

# Lyon & Associates, LLC

Roofing and Waterproofing Consultants

## Bulloch County Agri-Business Center Roof Repairs

Prepared for:  
Bulloch County Board of Commissioners  
115 North Main Street  
Statesboro, GA 30458

Prepared by:  
Lyon & Associates, LLC  
P. O. Box 722  
White Rock, SC 29177  
(803) 386-0301

Date of Issue: October 31, 2019

Mandatory Pre-bid Meeting: November 7th, 2019 @ 10:00 AM  
Location: Agri-Business Center  
151 Langston Chapel Road  
Statesboro GA 30458

Bid Due Date: November 19th, 2019 at 3:00 PM  
Location: Bulloch County Board of Commissioners  
115 N. Main Street  
Statesboro GA 30458  
in Community Room

DOCUMENT 000115 – LIST OF PROJECT MANUAL COMPONENTS

1.1 LIST OF DOCUMENTS

A. Project Manual

1. Section 000115 through Section 079200

B. Drawings: Drawings consist of the following Contract Drawings and other drawings of type indicated:

1. T-1, Title Sheet, 1 of 2
2. R-1, Agri-Business Center Roof Plan and Drain Repair Detail, 2 of 2

END OF DOCUMENT 000115

DOCUMENT 002113 - INSTRUCTIONS TO BIDDERS

1.1 INSTRUCTIONS TO BIDDERS

- A. AIA Document A701, "Instructions to Bidders," is hereby incorporated into the Procurement and Contracting Requirements by reference.
  - 1. AIA Document A701, "Instructions to Bidders", (a copy of this document is on file in the offices of Lyon & Associates and available to review upon request).

END OF DOCUMENT 002113

DOCUMENT 002213 - SUPPLEMENTARY INSTRUCTIONS TO BIDDERS

1.1 INSTRUCTIONS TO BIDDERS

A. Instructions to Bidders for Project consist of the following:

1. AIA Document A701, "Instructions to Bidders", by reference (a copy of this document is on file in the offices of Lyon & Associates and available to review upon request).
2. The following Supplementary Instructions to Bidders that modify and add to the requirements of the Instructions to Bidders.

1.2 SUPPLEMENTARY INSTRUCTIONS TO BIDDERS, GENERAL

- A. The following supplements modify AIA Document A701, "Instructions to Bidders." Where a portion of the Instructions to Bidders is modified or deleted by these Supplementary Instructions to Bidders, unaltered portions of the Instructions to Bidders shall remain in effect.

1.3 ARTICLE 2 - BIDDER'S REPRESENTATIONS

A. Add Section 2.1.3.1:

1. 2.1.3.1 - The Bidder has investigated all required fees, permits, and regulatory requirements of authorities having jurisdiction and has properly included in the submitted bid the cost of such fees, permits, and requirements not otherwise indicated as provided by Owner.

B. Add Section 2.1.5:

1. 2.1.5 - The Bidder is a properly licensed Contractor according to the laws and regulations of Georgia and meets qualifications indicated in the Procurement and Contracting Documents.

C. Add Section 2.1.6:

1. 2.1.6 - The Bidder has incorporated into the Bid adequate sums for work performed by installers whose qualifications meet those indicated in the Procurement and Contracting Documents.

1.4 ARTICLE 3 - BIDDING DOCUMENTS

A. 3.2 - Interpretation or Correction of Procurement and Contracting Documents:

1. Add Section 3.2.2.1:

- a. 3.2.2.1 - Submit Bidder's Requests for Interpretation using form provided.

B. 3.4 - Addenda:

1. Delete Section 3.4.3 and replace with the following:
  - a. 3.4.3 - No addenda shall be issued within 72 hours prior to the advertised time for opening the bids, excluding Saturdays, Sundays, and legal holidays, unless the time for opening the bids is extended by at least 72 hours, excluding Saturday, Sunday, and legal holidays.
2. Add Section 3.4.4.1:
  - a. 3.4.4.1 - Owner may elect to waive the requirement for acknowledging receipt of 3.4.4 Addenda as follows:
    - 1) 3.4.4.1.1 - Information received as part of the Bid indicates that the Bid, as submitted, reflects modifications to the Procurement and Contracting Documents included in an unacknowledged Addendum.
    - 2) 3.4.4.1.2 - Modifications to the Procurement and Contracting Documents in an unacknowledged Addendum do not, in the opinion of Owner, affect the Contract Sum or Contract Time.

1.5 ARTICLE 4 - BIDDING PROCEDURES

A. 4.1 - Preparation of Bids:

1. Add Section 4.1.1.1:
  - a. 4.1.1.1 - Printable electronic Bid Forms and related documents are available from Consultant.
2. Add Section 4.1.8:
  - a. 4.1.8 - The Bid shall include unit prices when called for by the Procurement and Contracting Documents. Owner may elect to consider unit prices in the determination of award. Unit prices will be incorporated into the Contract.
3. Add Section 4.1.9:
  - a. 4.1.9 - Owner may elect to disqualify a bid due to failure to submit a bid in the form requested, failure to bid requested alternates or unit prices, failure to complete entries in all blanks in the Bid Form, or inclusion by the Bidder of any alternates, conditions, limitations or provisions not called for.

B. 4.3 - Submission of Bids:

1. Add Section 4.3.1.2:
  - a. 4.3.1.2 - Include Bidder's Contractor License Number applicable in Project jurisdiction on the face of the sealed bid envelope.

C. 4.6 - Subcontractors, Suppliers, and Manufacturers List Bid Supplement:

1. Add Section 4.6:

- a. 4.6 - Provide list of major subcontractors, suppliers, and manufacturers furnishing or installing products no later than two 2 business days following Consultant's request. Include those subcontractors, suppliers, and manufacturers providing work totaling three percent or more of the Bid amount. Do not change subcontractors, suppliers, and manufacturers from those submitted without approval of Consultant.

1.6 ARTICLE 5 - CONSIDERATION OF BIDS

A. 5.2 - Rejection of Bids:

1. Add Section 5.2.1:

- a. 5.2.1 - Owner reserves the right to reject a bid based on Owner's and Consultant's evaluation of qualification information submitted following opening of bids. Owner's evaluation of the Bidder's qualifications will include: status of licensure and record of compliance with licensing requirements, record of quality of completed work, record of Project completion and ability to complete, record of financial management including financial resources available to complete Project and record of timely payment of obligations, record of Project site management including compliance with requirements of authorities having jurisdiction, record of and number of current claims and disputes and the status of their resolution, and qualifications of the Bidder's proposed Project staff and proposed subcontractors.

1.7 ARTICLE 6 - POSTBID INFORMATION

A. 6.1 - Contractor's Qualification Statement:

1. Add Section 6.1.1:

- a. 6.1.1 - Submit Contractor's Qualification Statement no later than two business days following Consultant's request.

B. 6.3 - Submittals:

1. Add Section 6.3.1.4:

- a. 6.3.1.4 - Submit information requested in Sections 6.3.1.1, 6.3.1.2, and 6.3.1.3 no later than two business days following Consultant's request.

1.8 ARTICLE 7 - PERFORMANCE BOND AND PAYMENT BOND

A. 7.1 - Bond Requirements:

1. Add Section 7.1.1.1:

- a. 7.1.1.1 - Both a Performance Bond and a Payment Bond will be required, each in an amount equal to 100 percent of the Contract Sum.
- b. Sureties for bid bonds, payment bonds, and performance bonds must be good and solvent sureties licensed to do business in the State of Georgia and must be on the U.S. Treasury Department's list of approved sureties in Circular 570.

B. 7.2 - Time of Delivery and Form of Bonds:

1. Delete the first sentence of Section 7.2.1 and insert the following:

- a. The Bidder shall deliver the required bonds to Owner no later than 10 days after the date of Notice of Intent to Award and no later than the date of execution of the Contract, whichever occurs first. Owner may deem the failure of the Bidder to deliver required bonds within the period of time allowed a default.

2. Delete Section 7.2.3 and insert the following:

- a. 7.2.3 - Bonds shall be executed and be in force on the date of the execution of the Contract.

1.9 ARTICLE 9 - EXECUTION OF THE CONTRACT

A. Add Article 9:

1. 9.1.1 - Subsequent to the Notice of Intent to Award, and within 10 days after the prescribed Form of Agreement is presented to the Awardee for signature, the Awardee shall execute and deliver the Agreement to Owner through Consultant, in such number of counterparts as Owner may require.
2. 9.1.2 - Owner may deem as a default the failure of the Awardee to execute the Contract and to supply the required bonds when the Agreement is presented for signature within the period of time allowed.
3. 9.1.3 - Unless otherwise indicated in the Procurement and Contracting Documents or the executed Agreement, the date of commencement of the Work shall be the date of the executed Agreement.
4. 9.1.4 - In the event of a default, Owner may declare the amount of the Bid security forfeited and elect to either award the Contract to the next responsible bidder or re-advertise for bids.

END OF DOCUMENT 002213

DOCUMENT 002513 - PREBID MEETINGS

1.1 PREBID MEETING / BID OPENING

A. Consultant will conduct a Prebid meeting as indicated below:

1. Meeting Date: November 7<sup>th</sup>, 2019.
2. Meeting Time: 10:00 AM.
3. Location: Bulloch County Agri-Business Center, 151 Langston Chapel Road, Statesboro, GA 30458

Bid Opening: November 19, 2019, 3:00 PM, Attn: Faye Bragg. Bulloch County Board of Commissioners, 115 N. Main Street, Statesboro, GA 30458 in the Community Room

Outside of Envelope Must State: Attention: Faye Bragg / Agri-Business Center Roof Repairs

B. Attendance:

1. Prime Bidders: Attendance at Prebid meeting is mandatory.
2. Subcontractors: Attendance at Prebid meeting is recommended.

C. Bidder Questions: Deadline for questions is 4 PM, Tuesday November 12th.

D. Agenda: Prebid meeting agenda will include review of topics that may affect proper preparation and submittal of bids, including the following:

1. Procurement and Contracting Requirements:
  - a. Advertisement for Bids.
  - b. Instructions to Bidders.
  - c. Bidder Qualifications.
  - d. Bonding.
  - e. Insurance.
  - f. Bid Security.
  - g. Bid Form and Attachments.
  - h. Bid Submittal Requirements.
  - i. Bid Submittal Checklist.
  - j. Notice of Award.
2. Communication during Bidding Period:
  - a. Obtaining documents.



- b. Bidder's Requests for Information.
    - c. Bidder's Substitution Request/Prior Approval Request.
    - d. Addenda.
  3. Contracting Requirements:
    - a. Agreement.
    - b. The General Conditions.
    - c. The Supplementary Conditions.
    - d. Other Owner requirements.
  4. Construction Documents:
    - a. Scopes of Work.
    - b. Temporary Facilities.
    - c. Use of Site.
    - d. Work Restrictions.
    - e. Alternates and Unit Prices.
    - f. Substitutions following award.
  5. Separate Contracts:
    - a. Work by Owner.
    - b. Work of Other Contracts.
  6. Schedule:
    - a. Project Schedule.
    - b. Contract Time.
    - c. Liquidated Damages.
    - d. Other Bidder Questions.
  7. Site/facility visit or walkthrough.
  8. Post-Meeting Addendum.
- E. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes to attendees and others known by the issuing office to have received a complete set of Procurement and Contracting Documents. Minutes of meeting are issued as Available Information and do not constitute a modification to the Procurement and Contracting Documents. Modifications to the Procurement and Contracting Documents are issued by written Addendum only.
  1. Sign-in Sheet: Minutes will include list of meeting attendees.
  2. List of Planholders: Minutes will include list of planholders.

END OF DOCUMENT 002513

## DOCUMENT 002600 - PROCUREMENT SUBSTITUTION PROCEDURES

### 1.1 DEFINITIONS

- A. Procurement Substitution Requests: Requests for changes in products, materials, equipment, and methods of construction from those indicated in the Procurement and Contracting Documents, submitted prior to receipt of bids.
- B. Substitution Requests: Requests for changes in products, materials, equipment, and methods of construction from those indicated in the Contract Documents, submitted following Contract award.

### 1.2 QUALITY ASSURANCE

- A. Compatibility of Substitutions: Investigate and document compatibility of proposed substitution with related products and materials. Engage a qualified testing agency to perform compatibility tests recommended by manufacturers.

### 1.3 PROCUREMENT SUBSTITUTIONS

- A. Procurement Substitutions, General: By submitting a bid, the Bidder represents that its bid is based on materials and equipment described in the Procurement and Contracting Documents, including Addenda. Bidders are encouraged to request approval of qualifying substitute materials and equipment when the Specifications Sections list materials and equipment by product or manufacturer name.
- B. Procurement Substitution Requests will be received and considered by Consultant when the following conditions are satisfied, as determined by Consultant; otherwise requests will be returned without action:
  - 1. Extensive revisions to the Contract Documents are not required.
  - 2. Proposed changes are in keeping with the general intent of the Contract Documents, including the level of quality of the Work represented by the requirements therein.
  - 3. The request is fully documented and properly submitted.
  - 4. Lyon and Associates will only consider substitution requests submitted by a qualified bidder.
  - 5. Lyon and Associates will only consider alternate roof system providers that manufacture their own material.

### 1.4 SUBMITTALS

- A. Procurement Substitution Request: Submit to Consultant. Procurement Substitution Request must be made in writing by prime contract Bidder only in compliance with the following requirements:

1. Requests for substitution of materials and equipment will be considered if received no later than 7 days prior to date of bid opening.
  2. Submittal Format: Submit three copies of each written Procurement Substitution Request, using CSI Substitution Request Form 1.5C.
    - a. Identify the product or the fabrication or installation method to be replaced in each request. Include related Specifications Sections and drawing numbers.
    - b. Provide complete documentation on both the product specified and the proposed substitute, including the following information as appropriate:
      - 1) Point-by-point comparison of specified and proposed substitute product data, fabrication drawings, and installation procedures.
      - 2) Copies of current, independent third-party test data of salient product or system characteristics.
      - 3) Samples where applicable or when requested by Consultant.
      - 4) Detailed comparison of significant qualities of the proposed substitute with those of the Work specified. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific features and requirements indicated. Indicate deviations, if any, from the Work specified.
      - 5) Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
      - 6) Research reports, where applicable, evidencing compliance with building code in effect for Project, from ICC-ES.
      - 7) Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by Owner and separate contractors, which will become necessary to accommodate the proposed substitute.
    - c. Provide certification by manufacturer that the substitute proposed is equal to or superior to that required by the Procurement and Contracting Documents, and that its in-place performance will be equal to or superior to the product or equipment specified in the application indicated.
    - d. Bidder, in submitting the Procurement Substitution Request, waives the right to additional payment or an extension of Contract Time because of the failure of the substitute to perform as represented in the Procurement Substitution Request.
- B. Consultant's Action:
1. Consultant may request additional information or documentation necessary for evaluation of the Procurement Substitution Request. Consultant will notify all bidders of acceptance of the proposed substitute by means of an Addendum to the Procurement and Contracting Documents.
- C. Consultant's approval of a substitute during bidding does not relieve Contractor of the responsibility to submit required shop drawings and to comply with all other requirements of the Contract Documents.

END OF DOCUMENT 002600

DOCUMENT 003143 - PERMIT APPLICATION

1.1 PERMIT APPLICATION INFORMATION

- A. This Document with its referenced attachments is part of the Procurement and Contracting Requirements for Project. They provide Owner's information for Bidders' convenience and are intended to supplement rather than serve in lieu of the Bidders' own investigations. This Document and its attachments are not part of the Contract Documents.
- B. Permit Application: Complete building permit application and file with authorities having jurisdiction within ten days of the date of execution of the Contract.
- C. A Bulloch County building permit is required for this project. The County will not charge the contractor for the permit.

END OF DOCUMENT 003143

DOCUMENT 004113 - BID FORM - STIPULATED SUM

1.1 AWARD

- A. Award will be made to the lowest responsive and responsible bidder whose bid meets the requirements and criteria set forth herein; provided, however, that Bulloch County reserves the right to reject any and all bids or proposals and to waive any technicalities or informalities associated with the bid or proposal, and to make the award that it deems is in the best interest of the County.
- B. Cause for rejection: Bids that do not include the items listed in 1.9 below will be rejected.

1.2 BID INFORMATION

- A. Bidder: \_\_\_\_\_.
- B. Project Name: Bulloch County Agri-Business Center Roof Repairs
- C. Project Location: 151 Langston Chapel Road, Statesboro GA 30458
- D. Owner: Bulloch County
- E. Roof Consultant: Lyon & Associates, LLC

1.2 CERTIFICATIONS AND BASE BID

- A. Bulloch County Agri-Business Center Roof Repairs: Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Lyon and Associates, LLC and their consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

- 1. \_\_\_\_\_ Dollars  
(\$\_\_\_\_\_).
- 2. The above amount may be modified by amounts indicated by the Bidder on the attached Document 004322 "Unit Prices Form".
- 3. Manufacturer of Roof System Bid:  
\_\_\_\_\_

1.3 INSURANCE

- A. Contractor has and maintains insurance coverage with a company or companies authorized to do business in the state of Georgia as follows:
  - 1. Statutorily required workers' compensation insurance.

2. Commercial general liability insurance, with an endorsement and shall name the Bulloch County as an additional insured, and with limits of not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate.
3. Motor vehicle liability insurance with limits of not less than \$1,000,000.00 for bodily injury to or death of one person in any one accident, and not less than \$2,000,000.00 because of bodily injury to or death of two or more persons in any one accident; and not less than \$250,000.00 because of injury to or destruction of property.

#### 1.4 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached bid bond, as liquidated damages for such failure, constituting five percent (5%) of the Base Bid amount listed in item 1.2.A.1 above.
- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return the bid bond.

#### 1.5 TIME OF COMPLETION

- A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Consultant, and shall fully complete the Work within:
  1. Bulloch County Agri-Business Center: 30 days

#### 1.6 LIQUIDATED DAMAGES

- A. Contractor will be liable for liquidated damages of \$300 per day if the project is not substantially completed within 30 calendar days of written "Notice to Proceed". Allowances will be made for any days within this time period that are unsuitable due to weather and will not be counted against the contractor. Contractor is required to keep an accounting of weather related delays.
- B. Definition of "substantial completion" for purposes of assessing liquidated damages: All work is complete with the exception of punch list items.

#### 1.7 ACKNOWLEDGEMENT OF ADDENDA

- A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:
  1. Addendum No. 1, dated \_\_\_\_\_.
  2. Addendum No. 2, dated \_\_\_\_\_.
  3. Addendum No. 3, dated \_\_\_\_\_.

4. Addendum No. 4, dated \_\_\_\_\_.

1.8 CONTRACTOR'S LICENSE

- A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in Georgia, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1.9 ITEMS TO BE INCLUDED IN BID ENVELOPE

- A. Bid form
- B. General Liability Insurance Certificate
- C. Unit Price Form
- D. Contractor E-Verify Affidavit
- E. Contractor Non-Collusion Affidavit
- F. Vendor Declaration
- G. Bid Bond
- H. Letter from Roof Coating Manufacturer (not supplier) indicating that contractor is certified to install specified roof system.

1.10 BID SUPPLEMENTS

- A. The following supplements are a part of this Bid Form and are attached hereto.
  - 1. Bid Form Supplement - Unit Prices.
  - 2. Bid Form Supplement - Bid Bond Form (AIA Document A310, provided by the contractor).

1.11 SUBMISSION OF BID

Respectfully submitted this \_\_\_\_ day of \_\_\_\_\_, 2019.

Submitted By: \_\_\_\_\_  
(Name of bidding firm or corporation)

Authorized  
Signature: \_\_\_\_\_  
(Handwritten signature)

Signed By: \_\_\_\_\_

(Type or print name)

Title: \_\_\_\_\_  
(Owner/Partner/President/Vice President)

Witness By: \_\_\_\_\_  
(Handwritten signature)

Attest: \_\_\_\_\_  
(Handwritten signature)

By: \_\_\_\_\_  
(Type or print name)

Title: \_\_\_\_\_  
(Corporate Secretary or Assistant Secretary)

Street Address: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone: \_\_\_\_\_

License No.: \_\_\_\_\_

Federal ID No.: \_\_\_\_\_

(Affix Corporate Seal Here)

END OF DOCUMENT



DOCUMENT 004313 - BID SECURITY FORMS

1.1 BID FORM SUPPLEMENT

- A. A completed bid bond form is required to be attached to the Bid Form.

1.2 BID BOND FORM

- A. AIA Document A310, "Bid Bond," is the recommended form for a bid bond. A bid bond acceptable to Owner, or other bid security as described in the Instructions to Bidders, is required to be attached to the Bid Form as a supplement.
- B. Copies of AIA standard forms may be obtained from The American Institute of Architects; [www.aia.org/contractdocs/purchase/index.htm](http://www.aia.org/contractdocs/purchase/index.htm); email: [docspurchases@aia.org](mailto:docspurchases@aia.org); (800) 942-7732.

END OF DOCUMENT 004313

DOCUMENT 004322 - UNIT PRICES FORM

1.1 BID INFORMATION

- A. Bidder: \_\_\_\_\_.
- B. Project Name: Bulloch County Agri-Business Center Roof Repairs
- C. Project Location: 151 Langston Chapel Road, Statesboro GA 30458
- D. Owner: Bulloch County
- E. Roof Consultant: Lyon & Associates, LLC

1.2 BID FORM SUPPLEMENT

- A. This form is required to be attached to the Bid Form.
- B. The undersigned Bidder proposes the amounts below be added to or deducted from the Contract Sum on performance and measurement of the individual items of Work and for adjustment of the quantity given in the Unit-Price Allowance for the actual measurement of individual items of the Work.

1.3 UNIT PRICES

- A. Unit Price No. 1: Replace existing modified bitumen roof in kind.
  - 1. \_\_\_\_\_ Dollars (\$\_\_\_\_\_) per square foot.

1.4 SUBMISSION OF BID SUPPLEMENT

Respectfully submitted this \_\_\_\_ day of \_\_\_\_\_, 2019.

Submitted By: \_\_\_\_\_  
(Insert name of bidding firm or corporation)

Authorized  
Signature: \_\_\_\_\_  
(Handwritten signature)

Signed By: \_\_\_\_\_  
(Type or print name)

Title: \_\_\_\_\_  
(Owner/Partner/President/Vice President)

END OF DOCUMENT 004322

SECTION 011000 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section Includes:

1. Project information.
2. Work covered by Contract Documents.
3. Access to site.
4. Coordination with occupants.
5. Work restrictions.
6. Specification and drawing conventions.
7. Miscellaneous provisions.

B. Related Requirements:

1. Section 015000 "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.3 PROJECT INFORMATION

A. Project Identification: Bulloch County Agri-Business Center Roof Repairs

1. Project Locations:

B. Owner: Bulloch County

1. Owner's Representative: David Campbell, Bulloch County.

C. Roof Consultant: Lyon & Associates, LLC.

D. Existing Construction:

1. This information is based upon sampling of the existing roof system(s) and visual inspection and is provided as a courtesy to the bidders. Contractors are responsible for verifying existing construction.

2. Steel Deck (original construction): approximately 5" of rigid board insulation, 2-ply modified bitumen roof.

#### 1.4 WORK COVERED BY CONTRACT DOCUMENTS

- A. The Work of Project is defined by the Contract Documents and consists of the following (Numbered sequence is not necessarily indicative of workflow):

1. General:

- a. Contractor is to verify that all roof drains and scuppers are free of debris and free flowing prior to the start of work and at the end of the project. Owner and Consultant are to be notified of any drainage related issues.

2. Roof Repairs:

- a. Prepare roof surfaces for the installation of the roof coating system. Prime surfaces with manufacturer's approve primer (where required).
- b. Neatly delineate the repair areas by using tape at perimeter of all repairs. Remove tape after repair material has cured.
- b. Install silicone base coat over roof surface.
- c. Install fabric reinforcement (drain areas only)
- d. Install top silicone top coat over roof surface.

3. Pitch Pans:

- a. Refill all pitch pans with pourable sealer

4. Roof Replacement:

- a. Include in bid the cost to replace 250 square feet of roofing and insulation. Material is to be replaced "in kind" where possible to match existing roof plane. Existing insulation is approximately 5" thick. Cover board is required immediately under modified bitumen roof membrane.

B. Type of Contract:

1. Project will be constructed under a single prime contract.

#### 1.5 ACCESS TO SITE

- A. General: Contractor shall have limited use of Project site for construction operations as indicated on Drawings by the Contract limits and as indicated by requirements of this Section.

- B. Use of Site: Limit use of Project site to areas within the Contract limits indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
  - 1. Limits: Confine construction operations to roofs and designated staging and storage areas.
  - 2. Driveways, Walkways and Entrances: Keep driveways, loading areas, and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.
    - a. Schedule deliveries to minimize use of driveways and entrances by construction operations.
    - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
    - c. The owner will provide adequate space in the adjacent parking lot for storage and staging of this project.
    - d. There are no work hour restrictions for this project.
- C. Condition of Existing Building: Maintain the portions of the building affected by construction operations in a weathertight condition throughout construction period. Repair damage caused by construction operations.

#### 1.6 COORDINATION WITH OCCUPANTS

- A. Full Owner Occupancy: Owner will occupy site and existing building(s) during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits unless otherwise indicated.
  - 1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and approval of authorities having jurisdiction.

#### 1.7 CONTRACTOR'S USE OF PREMISES

- A. The use of tobacco products is prohibited on Bulloch County Property.
- B. Employee Identification: Provide identification tags for Contractor personnel working on Project site. Require personnel to use identification tags at all times.
- C. Employee Screening: Comply with Owner's requirements for drug and background screening of Contractor personnel working on Project site.
  - 1. Maintain list of approved screened personnel with Owner's representative.
- D. Contractor is to provide OSHA approved hard hats for all crew members working on the roof. This is mandatory.

- E. Contractor is liable for any damage to the building, building content, and/or occupants resulting from work under this contract. Contractor is to take all necessary precautions to protect the building, its contents and occupants during the construction period.
- F. The building's contents are highly susceptible to damage caused by moisture infiltration. The contractor is to take all reasonable measures roof side, to prevent water from entering the building. Any water entering the building as a result of reroofing operations will cause all work to stop until the moisture entry problem is resolved to the owner's satisfaction.
- G. Contractor is to make site visit(s) during and after rain events to ensure no water has entered the building. Contractor is to be prepared to make temporary repairs on a wet roof surface with materials intended for such use.
- H. Contractor and his personnel are to lock their vehicles and other mechanical or motorized construction equipment when parked and unattended. Do not leave vehicles or equipment with motor running or ignition key in place.
- I. Utilities and Services: The Contractor will be provided water to the extent of the existing sources. The Contractor shall be responsible for any taps or connections that may be needed or desired by him. He is also responsible for getting the service to any location where needed or desired. The contractor will be provided, without charge, reasonable quantities of available utilities, however, if services are abused, they will be withdrawn. The Contractor shall provide temporary portable electric generators for electricity required during construction.
- J. Contractor's Conduct: The following is expressed to the Contractor and he is asked to ensure that all employees, subcontractors, and suppliers are aware of these warnings:
  - 1. No drugs, alcohol, or firearms will be permitted on the Owner's property.
  - 2. There will be no fraternizing with the occupants of the building.
  - 3. The Contractor, subcontractors, and suppliers are to exercise care in the placement and storage of materials and equipment. The Owner is in no way responsible for loss of material and equipment as a result of being left unattended or misplaced.
  - 4. The use of foul, obscene, or abusive language is strictly prohibited on the Owner's property.

## 1.8 SPECIFICATION AND DRAWING CONVENTIONS

- A. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
  - 1. Imperative mood and streamlined language are generally used in the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
  - 2. Specification requirements are to be performed by Contractor unless specifically stated otherwise.

- B. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.
- C. Drawing Coordination: Requirements for materials and products identified on Drawings are described in detail in the Specifications. One or more of the following are used on Drawings to identify materials and products:
  - 1. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Sections.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 011000



## SECTION 012200 - UNIT PRICES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes administrative and procedural requirements for unit prices.
- B. Related Requirements:
  - 1. Section 012600 "Contract Modification Procedures" for procedures for submitting and handling Change Orders.
  - 2. Section 014000 "Quality Requirements" for general testing and inspecting requirements.

#### 1.3 DEFINITIONS

- A. Unit price is an amount incorporated in the Agreement, applicable during the duration of the Work as a price per unit of measurement for materials, equipment, or services, or a portion of the Work, added to or deducted from the Contract Sum by appropriate modification, if the scope of Work or estimated quantities of Work required by the Contract Documents are increased or decreased.

#### 1.4 PROCEDURES

- A. Unit prices include all necessary material, plus cost for delivery, installation, insurance, applicable taxes, overhead, and profit.
- B. Measurement and Payment: See individual Specification Sections for work that requires establishment of unit prices. Methods of measurement and payment for unit prices are specified in those Sections.
- C. Owner reserves the right to reject Contractor's measurement of work-in-place that involves use of established unit prices and to have this work measured, at Owner's expense, by an independent surveyor acceptable to Contractor.
- D. List of Unit Prices: A schedule of unit prices is included in Part 3. Specification Sections referenced in the schedule contain requirements for materials described under each unit price.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF UNIT PRICES

A. Unit Price No. 1: Roof Replacement in Kind.

1. Description: Removal and replacement, in kind, of wet / deteriorated insulation and roofing to the point where it is no longer deemed a suitable substrate for the roof coating.
2. Unit of Measurement: Square foot
3. Lump sum to be included in base bid: 250 square feet x unit price per square foot.
4. Contractor will be required to supply additional deck replacement at the unit price per square foot.
5. If the allowed quantity of 250 square feet is not utilized, the difference will be returned to the owner (amount not utilized multiplied by the unit price per square foot).

END OF SECTION 012200

## SECTION 013100 - PROJECT MANAGEMENT AND COORDINATION

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes administrative provisions for coordinating construction operations on Project including, but not limited to, the following:
  - 1. General coordination procedures.
  - 2. Coordination drawings.
  - 3. Requests for Information (RFIs).
  - 4. Project meetings.
- B. Related Requirements:
  - 1. Section 017300 "Execution" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.
  - 2. Section 017700 "Closeout Procedures" for coordinating closeout of the Contract.

#### 1.3 DEFINITIONS

- A. RFI: Request from Owner, Roof Consultant, or Contractor seeking information required by or clarifications of the Contract Documents.

#### 1.4 GENERAL COORDINATION PROCEDURES

- A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations, included in different Sections that depend on each other for proper installation, connection, and operation.
  - 1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
  - 2. Coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair.
  - 3. Make adequate provisions to accommodate items scheduled for later installation.
- B. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:

1. Preparation of Contractor's construction schedule. A graphical project schedule by major task is to be sent to Bulloch County and Lyon & Associates on a weekly basis.
2. Preparation of the schedule of values.
3. Installation and removal of temporary facilities and controls.
4. Delivery and processing of submittals.
5. Progress meetings.
6. Preinstallation conferences.
7. Project closeout activities.

#### 1.5 REQUESTS FOR INFORMATION (RFIs)

- A. General: Immediately on discovery of the need for additional information or interpretation of the Contract Documents, Contractor shall prepare and submit an RFI in the form specified.
1. Roof Consultant will return RFIs submitted to Roof Consultant by other entities controlled by Contractor with no response.
  2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.
- B. Content of the RFI: Include a detailed, legible description of item needing information or interpretation and the following:
1. Project name.
  2. Project number.
  3. Date.
  4. Name of Contractor.
  5. Name of Roof Consultant.
  6. RFI number, numbered sequentially.
  7. RFI subject.
  8. Specification Section number and title and related paragraphs, as appropriate.
  9. Drawing number and detail references, as appropriate.
  10. Field dimensions and conditions, as appropriate.
  11. Contractor's suggested resolution. If Contractor's suggested resolution impacts the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
  12. Contractor's signature.
  13. Attachments: Include sketches, descriptions, measurements, photos, Product Data, Shop Drawings, coordination drawings, and other information necessary to fully describe items needing interpretation.
    - a. Include dimensions, thicknesses, structural grid references, and details of affected materials, assemblies, and attachments on attached sketches.
- C. RFI Forms: Form acceptable to Roof Consultant.
1. Attachments shall be electronic files in Adobe Acrobat PDF format.
- D. Roof Consultant's Action: Roof Consultant will review each RFI, determine action required, and respond. Allow 5 working days for Roof Consultant's response for each

RFI. RFIs received by Roof Consultant after 1:00 p.m. will be considered as received the following working day.

1. The following Contractor-generated RFIs will be returned without action:
  - a. Requests for approval of submittals.
  - b. Requests for approval of substitutions.
  - c. Requests for approval of Contractor's means and methods.
  - d. Requests for coordination information already indicated in the Contract Documents.
  - e. Requests for adjustments in the Contract Time or the Contract Sum.
  - f. Requests for interpretation of Roof Consultant's actions on submittals.
  - g. Incomplete RFIs or inaccurately prepared RFIs.
2. Roof Consultant's action may include a request for additional information, in which case Roof Consultant's time for response will date from time of receipt of additional information.
3. Roof Consultant's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to Section 012600 "Contract Modification Procedures."
  - a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Roof Consultant in writing within 5 days of receipt of the RFI response.

## 1.6 PROJECT MEETINGS

- A. General: Schedule and conduct meetings and conferences at Project site unless otherwise indicated.
  1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify Owner and Roof Consultant of scheduled meeting dates and times.
  2. Agenda: Prepare the meeting agenda. Distribute the agenda to all invited attendees.
  3. Minutes: Entity responsible for conducting meeting will record significant discussions and agreements achieved. Distribute the meeting minutes to everyone concerned, including Owner and Roof Consultant, within three days of the meeting.
- B. Preconstruction Conference: Roof Consultant will schedule and conduct a preconstruction conference before starting construction, at a time convenient to Owner and Roof Consultant, but no later than 15 days after execution of the Agreement.
  1. Review methods and procedures related to roofing installation, including manufacturer's written instructions.
  2. Review and finalize construction schedule, and verify availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.
  3. Review structural loading limitations of roof deck during and after roofing.

4. Review base flashings, special roofing details, roof drainage, roof penetrations, equipment curbs, and condition of other construction that affects roofing system.
  5. Review governing regulations and requirements for insurance and certificates if applicable.
  6. Review temporary protection requirements for roofing system during and after installation.
  7. Agenda: Discuss items of significance that could affect progress, including the following:
    - a. Tentative construction schedule.
    - b. Designation of key personnel and their duties.
    - c. Lines of communications.
    - d. Procedures for processing field decisions and Change Orders.
    - e. Procedures for RFIs.
    - f. Procedures for testing and inspecting.
    - g. Procedures for processing Applications for Payment.
    - h. Distribution of the Contract Documents.
    - i. Submittal procedures.
    - j. Use of the premises.
    - k. Work restrictions.
    - l. Working hours.
    - m. Owner's occupancy requirements.
    - n. Responsibility for temporary facilities and controls.
    - o. Procedures for moisture and mold control.
    - p. Procedures for disruptions and shutdowns.
    - q. Construction waste management and recycling.
    - r. Parking availability.
    - s. Storage areas.
    - t. Equipment deliveries and priorities.
    - u. First aid.
    - v. Security.
    - w. Progress cleaning.
  8. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes.
- C. Project Closeout Conference: Schedule and conduct a project closeout conference, at a time convenient to Owner and Roof Consultant, but no later than 15 days prior to the scheduled date of Substantial Completion.
1. Conduct the conference to review requirements and responsibilities related to project closeout.
  2. Attendees: Authorized representatives of Owner, Roof Consultant, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the meeting. Participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
  3. Agenda: Discuss items of significance that could affect or delay Project closeout, including the following:
    - a. Preparation of record documents.
    - b. Procedures required prior to inspection for Substantial Completion and for final inspection for acceptance.
    - c. Submittal of written warranties.

- d. Requirements for preparing operations and maintenance data.
  - e. Requirements for delivery of material samples, attic stock, and spare parts.
  - f. Requirements for demonstration and training.
  - g. Preparation of Contractor's punch list.
  - h. Procedures for processing Applications for Payment at Substantial Completion and for final payment.
  - i. Submittal procedures.
  - j. Coordination of separate contracts.
  - k. Owner's partial occupancy requirements.
  - l. Installation of Owner's furniture, fixtures, and equipment.
  - m. Responsibility for removing temporary facilities and controls.
4. Minutes: Entity conducting meeting will record and distribute meeting minutes.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013100

## SECTION 013300 - SUBMITTAL PROCEDURES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes requirements for the submittal schedule and administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.

### PART 2 - PRODUCTS

#### 2.1 SUBMITTAL PROCEDURES

- A. General Submittal Procedure Requirements: Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections. Retain one of first two subparagraphs below if required.
  - 1. All submittals are to be made prior to the preconstruction meeting.
  - 2. Submit electronic submittals via email as PDF electronic files.
- B. Fall Protection Program: Contractor is to submit detailed fall protection plan for approval prior to commencement of work.
  - 1. Submit Fall Protection Plan in the following format:
    - a. PDF electronic file.
- C. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
  - 1. If information must be specially prepared for submittal because standard published data are not suitable for use, submit as Shop Drawings, not as Product Data.
  - 2. Mark each copy of each submittal to show which products and options are applicable.
  - 3. Include the following information, as applicable:
    - a. Manufacturer's catalog cuts.
    - b. Manufacturer's product specifications.
    - c. Standard color charts.
    - d. Statement of compliance with specified referenced standards.
    - e. Availability and delivery time information.
    - f. Warranties.
  - 4. Submit Product Data in the following format:



- a. PDF electronic file.
- D. Shop Drawings: Prepare Project-specific information. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data.
1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
    - a. Identification of products.
    - b. Compliance with specified standards.
    - c. Notation of dimensions established by field measurement.
    - d. Relationship and attachment to adjoining construction clearly indicated.
  2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches (215 by 280 mm), but no larger than 30 by 42 inches (750 by 1067 mm).
  3. Submit Shop Drawings in the following format:
    - a. PDF electronic file.
  4. Submit shop drawings for the following details:
    - a. New metal counterflashing
    - b. New plumbing vents
    - c. New stack flashing base
    - d. New downspouts
    - e. Base flashings at coping locations.
    - f. Base flashings at curb locations.
    - g. Insulation cricket.
- E. Installer Certificates: Submit written statements on manufacturer's letterhead certifying that Installer complies with requirements in the Contract Documents and is authorized by manufacturer for this specific Project.
- F. Manufacturer Certificates: Submit written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents.

### PART 3 - EXECUTION

#### 3.1 ROOF CONSULTANT'S ACTION

- A. Roof Consultant will review each submittal, make marks to indicate corrections or revisions required, and return it. Roof Consultant will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action.

FOREMAN'S STATEMENT  
BULLOCH COUNTY AGRI-BUSINESS CENTER  
ROOF REPAIR PROJECT  
STATESBORO, GA 30458

I, \_\_\_\_\_ (Name), an employee of \_\_\_\_\_  
(Contractor)

hereby state that I have my own personal copy of the project specifications and drawings, have thoroughly read them and have visited the work site.

By: \_\_\_\_\_

Date: \_\_\_\_\_

END OF SECTION 01330

## SECTION 014000 - QUALITY REQUIREMENTS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes administrative and procedural requirements for quality assurance and quality control.
- B. Testing and inspecting services may be retained to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
  - 1. Specific quality-assurance and -control requirements for individual construction activities are specified in the Sections that specify those activities.
  - 2. Tests, inspections, and related actions do not limit Contractor's other quality-assurance and -control procedures that facilitate compliance with the Contract Document requirements.
  - 3. Requirements for Contractor to provide quality-assurance and -control services required by Roof Consultant, Owner, or authorities having jurisdiction are not limited by provisions of this Section.
  - 4. Specific test and inspection requirements are not specified in this Section.

#### 1.3 DEFINITIONS

- A. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.
- B. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Services do not include contract enforcement activities performed by Roof Consultant.
- C. Field Quality-Control Testing: Tests and inspections that are performed on-site for installation of the Work and for completed Work.
- D. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.

- E. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, and similar operations.
  - 1. Use of trade-specific terminology in referring to a trade or entity does not require that certain construction activities be performed by accredited or unionized individuals, or that requirements specified apply exclusively to specific trade(s).
- F. Experienced: When used with an entity or individual, "experienced" means having successfully completed a minimum of five previous projects similar in nature, size, and extent to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.

#### 1.4 CONFLICTING REQUIREMENTS

- A. Referenced Standards: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer conflicting requirements that are different, but apparently equal, to Roof Consultant for a decision before proceeding.
- B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to Roof Consultant for a decision before proceeding.

#### 1.5 INFORMATIONAL SUBMITTALS

- A. Contractor's Quality-Control Plan: For quality-assurance and quality-control activities and responsibilities.
- B. Testing Agency Qualifications: For testing agencies specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.

#### 1.6 CONTRACTOR'S QUALITY-CONTROL PLAN

- A. Quality-Control Plan, General: Submit quality-control plan within 10 days of Notice to Proceed, and not less than five days prior to preconstruction conference. Submit in format acceptable to Roof Consultant. Identify personnel, procedures, controls, instructions, tests, records, and forms to be used to carry out Contractor's quality-assurance and quality-control responsibilities. Coordinate with Contractor's construction schedule.

- B. Continuous Inspection of Workmanship: Describe process for continuous inspection during construction to identify and correct deficiencies in workmanship in addition to testing and inspection specified. Indicate types of corrective actions to be required to bring work into compliance with standards of workmanship established by Contract requirements and approved mockups.

## 1.7 REPORTS AND DOCUMENTS

- A. Manufacturer's Technical Representative's Field Reports: Prepare written information documenting manufacturer's technical representative's tests and inspections specified in other Sections. Include the following:
  - 1. Name, address, and telephone number of technical representative making report.
  - 2. Statement on condition of substrates and their acceptability for installation of product.
  - 3. Statement that products at Project site comply with requirements.
  - 4. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
  - 5. Results of operational and other tests and a statement of whether observed performance complies with requirements.
  - 6. Statement whether conditions, products, and installation will affect warranty.
  - 7. Other required items indicated in individual Specification Sections.
- B. Permits, Licenses, and Certificates: For Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents, established for compliance with standards and regulations bearing on performance of the Work.

## 1.8 QUALITY ASSURANCE

- A. General: Qualifications paragraphs in this article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.
- B. Manufacturer Qualifications: A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- C. Fabricator Qualifications: A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- D. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.
- E. Testing Agency Qualifications: An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspecting indicated, as

documented according to ASTM E 329; and with additional qualifications specified in individual Sections; and, where required by authorities having jurisdiction, that is acceptable to authorities.

1. NRTL: A nationally recognized testing laboratory according to 29 CFR 1910.7.
2. NVLAP: A testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program.

- F. Manufacturer's Technical Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to observe and inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.

## 1.9 QUALITY CONTROL

- A. Owner Responsibilities: Where quality-control services are indicated as Owner's responsibility, Owner will engage a qualified testing agency to perform these services.
1. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor, and the Contract Sum will be adjusted by Change Order.
- B. Manufacturer's Technical Services: Where indicated, engage a manufacturer's technical representative to observe and inspect the Work. Manufacturer's technical representative's services include participation in preinstallation conferences, examination of substrates and conditions, verification of materials, observation of Installer activities, inspection of completed portions of the Work, and submittal of written reports.
- C. Retesting/Reinspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.
- D. Testing Agency Responsibilities: Cooperate with Roof Consultant and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
1. Notify Roof Consultant and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
  2. Determine the location from which test samples will be taken and in which in-situ tests are conducted.
  3. Conduct and interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from requirements.
  4. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
  5. Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.
  6. Do not perform any duties of Contractor.

- E. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and -control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.
  - 1. Schedule times for tests, inspections, obtaining samples, and similar activities.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 REPAIR AND PROTECTION

- A. General: On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.
  - 1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible. Comply with the Contract Document requirements for cutting and patching in Section 017300 "Execution."
- B. Protect construction exposed by or for quality-control service activities.
- C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION 014000

## SECTION 015000 - TEMPORARY FACILITIES AND CONTROLS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes requirements for temporary utilities, support facilities, and security and protection facilities.
- B. Related Requirements:
  - 1. Section 011000 "Summary" for work restrictions and limitations on utility interruptions.

#### 1.3 SUBMITTALS

- A. Site Plan: Show temporary facilities, utility hookups, staging areas, and parking areas for construction personnel.
- B. Fire-Safety Program: Show compliance with requirements of NFPA 241 and authorities having jurisdiction. Indicate Contractor personnel responsible for management of fire-prevention program.
- C. Moisture-Protection Plan: Describe procedures and controls for protecting materials and construction from water absorption and damage.
  - 1. Describe delivery, handling, and storage provisions for materials subject to water absorption or water damage.
  - 2. Indicate procedures for discarding water-damaged materials, protocols for mitigating water intrusion into completed Work, and replacing water-damaged Work.

### PART 2 - PRODUCTS

#### 2.1 EQUIPMENT

- A. Fire Extinguishers: Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.



### PART 3 - EXECUTION

#### 3.1 INSTALLATION, GENERAL

- A. Locate facilities where they will serve Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required by progress of the Work.
  - 1. Locate facilities to limit site disturbance as specified in Section 011000 "Summary."
- B. Provide each facility ready for use when needed to avoid delay. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.

#### 3.2 TEMPORARY SANITARY FACILITIES

- A. Contractor is to provide and maintain portable toilet facilities for use by its personnel during the construction period. Facilities are to be maintained in a sanitary condition at all times. Owner will determine location.

#### 3.3 SUPPORT FACILITIES INSTALLATION

- A. Parking: Use designated areas of Owner's existing parking areas for construction personnel.
- B. Waste Disposal Facilities: Comply with requirements specified in Section 017419 "Construction Waste Management and Disposal."
- C. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction. Comply with progress cleaning requirements in Section 017300 "Execution."
- D. Lifts and Hoists: Provide facilities necessary for hoisting materials and personnel.
  - 1. Truck cranes and similar devices used for hoisting materials are considered "tools and equipment" and not temporary facilities.
- E. Contractor is to provide exterior access to roof for his personnel in a manner that meets all local, state, and federal safety regulations. The use of a temporary stair tower may be required if access by ladder does not meet these safety requirements.

#### 3.4 FIRE PREVENTION:

- A. Contractor will provide properly sized fire extinguisher at each area where work with hot materials or an open flame is taking place.

- B. Contractor is to follow fire prevention requirements of authorities having jurisdiction.

### 3.5 SECURITY AND PROTECTION OF FACILITIES

- A. Protection of Existing Facilities: Protect existing vegetation, equipment, structures, utilities, and other improvements at Project site and on adjacent properties, except those indicated to be removed or altered. Repair damage to existing facilities.
- B. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction as required to comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.
  - 1. Comply with work restrictions specified in Section 011000 "Summary."
- C. Project Enclosure Fence: Before construction operations begin, furnish and install site enclosure fence in a manner that will prevent people and animals from easily entering project storage and staging location.
  - 1. Extent of Fence: As required to enclose project storage and staging area or portion determined sufficient to accommodate construction operations. Temporary lightweight barrier fencing (min. 5' high) is acceptable. Fence is to be covered in green opaque fabric.
- D. Ladders are to be taken down at the end each work day and securely stored.
- E. All construction related debris is to be picked up and placed in the contractor's waste container at the end of each working day.

### 3.6 OPERATION, TERMINATION, AND REMOVAL

- A. Termination and Removal: Remove each temporary facility when need for its service has ended.

END OF SECTION 015000

## SECTION 017300 - EXECUTION

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes general administrative and procedural requirements governing execution of the Work including, but not limited to, the following:
  - 1. Progress cleaning.
  - 2. Protection of installed construction.
- B. Related Requirements:
  - 1. Section 011000 "Summary" for limits on use of Project site.
  - 2. Section 024119 "Selective Demolition" for demolition and removal of selected portions of the building.

#### 1.3 QUALITY ASSURANCE

- A. Manufacturer's Installation Instructions: Obtain and maintain on-site manufacturer's written recommendations and instructions for installation of products and equipment.

### PART 2 - PRODUCTS

#### 2.1 MATERIALS

- A. General: Comply with requirements specified in other Sections.

### PART 3 - EXECUTION

#### 3.1 EXAMINATION

- A. Examination and Acceptance of Conditions:
  - 1. Examine walls and roofs for suitable conditions where products and systems are to be installed.

2. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.

- B. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

### 3.2 PREPARATION

- A. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- B. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents caused by differing field conditions outside the control of Contractor, submit a request for information to Roof Consultant according to requirements in Section 013100 "Project Management and Coordination."

### 3.3 PROGRESS CLEANING

- A. General: Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.
  1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
- B. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
  1. Remove liquid spills promptly.
  2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- C. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- D. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- E. Waste Disposal: Do not wash waste materials down sewers or into waterways. Comply with waste disposal requirements in Section 015000 "Temporary Facilities and Controls." Section 017419 "Construction Waste Management and Disposal."
- F. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.

- G. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period.
- H. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.
- I. Contractor shall inspect roof drainage system and ensure all drains are open and free flowing.

#### 3.4 PROTECTION OF INSTALLED CONSTRUCTION

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.

END OF SECTION 017300

## SECTION 017400 - WARRANTIES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Upon completion of the work and prior to the final payment, the Contractor shall submit the following items to the Consultant:
  - 1. Copies of all manufacturers' punch lists and documentation of completion.
  - 2. Copies of all punch lists prepared by the Consultant and documentation of completion.
  - 3. Manufacturer's statement that the project has been inspected by the manufacturer's authorized representative and is suitable for warranty.
  - 4. Manufacturer's special labor and material warranty to Owner.
  - 5. Contractor's warranty to Owner

#### 1.3 RELATED SECTIONS

- A. Section 017700 "Closeout Procedures" for submitting final property survey with Project Record Documents, recording of Owner-accepted deviations from indicated lines and levels, and final cleaning.

#### 1.4 WARRANTIES

- A. Comply with the General Conditions of the Contract concerning warranties. The Contractor shall agree that the work covered under this Contract shall remain free from any water penetration and physical defects caused by defective workmanship or materials for a period of 2 years from the date of final acceptance by Owner.
- B. Emergency repairs to defects and leaks shall be performed within two working days of receiving notice from Owner. As soon as weather permits, permanent repairs and restoration of affected areas shall be accomplished in a manner in conformance with the original Contract requirements. This work shall be done without additional cost to the Owner, except if it is determined that such leaks and defects were caused by abuse, lightning, hurricane, tornado, hail storm, or other unusual phenomena.
- C. In addition, the Contractor and Owner's representative shall conduct an inspection approximately 30 days prior to the end of the Contractor's warranty to determine the present physical condition of the roofing system. The Owner's representative shall then

submit a written report as to the findings of this inspection. The Roofing Contractor, at his own expense, shall repair any defects covered under the scope of this contract.

- D. The warranties shall also state that the Owner has the right, at any time during the two (2) year Contractor's warranty period, to make emergency repairs to protect the contents of the building or the building itself from damage due to leaking. The cost of emergency repairs made during the first two years of the warranty period shall be borne by the Contractor and action by the Owner shall not invalidate the warranty.
- F. Starting dates of all warranties shall be the date of the final inspection and Owner acceptance.

PART 2 - PRODUCTS (NOT USED)

PART 3 - EXECUTION (NOT USED)

**(CONTRACTOR'S LETTERHEAD)  
TWO YEAR WARRANTY**

Known all men by these presents, that we, (Contractor), having installed insulation, roofing, flashing, and sheet metal work, and having accomplished certain other work on the Bulloch County facilities known as Agri-Business Center, Statesboro, GA 30458 under contract between the Bulloch County and (Contractor), warrant to Bulloch County with respect to said work that for a period of two years from date of final acceptance of said work, the roofing restoration system shall be absolutely watertight and free from all leaks, provided however that the following are excluded from this warranty:

- a. Defects or failures resulting from abuse by the Owner.
- b. Defects in design involving failure of (1) structural frame, (2) load-bearing walls, and (3) foundations.
- c. Damage caused by fire, tornado, hurricane, acts of God, wars, riots, or civil commotion.

We, (Contractor), agree that should any leaks occur in the roofing, we will promptly remedy said leaks in a manner to restore the roof to a watertight condition by methods compatible to the system and acceptable under industry standards and general practice.

We, (Contractor), further agree that for a period of two years from date of final acceptance referred to above, we will make repairs at no expense to the Owner, to any defects which may develop in the work including, but not limited to, blisters, wrinkles, ridges, splits, disbanded or loose insulation, and loose membrane flashing and/or metal flashings, in a manner compatible to the system and acceptable under industry standards and general practice.

We, (Contractor), also agree that the Owner has the right, at any time during the two-year warranty period, to make emergency repairs to protect the contents of the building or the building itself from damage due to leaking. The cost of emergency repairs made during the first two years of the warranty period shall be borne by the Contractor and action by the Owner shall not invalidate the warranty.

IN WITNESS WHEREOF, we have caused this instrument to be duly executed, this \_\_\_\_\_ day

of \_\_\_\_\_, 2019.

CONTRACTOR:

WITNESS:

\_\_\_\_\_

\_\_\_\_\_

by \_\_\_\_\_  
President (Owner)

\_\_\_\_\_  
Notary Public

END OF SECTION 17400



## SECTION 017419 - CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes administrative and procedural requirements for the following:
  - 1. Disposing of nonhazardous demolition and construction waste.
- B. Related Requirements:
  - 1. Section 024119 "Selective Demolition" for disposition of waste resulting from partial demolition of buildings, structures, and site improvements.

#### 1.3 DEFINITIONS

- A. Construction Waste: Building and site improvement materials and other solid waste resulting from construction, remodeling, renovation, or repair operations. Construction waste includes packaging.
- B. Demolition Waste: Building and site improvement materials resulting from demolition or selective demolition operations.
- C. Disposal: Removal off-site of demolition and construction waste and subsequent sale, recycling, reuse, or deposit in landfill or incinerator acceptable to authorities having jurisdiction.

### PART 2 - PRODUCTS (Not Used)

### PART 3 - EXECUTION

#### 3.1 WASTE CONTAINMENT

- A. Contractor will provide a waste container of adequate size to contain all demolition waste.
- B. Contractor may use dump truck in lieu of dumpster provided all demolition waste is properly contained.

3.2 DISPOSAL OF WASTE

- A. Disposal: Remove waste materials from Owner's property and legally dispose of them.

END OF SECTION 017419

## SECTION 017700 - CLOSEOUT PROCEDURES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:
  - 1. Substantial Completion procedures.
  - 2. Final completion procedures.
  - 3. Warranties.
  - 4. Final cleaning.
  - 5. Repair of the Work.
- B. Related Requirements:
  - 1. Section 017300 "Execution" for progress cleaning of Project site.

#### 1.3 SUBMITTALS

- A. Contractor's List of Incomplete Items: Initial submittal at Substantial Completion.

#### 1.4 SUBSTANTIAL COMPLETION PROCEDURES

- A. Contractor's List of Incomplete Items: Prepare and submit a list of items to be completed and corrected (Contractor's punch list), indicating the value of each item on the list and reasons why the Work is incomplete.
- B. Submittals Prior to Substantial Completion: Complete the following a minimum of 5 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
  - 1. Submit closeout submittals specified in individual Sections, including specific warranties, and similar documents.
- C. Procedures Prior to Substantial Completion: Complete the following a minimum of 5 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
  - 1. Terminate and remove temporary facilities from Project site.
  - 2. Complete final cleaning requirements, including touchup painting.

3. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.
- D. Inspection: Submit a written request for inspection to determine Substantial Completion a minimum of 5 days prior to date the work will be completed and ready for final inspection and tests. On receipt of request, Roof Consultant will either proceed with inspection or notify Contractor of unfulfilled requirements. Roof Consultant will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Roof Consultant, that must be completed or corrected before certificate will be issued.
1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
  2. Results of completed inspection will form the basis of requirements for final completion.

#### 1.5 FINAL COMPLETION PROCEDURES

- A. Submittals Prior to Final Completion: Before requesting final inspection for determining final completion, complete the following:
1. Submit a final Application for Payment.
  2. Certified List of Incomplete Items: Submit certified copy of Roof Consultant's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Roof Consultant. Certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
  3. Certificate of Insurance: Submit evidence of final, continuing insurance coverage complying with insurance requirements.
- B. Inspection: Submit a written request for final inspection to determine acceptance a minimum of 5 days prior to date the work will be completed and ready for final inspection and tests. On receipt of request, Roof Consultant will either proceed with inspection or notify Contractor of unfulfilled requirements. Roof Consultant will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.
1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.

#### 1.6 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

- A. Organization of List: Include name and identification of incomplete items and items needing correction and the area of roof affected.
1. Submit list of incomplete items in the following format:
    - a. PDF electronic file. Roof Consultant will return annotated file.

### 1.7 SUBMITTAL OF PROJECT WARRANTIES

- A. Time of Submittal: Submit written warranties on request of Roof Consultant for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated, or when delay in submittal of warranties might limit Owner's rights under warranty.
- B. Submit properly executed warranties within 15 days of of roof system manufacturer's final acceptance.

### 1.8 WARRANTIES

- A. Refer to Section 1740 "Warranties", for requirements.
- B. Final payment will be made to the Contractor only after 2 copies of the warranties and guarantees have been submitted and the roofing system manufacturer acknowledges that all project related invoices have been paid. All such documents are to show the project name, location and Owner's name.

### 1.9 CLOSEOUT FORMS

- A. Final payment will be made to the Contractor only after the following forms have been submitted:
  - 1. Certificate of Substantial Completion, AIA G704
  - 2. Release of Waivers of Liens from subcontractors and suppliers.
  - 3. Contractor's Affidavit of Release of Liens, AIA G706A
  - 4. "No Asbestos" Certification (Statement on Contractor's letterhead that no asbestos containing materials were used in the completion of the Work.)
  - 5. Maintenance manual for installed roof system.
  - 6. Warranties and guarantees.
  - 7. Revise first subparagraph below to suit Project.

## PART 2 - PRODUCTS (Not Used)

## PART 3 - EXECUTION

### 3.1 FINAL CLEANING

- A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
- B. Cleaning: Employ experienced workers for final cleaning. Clean site to condition equal to its condition prior to the start of construction.
  - 1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a designated portion of Project:

- a. Clean Project site, yard, and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter, and other foreign substances.
  - b. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.
  - c. Remove tools, construction equipment, machinery, and surplus material from Project site.
- C. Construction Waste Disposal: Comply with waste disposal requirements in Section 015000 "Temporary Facilities and Controls." Section 017419 "Construction Waste Management and Disposal."

### 3.2 REPAIR OF THE WORK

- A. Complete repair and restoration operations before requesting inspection for determination of Substantial Completion.
- B. Repair or remove and replace defective construction. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment. Where damaged or worn items cannot be repaired or restored, provide replacements. Restore damaged construction and permanent facilities used during construction to specified condition.

**PARTIAL WAIVER AND RELEASE OF LIEN**

(ON CONTRACTOR'S LETTERHEAD)

The undersigned hereby acknowledges receipt of \$\_\_\_\_\_ paid by \_\_\_\_\_ on account of labor performance and materials furnished for the improvement of the following premises: Bulloch County Agri-Business Center, Statesboro GA 30458.

In consideration of that payment the undersigned hereby releases, waives and relinquishes his/its lien rights, claims or rights of lien against those premises and in favor of the Owner and all other persons, firms, partnerships or corporations.

The undersigned warrants that it/he has the right to execute this partial waiver and release. It/He warrants further that all laborers employed by the undersigned and all materials and supplies furnished by others to him/it in connection with construction of the improvements on the above described premises have been fully paid and that no security agreement has been executed by him/it covering any part of the improvements of the premises.

The undersigned does not hereby release or waive any lien, rights or claims which he/it may acquire for labor performed or materials furnished after the date of this instrument.

Signed and sealed this \_\_\_\_\_ day of 2018.

WITNESS: \_\_\_\_\_

Company/Corporation

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

Sworn to and subscribed before me this day \_\_\_\_\_ of, 2018.

Notary Public:

My Commission Expires: \_\_\_\_\_

END OF SECTION 017700

## SECTION 024119 - SELECTIVE DEMOLITION

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section Includes:
  - 1. Demolition and removal of selected portions of building or structure.
  - 2. Demolition and removal of selected site elements.
- B. Related Requirements:
  - 1. Section 011000 "Summary" for restrictions on the use of the premises, Owner-occupancy requirements, and phasing requirements.

#### 1.3 DEFINITIONS

- A. Remove: Detach items from existing construction and legally dispose of them off-site unless indicated to be removed and salvaged or removed and reinstalled.
- B. Remove and Salvage: Carefully detach from existing construction, in a manner to prevent damage, and deliver to Owner.
- C. Remove and Reinstall: Detach items from existing construction, prepare for reuse, and reinstall where indicated.
- D. Existing to Remain: Existing items of construction that are not to be permanently removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.

#### 1.4 MATERIALS OWNERSHIP

- A. Unless otherwise indicated, demolition waste becomes property of Contractor.

#### 1.5 INFORMATIONAL SUBMITTALS

- A. Predemolition Photographs or Video: Submit before Work begins.



1.6 CLOSEOUT SUBMITTALS

- A. Inventory: Submit a list of items that have been removed and salvaged.

1.7 FIELD CONDITIONS

- A. Owner will occupy building during selective demolition area. Conduct selective demolition so Owner's operations will not be disrupted.
- B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
- C. Notify Roof Consultant of discrepancies between existing conditions and Drawings before proceeding with selective demolition.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

- A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Review record documents of existing construction provided by Owner. Owner does not guarantee that existing conditions are same as those indicated in record documents.
- B. When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to Roof Consultant.
- C. Survey of Existing Conditions: Record existing conditions by use of preconstruction photographs.

3.2 PREPARATION

- A. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
  - 1. Comply with requirements for access and protection specified in Section 015000 "Temporary Facilities and Controls."

- B. Temporary Facilities: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
  - 1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.
  - 2. Provide temporary weather protection, during interval between selective demolition of existing construction on exterior surfaces and new construction, to prevent water leakage and damage to structure and interior areas.
  - 3. Protect walls, ceilings, floors, and other existing finish work that are to remain or that are exposed during selective demolition operations.

### 3.3 SELECTIVE DEMOLITION, GENERAL

- A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:
  - 1. Dispose of demolished items and materials promptly. Comply with requirements in Section 017419 "Construction Waste Management and Disposal."
- B. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition.

### 3.4 SELECTIVE DEMOLITION PROCEDURES FOR SPECIFIC MATERIALS

- A. Roofing: Remove no more existing roofing than what can be covered in one day by new roofing and so that building interior remains watertight and weathertight.
  - 1. Remove existing roof membrane, flashings, copings, and roof accessories.
  - 2. Remove existing roofing system down to substrate.

### 3.5 DISPOSAL OF DEMOLISHED MATERIALS

- A. General: Except for items or materials indicated to be reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, remove demolished materials from Project site.
  - 1. Do not allow demolished materials to accumulate on-site.
  - 2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
  - 3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
  - 4. Comply with requirements specified in Section 017419 "Construction Waste Management and Disposal."
- B. Burning: Do not burn demolished materials.
- C. Disposal: Transport demolished materials off Owner's property and legally dispose of them.

3.6 CLEANING

- A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

END OF SECTION 024119

## SECTION 070150.19 - PREPARATION FOR ROOF COATING

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section Includes:
  - 1. Removal of roof membrane to roof deck.
  - 2. Removal of base flashings.
- B. Related Requirements:
  - 1. Section 011000 "Summary" for use of the premises and phasing requirements.
  - 2. Section 015000 "Temporary Facilities and Controls" for temporary construction and environmental-protection measures for reroofing preparation.

#### 1.3 DEFINITIONS

- A. Roofing Terminology: Definitions in ASTM D 1079 and glossary of NRCA's "The NRCA Roofing and Waterproofing Manual" apply to work of this Section.

#### 1.4 ACTION SUBMITTALS

- A. Product Data: For each type of product.
- B. Shop Drawings: Include plans, sections, and details.

#### 1.5 INFORMATIONAL SUBMITTALS

- A. Photographs or Videotape: Show existing conditions of adjoining construction and site improvements, including exterior and interior finish surfaces, that might be misconstrued as having been damaged by reroofing operations. Submit before Work begins

#### 1.6 QUALITY ASSURANCE

- A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning roofing removal. Comply with hauling and disposal regulations of authorities having jurisdiction.

### 1.7 FIELD CONDITIONS

- A. Existing Roofing System: Modified Bitumen Roof.
- B. Owner will occupy portions of building immediately below reroofing area. Conduct reroofing so Owner's operations are not disrupted. Provide Owner with not less than 72 hours' notice of activities that may affect Owner's operations.
  - 1. Coordinate work activities daily with Owner so Owner can place protective dust and water-leakage covers over sensitive equipment and furnishings, shut down HVAC and fire-alarm or -detection equipment if needed, and evacuate occupants from below work area.
  - 2. Before working over structurally impaired areas of deck, notify Owner to evacuate occupants from below affected area. Verify that occupants below work area have been evacuated before proceeding with work over impaired deck area.
- C. Protect building, adjacent buildings, walkways, site improvements, exterior plantings, and landscaping from damage or soiling from reroofing operations.
- D. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities.
- E. Conditions existing at time of inspection for bidding are maintained by Owner as far as practical.
- F. Weather Limitations: Proceed with reroofing preparation only when existing and forecasted weather conditions permit Work to proceed without water entering existing roofing system or building.
  - 1. Remove only as much roofing in one day as can be made watertight in the same day.

### PART 2 - PRODUCTS (Not Applicable)

### PART 3 - EXECUTION

#### 3.1 PREPARATION

- A. Test existing roof drains to verify that they are not blocked or restricted. Immediately notify Architect of any blockages or restrictions.
- B. Protect existing roofing system while replacement is underway.
  - 1. Maintain temporary protection and leave in place until replacement roofing has been completed. Remove temporary protection on completion of reroofing.
- C. Coordinate with Owner to shut down air-intake equipment in the vicinity of the Work. Cover air-intake louvers before proceeding with reroofing work that could affect indoor air quality or activate smoke detectors in the ductwork.

- D. During operations, have sufficient and suitable materials on-site to facilitate rapid installation of temporary protection in the event of unexpected rain.
- E. Maintain roof drains in functioning condition to ensure roof drainage at end of each workday. Prevent debris from entering or blocking roof drains and conductors. Use roof-drain plugs specifically designed for this purpose. Remove roof-drain plugs at end of each workday, when no work is taking place, or when rain is forecast.
  - 1. If roof drains are temporarily blocked or unserviceable due to roofing system removal or partial installation of new roofing system, provide alternative drainage method to remove water and eliminate ponding. Do not permit water to enter into or under existing roofing system components that are to remain.

### 3.2 DISPOSAL

- A. Collect demolished materials and place in containers. Promptly dispose of demolished materials. Do not allow demolished materials to accumulate on-site.
  - 1. Storage or sale of demolished items or materials on-site is not permitted.
- B. Transport and legally dispose of demolished materials off Owner's property.

END OF SECTION 070150.19

## SECTION 07560 - FLUID-APPLIED ROOFING

### PART 1 - GENERAL

#### 1.1 SECTION INCLUDES

- A. This specification is intended to outline the requirements for application the coating system over the modified bitumen roof system acceptable condition.

#### 1.2 RELATED SECTIONS

- A. Section 070150: Preparation for Roof Coating.

#### 1.3 REFERENCES

- A. Factory Mutual (FM Global) - Approval Guide.
  - 1. Factory Mutual Standard 4470 - Approval Standard for Class 1 Roof Covers.
- B. Underwriters Laboratories (UL) - Roofing Systems and Materials Guide (TGFU R1306).
- C. ASTM International (ASTM) - Annual Book of ASTM Standards.
  - 1. ASTM D 1079 - Standard Terminology Relating to Roofing, Waterproofing, and Bituminous Materials.
  - 2. ASTM D 1653 - Standard Test Methods for Water Vapor Transmission of Organic Coating Films.
  - 3. ASTM D 4263 - Standard Test Method for Indicating Moisture in Concrete by the Plastic Sheet Method.
  - 4. ASTM D 4798 / D4798M – 1- Standard Practice for Accelerated Weathering Test Conditions and Procedures for Bituminous Materials (Xenon-Arc Method).
  - 5. ASTM D 6083 - Standard Specification for Liquid Applied Acrylic Coating Used in Roofing
  - 6. ASTM E 96 - Standard Test Methods for Water Vapor Transmission of Materials.
  - 7. ASTM E 108 - Standard Test Methods for Fire Tests of Roof Coverings.
  - 8. ASTM G 26 - Practice for Operating Light-Exposure Apparatus (Xenon-Arc Type) With and Without Water for Exposure of Nonmetallic Materials.
  - 9. ASTM G 53 - Practice for Operating Light- and Water-Exposure Apparatus (Fluorescent UV-Condensation Type) for Exposure of Nonmetallic Materials.
- D. National Roofing Contractors Association (NRCA).
- E. American Society of Civil Engineers (ASCE).
  - 1. ASCE 7 - Minimum Design Loads for Buildings and Other Structures.

#### 1.4 DEFINITIONS

- A. Roofing Terminology: Refer to ASTM D1079 and the glossary of the National Roofing Contractors Association (NRCA) Roofing and Waterproofing Manual for definitions of roofing terms related to this section.

#### 1.5 SYSTEM DESCRIPTION

- A. The roof coating work includes roofing, flashing and reinforcing of joints and junctions, and roof accessories integrally related to roof installation.

- B. Provide an installed roofing membrane and base flashing system that does not permit the passage of water, and will withstand the design pressures calculated in accordance with the current revision of ASCE 7.

1.6 SUBMITTALS

- A. Submit under provisions of Section 01300.
- B. Product Data:
  - 1. Provide product data sheets for each type of product indicated in this section.
- C. Shop Drawings:
  - 1. Provide manufacturers standard details and approved shop drawings for the system specified.

1.7 QUALITY ASSURANCE

- A. Manufacturer Qualifications: GAF shall provide a roofing system that meets or exceeds the criteria listed in this section.
- B. Installer Minimum Qualifications:
  - 1. Installer shall be classified as a Premium Contractor as defined and certified by GAF.
  - 2. Installer shall be classified as a Master Select Contractor as defined and certified by GAF.
  - 3. Installer shall be classified as a Master Contractor as defined and certified by GAF.
- C. Source Limitations: Components listed shall be provided by a single manufacturer or approved by the primary roofing manufacturer.

1.8 REGULATORY REQUIREMENTS

- A. Work shall be performed in a safe, professional manner, conforming to federal, state and local codes.
- B. UL Listing: Provide coating system and component materials which have been evaluated by Underwriters Laboratories for flame-spread, and are listed in the "Underwriters Laboratory Roofing Materials and Systems Directory" for Class A construction over existing metal or other non-combustible roofing (Flame-spread shall pass ASTM E-108 and/or UL 790). Provide roof covering materials bearing UL approval marking on the container. This indicates that the material has been subjected to UL's examination, test procedures and follow-up inspection service.

1.9 DELIVERY, STORAGE, AND HANDLING

- A. Store and handle materials in a manner that will ensure there is no possibility of contamination.
- B. Store in a dry, well ventilated, weather tight location at temperatures between 50°F (10°C) and 90 °F (32°C) until the products are ready to be applied (keep from freezing). Do not stack material pallets more than two (2) high.
- C. Do not subject existing roof to unnecessary loading of stockpiled materials.
- D. Store and dispose of solvent-based materials, and materials used with solvent-based materials, in accordance with requirements of local authorities having jurisdiction.

1.10 PROJECT CONDITIONS



- A. Weather:
  - 1. Proceed with roofing only when existing and forecasted weather conditions permit.
  - 2. Ambient temperatures shall be above 45°F (7.2°C) when applying water based adhesives.
- B. Proceed with roofing work only when existing and forecasted weather conditions will permit work to be performed in accordance with manufacturer's recommendations and guarantee requirements as follows:
  - 1. Do not begin work if precipitation is expected within twenty-four hours of application, or if temperatures are expected to fall below 42°F (6°C) during the duration of the job.
    - a. FlexSeal™ Sealant may be used in temperatures lower than 42°F (6°C).
  - 2. Upper temperature restriction (both air and substrate) for application of coatings is 110°F (43°C). If substrate temperatures exceed 110°F (43°C), coating products shall be applied during cooler periods of the day.
  - 3. No moisture may be present when applying coating products. Taking into consideration the UV curing properties of the coating, allow for sufficient daylight hours necessary for curing of materials.

## PART 2 PRODUCTS

### 2.1 MANUFACTURERS

#### A. Acceptable Manufacturers:

- 1. Unisil by United Coating (GAF, Commercial Roofing Products Division)
- 2. Enduris Roof Coating System by GE
- 3. GacoFlex by Gaco Western (Firestone)
- 4. Aldo

### 2.2 COATINGS

- A. High solids silicone coating that helps provides superior weatherproofing, ultraviolet resistance, biological resistance and fire retardancy over polyurethane foam insulation and other appropriate substrates. The pure silicone polymers are naturally fire retardant to provide long-term fire resistance, while the tight surface finish affectively resists the attachment of algae, mildew and mold organisms.
  - 1. Application Rate: Follow coating manufacturer's published guidelines.
  - 2. Application Method: Airless sprayer.
  - 3. Application Temperature (air, surface): 32°F (0.0°C) - 110°F (43°C).
  - 4. Dry time: (light rain & foot traffic) White @ 4 hours @ 70°F (21°C) 50% R.H. @ 16 wet mils (406 microns).

### 2.3 FLASHINGS, FABRIC AND BULKING AGENTS

- A. United Coatings™ Unisil Fiber Bulking Agent or approved equal (equivalent product by other system manufacturer): A micro-fine manufactured high-tensile polyethylene fiber used as a general thickener used to thicken Unisil or Unisil HS silicone coatings into spray or brushable mastics allowing for fabrication of cants and filling around irregular surfaces. Also used for flashing details, metal roof seams, inside and outside flashing details, round stacks, pipe legs, pitch pockets, conduit pipes, expansion joints, etc.
  - 1. Application Rate: 5 gal (19L ) total / 125 ft. (38 m) of seam (6 inches (152 mm) wide).
  - 2. Application Method: Brush.
  - 3. Application Temperature (air, surface): 42°F (5.5°C) – 110°F (43°C).
  - 4. Dry Time: 75°F (24°C), 50 percent RH: Approximately 24 - 48 hours.
  - 5. Clean up: Water.

- B. Reinforcing Fabric: tough, non-woven, stitch-bonded, heat-set polyester designed for roofing and flashing applications of all types. Available in 300ft rolls and varying widths.
  - 1. Length: 300ft. (91 m) , Width: 4" (102 mm),6" (152 mm),8" (203 mm), 12" (305 mm), 16" (406 mm), 20" (508 mm), 24" (610 mm)
  - 2. Length: 336ft. (102 m) , Width: 40" (1.02 m"
- C. Seam Tape: A polymer-backed woven polyester reinforcing fabric designed for application to a wide range of substrates where additional strength is required over seams, splits, transitions, protrusions, etc.
  - 1. Temperature Limits for Service -30°F to 180°F (-35°C to 82°C)
  - 2. Bond Time: Initial bond is immediate; full bond requires approximately 24 hours.

#### 2.4 PRIMERS, CLEANERS AND SEALANTS

- A. Primer: A two component, water-based, 1 to 1 ratio primer specifically designed for optimizing the adhesion of Unisil HS over a concrete, metal, asphaltic, most non-TPO single-ply membranes, and existing coatings.
  - 1. Application Rate: varies depending on substrate, surface and porosity.
  - 2. Application Method: Brush, roller or sprayer.
  - 3. Application Temperature (air, surface): 50°F (10°C) – 110°F (43°C).
  - 4. Dry Time: 75°F (24°C), 50 percent RH: 1hour

#### 2.5 EQUIPMENT

- A. Airless Sprayer and Accessories: As recommended by manufacturer's technical services.

### PART 3 EXECUTION

#### 3.1 PREPARATION OF SUBSTRATE

- A. Preparation of the Roof substrate is the responsibility of the installer, who shall address and correct all of the conditions listed in this section. Examine substrates to receive new roofing. Do not proceed with the installation of the roofing coating system until unsatisfactory conditions have been corrected in a manner acceptable to the manufacturer and consultant.
- B. Deteriorated Seams/Cracks: Repair all delaminated or open seams using reinforcing fabric and mastic/coating.

#### 3.2 FIELD OF ROOF APPLICATION AND RATES

- A. 10 Year Warranted System:
  - 1. Apply base coat at manufacturer's published rate per 100 square feet. Allow coating to dry (enough to walk on), and then inspect for defects, flaws or areas of insufficient coverage. Correct any unsatisfactory conditions. Do **NOT** exceed 24 hours between coats.
  - 2. Apply finish coat at manufacturer's published rate per 100 square feet. Allow coating to dry (enough to walk on), and then inspect for defects, flaws or areas of insufficient coverage. Correct any unsatisfactory conditions. Do **NOT** exceed 24 hours between coats.
  - 3. When coating is dry enough to walk on, inspect the final roof surface for flaws, areas of insufficient coverage, insufficient thickness, etc. Perform dry mil tests to ensure that coating system meets the manufacturer's requirements for issuance of the coating system warranty.

3.4 INSPECTION INFORMATION

- A. Inspect Preliminary Work / Flashing Details for problem areas (e.g., gaps, cracks, fishmouths, air pockets, etc.) to ensure that work is complete and satisfactory.
- B. Inform consultant and manufacturer's technical services department when all preliminary work and flashing details will be complete and the Installer is ready to proceed with application of roof coating (horizontal surfaces). Allow a minimum of two (2) weeks for the interim inspection to be made by the manufacturer's technical services department.
- C. Any final roofing installation prior to this interim inspection is subject to rejection by the consultant and/or the manufacturer's technical services department.

3.5 OTHER ITEMS

- A. Installer shall take photographs of representative roof areas, including detail work, before work commences, after the surface has been properly prepared, after all flashing and detail work has been performed, and after the spray application of the coating membrane.
- B. Installer shall provide the following support for on-site inspections by a representative from manufacturer's field services department (list is not comprehensive):
  - 1. Representative from the installer's company who has authority to make binding decisions
  - 2. Required means to access all areas of the treated roof.
  - 3. Previous photographs of the roof, including test patch results, as applicable
  - 4. Manufacturer's products and application equipment required to repair roof areas where destructive tests are to be performed by GAF's Field Services Department.
- C. Installer shall take special care when moving spray hoses and other equipment on the roof so that flashing work and encapsulated fastener heads are not damaged. Also, all spray equipment shall remain on the ground for the duration of the job.
- D. Contractor is to install walkways as indicated on the roof plans.
- E. Contractor is to install new conduit/condensate line supports. All condensate lines are to provide positive drainage to the drains.

END OF SECTION

APPENDIX I

E-VERIFY  
AFFIDAVIT

CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with Bulloch 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.

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 Bulloch 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 Bulloch County, Georgia at the time the subcontractor(s) is retained to perform such service.

\_\_\_\_\_  
EEV/Basic Pilot Program\* User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Company Name

By: \_\_\_\_\_  
Authorized Officer or Agent  
(Contractor Name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title of Authorized Officer or Agent of Contractor

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

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).

APPENDIX II  
NON-COLLUSION  
AFFIDAVIT

**BULLOCH COUNTY, GEORGIA  
NON-COLLUSION AFFIDAVIT**

The following affidavit is to accompany the bid:

STATE OF:

COUNTY OF:

Owner, Partner or Officer of Firm:

Company Name, Address, County and State:

The undersigned, being of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the vendor to submit the attached proposal and that neither he/she nor the vendor has directly or indirectly violated any of the provisions of Section 36-91-21(d) of the Official Code of Georgia Annotated. In making such representation, affiant further states for himself/herself and on behalf of vendor, that they have not been a party to any collusion among vendors in restraint of competition by agreement to submit a bid or proposal at a fixed price or to refrain from bidding; or with any office of Bulloch County or any of their employees as to quantity, quality or price in the prospective contract; or any discussion between vendors and any official of Bulloch County or any of their employees concerning exchange of money or other things of value for special consideration in submitting a sealed bid for:

FIRM NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

NOTARY PUBLIC \_\_\_\_\_

APPENDIX III  
VENDOR DECLARATION



**BULLOCH COUNTY, GEORGIA  
VENDOR DECLARATION**

The vendor understands, agrees and warrants:

That the vendor has carefully read and fully understands the full scope of the specifications.

That the vendor has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.

That this bid shall be valid for 60 days.

That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to November 19, 2019 at 3:00 PM, but may not be withdrawn after such date and time for a period of 60 days.

That Bulloch County reserves the right to reject any or all bids and to accept that bid which will, in its opinion, best serve the public interest. Bulloch County reserves the right to waive any technicalities or informalities in the bidding.

That by submission of this bid the vendor acknowledges that Bulloch County has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the vendor.

If a partnership, a general partner must sign.

If a corporation the authorized corporate officer(s) must sign and the corporate seal must be affixed to this proposal.

VENDOR:

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Name	Title
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Name	Title
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AFFIX CORPORATE SEAL (if applicable)

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

NOTARY PUBLIC \_\_\_\_\_