

INVITATION TO BID

BID NO. 15-0026-6

PURCHASE OF NEW KNUCKLE BOOM LOADER W/ DUMP BODY

BID OPENING: 2:00PM, APRIL 7, 2015

THE COMMISSIONERS OF CHATHAM COUNTY, GEORGIA

ALBERT J. SCOTT, CHAIRMAN

COMMISSIONER HELEN J. STONE

COMMISSIONER YUSUF K. SHABAZZ

COMMISSIONER JAMES J. HOLMES

COMMISSIONER LORI L. BRADY

COMMISSIONER TONY CENTER

COMMISSIONER DEAN KICKLIGHTER

COMMISSIONER PATRICK J. FARRELL

COMMISSIONER PRISCILLA D. THOMAS

R. JONATHAN HART, COUNTY ATTORNEY

CHATHAM COUNTY, GEORGIA

DOCUMENT CHECK LIST

The following documents, when marked, are contained in and made a part of this Bid Package or are required to be submitted with the bid. It is the responsibility of the bidder to read, complete and sign, where indicated, and return these documents with his/her bid. **FAILURE TO DO SO MAY BE CAUSE FOR DISQUALIFYING THE BID.**

GENERAL INFORMATION AND INSTRUCTIONS TO BID WITH ATTACHMENTS

SURETY REQUIREMENTS (a Bid Bond of 5% with this ITB)

PROPOSAL

PLANS/DRAWINGS

BID SCHEDULE

PERFORMANCE BOND

PAYMENT BOND

CONTRACT

LEGAL NOTICE

ATTACHMENTS: A. DRUG FREE WORKPLACE; B. NONDISCRIMINATION STATEMENT; C. DISCLOSURE OF RESPONSIBILITY STATEMENT; D. CONTRACTOR & SUBCONTRACTOR AFFIDAVIT AND AGREEMENT E. BIDDER'S CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION; F. M/WBE COMPLIANCE REPORT; G. SAVE AFFIDAVIT.

DOCUMENTATION OF ABILITY TO PERFORM BID REQUIREMENTS. THIS MAY BE REQUIRED OF BIDDERS AFTER SUBMISSION OF BIDS.

COUNTY TAX CERTIFICATE REQUIREMENT - Contractor must supply a copy of their Tax Certificate from their location in the State of Georgia, as proof of payment of the occupational tax where their office is located.

CURRENT TAX CERTIFICATE NUMBER

CITY _____

COUNTY _____

OTHER _____

The Chatham County Board of Commissioners have established goals to increase participation of minority and woman owned businesses. In order to accurately document participation, businesses submitting bids or proposals are encouraged to report ownership status. A minority or woman owned business is defined as a business with at least 51% ownership by one or more minority/female individuals and whose daily business operations are managed and directed by one (1) or more of the minority/female owners. Please check ownership status as applicable:

African-American _____ Asian American _____ Hispanic _____

Native American or Alaskan Indian _____ Woman _____

In the award of Competitive Sealed Proposals, minority/female participation may be one of several evaluation criteria used in the award process when specified as such in the Request for Proposal.

RECEIPT IS HEREBY ACKNOWLEDGED OF ADDENDA NUMBER(S) _____

The undersigned bidder certifies that he/she has received the above listed and marked documents and acknowledges that his/her failure to return each, completed and signed as required, may be cause for disqualifying his/her bid.

BY: _____
DATE

SIGNATURE

TITLE: _____

COMPANY: _____

CHATHAM COUNTY, GEORGIA
OFFICE OF THE PURCHASING AGENT
1117 EISENHOWER DRIVE, SUITE C
SAVANNAH, GEORGIA 31406
(912) 790-1621

Date: March 16, 2015

BID NO. 15-0026-6

GENERAL INFORMATION FOR INVITATION FOR BID

This is an invitation to submit a bid to supply Chatham County with construction, equipment, supplies and/or services as indicated herein. Sealed bids will be received at the Office of the Purchasing Agent, at **The Chatham County Citizens Service Center, 1117 Eisenhower Drive, Suite C, Savannah, Georgia 31406 up to 2:00PM, APRIL 7, 2015.** at which time they will be opened and publicly read. **The County reserves the right to reject all bids that are non-responsive or not responsible.**

Instructions for preparation and submission of a bid are contained in this Invitation For Bid package. Please note that specific forms for submission of a bid are required. Bids must be typed or printed in ink.

Any changes to the conditions and specifications must be in the form of a written addendum to be valid; therefore, the Purchasing Agent will issue a written addendum to document each approved change. Generally when addenda are required, the bid opening date will be changed.

Chatham County has an equal opportunity purchasing policy. Chatham County seeks to ensure that all segments of the business community have access to supplying the goods and services needed by County programs. The County affirmatively works to encourage utilization of disadvantaged and minority business enterprises in our procurement activities. The County provides equal opportunity for all businesses and does not discriminate against any persons or businesses regardless of race, color, religion, age, sex, national origin or handicap. The terms "disadvantaged business," "minority business enterprise," and "minority person" are more specifically defined and explained in the Chatham County Purchasing Ordinance and Procedures Manual, Article VII - Disadvantaged Business Enterprises Program.

This project IS NOT a Special Purpose Local Option Sales Tax (SPLOST) Project. See paragraph 2.22 for M/WBE participation goals.

**SECTION I
INSTRUCTIONS TO BIDDERS**

1.1 **Purpose:** The purpose of this document is to provide general and specific information for use in submitting a bid to supply Chatham County with equipment, supplies, and/or services as described herein. All bids are governed by the Code of Chatham County, Chapter 4, Article IV, and the laws of the State of Georgia.

1.2 **How to Prepare Bids: All bids shall be:**

- A. Prepared on the forms enclosed herewith, unless otherwise prescribed, and **all documents must be submitted.**
- b. Typewritten or completed with pen and ink, signed by the business owner or authorized representative, with all erasures or corrections initialed and dated by the official signing the bid. **ALL SIGNATURE SPACES MUST BE SIGNED.**

Bidders are encouraged to review carefully all provisions and attachments of this document prior to submission. Each bid constitutes an offer and may not be withdrawn except as provided herein.

1.3 **How to Submit Bids: All bids shall be:**

- a. **An original and duplicate copy must be submitted in a sealed opaque envelope, plainly marked with the bid number and title, date and time of bid opening, and company name.**
- b. Mailed or delivered as follows in sufficient time to ensure receipt by the Purchasing Agent on or before the time and date specified above.

**Chatham County Purchasing and Contracting
Purchasing Agent
1117 Eisenhower Drive
Suite C
Savannah, Georgia 31406.**

BIDS NOT RECEIVED BY THE TIME AND DATE SPECIFIED WILL NOT BE OPENED OR CONSIDERED.

1.4 **How to Submit an Objection:** Objections from bidders to this invitation to bid and/or these specifications should be brought to the attention of the County Purchasing Agent in the following manner:

- a. When a pre-bid conference is scheduled, bidders shall either present their oral objections at that time or submit their written objections at least two (2) days prior to the scheduled pre-bid conference.
 - b. When a pre-bid conference is not scheduled, the bidder shall submit any objections he may have in writing not less than five (5) days prior to the opening of the bid.
 - c. The objections contemplated may pertain to form and/or substance of the invitation to bid documents. Failure to object in accordance with the above procedure will constitute a waiver on the part of the business to protest this invitation to bid.
- 1.5 **Failure to Bid:** If a bid is not submitted, the business should return this invitation to bid document, stating reason therefore, and indicate whether the business should be retained or removed from the County's bidders list.
- 1.6 **Errors in Bids:** Bidders or their authorized representatives are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting bids. Failure to do so will be at the bidder's own risk. In case of error in extension of prices in the bid, the unit price will govern.
- 1.7 **Standards for Acceptance of Bid for Contract Award:** The County reserves the right to reject any or all bids and to waive any irregularities or technicalities in bids received whenever such rejection or waiver is in the best interest of the County. The County reserves the right to reject the bid of a bidder who has previously failed to perform properly or complete on time contracts of a similar nature, or a bid from a bidder whom investigation shows is not in a position to perform the contract.
- 1.8 **Bid Tabulation:** Tabulations for all bids will be posted for thirty (30) days after the bid opening in the Office of Purchasing and Contracting, 1117 Eisenhower Drive, Suite C, Savannah, Georgia 31406 or can be reviewed on the Purchasing web site 24/48 hours after opening at <http://purchasing.chathamcounty.org>.
- 1.9 **Bidder:** Whenever the term "bidder" is used it shall encompass the "person," "business," "contractor," "supplier," "vendor," or other party submitting a bid or proposal to Chatham County in such capacity before a contract has been entered into between such party and the County.
- 1.10 **Responsible / Responsive Bidder:** *Responsible Bidder* means a person or entity that has the capability in all respects to perform fully and reliably the contract requirements. *Responsive Bidder* means a person or entity that has submitted a bid or proposal that conforms in all material respects to the requirements set forth in the invitation for bids or request for proposals.

- 1.11 **Compliance with Laws:** The bidder and/or contractor shall obtain and maintain all licenses, permits, liability insurance, workman's compensation insurance and comply with any and all other standards or regulations required by federal, state or County statute, ordinances and rules during the performance of any contract between the contractor and the County. Any such requirement specifically set forth in any contract document between the contractor and the County shall be supplementary to this section and not in substitution thereof.
- 1.12 **Contractor:** Contractor or subcontractor means any person or business having a contract with Chatham County. The Contractor/Vendor of goods, material, equipment or services certifies that they will follow equal employment opportunity practices in connection with the awarded contract as more fully specified in the contract documents.
- 1.13 **Local Preference:** On 27 March 1998, the Board of Commissioners adopted a Local Vendor Preference Ordinance. This Ordinance does not apply to construction contracts. However, contractors are encouraged to apply the same method when awarding bids to local and local M/WBE businesses whenever possible in order to promote growth in Chatham County's economy. **NOTE: Local Preference does not apply to Public Works Construction contracts.**
- 1.14 **Debarred Firms and Pending Litigation:** Any potential proposer/firm listed on the Federal or State of Georgia Excluded Parties Listing (Barred from doing business) **will not** be considered for contract award. Proposers shall **disclose any** record of pending criminal violations (Indictment) and/or convictions, pending lawsuits, etc., and any actions that may be a conflict of interest occurring within the past five (5) years. Any proposer/firm previously defaulting or terminating a contract with the County will not be considered.
- ** All bidders or proposers are to read and complete the Disclosure of Responsibility Statement enclosed as an Attachment to be returned with response. Failure to do so may result in your solicitation response being rejected as non-responsive.
- Bidder acknowledges that in performing contract work for the Board, bidder shall not utilize any firms that have been a party to any of the above actions. If bidder has engaged any firm to work on this contract or project that is later debarred, Bidder shall sever its relationship with that firm with respect to the Board contract.
- 1.15 **Performance Evaluation:** On 11April 2008, the Chatham County Board of Commissioners approved a change to the County Purchasing Ordinance requiring Contractor/Consultant Performance Evaluations, as a minimum, annually, prior to contract anniversary date.

Should Contractor/consultant performance be unsatisfactory, the appointed Project Manager for the contract may prepare a Contractor/Consultant Complaint Form or a Performance Evaluation to the County Purchasing Agent.

- 1.16 **Payment of Taxes:** No contract shall be awarded unless all real and personal property taxes have been paid by the successful contractor and/or subcontractors as adopted by the Board of Commissioners on 8 April 1994.
- 1.17 **Immigration:** On 1 July 2008, the Georgia Security and Immigration Compliance Act (SB 529, Section 2) became effective. Contractors and subcontractors entering into a contract or performing work must sign an affidavit that he/she has used the E-Verify System. E-Verify is a no-cost federal employment verification system to insure employment eligibility. Affidavits are enclosed in this solicitation. You may download M-274 Handbook for Employers at. You may go to <http://www.uscis.gov> to find the E-Verify information.

Protection of Resident Workers: Chatham County Board of Commissioners actively supports the Immigration and Nationality Act (IN) which includes provisions addressing employment eligibility, employment verification, and nondiscrimination. Under the IN, employers may hire only persons who may legally work in the United States (i.e., citizens and nationals of the U.S.) and aliens authorized to work in the U.S. The employer must verify the identity and employment eligibility of anyone to be hired, which includes completing the Employment Eligibility Verification Form (I-9). The Contractor shall establish appropriate procedures and controls so no services or products under the Contract Documents will be performed or manufactured by any worker who is not legally eligible to perform such services or employment.

- 1.18 **Surcharge:** Unless otherwise stated in this bid, all prices quoted by the contractor/vendor must be F.O.B. Chatham County, Savannah, GA. with all delivery handling, surcharges, and other charges included in the bid price. Failure to do so may cause rejection of the bid. The County will not pay additional surcharges.

SECTION II GENERAL TERMS, CONDITIONS AND EXCEPTIONS

- 2.1 **Specifications:** Any obvious error or omission in specifications shall not inure to the benefit of the bidder but shall put the bidder on notice to inquire of or identify the same from the County. Whenever herein mentioned is made of any article, material or workmanship to be in accordance with laws, ordinances, building codes, underwriter's codes, ASTM regulations or similar expressions, the requirements of these laws, ordinances, etc., shall be construed to be the minimum requirements of these specifications.
- 2.2 **Multiple Bids:** No vendor will be allowed to submit more than one (1) bid. Any alternate proposals must be brought to the Purchasing Agent's attention during the Pre-bid Conference or submitted in writing at least five (5) days preceding the bid opening date.

- 2.3 **Prices to be Firm:** Bidder warrants that bid prices, terms and conditions quoted in his bid will be firm for acceptance for a period of ninety (90) days from bid opening date, unless otherwise stated in the bid.
- 2.4 **Completeness:** All information required by Invitation for Bids/Proposals must be completed and submitted to constitute a proper bid or proposal.
- 2.5 **Quality:** All materials, or supplies used for the construction necessary to comply with this proposal shall be of the best quality, and of the highest standard of workmanship. Workmanship employed in any construction, repair, or installation required by this proposal shall be of the highest quality and meet recognized standards within the respective trades, crafts and of the skills employed.
- 2.6 **Guarantee:** Unless otherwise specified by the County, the bidder shall unconditionally guarantee the materials and workmanship on all material and/or services. If, within the guarantee period, any defects occur which are due to faulty material and or services, the contractor at his expense, shall repair or adjust the condition, or replace the material and/or services to the complete satisfaction of the County. These repairs, replacements or adjustments shall be made only at such time as will be designated by the County as being least detrimental to the operation of County business.
- 2.7 **Liability Provisions:** Where bidders are required to enter or go onto Chatham County property to take measurements or gather other information in order to prepare the bid or proposal as requested by the County, the bidder shall be liable for any injury, damage or loss occasioned by negligence of the bidder, his agent, or any person the bidder has designated to prepare the bid and shall indemnify and hold harmless Chatham County from any liability arising therefrom. The contract document specifies the liability provisions required of the successful bidder in order to be awarded a contract with Chatham County.
- 2.8 **Cancellation of Contract:** The contract may be canceled or suspended by Chatham County in whole or in part by written notice of default to the Contractor upon non-performance or violation of contract terms. An award may be made to the next low bidder, for articles and/or services specified or they may be purchased on the open market and the defaulting Contractor (or his surety) shall be liable to Chatham County for costs to the County in excess of the defaulted contract prices. See the contract documents for complete requirements.
- 2.9 **Patent Indemnity:** Except as otherwise provided, the successful bidder agrees to indemnify Chatham County and its officers, agents and employees against liability, including costs and expenses for infringement upon any letters patent of the United States arising out of the performance of this Contract or out of the use or disposal for the account of the County of supplies furnished or construction work performed hereunder.

2.10 **Certification of Independent Price Determination:** By submission of this bid, the bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, that in connection with this procurement:

- (1) The prices in this bid have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly to any other bidder or to any competitor; and
- (3) No attempt has been made or will be made by the bidder to induce any other person or firm to submit or not submit a bid for the purpose or restricting competition.

2.11 **Award of Contract:** The contract, if awarded, will be awarded to that responsible bidder whose bid/proposal will be most advantageous to Chatham County, price and other factors considered. The Board of Commissioners will make the determination as to which bid or proposal that serves as the best value to Chatham County.

2.12 **Procurement Protests:** Objections and protests to any portion of the procurement process or actions of the County staff may be filed with the Purchasing Agent for review and resolution. The Chatham County Purchasing Procedures Manual, Article IX - Appeals and Remedies shall govern the review and resolution of all protests.

2.13 **Qualification of Business (Responsible Bidder or Proposer):** A responsible bidder or proposer is defined as one who meets, or by the date of the bid acceptance can meet, certifications, all requirements for licensing, insurance, and registrations, or other documentation required by the Design Professional engaged to develop Scope of Work, specifications and plans. These documents will be listed in the Special Conditions further on in this solicitation. Chatham County has the right to require any or all bidders to submit documentation of the ability to perform, provide, or carry out the service or provide the product requested.

Chatham County has the right to disqualify the bid or proposal of any bidder or proposer as being unresponsive or irresponsible whenever such bidder/proposer cannot document the ability to deliver the requested product.

2.14 **Chatham County Tax Certificate Requirement:** A current Chatham County Tax Certificate is required unless otherwise specified. Please contact the Building Safety and Regulatory Services at (912) 201-4300 for additional information.

NOTE: No contract shall be awarded unless all real and personal property taxes have been

Paid by the successful contractor and/or subcontractors as adopted by the Board of Commissioners on 8 April 1994.

- 2.15 **Insurance Provisions, General:** The selected contractor shall be required to procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the Bid. It is every contractor's responsibility to provide the County Purchasing and Contracting Division current and up-to-date Certificates of Insurance for multiple year contracts before the end of each term. **Failure to do so may be cause for termination of contract.**

2.15.1 General Information that shall appear on a Certificate of Insurance:

Name of the Producer (Contractor's insurance Broker/Agent).

Companies affording coverage (there may be several).

Name and Address of the Insured (this should be the Company or Parent of the firm Chatham County is contracting with).

A Summary of all current insurance for the insured (includes effective dates of coverage).

A brief description of the operations to be performed, the specific job to be performed, or contract number.

Certificate Holder (This is to always include Chatham County).

Chatham County as an Additional Insured: Chatham County invokes the defense of sovereign immunity. In order not to jeopardize the use of this defense, the County **is not** to be included as an Additional Insured on insurance contracts.

2.15.2 Minimum **Limits of Insurance** to be maintained for the duration of the contract:

- a. **Commercial General Liability:** Provides protection against bodily injury and property damage claims arising from operations of a Contractor or Tenant. This policy coverage includes: premises and operations, use of independent contractors, products/completed operations, personal injury, contractual, broad form property damage, and underground, explosion and collapse hazards. Minimum limits: \$1,000,000 bodily injury and property damage per occurrence and annual aggregate.
- b. **Worker's Compensation and Employer's Liability:** Provides statutory protection against bodily injury, sickness or disease sustained by employees of the Contractor while performing within the scope of their duties. Employer's Liability coverage is usually included in Worker's Compensation policies, and insures common law claims of injured employees made in lieu of or in addition to a Worker's Compensation claim.

Minimum limits: \$500,000 for each accident, disease policy limit, disease each employee and Statutory Worker's Compensation limit.

- c. **Business Automobile Liability:** Coverage insures against liability claims arising out of the Contractor's use of automobiles. Minimum limit: \$1,000,000 combined single limit per accident for bodily injury and property damage. Coverage should be written on an Any Auto basis.

2.15.3 Special Requirements:

- a. **Claims-Made Coverage:** The limits of liability shall remain the same as the occurrence basis, however, the Retroactive date shall be prior to the coincident with the date of any contract, and the Certificate of Insurance shall state the coverage is claims-made. The Retroactive date shall also be specifically stated on the Certificate of Insurance.
- b. **Extended Reporting Periods:** The Contractor shall provide the County with a notice of the election to initiate any Supplemental Extended Reporting Period and the reason(s) for invoking this option.
- c. **Reporting Provisions:** Any failure to comply with reporting provisions of the policies shall not affect coverage provided in relation to this request.
- d. **Cancellation:** Each insurance policy that applies to this request shall be endorsed to state that it shall not be suspended, voided, or canceled, except after thirty (30) days prior to written notice by certified mail, return receipt requested, has been given to the County.
- e. **Proof of Insurance:** Chatham County shall be furnished with certificates of insurance and with original endorsements affecting coverage required by this request. The certificates and endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All certificates of insurance are to be submitted prior to, and approved by, the County before services are rendered. The Contractor must ensure Certificate of Insurance is updated for the entire term of the Contract.
- f. **Insurer Acceptability:** Insurance is to be placed with an insurer having an A.M. Best's rating of A and a five (5) year average financial rating of not less than V. If an insurer does not qualify for averaging on a five year basis, the current total Best's rating will be used to evaluate insurer acceptability.
- g. **Lapse in Coverage:** A lapse in coverage shall constitute grounds for contract termination by the Chatham County Board of Commissioners.

transported into Georgia and sold to Chatham County by contract. Please consult the State of Georgia, Department of Revenue, Sales and Use Tax Unit in Atlanta (404) 656-4065 for additional information.

- 2.20 The Chatham County Board of Commissioners has adopted an aggressive program that establishes goals for minority/woman, small and disadvantaged business participation in construction, professional services, and general procurement.
- a. The Chatham County Board of Commissioners under Georgia law may reject any bid as non-responsive if they feel a bidder did not exercise “Good Faith Effort” in obtaining the goal established for M/WBE participation.
 - b. The Chatham County Board of Commissioners adopted a policy establishing goals oriented to increase participation of minority and female owned businesses, through M/WBE certification and development. In order to accurately document participation, businesses submitting bids, quotes or proposals are encouraged to report ownership status. A bidder or vendor that is certified by any agency of the Federal Government or State of Georgia may submit a copy of their certification with their bid as proof of qualifications. Bidders that intend to engage in joint ventures or utilize subcontractors must submit to the County Contracts Administrator, a report on Minority/Female Business Enterprise participation.

Goals established for this project is 12% MBE/ 5% WBE.

- c. A Minority/Female Business Enterprise (M/WBE) is a business concern that is at least 51% owned by one or more minority/female individuals and whose daily business operations are managed and directed by one (1) or more of the minority/female owners.
- 2.21 Bidders or proposers are required to make a **Good Faith Effort**, where subcontracting is to be utilized in performing the contract, to subcontract with or purchase supplies from qualified M/WBE’s. Bidders or proposers are required to state if they intend to subcontract any part of the work. Goals will be established for each contract at the onset. **Forms** requiring the signatures of bidders or proposers are enclosed as **Attachments** and must be completed and returned with your bid response. If forms are not completed and submitted, the bid may be considered nonresponsive.

Each bidder or proposer is required to maintain records of such efforts in detail adequate to permit a determination of compliance with these requirements. All contracts will reflect **Good Faith Efforts** and reporting requirements for the term of the contract. The County particularly urges general contractors to give emphasis to subcontracting with local area firms.

For information on the program or M/WBE contractors/vendors please contact Connell

Heyward, Chatham County Minority and Women Business Coordinator, 124 Bull Street, Suite 310, Savannah, Georgia 31401, (912) 652-7860 phone, (912) 652-7849 fax.

- 2.22 **GEORGIA OPEN RECORDS ACT** - The responses will become part of the County's official files without any obligation on the County's part. Ownership of all data, materials and documentation prepared for and submitted to Chatham County in response to a solicitation, regardless of type, shall belong exclusively to Chatham County and will be considered a record prepared and maintained or received in the course of operations of a public office or agency and subject to public inspection in accordance with the Georgia Open Records Act, Official Code of Georgia Annotated, Section 50-18-70, et. Seq., unless otherwise provided by law.

Responses to RFP's shall be held confidential from all parties other than the County until after the contract is awarded by the Board of Commissioners.

The vendor and their bid price in response to the ITB will be read aloud at public bid openings. After Bid Tabulations, the ITB shall be available for public viewing.

Chatham County shall not be held accountable if material from responses is obtained without the written consent of the vendor by parties other than the County, at any time during the solicitation evaluation process.

- 2.23 **GEORGIA TRADE SECRET ACT of 1990** - In the event a Bidder/Proposer submits trade secret information to the County, the information must be clearly labeled as a Trade Secret. The County will maintain the confidentiality of such trade secrets to the extent provided by law.

- 2.24 **CONTRACTOR RECORDS** -The Georgia Open Records Act is applicable to the records of all contractors and subcontractors under contract with the County. This applies to those specific contracts currently in effect and those which have been completed or closed for up to three (3) years following completion. Again, this is contract specific to the County contracts only.

- 2.25 **EXCEPTIONS**-All proceedings, records, contracts and other public records relating to procurement transactions shall be open to the inspection of any citizen, or any interested person, firm or corporation, in accordance with the Georgia Open Records Act except as provided below:

- a. Cost estimates relating to a proposed procurement transaction prepared by or for a public body shall not be open to public inspection.
- b. Any competitive sealed bidding bidder, upon request, shall be afforded the opportunity to inspect bid records within a reasonable time after the opening of all bids but prior to award, except in the event that the County decides not to accept

any of the bids and to rebid the contract. Otherwise, bid records shall be open to public inspection only after award of the contract. Any competitive negotiation offer or, upon request, shall be afforded the opportunity to inspect proposal records within a reasonable time after the evaluation and negotiations of proposals are completed but prior to award except in the event that the County decides not to accept any of the proposals and to reopen the contract. Otherwise, proposal records shall be open to the public inspection only after award of the contract except as provided in paragraph "c" below. Any inspection of procurement transaction records under this section shall be subject to reasonable restrictions to ensure the security and integrity of the records.

- c. Trade secrets or proprietary information submitted by a bidder, offer or contractor in connection with a procurement transaction shall not be subject to public disclosure under the Georgia Open Records Act; however, the bidder, offer or contractor must invoke the protections of this section prior to or upon submission of the data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.
- d. Nothing contained in this section shall be construed to require the County, when procuring by "competitive negotiation" (Request for Proposal), to furnish a statement of the reasons why a particular proposal was not deemed to be the most advantageous to the County.

SECTION III ADDITIONAL CONDITIONS

3.1 AUDITS AND INSPECTIONS:

At any time during normal business hours and as often as the County may deem necessary, the Contractor and his subcontractors shall make available to the County and/or representatives of the Chatham County Department of Internal Audit for examination all of its records with respect to all matters covered by this Contract. It shall also permit the County and/or representatives of the Department of Internal Audit to audit, inspect, examine and make copies, excerpts or transcripts from such records of personnel, conditions of employment and other data relating to all matters covered by this Contract. All documents to be audited shall be available for inspection at all reasonable times in the main offices of the County or at the offices of the Contractor as requested by the County.

3.2 WARRANTY REQUIREMENTS: (SEE SECTIONS 4.18.9 & 4.19.7)

- a. Provisions of item 2.7 apply.
- b. Warranty required.
 - 1. Standard warranty shall be offered with bid.

- 2. Extended warranty shall be offered with bid. The cost of the extended warranty will be listed separately on the bid sheet.

3.3 **TERMS OF CONTRACT:** (check where applicable):

- a. Annual Contract (with renewal options for four (4) additional one (1) year terms if all parties agree)
- X b. One-Time Purchase
- c. Other **ONE TIME CONTRACT**

CONVERSATIONS OR CORRESPONDENCE REGARDING THIS SOLICITATION OR REPORT BETWEEN PROSPECTIVE OFFERORS AND PERSONS OUTSIDE THE CHATHAM COUNTY PURCHASING OFFICE WILL NOT BE CONSIDERED OFFICIAL OR BINDING UNLESS OTHERWISE SPECIFICALLY AUTHORIZED WITHIN THIS DOCUMENT.

The undersigned bidder or proposer certifies that he/she has carefully read the preceding list of instructions to bidders and all other data applicable hereto and made a part of this invitation; and, further certifies that the prices shown in his/her bid/proposal are in accordance with all documents contained in this Invitation for Bids/ Proposals package, and that any exception taken thereto may disqualify his/her bid/proposal.

This is to certify that I, the undersigned bidder, have read the instructions to bidder and agree to be bound by the provisions of the same.

This _____ day of _____ 20 _____.

BY _____

SIGNATURE

TITLE

COMPANY

Phone / Fax No's.

SECTION IV

SPECIFICATIONS FOR:

BID NO. 15-0026-6

**FOR ONE (1) NEW AND LATEST MODEL
35,000 GVWR SINGLE AXLE TRUCK CHASSIS WITH
MOUNTED KNUCKLEBOOM TRASH LOADER**

4.1 General Information:

The purpose of these specifications is to describe a heavy duty truck-mounted, hydraulically operated knuckle boom loader with dump body to be used in the collection and loading of bulk trash, limbs, leaves, brush, building materials, white goods and other materials of similar nature. The truck and loader shall conform to applicable Georgia and federal regulations binding this type of equipment. If meeting or exceeding specifications put **YES**, and if exceptions are taken put **NO**. Any exceptions must be detailed on a separate sheet with bid. Specifications associated with exceptions must also be submitted. *All BIDS* include delivery, training of operators and service personnel. Upon delivery the truck shall be a complete unit properly serviced and ready for operation.

THE FOLLOWING ARE MINIMUM SPECIFICATIONS THAT WILL BE REQUIRED:

4.2 CAB

2 door standard cab; **Winter White exterior** with primer coat/base coat/clear coat finish; solar tinted glass; factory air conditioner including integral heater/defroster; intermittent windshield wipers with washers; gray interior color; heavy duty vinyl seating with single air bucket driver seat (30%), dual occupant front passenger seat (70%); dual sun visors; driver and passenger outside fold-back rearview mirrors including convex mirrors; AM/FM radio; dual electric horns and single trumpet air horn; steel front bumper with tow hooks. Front shade painted same as cab, High Visibility Seat Belts
Exterior Cab mounted grab handles-Driver & Passenger side **MUST** be included. Black mud flaps.

YES _____ NO _____

4.3 WHEELBASE MINIMUM

Cab-to-Axle Dimension 168"

YES _____ NO _____

4.4 FRAME

Single channel heat treated alloy steel main frame rated at minimum 120,000 PSI with frame reinforcement for entire length of frame rated at minimum 120,000 PSI with total (main frame + reinforcement) minimum 6,000,000 RBM.

YES _____ NO _____

4.5 FRONT AXLE

12,000 lb. front axle with wheel seals for oil lubricated wheel bearings and power steering.

YES _____ NO _____

4.6 FRONT SUSPENSION

Minimum 12,000 lbs. parabolic tapered leaf springs including shock absorbers

YES _____ NO _____

4.7 REAR AXLE

23,000 lbs. single speed rear axle with wheel seals for oil lubricated wheel bearings. Rear axle ratio shall provide maximum grade ability in 1st gear and a highway speed of 65 MPH. Locking differential to be included 5.38 Axle Ratio

YES _____ NO _____

4.8 REAR SUSPENSION

Minimum 23,000 lbs. multi leaf rear suspension and minimum 3,000 lbs. auxiliary springs, and rear stabilizer bar.

YES _____ NO _____

4.9 BRAKES

Full air brake system with anti-lock feature; minimum 13.2 CFM capacity air compressor; dual air pressure gauges; low air pressure warning light/alarm; front/rear automatic slack adjusters; air activated spring-loaded parking brake; three (3) drain valves and two (2) air tanks; air dryer with automatic air moisture ejector and heater; front and rear dust shields.

YES _____ NO _____

4.10 ENGINE

Diesel engine with minimum 300 HP and 660 LB/FT governed speed; heavy duty dual element air cleaner; air restriction indicator; fuel filter and water separator with electric type heater and sight glass. Engine must meet 2015 EPA emissions standard. Idle shut down time shall be at 20 minutes.

YES _____ NO _____

4.11 EXHAUST

Horizontal exhaust system toward the rear of truck chassis.

YES _____ NO _____

4.12 TRANSMISSION

6-speed Allison 3500RDS-P automatic transmission with overdrive including wide ratio, transmission oil cooler in radiator, and audible back up alarm activated when transmission is shifted into reverse. PTO electronic activation switch.

YES _____ NO _____

4.13 ELECTRICAL

With 130 amp alternator; 2000 CCA minimum dual battery system; sealed connectors for 2 ground circuits, with **LED** combined left/stop, combined right/stop, stop lamps, back up lamps, and two additional pass through wires to cab; body builder wiring to end of frame. Remote jump start post next to battery box and battery master cut off switch with lock out lever. Daytime running lights, Back up Alarm and CAB Dual Mounted LED Strobe Lights

YES _____ NO _____

4.14 FRONT/REAR WHEELS AND TIRES

22.5” x 8.25” painted steel disc 10-hole hub-piloted wheels with 11R22.5 16-ply radial tubeless tires. Hwy tread front tires and traction tread rear tires.

YES _____ NO _____

4.15 FUEL TANK

Minimum 70 gallon fuel tank.

YES _____ NO _____

4.16 INSTRUMENTATION

Full set of gauges for water temperature, engine oil pressure, amp meter or volt meter, fuel level, tachometer, speedometer, and audio/visual warning system. Pre-trip light inspection switch and four (4) extra switches to control add ons

YES _____ NO _____

4.17 MISCELLANEOUS

Two (2) sets of operator’s manual, and two (2) set of service manuals, which shall include disassembly/assembly and trouble shooting information of the cab, chassis, transmission, differential and engine.

YES _____ NO _____

4.18 KNUCKLE BOOM LOADER WITH TRASH BODY

4.18.1 SPECIFICATIONS

The unit will be used in collection and loading of bulk trash, limbs, leaves, building materials, and white goods, or other materials of that nature. Unit must be manufactured in an ISO 9001:2000 certified facility. All bidders must fill in all information. If meeting or exceeding specifications put **YES**, and if exceptions are taken put **NO**. Any exceptions must be explained in writing. All bids must include delivery, training of operators and service personnel.

Specifications are based off a Petersen Boom Model TL-3 as minimum acceptable standards.

4.18.2 PEDESTAL & BOOM & CONTROLS:

Must be an open A-frame type to allow flexing under repeated load shocks. Total height not to exceed 7 ft. from mounting plate to top of pedestal/main boom connection point.

YES _____ **NO** _____

- a. Minimum lift capacity to be 3,200 lbs. At 20ft. including grapple.

YES _____ **NO** _____

- b. Swing post to be made single piece high strength Solid Steel (ASTM4140) turning in (ASTM-D4020-81) cast Nylon bearings. Welded spindle/head assembly is to be Stress relieved prior to installation

YES _____ **NO** _____

- c. All hydraulic hoses located at the operator position (boom pedestal) must be enclosed in the pedestal base. Access provided by an easily removable steel cover. Grating heat shield for walk-thru controls

YES _____ **NO** _____

- d. Boom rotation to be accomplished by a direct drive 270 degree planetary gearbox with radial piston hydraulic motor. Modal SAI 1250/150 with a maximum torque rating of 150,000 in lbs.

YES _____ **NO** _____

- e. Main boom must be comprised of two ea. 4 in. x 8 in. x 3/8 in. thick high tensile steel tubes connected to each other only at their center line to allow a shock absorbing flexing action of the boom. Main boom must have a minimum of 1,200 PSI down pressure on the main boom for compacting loads.

YES _____ **NO** _____

- f. Tip boom to have an extendible/retractable telescopic section controllable from the operator's platform. Must have mechanical stops to prevent cylinder stress. The inner and outer sleeves of the telescopic section must be separated by replaceable cast nylon wear blocks on all sides to prevent metal-to-metal wear. Hydraulic hoses for the telescopic section must be enclosed in steel box for protection.

YES _____ **NO** _____

- g. The entire boom must be serviceable down to the component level, e.g., every hydraulic hose, fluid tubes, bracket, pin, Etc.
YES _____ **NO** _____
- h. All boom connections requiring pins shall be equipped with replaceable Bushings and heat-treated pins.
YES _____ **NO** _____
- i. All operating functions shall be hydraulically or mechanical controlled from the Operator station located both on the left and right hand side of the loader
YES _____ **NO** _____
- j. Single or two stage tandem pump
YES _____ **NO** _____
- k. Boom functions controlled by Means of hydraulic or mechanical joysticks located on both sides of the loader (two per side, three functions per joy stick). No air accepted
YES _____ **NO** _____
- l. A safety feature shall be provided to allow only one (1) side of controls to function at a time. Joy sticks shall function only from one side at a time.
YES _____ **NO** _____
- m. Outriggers controlled by individual levers located conveniently in the center of the operator's platform. Body dumping is controlled by a single lever at the center of the operator's platform separate from any other control. Proper enclosures shall be provided to protect operator from hydraulic fluid and components. All Controls shall be clearly identified as to function.
YES _____ **NO** _____
- n. Main boom and tip boom cylinders must incorporate integral holding valves.
YES _____ **NO** _____

4.18.3 TRASH GRAPPLE & BUCKET

- a. Bucket shall have a 360 degree continuous rotating grapple with a replaceable hydraulic swivel. Swivel shall not be welded or be an integral part of the grapple.
YES _____ **NO** _____

b. Bucket is to be opened and closed by (1) hydraulic cylinder min with a closing Force\”bite” of 3,600 lbs.
YES _____ **NO** _____

c. Bucket is to be 4’ long and capable of opening to 60 inches from lip to lip.
YES _____ **NO** _____

d. Bucket shall be fabricated with a bolt on replaceable h.s.h.c. steel cutting edge.
YES _____ **NO** _____

e. Bucket cylinders and hoses shall be enclosed by a removable steel cover.
YES _____ **NO** _____

4.18.4. HYDRAULICS:

a. Reservoir shall be a minimum of 40 gallons. It shall have a dual level/oil Temperature gauge on side of baffled tank oil cooler with fan
YES _____ **NO** _____

b. Filters suction and return shall be a 10-micron, replaceable filter mounted on outside of reservoir.
YES _____ **NO** _____

c. Cut-off valves are to be provided for both pressure and suction.
YES _____ **NO** _____

d. All hoses shall be rated at 4,000-psi working pressure.
YES _____ **NO** _____

e. Port tubing through the main boom shall be stainless steel tube.
YES _____ **NO** _____

f. Control valves shall have a 20 gpm rating.
YES _____ **NO** _____

- g. Successful bidder must provide a computer printout at time of delivery showing particle testing of the hydraulic oil done just prior to the unit being shipped in order to illustrate cleanliness of hydraulic system.

YES _____ NO _____

4.18.5 POWER SOURCE:

- a. To be a transmission mounted power take off coupled directly to the hydraulic pump (no drive shafts). Must be equipped with overspeed protection "Hot Shift" automatically disengages the PTO when the truck is placed in gear and reengages when the truck is placed back in neutral.

YES _____ NO _____

4.18.5. THROTTLE CONTROL:

- a. Unit to have an electric operated throttle control to maintain proper engine speed when loader is operated under load. Switch for throttle control to be mounted on operator's platform for operator's convenience.

YES _____ NO _____

- b. Throttle speed-up shall operate only when the transmission in the neutral position. Also include boom up outrigger out sensor with indicator light and audible alarm

YES _____ NO _____

4.18.6. OUTRIGGERS:

- a. Outriggers shall be extendable to a distance that will resist loads of 85% of the tipping moment under maximum rated load. Include led strobes with guards on top of each outrigger post.

YES _____ NO _____

- b. The outriggers are to be equipped with bolt on smooth pads to cause minimum damage to contacted surface.

YES _____ NO _____

- c. Outriggers shall telescope horizontally in and out; and vertically up and down and operate independently by means of individual controls.

YES _____ NO _____

- d. Outrigger cylinders for stabilizing loader shall be mounted inside telescoping legs.

YES _____ NO _____

- e. Outriggers shall retract to within the maximum highway width and will extend to a maximum width to resist the design load moment.

YES _____ NO _____

- f. Outrigger cylinders shall contain holding valves on extend and retract functions to prevent outrigger leak down.

YES _____ NO _____

4.18.7 LIGHTS AND REFLECTORS:

- a. Shall conform to current State and Federal standards.GADOT ready.

YES _____ NO _____

4.18.8 PAINT:

- a. Loader shall receive (1) coat of high-grade primer and (2) coats of high-grade enamel paint Omaha orange.

YES _____ NO _____

4.18.9 WARRANTY:

- a. Bidder must provide all warranties required below. Failure to provide such warranties may result in your bid being deemed non-responsive.

YES _____ NO _____

- b. Entire unit to have a 3 year parts and labor warranty.

YES _____ NO _____

4.19 SPECIFICATIONS: 20FT LONG, 30 CUBIC YARD BODY

4.19.1. TRASH BODY:

- a. 30 cubic yard capacity

YES _____ NO _____

- b. 20 foot body length

YES _____ NO _____

- c. Body shall be mounted with a minimum space of 60 inches between the cab and the front of the body.

YES _____ NO _____

- d. Body floor shall be made of single sheet 3/16 Hardox HX450 steel. 96 inch wide and 46 ½ long, continuously welded to the sides and headboard multiple floor panels welded together are not acceptable. Includes 3/16 inch x 10 inch wide steel reinforcement continuously welded between floor and each side. **NO EXCEPTIONS**

YES _____ NO _____

- e. Body walls to be constructed with 1/8 hardox HX450. Front portion to be 46 ½ inch high by 120, angling to 76 inch remainder of body and rear doors. The two side sheets must be connected with the remainder of the body doors the two side sheets must be connected with an overlap joint. **NO EXCEPTIONS**

YES _____ NO _____

- f. Body walls shall have a top rail made of 3 ¼ inch x 7 inch 1/8 hardox HX450 **NO EXCEPTIONS**

YES _____ NO _____

- g. No wall stiffeners will be welded to side walls.

YES _____ NO _____

- h. Body shall have two (2) equal width barn type rear doors 60 inches high to swing completely around to each side wall with provisions to positively latch open for dumping.

YES _____ NO _____

- i. Each door shall be hinged with three (3) hinges with each hinge consisting of three (3) steel plates, two 5/8 inch plate welded to body, one ¾ inch plate welded on door, all connected with ¾ inch steel pin. A positive lock top and bottom. Doors to swing completely around to the side with open lock for dumping.

YES _____ NO _____

- j. Rear doors shall be fabricated from 1/8 hardox HX450 steel sheet and must have all-around outside frame with braces. **NO EXCEPTIONS**

YES _____ NO _____

- k. Tool Box – Sprayed inside with bed liner type material mounted under body left side.

YES _____ NO _____

4.19.2 BODY HOIST:

- a. Minimum hoist rated capacity 23 tons to be scissor type, Hoist must raise to a 45 degree dump angle without the rest of the touching the ground.

YES _____ NO _____

4.19.3 LIGHTS AND REFLECTORS:

- a. All lighting to be GADOT standards and shall conform to current State and Federal standards.

YES _____ NO _____

- b. Reflective safety tape shall be on both sides and on rear of body.

YES _____ NO _____

- c. Include LED strobes in corner posts.

YES _____ NO _____

- d. Single LED strobe under rear body.

YES _____ NO _____

- e. Single Rear color camera system installed.

YES _____ NO _____

- f. Comes on in reverse

YES _____ NO _____

- g. Rear LED directional arrows on barn doors.

YES _____ NO _____

- h. Amber LED Flashers Mounted in Rear Corner Posts.

YES _____ NO _____

4.19.4 PAINT and UNDERCOATING

- a. Body exterior shall receive one (1) coat of high-grade primer and two (2) coats of high-grade black

YES _____ **NO** _____

- b. Truck shall be undercoated

YES _____ **NO** _____

4.19.5 SAFETY REAR BUMPER:

- a. Body shall have a rear safety bumper

YES _____ **NO** _____

4.19.6 BODY SAFETY PROP:

- a. Two (2) body safety props shall be installed one (1) on each side of the chassis frame rails.

YES _____ **NO** _____

4.19.7 WARRANTY:

- a. Bidder must provide all warranties required below. Failure to provide such warranties may result in you're bid being deemed non-responsive.

YES _____ **NO** _____

- b. Entire unit to have a three (3) year parts and labor warranty. Unlimited hours and miles. If unit needs go back to the factory for warranty work bidder will supply transportation there and back.

YES _____ **NO** _____

- c. Bidder must provide an extended warranty for up to five (5) years for the engine and emission. Failure to provide such warranties may result in you're bid being deemed non-responsive.

YES _____ **NO** _____

4.19.8. TARP SYSTEM:

- a. Self-winding load cover. The heavy duty mesh tarp shall have a spring loaded roller assembly which requires no winding.

YES _____ **NO** _____

4.20 DELIVERY:

- 4.20.1** Delivery cost to 65 Billy B. Hair Drive, Savannah, GA 31408 – At least one (1) day advance notice will need to be made prior to delivery. All items shall be delivered F.O.B. destination and delivery costs and charges included in the bid unless otherwise stated in the specifications or proposal. (DO NOT anticipate drop shipping)
- 4.20.2** **NO** Dealer advertising is to be on any vehicle.
- 4.20.3** Original dealer invoices, MV-1 and MSO's shall accompany vehicle delivery. **NOTE:** All vehicles are to be titled as follows: Commissioners of Chatham County, 124 Bull Street, Savannah, GA 31401
- 4.20.4** Upon delivery, vehicle/equipment will have dealer drive out tags.
- 4.20.5** Four (4) sets of keys will be provided. Two (2) sets of operating manuals will be provided.
- 4.20.6** Vehicle/Equipment will be delivered with not less than a half a tank of fuel.
- 4.20.7** Please indicate earliest delivery date on bid form. Successful bidder shall at the time of delivery have appropriate personnel to explain the proper operation and maintenance of unit.

CHATHAM COUNTY, GEORGIA

\SURETY REQUIREMENTS

A Bid Bond for five percent (5%) of the amount of the bid **is not** required to be submitted with each bid.

A Performance Bond for one hundred percent (100%) of the bid **will not** be required of the successful bidder.

The Bidder certifies that he/she has examined all documents contained in this bid package, and is familiar with all aspects of the proposal and understands fully all that is required of the successful bidder. The Bidder further certifies that his/her bid shall not be withdrawn for thirty (30) days from the date on which his bid is publicly opened and read.

The Bidder agrees, if awarded this bid, he/she will:

- A. Furnish, upon receipt of an authorized Chatham County Purchase Order, all items indicated thereon as specified in this bid proposal for the bid amount, or;
- B. Enter a contract with Chatham County to do and/or furnish everything necessary to provide the service and/or accomplish the work as stated and/or specified in this bid proposal for the bid amount, and;
- C. Furnish, if required, a Performance Bond, and acknowledges Chatham County's right to require a Performance Bond of a specific kind and origin, and;
- D. Forfeit the amount of the Bid Bond if he/she fails to enter a contract with Chatham County as stated in (B) above, within fifteen (15) days of the date on which he/she is awarded the bid, and/or;
- E. Forfeit the amount of the Performance Bond if he/she fails to execute and fulfill the terms of the contract entered. The amount of forfeiture shall be:
 - 1. The difference between his/her bid and the next lowest, responsible bid that has not expired or been withdrawn, or;
 - 2. The difference between his/her bid and the amount of the lowest, responsible bid received as a result of rebidding, including all costs related to rebidding.

COMPANY

DATE

SIGNATURE

TITLE

TELEPHONE NUMBER

BID SHEET

BID NO.15-0026-6

PURCHASE OF NEW KNUCKLE BOOM LOADER W/ DUMP BODY

ITEM NO	DESCRIPTION	QTY.	MANUFACTURER'S NAME & MODEL NO. (both items)	UNIT PRICE	TOTAL PRICE
1	New Knuckle Boom Loader With Dump Body	1 EA			

TOTAL BID \$ _____

TIME REQUIRED FOR DELIVERY AFTER RECEIPT OF ORDER

_____/DAYS

(Award may be contingent on delivery)

Vendor Name: _____

Agent Name: _____

Address: _____

City, State, Zip: _____

Phone number: _____ Fax: _____

Email _____

Agent Name: _____

Agent Signature: _____

ATTACHMENT A

DRUG - FREE WORKPLACE CERTIFICATION

THE UNDERSIGNED CERTIFIES THAT THE PROVISIONS OF CODE SECTIONS 50-24-1 THROUGH 50-24-6 OF THE OFFICIAL CODE TO GEORGIA ANNOTATED, RELATED TO THE ****DRUG-FREE WORKPLACE****, HAVE BEEN COMPLIED WITH IN FULL. THE UNDERSIGNED FURTHER CERTIFIES THAT:

1. A Drug-Free Workplace will be provided for the employees during the performance of the contract; and
2. Each sub-contractor under the direction of the Contractor shall secure the following written certification:

_____ (CONTRACTOR)
certifies to Chatham County that a Drug-Free Workplace will be provided for the employees during the performance of this contract known as **NEW KNUCKLE BOOM LOADER W/ DUMP BODY** (PROJECT) pursuant to paragraph (7) of subsection (B) of Code Section 50-24-3. Also, the undersigned further certifies that he/she will not engage in the unlawful manufacture, sale, distribution, possession, or use of a controlled substance or marijuana during the performance of the contract.

CONTRACTOR

DATE

NOTARY

DATE

ATTACHMENT B

PROMISE OF NON-DISCRIMINATION STATEMENT

Know All Men By These Presence, that I (We), _____
Name

_____, _____
Title Bidder Name of

(herein after Company) in consideration of the privilege to bid/or propose on the following
Chatham County project procurement **NEW KNUCKLE BOOM LOADER W/ DUMP
BODY** hereby consent, covenant and agree as follows:

- (1) No person shall be excluded from participation in, denied the benefit of or otherwise discriminated against on the basis of race, color, national origin or gender in connection with the bid submitted to Chatham County or the performance of the contract resulting therefrom;
- (2) That it is and shall be the policy of this Company to provide equal opportunity to all business persons seeking to contract or otherwise interested with the Company, including those companies owned and controlled by racial minorities, and women;
- (3) In connection herewith, I (We) acknowledge and warrant that this Company has been made aware of, understands and agrees to take affirmative action to provide minority and women owned companies with the maximum practicable opportunities to do business with this Company on this contract;
- (4) That the promises of non-discrimination as made and set forth herein shall be continuing throughout the duration of this contract with Chatham County;
- (5) That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made a part of and incorporated by reference in the contract which this Company may be awarded;
- (6) That the failure of this Company to satisfactorily discharge any of the promises of non-discrimination as made and set forth above may constitute a material breach of contract entitling the County to declare the contract in default and to exercise appropriate remedies including but not limited to termination of the contract.

Signature

Date

**ATTACHMENT C
DISCLOSURE OF RESPONSIBILITY STATEMENT**

Failure to complete and return this information will result in your bid/offer/proposal being disqualified from further competition as non-responsive.

1. List any convictions of any person, subsidiary, or affiliate of the company, arising out of obtaining, or attempting to obtain a public or private contract or subcontract, or in the performance of such contract or subcontract.

2. List any indictments or convictions of any person, subsidiary, or affiliate of this company for offenses such as embezzlement, theft, fraudulent schemes, etc. or any other offenses indicating a lack of business integrity or business honesty which affects the responsibility of the contractor.

3. List any convictions or civil judgments under states or federal antitrust statutes.

4. List any violations of contract provisions such as knowingly (without good cause) to perform, or unsatisfactory performance, in accordance with the specifications of a contract.

5. List any prior suspensions or debarments by any governmental agency.

6. List any contracts not completed on time.

7. List any penalties imposed for time delays and/or quality of materials and workmanship.

8. List any documented violations of federal or any state labor laws, regulations, or standards, occupational safety and health rules.

I, _____, as

Name of individual

Title & Authority

of _____, declare under oath that

Company Name _____

the above statements, including any supplemental responses attached hereto, are true.

Signature

State of _____

County of _____

Subscribed and sworn to before me on this _____ day of _____

20__ by _____ representing him/herself to be

_____ of the company named herein.

Notary Public

My Commission expires:

Resident State: _____

DPC Form #45

ATTACHMENT D
CONTRACTOR AFFIDAVIT under O.C.G.A. § 13-10-91(b)(1)

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

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Name of Project

Name of Public Employer

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

Executed on _____, ____, 20__ in _____(city), _____(state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

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

NOTARY PUBLIC

My Commission Expires:

SUBCONTRACTOR AFFIDAVIT under O.C.G.A. § 13-10-91(b)(3)

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with _____ (name of

contractor) on behalf of CHATHAM COUNTY has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91 (b). Additionally, the undersigned subcontractor will forward notice of the receipt of an affidavit from a sub-subcontractor to the contractor within five (5) business days of receipt. If the undersigned subcontractor receives notice of receipt of an affidavit from any sub-subcontractor that has contracted with a sub-subcontractor to forward, within five (5) business days of receipt, a copy of such notice to the contractor. Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

Date of Authorization

Name of Subcontractor

Name of Project

Name of Public Employer

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

Executed on _____, ____, 20__ in _____(city), _____(state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

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

NOTARY PUBLIC
My Commission Expires:

ATTACHMENT E

**BIDDER'S CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY AND VOLUNTARY EXCLUSION**

The undersigned certifies, by submission of this proposal or acceptance of this contract, that neither Contractor nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntary excluded from participation in this transaction by any Federal department or agency, State of Georgia, City of Savannah, Board of Education of local municipality. Bidder agrees that by submitting this proposal that Bidder will include this clause without modification in all lower tier transactions, solicitations, proposals, contracts, and subcontracts. Where the Bidder or any lower tier participant is unable to certify to this statement, that participant shall attach an explanation to this document.

Certification - the above information is true and complete to the best of my knowledge and belief.

(Printed or typed Name of Signatory)

(Signature)

(Date)

NOTE: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001

END OF DOCUMENT Mod. CC P & C 6/2005

ATTACHMENT F

**Chatham County
Minority and Women Business Enterprise Program
M/WBE Participation Report**

Name of Bidder: _____

Name of Project: _____

Bid No: _____

M/WBE Firm	Type of Work	Contact Person/ Phone #	City, State	%	MBE or WBE

MBE Total _____

WBE Total _____%

M/WBE Combined _____%

The undersigned should enter into a formal agreement with M/WBE Contractor identified herein for work listed in this schedule conditioned upon execution of contract with the Chatham County Board of Commissioners.

Signature _____ Print _____

Phone () _____

Fax () _____

ATTACHMENT G

*Systematic Alien Verification for Entitlements (SAVE) Affidavit
Verifying Status for Chatham County Benefit Application*

By executing this affidavit under oath, as an applicant for a Chatham County, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit, Contract or other public benefit as reference in O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for a Chatham County contract for _____ . [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

1.) _____ I am a citizen of the United States.

OR

2.) _____ I am a legal permanent resident 18 years of age or older.

OR

3.) _____ I am an otherwise qualified alien (8 USC 1641) or non-immigrant under the Federal Immigration and Nationality Act (8 USC 1101 et seq.) 18 years of age or older and lawfully present in the United States.*

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of Code Section 16-10-20 of the Official Code of Georgia.

Signature of Applicant:

Date

Printed Name:

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

* _____
Alien Registration number for non-citizens.

Notary Public
My Commission Expires:

REFERENCES

COMPANY NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

COMPANY NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

COMPANY NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

COMPANY NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

CHECKLIST FOR SUBMITTING BID

Sign below and submit this sheet with Bid

NOTE: All of the following items must be submitted with your Bid to be considered responsive.

1. ACKNOWLEDGMENT OF ANY/ALL **ADDENDUMS** (Page 3 of ITB).
2. **ORIGINAL SURETY BOND (5% OF BID) ALONG WITH SURETY REQUIREMENTS SHEET FILLED OUT (Page 30 of ITB). BID BOND IS NOT REQUIRED FOR THIS PROJECT.)**
3. BID SHEET COMPLETELY FILLED OUT AND SIGNED.
4. **LIST OF SUBCONTRACTORS' SHEET** FILLED OUT WITH ALL SUBCONTRACTORS AND SUPPLIERS.
5. **% TO MBE SUBCONTRACTORS/SUPPLIERS' SHEET** COMPLETELY FILLED OUT SHOWING \$ AMOUNT AS WELL AS % OF PROJECT THAT IS PROJECTED TO GO TO MBE/WBE SUBCONTRACTORS/SUPPLIERS.
6. **REFERENCES:** Supply ALL the information that is requested for each Reference. NOTE: *Forms for Reference Information are attached to this Bid Package.*
7. **ALL FIRMS REQUESTING TO DO BUSINESS WITH CHATHAM COUNTY MUST REGISTER ON-LINE AT [HTTP://PURCHASING.CHATHAMCOUNTY.ORG](http://PURCHASING.CHATHAMCOUNTY.ORG).**
8. **COMPLETE AND SUBMIT ALL ATTACHMENTS TO THE ITB (Attachments A thru G).**
9. **SUBMIT A COPY OF YOUR BUSINESS TAX CERTIFICATE.**

NAME/TITLE

COMPANY NAME

ADDRESS

CITY/STATE/ZIP

PHONE NUMBER

FAX NUMBER

LEGAL NOTICE

CC NO. 166087

Invitation to Bid

Sealed Bids will be received until **2:00 P.M.** on **APRIL 7, 2015** and publicly opened in **Chatham County Purchasing & Contracting Department, at The Chatham County Citizens Service Center, 1117 Eisenhower Drive, Suite C, Savannah, Georgia 31406**, for: **BID NO : 15-0026-6- PURCHASE OF NEW KNUCKLE BOOM LOADER W/ DUMP BODY**

Bid Package can be downloaded and printed from the County Purchasing and Contracting website

<http://purchasing.chathamcounty.org>.

All firms requesting to do business with Chatham County must also register on-line at <http://purchasing.chathamcounty.org>. For additional information concerning specifications, please contact Alton T Peterson, Jr. at (912) 790-1621.

CHATHAM COUNTY HAS THE AUTHORITY TO REJECT ALL BIDS AND WAIVE MINOR FORMALITIES.

"CHATHAM COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER, M/F/H, ALL BIDDERS ARE TO BE EQUAL OPPORTUNITY EMPLOYERS"

MARGARET H. JOYNER, PURCHASING AGENT

SAVANNAH NEWS/PRESS INSERT: **March 23, 2014**