



REQUEST FOR QUOTATION
For
“ENGINEERING SERVICES FOR REMOVAL/REPLACEMENT OF BOILERS AT THE
CHATHAM COUNTY AQUATIC CENTER”
QUOTE NUMBER: 08152016

The Number Must Appear On All Quotations and Related Correspondence.

Pre-Bid Conference: August 23, 2016 at 2:00 PM at the Chatham County Aquatic Center

Quotation must be received NO LATER THAN: 2:00PM August 30, 2016 at the office of the Aquatic Center. Quotes may be faxed, emailed, mailed or hand delivered.

Address Reply To: 7240 Sallie Mood Drive
Fax to: 912-652-6798
Email to: mlbethun@chathamcounty.org

NAME OF BIDDER: _____

STREET ADDRESS: _____

CITY, STATE, ZIP CODE: _____

PHONE: _____ **FAX:** _____

EMAIL: _____ **FED TAX ID #:** _____

INDICATE MINORITY OWNERSHIP STATUS OF BIDDER (FOR STATISTICAL PURPOSES ONLY):

CHECK ONE:

_____ NON-MINORITY OWNED
_____ AFRICAN AMERICAN
_____ HISPANIC

_____ ASIAN AMERICAN
_____ AMERICAN INDIAN
_____ WOMAN

The undersigned proposes to furnish the following items in strict conformance to the specifications and Request for Quote issued by Chatham County for this quote. Any exceptions must be clearly marked in the attached Scope of Work:

The Chatham County Aquatic Center has 3 Peerless cast iron boilers, Model # 211A-10-W/s-I. The boilers were installed in 1996 and have not had any major replacement with the exception of thermocouples since that time. As of now one of the boilers is not working and one boiler keeps shutting off. The boilers are used to heat two swimming pools at the Aquatic Center. This project is for engineering services to provide plans and specification for the removal and replacement of the boilers and pumps. For additional information concerning these specification, please contact Ms. Robin Maurer, Asst. Purchasing Director at (912) 790-1623.

Scope of Services:

Provide construction documents required for the replacement of three (3) boilers for the Chatham County Aquatic Center.

The design is to include all design services required for the following:

- a. Design to meet all current codes for mechanical spaces with pool filters and boilers in the same room.
- b. Design shall allow for one (1) boiler to be operational at all times during change out.
- c. The design shall be used to match the existing natural gas system.
- d. The design shall include the boilers being tied into the existing heat exchangers controlled by Johnson Controls.
- e. The final design is to be reviewed by the Project Manager.

- f. Provide plans and specifications for solicitation documents.
- g. Consultant will provide responses to questions for addendums.
- h. Consultant, along with the Owner shall review all bid responses in order to recommend award.
- i. Provide construction cost estimate and completion days.
- j. The Design Consultant shall attend the following meetings:
 - a. Pre Bid
 - b. Pre-Construction
 - c. Final Inspection Meeting

The Design Consultant shall provide construction administration services through the completion of construction to include the following:

- a. Review all shop drawings for installed materials
- b. Respond to all contractor questions about the design and installation of the new boilers.
- c. Approve change orders.
- d. Attend weekly site visits during the installation phase of the work.
- e. Provide as built documents after construction.

If offering other than approved manufacturer and models, bidders should provide specification/cut sheets and warranty information to aide in the evaluation process.

Any colors not stated will be selected at time of award.

All prices shall include complete assembly, delivery and shipping or handling charges and removal of packing materials. A standard warranty shall be included.

Description	Bid
Design	\$
Construction Administration	\$
Total Bid	\$

TIME REQUIRED FOR RECEIPT OF ORDER IS December 15, 2016

Please Print Name

Authorization Signature

Date _____

Request for Quotation Instructions

1. All shipments are to be F.O.B. destination. Freight charges must be included in quotation. Delivery shall be made to the address listed on the Purchase Order and within the time specified in the quote.
2. Quotations subject to terms set forth herein, are requested on the following list of materials, supplies or services. On quotes for services, Chatham County insurance requirements must be met. The successful vendor must provide the County with a Certificate of Insurance listing the County as Certificate Holder.
3. Quotes for materials, supplies, vehicles, and/or equipment must be accompanied by Brochures, or copies of detailed factory specifications, ratings, technical data, including accurate descriptions of

- the exact materials, supplies, vehicles and/or equipment for which bids are made.
5. All information required by request for quotation must be completed to constitute a proper bid.
 6. Vendor warrants that the goods are merchantable and as described herein or in the solicitation response. Additional warranties may be called for in the specifications.
 7. Chatham County is exempt, by law, from any and all federal and state taxes. Do not include taxes in your quotations. Tax exemption number is **58-6001113**. Exemption certificate will be provided upon request.
 8. Price Protection Period of ninety (90) days for all items desired from date of bid opening. Vendors are advised that prices in effect at time of bid shall apply and not be subject to revision at time of shipment.
 9. The County reserves the right to split this award by line item if deemed to be in its best interest.
 10. Minority/Women Business Enterprise (MWBE) Policy: It is the policy of the County to provide minority and women owned business enterprises with equal opportunity for participating in selling goods and services to the County.
 11. **Local Preference:** Bids will be evaluated in accordance with the County's Local Preference ordinance.
 12. **Employment Eligibility Verification:** As required under Senate Bill 529 – “Georgia Security and Immigration Compliance Act” of 2006, O.C.G.A. Section 2, Article 3 13-10-91, public employers, their contractors and subcontractors are required to verify the work eligibility of all newly hired employees through an electronic federal work authorization program. The Georgia Department of Labor has added a new Chapter 300-10-1, entitled "Public Employers, Their Contractors and Subcontractors Required to Verify New Employee Work Eligibility Through a Federal Work Authorization Program," to the Rules and Regulations of the State of Georgia. (See website: http://www.dol.state.ga.us/pdf/rules/300_10_1.pdf.) The new rules designate the “Employment Eligibility Verification (EEV)” operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security as the electronic federal work authorization program to be utilized for these purposes. This can be accessed at: <https://e-verify.uscis.gov/enroll/StartPage.aspx?JS=YES>. Bidders shall comply with this new rule and submit with your bid the attached “Contractor Affidavit and Agreement.”
 13. 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 bidders are 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.
 14. The original invoice is to be submitted to the County Finance Department. The purchase order number must be shown on all invoices and packing lists.
 15. References may be requested of the successful bidder.

THIS IS NOT AN ORDER

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

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

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Name of Project

Name of Public Employer

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

Executed on _____, ____, 201__ in _____(city), _____(state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 201__.

NOTARY PUBLIC

My Commission Expires:

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

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

Federal Work Authorization User Identification Number

Date of Authorization

Name of Subcontractor

Name of Project

Name of Public Employer

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

Executed on _____, ____, 201__ in _____(city), _____(state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 201__.

NOTARY PUBLIC

My Commission Expires:

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

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

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

OR

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

OR

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

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

Signature of Applicant:

Date

Printed Name:

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

* _____
Alien Registration number for non-citizens.

Notary Public
My Commission Expires: