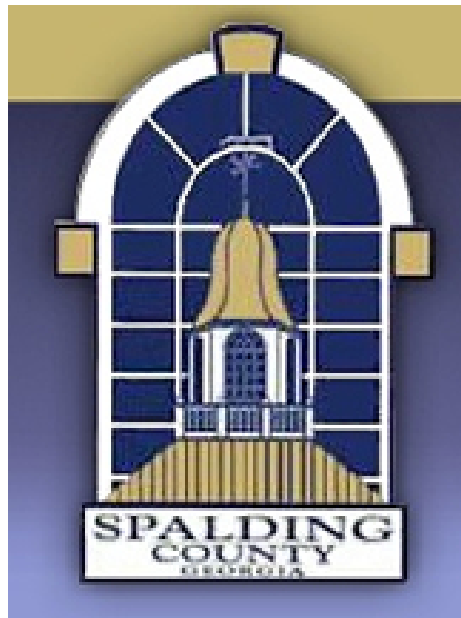


**SPALDING COUNTY, THE CITY OF ORCHARD HILL
AND THE CITY OF SUNNYSIDE**

July 8, 2016

**REQUEST FOR PROPOSAL
COMPREHENSIVE PLAN UPDATE**



SPALDING COUNTY ADMINSTATIVE SERVICES

Terri Bass, Purchasing

119 East Solomon Street, Room 104

Griffin, GA 30223

770-467-4226

REQUEST FOR PROPOSAL
COMPREHENSIVE PLAN UPDATE

Spalding County Board of Commissioners invites all qualified bidders to submit a cost proposal for the above captioned Project. Digital copies of the BID DOCUMENTS and Specifications may be obtained from Spalding County by contacting Terri Bass at tbass@spaldingcounty.com or on the Spalding County website at www.spaldingcounty.com. Hard copies of the BID DOCUMENTS may be obtained upon receipt of a non-refundable payment of \$10.00 for each set that is mailed or faxed.

Any questions and/or misunderstandings that may arise from this bid must be submitted in writing and forwarded to Terri Bass at the above address or by email. **NO PHONE CALLS**. It shall be the Bidder's responsibility to seek clarification as early as possible prior to the due date and time.

Final written questions are due by Wednesday, July 26, 2016 5:00 PM (EST).

Sealed Bids are due: Tuesday, August 2, 2016 2:00 PM (EST)

ENVELOPES MUST BE CLEARLY MARKED ON THE OUTSIDE AS "COMPREHENSIVE PLAN UPDATE PROPOSAL." BIDS MUST BE SIGNED, AND MUST INCLUDE ALL OF THESE COMPLETED DOCUMENTS:

- Appendix A – Scope of Work**
- Appendix B – Insurance Requirement Affidavit**
- Certificate of Insurance – General Liability, Auto Liability and Workers Compensation**
- Permits and Business License, E-verify Number, Immigration Form, and W-9**

**Deliver Sealed Bids and Appendix Documents to:
Spalding County Board of Commissioners
COMPREHENSIVE PLAN UPDATE
119 East Solomon Street, Room 104
Griffin, GA 30223**

Announcement of award will be done upon evaluation of submitted bids and funding. Spalding County reserves the right to reject any or all bids.

William P. Wilson, Jr., County Manager

INTRODUCTION:

Spalding County invites qualified planning consulting firms to submit a proposal responsive to the issues outlined in this request for proposals to provide an update to the 2004 – 2024 Comprehensive Plan. The project must be completed and the Plan approved and adopted no later October 31, 2017. Instructions for preparation and submission of a bid are contained in this packet. Bids must be typed or printed in ink.

It is the intent of the Spalding County Board of Commissioners to award a SINGLE CONTRACT for the Comprehensive Plan Update. Spalding County provides equal opportunity for all businesses and does not discriminate against any person or business because of race, color, religion, sex, national origin, and handicap or veterans status. This policy ensures all segments of the business community have access to supplying the goods and services needed by Spalding County.

ADMINISTRATIVE SERVICES CONTACT FOR THIS REQUEST:

All questions concerning this invitation and all questions arising subsequent to award are to be addressed in **writing** to the following:

Spalding County Administration
Attn: Terri Bass
119 East Solomon Street, Room 104
Griffin, GA 30223
E-mail: tbass@spaldingcounty.com

To maintain a “level playing field”, and to assure that all bidders receive the same information, bidders are requested **NOT** to contact anyone other than the contact above until after the award of the contract. Doing so could result in disqualification of the proposer.

DUE DATE:

Sealed bids will be received at the Spalding County Board of Commissioners office, 119 East Solomon Street, Room 104, Griffin, GA 30223 no later than **2:00 PM, Local Time, Tuesday, August 2, 2016**. Bids received after this time will not be accepted.

BID COPIES FOR EVALUATION:

Six Copies; (1) original and five (5) copies will be required for review purposes.

ADDENDA:

Answers to questions submitted that materially change the conditions and specifications of this bid will be distributed to all addressees as an addendum. Any discussions or documents will be considered non-binding unless incorporated and distributed in an addendum.

Bidders should check with Terri Bass at tbass@spaldingcounty.com frequently during the bidding process to verify that they have received all issued addendums. While every attempt is made to make sure that registered bidders receive notice of addendums, bidders have the responsibility of making sure that they have received all issued addendums. Addenda are required to be signed and returned with the bid proposal.

PROPRIETARY INFORMATION:

Careful consideration should be given before submitting confidential information to Spalding County. The Georgia Open Records Act permits public scrutiny of most materials collected as part of this process. Please clearly mark any information that is considered a trade secret, as defined by the Georgia Trade Secrets Act of 1990, O.C.G.A. §10-1-760 et seq., as trade secrets are exempt from disclosure under the Open Records Act. Spalding County does not guarantee the confidentiality of any information not clearly marked as a trade secret.

SELECTION PROCESS:

Administrative staff will make a recommendation for award to the Board of Commissioners. The Board of Commissioners will consider proposals at the August 15, 2016 Spalding County Commission Meeting.

The award will be made to the responsible offeror whose proposal represents the best value after evaluation in accordance with the factors listed below. The Spalding County Board of Commissioners may reject any or all bids if such action is in the County's best interest.

Spalding County intends to evaluate bids and award a contract without discussions with offerors. Therefore, the offeror's initial proposal should contain the offeror's best terms

from a price and technical standpoint. The County reserves the right to conduct discussions if the County later determines them to be necessary.

I. GENERAL INFORMATION

Potential respondents, including sub-consultants are asked to prepare a proposal including a statement of qualification of the firm, project approach, proposed project timeline, team qualifications, the time frame for accomplishing the work, the fee required to perform the work and references listing previous comparable assignments.

The selected consultant must be capable of preparing maps in Arc/Map registered in Georgia State Plane West NAD 1983 coordinates. Spalding County reserves the right to award a consultant contract to the firm whose proposal and any resulting negotiations are deemed to be in the interest of the County.

The Consultant shall assist Spalding County to develop and adopt an Update to the Comprehensive Plan that meets or exceeds the minimum standards for local comprehensive planning as outlined in the Rules of the Georgia Department of Community Affairs (DCA), O.C.G.A. Chapter 110-12-1, effective March 1, 2014 or the most recent version available during the contract period.

II. MINIMUM PROJECT SCOPE

A. Purpose:

The purpose of this project is to update the currently adopted Comprehensive Plan for Spalding County in accordance with all the rules of the Georgia Department of Community Affairs, Office of Planning and Quality Growth and associated State and Federal laws.

The plan should incorporate sub-plans and studies that have been completed since the adoption of the Spalding County Comprehensive Plan in 2004 and the partial update in 2009. These include, but are not limited to:

- The Spalding County Wastewater Management Plan
- The Spalding County Solid Waste Management Plan
- The Spalding County Comprehensive Transportation Plan
- The Spalding County Recreation Master Plan
- The North Griffin Redevelopment Plan
- Tri-County Crossing LCI

B. Required Components

1. Identification of Community Goals

Spalding County's Community Goals element should be updated to effectively represent the community's vision and direction for the future. The Consultant will lead interactive discussions with the community, staff, and stakeholders to gain meaningful participation and input in order to either prepare a new vision statement, list of community goals and/or policies, or Character Area-specific goals along with a defining narrative. This should be an organic process that allows the community to actively participate in setting the County's direction for the future.

2. Need and Opportunities

The Consultant will assist the County staff and community stakeholders in establishing a Needs and Opportunities list. The list will be developed through the SWOT (strengths, weaknesses, opportunities and threats) or similar analysis of the community and then prioritized as community objectives. Needs and Opportunities that the community identifies as high priority must be followed-up with corresponding implementation measures in the Community Work Program (CWP).

3. Community Work Program

The Consultant will help establish the Community Work Program to incorporate the Needs and Opportunities identified during the process and recommend implementation measures and specific activities the community plans to undertake during the next five years so as to address the priority Needs and Opportunities, identified Target Areas (if applicable), or to achieve portions of the Community Goals. This includes any activities, initiatives, programs, ordinances, administrative systems (such as site plan review, etc.) to be put in place to implement the plan. The Community Work Program will include the following information for each listed activity:

- Brief description of the activity;
- Legal authorization for the activity, if applicable;
- Timeframe for initiating and completing the activity;
- Responsible party for implementing the activity;
- Estimated cost (if any) of implementing the activity; and
- Funding source(s), if applicable

4. Capital Improvements

The Consultant will help update the County's Capital Improvements Element along with the corresponding Short Term Work Program with input from the staff and stakeholders.

C. Additional Components

- 1 Population: Demographic statistics will be inventoried per the DCA requirements. The primary data source used will be the latest available U.S. Census data. More recent estimates will be used to supplement the Census data and identify where immediate trends have shifted or accelerated.
- 2 Economic Development: The Consultant will identify any new Needs and Opportunities related to economic development and vitality of the community. Some considerations include:
 - Demographics overview and analysis
 - Socio economic analysis
 - Infrastructure and commuting analysis
 - Education performance data – K-12 and Higher Ed
 - Coordinate with local educational institutions to offer programs that support job needs in the local community to retain local talent
 - Explore new funding sources like TADs, CID's etc.
 - Evaluate zoning for increased commercial opportunities along Arthur K. Bolton Parkway
- 3 Housing: Spalding County has Issues and Opportunities identified in the Partial Update of 2009 that should be updated and incorporated into a current housing element. The Consultant should review the existing Issues and Opportunities evaluating their current relevance using the following factors:
 - Housing types and mix
 - Condition and occupancy
 - Local cost of housing
 - Median single-family home values
 - Assessment of housing supply and projection of future housing needs based on population data trends
 - Address maintenance of foreclosed and/or vacant subdivisions
- 4 The remaining elements consisting of Natural and Cultural Resources, Community Facilities, Land Use and Development, Intergovernmental Coordination, and Transportation shall be reviewed and updated as determined necessary through the process.

D. GIS Data Collection and Organization

1. The Client anticipates the use of spatial data compiled in GIS, including all data layers necessary to develop the Existing Land Use Map. Population and demographic trends, political jurisdictions, natural and cultural resources areas, and community facilities and services will be located and compiled into spatial data layers to allow the creation of data overlays that will be used to create the Existing Land Use Plan and the Future Land Use Map, and to facilitate discussion in Stakeholder meetings, public meetings, meetings with the staff and other officials, and future use of the plan. Mapping will be coordinated with the RDC and DCA to ensure that the plan addresses regional and State-wide concerns. Data layers will be provided in the form of ESRI Shapefiles, and the Consultant will coordinate with the projection information for the Shapefiles with the County. Existing GIS data will be utilized in order to take advantage of the knowledge and experience currently imbedded in existing database schemas. Other database objects that will be addressed are the transportation network and other components, which will have the opportunity to interact with these databases. The purpose of the database design is to ensure that the design looks at the big picture.

Taking this approach will help to identify as many database objects as possible in order to produce a design that will be through while still retaining the ability to scale the design in the future.

Key GIS Maps for Production or Updates:

- Location Map
- Existing Land Use Map
- Future Land Use Map
- Areas Requiring Special Attention Map
- Natural Features Map – Water Resources, showing rivers and streams, wetlands, 100-year flood plain, groundwater recharge areas and water supply basins.
- Natural Features Map – Conservation Areas, showing planned Green-space areas, parks and recreation areas, and scenic views and sites.
- Existing Transportation Facilities Map – Road network and classifications, bicycle/pedestrian and other transportation facilities as appropriate.
- Transportation Plan Map – Proposed improvements to the road network and other transportation facilities as appropriate (including pedestrian and bike facilities).
- Community Service Facilities Map – Existing and proposed public safety facilities, hospitals and other public health facilities, parks and recreation facilities, general government administrative facilities, educational facilities, libraries and other cultural facilities within Spalding County.

III. STATE & REGIONAL REVIEW OF COMPREHENSIVE PLAN UPDATE

The Comprehensive Plan Update requires review by Three Rivers Regional Development Commission and the Georgia DCA. The Consultant will work with TRRDC and DCA during the review process to revise/reconcile any issues or compliance deficiencies. This task must be secured before the Plan is adopted by the County.

The following responsibilities are anticipated to be part of the consultant's scope of work:

- Meet with the client staff as appropriate to program the anticipated schedule for the proposed planning process. The established deadline for the completion of the comprehensive plan is October 31, 2017 including the necessary review period for the Department of Community Affairs (DCA) and the Three Rivers Regional Development Commission (TRRDC).
- Work with Client's staff to identify the availability of key dates and locations for meetings with the elected officials, staff, community stakeholders, and public workshops.
- Preparation of the 12 plan elements described above.
- Gather data and analysis to support the plan components and plan elements. This includes outside data as well as County resources.
- Facilitation of public meetings and participatory exercises (charrettes, visioning sessions, etc.) to help stakeholders and citizens set a vision for the County. (2 or 3 public meetings)
- Facilitation of meetings with elected officials. (2 or 3 presentation meetings)
- Review of existing zoning, development regulations and other ordinances in order to recommend revisions to make them consistent with the updated Comprehensive Plan.
- Integrate any existing information on the plan elements provided in previous Comprehensive Plans or other planning documents or studies into the Comprehensive Plan Update.
- Preparation of the revised Comprehensive Plan in digital (.PDF and GIS format) and hard copy formats (5 copies of the Comprehensive Plan including color maps) of the final products adopted by resolution by the County Board of Commissioners.
- Prepare public presentation materials: The Consultant will prepare a PowerPoint presentation summarizing key provisions in the Comprehensive Plan Update for the purposes of providing information to citizens, stakeholders, vision committees and elected officials who will be attending hearings and considering adoption of the Plan.
- Prepare draft resolution: The Consultant shall prepare a draft resolution to the Board of Commissioners for adoption of the Comprehensive Land Use Plan as required by law.

- Upon completion of the Comprehensive Plan elements, those documents will be made available for public review on the County website and a public hearing will be scheduled and advertised per the legal requirements of the County. Two public hearings will be held to allow additional public input prior to adoption of the resolution for the Comprehensive Plan by the County's governing body.
- Regional Compliance Review: After the transmittal resolution is adopted by the County's governing body, the Consultant will submit the resolution and Comprehensive Plan to the TRRDC for their review. Should the RDC have any questions, the Consultant will work with the RDC to revise/reconcile any issues or compliance deficiencies. If requested by the RDC, the Consultant will attend any regional review hearings that are scheduled.

IV. QUALIFICATIONS SUBMISSION INSTRUCTIONS

Consultants are requested to submit six (6) copies of the proposal package to meet the requirements of the items listed below:

1. Provide a description of the services proposed and approach to the work that addresses the issues elaborated above. Describe your firm's capabilities to perform the variety of analytical product development tasks found in this RFP.
2. Provide resumes for the key staff performing the analysis, planning, meeting facilitation, graphics, preparation, project management and project administration for this project. Highlight past experience that demonstrates familiarity with the variety of issues that this plan must address. Provide references including contact name, phone number for master planning assignments of a similar nature and scope performed within the last five years. Submit one copy of a comparable plan report that best represents your firm's capabilities for a project of this scope.
3. Provide a graph describing the time schedule for completing this project with critical path dates shown. Include on the graph points in time when specific percentage of the total task will be completed. The Consultant will be expected to invoice for the project in increments based upon the percentage complete break points shown on the time line graph.
4. Provide a lump sum fee proposal for **ALL** services and deliverables described in the RFP, which shall include the cost for all labor, materials and deliverables required to complete this project. Spalding County shall not further reimburse the consultant for miscellaneous expenses (mileage, travel, phone expenses, printing, photography, etc.)
5. Provide a current projects being worked on (work load).

V. SELECTION PROCEDURE

Proposals will be evaluated based on their relative responsiveness to the criteria described above and with those criteria values weighted as shown:

- | | |
|--|-----------------|
| 1. The approach to the work and description of services and capacities of the firm | 20 pts. |
| 2. The experience of key personnel as it relates to this project and review of references | 20 pts. |
| 3. The time anticipated to complete the assignment and the consultants understanding of the variety and progression of work tasks as demonstrated by project schedule and associated narrative | 15 pts. |
| 4. Evaluation of Fee Proposal | 15 pts. |
| 5. Evaluation of References | 15 pts. |
| 6. Quality of Proposal Document | 15 pts. |
| MAXIMUM | 100 pts. |

The proposals will be evaluated in order to select the firm or team that rates highest according to the criteria elaborated above. If in-person interviews are needed to complete the evaluation, up to an additional 15 points shall be awarded to responding firms.

**EXHIBIT A
IMMIGRATION AND SECURITY FORM**

O.C.G.A. § 13-10-91 requires contractors interested in public works contracts to file an affidavit that the contractor and its subcontractors have registered and participate in a federal work authorization program intended to insure that only lawful citizens or lawful immigrants are employed by the contractor or subcontractor.

In order to insure compliance with the Immigration Reform and Control Act of 1986 (IRCA), D.L. 99-603 and the Georgia Security and Immigration Compliance Act OCGA 13-10-90 et.seq., Contractor must warrant and affirm that Contractor has complied with the Immigration Reform and Control Act of 1986 (IRCA), D.L. 99-603 and the Georgia Security and Immigration Compliance Act by registering at <https://e-verify.uscis.gov/enroll/StartPage.aspx?JS=YES>; and verifying information of all new employees; and by executing any affidavits required by the rules and regulations issued by the Georgia Department of Labor set forth at Rule 300-10-1-.01 et.seq.

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

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with Spalding County, Georgia, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91 on the Subcontractor Affidavit provided in Georgia Department of Labor 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 Spalding County, Georgia at the time the subcontractor(s) is retained to perform such service.

Signature

Title

Firm Name: _____

Street/Mailing Address: _____

City, State, Zip Code: _____

Telephone Number: _____

Email: _____

Federal Work Authorization User Identification Number: _____

Date of Authorization: _____

EXHIBIT B
Affidavit Verifying Status
For County Public Benefit Application

By executing this affidavit under oath, as an applicant for the award of a contract with Spalding, County Georgia, I _____. [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity] am stating the following as required by O.C.G.A. Section 50-36-1:

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 Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant: _____ Date _____

Printed Name: _____

* _____
Alien Registration number for non-citizens

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

_____ DAY OF _____, 20_____.

Notary Public
My commission Expires:

***Note:** O.C.G.A. § 50-36-1(e)(2) requires that aliens under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their 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.

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.		
	2 Business name/disregarded entity name, if different from above		
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)	
	6 City, state, and ZIP code		
	7 List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number																			
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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.
Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

BID RESPONSE SIGNATURE

Please indicate organization type: Individual Partnership Corporation

NAME OF COMPANY: _____

MAILING ADDRESS: _____

CITY /STATE/ZIP: _____

PHONE (including area code): _____

E-MAIL: _____

AUTHORIZED SIGNATURE	TITLE
NAME (PRINTED)	TITLE (PRINTED)

RESPONDING WITH 'NO BID'

Our company has elected to submit a 'NO BID' response for the following reason: _____

AUTHORIZED SIGNATURE	TITLE
NAME (PRINTED)	TITLE (PRINTED)

If you elect to submit a 'No Bid', you may email this page to tbass@spaldingcounty.com or fax to 770-467-4227 at any time prior to deadline.