

INVITATION FOR REQUEST  
FOR PROPOSAL

**RFP NO.: 12-0124-5**

**ANNUAL CONTRACT FOR PROPERTY INSURANCE APPRAISAL SERVICES**  
**FOR CHATHAM COUNTY, GEORGIA**

**PRE-PROPOSAL CONFERENCE: 10:00AM, DECEMBER 20, 2012**

**PROPOSAL RECEIPT BY: 2:00 P.M., JANUARY 11, 2013**

THE COMMISSIONERS OF CHATHAM COUNTY, GEORGIA

PETE LIAKAKIS, CHAIRMAN

COMMISSIONER HELEN L. STONE

COMMISSIONER JAMES J. HOLMES

COMMISSIONER PATRICK O. SHAY

COMMISSIONER PATRICK K. FARRELL

COMMISSIONER TABITHA ODELL

COMMISSIONER DAVID M. GELLATLY

COMMISSIONER DEAN KICKLIGHTER

COMMISSIONER PRISCILLA D. THOMAS

R. JONATHAN HART, COUNTY ATTORNEY

CHATHAM COUNTY, GEORGIA

**CHATHAM COUNTY, GEORGIA  
DOCUMENT CHECK LIST**

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

X GENERAL INFORMATION

X PROPOSAL

X PROPOSAL SCHEDULE

X LEGAL NOTICE

X ATTACHMENTS: A. DRUG FREE WORKPLACE; B. NONDISCRIMINATION STATEMENT; C. DISCLOSURE OF RESPONSIBILITY STATEMENT; D. CONTRACTOR AFFIDAVIT/AGREEMENT; E. SAVE FORM; F. DEBARMENT FORM; G. M/WBE PARTICIPATION FORM; H. LOBBYING

**COUNTY TAX CERTIFICATE REQUIREMENT:** Contractor must supply a copy of their Tax Certificate as proof of payment of the occupational tax where their office is located.

CURRENT TAX CERTIFICATE NUMBER \_\_\_\_\_  
CITY \_\_\_\_\_  
COUNTY \_\_\_\_\_  
OTHER \_\_\_\_\_

**RECEIPT IS HEREBY ACKNOWLEDGED OF ADDENDA NUMBERS \_\_\_\_\_**

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

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

**SIGNATURE:**

**DATE:** \_\_\_\_\_

Chatham County has established goals to increase participation of minority and woman owned businesses. In order to accurately document participation, businesses submitting bids or proposals are strongly encouraged to report ownership status. A minority or woman owned business is defined as a business with 51% or greater minority or woman ownership. Please check ownership status as applicable:

African-American \_\_\_\_\_ Asian American \_\_\_\_\_ Hispanic \_\_\_\_\_  
Native American or Alaskan Indian \_\_\_\_\_ Woman \_\_\_\_\_

For additional information concerning Chatham County's M/WBE Program, please contact Arneja Riley, at (912) 652-7860.

**CHATHAM COUNTY, GEORGIA  
OFFICE OF THE PURCHASING AND CONTRACTING  
1117 EISENHOWER DRIVE, SUITE C  
SAVANNAH, GEORGIA 31406  
(912) 790-1619**

**DATE: December 11, 2012**

**RFP NO. 12-0124-5**

**GENERAL INFORMATION FOR REQUEST FOR PROPOSALS**

This is an invitation to submit a proposal to supply Chatham County equipment and services as indicated herein. Sealed proposals will be received at the Office of the Purchasing Agent, **1117 EISENHOWER DRIVE, SUITE C, SAVANNAH, GEORGIA** up to **2:00 P.M. JANUARY 11, 2013**. The Purchasing Agent reserves the right to reject any and all proposals and to waive formalities.

Instructions for preparation and submission of a proposal are contained in the Request for Proposal package. Please note that specific forms for submission of a proposal are required. Proposals must be typed or printed in ink. If you do not submit a proposal, return the signed invitation sheet and state the reason; otherwise, your name may be removed from our bidders list.

*A pre-proposal conference* has been scheduled for **10:00 AM, DECEMBER 20, 2012**, and will be conducted in the Purchasing Conference Room located at **1117 EISENHOWER DRIVE, SUITE C, SAVANNAH, GEORGIA 31401**, to discuss the specifications and resolve any questions and/or misunderstanding that may arise. Firms are encouraged to attend.

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

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

**SECTION I  
INSTRUCTIONS TO PROPOSERS**

- 1.1 PURPOSE:** Chatham County is seeking proposals from responsive and qualified firms to provide digital multi-function copier/scanner/printer devices (MFD), black and white and color, for use by various departments throughout the County. All proposals are governed by the Code of Chatham County, Chapter 4, Article IV, and the laws of the State of Georgia.

- 1.2 **INFORMATION OR CLARIFICATION:** For information concerning procedures for responding to this solicitation, contact Kathleen Watson-Scott, CPPB, at (912) 790-1619. Such contact shall be for clarification purposes only. Material change, if any to the scope of services or bidding procedures will be only transmitted by written addendum. It is the proposers' responsibility to check the website to determine if any addenda(s) have been issued.

All questions must be submitted in writing to the Purchasing & Contracting Division, 1117 Eisenhower Drive, Citizen Service Center, Suite C, Savannah, GA. Attn: Kathleen Watson-Scott, CPPB. Questions may be sent via FAX to (912) 790-1627 or email to [kwscott@chathamcounty.org](mailto:kwscott@chathamcounty.org). Questions of a material nature must be received prior to the cut-off date specified in the solicitation schedule. If no cut-off date is listed, the deadline for questions shall be 5:00 p.m. one week prior to the deadline of receipt of proposals. If a bid or proposal is faxed, it is the responsibility of the proposer to insure that the proposal is received in its entirety prior to the deadline for bid submittal. In certain circumstances, fax bids are never allowed i.e., when there is a bid bond requirement. The entire proposal must be submitted in accordance with the Instructions to Bidder/Proposers contained in this solicitation.

- 1.3 **ELIGIBILITY:** To be eligible for a resulting contract (s) in responding to this solicitation, the proposing firm must demonstrate that they, or the principals assigned to the project, have successfully completed services, similar to those specified in the Scope of Services section.

1.4 **HOW TO PREPARE PROPOSALS:** All proposals shall be:

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

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

1.5 **HOW TO SUBMIT PROPOSAL:** All proposals shall be:

- A. Submitted in a sealed opaque enveloped, plainly marked **Property Insurance Appraisal Services , RFP #12-0124-5, with the due date and time of bid proposal, and company name.**
- B. Mailed or delivered as follows in a sufficient time to ensure receipt by the Purchasing Agent on or before time and date specified above.
  - Address: Purchasing Agent, 1117 Eisenhower Drive, Suite C, Savannah, Georgia, 31406.

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

**1.6 FORMAT FOR RESPONSES:** To be considered, contractors must submit a complete response to the Request for Proposal. To assure a uniform review process and obtain the maximum degree of comparability, each proposal shall include the following content and shall be presented in the following order:

- a. Detailed description of equipment, service and support capabilities.
- b. Cost Proposals per instructions
- c. Proposed Schedule of Minority and Women owned Business Participation and Non-Discrimination Statement
- d. Required Attachments

**1.7 BASIS OF AWARD:** Proposals will be evaluated according to the following criteria and weight at a minimum:

- a) Proposer's qualifications and experience, including support capabilities.  
(25 points)
- b) Responsiveness to the RFP and added value offered by proposer (25 points)
- c) Proposed Costs (50 points)

Proposals shall be evaluated by a Selection Committee. The Selection Committee may, at its option, to request interviews.

**1.8 COPIES:** One (1) bound, printed and signed original and two (2) identical, printed copies of the proposal and supporting documents must be submitted in response to the RFP.

Proposals shall be submitted to:

Chatham County Purchasing Department  
Attn: Kathleen Watson-Scott, CPPB  
1117 Eisenhower Drive, Suite C  
Savannah, GA 31406  
(912) 790-1619

**1.9 SUBMITTAL OF QUALIFICATIONS:** Proposers should submit experience and qualifications as described below. Additional information may be submitted as appropriate to further describe vendor and provide product capabilities.

- a) List of similar size clients with contact names that use proposed equipment.
- b) Location and number of support personnel.

**1.10 CONTRACT:** The contract between Chatham County and the contractor shall consist of (1) the Request for Proposal (RFP) and any amendments thereto, and (2) the proposal submitted by the contractor in response to the RFP. In the event of a conflict in language between the two documents referenced above, the provisions and requirements set forth and/or referenced in the RFP shall govern. However, Chatham County reserves the right to clarify any contractual relationship in writing with the concurrence of the contractor, and such written clarification shall govern in case of conflict with the applicable requirements stated in the RFP or the contractor's proposal. In all other matters not affected by the written clarifications, if any, the RFP shall govern.

- 1.11 **TERMINATION OF CONTRACT:** Chatham County may cancel the contract at any time for breach of contractual obligations or for lack of funding by providing the consultant with a written notice of such cancellation. Should the County exercise its right to cancel the contract for such reasons, the cancellation shall become effective on the date as specified in the notice of cancellation sent to the contractor.

## **SECTION II GENERAL CONDITIONS**

- 2.1 **LOCAL VENDORS:** The Board of Commissioners has strongly expressed their desire to have as much "Local" participation as possible for the work done in Chatham County.
- 2.2 **MINORITY- WOMEN BUSINESS ENTERPRISE PARTICIPATION:** It is the desire of the County Board of Commissioners to increase the participation of minority (MBE) and women-owned (WBE) business in its contracting and procurement programs. The County program is ***ACCESS***. The County is committed to a policy of equitable participation for these firms by setting goals for each contract. Bidder/proposers are requested to include in their proposals a narrative describing their past accomplishment and intended actions in this area. If bidder/proposers are considering minority or women owned enterprise participation in their proposal, those firms, and their specific duties must be identified in their proposal along with the percentage(s) and dollar amount awarded to the M/WBE firm. If a bidder/proposer is considered for award, he/she will be asked to meet with the County Staff so that the intended MBE/WBE participation goals can be formalized and included in the subsequent contract.

If the awarded contractor/vendor is claiming minority status, the contractor/vendor shall apply for certification by Chatham County, Georgia to the Office of Minority Business Coordinator located in the Human Resources Offices. The Minority Business Coordinator will provide documentation of application status once approved or disapproved by Chatham County. Certification by any other government entity is acceptable if current copy of the certification is provided with this solicitation. For additional information concerning Chatham County's M/WBE Coordinator, please contact Arneja Riley, at (912) 652-7860 or [alriley@chathamcounty.org](mailto:alriley@chathamcounty.org)

- 2.3 **LOBBYING ACTIVITIES:** ALL BIDDERS/PROPOSERS PLEASE NOTE: A bidder/proposer submitting a response to this solicitation must comply, if applicable, with the County Purchasing ordinance and Procedures Manual. No discussions are allowed with Board members, other elected officials, county management staff and employees. The only discussions must be through the Purchasing & Contracting Office.
- 2.4 **PUBLIC ENTITY CRIMES:** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity.
- 2.5 **BID/PROPOSAL COSTS:** The County shall not be liable for any costs incurred by bidder/proposer in responding to this Solicitation.

- 2.6 **CONFIDENTIAL INFORMATION:** Information and material received by County in connection with all bidder's/proposer's shall be deemed to be public records subject to public inspection upon award or recommendation for award. However, certain exemptions to public records law are statutorily provided for in Title 50-18-70, O.C.G.A. Therefore, if the Bidder/Proposer believes any of the information contain in his or her response is exempt from the Open Records Act, the Bidder/proposer must in his or her response specifically identify the material which is deemed to be exempt and cite the legal authority for the exemption, otherwise the County will treat all materials received as public records.
- 2.7 **CONTRACT COST ADJUSTMENTS:** Prices quoted shall be firm for the contract term.
- 2.8 **NO EXCLUSIVE CONTRACT/ADDITIONAL SERVICES:** Contractor agrees and understands that the contract shall not be construed as an exclusive arrangement and further agrees that the County may, at any time, secure similar or identical services at its sole option.
- 2.9 **SUBSTITUTION OF PERSONNEL:** It is the intention of the County that the Contractor's personnel proposed for the contract will be available for the contract term. In the event the Contractor wishes to substitute personnel, he shall propose personnel of equal or higher qualifications and all replacements personnel are subject to County approval. In the event substitute personnel are not satisfactory to the County and the matter cannot be resolved to the satisfaction of the County, the County reserves the right to cancel the Contract for cause.
- 2.10 **INDEPENDENT CONTRACTOR:** The Contractor is an independent contractor under this Agreement. Personal services provided by the Contractor shall be employees of the Contractor and subject to supervision by the Contractor, and not as officers, employee, or agents of the County.
- 2.11 **SECURITY AND IMMIGRATION COMPLIANCE ACT AND SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE):** On July 1, 2008, the Georgia Security and Immigration Compliance Act (SB 529, Section 2) became effective. All contractors and subcontractors entering into a contract or performing work must sign an affidavit that he/she has used the E-Verify System. E- Verify is a no-cost federal employment verification system to insure employment eligibility. Affidavits are enclosed in this solicitation. You may download M-274 Handbook for Employers at <http://www.dol.state.ga.us/spotlight/employment/rules>. You may go to <http://www.uscis.gov>, to find the E-Verify information.
- O.C.G.A. § 50-36-1, requires Georgia's cities to comply with the federal **Systematic Alien Verification for Entitlements (SAVE) Program**. SAVE is a federal program used to verify that applicants for certain "public benefits" are legally present in the United States. Contracts with the County are considered "public benefits." Therefore, the successful bidder will be required to provide the Affidavit Verifying Status for Chatham County Benefit Application prior to receiving any County contract. The affidavit is included as part of this bid package but is only required of the successful bidder.
- 2.12 **ASSIGNMENT:** The successful bidder/proposer shall not assign, transfer, convey, sublet or otherwise dispose of the contract, or of any rights, title, interest therein, or his or its power to

execute such contract to any person, company or corporation without prior written consent of the County.

- 2.13 **CANCELLATION:** The County may cancel this contract for convenience with a sixty (60) day written notice to the other party. The County may terminate this contract immediately for cause based on non-performance.
- 2.14 **SPECIFICATIONS:** Any obvious error or omission in specifications shall not inure to the benefit of the bidder but shall put the Proposer on notice to inquire of or identify the same to the County.
- 2.15 **MULTIPLE PROPOSALS:** No Proposer will be allowed to submit more than one offer.
- 2.16 **OFFERS TO BE FIRM:** The Proposer warrants that terms and conditions quoted in his offer will be firm for acceptance for a period of ninety (90) days from bid date submitted, unless otherwise stated in the proposal.
- 2.17 **LIABILITY PROVISIONS:** Where Proposers are required to enter or go into Chatham County property to take measurements or gather other information in order to prepare the proposal as requested by the County, the Proposer shall be liable for any injury, damage or loss occasioned by negligence of the Proposer, his agent, or any person the Proposer has designated to prepare the Offer and shall indemnify and hold harmless Chatham County from any liability arising therefrom. The contract document specifies the liability provisions required of the successful Proposer in order to be awarded a contract with Chatham County.
- 2.18 **AWARD OF CONTRACT:** The contract, if awarded, will be awarded to that responsible Proposer whose proposal will be most advantageous to Chatham County, price and other factors considered. The Board of Commissioners will make the determination as to which proposal best serves the interest of Chatham County.
- 2.19 **PROCUREMENT PROTESTS:** Objections and protests to any portion of the procurement process or actions of the County staff may be filed with the Purchasing Agent for review and resolution. The Chatham County Purchasing Procedures Manual, Article IX - Appeals and Remedies shall govern the review and resolution of all protests.
- 2.20 **QUALIFICATION OF BUSINESS (RESPONSIBLE PROPOSER):** A responsible Proposer is defined as one who meets, or by the date of the acceptance can meet, all requirements for licensing, insurance, and service contained within this Request for Proposals. Chatham County has the right to require any or all Proposers to submit documentation of the ability to perform the service requested. Chatham County has the right to disqualify the proposal of any Proposer as being unresponsive or irresponsible whenever such Proposer cannot document the ability to deliver the requested service.
- 2.21 **COUNTY BUSINESS LICENSE REQUIREMENT:** A current Chatham County or municipal business tax certificate (within the State of Georgia) is required unless otherwise specified. A firm need not have a Chatham County Business Tax Certificate prior to submitting a proposal. However, a license must be obtained by the successful vendor prior to award of contract. Please contact the Chatham County Department of Building Safety and Regulatory



Services at (912) 201-4300 for additional information. No contract shall be awarded unless all real and personal property taxes have been paid by the successful contractor and/or subcontractors as adopted by the Board of Commissioners on April 8, 1994.

- 2.22 INSURANCE PROVISIONS:** The selected CONTRACTOR shall be required to procure and maintain for the duration of the contract insurance against claims and injuries to persons or damage to property which may arise from or in connection with the performance of work hereunder by the Contractor, his agents, representatives, employees, or subcontractors. The cost of such insurance shall be included in the Contractor's fee proposal.

Chatham County evaluates each claim on a case-by-case basis and invokes all immunities and defenses permitted under law. Chatham County is *not* to be included as a named insured on Contractor's policies.

A certificate of insurance regarding this Request for Proposal shall include the following:

- A. *Worker's Compensation:* Statutory, with a minimum Employer's Liability limit of \$500,000. Waiver of Transfer of Right of Recover From Others Endorsement - We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the schedule.

Name of Person or Organization: Chatham County Board of Commissioners

- B. *Commercial General Liability:* \$1,000,000 bodily injury and property damage per occurrence and annual aggregate. We waive any right of recovery we may have against the person or organization shown below in the schedule because of payments we make for injury or damage arising out of your ongoing and completed operations for your work done under a contract with that person or organization and included in your products-completed operations hazard and premises hazard. This waiver applies only to the person or organization shown below:

Name of Person or Organization: Chatham County Board of Commissioners

- C. *Business Automobile:* \$1,000,000 Combined Single limit written on an "Any Auto" basis. Waiver of Transfer of Right of Recovery Against Others to Us - The transfer of rights of recovery against others to us condition applies to the extent that subrogation is waived prior to the accident or loss under a contract with the person or organization below:

Name of Person or Organization: Chatham County Board of Commission

- D. *Professional Liability or Errors and Omission:* \$1,000,000 per occurrence and annual aggregate.

**2.23 INDEMNIFICATION:** The CONTRACTOR agrees to protect, defend, indemnify, and hold harmless Chatham County, Georgia, its commissioners, officers, agents, and employees from and against any and all liability, damages, claims, suits, liens, and judgments, of whatever nature, including claims for contribution and/or indemnification, for injuries to or death of any person or persons, or damage to the property or other rights of any person or persons caused by the CONTRACTOR or its subcontractors. The CONTRACTOR's obligation to protect, defend, indemnify, and hold harmless, as set forth herein above shall include, but not be limited to, any matter arising out of any actual or alleged infringement of any patent, trademark, copyright, or service mark, or any actual or alleged unfair competition, disparagement of product or service, or other business tort of any type whatsoever, or any actual or alleged violation of trade regulations. CONTRACTOR further agrees to investigate, handle, respond to, provide defense for, and to protect, defend, indemnify, and hold harmless Chatham County, Georgia, at his sole expense, and agrees to bear all other costs and expenses related thereto, even if such claims, suits, etc., are groundless, false, or fraudulent, including any and all claims or liability for compensation under the Worker's Compensation Act arising out of injuries sustained by any employee of the CONTRACTOR or his subcontractors or anyone directly or indirectly employed by any of them. The CONTRACTOR'S obligation to indemnify Chatham County under this Section shall not be limited in any way by the agreed-upon contract price, or to the scope and amount of coverage provided by any insurance maintained by the CONTRACTOR.

The contractor shall provide the County with an insurance certificate outlining the coverage provided and 30 day written notification to the County when the coverage are terminated or expired.

**2.24 COMPLIANCE WITH SPECIFICATION - TERMS AND CONDITIONS:** The Request for Proposals, Legal Advertisement, General Conditions and Instructions to Proposers, Specifications, Special Conditions, Proposers Offer, Addendum, and/or any other pertinent documents form a part of the Offeror's proposal and by reference are made a part of a resulting contract.

**2.25 SIGNED RESPONSE CONSIDERED AN OFFER:** The signed Response shall be considered an offer on the part of the Proposer, which offer shall be deemed accepted upon approval by the Chatham County Board of Commissioners, Purchasing Agent or his designee. In case of a default on the part of the Proponent after such acceptance, Chatham County may take such action as it deems appropriate, including legal action for damages or lack of required performance.

**2.26 NOTICE TO PROCEED:** The successful proposer shall not commence work under this Request for Proposal until a written contract is awarded and a Notice to Proceed or Purchase Order is issued by the Purchasing Agent or his designee. If the successful Proposer does commence any work or deliver items prior to receiving official notification, he does so at his own risk.

**2.27 WITHDRAWAL OF PROPOSAL:** Proposals may be withdrawn by submitting a written request to the County prior to the stated deadline for the receipt of proposals. Withdrawal of a proposal by any firm will not prejudice the right of the proponent to submit a new proposal, providing the latter is received timely as provided herein.

**2.28 CONFLICT OF INTEREST:** Through a statement of disclosure, your firm/organization/joint venture shall provide sufficient detail of any relationship, especially financial, between members

of your firm and any county employees or their family members. This will allow the County to evaluate possible conflicts of interest.

- 2.29 REJECTING PROPOSALS:** The County reserves the right to reject any or all proposals and is not bound to accept any proposal if that proposal is contrary to the best interest of Chatham County. Similarly, the County is not bound to accept the lowest dollar proposal if the offer is not considered in the County's best interest.

- 2.30 EQUAL EMPLOYMENT OPPORTUNITY:** During the performance of this contract, the CONTRACTOR agrees as follows:

The Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex, age, national origin, place of birth, physical handicap, or marital status.

- 2.31 PENDING LITIGATION:** Proposals will not be accepted from any company, firm, person or party, parent subsidiary, against which Chatham County has an outstanding claim, or a financial dispute relating to prior contract performance.

### **SECTION III SCOPE OF SERVICES**

**3.0 PURPOSE:**

Chatham County is seeking a qualified property appraisal firm to perform annual insurance appraisal of designated County property and/or to provide annual updates of each location. The award resulting from this RFP will be for an annual contract with the option to renew for four (4) additional one (1) year terms.

**3.1 BACKGROUND INFORMATION:**

Chatham County, Georgia is seeking a qualified property appraisal firm to perform annual insurance appraisals of designated County property and to provide annual updates of each location. The County intends to enter into a contract for appraisal services for a period for five (5) years, with the option to renew annually.

Chatham County's inventory is maintained by Fixed Asset Manager, Ms. Syrina Roberson (912) 790-1625, [serobers@chathamcounty.org](mailto:serobers@chathamcounty.org). The inventory is based on wall-to-wall inventory, new acquisitions and disposal. The inventory is maintained by department/location and provides manufacturer serial number, model number, date of acquisition, and cost of placing the asset into service.

Miscellaneous property includes, but is not limited to, man-made/temporary structures, mobile offices, outdoor signs, antennas/radio towers, communication equipment in the open, light poles, outdoor equipment, and any other land improvement identified by site.

Chatham County has entered into an agreement with the Live Oak Public Library Board whereby Chatham County will insure building, contents and electronic data equipment at various library locations. These locations are as follows:

Main Library, 2002 Bull Street, Savannah, GA 31401  
Carnegie Library, 537 E. Henry Street, Savannah, GA 31401  
Islands Branch Library, 125 Wilmington Island Rd., Savannah, GA 31410  
Oglethorpe Mall Library, 7 Mall Annex, Savannah, GA 31406  
Port City Library, 3501 Houlihan Avenue, Savannah, GA 31408  
West Chatham Library, (Pooler), 216 Rogers Avenue, Pooler, GA 31408  
Forest City Library, 1501 Stiles Avenue, Savannah, GA 31415  
Thunderbolt Library, 2708 Mechanics Avenue, Savannah, GA 31404  
Port Wentworth Branch Library, 102 Aberfeldy Street, Port Wentworth, GA 31407  
Westbroad Branch Library, 1110 May Street, Savannah, GA 31415  
Tybee Island Library, 405 Butler Avenue, Tybee Island, GA 31328  
Savannah Mall Library, 14097 Abercorn Street, Savannah, GA 31419  
W.W. Law Library, 909 E. Bolton Street, Savannah, GA 31401

For additional information regarding Live Oak Public Library building and contents, please contact Mr. Neal Vickers, Finance Director. Mr. Vickers can be reached via email at [VickersN@liveoak.org](mailto:VickersN@liveoak.org) or by phone at (912) 652-3608. For physical inspection of Live Oak property, please contact Mr. Pat Baker, Facilities Director at (912) 652-3624, or by email at [bakerp@liveoakpl.org](mailto:bakerp@liveoakpl.org)

Chatham County currently insures 'electronic data processing and media' in the amount of \$13 million for any one occurrence. For information regarding computer hardware and communications equipment/towers locations and/or site inspection, please contact Ms. Anna-Maria Thomas at (912) 652-7341 or by email at [athomas@chathamcounty.org](mailto:athomas@chathamcounty.org)

### **3.3 SCOPE OF SERVICES AND METHODOLOGY:**

Insurable property to be included in the appraisal will be the 84 locations (*see attached Chatham County Values as of September 2012, Chatham County Values Other Than Libraries, Judicial Courthouse & Detention Center, and Tybee Island Properties May 24, 2012 – 2013*) plus 13 library locations (*see attached Live Oak Public Libraries 2012-13 Values as of Sept. 2012*). Insurable property includes insurable land improvements, electronic data processing equipment, communications equipment, and personal property located at the specified sites. See attached schedule entitled *Chatham County EDP Values 2012-13 Values by Location (September 2012)*. Excluded from consideration will be all locations not identified in the RFP; land; non-insurable land improvements; licensed and non-licensed vehicles and equipment; works of art; intangible assets; infrastructure, supplies and spare parts, personal property of employees. Chatham County reserves the right to request an appraisal on the aforementioned items, and will consider these items for additional compensation.

Buildings included in this request will be recorded and categorized by locations and building/area. This detailed segregation of buildings will assist in reporting asset valuation totals for various insurance formats, and avoid duplication or omission of coverage when reports are utilized by underwriters.

Segregated construction components and building features will be identified and recorded to determine each structure's value. A minimum of four (4) photographs of each building are to be included in the final report.

Building components will be individually inventoried, analyzed and reported as follows:

- Building Type
- Construction type
- Exterior Wall
- HVAC
- Elevator
- Interior Finishes (floor, ceiling, partition)
- Additions and Renovations
- Flood Zone Classification
- Fire Protection/Alarm systems
- Security/intrusion alarm
- Sprinkler System
- Gross Square Footage
- Roof Type and Material
- Age
- Location (including GPS longitude and latitude)

In addition to building components, the following information shall also be reported:

Insurance Service Office Class (1-6)  
Commercial Fire Ratings (as defined in terms of the Marshall/Swift/Boeckh or the equivalent.

The report shall include the value of property exclusions (those items not typically covered by an insurance policy). Those items include, but are not limited to, site preparation, excavations, footings, foundations, and underground plumbing.

Fully explain your approach for evaluating contents and personal property (excluding computers and communications equipment). Fixed asset records will be available to assist in your evaluation. Chatham County is not requesting a reconciliation of these assets.

### **3.3.1 COMPUTER AND COMMUNICATION ASSET EVALUATION:**

Using existing Fixed Asset records and the attached *Chatham County EDP Values 2012-13 Values By Location (September 2012)*, prepare replacement cost values for the items scheduled for the 23 locations provided. Additional locations may be identified prior to the intended start date of April 1, 2013. Additional compensation will be considered for additional locations.

### **3.3.2 REPLACEMENT COST:**

Replacement Cost is defined as the cost to construct or replace, at one time, an entire building of equal quality and utility. Modern materials and current methods, designs, and layouts are used for replacement. Replacement Cost shall also include improvements necessary to confirm to changed (current) building codes, demolition, debris removal, site accessibility or site work, and reuse of building components or services. Replacement cost shall not include overtime labor costs, bonuses (for labor), soft costs, premiums for materials, or other contingencies. For

valuation purposes, the prices for labor, materials, overhead, profit and fees are those in effect as of the date of the appraisal.

### **3.3.3 DELIVERABLES:**

Reports are to be presented in a client-customized, easy to read format. Three (3) hard copies of the report shall be provided and an electronic copy in Excel format shall also be provided. The following are the minimum deliverables expected;

Narrative Report and Certification Letter that will:

- Identify the specific property appraised
- Clearly state the intended purpose of the appraisal
- Specify the appraisal "as-of" date
- Describe the nature of the property appraised
- Include photographs of each location appraised
- Indicate factual data considered
- Clearly present the conclusion/calculation of value
- Outline any qualifying and limiting conditions
- Include the signature of an authorized officer of the Company

Insurance Detail Report:

- Building Name
- Occupancy description
- Building address
- Construction Classification
- ISO classification
- Year built
- Photographs (4)
- Number of floors
- Gross square footage area
- Security/intrusion system
- Fire alarm/suppression system
- Sprinkler system and percentage covered
- Flood Zone
- Replacement cost
- Exclusion cost
- Net Replacement Value
- GPS each location to include long & latitude

Library Valuation And Reporting:

Chatham County is requesting each library location be valued as follows:

- Compile counts of various media types by library locations
- Apply a specific unit replacement cost to each type of media

Optional: Provide an alternative to the above, and clearly indicate the alternative in your proposal.

#### **3.3.4 PROJECT TIMING:**

Anticipated Starting Date: April 1, 2013

Anticipated Completion Date: 30 – 60 days after award

**Schedule of Locations: (See Attached Schedules)**

Building and Contents

Electronic Data Processing

Libraries

#### **3.3.5 REFERENCES:**

Please provide a minimum of three (3) references, current or past government clients from who you furnish(ed) government insurance Property Appraisal services. Please provide the client's name, address, phone number and the name of a contact. Chatham County is interested in the type of service(s) provided and how long that reference has been your client.

#### **3.3.6 TERMINATED CONTRACTS:**

Please list any contracts that have been terminated within the last five (5) years and the reason for termination.

#### **3.3.7 SAMPLE REPORTS:**

Please include a sample Detail and Summary Report

#### **3.3.8 EXPECTATIONS OF CHATHAM COUNTY:**

Please provide a list of what Chatham County is expected to contribute for successful completion.

#### **3.3.9 APPRAISAL SECURITY:**

The selected appraisal firm shall take all steps necessary to safeguard data, files, reports and other information resulting from the initial appraisal or annual updates. Responsibility for any costs or expense of replacing data resulting from loss shall be borne by your firm unless, at the time of the loss, said data was in the exclusive custody of Chatham County.

All documents and back-up data produced in conjunction with the appraisal and any updates shall be retained by the selected service provider for a period of no less than five (5) years from the date of completion.

### 3.3.10 PRIVACY POLICY:

Please provide your firm's privacy policy with regard to data collected and recorded during an appraisal assignment.

### 3.3.11 PROPERTY INSURANCE COVERAGE SUMMARIES:

Brief insurance coverage summaries are attached. Policies will be available for review by contacting Charles Voelker, Risk Manager, (912) 652-7903 or by email at [cmvoelke@chathamcounty.org](mailto:cmvoelke@chathamcounty.org)

### 3.3.12 COVERAGE BY CARRIER AND LOCATION:

<u>Carrier</u>	<u>Policy Number</u>	<u>Location #</u>
Travelers	KTQCM8375c69911	1 -12
Cincinnati	COP2324141 (Other Than Libraries)	1-59 and 1-9 (ACV)
Cincinnati	COP2314587 (Libraries)	1-13
Mr. Hawley	MCPO157816 (Tybee Island)	1-3
Hartford	20MSII4756	1-23

### 3.3.14 CHATHAM COUNTY CONTACT PERSON(S) BY LOCATION:

<u>Locations</u>	<u>Contact Person</u>	<u>Phone # or Email</u>
Detention Center (Jail) 1050 Carl Griffin Dr.	Mr. Roger Martin	(912) 652-7799 <a href="mailto:rdmartin@chathamcounty.org">rdmartin@chathamcounty.org</a>
Live Oak Libraries (All Locations)	Mr. Pat Baker	(912) 663-1788 <a href="mailto:bakerp@liveoakpl.org">bakerp@liveoakpl.org</a>
Health Dept. (All Locations)	Mr. Adam Stroup	(912) 353-3122 <a href="mailto:jastroup@dhr.state.ga.us">jastroup@dhr.state.ga.us</a>
Park & Recreation (All Locations)	Mr. Al Lipsey	(912) 652-6780 <a href="mailto:alipsey@chathamcounty.org">alipsey@chathamcounty.org</a>
Public Works and Recycling Center	Mr. Robert Drewry	(912) 652-6842 <a href="mailto:rwdrewry@chathamcounty.org">rwdrewry@chathamcounty.org</a>
Mosquito Control (All Locations)	Dr. Henry Lewandowski	(912) 790-2545 <a href="mailto:hblewand@chathamcounty.org">hblewand@chathamcounty.org</a>
All Other Locations	Mr. Jerrell McCrell	(912) 652-7828 <a href="mailto:jmcrell@chathamcounty.org">jmcrell@chathamcounty.org</a>
Tybee Island (All Locations)	Mr. Charles Voelker	(912) 652-7903 <a href="mailto:cmvoelke@chathamcounty.org">cmvoelke@chathamcounty.org</a>



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

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

This \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

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

SIGNATURE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE NUMBER

**SECTION IV  
PROPERTY INSURANCE APPRAISAL SERVICES  
FEE PROPOSAL**

I have read and understand the requirements of this request for proposal RFP NO.12-0124-5 and agree to provide the required services in accordance with this proposal and all attachments, exhibits, etc. The proposed fee shall include all labor, material and equipment to provide the services as outlined including any travel or per diem expenses and any other miscellaneous expense involved. The fee for providing the required service is:

***\*\*ALL PROPOSERS MUST BE REGISTERED VENDORS ON THE COUNTY'S WEBSITE.  
PLEASE REGISTER AT [www.purchasing.chathamcounty.org](http://www.purchasing.chathamcounty.org)\*\****

TOTAL ANNUAL FIXED\* FEE:

CONTRACT TERM:

\_\_\_\_\_/1<sup>ST</sup> YEAR

\_\_\_\_\_/2<sup>ND</sup> YEAR

\_\_\_\_\_/3<sup>RD</sup> YEAR

\_\_\_\_\_/4<sup>TH</sup> YEAR

\_\_\_\_\_/5<sup>TH</sup> YEAR

**\*\*FEE IS TO BE INCLUSIVE OF ALL EXPENSES\*\***

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

PROPOSER: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

BUSINESS TAX CERTIFICATE/LICENSE NUMBER: \_\_\_\_\_

CITY/COUNTY/STATE: \_\_\_\_\_

MINORITY BUSINESS ENTERPRISE? \_\_\_\_\_/YES \_\_\_\_\_/NO

MINORITY CLASSIFICATION: \_\_\_\_\_

## ATTACHMENT A

### DRUG FREE WORKPLACE CERTIFICATION

The undersigned certifies that the provisions of Code Sections 50-24-1 through 50-24-6 of the Official Code to Georgia Annotated, related to the Drug Free Workplace have been complied with in full.

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

\_\_\_\_\_ (Contractor) certifies to Chatham County that a drug-free workplace will be provided for the employees during the performance of this contract known as ANNUAL CONTRACT FOR PROPERTY INSURANCE APPRAISAL SERVICES FOR CHATHAM COUNTY pursuant to paragraph (7), of subsection (B) of Code Section 50-24-3. Also, the undersigned further certifies that he/she will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the contract.

\_\_\_\_\_  
CONTRACTOR:

\_\_\_\_\_  
DATE:

\_\_\_\_\_  
NOTARY:

\_\_\_\_\_  
DATE:

## ATTACHMENT B

### PROMISE OF NON-DISCRIMINATION STATEMENT

Know All Men By These Presents, that I (We), \_\_\_\_\_,  
Name Title Name of Bidder

(herein after "Company") in consideration of the privilege to bid/or propose on the following Chatham County project procurement (ANNUAL CONTRACT FOR PROPERTY INSURANCE APPRAISAL SERVICES FOR CHATHAM COUNTY), hereby consent, covenant and agree as follows:

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## ATTACHMENT C

### DISCLOSURE OF RESPONSIBILITY STATEMENT

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

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

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

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

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

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

---
6. List any contracts not completed on time.  

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

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

---

I, \_\_\_\_\_, as \_\_\_\_\_  
Name of individual Title & Authority

of \_\_\_\_\_, declare under oath that

Company Name

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

\_\_\_\_\_  
Signature

State of \_\_\_\_\_

County of \_\_\_\_\_

Subscribed and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_

2008 by \_\_\_\_\_ representing him/herself to be

\_\_\_\_\_ of the company named herein.

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

My Commission expires:

\_\_\_\_\_  
Resident State: \_\_\_\_\_

## ATTACHMENT D

### CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with (name of public employer) has registered with and is participating in a federal work authorization program\* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA),

P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with (name of public employer), contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the (name of the public employer) at the time the subcontractor(s) is retained to perform such service.

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

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

\_\_\_\_\_  
Date

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

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

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE

\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_

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

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

\* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

**ATTACHMENT E**

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

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

1.) \_\_\_\_\_ I am a citizen of the United States.

**OR**

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

**OR**

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

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

Signature of Applicant: \_\_\_\_\_

Date \_\_\_\_\_

Printed Name: \_\_\_\_\_

\* \_\_\_\_\_

Alien Registration number for non-citizens.

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE  
\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

Notary Public

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



## ATTACHMENT F

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

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

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

---

(Printed or typed Name of Signatory)

---

(Signature)

---

(Date)

---

Purchasing Staff Member Verification

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

Comments:

---

---

---

---

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

**ATTACHMENT G**

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

Name of Bidder: \_\_\_\_\_

Name of Project: \_\_\_\_\_ Bid No: \_\_\_\_\_

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

MBE Total \_\_\_\_\_%      WBE Total \_\_\_\_\_%      M/WBE Combined \_\_\_\_\_%

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

Signature \_\_\_\_\_ Print \_\_\_\_\_

Phone (    ) \_\_\_\_\_ Fax (    ) \_\_\_\_\_

## ATTACHMENT H

### AFFIDAVIT REGARDING LOBBYING

Each Bidder/Proposer and all proposed team members and subcontractors must sign this affidavit and the Bidder/Proposer shall submit the affidavits with their proposal confirming that there has been no contact with public officials or management staff for the purpose of influencing award of the contract. Furthermore, each individual certifies that there will be no contact with any public official prior to contract award for the purpose of influencing contract award.

The undersigned further certifies that no team member or individual has been hired or placed on the team in order to influence award of the contract. All team members are performing a commercially useful function on the project.

Failure to provide signed affidavits from all team members with your response may be cause to consider your bid/proposal non-responsive.

\_\_\_\_\_  
BY: Authorized Officer or Agent

\_\_\_\_\_  
Date

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

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

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE  
\_\_\_\_ DAY OF \_\_\_\_\_, 2011

\_\_\_\_\_  
Notary Public  
My Commission Expires:

\_\_\_\_\_  
My Commission expires:

\_\_\_\_\_  
Resident State:\_\_\_\_\_

## LEGAL NOTICE

CC NO. 165363


Chatham County, Georgia is seeking proposals from firms interested in providing Property Insurance Appraisal Services for Chatham County, Georgia as specified in Request for Proposal No. P12-0124-5.

A pre-proposal conference will be conducted at 10:AM, DECEMBER 20, 2012, in the Purchasing Conference Room, 1117 Eisenhower Drive, Suite C, Savannah, Georgia, to discuss the specifications and to resolve any questions and/or misunderstanding that may arise. Firms are encouraged to attend.

Proposals are due by 2:00 P.M., JANUARY 11, 2013 and must be mailed or hand delivered to the Chatham County Purchasing Office, 1117 Eisenhower Drive, Suite C, Savannah, Georgia 31406.

A copy of this Request for Proposal is available in Chatham County Purchasing Office, 1117 Eisenhower Drive, Suite C, Savannah, Georgia 31406 or can be downloaded from the Chatham County website at [www.purchasing.chathamcounty.org](http://www.purchasing.chathamcounty.org). For additional information concerning specifications, please contact Ms. Kathleen Watson-Scott, CPPB, Procurement Specialist, at (912) 790-1619.

CHATHAM COUNTY RESERVES THE RIGHT TO REJECT ANY/AND ALL BIDS AND TO WAIVE ALL FORMALITIES. "CHATHAM COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER, M/F/H, ALL BIDDERS ARE TO BE EQUAL OPPORTUNITY EMPLOYERS".

  
MARGARET H. JOYNER, PURCHASING AGENT  
CHATHAM COUNTY, GEORGIA

---

- Savannah News- INSERT: DEC. 18, 2012

NEWS ONLY-

Please send two copies of affidavit to:

Chatham County Purchasing Department  
1117 Eisenhower Drive, Suite C  
Savannah, GA 31416  
(912) 790-1619

CHATHAM COUNTY VALUES (As of September 2012)

LOC	BUILDING VALUE	CONTENTS VALUE	TOTAL VALUES	SQ. FEET	CONSTR	YEAR BUILT	ROOF CONSTR	# OF STORIES	P/C	SPRINK ALARMS	DIST TO WATER	FLOOD ZONE	COMMENTS	FLOOD POLICY
1 Courthouse Judicial 133 Montgomery Street Savannah, GA 31401	\$ 29,200,000	\$ 1,700,000	\$ 30,900,000	155,697	Fire Resistive	1978	Foam Unabane Over Concrete	6	2	None Fire / Smoke Stand Pipe	15.5	X	Security Cameras Emergency Generators Emergency Lighting	No
5 Detention Center Admin. 1050 Carl Griffin Drive Savannah, GA 31405	\$ 4,978,000	\$ 500,000	\$ 5,478,000	33,542	Masonry NC	1992	Built Up Smooth Concrete	1	2	Sprinkler Fire	18	X	2008: No-Roofed 2008: New HVAC	Yes 5/24/11-12 (see A Zone / Pricing)
6 Detention Center Housing Unit #1 1050 Carl Griffin Drive Savannah, GA 31405	\$ 11,845,000	\$ 100,000	\$ 11,945,000	53,242	Fire Resistive	1992	Built Up Smooth Concrete	2	2	Sprinkler Fire / Smoke	18	X	2008: New Cameras	Yes 5/24/11-12 (see A Zone / Pricing)
7 Detention Center Housing Unit #2 1050 Carl Griffin Drive Savannah, GA 31405	\$ 13,390,000	\$ 100,000	\$ 13,490,000	59,163	Fire Resistive	1992	Built Up Smooth Concrete	2	2	Sprinkler Fire / Smoke	18	X	2008: New Cameras	Yes 5/24/11-12 (see A Zone / Pricing)
8 Detention Center Housing Unit #3 1050 Carl Griffin Drive Savannah, GA 31405	\$ 9,404,000	\$ 100,000	\$ 9,504,000	54,020	Fire Resistive	1992	Built Up Smooth Concrete	2	2	Sprinkler Fire / Smoke	18	X	2008: New Cameras	Yes 5/24/11-12 (see A Zone / Pricing)
9 Detention Center Housing Unit #4 1050 Carl Griffin Drive Savannah, GA 31405	\$ 9,404,000	\$ 100,000	\$ 9,504,000	54,020	Fire Resistive	1992	Built Up Smooth Concrete	2	2	Sprinkler Fire / Smoke	18	X	2008: New Cameras	Yes 5/24/11-12 (see A Zone / Pricing)
10 Detention Center Housing Unit #5 1050 Carl Griffin Drive Savannah, GA 31405	\$ 14,008,000	\$ 100,000	\$ 14,108,000	67,334	Fire Resistive	1992	Built Up Smooth Concrete	2	2	Sprinkler Fire / Smoke	18	X	2008: New Cameras	Yes 5/24/11-12 (see A Zone / Pricing)
11 Detention Center Rec/Kitchen/Infirmary 1050 Carl Griffin Drive Savannah, GA 31405	\$ 13,920,000	\$ 830,000	\$ 14,770,000	70,077	Fire Resistive	1992	Built Up Smooth Concrete	1	2	Sprinkler Fire / Smoke	18	X	2008: New Equipment	Yes 5/24/11-12 (see A Zone / Pricing)
12 Communication Tower (NEH) 1050 Carl Griffin Drive Savannah, GA 31405	\$ 771,976	\$ 100,000 Misc Equipment	\$ 871,976											
TRAVELERS: 2012-13														
\$ 108,420,976 \$ 4,150,000 \$ 112,570,976														

29

CHATHAM COUNTY VALUES - Other Than Libraries, Judicial Courthouse & Detention Center (Values As of Sept 2012)

LOC	BUILDING VALUE	CONTENTS VALUE	TOTAL VALUES	SQ. FEET	CONSTR.	YEAR BUILT	ROOF CONSTR.	# OF STORIES	F/C	SPRINK ALARMS	FLOOD ZONE	COMMENTS	FLOOD POLICY
1. Administrative Courthouse 124 Bull Street Savannah, GA 31401	\$ 14,395,400	\$ 400,000	\$ 14,795,400	49,056	JM	1890	Asphalt Shingles Clay Tile	4	2	2	Sprinkler Fire	Renovated 1984 & 1991 Security Cameras	No
2. Parking Garage/Auxiliary 415 W. Broughton Street Savannah, Georgia 31401	\$ 15,924,150	\$ 50,100	\$ 15,974,250	191,432	Fire Resistant	1978	Concrete	6	2	2	Sprinkler Fire	125-KW Emergency Generator	No
3. Firing Range - 1050 Curt Giffen Dr-Sav Admin / Classroom Towel / Computer & Ammory Utility Building Property in Open: 7 Sheds, Gate, etc Portable Office / Range Master Trussable Office / Range Classroom Portable Office / Maintenance Portable Office / Storage #1 Portable Office / Storage #2	\$ 60,000 \$ 94,000 \$ 10,000 \$ 123,000 \$ 23,000 \$ 110,500 \$ 25,500 \$ 20,350 \$ 22,000	\$ 10,000 \$ 10,000 \$ 10,000 \$ 10,000 \$ 10,000 \$ 10,000 \$ 10,000 \$ 10,000 \$ 10,000	\$ 70,000 \$ 104,000 \$ 20,000 \$ 133,000 \$ 33,000 \$ 120,500 \$ 35,500 \$ 30,350 \$ 32,000	4,200 4,000 336 660 33,000 2,448 552 672 672	Wood Wood Wood Wood Wood Wood Wood Wood Wood	2000 2000 2007 1989 1989 1989 1982 1982	Single Membrane Shingle Asphalt Shingles Asphalt Shingles Asphalt Shingles Asphalt Shingles Metal Metal	1 2 1 1 1 1 1	2 2 None None None None None	2 2 None None None None None	None None None None None None None	Rebuilt 2007	No
4. Chatham County Health Dept. 1395 Eisenhower Drive Savannah, GA 31406 (Note: New Facility Being Built - to be completed in June 2013)	\$ 7,336,550	\$ 500,000	\$ 7,836,550	39,232	Non-Comb	1961	Built Up Metal Deck w/ Open Web Joists	1	2	2	None / None	Security Cameras (11) Emergency Generator Fire Exting	Yes: 2012/02/13
5. Midtown Health Dept. 1602 Dayton Street Savannah, GA 31405 Storage Bld (2027)	\$ 2,641,800	\$ 150,000	\$ 2,801,800	16,342	Non-Comb	1994	Built Up Metal Deck w/ Open Web Joists	1	2	2	None Fire	Fire Bar	No
6. Lake Mayer Office/ Restroom Bld 1850 E. Montgomery Crossroads Savannah, GA 31406	\$ 173,250	\$ 10,000	\$ 183,250	1,600	Frame	1972	Wood Joist	1	2	2	None None		Yes: 7/16/2012-13
7. Lake Mayer Sailing Center 1850 E. Montgomery Crossroads Savannah, GA 31406	\$ 81,350	\$ 15,574	\$ 96,924	1,296	Frame	1972	Wood Joist	1	2	2	None None		Yes: 7/16/2012-13
8. Lake Mayer Large Pavilion Lake Mayer Small Pavilion 1850 E. Montgomery Crossroads Savannah, GA 31406	\$ 170,000 \$ 91,500	\$ 23,840 \$ 1,000	\$ 200,240 \$ 1,000	3,200 1,000	Frame Frame	1972 1970	Shingled Shingled Picket	1 1	2 2	2 2	None None None		Yes: 7/16/2012-13
9. Lake Mayer Administration Bldg. 1850 E. Montgomery Crossroads Savannah, GA 31406	\$ 488,000	\$ 10,000	\$ 498,000	1,900	Frame	1970	Shingled Picket	1	2	2	None None		Yes: 8/21/2012-13
10. Memorial Stadium 101 John J. Scott Road Savannah, GA 31405	\$ 5,433,000	\$ 261,679	\$ 5,694,679	67,836	Fire Resistant	1960	Flat Built-Up	1	2	2	None None	Could not find	No
11. Soccer Complex Overcross 1.0W Retro Soccer Complex / Utility Shed Property in Open (Lights, Benches, etc) 7221 Sullivan Moss Drive Savannah, GA 31406	\$ 231,400 \$ 27,000 \$ 546,300	\$ 50,758 \$ 450	\$ 282,158 \$ 450	2,038 450	JM Non Comb	1990 2008	Metal Metal	1 1	2 2	2 2	None None None		No
12. Frank G. Murray, Jr. Community Ctr. 160 Whitehall Island Road Savannah, GA 31410	\$ 492,000	\$ 20,500	\$ 512,500	3,370	JM	2004	Metal	1	2	2	None / Fire		No
13. Ambrose Sports Complex 7250 Sullivan Moss Drive (ext) Savannah, GA 31406 (Exterior Lights)	\$ 150,000 \$ 300,000	\$ 22,113	\$ 452,113	1,200	JM	1979	Wood	2	2	2	None None		No

CHATHAM COUNTY VALUES

LOC	BUILDING VALUE	CONTENT'S VALUE	TOTAL VALUE	SQ. FEET	YEAR BUILT	ROOF CONSTR.	# OF STORIES	P/C	SPRINK ALARMS	FLOOD ZONE	COMMENTS	FLOOD POLICY
14 Charles Brooks Park / Concess / Restro	\$ 225,000	\$ 27,500	\$ 252,500	1,277	1990	Metal Roofing On Wood Deck	2	2	none	X	Renovated 2006	No
Kelony Meyer Blvd Savannah, GA 31410									none			
15 Scott Stail Park Admin / Meeting	\$ 158,800	\$ 15,000	\$ 173,800	1,600	1984	Wood Kist	1	2	none	X		No
195 Scott Stail Road Savannah, GA 31419									none			
16 Scott Stail Park Senior Bld / Concession	\$ 207,100	\$ 32,136	\$ 239,236	1,800	1984	Wood Joist	1	2	none	X		No
195 Scott Stail Road Savannah, GA 31409									none			
17 Scott Stail Park Storage / Restroom	\$ 49,000	\$ 24,102	\$ 73,102	308	1984	Metal	1	2	none	X		No
195 Scott Stail Road Savannah, GA 31409									none			
18 Scott Stail Park Maintenance Shed	\$ 24,200	\$ 32,136	\$ 56,336	840	1984	Metal	1	2	none	X		No
195 Scott Stail Road Savannah, GA 31409									none			
19 Scott Stail Park Storage Bld (New)	\$ 16,700	\$ 5,000	\$ 21,700	355	1984	Shingle	1	2	None	X		No
195 Scott Stail Road Savannah, GA 31409									None			
20 Scott Stail Park Restroom (Paved Area)	\$ 56,450	\$ 5,000	\$ 61,450	505	1984	Asphalt / Wood	1	2		X		No
195 Scott Stail Road Savannah, GA 31409												
21 Chatham County Aquatic Center	\$ 9,500,000	\$ 177,850	\$ 9,677,850	48,500	1997	Blt Up On Metal Deck / Wood Trusses	1	2	none	AE	Renovated in 2007-08	Yes: 1/18/11-12
7240 Salfie Wood Drive Savannah, GA 31408									Fire			
22 Weightlifting Center	\$ 402,000	\$ 140,054	\$ 540,054	9,582	1995	Plinbed	1	2	none	Could Not Find		No
101 John Scott Drive Savannah, GA 31405									none			
23 Runaway Point Park / Restroom	\$ 110,000	\$ 0	\$ 110,000	656	2006		1		none	AE		No
Public Shelter 1273	\$ 83,000	\$ 88,000	\$ 171,000									
Pedderion Bridge	\$ 4,000	\$ 4,000	\$ 8,000									
Playground	\$ 20,000	\$ 20,000	\$ 40,000									
Tennis Court, Basketball Crt, Etc	\$ 90,000	\$ 90,000	\$ 180,000									
Runaway Point Road / Riverside Drive Savannah, GA 31404												
24 Triplet Park Main Shelter	\$ 345,000	\$ 75,100	\$ 420,100	6,200	2006		1		none	Could Not Find		No
Fires 1 & 2	\$ 60,000	\$ 60,000	\$ 120,000									
Restroom	\$ 60,000	\$ 10,000	\$ 70,000	288	2006							
Storage Building	\$ 30,000	\$ 5,000	\$ 35,000	360	2006							
Bridge	\$ 30,000	\$ 30,000	\$ 60,000	972	2006							
Public Shelter 1 & 2	\$ 25,000	\$ 5,000	\$ 30,000	144	2006							
Pump House	\$ 8,000	\$ 8,000	\$ 16,000									
Playground	\$ 20,000	\$ 20,000	\$ 40,000									
Tennis courts, Beaches, Bleachers, Etc	\$ 175,600	\$ 175,600	\$ 351,200									
U.S. Hwy 80												
Fyler, GA 31408												

CHATHAM COUNTY VALUES

LOC	BUILDING VALUE	CONTENTS VALUE	TOTAL VALUES	SQ. FEET	CONSTR	YEAR BUILT	ROOF CONSTR	# OF STORIES	P/C	SPRINK	FLOOD ZONE	COMMENTS	FLOOD POLICY
24 Gateway Admin Bldg / Health Center 17 Mills Avenue Garden City, GA 31408	\$ 1,100,000	\$ 55,000	\$ 1,155,000	7,203	Island Mas	1975	Built Up Metal Deck / Shingles on Wood Deck	1	2	None / Fire	X		No
24 Lakeside Center / Tidewater Adolescent Residential 600 DOT Barn Road Bloomington, GA 31302	\$ 1,381,400	\$ 115,000	\$ 1,496,400	11,052	Island Mas	1993	Asphalt shingles on Wood Deck	1	2	Sprinkler / Fire	AE		No
27 Juvenile Justice Center; Admin 197 Carl Giffin Drive Savannah, GA 31405	\$ 5,276,700	\$ 455,000	\$ 5,731,700	28,648	Masonry Non-Comb	1998	Built Up Smooth	1	2	None / Fire	AE	Fire Detection Security Camera Emergency Lighting Emergency Generator	Yes: 5/24/11-12
28 Animal Control Facility 7215 Sallee Wood Drive Savannah, GA 31406	\$ 2,286,000	\$ 130,000	\$ 2,416,000	12,735	Masonry	2009	Metal on Wood Deck	1	2	None / Smoke Det	AE		Yes: 10/21/11-12
29 Tag Office 1145 Eisenhower Drive Savannah, GA 31406	\$ 1,536,800	\$ 30,000	\$ 1,566,800	10,667	Masonry Non-Comb	2001	Metal	1	2	None / Fire	X		No
30 Chatham County Police Dept. 1295 Police Memorial Drive Savannah, GA 31405	\$ 5,629,300	\$ 750,000	\$ 6,379,300	28,708	Modified Fire Resist	1998	Tar & Gravel on Metal Deck / Open Web Joist	1	2	Sprinkler / Fire	X		Yes: 1/18/11-12 (None AE Zone)
31 Recycling Center Shop & Office & Rustler 1321 Eisenhower Drive Savannah, GA 31408	\$ 656,700 \$ 380,200	\$ 25,000 \$ 10,000	\$ 711,700 \$ 390,200	6,401 8,200	Frame Non-Comb	1970 2009	Metal	1 1	2 2	None / Fire Det	X	Remodeled 2011	No
32 Citizens Center Building / Inspection Board of Equalization 1117 Eisenhower Drive Savannah, Georgia 31406	\$ 4,200,000	\$ 200,000	\$ 4,400,000	34,190	Masonry Non-Comb	1975	Built Up Roofing on Metal Deck / Open Web Joist	1	2	None / Fire	X	Remodeled 2006/2007	No
33 Mosquito Ctrl. Admin Bldg. 65 Billy B. Hair Dr. Savannah, GA 31408	\$ 1,419,320	\$ 250,000 (Generator)	\$ 1,769,320	8,826	Masonry Non-Comb	2006	Flat	1	2	None / Fire	X		No
34 Mosquito Ctrl. Maintenance Bldg. 65 Billy B. Hair Dr. Savannah, GA 31408	\$ 921,300	\$ 300,000	\$ 1,221,300	7,100	Non-Comb	2001	Built Up Single Ply Membr	1	2	None / Fire	X		No
35 Mosquito Ctrl. Helicopter Hangar 65 Billy B. Hair Dr. Savannah, GA 31408	\$ 950,000	\$ 55,000	\$ 1,005,000	6,880	Non-Comb	2001	Metal	1	2	None / Fire	X		No
36 Mosquito Ctrl. Vehicle Storage 65 Billy B. Hair Dr. Savannah, GA 31408	\$ 150,000	\$ 20,000	\$ 170,000	2,680	Non-Comb	2001	Metal	1	2	None / Fire	X		No
37 Mosquito Ctrl. Chicken Coop 65 Billy B. Hair Dr. Savannah, GA 31408	\$ 75,000	\$ 5,500	\$ 80,500	1,040	Frame	2001	Metal	1	2	None / Fire	X		No
38 Mosquito Ctrl. Sand Mixing Bldg / Site 65 Billy B. Hair Dr. Savannah, GA 31408	\$ 39,000	\$ 350,000	\$ 389,000	512	Non-Comb	2004	Metal	1	2	None / Fire	X		No



CHATHAM COUNTY VALUES

LOC	BUILDING VALUE	CONTENTS VALUE	TOTAL VALUES	SQ. FEET	CONSTR.	YEAR BUILT	ROOF CONSTR.	# OF STORES	EC SPRINK ALARMS	FLOOD ZONE	COMMENTS	FLOOD POLICY No
39 Mosquito Cht. Chemical Storage 65 Billy B. Bar Dr. Savannah, GA 31406	\$ 50,000	\$ 350,000	\$ 400,000	644	Non-Comb	2001	Metal	1	2	None /		
40 Mosquito Cht. Aircraft Chemical & Fuel Storage / Tanks 65 Billy B. Bar Dr. Savannah, GA 31406	\$ 53,200	\$ 150,000	\$ 203,200	598	Non-Comb	2001	Metal	1	2	Sprinkler / Fire		No
41 Mosquito Cht. Fixed Wing Hangar 65 Billy B. Bar Dr. Savannah, GA 31406	\$ 550,000	\$ 40,000	\$ 590,000	6,448	Non-Comb	2001	Metal	1	2	None / Fire		No
42 Civil Rights Museum 460 Martin Luther King Drive Savannah, GA 31406	\$ 4,500,000	\$ 250,000	\$ 4,750,000	20,800	Joisted Mas	1914	Built Up / Wood Deck / Joist & Pavers	3		Sprinkler / Fire Ext	Renovated 1996	No
43 Chatham County CNT Office (Administrative / Narcotics) 71 Ross Road Savannah, GA 31406	\$ 2,332,400	\$ 400,000	\$ 2,732,400	16,758	Masonry Non-Comb	1992	Built Up Smooth & Metal	2		None / Fire	Security Cameras Intrusion System	No
44 Chatham County CNT Warehouse 71 W. Ross Road Savannah, GA 31406	\$ 411,500	\$ 0	\$ 411,500	5,625	Masonry Non-Comb	1965 / 1982	Metal	1		None / Fire	Intrusion System Security Cameras	No
45 Public Works Sign Shop 1117 G Eisenhower Drive Savannah, Georgia 31406	\$ 611,200	\$ 94,000	\$ 705,200	5,760	Masonry Non-Comb	1973	Built Up Smooth /	1		None /	Renovated 2006	No
46 Records Warehouse 4225 Augusta Road Golden Ctr, GA 31408	\$ 3,040,000	\$ 300,000	\$ 3,340,000	33,108	FM	1975	Asphalt Shingle	1		None / Fire	Renovated 2006-11	No
47 Outside Police Precinct 54 Johnny Mercer Blvd Savannah, GA 31410	\$ 1,534,750	\$ 66,000	\$ 1,600,750	6,147	Masonry Non-Comb	2007	Metal Roof	1		None / Fire		No
48 Facilities Maintenance Workshop 1321 Eisenhower Drive Savannah, GA 31406	\$ 165,900	\$ 240,000	\$ 405,900	5,500	Metal			1		None / Fire		No
49 Public Defenders Office 540 E. Oglethorpe Avenue Savannah, GA 31401	\$ 8,000	\$ 50,000	\$ 58,000	11,180	Joisted Mas	1947		1			Renovated / Updated 1985	No
50 Coroner Office & Drug Court 602 E. 6th Street Savannah, GA 31405	\$ 40,000	\$ 126,000	\$ 166,000	960	Joisted Mas	1959		1			Renovated / Updated 1978 and 1995	No
51 Old Courthouse Building 222 W. Oglethorpe Avenue Savannah, GA 31401	\$ 14,500,000	\$ 500,000	\$ 15,000,000	69,200	Fire Restored	2009	Built Up Concrete Deck & Joist	5		Sprinkler / Fire	2008 Fire Restored	No
52 Future Fleet Maintenance Location (Old #4 Lumber Site) / 5 Bld. 4020 Oglethorpe Road Savannah, GA 31405	\$ 1,700,000	\$ 100,000	\$ 1,800,000	54,600	Non-Comb	2002		1		Fire Ext	Being Renovated For Other Use	No

CHATHAM COUNTY VALUES

LOC	BUILDING VALUE	CONTENT'S VALUE	TOTAL VALUES	SQ. FEET	CONSTR	YEAR BUILT	ROOF CONSTR	# OF STORIES	P/C	SPRINK ALARMS	FLOOD ZONE	COMMENTS	FLOOD POLICY
53 Union Mission Grate House 120 Falm Street Savannah, GA 31401	\$ 2,400,000	\$ 150,000	\$ 2,250,000	18,698	Fire Resistant Concrete	1963	Built Up Tarum Plank Steel Beam & Joist Web Joists	2		Smoke Det Extinguishers	X		No
54 Union Mission 125 Falm Street Savannah, GA 31401	\$ 2,800,000	\$ 250,000	\$ 2,850,000	20,120	JM	1965	Metal	1		None	X	Apparatus in lawn kept removed in 2000	
55 IC Lewis Health Center / IDC Clinic 107 Falm Street Savannah, GA 31401	\$ 5,633,600	\$ 190,000	\$ 5,753,600	11,760	Mas / Non-Comb	1966	Metal / Built Up Metal Deck & Trusses	1	3	Fire / Smoke	X	Renovated in 2011	No
56 Human Resources Offices 123 Abercorn Street Savannah, GA 31401	\$ 1,620,000	\$ 100,000	\$ 1,720,000	10,800	JM	1967	Asphalt Shingles	2		None	X	Renovated 2005 Cannery being Renovated by County	No
57 Mother Mathilda Health Park 500 E. Broad Street Savannah, GA 31401	\$ 400,000	\$ 20,000 Contents 30,000 Playground Eq	\$ 450,000	1500	Frame	2012	Asphalt Shingles	1		No	X		No
58 Fleet Operations 3916 Old Louisville Road Garden City, GA 31408	Leased	\$ 350,000	\$ 350,000	7500	JM	1998	Steel Joist / Metal Metal Roof	1		No	X		No
59 Public Works (New Location): 3 Bldgs 7226 Varnado Drive Savannah, GA 31406 Public Admin / Office Bldg 21 Storage & Warehouse Bldg 31 Storage / Warehouse / Sign Production	\$ 2,500,000 \$ 700,000 \$ 600,000	\$ 150,000 \$ 200,000 \$ 200,000	\$ 2,650,000 \$ 900,000 \$ 700,000	12,598 6800 5100	JM JM JM	2012 2012 2012	Metal Frame wh/brick Metal Roof Metal Metal Roof Metal Roof	2 1 1		Sprinkler W/Alarm Sprinkler W/Alarm Sprinkler W/Alarm	X X X	Lighting Production	
Blanket Limits: 2012-13	\$ 128,639,050	\$ 9,417,753	\$ 138,056,803										

37

OUTSIDE OF BLANKET LIMIT (Warehouses / Draw Bridges / Towers / Tag Office)  
CHATHAM COUNTY VALUES

LOC	BUILDING VALUE	CONTENTS VALUE	TOTAL VALUES	SQ. FEET	CONSTR.	YEAR BUILT	ROOF CONSTR.	# OF STORIES	P/C	SPEAK ALARMS	FLOOD ZONE	COMMENTS	FLOOD POLICY
1 President Street - Drawbridges	\$ 1,930,000	\$ -	\$ 1,930,000	n/a		1980			2		Could Not Find		No
President Street Savannah, GA 31401													
2 President Street - Drawbridges	\$ 1,930,000	\$ -	\$ 1,930,000	n/a		1980			2		Could Not Find		No
President Street Savannah, GA 31401													
3 KCS Westside Tower	\$ 700,000	\$ 500,000 (Equipment)	\$ 1,200,000	n/a	NC	1997			2		Could Not Find		No
2400 Quince Road Savannah, GA 31419													
6 800MHz Radio Tower	\$ 545,076	\$ -	\$ 545,076								X		No
2405 W. Hwy 80 (Rent) Garden City, GA 31408													
7 Allied Tower Antenna	\$ 36,050	\$ -	\$ 36,050								Could Not Find		No
Dodge Avenue Savannah, GA 31404													
8 800MHz Radio Tower	\$ 545,076	\$ -	\$ 545,076								Could Not Find		No
Strahan & Whitfield Savannah, GA 31406													
9 Satellite Tag Office	\$ 0	\$ 51,500	\$ 51,500								X		No
461 Johnny Mercer Blvd (Island Center) Savannah, GA 31410													
<b>SUBTOTALS: Outside Of Blanket</b>	<b>\$ 3,886,202</b>	<b>\$ 551,500</b>	<b>\$ 4,437,702</b>										
<b>GRAND TOTALS 2012-13</b>	<b>\$ 132,525,252</b>	<b>\$ 9,969,253</b>	<b>\$ 142,494,505</b>										

OTHER PROPERTY COVERAGE		LIMITS	
Valuable Papers		\$ 2,450,000	(Stored Various Locations)
Accounts Receivable		\$ 500,000	
Business Income and Extra Expense: Any One Occ		\$ 5,150,000	(Any Location)
Voting Machines		\$ 900,000	Ded: \$2,500
Employee Tools		\$ 120,000	Ded: \$2,500
CEMA Emergency Sirens		\$ 800,000	Ded: \$2,500
Mobile Equipment		\$ 100,000	Ded: \$2,500
Bookmobile Contents		\$ 48,000	Ded: \$2,500
Fine Arts Floater		\$ 25,000	Ded: \$2,500
Radio / TV Tower Coverage			
Debris Removal		\$ 5,000,000	
Earthquake		\$ 5,000,000	50,000
Ordinance & Law		\$ 5,000,000	

Partitions, Cases, Etc

Tybee Island Sirens: 4 Valued at \$50,000 Each / All Others Values at \$16,000-\$20,000

Civil Rights Museum

Demolition & Increased Cost of Construction

LIVE OAK PUBLIC LIBRARIES / 2012-13 Values (as of September 2012)

LOC	BUILDING VALUE	CONTENTS VALUE	TOTAL VALUES	SQ. FEET	CONSTR	YEAR BUILT	ROOF CONSTR	# OF STORIES	P/C	SPRINK ALARMS	DIST TO WATER	FLOOD ZONE	COMMENTS	FLOOD POLICY
1 Main Library 2000 Bull Street Savannah, GA 31401	\$ 11,638,200	\$ 4,092,000	\$ 15,638,200	66,300	DM	1916	Tar & Gravel Single Ply Membrane	3	2	Sprinkler Fire	16	X	Renovated 1988 Security Camera	No
2 Carnegie Library 537 E. Henry Street Savannah, GA 31401	\$ 1,083,500	\$ 135,400	\$ 1,218,900	10,200	Frame	1914	Built Up Smooth / Metal	2	2	None Fire	14.5	X	Addition Added 2004 Security Camera	No
3 Islands Branch Library 125 Wilmington Island Road Savannah, GA 31410	\$ 628,800	\$ 820,000	\$ 1,448,800	5,860	Frame	1980	Single Ply Membrane	1	2	None Fire	7.5	X	Emergency Lighting	No
4 Oglethorpe Mall Library 7 Mail Annex Savannah, Georgia 31406	\$ 2,299,600	\$ 2,000,000	\$ 4,299,600	15,000	Masonry NC	1978	Built Up Smooth	2	2	None Fire	17	X		No
5 Port City Library 3501 Houlahan Avenue Savannah, GA 31408	\$ 636,500	\$ 460,000	\$ 1,096,500	5,860	Frame	1980	Built Up Smooth	1	2	None Fire	13	X	Emergency Lighting	No
6 West Chatham Library (Poodle) 216 S. Rogers Road Savannah, GA 31408	\$ 741,000	\$ 725,000	\$ 1,466,000	6,800	Frame	1982	Asphalt Shingles	1	2	None / Fire	19	X		No
7 Forest City Library 1501 Siles Avenue Savannah, GA 31415	\$ 879,700	\$ 270,000	\$ 1,149,700	6,800	Frame	1982	Asphalt Shingles	1	2	None / Fire	18	AE	Security Cameras	Yes: 8/15/2011-12
8 Thunderbolt Library 2708 Mechanics Avenue Savannah, GA 31404	\$ 772,300	\$ 418,000	\$ 1,190,300	5,800	Masonry Non-Comb	1989	Metal	1	2	None / Fire	12.5	X		No
9 Port Wentworth Branch Libral 102 Aberfeldy Street Port Wentworth, GA 31407	\$	\$ 80,000	\$ 80,000	0				1	2	None	18	X		No
10 Westbroad Branch* 1110 May Street Savannah, GA 31415	\$	\$ 367,000	\$ 367,000		Masonry Non-Comb	1968	Flat	1	2	None		X	1980; Renovated	No

LIBRARIES VALUES -

LOC	BUILDING VALUE	CONTENTS VALUE	TOTAL VALUES	SQ. FEET	CONSTR	YEAR BUILT	ROOF CONSTR	# OF STORIES	P/C	SPRINK ALARMS	DIST TO FLOOD WATER	COMMENTS	FLOOD POLICY
11 Ola Wythe Library 4 East Bay Street Savannah, Georgia 31401	\$ 210,200	\$ 113,000	\$ 323,200	1,687	Joisted Mas	1912	Metal/ Single Ply Membrane	1	2	None/ Fire	X		No
12 W. W. Law Branch Library 909 E. Bolton Street Savannah, Georgia 31401	\$	\$ 63,081	\$ 63,081								X		No
13 Savannah Mall Branch Library 14097 Abercorn Street Savannah, GA 31419	\$ 15,203,400	\$ 2,620,000	\$ 17,823,400	50,014	Fire Resistive	2009	Built Up Reflective on Metal Deck & Open Web Joists	2	2	Sprinklered Fire Ext Alarm	18.5	AE	Yes 6/22/12-13
LIBRARY TOTALS: 2012-13 \$ 34,093,200 \$ 12,071,481 \$ 46,164,681													

\*Fitch Brank closed and contents to Westbroad Branch

**CHATHAM COUNTY BOARD OF COMMISSIONERS**  
**TYBEE ISLAND PROPERTIES**  
**May 24, 2012 to May 24, 2013**

LOCATION	COVERAGE	VALUES	CONSTRUCTION	YEAR BUILT	TOTAL AREA	# STORIES	PROTECTION CLASS	UPDATES ELEC, ETC
Tybee Island Library 405 Butler Avenue Tybee Island, GA Flood Zone: A8	Building Contents	\$ 495,500 \$ 386,560	Joisted Masonry	1988	4,000	1	4	Alarms Updates, AC, etc.
Tybee Pavilion 16th Street Tybee Island, GA (Excludes Pier)	Building	\$ 1,260,000	Frame	1997	2,500	1	4	Updates As Req
Water Towers 801 Fort Street & 2nd Street / Butler Ave Tybee Island, GA	Equipment	\$ 601,250	Fire Resistive	1997	n/a		4	N/A
<b>TOTALS</b>		<b>\$ 2,743,310</b>						

\*Note: Communication equipment (transmitters) covered are located on the towers. Most of the values are located at the base of the tower (125' Feet)

  
 Signature

5-21-2012  
 Date

CHATHAM COUNTY EDP VALUES / 2012-13 Values By Location (September 2012)

LOC		EDP VALUE	SQ. FEET	# OF BLDG	CONSTR	YEAR BUILT	ROOF
1	Judicial Courthouse	\$ 6,300,000	155,697	1	Fire Resistive	1978	Foam / Urethane
	133 Montgomery Street Savannah, GA 31401	\$3,500,000 Included - links CEMA (Chatham Emergency Management Agency with law enforcement radios)					Over Concrete
2	Old Courthouse / Admin Courthouse	\$ 475,000	49,056	1	JM	1890	Asphalt Single
	124 Bull Street Savannah, GA 31401					Renov. 1991	Clay Tile
3	Judicial Courthouse Annex	\$ 25,000	191,422	1	Fire Resistive	1978	Concrete
	415 W. Broughton Street Savannah, Georgia						
4	Detention Center Admin. & Housing Units	\$ 4,960,000	33,545	1	Masonry NC	1992	Built Up Smooth
	1050 Carl Griffin Drive Savannah, GA 31405	(Incl Communication Equip on Tower)					Concrete
5	Main Library	\$ 500,000	66,300	1	JM	1916	Tar & Gravel
	2002 Bull Street Savannah, GA 31401					Renov. 1998	
6	Juvenile Justice Center & Trailer Office Bldg	\$ 80,000	28,422	1	Masonry NC	1998	Built Up
	197 Carl Griffin Drive Savannah, GA 31405						Smooth
7	Public Works Operations & Office (NEW)	\$ 100,000	24,498	1			
	7226 Varndoe Drive (3 Buildings) Savannah, Ga 31406						
8	Chatham County Police Dept.	\$ 995,000	28,708	1	Modified	1998	Tar & Gravel On
	295 Police Memorial Drive Savannah, GA 31405	(Incl Phone / 911 System)			Fire Resistive		Metal Deck w/ Open Web Joists
9	Citizens Ctr Bld / Inspections / Board of Equaliza	\$ 2,000,000	34,190	1	Masonry	1975	Built Up Roofing
	1117 Eisenhower Drive Savannah, Georgia 31406	(Incl Computerized Voting Machines)			Non-Comb		on Metal Deck / Open Web Joists
10	Mosquito Ctrl. Admin Bldg. & Other Bldg	\$ 500,000	8,826	1	Masonry	2006	Flat / Build Up
	65 Billy B. Hair Dr. Savannah, GA 31408				Non-Comb		
11	Chatham County CNT Office	\$ 250,000	16,758	1	Masonry	1992	Built Up Smooth
	(Administrative Office) 71 Ross Road Savannah, GA 31405				Non-Comb		& Metal
12	Chatham County Health Dept.	\$ 1,000,000	39,752	1	Non-Combustible	1961	Built Up Metal
	1395 Eisenhower Drive Savannah, GA 31406						Deck / W Open Web Joists



13	Midtown Health Dept. & Leased Office Trls 1600-1602 Drayton Street Savannah, GA 31405	\$	250,000	16,842	1	Non-Combustible	1994	Built Up Metal Deck / W Open Web Joists
14	West Chatham Library 216 S. Rogers Avenue Savannah, GA 31405	\$	35,000	6,800	1	Frame	1982	Asphalt Shingles
15	Forest City Library 1501 Stiles Avenue Savannah, GA 31415	\$	30,000	6,800	1	Frame	1982	Asphalt Shingles
16	Port City Library 3301 Houlihan Avenue Savannah, GA 31408	\$	30,000	5,860	1	Frame	1980	Built Up Smooth

#### CHATHAM COUNTY EDP VALUES

LOC		EDP VALUE	SQ. FEET	# OF BLDG	CONSR	YEAR BUILT	ROOF
17	Oglethorpe Mall Library 7 Mail Annex Savannah, Georgia 31406	\$ 75,000	15,000	1	Masonry Non-Comb	1978	Built Up Smooth
18	Carnegie Library 537 E. Henry Street Savannah, GA 31401	\$ 57,000	10,200	1	Frame	1914	Built Up Smooth / Metal
19	Thunderbolt Library 2708 Mechanics Avenue Savannah, GA 31404	\$ 32,000	5,800	1	Masonry Non-Comb	1989	Metal
20	Islands Branch Library 125 Wilmington Island Road Savannah, GA 31410	\$ 35,000	5,860	1	Frame	1980	Single Ply Membrane
21	Public Defenders Office 540 E. Oglethorpe Avenue Savannah, GA 31405	\$ 20,000	11,180	1	Joisted Mas	1947 Ren 1986	
22	Savannah Mall Library 14097 Abercorn Street Savannah, GA 31419	\$ 300,000	50,014	2	Fire Resistive	2009	Flat / Standing Seam/ Rubber
23	ICS Westside Tower (NEW) 2400 Quacco Road Savannah, GA 31419	\$ 1,000,000 (Transmitters, Dishes, Site Monitors, etc)		2	Metal / Concrete	1997	
2012-13 TOTALS FOR EDP EQUIPMENT		\$ 13,089,000					
2012 TOTALS FOR COMM EQUIPMENT		\$ 5,960,000					

Coverage To Be Approved When Additional Information Received

#### ADDITIONAL COVERAGE LIMITS

EDP: Any Un Named Location      \$      250,000  
SOFTWARE: Any Location      \$      25,000

## Commercial Property Coverage

**INSURANCE CARRIER** Travelers Excess & Surplus Lines Company (Non-Admitted)  
**POLICY NUMBER:** KTQCMB8375c69911  
**CARRIER RATING:** A+, XV (AM Best As Of May 26, 2011)  
**POLICY TERM:** December 1, 2011 To December 1, 2012

**COVERAGE:** The following location(s) will be covered for direct physical loss to insured property in accordance with the policy terms and conditions:

**PERILS:** Special Form (Subject to policy conditions & exclusions)

**LIMIT:** \$111,699,000 Blanket Limits (Subject to 120% Margin Clause )\*  
 \$ 5,000,000 Earthquake  
 \$ 5,000,000 Flood / Other Than 100 Year Flood Plain

**COINSURANCE:** None

**VALUATION:** Replacement Cost

**DEDUCTIBLE:** Named Windstorm\* 3%  
 (Any One Occurrence) \$ 250,000 Minimum  
 \$2,500,000 Maximum  
 Percentage Applies Per Unit  
 \$ 100,000 Locations In  
 Inland Counties

Utility Services – Direct Damage	\$ 25,000
Earthquake, Volcanic Eruption	
Landside	\$100,000
Flood / Detention Center	\$500,000 Bld / \$500,000 Contents
Flood / Courthouse	\$250,000 Bld / \$250,000 Contents
All Other Perils	\$ 25,000

**LOCATION(S):** See Attached Statement Of Values

**\*120% Margin Clause on Building & Contents: For all covered losses, this will limit the amount paid to 120% of the values on the Statement of Values for the affected locations in the event of a total loss (Expiring at 10% Margin Clause)**

Please refer to the policy contract for specific terms, conditions, limitations and exclusions.

## PROPERTY ADDITIONAL COVERAGES

<u>Coverages</u>	<u>Limits</u>
Accounts Receivable	\$250,000
Valuable Papers	\$250,000
Fine Arts	\$100,000 (\$1,000 Per Item)
Newly Constructed Or Acquired Property Any One Building – For 120 Days	\$5,000,000
Outdoor Property including Debris Removal	\$100,000 (\$1,000 Max Per Tree / Shrub)
Covered Property At Un-Described Premises	\$1,000,000 (Any One Occurrence)
Property In Transit	\$100,000 (Any One Occurrence)
Pollutant Clean Up & Removal	\$ 25,000 (Annual Aggregate)
Debris Removal	\$5,000,000
Claims Expense	\$ 25,000 (Any One Occurrence)
Ordinance Or Law	
Loss To Un-Damaged Portion	\$5,000,000 (Any One Occurrence)
Demolition Any One Occurrence	Included In Limit Above
Increased Cost Of Construction	Included In Limit Above
Limited Fungus, Wet Rot, Dry Rot, and Bacteria	
Any One Occurrence	\$15,000
Aggregate, Any One Policy Year	\$100,000
Reimbursement or Master Key Costs	\$1,000 (\$250 Deductible Applies)
Errors & Omissions	\$1,000,000 (Any One Occurrence)
Utility Service	\$5,000,000 (Any One Occurrence)
Direct Damage / Time Element Including Boiler & Machinery	

Please refer to the policy contract for specific terms, conditions, limitations and exclusions.

## Extra Expense Coverage

**INSURANCE CARRIER:** Travelers Excess & Surplus Lines Company (Non-Admitted)  
**POLICY NUMBER:** KTQCM83775C69911  
**CARRIER RATING:** A+, XV (AM Best As Of May 26, 2011)  
**POLICY TERM:** December 1, 2011 To December 1, 2012  
  
**EXTRA EXPENSE:** Coverage for those expenses over and above normal operating expenses incurred to continue the insured's operations in the event of direct physical loss to property.  
  
**PERILS:** Special Form (Subject to Policy Exclusions)  
  
**COINSURANCE:** None  
  
**DEDUCTIBLE:** 48 Hours (Unless otherwise stated – example in windstorm claim, it would be included in occurrence deductible)  
  
**LIMITS:**

\$5,00,000	Any One Occurrence
30 Days	Civil Authority
\$50,000	Ordinance Or Law / Increased Period Of Restoration
\$50,000	New Acquired Locations / 120 Days
\$50,000	Un-Described Premises / Any One Occurrence
\$25,000	Claims Data / Any One Occurrence

**TRAVELERS PROVIDES ONLY EXTRA EXPENSE. IN ORDER TO GET BUSINESS INTERRUPTION COVERAGE, THEY WOULD NEED DOCUMENTATION OF RECEIPTS (SUCH AS PARKING LOT RECEIPTS, ETC). TRAVELERS DOES NOT CONSIDER TAXES AS AN ITEM THAT COULD BE INCLUDED AS A BUSINESS INCOME LOSS.**

Please refer to the policy contract for specific terms, conditions, limitations and exclusions.

## Boiler & Machinery Coverage

**INSURANCE CARRIER:** Travelers Excess & Surplus Lines Company (Non-Admitted)  
**POLICY NUMBER:** KTQCMB83775C69911  
**CARRIER RATING:** A+, XV (AM Best As Of May 26, 2011)  
**POLICY TERM:** December 1, 2011 To December 1, 2012

**COVERAGE:** Boiler & Machinery protects your business in the event of mechanical equipment failure or damage of a covered object which results in financial loss to your business. In the event an insured object causes an "accident," the Boiler and Machinery coverage would pay for damage and repair of property, excluding any subsequent fire-related damage, which would be covered by your Property insurance policy.

**LIMIT PER ACCIDENT:**

Property Damage – Maximum Any One Accident	\$50,000,000
Extra Expense - Any One Accident	Included In Limit Above
Water Damage – Any One Accident	\$100,000
Expediting Expense – Any One Occurrence	\$100,000
Ammonia Contamination – Any One Accident	\$100,000
Any Other Substance – Any One Accident	\$100,000
Water Damage – Any One Accident	\$100,000
Consequential Damage – Any One Accident	\$100,000

**DEDUCTIBLES:**

Any One Property Accident – Direct Damage	\$25,000
Extra Expense	48 Hours
Utility Service	48 Hours

Please refer to the policy contract for specific terms, conditions, limitations and exclusions.

## Commercial Property Coverage

**INSURANCE CARRIER** Cincinnati Insurance Company (Admitted)  
**POLICY NUMBER:** COP2324141

**CARRIER RATING:** A+, XV (AM Best As Of December 13, 2010)  
**POLICY TERM:** December 1, 2011 To December 1, 2012

**COVERAGE:** The following location(s) will be covered for direct physical loss to insured property in accordance with the policy terms and conditions:

**PERILS:** Special Form (Subject to policy conditions & exclusions)

**LIMIT:** Blanket Limits Building & Contents: \$43,181,381\*

**COINSURANCE:** 100%

**VALUATION:** Replacement Cost:  
 20% Margin Clause\*: See Explanation Below

**DEDUCTIBLE:**

Named Storm Only	2%
(Per Occurrence)	<b>\$100,000 Minimum</b> (formerly \$250,000)
	\$2,500,000 Maximum
All Other Wind	\$ 25,000
Earthquake	\$ 50,000 <b>(NEW)</b>
All Other Perils	\$ 25,000

**LOCATION(S):** See Attached Statement Of Values

*\*20% Margin Clause on Building & Contents: For all covered losses, this will limit the amount paid to 120% of the values on the Statement of Values for the affected locations in the event of a total loss.*

Please refer to the policy contract for specific terms, conditions, limitations and exclusions.

47

## PROPERTY ADDITIONAL COVERAGES

<u>Coverages</u>	<u>Limits</u>
Earthquake	\$5,000,000 Sublimit <b>(NEW)</b>
Accounts Receivable	\$500,000
Consequential Loss	\$100,000
Valuable Papers	\$2,450,000
Property In Transit	\$500,000
Back Up Of Water / Sewer	\$25,000 <b>(formerly at \$10,000)</b>
Ordinance & Law Demolition Increase Cost of Construction	\$5,000,000 Included
Debris Removal	25% Of Loss or \$5,000,000 (Whichever is Greater) Plus \$50,000 for additional items. Included – Must be reported within 180 days.
Fire Department Service Charges	\$25,000
Pollutant Removal	\$50,000 Annual Aggregate
Expediting Expenses	\$50,000
Newly Acquired	Up to 90 Days Unreported Building: \$5,000,000 Contents: \$2,500,000
Off Premises Utility Interruption	\$25,000
Plants, Shrubs, Trees & Lawns	\$50,000 Per Occurrence Incl Debris Removal
Property On Exhibition	\$50,000
Fine Arts	\$100,000 Per Occurrence
Underground Pipes, Pilings, Bridges and Roadways	\$250,000 <b>(NEW)</b>

Please refer to the policy contract for specific terms, conditions, limitations and exclusions.



## Business Income & Extra Expense Coverage

**INSURANCE CARRIER** Cincinnati Insurance Company (Admitted)  
**POLICY NUMBER:** COP2324141  
**CARRIER RATING:** A+, XV (AM Best As Of December 13, 2010)  
**POLICY TERM:** December 1, 2011 To December 1, 2012

**BUSINESS INTERRUPTION:** Protection against loss of earnings of a business during the time required to rebuild or repair property damaged or destroyed by an insured peril.

**EXTRA EXPENSE:** Coverage for those expenses over and above normal operating expenses incurred to continue the insured's operations in the event of direct physical loss to property.

**PERILS:** Special Form (Subject to Policy Exclusions)

**COINSURANCE:** None

**DEDUCTIBLE:** In Property Deductible – No Separate Waiting Period

**LIMITS:** \$5,150,000

**PERIOD OF LOSS:** 365 Days

**NOTE:** Business Interruption limits should be calculated annually using a business income or similar worksheet.

***Cincinnati is agreeable to Business Income W/ Extra Expense OR Extra Expense Only forms. If the Business Income W/ Extra Expense is selected and a claim occurs in which only Extra Expense is needed, then the entire limit can be allocated toward this.***

## Boiler & Machinery Coverage

**INSURANCE CARRIER** Cincinnati Insurance Company (Admitted)

**POLICY NUMBER:** COP2324141

**CARRIER RATING:** A+, XV (AM Best As Of December 13, 2010)

**POLICY TERM:** December 1, 2011 To December 1, 2012

**COVERAGE:** Boiler & Machinery protects your business in the event of mechanical equipment failure or damage of a covered object which results in financial loss to your business. In the event an insured object causes an "accident," the Boiler and Machinery coverage would pay for damage and repair of property, excluding any subsequent fire-related damage, which would be covered by your Property insurance policy.

<b>LIMIT PER ACCIDENT:</b>	Property Damage (Follows Property Coverages)	Included
	Business Interruption and Extra Expense	Included / Limited
	Water Damage	Limited
	Expediting Expense	Included
	Ammonia Contamination	\$50,000
	Spoilage	Included
	Hazardous Substances	\$50,000

<b>DEDUCTIBLE:</b>	Any One Property Accident, Except	\$25,000
	Business Income/Extra Expense	\$25,000
	Ammonia	\$25,000
	Water Damage	\$25,000
	Spoilage	\$25,000

Please refer to the policy contract for specific terms, conditions, limitations and exclusions.

<https://cpwappengine.wellsfargo.com:7543/CPWInsurance/getContent?objectStoreName=WPI&vsId={617B1733-5D0E-4255-8832-63E05D93B1A7}&objectType=document&id={97CF8904-D468-4FC8-9DBC-BA6B0CB3E6F3}>

9/24/2012

PAGE 16

50

## Commercial Property Coverage

**INSURANCE CARRIER** Cincinnati Insurance Company (Admitted)  
**POLICY NUMBER:** COP2314587

**CARRIER RATING:** A+, XV (AM Best As Of December 13, 2010)

**POLICY TERM:** December 1, 2011 To December 1, 2012

**COVERAGE:** The following location(s) will be covered for direct physical loss to insured property in accordance with the policy terms and conditions:

**PERILS:** Special Form (Subject to policy conditions & exclusions)

**LIMIT:**

Blanket Limits Buildings & Contents:	\$129,084,082*
Draw Bridges / Towers:	\$ 6,431,952
Voting Machines:	\$ 875,000
Employee Tools:	\$ 120,000
Mobile Equipment (Forklifts)	\$ 100,000
CEMA Sirens	\$ 750,000
Bookmobile Contents	\$ 48,000

**COINSURANCE:** 100%

**VALUATION:** Replacement Cost:  
Actual Cash Value: Draw Bridges / Towers

**DEDUCTIBLE:**

Named Storm Only (Per Occurrence)	2% <b>\$100,000 Minimum</b> (formerly \$250,000) \$5,000,000 Maximum
All Other Wind	\$ 25,000
Earthquake	\$ 50,000 (NEW)
CEMA Sirens, Equipment	\$ 2,500
All Other Perils	\$ 25,000

**LOCATION(S):** See Attached Statement Of Values

*\*20% Margin Clause on Building & Contents: For all covered losses, this will limit the amount paid to 120% of the values on the Statement of Values for the affected locations in the event of a total loss.*

Please refer to the policy contract for specific terms, conditions, limitations and exclusions.

## PROPERTY ADDITIONAL COVERAGES

<u>Coverages</u>	<u>Limits</u>
Earthquake	\$5,000,000 Sublimit <b>(NEW)</b>
Accounts Receivable	\$500,000
Consequential Loss	\$100,000
Valuable Papers	\$2,450,000
Property In Transit	\$500,000
Back Up Of Water / Sewer	\$25,000 <b>(formerly at \$10,000)</b>
Ordinance & Law Demolition Increase Cost of Construction	\$5,000,000 Included
Debris Removal	25% Of Loss or \$5,000,000 (Whichever is Greater) Plus \$50,000 for additional items. Included – Must be reported within 180 days.
Fire Department Service Charges	\$25,000
Pollutant Removal	\$50,000 Annual Aggregate
Expediting Expenses	\$50,000
Newly Acquired	Up to 90 Days Unreported Building: \$5,000,000 Contents: \$2,500,000
Off Premises Utility Interruption	\$25,000
Plants, Shrubs, Trees & Lawns	\$50,000 Per Occurrence Incl Debris Removal
Property On Exhibition	\$50,000
Fine Arts	\$100,000 Per Occurrence
Additional Fine Arts For Civil Right Museum	\$25,000 (Total \$125,000)
Underground Pipes, Pilings, Bridges and Roadways	\$250,000 <b>(NEW)</b>

Please refer to the policy contract for specific terms, conditions, limitations and exclusions.

## Business Income & Extra Expense Coverage

**INSURANCE CARRIER** Cincinnati Insurance Company (Admitted)  
**POLICY NUMBER:** COP2324141  
**CARRIER RATING:** A+, XV (AM Best As Of December 13, 2010)  
**POLICY TERM:** December 1, 2011 To December 1, 2012

**BUSINESS INTERRUPTION:** Protection against loss of earnings of a business during the time required to rebuild or repair property damaged or destroyed by an insured peril.

**EXTRA EXPENSE:** Coverage for those expenses over and above normal operating expenses incurred to continue the insured's operations in the event of direct physical loss to property.

**PERILS:** Special Form (Subject to Policy Exclusions)

**COINSURANCE:** None

**DEDUCTIBLE:** In Property Deductible – No Separate Waiting Period

**LIMITS:** \$5,150,000

**PERIOD OF LOSS:** 365 Days

**NOTE:** Business Interruption limits should be calculated annually using a business income or similar worksheet.

***Cincinnati is agreeable to Business Income W/ Extra Expense OR Extra Expense Only forms. If the Business Income W/ Extra Expense is selected and a claim occurs in which only Extra Expense is needed, then the entire limit can be allocated toward this.***

## Boiler & Machinery Coverage

**INSURANCE CARRIER:** Cincinnati Insurance Company (Admitted)

**POLICY NUMBER:** COP2324141

**CARRIER RATING:** A+, XV (AM Best As Of December 13, 2010)

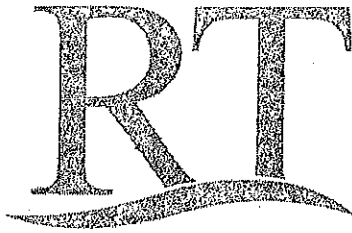
**POLICY TERM:** December 1, 2011 To December 1, 2012

**COVERAGE:** Boiler & Machinery protects your business in the event of mechanical equipment failure or damage of a covered object which results in financial loss to your business. In the event an insured object causes an "accident," the Boiler and Machinery coverage would pay for damage and repair of property, excluding any subsequent fire-related damage, which would be covered by your Property insurance policy.

<b>LIMIT PER ACCIDENT:</b>	Property Damage (Follows Property Coverages)	Included
	Business Interruption and Extra Expense	Included / Limited
	Water Damage	Limited
	Expediting Expense	Included
	Ammonia Contamination	\$50,000
	Spoilage	Included
	Hazardous Substances	\$50,000

<b>DEDUCTIBLE:</b>	Any One Property Accident, Except	\$25,000
	Business Income/Extra Expense	\$25,000
	Ammonia	\$25,000
	Water Damage	\$25,000
	Spoilage	\$25,000

Please refer to the policy contract for specific terms, conditions, limitations and exclusions.



**RYAN  
TURNER  
SPECIALTY**

**CONFIRMATION OF INSURANCE**

**LOCATIONS:** Per Schedule of Locations attached

**TIV:** \$2,743,310 broken down as follows:  
Building \$1,755,500  
Machinery and Equipment \$601,250  
Business Personal Property \$386,560

**LIMITS OF LIABILITY:** \$2,743,310 maximum per occurrence for all coverages combined  
subject to scheduled limits listed below as per schedule attached.

00001 - 001 [Library], 405 Butler Ave., Tybee Island, GA 31328  
Building \$495,500  
Business Personal Property \$386,560  
00002 - 001 [Pavilion], 16th & Butler Ave., Tybee Island, GA 31328  
Building \$1,260,000  
00003 - 001 [Tower], 801 Fort Street & 2nd St. /Butler Ave, Tybee  
Island, GA 31328  
Machinery and Equipment \$601,250

**DEDUCTIBLE:** \$5,000 Per Occurrence for All Covered Perils, except:  
\$25,000 per occurrence for Windstorm or Hail, except:  
3.00% of total values at risk applying per building (including time  
element if applicable) at the time of loss; subject to a minimum of  
\$25,000 Per Occurrence for Named Storm.

**PREMIUM:**

Premium	\$25,000.00
Policy Fee	\$150.00
Surplus Lines Tax - GA	\$1,006.00
<b>TOTAL</b>	<b>\$26,156.00</b>

**RATE:** various

**MINIMUM EARNED PREMIUM:** 35.00% & Hurricane Minimum Earned Premium Endorsement

**TRIA:** REJECTED

**COMMISSION:** 0.00%

**VALUATION:** Physical Damage at Replacement Cost

**COINSURANCE:** 80% for Physical Damage

R-T Specialty, LLC

In California: R-T Specialty Insurance Services, LLC License #OG97516

477 S. Rosemary Avenue, Suite 215, West Palm Beach, FL 33401

Phone - (888) 999-1446 Fax - (561) 615-5592

Page | 2

# Electronic Data Processing Coverage

**INSURANCE CARRIER:** Hartford Fire Insurance Company (Admitted)  
**POLICY NUMBER:** 20MSII4756  
**CARRIER RATING:** A, XV (AM Best As Of April 12, 2011)  
**POLICY TERM:** December 1, 2011 To December 1, 2012

**COVERAGE:** The Electronic Data Processing Coverage Form combines Equipment, Software, Extra Expense and Business Interruption all in one policy. The coverage is for "Direct Physical Loss or Damage."

**EDP Equipment** - Covers all equipment and component parts of your electronic data processing system. The property may belong to you, be rented or leased by you, or under your control.

**EDP Software** - Protects your interest in data and media. Data consists of facts, concepts, or instructions which are converted to a form usable in equipment, such as computer programs. Media consists of materials on which data are recorded.

**EDP Extra Expense and Business Interruption Coverages**  
 - Extra Expense will cover the additional expenses you incur to continue in business as usual, following a covered loss of equipment or software. Business Interruption covers loss of income resulting from suspension of operations due to a covered loss of equipment or software.

**PERILS COVERED:** Special Form (Subject to policy conditions & exclusions)

**VALUATION:** Replacement Cost  
**COINSURANCE:** None

<b>LIMITS:</b>	Data Processing Equipment (Hardware)	\$12,935,000
	Data Processing Media (Software) - Each Location	\$25,000
	Business Income / Extra Expense (Location #1)	\$500,000
	Business Income / Extra Expense (Other Locations)	\$25,000
	Electronic Equipment Off Premises / Transit	\$250,000
	Flood Zone A&B Sublimit	\$1,000,000
	Debris Removal	25% of Loss
	Utility Services	Included

<b>DEDUCTIBLE:</b>	Windstorm	5% (\$25,000 Minimum)
	Flood Zone A&B	\$500,000
	All Other Perils	\$25,000

Please refer to the policy contract for specific terms, conditions, limitations and exclusions.