ROCKDALE COUNTY, GEORGIA

November 24, 2021

Tennis Center Courts Lighting Upgrades

INVITATION TO BID
No. 21-35

ROCKDALE COUNTY FINANCE DEPARTMENT
PROCUREMENT DIVISION
958 MILSTEAD AVENUE
CONYERS, GA 30012
770-278-7552
INTRODUCTION:
This is an Invitation to Bid (ITB) for the purchase of **Tennis Center Courts Lighting Upgrades** in Rockdale County. Instructions for preparation and submission of a bid are contained in this packet. Bids must be typed or printed in ink.

Rockdale County provides equal opportunity for all businesses and does not discriminate against any person or business because of race, color, religion, sex, national origin, and handicap or veterans status. This policy ensures all segments of the business community have access to supplying the goods and services needed by Rockdale County.

PURCHASING CONTACT FOR THIS REQUEST:
All questions concerning this ITB and all questions arising subsequent to award are to be addressed to the Purchasing Division via email to Meagan Porch, Buyer, at meagan.porch@rockdalecountyga.gov or the following address:

Rockdale County Finance Department  
Purchasing Division  
Attn: Meagan Porch  
958 Milstead Avenue  
Conyers, GA 30012  
Phone: (770) 278-7557, Fax (770) 278-8910  
E-mail: meagan.porch@rockdalecountyga.gov

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

BID COPIES FOR EVALUATION:
One (1) hard copy and one (1) original hard copy and one (1) Flash Drive in Adobe PDF format will be required for review purposes. (*Original must be clearly marked “Original” and the Copies clearly marked “Copies.”*). Flash Drives that are blank or have incorrect information on them will not be acceptable and may be justification for disqualification. Check your Flash Drive(s) to ensure that they have the appropriate material on it before submitting.

All bid materials must be completed and enclosed in a sealed envelope prior to submittal. The ITB number must be clearly written on the outside of the envelope. **Incomplete, incorrect, unsealed, unmarked, or improperly submitted bids may be rejected.**

CONTRACT TERM:
To Be Determined from date of Notice to Proceed.

DUE DATE:
Sealed bids will be received at the Rockdale County Finance Department, Procurement Division, 958 Milstead Avenue, Conyers, GA 30012 no later than **2:00 P.M., local time, Thursday, December 30, 2021**. Bids received after this time will not be accepted. Bidders are not required to attend bid opening.
PRE-BID CONFERENCE:
There will be a MANDATORY Pre-Bid Conference held at The Rockdale County Tennis Center, 1370 Parker Road SE, Conyers, GA 30094, at 10:00 A.M., local time, Monday, December 6, 2021. Any questions and/or misunderstandings that may arise from this ITB may be asked and answered at the pre-bid conference; however, oral responses are not authoritative. Bidders are encouraged to review the ITB before attending the pre-bid conference. Questions received after the pre-bid conference must be submitted in writing to meagan.porch@rockdalecountyga.gov or at the above address. Any contractor who intends to submit a Bid is required to attend this meeting.

QUESTIONS AND CLARIFICATIONS:
All questions and/or requests for clarifications concerning this ITB must be submitted to the Purchasing Division via email to meagan.porch@rockdalecountyga.gov or at the above address no later than 2:00 p.m., local time, on Thursday, December 16, 2021. It shall be the Bidders responsibility to seek clarification as early as possible prior to the due date and time. Written responses from the County to the questions it receives will be in an addendum and posted to the County’s website at www.rockdalecountyga.gov, under Bid Opportunities. Questions or requests for clarifications received after this deadline will not receive a response.

ADDENDA:
Answers to questions submitted that materially change the conditions and specifications of this ITB will be issued in an addendum and posted to the County’s website at www.rockdalecountyga.gov under Bid Opportunities. Any discussions or documents will be considered non-binding unless incorporated and issued in an addendum.

It is the bidder’s responsibility to check the Rockdale County website at www.rockdalecountyga.gov, under Bid Opportunities for any addenda that may be issued, prior to submitting a bid for this ITB.

WARRANTY AND / OR GUARANTY:
The bidder will state below or will furnish a separate letter attachment which fully explains the condition of Warranty and/or Guaranty. If no Warranty and/or Guaranty is applicable, it must be so stated. NOTE: Failure to respond to the requirement of this paragraph may result in the bid being non-responsive.

FOREIGN PRODUCTS:
Rockdale County prefers to buy items produced and/or manufactured in the United States of America; however, foreign products may be considered provided it is so stated. Bidder certifies that item(s) offered on this bid is/are manufactured/produced in the United States.

Yes ____________  No ____________

If "No" state place: ______________________________

______________________________

______________________________
QUALIFICATIONS OF OFFERORS:
Bidders must have a current business license from their home office jurisdiction and provide a copy of that license with the submittal of their bid response. Rockdale County vendors doing business in Rockdale County must have a current Rockdale County Business License.

Bids from any offeror that is in default on the payment of any taxes, license fees, or other monies due to Rockdale County will not be accepted.

Bidders are to submit at least three (3) three references from projects with similar experience using the materials and process in this Invitation to Bid.

SILENCE OF SPECIFICATIONS
The apparent silence of these specifications and any supplemental specifications as to any details, or the omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail and that only materials of first quality and correct type, size and design are to be used. All workmanship is to be first quality. All interpretations of this specification shall be made upon the basis of this statement, with County interpretation to prevail.
OPTION TO AUDIT
Successful bidder will be required to maintain complete records during the life of the contract and for a period of one year after completion of the contract. Such records are to be made available to the County if officially requested, to be audited by a designated County auditing staff. In such audits reveal overcharges and/or undercharges, such will be adjusted and compensation made by either party to correct charges.

TORT IMMUNITY:
No officer, employee, or agent of the County acting within the scope of his/her employment or function shall be held personally liable in tort or named as a defendant in any action for injury or damage suffered because of any act, event, or failure to act.

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

AWARD OF CONTRACT:
The Rockdale County Procurement Office and/or Evaluation Committee make a recommendation for award. The Board of Commissioners will make the actual award of the contract and has the authority to award the contract to a company different than the company recommended by the Procurement Office and/or Evaluation Committee. Rockdale County reserves the right to make no awards, multiple awards, one award for all items; or whatever the County deems to be in its best interest.

QUANTITIES:
The quantities listed in the Bidders Response Schedule are provided as an estimate for bid purposes. The County will not be obligated to quantities beyond actual needs.

SELECTION PROCESS:
The Rockdale County Procurement Office and/or Evaluation Committee make a recommendation for award. The Board of Commissioners will make the actual award of the contract and has the authority to award the contract to a company different than the company recommended by the Purchasing Department and/or Evaluation Committee.

This is a past performance/quality/price trade-off source selection in which competing offeror’s past and present performance history and product quality will be evaluated on a basis approximately equal to price. Award will be made to the responsible offeror whose bid represents the best value after evaluation in accordance with the factors listed below. Rockdale County Board of Commissioners may reject any or all bids if such action is in the county’s interest.

Rockdale County may evaluate bids and award a contract without discussions with offerors. Therefore, the offeror’s initial bid should contain the offeror’s best terms from a price and technical standpoint. The County reserves the right to conduct discussions if the County later determines them to be necessary.
**INSURANCE:**
Before starting any work, the successful contractor must furnish to Rockdale County certificate(s) of insurance from companies doing business in Georgia. The Company shall maintain in full force and effect the following insurance during the term of the Agreement:

<table>
<thead>
<tr>
<th>Coverages</th>
<th>Limits of Liability:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workers’ Compensation</td>
<td>Statutory</td>
</tr>
<tr>
<td>Employers’ Liability</td>
<td>$1,000,000.00</td>
</tr>
<tr>
<td>Bodily Injury Liability</td>
<td>$1,000,000.00 each occurrence</td>
</tr>
<tr>
<td>except Automobile</td>
<td>$1,000,000.00 aggregate</td>
</tr>
<tr>
<td>Property Damage Liability</td>
<td>$1,000,000.00 each occurrence</td>
</tr>
<tr>
<td>except Automobile</td>
<td>$1,000,000.00 aggregate</td>
</tr>
<tr>
<td>Personal &amp; Advertising Injury Limit</td>
<td>$1,000,000.00</td>
</tr>
<tr>
<td>Products / Completed Ops.</td>
<td>$2,000,000.00 aggregate</td>
</tr>
<tr>
<td>Automobile Bodily Injury</td>
<td>$1,000,000.00 each person</td>
</tr>
<tr>
<td>Liability</td>
<td>$1,000,000.00 each occurrence</td>
</tr>
<tr>
<td>Automobile Property Damage Liability</td>
<td>$1,000,000.00 each occurrence</td>
</tr>
<tr>
<td>General Liability</td>
<td>$1,000,000.00</td>
</tr>
</tbody>
</table>

All insurance shall be provided by an insurer(s) acceptable to the County and shall provide for thirty (30) days prior notice of cancellation to the County. Upon contract award, Contractor shall deliver to the County a certificate or policy of insurance evidencing Contractor’s compliance with this paragraph. Contractor shall abide by all terms and conditions of the insurance and shall do nothing to impair or invalidate the coverage.

Rockdale, GA shall be named as Additional Insured under any General Liability, Business Auto and Umbrella Policies using ISO Additional Insured Endorsement forms CG 2010 or its equivalent. Coverage shall apply as Primary and non-contributory with Waiver of Subrogation in favor of Rockdale County, Georgia.

The insurance carrier must have a minimum rating of A or higher as determined by the rating firm A.M. Best.

Certificates must contain policy number, policy limits, and policy expiration date of all policies. The Invitation to Bid (ITB) number and project name must be inserted in the Description of Operations section of the certificate.

Certificates are to be issued to:
Rockdale County, Georgia
958 Milstead Avenue
Conyers, GA 30012
BONDS:
Rockdale County shall request the following for bids/proposals in excess of Fifty Thousand Dollars ($50,000.00).

BID BOND
Each bid shall include a bid bond in the amount of five percent (5%) of the total bid amount as guarantee that the bidder shall not withdraw the bid for 120 days after the scheduled bid opening. If awarded the contract, Bidders shall enter a written agreement with Rockdale County in accordance with the bid.

PERFORMANCE BOND
Upon execution and delivery of the contract, the bidder shall furnish Rockdale County a performance bond for the full amount of the contract. Maintenance provisions of the bond shall remain in effect for a period of twelve (12) months after acceptance of the work by the County. The surety shall be a reputable bonding company authorized to transact business in the State of Georgia.

PAYMENT BOND
Upon execution and delivery of the contract, the bidder shall furnish Rockdale County a payment bond for the full amount of the contract. Maintenance provisions of the bond shall remain in effect for a period of twelve (12) months after acceptance of the work by the County. The surety shall be a reputable bonding company authorized to transact business in the State of Georgia.

All sureties of bonds for Rockdale County must be licensed to do business in the State of Georgia and must be listed on the Department of Treasury Federal Register.

PERMITS:
The awarded contractor will be responsible for acquiring any permits that are required for this project/purchase. Rockdale County will waive fees on all permits issued by Rockdale County.

ILLEGAL IMMIGRATION REFORM AND ENFORCEMENT ACT OF 2011
Vendors submitting a Qualification package in response to this ITB must complete the Contractor Affidavit under O.C.G.A. §13-10-91(b)(1) which is provided with the ITB package to verify compliance with the Illegal Immigration Reform and Enforcement Act of 2011.

A. The form must be signed by an authorized officer of the contractor or their authorized agent.

B. The form must be notarized.

C. The contractor will be required to have all subcontractors and sub-subcontractors who are engaged to complete physical performance of services under the final contract executed between the County and the contractor complete the appropriate subcontractor and sub-subcontractor affidavits and return them to the County a minimum of five (5) days prior to any work being accomplished by said subcontractor or sub-subcontractor. Format for this affidavit can be provided to the contractor if necessary.
LOCAL VENDOR PREFERENCE POLICY

The Rockdale County Board of Commissioners adopted a Local Vendor Preference Policy on March 26, 2013. The policy will apply to all qualified Invitations to Bid and Request for Proposals after May 1, 2013. The Local Vendor Preference Policy allows Rockdale County vendors to get an extra 5 points on the evaluation criteria scoring for Request for Proposal. The Policy will give the local bidder the opportunity to match the price of a non-local vendor’s bid price if they are low and within 5% of the low bidder’s price on Invitations to Bid. A copy of the Policy may be downloaded from the County website at www.rockdalecountyga.gov, Bid Opportunities. Local vendors interested in being considered for the Local Vendor Preference must submit an Affidavit of Eligibility with their bid response. The form is attached to these bid documents.

The Local Vendor Preference Policy: will apply to this ITB.

ENERGY EFFICIENT, RECYCLING, AND WASTE REDUCTION PURCHASING POLICY

Policy #R-2015-08 includes the following language:

The Rockdale County Board of Commissioners only purchases energy star rated equipment and appliances that are economically responsible and reduce resource consumption and waste within federal, state, and local laws. The County will only purchase recycled copy, computer, and fax paper with at least 30 percent recycled content.

A copy of the policy may be viewed and downloaded by visiting the website at www.rockdalecountyga.gov, under Bid Opportunities, and scrolling down to the bottom of the page.
LIQUIDATED DAMAGES

Time is of the essence and is an essential element of this Contract, and the Contractor shall pay to the County, not as a penalty, but as liquidated damages, the sum of $100.00 for each calendar day that there is default of completing the Work within the time limit named herein. If the Contractor abandons the Contract before commencement of the Work or defaults in completion of all the Work after commencement thereof, the Contractor shall be liable for such liquidated damages. These fixed liquidated damages are not established as a penalty but are calculated and agreed upon in advance by the County and the Contractor due to the uncertainty and impossibility of making a determination as to the actual and consequential damages incurred by the County and the general public of Rockdale County, Georgia as a result of the failure on the part of the Contractor to complete the Work on time. Such liquidated damages referred to herein are intended to be and are cumulative and shall be in addition to every other remedy now or hereafter enforceable at law, in equity, by statute, or under the Contract.

PIGGYBACKING

Rockdale County encourages and agrees to the successful bidder extending the pricing, terms and conditions of this solicitation or resultant contract to other governmental entities at the discretion of the successful bidder.
GENERAL INFORMATION:

RECEIPT OF BID:
No bids received after said time or at any place other than the time and place as stated in the notice shall be considered. No responsibility shall attach to Rockdale County for the premature opening of a bid not properly addressed and identified.

WITHDRAWAL OF BID:
A bidder may withdraw his bid before the bid due date, without prejudice to the bidder, by submitting a written request of withdrawal to the Rockdale County Procurement Office.

REJECTION OF BID:
Rockdale County may reject any and all bids and must reject a bid of any party who has been delinquent or unfaithful in any formal contract with Rockdale County. Also, the right is reserved to waive any irregularities or informalities in any bid in the proposing procedure. Rockdale County shall be the sole judge as to which bid is best, and in ascertaining this, will take into consideration the business integrity, financial resources, facilities for performing the work, and experience in similar operations of the various bidders.

STATEMENT OF EXPERIENCE AND QUALIFICATIONS:
The bidder may be required, upon request, to prove to the satisfaction of Rockdale County that he/she has the skill, experience, necessary facilities and ample financial resources to perform the contract(s) in a satisfactory manner and within the required time. If the available evidence of competency of any bidder is not satisfactory, the bid of such bidder may be rejected. The successful bidder is required to comply with and abide by all applicable federal and state laws in effect at the time the contract is awarded.

NON-COLLABORATION AFFIDAVIT:
By submitting a bid, the bidder represents and warrants that such bid is genuine and not sham or collusive or made in the interest or in behalf of any person not therein named, that the bidder has not directly or indirectly induced or solicited any other bidder to put in a sham bid, or any other person, firm or corporation to refrain from proposing and that the bidder has not in any manner sought by collusion to secure to that bidder any advantage over any other bidder.

INTEREST OF:
By submitting a bid, the bidder represents and warrants that a Commissioner, Administrator, employee, nor any other person employed by Rockdale County has, in any manner, an interest, directly or indirectly, in the bid or in the contract which may be made under it, or in any expected profits to arise therefrom.

DOCUMENTS DEEMED PART OF THE CONTRACT:
The notice, invitation to bidders, general conditions, and instructions for bidders, special conditions, specifications, bid, and addenda, if any, will be deemed part of the contract.

GOVERNING LAWS:
This contract is made under and shall be governed and construed in accordance with the laws of the State of Georgia.

ERRORS AND OMISSIONS:
The vendor shall not take advantage of any errors or omissions in this Bid Request, and shall promptly notify Rockdale County of any omissions or errors found in this document.
STANDARD INSTRUCTIONS:

1. The instructions contained herein shall be construed as a part of any bid invitation and/or specifications issued by Rockdale County and must be followed by each bidder.

2. The written specifications contained in this bid shall not be changed or superseded except by written addendum from Rockdale County. Failure to comply with the written specifications for this bid may result in disqualification by Rockdale County.

3. All goods and materials shall be F.O.B. Destination Conyers, Georgia and no freight or postage charges will be paid by Rockdale County unless such charges are included in the bid price.

4. The following ITB# 21-35 must be written clearly on the outside of each bid envelope in order to avoid prior opening in error.

5. All bids must be received and in-hand at bid due date and time. Each bidder assumes the responsibility for having his/her bid received at the designated time and place of bid due date. Bids received after the stated time and date may be subject to rejection without consideration, regardless of postmark. Rockdale County accepts no responsibility for mail delivery.

6. Unless otherwise stated, all bids submitted shall be valid and may not be withdrawn for a period of 120 days from the due date.

7. Each bid form submitted must include the name of the business, mailing address, the name, title and signature of the person submitting the bid. When submitting a bid to Rockdale County the first page of your bid package should be the bid form listing the price, delivery date, etc., unless the bid form is requested to be in a separate envelope.

8. Rockdale County reserves the right to accept a bid that is not the lowest price if, in the County’s judgment, such bid is in the best interest of the County and the public. The County reserves the right to reject any and all bids.

9. Telephone, Emailed or Facsimile bids will not be accepted.

10. No sales tax will be charged on any orders except for contracts that include construction materials being purchased through a third party.

   Federal I.D. #58-6000882
   Sales Tax Exempt #58-800068K

11. If applicable, completed questionnaires must be signed manually. Rockdale County reserves the right to accept or reject any bid on the basis of incomplete or inaccurate answers to the questionnaire.

12. If applicable, warranty information shall be provided.

13. Bidders shall state delivery time after receiving order.

14. Bidders shall identify any subcontractors, and include an explanation of the service or product that they may provide.
**BID SPECIFICATIONS:**

The specifications are as follows:

**General:**

Purchase Price shall include delivery, F.O.B. Rockdale County, Conyers, GA 30012.

Include any brochures and specifications that pertain to the equipment that you are proposing.

List any options and the cost for the options separately.

Warranty information must be provided with the submittal of bid.

All manuals associated with the equipment must be delivered with the equipment at no additional charge to Rockdale County. Manuals included but not limited to: Electrical, Pump, Wiring, Mechanical, Operational, Parts, Service, etc.
Courts 1-12:

1. Remove existing lighting fixtures, total of 72 fixtures, on all 12 courts, and retrofit with LED lighting fixtures that are equal to or greater than Class III quality lighting as specified by the United States Tennis Association. (USTA)

2. Price to include the labor and material to complete the work including mounting all fixtures in place, fixture aiming, commissioning of controls, control training, and final clean up. Price to include the removal and recycling of the current fixtures. Price to include delivery of materials to the jobsite.

3. Price to include 10-year warranty on lighting system.

4. Proposal to include energy analysis for 10-year period.

Qualifications & Specifications:

1. Have a license to conduct business in the State of Georgia and have the ability to obtain a Rockdale County Business license. All permits, fees, and inspections with the project included in the price.

2. Vendor must be able to demonstrate to Rockdale County that you have the ability to provide all equipment, staff, and trained key personnel to fulfill your obligations. Written proposals must include an outline of your ability to meet the fiscal and physical responsibilities and requirements.

Material/Equipment: The vendor will assume full and all responsibility for the protection, storage, safety, and damage to all materials and equipment. The vendor must furnish all needed safety equipment and protective devices necessary for the safety of their employees and the property of Rockdale County.

Staffing: The vendor is responsible for providing all labor required to complete the work described in this solicitation. The vendor is responsible and must ensure that they are in compliance with all Federal, State, and local labor laws and regulations applicable to their employees. Rockdale County takes no responsibility for the failure of the vendor to do so. All electrical installation to meet National Electric Code requirements.
Rockdale Tennis Center, 1370 Parker Road SE, Conyers, GA 30094
BID FORM – ITB No. 21-35
Instructions: Complete all THREE parts of this bid form.

PART I: Bid Summary
Complete the information below. If you wish to submit more than one brand, make a photocopy of this Bid Form.

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Lump Sum Bid Amount</td>
<td>$</td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>5.</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>6.</td>
<td>Completion Time from Notice to Proceed</td>
<td>$ /Days</td>
</tr>
</tbody>
</table>

PART II: Addenda Acknowledgements (if applicable)
Each vendor is responsible for determining that all addenda issued by the Rockdale County Finance Department – Purchasing Division have been received before submitting a bid.

<table>
<thead>
<tr>
<th>Addenda</th>
<th>Date Vendor Received</th>
<th>Initials</th>
</tr>
</thead>
<tbody>
<tr>
<td>“1”</td>
<td></td>
<td></td>
</tr>
<tr>
<td>“2”</td>
<td></td>
<td></td>
</tr>
<tr>
<td>“3”</td>
<td></td>
<td></td>
</tr>
<tr>
<td>“4”</td>
<td></td>
<td></td>
</tr>
<tr>
<td>“5”</td>
<td></td>
<td></td>
</tr>
<tr>
<td>“6”</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

PART III: Vendor Information:

Vendor Name
Address
Telephone
E-Mail
Representative (print name)
Signature of Representative
Date Submitted
ROCKDALE COUNTY BOARD OF COMMISSIONERS
NON-COLLUSION AFFIDAVIT OF VENDOR

State of ____________________)
County of ____________________)

______________________________________, being first duly sworn, deposes and says that:

(1) He/She is_________________________________ (owner, partner officer, representative, or
agent) of ___________________________, the Vendor that has submitted the attached ITB;

(2) He/She is fully informed respecting the preparation and contents of the attached ITB and of all
pertinent circumstances respecting such ITB;

(3) Such ITB is genuine and is not a collusive or sham ITB;

(4) Neither the said Vendor nor any of its officers, partners, owners, agents, representatives, employees
or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed,
directly or indirectly with any other Vendor, firm or person to submit a collusive or sham ITB in connection
with the Contract for which the attached ITB has been submitted or refrain from proposing 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 Vendor, firm or person to fix the price or prices in the
attached ITB or of any other Vendor, or to fix any overhead, profit or cost element of the proposing price
or the proposing price of any other Vendor, or to secure through any collusion, conspiracy, connivance or
unlawful agreement any advantage against Rockdale County or any person interested in the proposed
Contract; and

(5) The price or prices quoted in the attached ITB are fair and proper and are not tainted by any collusion,
conspiracy, connivance or unlawful agreement on the part of the Vendor or any of its agents,
representatives, owners, employees, or parties in interest, including this affidavit.

___________________________________________
(Signed)

___________________________________________
(Title)

Subscribed and Sworn to before me this ___________ day of _____________, 202__

Name________________________________________

Title________________________________________

My commission expires (Date)
ROCKDALE COUNTY BOARD OF COMMISSIONERS
NON-COLLUSION AFFIDAVIT OF SUB-CONTRACTOR

State of ____________________
County of ____________________

_____________________________________, being first duly sworn, deposes and says that:

(1) He/She is ______________________ (owner, partner officer, representative, or agent) of ______________________, the sub-contractor that has submitted the attached ITB;

(2) He/She is fully informed respecting the preparation and contents of the attached ITB and of all pertinent circumstances respecting such ITB;

(3) Such ITB is genuine and is not a collusive or sham ITB;

(4) Neither the said sub-contractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affidavit, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Vendor, firm or person to submit a collusive or sham ITB in connection with the Contract for which the attached ITB has been submitted or refrain from proposing 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 Vendor, firm or person to fix the price or prices in the attached ITB or of any other Vendor, or to fix any overhead, profit or cost element of the proposing price or the proposing price of any other Vendor, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against Rockdale County or any person interested in the proposed Contract; and

(5) The price or prices quoted in the attached ITB are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the sub-contractor or any of its agents, representatives, owners, employees, or parties in interest, including this affidavit.

_______________________________________
(Signed)

_______________________________________
(Title)

Subscribed and Sworn to before me this __________ day of ____________, 202__.

Name________________________

Title________________________

My commission expires (Date)
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 (name of public employer) 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 [name of public employer] 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 business days of receipt. If the undersigned subcontractor receives notice that a sub-subcontractor has received an affidavit from any other contracted sub-subcontractor, the undersigned subcontractor must forward, within five business days of receipt, a copy of the 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:

19
Sub-subcontractor Affidavit under O.C.G.A. §13-10-91(b)(4)

By executing this affidavit, the undersigned sub-subcontractor verifies it 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 for (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract) and (name of contractor) on behalf of (name of public employer) 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 sub-subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned sub-subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the sub-subcontractor with the information required by O.C.G.A. §13-10-91(b). The undersigned sub-subcontractor shall submit, at the time of such contract, this affidavit to (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract). Additionally, the undersigned sub-subcontractor will forward notice of the receipt of any affidavit from a sub-subcontractor to (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract). Sub-subcontractors 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 Sub-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: __________________________
Affidavit Verifying Status
for County Public Benefit Application

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

1) ______ I am a United States citizen

OR

2) ______ I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States.*

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

_________________________________________    _______________________
Signature of Applicant:                        Date

_________________________________________
Printed Name:

* Alien Registration number for non-citizens

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

__________________________
Notary Public
My commission Expires:

*Note: O.C.G.A. § 50-36-1(c)(2) requires that aliens under the federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provide their registration number. Because legal permanent residents are included in the federal definition of “alien”, legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below.
BID BOND FORM

KNOW ALL MEN BY THESE PRESENTS, that we, _______________________________ (hereinafter called the Principal) and _______________________________ (hereinafter called the Surety), a corporation chartered and existing under the laws of the State of __________ with its principal offices in the City of __________ and listed in the Federal Register and licensed to write surety bonds in the State of Georgia, are held and firmly bound unto Rockdale County, Georgia, in the full and just sum of ___________________ Dollars ($_________________) good and lawful money of the United States of America, to be paid upon demand of Rockdale County, Georgia, to which payment well and truly to be made we bind ourselves, our heirs, executors, administrators, and assigns, jointly and severally and firmly by these presents.

WHEREAS, the Principal is about to submit, or has submitted to Rockdale County, Georgia, a Bid for ITB No. ___________________________.

WHEREAS, the Principal desires to file this Bond in accordance with law to accompany this Bid.

NOW, THEREFORE, the conditions of this obligation are such that if the Bid be accepted within one hundred and twenty (120) days of the Bid opening, the Principal shall execute a Contract in accordance with the Bid and upon the terms, conditions, and prices set forth therein, and in the form and manner required by Rockdale County, Georgia, and within ten (10) days from the date of Notice of Award of the Contract, execute a sufficient and satisfactory Performance Bond equals to 100% of the Contract Price and Payment Bond equals to 100% of the Contract Price, payable to Rockdale County, Georgia, in form and with security satisfactory to Rockdale County and furnish satisfactory proof of the insurance required, then this obligation to be void; otherwise, to be and remain in full force and virtue in law; and the Surety shall, upon failure of the Principal to comply with any or all of the foregoing requirements within the time specified above, immediately pay to the aforesaid Rockdale County, Georgia, upon demand, the amount hereof in good and lawful money of the United States of America, not as a penalty, but as liquidated damages.

IN TESTIMONY THEREOF, the Principal and Surety have caused these presents to be duly signed and sealed this _____day of_______________________, 202__ .

PRINCIPAL

By:______________________________(SEAL)

Signature of Principal

________________________________________

Print Name and Title of Authorized Signer

________________________________________

Print Name of Principal Business

ATTEST:

________________________________________

Corporate Secretary
SURETY

By: ____________________________ (SEAL)
    Signature of Surety (by Power of Attorney)

_______________________________________
Print Name and Title of Authorized Signer

Print Name of Surety Business

WITNESS:

_______________________________________
Performance Bond

STATE OF GEORGIA               BOND NO._________
COUNTY OF ROCKDALE

KNOW ALL MEN BY THESE PRESENTS, that we, ________________________,
as Principal, (hereinafter known as Contractor), and we, ________________________, as Surety, do hereby acknowledge ourselves indebted and firmly bound and held unto Rockdale County, Georgia for use and benefit of those entitled thereto, in the sum of ________________________ Dollars ($ ________________) for the payment of which will and truly to be made, in lawful money of the United States of America, we do hereby bind ourselves, successors, assigns, heirs and personal representatives.

BUT THE CONDITION OF THE FOREGOING OBLIGATION OR BOND IS THIS:

WHEREAS, the Owner has engaged the said Contractor for the sum of ________________________ ($ ________________) for construction of Rockdale County, Georgia, ITB# : ________________, as more fully appears in a written Contract Agreement bearing the date of ________________, 2021, a copy of which Contract Agreement is by reference hereby made a part hereof.

NOW, THEREFORE, if said Contractor shall fully and faithfully perform all the undertakings and obligations under the said Contract Agreement hereinbefore referred to and shall fully indemnify and save harmless the said Owner from all costs and damage whatsoever which it may suffer by reason of any failure on the part of said Contractor to do so, and shall fully reimburse and repay the said Owner any and all outlay and expense which it may incur in making good any such default, and shall correct all defects in products and workmanship appearing within one year of the completion of all Work, then this obligation shall be null and void, otherwise, it shall remain in full force and effect.

And for value received it is hereby stipulated and agreed that no change, extension of time, alteration or addition to the terms of the said Contract Agreement, or in the Work to be performed there under, or the Specifications accompanying the same shall in any wise affect the obligations under this Contract Agreement or Bond, and notice is hereby waived of any such damage, extension of time, alteration or addition to the terms of the Contract Agreement or to the Work or to the Contract Documents.

This bond is given pursuant to and in accordance with the provisions of O.C.G.A. Section 36-10-1 et. seq. and 36-82-100 et. seq. and all the provisions of the law referring to this character of Bond as set forth in said Sections or as may be hereinafter enacted, and these are hereby made a part hereof to the same extent as if set out herein in full.

IN WITNESS WHEREOF, the said Contractor has hereunder affixed its signature and seal, and said Surety has hereunto caused to be affixed its corporate signature and seal, by its duly authorized officers, on this ___ day of ________________, 2021, executed in six counterparts.

CONTRACTOR - PRINCIPAL:

By: ________________________________

Name: ______________________________
(Please Print)

Title: ________________________________
Address: __________________________________________

Phone: __________________________________________

ATTEST:

Name: ____________________________________________

(Please Print)

Title: ___________________________________________

(SEAL)

Note: Attestation for a corporation must be by the corporate secretary; for a partnership by another partner; for an individual by a notary.

SURETY:

By: _____________________________________________

Name: ____________________________________________

(Please Print)

Title: ___________________________________________

(SEAL)

WITNESS:

Name: ____________________________________________

(Please Print)

Title: ___________________________________________

(SEAL)

Note: Surety companies executing bonds must appear on the Treasury Department’s most current list (Circular 570 as amended) and be authorized to transact business in the state where the Project is located.

Resident agent in state in which Work is to be performed:

By: _____________________________________________

Name: ____________________________________________

(Please Print)

Title: ___________________________________________

Address: _________________________________________

Phone: _________________________________________
Payment Bond

STATE OF GEORGIA                                      BOND NO._______

COUNTY OF ROCKDALE

KNOW ALL MEN BY THESE PRESENTS, that we, ___________________, as Principal, (hereinafter known as Contractor), and we, ___________________, as Surety, are held and firmly bound unto Rockdale County, Georgia (hereinafter called the Owner), in the penal sum of ___________________ Dollars ($_____________) lawful money of the United States of America, for the payment of which sum will and truly to be made, we bind ourselves, our heirs, personal representatives, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Contractor has entered into a certain Contract Agreement with said Owner, dated __________, 2021, for construction of Rockdale County, Georgia ITB# : ___________________, (hereinafter called the Contract), which Contract Agreement and the Contract Documents for said Work shall be deemed a part hereof as fully as if set out herein.

NOW, THEREFORE, the condition of this obligation is such, that if said Contractor and all subcontractors to whom any portion of the Work provided for in said Contract Agreement is sublet and all assignees of said Contractor and of such subcontractors shall promptly make payments to all persons supplying them with labor, products, services, or supplies for or in the prosecution of the Work provided for in such Contract Agreement, or in any amendment or extension of or addition to said Contract Agreement, and for the payment of reasonable attorney’s fees, incurred by the claimant in suits on this Bond, then the above obligation shall be void; otherwise, it shall remain in full force and effect.

HOWEVER, this Bond is subject to the following conditions and limitations:

(a) Any person, firm or corporation that has furnished labor, products, or supplies for or in the prosecution of the Work provided for in said Contract Agreement shall have a direct right of action against the Contractor and Surety on this Bond, which right of action shall be asserted in a proceeding instituted in the county in which the Work provided for in said Contract Agreement is to be performed or in any county in which Contractor or Surety does business. Such right of action shall be asserted in proceedings instituted in the name of the claimant or claimants for its use and benefit against said Contractor and Surety or either party (but not later than one year after the final settlement of said Contract Agreement) in which action such claim or claims shall be adjudicated and judgment rendered thereon.

(b) The Principal and Surety hereby designate and appoint the __________________, as the agent of each party to receive and accept service of process or other pleading issued or filed in any proceeding instituted on this Bond and hereby consent that such service shall be the same as personal service on the Contractor and/or Surety.

(c) In no event shall the Surety be liable for a greater sum than the penalty of this Bond, or subject to any suit, action or proceeding thereon that is instituted later than one year after the final settlement of said Contract Agreement.
(d) This Bond is given pursuant to and in accordance with provisions of O.C.G.A. Section 13-10-1 et. seq. and 36-82-100 et. seq. hereinafter, and all the provisions of law referring to this character of Bond as set forth in said Sections or as may be hereinafter enacted, and these are hereby made a part hereof to the same extent as if set out herein in full.

IN WITNESS WHEREOF, the said Contractor has hereunder affixed its signature and seal, and said Surety has hereunto caused to be affixed its corporate signature and seal, by its duly authorized officers, on this ___ day of __________, 2021, executed in six counterparts.

CONTRACTOR - PRINCIPAL:
By: ________________________________
Name: ________________________________
(Please Print)
Title: ________________________________
Address: ________________________________
Phone: ________________________________

ATTEST:
Name: ________________________________
(Please Print)
Title: ________________________________ (SEAL)

Note: Attestation for a corporation must be by the corporate secretary; for a partnership by another partner; for an individual by a notary.

SURETY:
By: ________________________________
Name: ________________________________
(Please Print)
Title: ________________________________ (SEAL)

WITNESS:
Name: ________________________________
(Please Print)
Title: ________________________________ (SEAL)

Note: Surety companies executing bonds must appear on the Treasury Department’s most current list (Circular 570 as amended) and be authorized to transact business in the state where the Project is located.
Resident agent in state in which Work is to be performed:

By: 

Name: 
(Please Print)

Title: 

Address: 

Phone: 

CONTRACTOR’S QUALIFICATION STATEMENT AND QUESTIONNAIRE
USE THIS FORM AS NEEDED PER ITB scope of work

NAME OF PROPOSED CONTRACTOR: ________________________________

I. INSTRUCTIONS

A. All questions are to be answered in full. If copies of other documents will answer the question completely, they may be attached and clearly labeled. If additional space is needed, additional pages may be attached and clearly labeled.

B. The owner, Rockdale County, Georgia, its agents and representatives, shall be entitled to contact each and every reference listed in response to this questionnaire, and each entity referenced in any response to any question in this questionnaire. By completing this questionnaire, the contractor expressly agrees that any information concerning the contractor in possession of said entities and references may be made available to the owner.

C. Only complete and accurate information shall be provided by the contractor. The contractor hereby warrants that, to the best of its knowledge and belief, the responses contained herein are true, accurate, and complete. The contractor also acknowledges that the owner is relying on the truth and accuracy of the responses contained herein. If it is later discovered that any material information given in response to a question was provided by the contractor, knowing it was false, it shall constitute grounds for immediate termination or rescission by the owner of any subsequent agreement between the owner and the contractor. The owner shall also have and retain any other remedies provided by law.

D. The completed form shall be submitted with contractor’s proposals.

E. This form, its completion by the contractor, and its use by the contractor, and its use by the owner, shall not give rise to any liability on the part of the owner to the contractor or any third party or person.

II. GENERAL BACKGROUND

A. Current address of contractor: ______________________________________

B. Previous Name or address of contractor: ____________________________

C. Current president or CEO and years in position: ______________________

D. Number of permanent employees: ________________________________

E. Name and address of affiliated companies: __________________________

III. **FINANCIAL STATUS**

A. Please attach financial statements for the past three years for which they are complete. If such statements are not available, please furnish the following information:

1. **LAST COMPLETE FISCAL YEAR:**
   - A. Revenues (Gross) ______________________________
   - B. Expenditures (Gross) ______________________________
   - C. Overhead & Admin (Gross) ______________________________
   - D. Profit (Gross) ______________________________

2. **YEAR PRIOR TO “1” ABOVE:**
   - A. Revenues (Gross) ______________________________
   - B. Expenditures (Gross) ______________________________
   - C. Overhead & Admin (Gross) ______________________________
   - D. Profit (Gross) ______________________________

3. **YEAR PRIOR TO “2” ABOVE:**
   - A. Revenues (Gross) ______________________________
   - B. Expenditures (Gross) ______________________________
   - C. Overhead & Admin (Gross) ______________________________
   - D. Profit (Gross) ______________________________

B. **BANKRUPTCIES**

1. Has the Contractor, or any of its parents or subsidiaries, ever had a Bankruptcy Petition filed in its name, voluntarily or involuntarily? (If yes, specify date, circumstances, and resolution).
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________

2. Has any Majority Shareholder ever had a Bankruptcy Petition filed in his/her name, voluntarily or involuntarily? (If yes, specify date, circumstances, and resolution).
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________

C. **BONDING**

1. What is the Contractor’s current bonding capacity? ____________

2. What is the value of the Contractor’s work currently under contract? ____________

IV. **COMPANY EXPERIENCE – SIMILAR PROJECTS**

A. List three projects of reasonably similar nature, scope, and duration performed by your company in the
last five years, specifying, where possible, the name and last known address of each owner of those projects:

<table>
<thead>
<tr>
<th>Reference/Project #1:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name and Address:</td>
<td></td>
</tr>
<tr>
<td>Date of Construction/Project:</td>
<td></td>
</tr>
<tr>
<td>Type of Construction/Project:</td>
<td></td>
</tr>
<tr>
<td>Contract Price:</td>
<td></td>
</tr>
<tr>
<td>Owner contact info:</td>
<td></td>
</tr>
<tr>
<td>Architect/Engineer contact info: (if applicable)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reference/Project #2:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name and Address:</td>
<td></td>
</tr>
<tr>
<td>Date of Construction/Project:</td>
<td></td>
</tr>
<tr>
<td>Type of Construction/Project:</td>
<td></td>
</tr>
<tr>
<td>Contract Price:</td>
<td></td>
</tr>
<tr>
<td>Owner contact info:</td>
<td></td>
</tr>
<tr>
<td>Architect/Engineer contact info: (if applicable)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reference/Project #3:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Name and Address:</td>
<td></td>
</tr>
<tr>
<td>Date of Construction/Project:</td>
<td></td>
</tr>
</tbody>
</table>
Type of Construction/Project: ____________________________

Contract Price: ______________________________________

Owner contact info: ____________________________
______________________________

Architect/Engineer contact info: ____________________________
(if applicable)

V. ARBITRATIONS, LITIGATIONS, AND OTHER PROCEEDINGS

Has your company been involved in any construction arbitration demands filed by, or against, you in the last five years?

Has your company been involved in any construction-related lawsuits (other than labor or personal injury litigation) filed by, or against, you in the last five years?

Has your company been involved in any lawsuits, proceedings, or hearings initiated by the National Labor Relations Board or similar state agency in the past seven years?

Has your company been involved in any lawsuits, proceedings, or hearings initiated by the Occupational Safety and Health Administration concerning the project safety practices of the Contractor in the last seven years?

Has your company be involved in any lawsuits, proceedings, or hearings initiated by the Internal Revenue Service, or any state revenue department, concerning the tax liability of the Contractor (other than audits) in the last seven years?

Have any criminal proceedings or investigations been brought against the Contractor in the last ten years?

If you answered yes to any of the questions above, please identify the nature of the claim, the amount in dispute, the parties, and the ultimate resolution of the proceeding (attach documentation if needed):

__________________________________________________________________________

__________________________________________________________________________

VI. COMMENTS

Please list any additional information that you believe would assist the Owner in evaluating the possibility of using the Contractor on this Project. You may attach such additional information as an Exhibit to this Statement and Questionnaire.
I certify to the Owner that the information and responses provided on this Questionnaire are true, accurate and complete. The Owner, or its designated representative, may contact any entity or reference listed in this Questionnaire. Each entity or reference may make any information concerning the Contractor available to the Owner, or its designated representative.

Contractor:

Signature

________________________________

Date

Title

Sworn to and subscribed before me
This _____ day of __________

________________________________

Signature

Notary Public

My Commission Expires:
ROCKDALE COUNTY
LOCAL VENDOR PREFERENCE

AFFIDAVIT OF ELIGIBILITY

Complete all areas below. Incomplete forms may be rejected.

1. LEGAL NAME OF FIRM: ____________________________________________

   Mailing Address: ____________________________________

   Physical Address (if different): ________________________________

2. Year your business was established in Rockdale County: _______________

3. Business License:

   License Number: _______ County _______

4. For transactions which require sales tax, provide the following Reseller information:

   Reseller Permit Number: ____________________________

   Enter the Company Name and Address as it appears on permit:

   ______________________________________________________

5. Does your business have more than one office in the State of Georgia?

   Yes _____   No _____

   If Yes, specify the office location considered as the point-of-sale for sales tax purposes:

   ______________________________________________________

6. Was the local business required to pay business and/or real property tax for the most recent tax year?

   Yes _____   No _____

   If Yes, did the local business pay any of this tax to Rockdale County?

   Yes _____   No _____

Under penalty of perjury, the undersigned states that the foregoing statements are true and correct. The undersigned also acknowledges that any person, firm, corporation or entity intentionally submitting false information to the County in an attempt to qualify for local preference shall be prohibited from bidding on Rockdale County products and services for a period of one (1) year.

Authorized Signature: _______________________________ Date: ________________

Printed Name & Title: _______________________________ Phone: __________________