



January 5, 2022

To Whom It May Concern:

The City of LaGrange will receive bids until close of business on FRIDAY, FEBRUARY 4 2022 for a Gas Leakage Survey for the Gas Division in accordance with the general conditions listed below. Bids should be mailed or emailed to the address below:

City of LaGrange  
Attn.: Jeremy Andrews  
200 Ridley Avenue  
LaGrange, GA 30240  
706.883.2046  
jmandrews@lagrangega.org

All bids shall be free of sales and excise taxes.

The City of LaGrange reserves the right to ask any and/or each bidder to submit a list of similar jobs completed in the area, to inspect those jobs and to questions owners or other knowledgeable individuals about the quality of work or reliability of the Contractor.

Bids shall be submitted on the form(s) specified in bid documents.

The successful bidder shall provide a certificate of insurance PER ATTACHED SAMPLE CERTIFICATE before a notice to proceed will be issued.

Each bidder shall examine carefully the work sites, the specifications, provisions, and contract forms before submitting a proposal. The submission of a proposal shall be considered evidence that the bidder has made such an examination and is satisfied as to the conditions to be encountered in performing the work.

The City of LaGrange reserves the right to accept or reject any and/or all bids and to accept the bid which City personnel considers the most advantageous to the City. The City further reserves the right to waive informalities and minor irregularities in all bids received in the bidding process.

All bidders shall complete and submit with any bid a notarized affidavit (forms attached) in compliance with O.C.G.A. Section 13-10-91 attesting to the Bidder's registration with the Federal work authorization program.

Questions concerning the conditions and specifications should be addressed to Jeremiah ("JP") Patrick, Gas Department at 706.883.2130.

Sincerely,

A handwritten signature in black ink that reads "Jeremy Andrews". The signature is written in a cursive style with a large, stylized initial "J".

Jeremy Andrews  
Purchasing Agent

**CITY OF LAGRANGE - GAS DIVISION  
SPECIFICATIONS FOR CAST IRON, BARE SERVICES AND CRITICAL AREAS  
GAS LEAKAGE SURVEY**

1. Conduct a Flame Ionization Gas Leakage Survey of the City's Critical area via "mobile method" AND/OR "walking method" to cover approximately 57 miles of gas main and survey approximately 1237 services. The successful bidder shall also conduct a Transmission line survey of our Southern Natural transmission line and our Transco Transmission line via "mobile method" AND/OR "walking method", which consists of approximately 45 miles of main. The critical area survey shall be reported on a separate report from the Southern Natural and Transco Gas line survey.
2. Work shall be performed in compliance with all federal, state, and local safety regulations. Successful bidder shall submit to the City a copy of their Substance Abuse Policy and provide their latest statistical data sheet. Successful bidder must provide proof of compliance with the operator qualification program, Part 192 Subpart N. For natural gas projects, the Substance Abuse Policy must comply with Department of Transportation Pipeline Safety Regulations Part 191, 192, 199, and 40. The City must approve the necessary documentation before a notice to proceed will be issued.
3. The successful bidder shall supply a vehicle to transport their own personnel, tools, and equipment. A City employee will be provided as needed as a guide for the surveys.
4. The starting date of the survey shall be no later than FRIDAY, FEBRUARY 11.

**BID PROPOSAL**

HOURLY RATE \$ \_\_\_\_\_/hour

Hourly rate shall include all costs for furnishing materials, labor, equipment, and services necessary to complete work as specified.

ESTIMATED TIME FOR COMPLETION OF SURVEY IS \_\_\_\_\_ HOURS

-----OR-----

MILEAGE RATE \$ \_\_\_\_\_/mile

Mileage rate shall include all costs for furnishing materials, labor, equipment, and services necessary to complete work as specified.

GUARANTEED START AND COMPLETION DATE: \_\_\_\_\_

OTHER COMMENTS: \_\_\_\_\_

DATE, TITLE, AND SIGNATURE OF PERSON PREPARING BID:

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NAME, ADDRESS, TELEPHONE AND FAX NUMBER OF BIDDING ORGANIZATION:

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**ACORD. CERTIFICATE OF LIABILITY INSURANCE** DATE (MM/DD/YY)

PRODUCER   INSURED  <p style="text-align: center;"><b>SAMPLE - LARGE CONTRACTORS</b></p>	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.  <p style="text-align: center;"><b>INSURERS AFFORDING COVERAGE</b></p> INSURER A: INSURER B: INSURER C: INSURER D: INSURER E:
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**COVERAGES**

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

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS								
	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE <b>\$1,000,000</b> FIRE DAMAGE (Any one fire) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY <b>\$1,000,000</b> GENERAL AGGREGATE <b>\$1,000,000</b> PRODUCTS - COM/PO/OP AGG <b>\$1,000,000</b>								
OR	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) <b>\$1,000,000</b> BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$								
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$								
	EXCESS LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$								
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				<table style="width: 100%; border: none;"> <tr> <td style="border: none;">WC STATU-TORY LIMITS</td> <td style="border: none;">OTH-ER</td> </tr> <tr> <td style="border: none;">E.L. EACH ACCIDENT</td> <td style="border: none;"><b>\$1,000,000</b></td> </tr> <tr> <td style="border: none;">E.L. DISEASE - EA EMPLOYEE</td> <td style="border: none;"><b>\$1,000,000</b></td> </tr> <tr> <td style="border: none;">E.L. DISEASE - POLICY LIMIT</td> <td style="border: none;"><b>\$1,000,000</b></td> </tr> </table>	WC STATU-TORY LIMITS	OTH-ER	E.L. EACH ACCIDENT	<b>\$1,000,000</b>	E.L. DISEASE - EA EMPLOYEE	<b>\$1,000,000</b>	E.L. DISEASE - POLICY LIMIT	<b>\$1,000,000</b>
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	OTHER												

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

CERTIFICATE HOLDER  <p style="text-align: center;"><b>CITY OF LAGRANGE</b></p>	ADDITIONAL INSURED; INSURER LETTER:	CANCELLATION  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <b>30</b> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
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**CONTRACTOR AFFIDAVIT**

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 the CITY OF LAGRANGE, 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 CITY OF LAGRANGE, 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 Rule 300-10-01.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the CITY OF LAGRANGE at the time the subcontractor(s) is retained to perform such service.

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

\_\_\_\_\_  
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 DATE

\_\_\_\_\_  
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).

**(End of Form)**

