



CITY of POOLER
— GEORGIA —

REQUEST FOR PROPOSAL (RFP)
Disaster-Related Debris Removal Services

I. INTRODUCTION

The City of Pooler (hereinafter referred to as "CITY"), a municipality within the State of Georgia, is requesting proposals for an experienced disaster-related debris removal services contractor that can provide professional technical services for the removal and lawful disposal of debris created as a result of storm or other disaster-related events for the CITY. This Request for Proposal (RFP) outlines the requirements and instructions for submitting a proposal for the project, the evaluation process, and the terms and conditions of the potential contract.

II. PURPOSE

The purpose of this RFP is to solicit competitive proposals from qualified contractors/vendors to establish guidelines and firm fees for debris removal services for the CITY in the event of a storm, storm-related event, or other disaster. The CITY is committed to ensuring that the project is completed in compliance with all applicable laws, within the established budget, and within the specified time frame.

III. SCOPE OF WORK

The contractor will be responsible for providing all materials, equipment, permits, labor, and services necessary to perform the timely, efficient, and lawful removal of disaster-related debris within the CITY. The contractor's services must comply with all relevant municipal, state, and federal regulations, including zoning, permitting, and environmental laws. The following outlines the specific duties and responsibilities expected from the firm in greater detail.

A. General Responsibilities

Debris Collection and Removal: The contractor will collect, remove, and transport debris caused by storm events, natural disasters, or other catastrophic events, from public roadways, rights-of-way, and other designated areas within the CITY. Debris may include, but is not limited to, vegetative waste, construction and demolition debris, white goods, hazardous materials, and other storm-related materials.

Equipment & Personnel: The contractor must provide all necessary equipment, vehicles, and trained personnel capable of handling and disposing of the debris in accordance with applicable regulations.

Safety & Compliance: All debris removal operations shall be performed in a

manner that ensures the safety of workers, the public, and the environment. The contractor must comply with OSHA regulations, local ordinances, and the environmental laws of Georgia and the United States.

Disposal of Debris: The contractor shall ensure that all debris is properly sorted and disposed of at authorized, licensed disposal facilities or recycling centers. The contractor is responsible for obtaining all necessary permits for disposal.

Documentation and Reporting: The contractor shall provide regular progress reports to the CITY, documenting the amount and types of debris removed, disposal locations, timeframes, and any other relevant information. All reports should include photographic documentation as necessary for tracking and reimbursement purposes.

B. Specific Tasks and Services

Pre-Storm Preparedness: Ensure the availability of adequate resources (equipment, personnel, etc.) for immediate mobilization in response to a storm or disaster. Provide a plan for rapid mobilization and response times, including timelines for debris removal after a storm event.

Post-Storm Debris Removal: Initial Sweep: Conduct an initial damage assessment of debris within 24–48 hours of the disaster event. **Debris Removal Phases:** Complete debris removal in phases, starting with priority routes (e.g., major roads, emergency access routes) and progressing to less critical areas (e.g., parks, residential streets). **Hazardous Waste Handling:** Identify and handle hazardous materials (e.g., chemicals, asbestos, petroleum products) in compliance with federal and state environmental regulations.

Disposal and Recycling: Transport and dispose of debris in compliance with the City's guidelines and state/federal regulations. Prioritize recycling efforts where feasible, especially for vegetative waste and construction materials.

Public Communication: Maintain clear communication with the CITY regarding the schedule for debris collection and removal. This includes notifying the public about collection timelines and locations for drop-off (if applicable).

C. Performance Metrics and Requirements

Timeliness: Debris removal should begin immediately following the storm or disaster event, with a clear schedule for completion. The contractor must provide realistic estimates for the amount of time required to clear debris from various areas of the city.

Compliance with Laws: The contractor must ensure that all work complies with: Federal, state, and local environmental regulations; the CITY's zoning and permitting requirements; and all applicable disposal and recycling regulations.

Quality Assurance: All debris removal activities must be carried out to the highest standard of quality. Any damages caused to City property or surrounding infrastructure during debris removal will be the responsibility of the contractor to repair or replace at their own cost.

D. Emergency Response and Mobilization

Rapid Deployment: The contractor shall provide rapid mobilization plans that ensure the necessary resources are deployed within a short period after an event (e.g., 24–48 hours).

Backup Resources: The contractor shall have backup equipment, resources, and personnel available to handle large-scale events and ensure that service disruption is minimized.

E. Reporting and Documentation

Daily Logs and Reporting: Provide daily reports summarizing debris removal activities, including the volume of debris collected, disposal locations, equipment and personnel used, and any other relevant details.

Final Report: At the conclusion of the debris removal efforts, the contractor shall submit a final report detailing the total volume of debris removed, final disposal locations, any challenges faced, and lessons learned.

Monitoring and Inspection: The contractor will cooperate with the CITY's project manager or designated representative for ongoing monitoring and inspections during the work.

F. Special Considerations

Coordination with Local Authorities: The contractor will be required to coordinate with other local, state, and federal agencies involved in disaster recovery efforts, including FEMA, for documentation and compliance purposes.

IV. ELIGIBILITY CRITERIA

- A. Must be a legally registered entity in the State of Georgia with a valid business license.
- B. Demonstrated experience in debris removal with FEMA guidelines.
- C. Ability to provide proof of required insurance and bonding (as applicable).
- D. Must comply with Georgia's Open Records Act (O.C.G.A. § 50-18-70 et seq.), which governs the transparency of public contracts and submissions.
- E. Proof of previous experience on projects of a similar size and scope, ideally within Georgia or local government entities. The primary purpose of this service is to ensure that the entire monitoring process is done properly and expeditiously and is eligible for reimbursement under the Federal Emergency Management Agency (FEMA) public assistance program, Federal Highway Administration (FHWA), and Georgia Emergency Management Agency (GEMA) guidelines.

V. PROPOSAL SUBMISSION INSTRUCTIONS

Proposals must be submitted by July 1, 2025 at 3:00 p.m. Late submissions will not be considered. Proposals should be submitted in one of the following formats:

Mail submission to:

City of Pooler
Attn: City Clerk
100 US Highway 80 SW
Pooler, GA 31322

Deliver in person to:

City of Pooler
Attn: City Clerk
100 US Highway 80 SW
Pooler, GA 31322

Proposals should include the following documents:

- A. Cover Letter: A letter introducing the company, key personnel, and expressing interest in the project.
- B. Company Profile: An overview of the company, including size, background, and qualifications.
- C. Detailed Proposal: Including methodology, timeline, costs, and relevant past project examples.
- D. References: At least three (3) client references with relevant project experience.
- E. Proof of Insurance and Bonding (if applicable): Include certificates of insurance and bonds required by the State of Georgia and the CITY. Georgian Business License: Proof of business registration within Georgia.

VI. PUBLIC BID OPENING

Bids will be publicly opened on Tuesday, July 1, 2025, at 3:00 p.m. at the following location:

Pooler City Hall
Second Floor Training Room
100 US Highway 80 SW
Pooler, GA 31322

The public opening will allow for transparency and will provide all interested parties an opportunity to witness the bid opening process. All submitted proposals will be read aloud and recorded for the public record. Interested parties are welcome to attend the bid opening.

VII. PROPOSAL EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria:

Experience and Qualifications (50%): Relevant experience in similar projects, expertise of proposed team members, and successful past projects.

Technical Approach (5%): The proposed solution, methodology, and approach to meeting the CITY's needs.

Cost (10%): The total cost, including breakdowns, justifications, and any value-added services.

Timeline (15%): The ability to complete the project within the required timeframe.

References and Past Performance (20%): Client feedback and past performance on projects of similar scope.

The CITY reserves the right to request clarifications, additional information, and to conduct interviews or presentations if necessary.

VIII. CONTRACT TERMS AND CONDITIONS

The successful proposer will be required to enter into a formal agreement with the CITY. Key terms of the contract may include but are not limited to:

A. Contract Duration: Four (4) years

Automatic Renewal: Two (2) one-year automatic renewal periods, unless terminated by either party with written notice.

B. Payment and Reimbursement Terms: The contractor will be compensated based on a mutually agreed-upon pricing schedule. Payment terms will be detailed in the final contract, with invoicing based on milestones or completion of tasks. The CITY may seek federal or state reimbursement for eligible costs, so documentation will need to comply with the relevant reimbursement guidelines. Invoices are paid on a net 30 basis. The contract may include provisions for an initial term with options for renewal based on performance and the City's needs.

C. Termination Clause - Termination of Contract for Cause: CITY may terminate for cause of CONTRACTOR'S persistent failure to perform the work in accordance with the Contract Documents. If the CITY terminates the CONTRACT for cause, CONTRACTOR shall not be entitled to any further payment until the work is completed. In the event the employment of the CONTRACTOR is terminated by CITY for cause, and it is subsequently determined by a Court of competent jurisdiction that such termination was without cause, such termination shall thereupon be deemed to have been a termination for convenience.

D. Termination Clause - Termination of Contract for Convenience: CITY may terminate for convenience, without cause, upon seven (7) days written notice to CONTRACTOR. In such case, CONTRACTOR shall be paid for completed and acceptable work executed in accordance with the Contract Documents prior to the effective date of termination in performing services. CONTRACTOR shall not be paid on account of loss of anticipated profits or revenue or other.

E. Compliance with Laws: The contractor must comply with all relevant municipal, state, and federal laws, including the Georgia Procurement Manual.

F. Insurance and Bonding: The contractor must provide adequate insurance and bonding as required by the State of Georgia and the CITY.

G. Open Records Act: The CITY is bound by Georgia's Open Records Act, and all submissions are subject to public inspection unless otherwise protected under the law.

H. Indemnification: The contractor must indemnify and hold harmless the CITY from claims, damages, and liabilities arising from the performance of the contract.

IX. PROPOSAL TIMELINE

RFP Release Date: May 30, 2025

Deadline for Submission of Questions: June 13, 2025 at 3:00 p.m.

Proposal Submission Deadline: July 1, 2025 at 3:00 p.m.

Proposal Evaluation Period: July 1-2, 2025

Award Announcement: July 7, 2025

X. QUESTIONS AND CLARIFICATIONS

All inquiries regarding this RFP should be submitted in writing to the RFP contact person by the specified deadline. The CITY will provide written responses to all questions and distribute them to all interested vendors.

Deadline for Questions: June 13, 2025 at 3:00 p.m.

RFP Contact Name: Rachael Brown

Email Address: rbrown@Pooler-ga.gov

Phone Number: (912) 748-7261

XI. CONTACT INFORMATION

For additional information or clarification regarding this RFP, please contact:

RFP Coordinator: Rachael Brown

Title: Zoning Administrator

Email: rbrown@pooler-ga.gov

Phone: (912) 748-7261

Mailing Address: 100 US Highway 80 SW, Pooler, GA 31322

XII. ATTORNEY'S CLAUSE

Any awarded bid is subject to the execution of a contract between the bidder and the CITY upon terms acceptable to the City, as approved by the City Manager and City Attorney.

XIII. APPENDICES

Appendix A: Emergency Debris Clearance

Appendix B: Pricing Schedule

Appendix B: Indemnity Provision

Appendix C: Georgia Security and Immigration Compliance Act of
2006 Compliance Form

Appendix D: Contractor Affidavit Under O.C.G.A § 13- 10- 91(B) (1)

Appendix E: Non-Collusion Affidavit

**APPENDIX A:
Emergency Debris Clearance**

(This information is required but will not be used for evaluation purposes.)

Emergency Debris Clearance (Push)

CONTRACTOR NAME:	
<i>ALL EQUIPMENT RATES BELOW INCLUDE OPERATOR, FUEL, AND MAINTENANCE COSTS</i>	
Personnel/Equipment	Hourly Rate
Stump Grinder	
50' Bucket Truck	
Service Trucks	
Tractor with Box Blade	
Water Truck (2000 gal.)	
Motor Grader	
Climber with Gear	
Superintendent with Truck	
Foreman with Truck	
Operator with Chainsaw	
Traffic Control Personnel	
Laborer	
Field Project Foreman	
Administrative Assistant	
Clerical	
Track hoe, CAT 330 or Equiv.	
Bulldozer	
Aerial Lift, Self-Propelled, Maximum platform height, 37 feet, Horsepower to 15, Articulated, Telescoping, Scissor	
Aerial Lift, Self-Propelled, Maximum platform height, 60 feet, Horsepower to 30, Articulated, Telescoping, Scissor	
Aerial Lift, Self-Propelled, Maximum platform height, 70 feet, Horsepower to 50, Articulated, Telescoping, Scissor	
Aerial Lift, Self-Propelled, Maximum platform height, 125 feet, Horsepower to 85, Articulated, Telescoping, Scissor	
Aerial Lift, Self-Propelled, Maximum platform height, 150 feet, Horsepower to 130, Articulated, Telescoping, Scissor	
Aerial Lift, Truck Mounted, Maximum platform height, 25 feet, Articulated, Telescoping, Scissor	
Aerial Lift, Truck Mounted, Maximum platform height, 50 feet, Articulated, Telescoping, Scissor	
Aerial Lift, Truck Mounted, Maximum platform height, 75 feet, Articulated, Telescoping, Scissor	

Aerial Lift, Truck Mounted, Maximum platform height, 100 feet, Articulated, Telescoping, Scissor	
Chipper Brush, Chipping Capacity, 6 Inches, To 35 Horsepower, Trailer Mounted	
Chipper Brush, Chipping Capacity, 12 Inches, To 65 Horsepower, Trailer Mounted	
Chipper Brush, Chipping Capacity, 16 Inches, To 100 Horsepower, Trailer Mounted	
Chipper Brush, Chipping Capacity, 18 Inches, To 125 Horsepower, Trailer Mounted	
Chipper Brush, Chipping Capacity, 18 Inches, To 200 Horsepower, Trailer Mounted	
Chipper Brush, Chipping Capacity, 19 Inches, To 300 Horsepower, Trailer Mounted	
Chipper Brush, Chipping Capacity, 19 Inches, To 450 Horsepower, Trailer Mounted	
Chipper Brush, Chipping Capacity, To 650 Horsepower, Trailer Mounted	
Crane, Maximum Lift Cap, 8 Metric Tons, To 80 Horsepower	
Crane, Maximum Lift Cap, 15 Metric Tons, To 150 Horsepower	
Crane, Maximum Lift Cap, 27 Metric Tons, To 200 Horsepower	
Crane, Maximum Lift Cap, 45 Metric Tons, To 3000 Horsepower	
Crane, Maximum Lift Cap, 70 Metric Tons, To 350 Horsepower	
Crane, Maximum Lift Cap, 110 Metric Tons, To 450 Horsepower	
Crane Truck Mounted, Maximum Lift Cap, 17,600 pounds	
Crane Truck Mounted, Maximum Lift Cap, 33,000 pounds	
Crane Truck Mounted, Maximum Lift Cap, 60,000 pounds	
Crane Truck Mounted, Maximum Lift Cap, 120,000 pounds	
Fork Lift, Capacity, 6,000 pounds, To 60 Horsepower	
Fork Lift, Capacity, 12,000 pounds, To 90 Horsepower	
Fork Lift, Capacity, 18,000 pounds, To 140 Horsepower	
Fork Lift, Capacity 50,000, To 215 Horsepower	
Loader, Skid Steer, Operating Capacity, 1,000 pounds, To 35 Horsepower	
Loader, Skid Steer, Operating Capacity, 2,000 pounds, To 65 Horsepower	
Loader, Skid Steer, Operating Capacity, 3,000 pounds, To 85 Horsepower	
Loader, Skid Steer, Operating Capacity, 4,000 pounds, To 94 Horsepower	
Loader, Wheel, Bucket Capacity, 0.5 Cubic Yard, To 38 Horsepower	
Loader, Wheel, Bucket Capacity, 1 Cubic Yard, To 60 Horsepower	
Loader, Wheel, Bucket Capacity, 2 Cubic Yard, To 105 Horsepower	
Loader, Wheel, Bucket Capacity, 3 Cubic Yard, To 152 Horsepower	
Loader, Wheel, Bucket Capacity, 4 Cubic Yard, To 200 Horsepower	
Loader, Wheel, Bucket Capacity, 5 Cubic Yard, To 250 Horsepower	
Loader, Wheel, Bucket Capacity, 6 Cubic Yard, To 305 Horsepower	

Loader, Wheel, Bucket Capacity, 7 Cubic Yard, To 360 Horsepower	
Loader, Wheel, Bucket Capacity, 8 Cubic Yard, To 415 Horsepower	
Loader, Wheel, Bucket Capacity, 9 Cubic Yard, To 470 Horsepower	
Loader, Wheel, Bucket Capacity, 10 Cubic Yard, To 530 Horsepower	
Loader-Backhoe, Wheel, Bucket Capacity, 0.5 Cubic Yard, To 40 Horsepower	
Loader-Backhoe, Wheel, Bucket Capacity, 1 Cubic Yard, To 70 Horsepower	
Loader-Backhoe, Wheel, Bucket Capacity, 1.5 Cubic Yard, To 95 Horsepower	
Loader-Backhoe, Wheel, Bucket Capacity, 1.75 Cubic Yard, To 115 Horsepower	
Saw Concrete, Blade Diameter, 14 inch, To 14 Horsepower	
Saw, Concrete, Blade Diameter, 26 inch, To 35 Horsepower	
Saw, Concrete, Blade Diameter, 48 inch, To 65 Horsepower	

**APPENDIX B:
Pricing Schedule**

Debris Removal and Disposal

CONTRACTOR NAME:		
	Name and Description	Cost per Unit
1.	Vegetative storm debris picked up at the designated work zone, hauled to and dumped at a Temporary Debris Storage and Reduction Site (TDSRS)	
1.a.	Mileage Radius: 0-15 Miles	\$ /cu.yd.
1.b.	16-30 Miles	\$ /cu.yd.
1.c.	31-60 Miles	\$ /cu. yd.
2.	Construction and Demolition debris hauled to and dumped at a CITY approved disposal site or landfill	
2.a.	Mileage Radius: 0-20 Miles	\$ /cu.yd.
2.b.	21-40 Miles	\$ /cu.yd.
2.c.	41-70 Miles	\$ /cu.yd.
3.	Validated load hauled tickets from the TDSRS for final processed vegetative debris at a CITY approved disposal or recycling facility	
3.a.	Mileage Radius: 0-20 Miles	\$ /cu.yd.
3.b.	21-40 Miles	\$ /cu.yd.
3.c.	41-70 Miles	\$ /cu.yd.
4.	Tipping fees, fees for Vegetative and C&D (Construction and Demolition), shall be paid by CONTRACTOR and actual incurred cost shall be invoiced to the CITY for reimbursement	

5.	Management, Processing and Loading of all eligible debris and/or residue at the CITY owned TDSRS Including preparing and layout of site; management, maintenance and operation of the TDSRS; the receiving, sorting, segregation, processing and reduction of vegetative debris by grinding; furnishing materials, supplies, labor, tools and equipment necessary to perform services; maintenance of internal roadways, providing traffic control, dust control, erosion control, inspection tower(s), lighting, fire protection, all required permits, environmental monitoring, and safety measures; loading reduced/stored debris and initiating load tickets for final disposition; and Closure and remediation of the TDSRS	\$ /cu.yd.
6.	Management, Processing and Loading of all eligible debris and/or residue at the CITY owned TDSRS Including preparing and layout of site; management, maintenance and operation of the TDSRS; the receiving, sorting, segregation, processing and reduction of vegetative debris by burning; furnishing materials, supplies, labor, tools and equipment necessary to perform services; maintenance of internal roadways, providing traffic control, dust control, erosion control, inspection tower(s), lighting, fire protection, all required permits, environmental monitoring, and safety measures; loading reduced/stored debris and initiating load tickets for final disposition; and Closure and remediation of the TDSRS	\$ /cu.yd.
7.	Hazardous trees – Trees will be evaluated by the CITY and be designated to be cut down and hauled to the TDSRS for reduction. Trees will be measured in accordance with prevailing FEMA Policy.	
	Trees with branches remaining – FEE ONLY TO CUT TREE	
7.a.	6-12" Diameter	/tree
7.b.	13-24" Diameter	/tree
7.c.	25-48" Diameter	/tree
7.d.	> 48" Diameter	/tree
8.	Stump "Extrication" fee – All in Accordance with prevailing FEMA Policy.	
8.a.	Stumps 24 – 35.999" in diameter	\$ / ea
8.b.	Stumps 36" to 47.999" in diameter	\$ / ea
8.c.	Stumps greater than 48" in diameter	\$ / ea
	*For loose stumps placed on right of way by others, convert to cubic yards and haul as regular vegetative debris. ** Payment for the removal of stumps measuring twenty five (25) inches in diameter or larger, which require grubbing and backfilling, will cover all expenses related to loading, backfilling and placing the extracted stump at the nearest right of way. Hauling the stump to the DMS will be prices according to the	

	cubic yard pricing, based on the stump and the corresponding FEMA stump conversion	
9.	Hazardous Limb or Branch Removal-"Removal of broken limbs or branches that pose immediate threat is eligible. For example, a broken limb or branch hanging over improved property or public-use areas, such as trails, sidewalks, or playgrounds, poses an immediate threat of falling and causing injury to the public or damage to improved property.	\$ /tree
10.	Fallen Trees – The CONTRACTOR shall cut a fallen tree, which extends onto the ROW from private property, at the point where it enters the ROW. Vegetative debris will be placed on the ROW for collection as addressed under item #1. (a.)	\$ /tree
11.	Fill Dirt – As identified and directed by the CITY, the CONTRACTOR shall place compatible fill dirt in ruts created by equipment and vehicles, holes created by removal of hazardous stumps and other areas that pose an imminent and significant threat to public health and safety	\$ /cu.yd.
12.	Soil, Mud, Sand – The CONTRACTOR shall remove soil, mud and sand identified as disaster debris and hauled to a final disposition site within 30 miles in accordance with all federal, state and local rules, regulations and laws.	\$ /cu.yd.
13.	Household Hazardous Waste – The CONTRACTOR shall remove household hazardous waste in accordance with all federal, state and local rules, regulations and laws.	\$ /lb
14.	White Goods – The CONTRACTOR shall recycle all eligible white goods in accordance with all federal, state and local rules, regulations and laws	\$ /unit
15.	Freon Recovery – The CONTRACTOR SHALL REMOVE AND RECOVER Freon from any white goods, such as refrigerators, freezers or air conditioners, at the TDSRS or final disposition site in accordance with all federal, state and local rules, regulations and laws	\$ /unit
16.	Training and Assistance: The Contractor shall assist with the development of a debris management plan and provide one day of Debris Management training per year to the CITY staff, as arranged by the Emergency Management Division.	Included
17.	Mobilization and Demobilization – All arrangements necessary to mobilize and demobilize the CONTRACTOR's labor force and machinery needed to perform the Scope of Services contained herein shall be made by the CONTRACTOR	Included
18.	Temporary Storage of Documents – The CONTRACTOR shall provide storage of daily or disaster- related documents and reports for protection during the disaster event	Included

19.	Reporting and Documentation – The CONTRACTOR shall provide and submit to the CITY all reports and documents as may be necessary to adequately document the Debris Recovery Services in accordance with FEMA requirements	Included
20.	Marine debris Removal from non-navigable waterways may include the removal and disposal of trees, branches, brush, and other debris deposited in and adjacent to the waterway.	\$ /unit

**APPENDIX C:
Indemnity Provision**

CONTRACTOR (or Lessee or Vendor) assumes entire responsibility and liability for losses, expenses, demands and claims in connection with or arising out of any injury, or alleged injury (including death) to any person, or damage, or alleged damage, to property of CITY of others sustained or alleged to have been sustained in connection with or to have arisen out of or resulting from the performance of the work/service by the CONTRACTOR, his SUBCONTRACTORS, agents, and employees, including losses, expenses, damages sustained by CITY, and agrees to indemnify and hold harmless the CITY, its officials, employees or volunteers from any and all such losses, expenses, damages, demands and claims and agrees to defend any suit or action brought against them, or any of them, based on such alleged injury or damage, and to pay all damages, cost and expenses in connection therewith or resulting therefrom. As an integral part of this agreement, CONTRACTOR agrees to purchase and maintain during the life of this contract, contractual liability insurance in the amount required in the general liability insurance requirements and to furnish proper evidence thereof.

Above provision specifically applies to the contract dated _____

between the City of Pooler and _____

for debris monitoring services.

SIGNATURE

PRINT NAME

PRINT COMPANY

APPENDIX D:
Georgia Security and Immigration Compliance Act of 2006 Compliance Form

The City of Pooler complies with the requirements of O.C.G.A. 13-10-19 and requires that all CONTRACTORS and SUBCONTRACTORS comply with Rule 300-10-1-.02 as a condition of awarding contracts.

The CONTRACTOR certifies that the following employee-number category is applicable to the CONTRACTOR: (initial one only)

_____ Ten (10) or more employees

_____ Fewer than (10) employees

The CONTRACTOR agrees that in the event the CONTRACTOR employs or contracts with any SUBCONTRACTOR in connection with the covered contract, the CONTRACTOR will secure from the SUBCONTRACTOR such SUBCONTRACTOR indication of the employee-number category applicable to the SUB CONTRACTOR.

In the event the A CONTRACTOR employs or contracts with any SUB CONTRACTOR in connection with the covered contract, the CONTRACTOR will secure from such SUB CONTRACTOR attestation of the SUBCONTRACTOR's compliance with O.C.G.A. 13-10-91 and Rule 300-10-1-.02 by the SUB CONTRACTOR'S execution of the SUB CONTRACTOR affidavit shown in Rule 300-10-1-.08 or a substantially similar SUBCONTRACTOR affidavit and will maintain records of such attestation for inspection by the public employer at an time. Such SUBCONTRACTOR affidavit shall become part of the CONTRACTOR /SUB CONTRACTOR agreement.

AUTHORIZED OFFICER/AGENT SIGNATURE

AUTHORIZED OFFICER/AGENT PRINT NAME

AUTHORIZED OFFICER/AGENT TITLE

DATE

NOTARY SEAL:

SUBSCRIBED AND SWORN BEFORE ME
ON THIS, THE DAY OF

DATE

NOTARY PUBLIC SIGNATURE

NOTARY PUBLIC COMMISSION EXPIRATION

APPENDIX E:
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 _____ has registered with, is authorized to use and uses the federal work authorization program commonly known as EVerify, 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 SUBCONTRACTOR 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 Public Employer _____

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

AUTHORIZED OFFICER/AGENT SIGNATURE

AUTHORIZED OFFICER/AGENT PRINT NAME

AUTHORIZED OFFICER/AGENT TITLE

DATE

NOTARY SEAL:

SUBSCRIBED AND SWORN BEFORE ME
ON THIS, THE DAY OF

DATE

NOTARY PUBLIC SIGNATURE

NOTARY PUBLIC COMMISSION EXPIRATION

**APPENDIX F:
Non-Collusion Affidavit**

State of Georgia; County of Chatham;

_____, being first duly sworn, deposes and says that

1. He/she is (owner, partner, officer, representative, or agent) of the CONTRACTOR that has submitted the attached Bid;
2. He/she is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;
3. Such Bid is genuine and is not a collusive or sham Bid;
4. Neither the said CONTRACTOR nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other CONTRACTOR, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other CONTRACTOR, firm or person to fix the price or prices in the attached Bid or of any other CONTRACTOR, or to fix any overhead, profit or cost element of the Bid price or the Bid price of any other bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the or any person interested in the proposed Contract; and
5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the CONTRACTOR or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

AUTHORIZED OFFICER/AGENT SIGNATURE

AUTHORIZED OFFICER/AGENT PRINT NAME

AUTHORIZED OFFICER/AGENT TITLE

DATE

NOTARY SEAL:

SUBSCRIBED AND SWORN BEFORE ME
ON THIS, THE DAY OF

DATE

NOTARY PUBLIC SIGNATURE

NOTARY PUBLIC COMMISSION EXPIRATION