____
_____	_____	_____

Dated this _____ day of _____, 20____.

Respectfully Submitted

Name of Company _____

Address _____

Business Telephone Number (_____) _____

By: _____

Title

State of _____

County of _____

_____ being duly sworn exposes and says that he
or she is _____ of _____ and that the answers to the foregoing
questions and all statements therein contained are true and correct.

Subscribed and sworn to

before me this _____ day of _____, 20__.

(SEAL)

Notary Public

My Commission Expires:

_____, 20__.

ATTACHMENT 4

ADDENDA ACKNOWLEDGEMENT

The Offeror has examined and carefully studied the Request for Proposals and the following Addenda, receipt of all of which is hereby acknowledged:

Addendum No. _____

Addendum No _____

Addendum No. _____

Addendum No. _____

Authorized Representative/Title
(Print or Type)

Authorized Representative (Date)
(Signature)

Offerors must acknowledge any issued addenda. Proposals which fail to acknowledge the offeror's receipt of any addendum will result in the rejection of the offer if the addendum contained information which substantively changes the Owner's requirements.

Illegal Immigration Reform and Enforcement Act of 2011
CONTRACTOR AFFIDAVIT UNDER O.C.G.A. §13-10-91(b)(1)

The Jackson County Board of Commissioners and Contractor agree that compliance with the Illegal Immigration Reform and Enforcement Act of 2011 are conditions of this Agreement for the physical performance of services.

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 services on behalf of the Jackson County Board of Commissioners has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. §13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present and affidavit to the contractor with the information required by O.C.G.A. §13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

E-Verify Employment Eligibility Verification User Identification Number

Date of Authorization to Use Federal Work Authorization Program

NAME OF CONTRACTOR

Name of Project

Jackson County Board of Commissioners
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, _____, 20__ in _____ (City), _____ (State).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE ____ DAY OF _____, 20__

Notary Public

My Commission Expires: _____

SUBCONTRACTOR AFFIDAVIT

The Jackson County Board of Commissioners and Subcontractor agree that compliance with the requirements of O.C.G.A. §13-10-91 and Rule 300-10-1-.02 of the Rules of the Georgia Department of Labor are conditions of this Agreement for the physical performance of services.

By executing this affidavit, the undersigned Subcontractor verifies its compliance with O.C.G.A. §13-10-91, *stating affirmatively that the individual, firm, or corporation which is contracting with _____ a Contractor contracting with the Jackson County Board of Commissioners, has registered with and is participating in the federal work authorization program known as "E-Verify", web address https://e-verify.uscis.gov/enroll/* operated by the United States Citizenship and Immigration Services Bureau of the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], *in accordance with the applicability provisions and deadlines established in O.C.G.A. §13-10-91.* The undersigned Subcontractor also verifies that he/she/it is using and will continue to use the federal work authorization program throughout the contract period.

The undersigned Subcontractor agrees that, should it employ or contract with any other subcontractor(s) in connection with the physical performance of services pursuant to the contract with the Jackson County Board of Commissioners, Subcontractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. §13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Subcontractor further agrees the Subcontractor will advise the Jackson County Board of Commissioners of the hiring a new subcontractor and will provide Jackson County Board of Commissioners with a Subcontractor Affidavit attesting to the Subcontractor's name, address, user identification number, and date of authorization to use the Federal Work Authorization Program within five (5) days of the hiring before the Subcontractor begins working on the Project. Subcontractor also agrees to maintain all records of such compliance for inspection by Jackson County Board of Commissioners at any time and to provide a copy of each such verification to the Jackson County Board of Commissioners at the time the subcontractor(s) is retained to perform such services.

E-Verify Employment Eligibility Verification User Identification Number

Date of Authorization to Use Federal Work Authorization Program

Subcontractor Name

Date

Title of Authorized Officer or Agent of Subcontractor

Signature and Printed Name of Authorized Officer or Agent of Subcontractor

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY OF _____,
20____

Notary Public

My Commission Expires: _____

*As of the effective date of O.C.G.A. §13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA). Authority O.C.G.A. §13-10-91