

INVITATION TO BID

BID NO. 17-0045-4

ASBESTOS REMOVAL AT COUNTY JAIL ON MONGOMERY STREET

BID OPENING: 2:00 PM, MAY 30, 2017

THE COMMISSIONERS OF CHATHAM COUNTY, GEORGIA

ALBERT J. SCOTT, CHAIRMAN

COMMISSIONER HELEN J. STONE

COMMISSIONER TABITHA ODELL

COMMISSIONER JAMES J. HOLMES

COMMISSIONER JAMES "JAY" JONES

COMMISSIONER BOBBY LOCKETT

COMMISSIONER DEAN KICKLIGHTER

COMMISSIONER PATRICK J. FARRELL

COMMISSIONER CHESTER A. ELLIS

R. JONATHAN HART, COUNTY ATTORNEY

CHATHAM COUNTY, GEORGIA

DOCUMENT CHECK LIST

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

 X GENERAL INFORMATION AND INSTRUCTIONS TO BID WITH ATTACHMENTS

 X SURETY REQUIREMENTS – N/A for this project

 X PROPOSAL

 PLANS/SPECIFICATIONS – N/A for this project

 X BID SCHEDULE

 PERFORMANCE BOND – N/A for this project

 PAYMENT BOND – N/A for this project

 CONTRACT

 X LEGAL NOTICE

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

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

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

CURRENT TAX CERTIFICATE NUMBER

CITY _____

COUNTY _____

OTHER _____

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

African-American_____ Asian American_____ Hispanic_____

Native American or Alaskan Indian_____ Woman_____

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

RECEIPT IS HEREBY ACKNOWLEDGED OF ADDENDA NUMBER(S)_____

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

BY:_____

DATE

SIGNATURE

TITLE:_____

COMPANY:_____

CHATHAM COUNTY, GEORGIA
OFFICE OF THE PURCHASING DIRECTOR
1117 EISENHOWER DRIVE - SUITE C
SAVANNAH, GEORGIA 31406
(912) 790-1622

Date: May 18, 2017

BID NO. 17-0045-4

GENERAL INFORMATION FOR INVITATION FOR BID

This is an invitation to submit a bid to supply Chatham County with construction, equipment, supplies and/or services as indicated herein. Sealed bids will be received at the Office of the Purchasing Agent, at **The Chatham County Citizens Service Center, 1117 Eisenhower Drive, Suite C, Savannah, Georgia 31406 up to 2:00PM local time, MAY 30, 2017,** at which time they will be opened and publicly read. **The County reserves the right to reject all bids that are non-responsive or not responsible.**

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

A Pre-bid Conference will NOT be scheduled for this project.

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

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

This project IS a Special Purpose Local Option Sales Tax (SPLOST) Project. See paragraph 2.25 for MBE/WBE participation goals.

INSTRUCTIONS TO BIDDERS

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

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

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

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

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

- a. **An original and duplicate copy must be submitted in a sealed opaque envelope, plainly marked with the bid number and title, date and time of bid opening, and company name.**
- b. Mailed or delivered as follows in sufficient time to ensure receipt by the Purchasing Director on or before the time and date specified above.
 1. **Mailing Address: Chatham County Purchasing and Contracting, 1117 Eisenhower Drive, Suite C, Savannah, Georgia 31406.**
 2. **Hand Delivery: Purchasing Director, Chatham County Citizens Service Center, 1117 Eisenhower Drive, Suite C, Savannah, Georgia 31406.**

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

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

- a. When a pre-bid conference is scheduled, bidders shall either present their

oral objections at that time or submit their written objections at least two (2) days prior to the scheduled pre-bid conference.

- b. When a pre-bid conference is not scheduled, the bidder shall submit any objections he may have in writing not less than five (5) days prior to the opening of the bid.
- c. The objections contemplated may pertain to form and/or substance of the invitation to bid documents. Failure to object in accordance with the above procedure will constitute a waiver on the part of the business to protest this invitation to bid.

- 1.5 **Failure to Bid:** If a bid is not submitted, the business should return this invitation to bid document, stating reason therefore, and indicate whether the business should be retained or removed from the County's bidders list.
- 1.6 **Errors in Bids:** Bidders or their authorized representatives are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting bids. Failure to do so will be at the bidder's own risk. In case of error in extension of prices in the bid, the unit price will govern.
- 1.7 **Standards for Acceptance of Bid for Contract Award:** The County reserves the right to reject any or all bids and to waive any irregularities or technicalities in bids received whenever such rejection or waiver is in the best interest of the County. The County reserves the right to reject the bid of a bidder who has previously failed to perform properly or complete on time contracts of a similar nature, or a bid from a bidder whom investigation shows is not in a position to perform the contract.
- 1.8 **Bid Tabulation:** Tabulations for all bids will be posted for thirty (30) days after the bid opening in the Office of Purchasing and Contracting, 1117 Eisenhower Drive, Suite C, Savannah, Georgia 31406 or can be reviewed on the Purchasing web site 24/48 hours after opening at <http://purchasing.chathamcounty.org>.
- 1.9 **Bidder:** Whenever the term "bidder" is used it shall encompass the "person," "business," "contractor," "supplier," "vendor," or other party submitting a bid or proposal to Chatham County in such capacity before a contract has been entered into between such party and the County.
- 1.10 **Responsible / Responsive Bidder:** *Responsible Bidder* means a person or entity that has the capability in all respects to perform fully and reliably the contract requirements. *Responsive Bidder* means a person or entity that has submitted a bid or proposal that conforms in all material respects to the requirements set forth in the invitation for bids or request for proposals.
- 1.11 **Compliance with Laws:** The bidder and/or contractor shall obtain and maintain all licenses, permits, liability insurance, workman's compensation insurance and comply with

any and all other standards or regulations required by federal, state or County statute, ordinances and rules during the performance of any contract between the contractor and the County. Any such requirement specifically set forth in any contract document between the contractor and the County shall be supplementary to this section and not in substitution thereof.

- 1.12 **Contractor:** Contractor or subcontractor means any person or business having a contract with Chatham County. The Contractor/Vendor of goods, material, equipment or services certifies that they will follow equal employment opportunity practices in connection with the awarded contract as more fully specified in the contract documents.
- 1.13 **Local Preference:** On 27 March 1998, the Board of Commissioners adopted a “**Local Vendor**” Preference Ordinance that gives the lowest Chatham County vendor submitting a responsible bid/quote the opportunity to match the lowest price offered by an out-of-County vendor. If the County vendor confirms in writing to match within 24 hours, the award will be made to the Chatham County vendor. The lowest Chatham County responsive bidder will be afforded the “right to first refusal”. “Local Vendor” is defined as a business or supplier which operates and maintains a regular place of business within the geographical boundaries of Chatham County or one of the local Municipalities of the County AND all real and personal property taxes are paid prior to award of a contract or purchase. **“NOT APPLICABLE TO PUBLIC WORKS CONSTRUCTION PROJECTS AND REVENUE PRODUCING BIDS.”** However, contractors are encourage to apply the same method when awarding bids to local M/WBE businesses whenever possible in order to promote growth in Chatham County’s economy.
- 1.14 **Debarred Firms and Pending Litigation:** Any potential proposer/firm listed on the Federal or State of Georgia Excluded Parties Listing (Barred from doing business) **will not** be considered for contract award. Proposers **shall disclose** any record of pending criminal violations (Indictment) and/or convictions, pending lawsuits, etc., and any actions that may be a conflict of interest occurring within the past five (5) years. Any proposer/firm previously defaulting or terminating a contract with the County will not be considered.

** All bidders or proposers are to read and complete the Disclosure of Responsibility Statement enclosed as an Attachment to be returned with response. Failure to do so may result in your solicitation response being rejected as non-responsive.

Bidder acknowledges that in performing contract work for the Board, bidder shall not utilize any firms that have been a party to any of the above actions. If bidder has engaged any firm to work on this contract or project that is later debarred, Bidder shall sever its relationship with that firm with respect to Board contract.

- 1.15 **Performance Evaluation:** On 11 April 2008, the Chatham County Board of Commissioners approved a change to the County Purchasing Ordinance requiring Contractor/Consultant Performance Evaluations, as a minimum, annually, prior to contract anniversary date. Should Contractor/Consultant performance be unsatisfactory, the appointed County Project Manager for the contract may prepare a Contractor/Consultant Complaint Form or a

Performance Evaluation to the County Purchasing Agent.

- 1.16 **Payment of Taxes:** No contract shall be awarded unless all real and personal property taxes have been paid by the successful contractor and/or subcontractors as adopted by the Board of Commissioners on 8 April 1994.

- 1.17 **State Licensing Board for General Contractors:** Pursuant to Georgia law, the following types of contractors must obtain a license from the State Licensing Board of Residential and General Contractors by 1 July 2008 :

***Residential - Basic Contractor** (Contractor work relative to detached one-family and two-family residences and one-family townhouses not over three stories in height).

***Residential - Light Commercial Contractor** (Contractor work or activity related to multifamily and multiuse light commercial buildings and structures).

***General Contractor** (Contractor work or activity that is unlimited in scope regarding any residential or commercial projects).

See "Checklist for Submitting Bid" for the type of license required for this project.

- 1.18 **Immigration:** On 1 July , the Georgia Security and Immigration Compliance Act (SB 529, Section 2) became effective. All contractors and subcontractors with 100 or more employees entering into a contract or 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.

Systematic Alien Verification for Entitlements (SAVE) Program: O.C.G.A. 50-36-1, required Georgia's counties 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.

Protection of Resident Workers. Chatham County Board of Commissioners actively supports the Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verification, and nondiscrimination. Under the INA, employers may hire only persons who may legally work in the United States (i.e., citizens and nationals of the U.S.) and aliens authorized to work in the U.S. The employer must verify the identity and employment eligibility of anyone to be hired, which includes completing the Employment Eligibility Verification Form (I-9). The Contractor shall

establish appropriate procedures and controls so no services or products under the Contract Documents will be performed or manufactured by any worker who is not legally eligible to perform such services or employment.

GENERAL CONDITIONS

- 2.1 **Specifications:** Any obvious error or omission in specifications shall not inure to the benefit of the bidder but shall put the bidder on notice to inquire of or identify the same from the County. Whenever herein mentioned is made of any article, material or workmanship to be in accordance with laws, ordinances, building codes, underwriter's codes, A.S.T.M. regulations or similar expressions, the requirements of these laws, ordinances, etc., shall be construed to be the minimum requirements of these specifications.
- 2.2 **Multiple Bids:** No vendor will be allowed to submit more than one (1) bid. Any alternate proposals must be brought to the Purchasing Agent's attention during the Pre-bid Conference or submitted in writing at least five (5) days preceding the bid opening date.
- 2.3 Not Used.
- 2.4 **Prices to be Firm:** Bidder warrants that bid prices, terms and conditions quoted in his bid will be firm for acceptance for a period of sixty (60) days from bid opening date, unless otherwise stated in the bid.
- 2.5 **Completeness:** All information required by Invitation for Bids/Proposals must be completed and submitted to constitute a proper bid or proposal.
- 2.6 **Quality:** All materials, or supplies used for the construction necessary to comply with this proposal shall be of the best quality, and of the highest standard of workmanship. Workmanship employed in any construction, repair, or installation required by this proposal shall be of the highest quality and meet recognized standards within the respective trades, crafts and of the skills employed.
- 2.7 **Guarantee/Warranty:** Unless otherwise specified by the County, the bidder shall unconditionally guarantee the materials and workmanship for one (1) year on all material and/or services. If, within the guarantee period, any defects occur which are due to faulty material and or services, the contractor at his expense, shall repair or adjust the condition, or replace the material and/or services to the complete satisfaction of the County. These repairs, replacements or adjustments shall be made only at such time as will be designated by the County as being least detrimental to the operation of County business.
- 2.8 **Liability Provisions:** Where bidders are required to enter or go onto Chatham County property to take measurements or gather other information in order to prepare the bid or proposal as requested by the County, the bidder shall be liable for any injury, damage or loss occasioned by negligence of the bidder, his agent, or any person the bidder has designated to prepare the bid and shall indemnify and hold harmless Chatham County from

any liability arising therefrom. The contract document specifies the liability provisions required of the successful bidder in order to be awarded a contract with Chatham County.

- 2.9 **Cancellation of Contract:** The contract may be canceled or suspended by Chatham County in whole or in part by written notice of default to the Contractor upon non-performance or violation of contract terms. An award may be made to the next low bidder, for articles and/or services specified or they may be purchased on the open market and the defaulting Contractor (or his surety) shall be liable to Chatham County for costs to the County in excess of the defaulted contract prices. See the contract documents for complete requirements.
- 2.10 **Patent Indemnity:** Except as otherwise provided, the successful bidder agrees to indemnify Chatham County and its officers, agents and employees against liability, including costs and expenses for infringement upon any letters patent of the United States arising out of the performance of this Contract or out of the use or disposal for the account of the County of supplies furnished or construction work performed hereunder.
- 2.11 **Certification of Independent Price Determination:** By submission of this bid, the bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, that in connection with this procurement:
- (1) The prices in this bid have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;
 - (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly to any other bidder or to any competitor; and
 - (3) No attempt has been made or will be made by the bidder to induce any other person or firm to submit or not be submit a bid for the purpose or restricting competition.
- 2.12 **Award of Contract:** The contract, if awarded, will be awarded to that responsible bidder whose bid/proposal will be most advantageous to Chatham County, price and other factors considered. The Board of Commissioners will make the determination as to which bid or proposal that serves as the best value to Chatham County.
- 2.13 **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.
- 2.14 **Qualification of Business (Responsible Bidder or Proposer):** A responsible bidder or proposer is defined as one who meets, or by the date of the bid acceptance can meet, certifications, all requirements for licensing, insurance, and registrations, or other

documentation required by the Design Professional engaged to develop Scope of Work, specifications and plans. These documents will be listed in the Special Conditions further on in this solicitation. Chatham County has the right to require any or all bidders to submit documentation of the ability to perform, provide, or carry out the service or provide the product requested.

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

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

NOTE: No contract shall be awarded unless all real and personal property taxes have been paid by the successful contractor and/or subcontractors as adopted by the Board of Commissioners on 8 April 1994.

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

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

- I. Name of the Producer (Contractor's insurance Broker/Agent).
- II. Companies affording coverage (there may be several).
- III. Name and Address of the Insured (this should be the Company or Parent of the firm Chatham County is contracting with).
- IV. A Summary of all current insurance for the insured (includes effective dates of coverage).
- V. A brief description of the operations to be performed, the specific job to be performed, or contract number.
- VI. Certificate Holder (This is to always include Chatham County).

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

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

- a. **Commercial General Liability:** Provides protection against bodily injury

and property damage claims arising from operations of a Contractor or Tenant. This policy coverage includes: premises and operations, use of independent contractors, products/completed operations, personal injury, contractual, broad form property damage, and underground, explosion and collapse hazards. Minimum limits: \$1,000,000 bodily injury and property damage per occurrence and annual aggregate.

- b. **Worker's Compensation and Employer's Liability:** Provides statutory protection against bodily injury, sickness or disease sustained by employees of the Contractor while performing within the scope of their duties. Employer's Liability coverage is usually included in Worker's Compensation policies, and insures common law claims of injured employees made in lieu of or in addition to a Worker's Compensation claim. Minimum limits: \$500,000 for each accident, disease policy limit, disease each employee and Statutory Worker's Compensation limit.
- c. **Business Automobile Liability:** Coverage insures against liability claims arising out of the Contractor's use of automobiles. Minimum limit: \$1,000,000 combined single limit per accident for bodily injury and property damage. Coverage should be written on an Any Auto basis.

2.16.3

Special Requirements:

- a. **Claims-Made Coverage:** The limits of liability shall remain the same as the occurrence basis, however, the Retroactive date shall be prior to the coincident with the date of any contract, and the Certificate of Insurance shall state the coverage is claims-made. The Retroactive date shall also be specifically stated on the Certificate of Insurance.
- b. **Extended Reporting Periods:** The Contractor shall provide the County with a notice of the election to initiate any Supplemental Extended Reporting Period and the reason(s) for invoking this option.
- c. **Reporting Provisions:** Any failure to comply with reporting provisions of the policies shall not affect coverage provided in relation to this request.
- d. **Cancellation:** Each insurance policy that applies to this request shall be endorsed to state that it shall not be suspended, voided, or canceled, except after thirty (30) days prior to written notice by certified mail, return receipt requested, has been given to the County.
- e. **Proof of Insurance:** Chatham County shall be furnished with certificates of insurance and with original endorsements affecting coverage required by this request. The certificates and endorsements are to be signed by a person authorized by the insurer to bind coverage on its behalf. All certificates of insurance are to be submitted prior to, and approved by, the County before services are rendered. The Contractor must ensure Certificate of Insurance

are updated for the entire term of the County.

- f. **Insurer Acceptability:** Insurance is to be placed with an insurer having an A.M. Best's rating of A and a five (5) year average financial rating of not less than V. If an insurer does not qualify for averaging on a five year basis, the current total Best's rating will be used to evaluate insurer acceptability.
- g. **Lapse in Coverage:** A lapse in coverage shall constitute grounds for contract termination by the Chatham County Board of Commissioners.
- h. **Deductibles and Self-Insured Retention:** Any deductibles or self-insured retention must be declared to, and approved by, the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retention as related to the County, its officials, officers, employees, and volunteers; or the Contractor shall procure a bond guaranteeing payment of related suits, losses, claims, and related investigation, claim administration and defense expenses.

2.16.4 **Additional Coverage for Specific Procurement Projects:**

- a. **Professional Liability:** Insure errors or omission on behalf of architects, engineers, attorneys, medical professionals, and consultants.

Minimum Limits:

\$1 million per claim/occurrence

Coverage Requirement:

If claims-made, retroactive date must precede or coincide with the contract effective date or the date of the Notice to Proceed. The professional must state if tail coverage has been purchased and the duration of the coverage.

- b. **Builder's Risk: (For Construction or Installation Contracts)** Covers against insured perils while in the course of construction.

Minimum Limits:

All-Risk coverage equal 100% of contract value

Coverage Requirements: Occupancy Clause - permits County to use the facility prior to issuance of Notice of Substantial Completion.

2.17 **Compliance with Specification - Terms and Conditions:** The Invitation to Bid, Legal Advertisement, General Conditions and Instructions to Bidders, Specifications, Special Conditions, Vendor's Bid, Addendum, and/or any other pertinent documents form a part of the bidders proposal or bid and by reference are made a part hereof.

2.18 **Signed Bid Considered Offer:** The signed bid shall be considered an offer on the part of the bidder, 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 bidder after such acceptance, Chatham County may take such action as it deems appropriate, including legal action for damages or lack of required performance.

- 2.19 **Notice to Proceed:** The successful bidder or proposer shall not commence work under this Invitation to Bid until a written contract is awarded and a Notice to Proceed is issued by the Purchasing Agent or his designee. If the successful bidder does commence any work or deliver items prior to receiving official notification, he does so at his own risk.
- 2.20 **Payment to Contractors:** Instructions for invoicing the County for products delivered to the County are specified in the contract document.
- a. Questions regarding payment may be directed to the Finance Department at (912) 652-7900 or the County's Project Manager as specified in the contract documents.
 - b. Contractors will be paid the agreed upon compensation upon satisfactory delivery of the products or completion of the work as more fully described in the contract document.
 - c. Upon completion of the work or delivery of the products, the Contractor will provide the County with an affidavit certifying all suppliers, persons or businesses employed by the Contractor for the work performed for the County have been paid in full.
 - d. Chatham County is a tax exempt entity. Every contractor, vendor, business or person under contract with Chatham County is required by Georgia law to pay State sales or use taxes for products purchased in Georgia or transported into Georgia and sold to Chatham County by contract. Please consult the State of Georgia, Department of Revenue, Sales and Use Tax Unit in Atlanta (404) 656-4065 for additional information.
- 2.21 **Owner's Rights Concerning Award:** The Owner reserves the right, and sole and complete discretion to waive technicalities and informalities. The Owner further reserves the right, and sole and complete discretion to reject all bids and any bid that is not responsive or that is over the budget, as amended. In judging whether the bidder is responsible, the Owner will consider, but is not limited to consideration of, the following:
- a. Whether the bidder or principals are currently ineligible, debarred, suspended, or otherwise excluded from bidding or contracting by any state or federal agency, department, or authority;
 - b. Whether the bidder or principals have been terminated for cause or are currently in default on a public works contract;
 - c. Whether the bidder can demonstrate a commitment to safety with regard to Workers' Compensation by having an experience Modification Rate (EMR) over the past three years not having exceeded an average of 1.2; and

- d. Whether the bidder's past work provides evidence of an ability to successfully complete public works projects within the established time, quality, or cost, or to comply with the bidder's contract obligations; and
- e. Whether the bidder has made a Good Faith Effort to meet local participation goals for local economic impact for Disadvantaged Business Enterprises and Small Business Enterprises.

2.22 Owner's Right to Negotiate with the Lowest Bidder:

In the event all responsive and responsible bids are in excess of the budget, the Owner, in its sole and absolute discretion and in addition to the rights set forth above, reserves the right either to (i) supplement the budget with additional funds to permit award to the lowest responsive and responsible bid, or (ii) to negotiate with the lowest responsive and responsible bidder (after taking all deductive alternates) only for the purpose of making changes to the Project that will result in a cost to the Owner that is within the budget, as it may be amended.

2.23 Debarred or Suspended Subcontractors.

CONTRACTOR shall not subcontract, and shall ensure that no subcontracts are awarded at any tier, to any individual, firm, partnership, joint venture, or any other entity regardless of the form of business organization, that is on the Federal Excluded Parties List System (EPLS) at <https://www.epls.gov> or the State of Georgia, DOAS, State Purchasing Exclusion listing, or other local government entity. This includes pending litigation or claims with the County or other government entities. Contractor shall immediately notify County in the event any subcontractor is added to a Federal, State or other Government Entity listing after award of the subcontract.

2.24 Cone of Silence:

Lobbying of Procurement Evaluation Committee members, County Government employees, and elected officials regarding this product or service solicitation, Invitation to Bid (ITB) or Request for Proposal (RFP) or contract by any member of a proposer's staff, or those people employed by any legal entity affiliated with an organization that is responding to the solicitation is strictly prohibited. Negative campaigning through the mass media about the current service delivery is strictly prohibited. Such actions may cause your proposal to be rejected.

2.25 The Chatham County Board of Commissioners has adopted an aggressive program that establishes goals for minority/female, small and disadvantaged business participation in construction, professional services, and general procurement.

- a. The Chatham County Board of Commissioners under Georgia law may reject any bid as non-responsive if they feel a bidder did not exercise "Good Faith Effort" in obtaining the goal established for M/WBE participation.

- b. The Chatham County Board of Commissioners adopted a policy establishing goals oriented to increase participation of minority and female owned businesses, through MBE/WBE certification and development. In order to accurately document participation, businesses submitting bids, quotes or proposals are encouraged to report ownership status. A bidder or vendor that is certified by any agency of the Federal Government or State of Georgia may submit a copy of their certification with their bid as proof of qualifications. Bidders that intend to engage in joint ventures or utilize subcontractors must submit to the County Contracts Administrator, a report on Minority/Female Business Enterprise participation.

Goals established for this project is 30% Combined.

- c. A Minority/Female Business Enterprise (M/WBE) is a business concern that is at least 51% owned by one or more minority/female individuals and whose daily business operations are managed and directed by one (1) or more of the minority/female owners.
- 2.26 **LIQUIDATED DAMAGES:** Failure to complete all work within **45** calendar days plus any extension authorized in writing by the County shall entitle the County to deduct as "Liquidated Damages" from the monies due the Contractor the amount of **\$100** for each calendar day in excess of the authorized construction time.
- 2.26 Bidders or proposers are required to make a **Good Faith Effort**, where subcontracting is to be utilized in performing the contract, to subcontract with or purchase supplies from qualified M/WBEs. Bidders or proposers are required to state if they intend to subcontract any part of the work. Goals will be established for each contract at the onset. **Forms** requiring the signatures of bidders or proposers are enclosed as **Attachments** and must be completed and returned with your bid response. If forms are not completed and submitted, the bid may be considered nonresponsive.

Each bidder or proposer is required to maintain records of such efforts in detail adequate to permit a determination of compliance with these requirements. All contracts will reflect **Good Faith Efforts** and reporting requirements for the term of the contract. The County particularly urges general contractors to give emphasis to subcontracting with local area firms. **For information on the program or M/WBE contractors/vendors please contact Connell C. Heyward, Chatham County Minority and Women Business Coordinator, 124 Bull Street, Suite 310, Savannah, Georgia 31401, (912) 652-7828 phone, or (912) 652-7951 fax. Email: cheyward@chathamcounty.org**

- 2.27 **GEORGIA OPEN RECORDS ACT** - The responses will become part of the County's official files without any obligation on the County's part. Ownership of all data, materials and documentation prepared for and submitted to Chatham County in response to a solicitation, regardless of type, shall belong exclusively to Chatham County and will be considered a record prepared and maintained or received in the course of operations of a public office or agency and subject to public inspection in accordance with the Georgia

Open Records Act, Official Code of Georgia Annotated, Section 50-18-70, et. Seq., unless otherwise provided by law.

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

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

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

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

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

2.30 **REFERENCES - \$500,000 or more:** For bidders to be responsive each must provide information on the most recent five (5) projects with similar scope of work as well as other information to determine experience and qualifications as follows:

a. Project Name: _____

Location: _____

Owner: _____

Address: _____

City and State: _____

Contact: _____

Phone & Fax: _____

*Architect or Engineer: _____

Contact: _____

Phone & Fax: _____

b. The awarded bid amount and project start date.

Final cost of project and completion date.

Number of change orders.

Contracted project completion in days.

Project completed on time. Yes _____ No _____ Days exceeded _____.

List previous contracts your company performed for Chatham County by Project Title, date and awarded/final cost.

Has contractor ever failed to complete a project? If so, provide explanation.

Have any projects ever performed by contractor been the subject of a claim or lawsuit by or against the contractor? If yes, please identify the nature of such claim or lawsuit, the court in which the case was filed and the details of its resolution.

\$499,000 and less: Provide references from owners of at least three (3) projects of various sizes. Include government owners if possible. If the contractor has performed any work for the Chatham County Board of Commissioners within the last five (5) years, at least one (1) of the three (3) owner references must be from the appropriate party within the Chatham County Government. Provide in the format as in (a) above on the attached form.

Failure to provide the above information may result in your firm's bid being rejected and ruled as non-responsive.

NOTE: FORMS FOR YOU TO FILL OUT FOR YOUR REFERENCES ARE ATTACHED TO THE BACK OF THIS BID PACKAGE.

ADDITIONAL CONDITIONS

- 3.1 **METHOD OF COMPENSATION.** The compensation provided for herein shall include all claims by the CONTRACTOR for all costs incurred by the CONTRACTOR in the conduct of the Project as authorized by the approved Project Compensation Schedule and this amount shall be paid to the CONTRACTOR after receipt of the invoice and approval of the amount by the COUNTY. The COUNTY shall make payments to the CONTRACTOR within thirty (30) days from the date of receipt of the CONTRACTOR's acceptable statement on forms prepared by the CONTRACTOR and approved by the COUNTY.

Should the Project begin within any one month, the first invoice shall cover the partial period from the beginning date of the Project through the last day of the month (or on a mutually agreeable time) in which it began. The invoices shall be submitted each month until the Project is completed. Invoices shall be itemized to reflect actual expenses for each individual task; also refer to the requirements concerning changes, delays and termination of work under Sections I-8, 9, and 10 of the contract. Each invoice shall be accompanied by a summary progress report which outlines the work accomplished during the billing period and any problems that may be inhibiting the Project execution. The terms of this contract are intended to supersede all provisions of the Georgia Prompt Pay Act.

As long as the gross value of completed work is less than 50% of the total contract amount, or if the contractor is not maintaining his construction schedule to the satisfaction of the engineer, the County shall retain 10% of the gross value of the completed work as indicated by the current estimate approved by the engineer.

After the gross value of completed work becomes to or exceed 50% of the total contract amount within a time period satisfactory to the County, then the total amount to be retained may be reduced to 5% of the gross value of the completed work as indicated by the current

estimate approved by the engineer, until all pay items are substantially completed.

When all work is completed and time charges have ceased, pending final acceptance and final payment the amount retained may be further reduced at the discretion of the County.

The CONTRACTOR may submit a final invoice to the County for the remaining retainage upon COUNTY'S acceptance of the Certificate of Substantial Completion. Final payment constituting the entire unpaid balance due shall be paid by the COUNTY to the

CONTRACTOR when work has been fully completed and the contract fully performed, except for the responsibilities of the CONTRACTOR which survive final payment. The making of final payment shall constitute a waiver of all claims by Chatham County except those arising from unsettled liens, faulty or defective work appearing after substantial completion, failure of the work to comply with the requirements of the Contract Documents, or terms of any warranties required by the Contractor Documents or those items previously made in writing and identified by the COUNTY as unsettled at the time of final application for payment. Acceptance of final payment shall constitute a waiver of all claims by the CONTRACTOR, except those previously made in writing and identified by the CONTRACTOR as unsettled at the time of final application for payment.

3.3 SURETY REQUIREMENTS and Bonds: N/A FOR THIS PROJECT

- N/A A. Such bidder shall post a bid bond, certified check or money order made payable to the Chatham County Finance Department in the amount of 5% of the bid price.
- N/A B. Contractor(s) shall be required at time of contract to shall post a payment/performance bond, certified check or money order made payable to the Chatham County Finance Department in the amount of 100% of the bid price if awarded the purchase. Such bond(s) are due prior to contract execution as a guarantee that goods meet specifications and will be delivered per contract. Such bonds will also guarantee quality performance of services and timely payment of invoices to any subcontractors.
- N/A C. Whenever a bond is provided, it shall be executed by a surety authorized to do business in the State of Georgia and approved by Chatham County.
- N/A D. Bidder acknowledges Chatham County's right to require a Performance and Payment Bond of a specific kind and origin. "Performance Bond" means a bond with good and sufficient surety or surities for the faithful performance of the contract and to indemnify the governmental entity for any damages occasioned by a failure to perform the same within the prescribed time. Such bond shall be payable to, in favor of, and for the

protection of the governmental entity for which the work is to be done. "Payment Bond" means a bond with good and sufficient surety or sureties payable to the governmental entity for which the work is to be done and intended for the use and protection of all subcontractors and all persons supplying labor, materials, machinery, and equipment in the prosecution of the work provided for in the public works construction contract.

- N/A E. Forfeit the amount of the Bid Bond if he/she fails to enter into a contract with Chatham County to do and/or furnish everything necessary to provide service and/or accomplish the work stated and/or specified in this bid proposal for the bid amount.

3.4 **WARRANTY REQUIREMENTS:**

- a. Provisions of item 2.7 apply.
 - b. Warranty required.
- X 1. Standard warranty shall be offered with bid.
2. Extended warranty shall be offered with bid. The cost of the extended warranty will be listed separately on the bid sheet.

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

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

3.6 **AUDITS AND INSPECTIONS:**

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

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

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

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

This _____ day of _____ 20 _____.

BY _____

SIGNATURE

TITLE

COMPANY

Phone / Fax No's. / e-mail

PROPOSAL

SPECIFICATIONS FOR:

BID NO. 17-0045-4

ASBESTOS REMOVAL AT COUNTY JAIL ON MONTGOMERY STREET

The work will consist of the removal of all asbestos in the building in accordance with the attached hazardous materials testing report completed by Arrowood Environmental. Contractor shall be responsible for all permits, notifications and the proper disposal of the contaminated materials.

Contract administration and inspection will be performed by County personnel. A hazardous testing report completed by Arrowood Environmental is attached and made a part of the contract documents.

This shall be a Line Item contract.

COMMENCEMENT AND COMPLETION:

WORK SHALL BEGIN WITHIN 10 DAYS AFTER RECEIPT OF "NOTICE TO PROCEED". ALL WORK SHALL BE COMPLETED WITHIN 45 CALENDAR DAYS AFTER THE TEN DAY PERIOD.

Montgomery Street Jail Demo Bid Sheet - Asbestos Removal

<i>Item</i>	<i>Quantity</i>	<i>Unit</i>	<i>Unit Price</i>	<i>Total Price</i>
12-inch white/BRN Floor Tile (ALL FLOORS)	6000	SF		
12-inch, Green Floor tile (1st and 3rd FLOOR)	200	SF		
Roof Core - Felt Layer	19,000	SF		

TOTAL	
-------	--

NAME / TITLE

COMPANY

ADDRESS

PHONE/ FAX NO'S.

E-MAIL

LIST OF SUBCONTRACTORS

I do _____, do not _____, propose to subcontract some of the work on this project. I propose to subcontract work to the following subcontractors: **NOTE: M/WBE PARTICIPATION.**

<i>NAME AND ADDRESS</i>	<i>TYPE OF WORK</i>

SIGNED: _____
CONTRACTOR

**SPECIAL CONDITIONS
ASBESTOS REMOVAL AT COUNTY JAIL
ON MONTGOMERY STREET**

1. DESCRIPTION OF WORK:

The work will consist of the removal of all asbestos in the building in accordance with the attached hazardous materials testing report completed by Arrowood Environmental. Contractor shall be responsible for all permits, notifications and the proper disposal of the contaminated materials.

Contract administration and inspection will be performed by County personnel. A hazardous testing report completed by Arrowood Environmental is attached and made a part of the contract documents.

2. QUALIFICATIONS OF CONTRACTOR:

Contractor with the apparent low bid will have ten (10) calendar days to submit to Purchasing Department the following:

The successful bidder (s) must show proof of a current authorization for hazardous waste disposal at a licensed landfill or other licensed waste disposal facility. If the low bidder ceases to be in good standing with these facilities, this contract shall be canceled and \ awarded to the next lowest responsible bidder.

3. COMMENCEMENT AND COMPLETION:

Notice to proceed will be issued after holding an on-site pre-demolition conference.

Appropriate steps will be made to remove all asbestos containing materials from the buildings/structures. It is the Contractors responsibility to notify the County if any additional hazardous materials are observed during demolition.

The contractor shall begin work under this Agreement within 10 calendar days of the date of notice to proceed issued by Chatham County and shall have **45 days** to complete all removal and remediation.

Liquidated Damages:

From each calendar day that any work remains uncompleted after the above time schedule, the sum of \$100 per calendar day will be deducted from money due to the contractor as liquidated damages.

4. RESPONSIBILITIES FOR CLAIMS AND LIABILITY:

Once the County gives the Contractor notice to proceed, the Contractor shall be responsible for any and all damages to property or person and shall hold harmless Chatham County, its officers, agents, and employees, from all suits, claims, actions, or damages of any nature whatsoever resulting from the negligence of the contractor in the performance of work under this contract.

5. **PAYMENT:**

Payment will be made for completion of asbestos removal and disposal after all work is complete. The quantities are estimates and payment will be made based on the final disposed quantities of material. Documentation that the asbestos was disposed of in a proper landfill that accepts hazardous waste shall be required prior to payment.

6. **PERMIT:**

Contractor to obtain a demolition permit from the City of Savannah, if required. Contractor shall also be responsible for submitting all required notices to the Georgia EPD prior to beginning work. Any other permits or approvals required shall be the responsibility of the contractor.



ARROWOODENV.COM
OFFICE: 912.920.2895
FAX: 888.880.3520
P.O. Box 61237 Savannah, GA 31420

Via E-Mail

May 11, 2017

Mr. Nathaniel Panther, PE
Chatham County Engineering Department
124 Bull Street
Savannah, Georgia 31401

RE: Report of Asbestos Sampling
Chatham County Jail
Montgomery Street
Savannah, Georgia
Arrowood Project No. 2017-038

Dear Mr. Panther:

Arrowood Environmental Group (Arrowood) is pleased to provide you the results of the additional asbestos sampling conducted on April 20, 2017 at the above referenced project site. The purpose of this survey was to identify asbestos containing materials prior to the building's demolition. The sampling was conducted by Mr. J. Larry Miles, Jr., MS, CSP, an AHERA accredited asbestos inspector, Certificate No. 16220, The Environmental Institute, Asbestos Inspector Refresher Course, Expiration date of March 23, 2018. See Appendix II for a copy of Mr. Miles' certificate.

The structure was formerly used as a county jail. It is constructed of pre-stressed cast concrete with four floors plus a basement. The walls are primarily painted concrete masonry with plaster ceilings. There is a limited amount of acoustical drop ceiling in the first floor office area. There is 12-inch floor tile (white with brown specks) in the hallways of all floors. There are limited areas on the first floor where some original floor tile was replaced (12-inch green in the Mop room and gray in bath room) and some areas on the fourth floor with blue and white 12-inch floor tile. The office area and halls have black cove base.

There are mechanical rooms in the basement and third and fourth floors. All the piping is insulated with paper wrapped fiberglass insulation with plastic elbows. The insulation is similar in all three mechanical rooms. There are two hot water storage tanks in the mechanical room on the third floor that were insulated with a mud/cement insulation and wire mesh. There is an HVAC expansion joint on the HVAC unit in the third floor mechanical room.



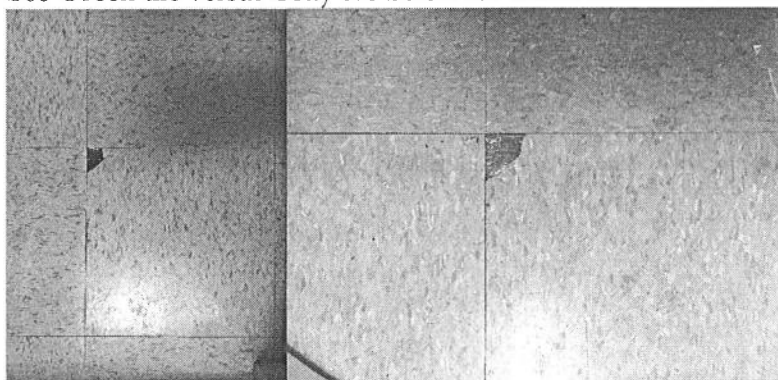
On the first floor there is a small amount of drywall/joint compound surrounding support columns in the administrative area.

The roof is a composition roof.

EXECUTIVE SUMMARY OF FINDINGS

The following materials were found to contain asbestos:

- Mastic under 12-inch Floor tile, white with brown specs, all floors-including under white floor tile on first floor camera/booking area. This is the predominant floor tile throughout the building.
- Mastic under 12-inch Floor tile, Green, first and third floors (Mop room and breakroom). See Green tile versus Gray tile below for visual difference between the two.



- Roof (flashing is same materials as core). Asbestos is the bottom felt.

SAMPLING ACTIVITIES

Arrowood's sampling included drywall, joint compound, 12-inch floor tiles with mastics, plaster, asphalt roofing, duct insulation, pipe insulation, tank insulation, and HVAC expansion joint.

The sampling locations and results are outlined in Table 1 below. See Appendix I for the complete analytical laboratory reports.

Table 1: Summary of Asbestos Samples/Location

Sample No.	Sample Description	Detected Asbestos? (Yes/No)	Regulated Asbestos (>1%)(Yes/No)	Cat 1 or 2 /RACM	Quantity
1st Floor					
CCJ-1	Ceiling tile		No		
CCJ-2	12-inch, white/BRN Floor tile	Yes	Yes, mastic only	CAT 1	Apprx. 6,000 square feet



CCJ-3	12-inch, Gray, Floor tile- Bathroom		No		
CCJ-4	Drywall/Joint Compound		No-all layers		
CCJ-5	Drywall/Joint Compound		No-all layers		
CCJ-6	Joint Compound		No		
CCJ-7	Hot water pipe insulation		No		
CCJ-8	Cove base and mastic		No		
CCJ-9	12-inch, Green Floor tile-Mop room	Yes	Yes, only mastic	CAT 1	Apprx. 200 square feet
CCJ-10	12-inch, Green Floor tile, breakroom	Yes	Yes, only mastic	CAT 1	
CCJ-11	12-inch, Gray, Floor tile		No		
CCJ-12	12-inch, white/BRN Floor tile	Yes	Yes, only mastic	CAT 1	
CCJ-13	Plaster		No		
CCJ-14	Plaster		No		
CCJ-38	Ceiling tile		No		
CCJ-39	Cove Base and mastic		No		
2nd Floor					
CCJ-15	Plaster		No		
CCJ-16	Plaster		No		
CCJ-17	12-inch, white/BRN Floor tile	Yes	Yes, only mastic	CAT 1	
CCJ-18	12-inch, white/BRN Floor tile	Yes	Yes, only mastic	CAT 1	
CCJ-19	Hot water pipe insulation		No		
3rd Floor					
CCJ-20	12-inch, white/BRN Floor tile	Yes	Yes, only mastic	CAT 1	



CCJ-21	12-inch, white/BRN Floor tile	Yes	Yes, only	mastic	CAT 1	
CCJ-22	Plaster		No			
CCJ-23	Plaster		No			
CCJ-24	HVAC Duct Insulation		No			
CCJ-25	HVAC Duct Insulation		No			
CCJ-26	HVAC Duct Insulation		No			
CCJ-27	Hot water return insulation		No			
CCJ-28	Hot water supply insulation		No			
CCJ-29	Hot water storage tank		No			
CCJ-30	Hot water storage tank		No			
CCJ-31	Hot water storage tank		No			
4th Floor						
CCJ-32	12-inch, white/BRN Floor tile	Yes	Yes, only	mastic	CAT 1	
CCJ-33	12-inch, white/BRN Floor tile	Yes	Yes, only	mastic	CAT 1	
CCJ-34	12-inch, white Floor tile		No			
CCJ-35	12-inch, Blue Floor tile		No			
CCJ-36	HVAC Expansion joint		No			
CCJ-37	HVAC Expansion joint		No			
Roof						
CCJ-40	Roof core	Yes	Yes-Felt layer	CAT 1	Apprx. 19,000 square feet	
CCJ-41	Roof core	Yes	Yes-Felt layer	CAT 1		
CCJ-42	Roof core	Yes	Yes-Felt layer	CAT 1		



FINDINGS / RECOMMENDATIONS

The following materials were found to contain asbestos:

- Mastic under 12-inch Floor tile, white with brown specs, all floors-including under white floor tile on first floor camera/booking area
- Mastic under 12-inch Floor tile, Green, first and third floors (Mop room and breakroom)
- Roof (flashing is same materials as core). Asbestos is the bottom felt.

These materials must be abated prior to the demolition of the building.

Under NESHAP regulations, a notification must be provided to Georgia EPD, Asbestos Management Branch a ten working day notification in the event of a planned demolition of a structure support member and/or an asbestos abatement. The notifications may be made concurrently on the same form. See Appendix III for the form.

If additional materials are encountered during demolition activities that may be suspected as asbestos containing, all work should cease and the materials should be either tested or assumed to be positive and handled accordingly.

CLOSING

Should you have any questions regarding the information contained in this report, please feel free to call Larry Miles at 912-507-5855. We appreciate this opportunity to provide these services to you and look forward to working with you again in the future.

Sincerely,

A handwritten signature in cursive script, reading "J. Larry Miles, Jr.".

J. Larry Miles, Jr. MS, CSP

Attachments (3)



Appendix I



Environmental Hazards Services, L.L.C.

7469 Whitepine Rd

Richmond, VA 23237

Telephone: 800.347.4010

Asbestos Bulk Analysis Report

Report Number: 17-04-03822

Client: Arrowood Environmental Group, Inc.

P.O. Box 61237

Savannah, GA 31420

Received Date: 04/28/2017

Analyzed Date: 04/30/2017, 05/01/2017

Reported Date: 05/02/2017

Project/Test Address: Chatham County Jail; Savannah, GA

Client Number:

201388

Fax Number:

888-880-3520

Laboratory Results

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
17-04-03822-001	CCJ-1		Beige Fibrous; White Powder; Inhomogeneous	NAD	65% Cellulose 35% Non-Fibrous
17-04-03822-002A	CCJ-2	Tile	Light Brown Vinyl; Homogeneous	NAD	100% Non-Fibrous
17-04-03822-002B	CCJ-2	Mastic	Black Tar-Like; Homogeneous	6% Chrysotile	94% Non-Fibrous
Total Asbestos: 6%					
17-04-03822-003A	CCJ-3	Tile	Gray Vinyl; Homogeneous	NAD	100% Non-Fibrous
17-04-03822-003B	CCJ-3	Mastic	Tan Adhesive; Homogeneous	NAD	1% Cellulose 99% Non-Fibrous

Environmental Hazards Services, L.L.C

Client Number: 201388

Report Number: 17-04-03822

Project/Test Address: Chatham County Jail; Savannah, GA

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
17-04-03822-004A	CCJ-4	Drywall	White Powder; Tan Fibrous; Inhomogeneous	NAD	18% Cellulose 82% Non-Fibrous
17-04-03822-004B	CCJ-4	Joint Comp.	White Granular; Gray Paint-Like; Inhomogeneous	NAD	100% Non-Fibrous
17-04-03822-004C	CCJ-4	Composite	White Granular; Powder; Tan Fibrous; Gray Paint-Like; Inhomogeneous	NAD	16% Cellulose 84% Non-Fibrous
17-04-03822-005A	CCJ-5	Drywall	White Powder; Tan Fibrous; Inhomogeneous	NAD	18% Cellulose 82% Non-Fibrous
17-04-03822-005B	CCJ-5	Joint Comp.	White Granular; Gray Paint-Like; Inhomogeneous	NAD	100% Non-Fibrous
17-04-03822-005C	CCJ-5	Composite	White Granular; Powder; Tan Fibrous; Gray Paint-Like; Inhomogeneous	NAD	16% Cellulose 84% Non-Fibrous
17-04-03822-006	CCJ-6		White Granular; Gray Paint-Like; Inhomogeneous	NAD	100% Non-Fibrous

Environmental Hazards Services, L.L.C

Client Number: 201388

Report Number: 17-04-03822

Project/Test Address: Chatham County Jail; Savannah, GA

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
17-04-03822-007	CCJ-7		Off-White Brittle; White/Yellow Fibrous; Silver Foil; Inhomogeneous	NAD	15% Cellulose 40% Fibrous Glass 45% Non-Fibrous
17-04-03822-008A	CCJ-8	Cove Base	Black Vinyl; Homogeneous	NAD	100% Non-Fibrous
17-04-03822-008B	CCJ-8	Mastic	Tan Adhesive; Homogeneous	NAD	1% Cellulose 99% Non-Fibrous
17-04-03822-009A	CCJ-9	Tile	Light Green Vinyl; Homogeneous	NAD	100% Non-Fibrous
17-04-03822-009B	CCJ-9	Mastic	Black Tar-Like; Homogeneous	6% Chrysotile	94% Non-Fibrous
				Total Asbestos: 6%	
17-04-03822-010A	CCJ-10	Tile	Light Green Vinyl; Homogeneous	NAD	100% Non-Fibrous
17-04-03822-010B	CCJ-10	Mastic	Black Tar-Like; Homogeneous	7% Chrysotile	93% Non-Fibrous
				Total Asbestos: 7%	
17-04-03822-011A	CCJ-11	Tile	Gray Vinyl; Homogeneous	NAD	100% Non-Fibrous

Environmental Hazards Services, L.L.C

Client Number: 201388

Report Number: 17-04-03822

Project/Test Address: Chatham County Jail; Savannah, GA

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
17-04-03822-011B	CCJ-11	Mastic	Tan Adhesive; Homogeneous	NAD	1% Cellulose 99% Non-Fibrous
17-04-03822-012A	CCJ-12	Tile	Light Brown Vinyl; Homogeneous	NAD	2% Synthetic 98% Non-Fibrous
17-04-03822-012B	CCJ-12	Mastic	Black Tar-Like; Homogeneous	6% Chrysotile	94% Non-Fibrous
Total Asbestos: 6%					
17-04-03822-013	CCJ-13		Gray Granular; Cream Paint-Like; Inhomogeneous	NAD	100% Non-Fibrous
17-04-03822-014	CCJ-14		Gray Granular; Cream Paint-Like; Inhomogeneous	NAD	100% Non-Fibrous
17-04-03822-015	CCJ-15		Gray Granular; White Paint-Like; Inhomogeneous	NAD	100% Non-Fibrous
17-04-03822-016	CCJ-16		Gray Granular; White Paint-Like; Inhomogeneous	NAD	100% Non-Fibrous
17-04-03822-017A	CCJ-17	Tile	Light Brown Vinyl; Homogeneous	NAD	2% Synthetic 98% Non-Fibrous

Environmental Hazards Services, L.L.C

Client Number: 201388

Report Number: 17-04-03822

Project/Test Address: Chatham County Jail; Savannah, GA

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
17-04-03822-017B	CCJ-17	Mastic	Black Tar-Like; Homogeneous	4% Chrysotile	1% Cellulose 95% Non-Fibrous
Total Asbestos: 4%					
17-04-03822-018A	CCJ-18	Tile	Light Brown Vinyl; Homogeneous	NAD	2% Synthetic 98% Non-Fibrous
17-04-03822-018B	CCJ-18	Mastic	Black Tar-Like; Homogeneous	5% Chrysotile	95% Non-Fibrous
Total Asbestos: 5%					
17-04-03822-019	CCJ-19		Off-White/Yellow Fibrous; Silver Foil; Inhomogeneous	NAD	20% Cellulose 55% Fibrous Glass 25% Non-Fibrous
17-04-03822-020A	CCJ-20	Tile	Light Brown Vinyl; Homogeneous	NAD	2% Synthetic 98% Non-Fibrous
17-04-03822-020B	CCJ-20	Mastic	Black Tar-Like; Homogeneous	5% Chrysotile	95% Non-Fibrous
Total Asbestos: 5%					
17-04-03822-021A	CCJ-21	Tile	Light Brown Vinyl; Homogeneous	NAD	2% Synthetic 98% Non-Fibrous
17-04-03822-021B	CCJ-21	Mastic	Black Tar-Like; Homogeneous	4% Chrysotile	1% Cellulose 95% Non-Fibrous
Total Asbestos: 4%					

Environmental Hazards Services, L.L.C

Client Number: 201388

Report Number: 17-04-03822

Project/Test Address: Chatham County Jail; Savannah, GA

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
17-04-03822-022	CCJ-22		Gray Granular; Cream Paint-Like; Inhomogeneous	NAD	100% Non-Fibrous
17-04-03822-023	CCJ-23		Gray Granular; Cream Paint-Like; Inhomogeneous	NAD	100% Non-Fibrous
17-04-03822-024	CCJ-24		Off-White/Yellow Fibrous; Silver Foil; Inhomogeneous	NAD	20% Cellulose 55% Fibrous Glass 25% Non-Fibrous
17-04-03822-025	CCJ-25		Off-White/Yellow Fibrous; Silver Foil; Inhomogeneous	NAD	20% Cellulose 55% Fibrous Glass 25% Non-Fibrous
17-04-03822-026	CCJ-26		Off-White/Yellow Fibrous; Silver Foil; Inhomogeneous	NAD	20% Cellulose 55% Fibrous Glass 25% Non-Fibrous
17-04-03822-027	CCJ-27		Off-White/Yellow Fibrous; Silver Foil; White Adhesive; Inhomogeneous	NAD	20% Cellulose 50% Fibrous Glass 30% Non-Fibrous
17-04-03822-028	CCJ-28		White Rubbery; White/Yellow Fibrous; Inhomogeneous	NAD	18% Cellulose 50% Fibrous Glass 32% Non-Fibrous

Environmental Hazards Services, L.L.C

Client Number: 201388

Report Number: 17-04-03822

Project/Test Address: Chatham County Jail; Savannah, GA

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
17-04-03822-029	CCJ-29		White/Gray Powder; Fibrous; Tan Fibrous; Inhomogeneous	NAD	25% Cellulose 20% Fibrous Glass 4% Synthetic 51% Non-Fibrous
17-04-03822-030	CCJ-30		White/Gray Powder; Fibrous; Tan Fibrous; Inhomogeneous	NAD	15% Cellulose 25% Fibrous Glass 8% Synthetic 52% Non-Fibrous
17-04-03822-031	CCJ-31		White/Gray Powder; Fibrous; Tan Fibrous; Inhomogeneous	NAD	15% Cellulose 25% Fibrous Glass 8% Synthetic 52% Non-Fibrous
17-04-03822-032A	CCJ-32	Tile	Light Brown Vinyl; Homogeneous	NAD	2% Synthetic 98% Non-Fibrous
17-04-03822-032B	CCJ-32	Mastic	Black Tar-Like; Homogeneous	3% Chrysotile	1% Cellulose 96% Non-Fibrous
				Total Asbestos: 3%	
17-04-03822-033A	CCJ-33	Tile	Light Brown Vinyl; Homogeneous	NAD	2% Synthetic 98% Non-Fibrous
17-04-03822-033B	CCJ-33	Mastic	Black Tar-Like; Homogeneous	4% Chrysotile	1% Cellulose 95% Non-Fibrous
				Total Asbestos: 4%	

Environmental Hazards Services, L.L.C

Client Number: 201388

Report Number: 17-04-03822

Project/Test Address: Chatham County Jail; Savannah, GA

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
17-04-03822-034A	CCJ-34	Tile	Off-White Vinyl; Homogeneous	NAD	100% Non-Fibrous
17-04-03822-034B	CCJ-34	Mastic	Tan Adhesive; Homogeneous	NAD	1% Cellulose 99% Non-Fibrous
17-04-03822-035A	CCJ-35	Tile	Gray Vinyl; Homogeneous	NAD	100% Non-Fibrous
17-04-03822-035B	CCJ-35	Mastic	Tan Adhesive; Homogeneous	NAD	1% Cellulose 99% Non-Fibrous
17-04-03822-036	CCJ-36		Black Rubbery; Gray Fibrous; Inhomogeneous	NAD	30% Fibrous Glass 70% Non-Fibrous
17-04-03822-037	CCJ-37		Black Rubbery; Gray Fibrous; Inhomogeneous	NAD	30% Fibrous Glass 70% Non-Fibrous
17-04-03822-038	CCJ-38		Beige Fibrous; White Powder; Inhomogeneous	NAD	65% Cellulose 35% Non-Fibrous
17-04-03822-039A	CCJ-39	Cove Base	Black Vinyl; Homogeneous	NAD	100% Non-Fibrous

Environmental Hazards Services, L.L.C

Client Number: 201388

Report Number: 17-04-03822

Project/Test Address: Chatham County Jail; Savannah, GA

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
17-04-03822-039B	CCJ-39	Mastic	Tan Adhesive; Homogeneous	NAD	1% Cellulose 99% Non-Fibrous
17-04-03822-040	CCJ-40		Black Tar-Like; Fibrous; Gray Rubbery; Yellow Foam; Inhomogeneous	10% Chrysotile	20% Cellulose 70% Non-Fibrous
Total Asbestos: 10%					
Chrysotile present in felt layers. This material alone contains 25% Chrysotile.					
17-04-03822-041	CCJ-41		Black Tar-Like; Fibrous; Yellow Foam; Inhomogeneous	10% Chrysotile	20% Cellulose 70% Non-Fibrous
Total Asbestos: 10%					
Chrysotile present in felt layers. This material alone contains 25% Chrysotile.					
17-04-03822-042	CCJ-42		Black Tar-Like; Fibrous; Yellow Foam; Gray Rubbery; Inhomogeneous	10% Chrysotile	20% Cellulose 70% Non-Fibrous
Total Asbestos: 10%					
Chrysotile present in felt layers. This material alone contains 25% Chrysotile.					

Environmental Hazards Services, L.L.C

Client Number: 201388

Report Number: 17-04-03822

Project/Test Address: Chatham County Jail; Savannah, GA

Lab Sample Number	Client Sample Number	Layer Type	Lab Gross Description	Asbestos	Other Materials
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QC Sample: 87-M12011-3, 83-M22010-3

QC Blank: SRM 1866 Fiberglass

Reporting Limit: 1% Asbestos

Method: EPA Method 600/R-93/116, EPA Method 600/M4-82-020

Analyst: Vickie Holmes

Reviewed By Authorized Signatory:

Melissa Kanode

Missy Kanode
QA/QC Clerk

The condition of the samples analyzed was acceptable upon receipt per laboratory protocol unless otherwise noted on this report. Each distinct component in an inhomogeneous sample was analyzed separately and reported as a composite. Results represent the analysis of samples submitted by the client. Sample location, description, area, volume, etc., was provided by the client. This report cannot be used by the client to claim product endorsement by NVLAP or any agency of the U.S. Government. This report shall not be reproduced except in full, without the written consent of the Environmental Hazards Service, L.L.C. California Certification #2319 NY ELAP #11714 NVLAP #101882-0 VELAP 460172. All information concerning sampling location, date, and time can be found on Chain-of-Custody. Environmental Hazards Services, L.L.C. does not perform any sample collection.

Environmental Hazards Services, L.L.C. recommends reanalysis by point count (for more accurate quantification) or Transmission Electron Microscopy (TEM), (for enhanced detection capabilities) for materials regulated by EPA NESHAP (National Emission Standards for Hazardous Air Pollutants) and found to contain less than ten percent (<10%) asbestos by polarized light microscopy (PLM). Both services are available for an additional fee.

400 Point Count Analysis, where noted, performed per EPA Method 600/R-93/116 with a Reporting Limit of 0.25%.

* All California samples analyzed by Polarized Light Microscopy, EPA Method 600/M4-82-020, Dec. 1982.

LEGEND: NAD = no asbestos detected



Laboratories™

Environmental Hazards Services, LLC

Asbestos Chain-of-Custody Form

SHIP TO: 7469 Whitepine Rd. Richmond, VA 23237

Phone: (800) 347-4010 FAX: (804) 275-4907

ONLINE CLIENT PORTAL AVAILABLE FOR ANALYSIS RESULTS AT:

www.leadlab.com

1

17-04-03822



Due Date:

05/02/2017

(Tuesday)

AE

Company Name: Arrowood Environmental Group, Inc. Account Number: 201388

Address: PO Box 61237 City/State/Zip: Savannah, GA 31420

Phone #: 912.507.5855 Email: lmiles@arrowoodenv.com Fax: 888.880.3520

Project Name / Testing Address: Chatham County Jail City/State (Required): Savannah, GA

Collected by: L Miles P.O. # _____

TURN AROUND TIMES: IF NO TAT IS SPECIFIED, SAMPLE(S) WILL BE PROCESSED AND CHARGED AS 3 - DAY TAT.

		<input type="radio"/> 1 Day	<input checked="" type="radio"/> 2 Day	<input type="radio"/> 3 Day	<input type="radio"/> * Same Day - Must Call Ahead	<input type="radio"/> * Weekend - Must Call Ahead				
No.	Client Sample ID	HA Area #	Collection		PLM	PLM Point Count 400	PLM Point Count 1000	PLM NY Protocol	TEM - Bulk	Comments
			Date	Time						
1	CCJ-1		4/20	AM/PM	✓					ceiling tile
2	CCJ-2		4/20	AM/PM	✓					12-FT brown specs
3	CCJ-3		4/20	AM/PM	✓					12-FT gray specs
4	CCJ-4		4/20	AM/PM	✓					DW/JC composite as 3rd layer
5	CCJ-5		4/20	AM/PM	✓					DW/JC composite as 3rd layer
6	CCJ-6		4/20	AM/PM	✓					Joint Compound
7	CCJ-7		4/20	AM/PM	✓					H/W pipe insulation
8	CCJ-8		4/20	AM/PM	✓					Cove mold
9	CCJ-9		4/20	AM/PM	✓					12-FT Green spec
10	CCJ-10		4/20	AM/PM	✓					12-FT green spec
Released by: L Miles			Signature: <i>[Signature]</i>				Date/Time: 4/27/17			
Received by: <i>[Signature]</i>			Signature: <i>[Signature]</i>				Date/Time: 4/28/17 11:25			



Laboratories™

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Asbestos Chain-of-Custody Form

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Phone: (800) 347-4010 FAX: (804) 275-4907

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www.leadlab.com

Page 3 of 4

3522

~ For Lab Use Only ~

Company Name: Arrowood Environmental Group, Inc. Account Number: 201388

Address: PO Box 61237 City/State/Zip: Savannah, GA 31420

Phone #: 912.507.5855 Email: lmiles@arrowoodenv.com Fax: 888.880.3520

Project Name / Testing Address: Chatham County Jail City/State (Required): Savannah, GA

Collected by: L Miles P.O. # _____

TURN AROUND TIMES: IF NO TAT IS SPECIFIED, SAMPLE(S) WILL BE PROCESSED AND CHARGED AS 3 - DAY TAT.

		<input type="radio"/> 1 Day	<input checked="" type="radio"/> 2 Day	<input type="radio"/> 3 Day	<input type="radio"/> Same Day - Must Call Ahead	<input type="radio"/> Weekend - Must Call Ahead				
No.	Client Sample ID	HA Area #	Collection		PLM	PLM Point Count 400	PLM Point Count 1000	PLM NY Protocol	TEM - Bulk	Comments
			Date	Time						
1	CCJ-31		4/20	AM / PM	✓					HW Storage tank insulation
2	CCJ-32		4/20	AM / PM	✓					12-FT brown spec
3	CCJ-33		4/20	AM / PM	✓					12-FT brown spec
4	CCJ-34		4/20	AM / PM	✓					12-FT, white
5	CCJ-35		4/20	AM / PM	✓					12-FT, blue
6	CCJ-36		4/20	AM / PM	✓					HVAC expansion joint
7	CCJ-37		4/20	AM / PM	✓					HVAC expansion joint
8	CCJ-38		4/20	AM / PM	✓					ceiling tile
9	CCJ-39		4/20	AM / PM	✓					cove mold
10	CCJ-40		4/20	AM / PM	✓					roof
Released by: L Miles					Signature: <i>[Signature]</i>				Date/Time: 4/27/17	
Received by: <i>[Signature]</i>					Signature: <i>[Signature]</i>				Date/Time: 4/28/17 11:46	



Appendix II

The Environmental Institute

James Miles

Social Security Number - XXX-XX-8129

Arrowood Environmental Group - P. O. Box 61237 - Savannah, Georgia 31420

*Has completed coursework and satisfactorily passed
an examination that meets all criteria required for
EPA/AHERA/ASHARA (TSCA Title II) Approved Reaccreditation*

Asbestos in Buildings: Inspector & Management Planner Refresher

March 24, 2017

Course Date

16220

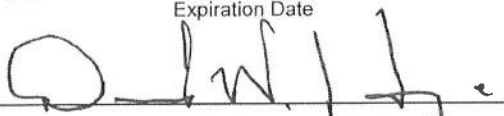
Certificate Number


March 24, 2017

Examination Date

March 23, 2018

Expiration Date


David W. Hogue - Principal Instructor / Training Manager


Rachel G. McCain - Exam Administrator



(Approved by the ABIH Certification Maintenance Committee for 1 CM point - Approval #11-583)

(Florida Provider Registration #FL49-0001342 - Inspector Ref. Course #0002805 - Mgmt. Plan Ref. Course #0002806)

TEI - 1841 West Oak Parkway, Suite F - Marietta, Georgia 30062 - (770) 427-3600 - www.tei-atl.com

The Environmental Institute

James L. Miles Jr.

Social Security Number - XXX-XX-8129

Arrowood Environmental Group, Inc. - P. O. Box 61237 - Savannah, Georgia 31420

*Has completed coursework and satisfactorily passed
an examination that meets the criteria required for
EPA/AHERA/ASHARA (TSCA Title II) Approved Reaccreditation
and NESHAP Regulations Training*

Asbestos in Buildings: Project Designer Refresher

March 15, 2017

Course Date

4202

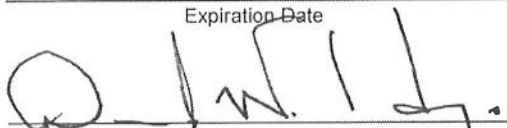
Certificate Number

March 15, 2017

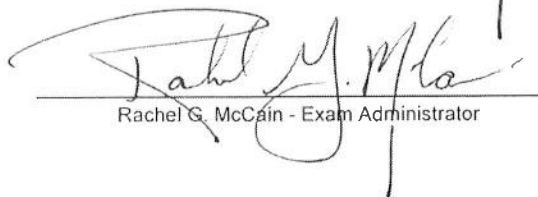
Examination Date

March 14, 2018

Expiration Date



David W. Hogue - Principal Instructor / Training Manager



Rachel G. McCain - Exam Administrator



(Approved by the ABIH Certification Maintenance Committee for 1 CM point - Approval #11-583)

(Florida Provider Registration Number FL49-0001342 - Course #FL49-0002808)

TEI - 1841 West Oak Parkway, Suite F - Marietta, GA 30062 - (770) 427-3600 - www.tei-atl.com



Appendix III

GEORGIA PROJECT NOTIFICATION FORM FOR ASBESTOS RENOVATION, ENCAPSULATION, OR DEMOLITION**ARE YOU SUBMITTING AN ADVANCE NOTIFICATION? EPD STRONGLY DISCOURAGES SUBMITTAL OF ADVANCE**

NOTIFICATIONS, BUT IF IT IS ENTIRELY UNAVOIDABLE, CHECK (☑) THE BOX BELOW AND FAX THE **FIRST PAGE ONLY** OF THIS FORM TO (404) 362-2563. WHEN SUBMITTING AN ADVANCE NOTIFICATION, YOU ARE STILL REQUIRED TO COMPLETE THIS FORM IN ITS ENTIRETY AND SUBMIT IT **VIA MAIL** TO THE ADDRESS PROVIDED. **EPD NO LONGER ACCEPTS 'FAX ONLY' DOCUMENTS!!**

PLEASE ACCEPT THIS FORM AS ADVANCE NOTIFICATION OF THE PROJECT DESCRIBED BELOW: ☐

PERSON SUBMITTING ADVANCE NOTIFICATION: _____ CONTACT PHONE: _____

FAILURE TO SUBMIT ACCURATE AND COMPLETE FORMS WITHIN THE REQUIRED TIME FRAME AND AS INSTRUCTED MAY RESULT IN ENFORCEMENT ACTIVITY BY EPD! INCOMPLETE OR INACCURATE FORMS WILL BE REJECTED AND RETURNED. USE AN ATTACHMENT TO PROVIDE ADDITIONAL INFORMATION FOR ANY SECTION WHEN NEEDED TO PROVIDE COMPLETE DETAILS.

DO NOT LEAVE ANY SECTION BLANK – INSERT UNKNOWN OR N/A IF NEEDED!

FOR PROJECTS WHERE FEES ARE DUE:

EPD ASBESTOS FEES LOCKBOX
POST OFFICE BOX 101173
ATLANTA, GEORGIA 30392

(SEE SECTION 6 FOR FEE CALCULATION INSTRUCTIONS)

FOR PROJECTS WHERE FEES ARE NOT DUE:

EPD ASBESTOS PROGRAM
ATTN: ASBESTOS NOTIFICATIONS
4244 INTERNATIONAL PARKWAY, SUITE 104
ATLANTA, GEORGIA 30334

SECTION 1A - TYPE OF NOTICE (USE THE APPROPRIATE CHECKBOX TO INDICATE THE TYPE OF NOTICE YOU ARE SUBMITTING)

☒ ORIGINAL INITIAL ☐ ANNUAL BLANKET (\$1,000.00 FEE DUE NOW) ☐ CANCELLATION

☐ REVISION (IF REVISION, REVISION # _____) REVISION NOTE: CHECK THE REVISION BOX IN THE SECTION BEING REVISED AND INSERT THE CORRECTED INFORMATION WHERE APPROPRIATE

SECTION 1B - TYPE OF PROJECT**CHECK IF SECTION IS BEING REVISED FROM A PREVIOUS SUBMITTAL ☐**

☐ RENOVATION/ABATEMENT ONLY
☐ DEMOLITION ONLY

☒ RENOVATION/ABATEMENT PRIOR TO DEMOLITION ☐ ENCAPSULATION
☐ JOINT DEMOLITION/RENOVATION ☐ ORDERED DEMOLITION

☐ EMERGENCY (SEE ASBESTOS RULES FOR DEFINITION OF EMERGENCY) ☐ COURTESY (FOR NON-FRIABLE PROJECTS OR UNDER TRIGGER QUANTITY PROJECTS **ONLY!!!**)

SECTION 2 – SITE INFORMATION**CHECK IF SECTION IS BEING REVISED FROM A PREVIOUS SUBMITTAL ☐**

PROJECT NAME: Old Chatham County Jail

PROJECT ADDRESS: Montgomery Street and Oglethorpe Ave.

PROJECT CITY: Savannah

ZIP: 31401

COUNTY: Chatham

NEAREST MAJOR INTERSECTION: Montgomery and Oglethorpe

BLDG SIZE IN SQ. FT: 190,000

AGE OF BUILDING IN YEARS: 40

NUMBER OF FLOORS IN BUILDING: 4

SPECIFIC LOCATION IN BUILDING OF ASBESTOS BEING REMOVED:

SECTION 3A – ABATEMENT CONTRACTOR**CHECK IF SECTION IS BEING REVISED FROM A PREVIOUS SUBMITTAL ☐**

ASBESTOS REMOVAL CONTRACTOR:

CONTRACTOR STREET ADDRESS:

COMPANY CERTIFICATE #:

CITY:

STATE:

ZIP:

PHONE:

FAX:

LICENSED AGENT:

AGENT'S ID:

EXPIRES:

CELL PHONE:

3b Other Contractor**CHECK IF SECTION IS BEING REVISED FROM A PREVIOUS SUBMITTAL ☐**

GENERAL/SUB/DEMOLITION CONTRACTOR:

JOB CONTRACTED:

OTHER CONTRACTOR STREET ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

FAX:

SECTION 4 – ACM INFORMATION**CHECK IF SECTION IS BEING REVISED FROM A PREVIOUS SUBMITTAL ☐**

IS ASBESTOS PRESENT? ☒ YES ☐ NO ☐ UNKNOWN ☐ FRIABLE ☒ NON-FRIABLE ☐ BOTH

DID AN AHERA ACCREDITED INSPECTOR INSPECT THIS SITE? ☒ YES ☐ NO ☐ ASSUMED ASBESTOS

INSPECTOR NAME: J. Larry Miles, Jr.

INSPECTOR PHONE: 912-507-5855

ACCREDITATION COURSE: Insp Refresher CERTIFICATE NUMBER: 16220

EXPIRES: March 23, 2018

SECTION 5 – WORK SCHEDULES (10 WORKING DAY ADVANCE NOTIFICATION REQUIRED FOR NON-EMERGENCY NOTIFICATIONS!!!)**CHECK IF SECTION IS BEING REVISED FROM A PREVIOUS SUBMITTAL ☐**

ABATEMENT START DATE

ABATEMENT END DATE

WORK DAYS (MON-SUN)

WORK HOURS (EX : 7-4)

DEMOLITION START DATE

DEMOLITION END DATE

WORK DAYS (MON-SUN)
Mon-Fri

WORK HOURS (EX : 7-4)
8-5

SECTION 6 – ACM AMOUNTS, TYPE CODES, AND FEE CALCULATION

CHECK IF SECTION IS BEING REVISED FROM A PREVIOUS SUBMITTAL ☐

FIRST, LOCATE THE MATERIAL TO BE REMOVED IN **COLUMN A**. **COLUMN B** SHOWS THE USUAL NESHAP CATEGORY FOR THE MATERIAL. **COLUMN C** SHOWS THE CATEGORY THE MATERIAL WILL LIKELY BECOME DURING ABATEMENT, AND THAT **IS THE CODE THAT SHOULD BE USED FOR COMPLETING THIS FORM**. NOW, ENTER THE SQ. FT AND/OR L.F. AMOUNTS OF ACM TO BE ABATED DURING THIS PROJECT UNDER THE CORRECT HEADING ACCORDING TO TYPE IN **COLUMN D, E, AND/OR F**. THEN, LOCATE THE CORRESPONDING TYPE CODE(S) FOR THE MATERIAL(S) IN **COLUMN G** AND ENTER THE CODES IN THE SPACES PROVIDED BEFORE PROCEEDING TO THE FEE CALCULATION SECTION.

COL. A	COL. B			COL. C	SF OR LF AMOUNT TO BE ABATED DURING THIS PROJECT			COL. G1
ACM TYPE	USUAL NESHAP CATEGORY			WILL LIKELY BECOME WHEN ABATED	COL. D	COL. E	COL. F	ACM TYPE CODE
	CAT 1	CAT 2	RACM		CAT 1	CAT 2	RACM	
ASBESTOS ASPHALT SHINGLES	✓		✓	1				AAS
ASBESTOS CEMENT (TRANSITE) PANELS		✓	✓	2 OR RACM				ACP
ASBESTOS CEMENT (TRANSITE) ROOFING		✓	✓	RACM				ACR
ASBESTOS CEMENT (TRANSITE) SIDING SHINGLES		✓	✓	RACM				ACS
ASBESTOS FLASHING	✓		✓	1				AF
ASBESTOS GASKET	✓		✓	1 & RACM				AG
BOILER INSULATION			✓	RACM				BI
BUILT-UP ROOFING	✓		✓	1				BUR
COVE (BASEBOARD) MOLDING MASTIC	✓			1				CM
CEILING PLASTER			✓	RACM				CP
CEILING TILE			✓	RACM				CT
DUCT SEAM MASTIC	✓		✓	1				DSM
DUCT VIBRATION DAMPENERS	✓		✓	1				DVD
EXTERIOR (OUTSIDE) DUCT INSULATION	✓		✓	RACM				EDI
FELT DUCT TAPE			✓	RACM				FDT
FLOOR MASTIC	✓		✓	1	6200			FM
FIREPROOFING			✓	RACM				FP
FIREPROOFING AND OVERSPRAY			✓	RACM				FPO
FLOOR TILE	✓		✓	1				FT
FLOOR TILE AND MASTIC	✓		✓	1 OR RACM				FTM
INTERIOR (INSIDE) DUCT INSULATION	✓		✓	RACM				IDI
JOINT COMPOUND ONLY			✓	RACM				JC
LIGHT WEIGHT CONCRETE		✓	✓	2 OR RACM				LWC
OTHER: FLOOR LEVELING COMPOUND, CAULKING, ETC.)		✓	✓	1 OR RACM				OTR
PIPE INSULATION STRAIGHT RUNS			✓	RACM				PI
PIPE INSULATION ELBOWS AND FITTINGS			✓	RACM				PIE
RESILIENT FLOOR COVERINGS (SHEET FLOORING; LINOLEUM)	✓		✓	1 OR RACM				RFC
ROOF MASTICS AND COATINGS	✓		✓	1	190000			RMC
ROOFING SILVER COATING	✓		✓	1 OR RACM				RSC
TEXTURED CEILING			✓	RACM				TC
TEXTURED CEILING PLASTER			✓	RACM				TCP
TANK INSULATION			✓	RACM				TI
WALL BOARD AND JOINT COMPOUND			✓	RACM				WBJC
WINDOW GLAZING	✓		✓	1 OR RACM				WG
WALL PLASTER			✓	RACM				WP

COL. G2: Enter the ACM Type Codes From Col. G 1 For Each Category Below.

CAT 1: FM RMC

CAT 2: _____

RACM: _____

COL. D
TOTAL

196200

COL. E
TOTAL

COL. F
TOTAL

CALCULATING FEES – Now, Check The Box Next To The Project Type To Indicate Whether This Is A Residential Or Non-Residential Project.

BOX H. IS THIS A RESIDENTIAL PROJECT? ☐ YES (USE TOTAL FROM COL. F TO COMPLETE THIS SECTION)

RESIDENTIAL FEE SCHEDULE: 10¢ PER LF/SF OF FRIABLE ACM SUBJECT TO A MINIMUM FEE OF \$25 AND A MAXIMUM FEE OF \$50 PER RESIDENCE

RESIDENTIAL PROJECT COL. F
TOTAL

H (a). _____ SF/LF

X .10
EQUALS

TOTAL FEES DUE AND PAYABLE NOW
H (b). \$ _____
(NOT TO BE LESS THAN \$25 OR MORE THAN \$50)

BOX I. IS THIS A NON – RESIDENTIAL PROJECT? ☐ YES (USE TOTAL FROM COL. F. TO COMPLETE THIS SECTION)

NON-RESIDENTIAL FEE SCHEDULE: 10¢ PER LF/SF OF FRIABLE ACM SUBJECT TO A MINIMUM FEE OF \$25 AND A MAXIMUM FEE OF \$1,000 PER FACILITY

NON-RESIDENTIAL PROJECT
COL. F TOTAL

I(a). _____ SF/LF

X .10
EQUALS

TOTAL FEES DUE AND PAYABLE NOW
I (b). \$ 1,000
(NOT TO BE LESS THAN \$25 OR MORE THAN \$1,000)

Finally, Enter The Check Number For The Fee Payment You Are Submitting, Or Explain **WHY** The Fee Is Not Being Submitted And **WHEN** And By **WHOM** It Will Be Sent

CHECK NUMBER _____ FOR THE AMOUNT SHOWN IN THE TOTAL FEES DUE COLUMN (S) ABOVE HAS BEEN SENT: ☒ YES
IF NOT, WHY NOT? _____

SECTION 7 - WASTE TRANSPORTER, DISPOSAL SITE, AND BUILDING OWNER INFORMATION				
CHECK IF SECTION IS BEING REVISED FROM A PREVIOUS SUBMITTAL <input type="checkbox"/>				
WASTE TRANSPORTER				
WASTE TRANSPORTER NAME			TRANSPORTER CONTACT PERSON:	
TRANSPORTER'S MAILING ADDRESS:				
CITY:	STATE:	ZIP:	PHONE:	FAX:
DISPOSAL SITE				
DISPOSAL SITE NAME:			DISPOSAL SITE COUNTY:	
DISPOSAL SITE STREET ADDRESS:				
CITY:	STATE:	ZIP:	PHONE:	FAX:
PROJECT OWNER				
PROJECT OWNER'S NAME:			OWNER'S REPRESENTATIVE:	
OWNER'S STREET ADDRESS:				
OWNER'S MAILING ADDRESS (IF DIFFERENT):				
CITY:	STATE:	ZIP:	PHONE:	FAX:
SECTION 8 - WORK METHODS: METHOD OF DEMOLITION AND/OR RENOVATION ACTIVITY (DESCRIPTION OF WORK PRACTICES AND ENGINEERING CONTROLS TO BE USED)				
CHECK IF SECTION IS BEING REVISED FROM A PREVIOUS SUBMITTAL <input type="checkbox"/>				
SECTION 9 - ADDITIONAL PROJECT INFORMATION				
CHECK IF SECTION IS BEING REVISED FROM A PREVIOUS SUBMITTAL <input type="checkbox"/>				
WILL ASBESTOS REMAIN IN THE PROJECT AREA?			<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> UNKNOWN
EXPLAIN 'YES' OR 'UNKNOWN':				
IF NO ASBESTOS IS PRESENT, WAS THIS PROJECT PREVIOUSLY ABATED?			<input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> UNKNOWN
PRIOR ABATEMENT COMPANY:			YEAR ABATED:	
THAT COMPANY CONTACT PERSON:			PHONE:	
CERTIFICATION OF INFORMATION AND ACKNOWLEDGEMENT				
CHECK IF SECTION IS BEING REVISED FROM A PREVIOUS SUBMITTAL <input type="checkbox"/>				
<p>I THE UNDERSIGNED CERTIFY THAT AN INDIVIDUAL TRAINED IN THE PROVISIONS OF FEDERAL REGULATIONS (NESHAP/40 CFR PART 61 SUBPART M) WILL BE ON THE PROJECT SITE DURING DEMOLITION AND/OR RENOVATION ACTIVITIES DESCRIBED IN THE NOTIFICATION. EVIDENCE THAT THIS PERSON AND ALL OTHER PROJECT PERSONNEL HAVE ACCOMPLISHED THIS TRAINING WILL BE AVAILABLE FOR INSPECTION DURING NORMAL BUSINESS HOURS AND ANYTIME REGULATED ACTIVITIES ARE BEING CONDUCTED ON SITE.</p> <p>I FURTHERMORE UNDERSTAND THAT I AM RESPONSIBLE FOR THE ACCURACY AND COMPLETENESS OF THE INFORMATION CONTAINED WITHIN THIS NOTIFICATION SUBMITTAL, AND FOR PROMPT SUBMITTAL OF ALL REVISIONS, SUPPORTING DOCUMENTS, AND PROJECT FEES.</p>				
PRINTED NAME OF AGENT/DESIGNEE:			SIGNATURE OF AGENT/DESIGNEE:	
DATE:				
REPRESENTING: <input type="checkbox"/> OWNER <input type="checkbox"/> CONSULTING FIRM <input type="checkbox"/> OTHER TRADE CONTRACTOR OTHER TRADE TYPE:				
<input type="checkbox"/> GA ABATEMENT CONTRACTOR	COMPANY CERTIFICATE #			EXPIRATION DATE:
<ul style="list-style-type: none"> ALWAYS REFER TO THE INSTRUCTIONS WHEN IN DOUBT ABOUT PROPER COMPLETION OF ANY SECTION NEVER LEAVE BLANK SPACES - INSERT 'N/A' OR 'UNKNOWN' FOR ANY BLANK WHERE YOU DO NOT HAVE THE INFORMATION REQUESTED ALWAYS PRINT RESPONSES NEATLY AND LEGIBLY ALWAYS KEEP A COPY OF THIS FORM FOR YOUR RECORDS, AND PROVIDE COPIES TO ALL OTHER INVOLVED PARTIES DO NOT FAX THE ENTIRE NOTIFICATION WHEN SUBMITTING ADVANCE NOTIFICATIONS - USE THE FIRST PAGE ONLY OF THIS FORM. <u>SUBMIT THE ENTIRE FORM VIA MAIL</u> TO THE LOCKBOX FOR FEE PROJECTS OR TO THE EPD OFFICES FOR COURTESY & DEMOLITION NOTIFICATIONS EPD NO LONGER ACCEPTS 'FAX ONLY DOCUMENTS' - DO NOT FAX THE ENTIRE PROJECT NOTIFICATION - SUBMIT THE ENTIRE FORM VIA MAIL. NEVER SUBMIT PROJECTS WHERE FEES ARE DUE WITHOUT ATTACHING THE REQUIRED FEE CHECK OR MONEY ORDER NOTIFICATIONS <u>WITH</u> FEES <u>MUST</u> BE MAILED TO THE EPD ASBESTOS FEES POST OFFICE ADDRESS. NOTIFICATIONS <u>WITHOUT</u> FEES MAY BE MAILED DIRECTLY TO THE EPD OFFICES. DO NOT SUBMIT 'TWO-SIDED' PHOTO COPIES <p>IT IS YOUR RESPONSIBILITY TO SUBMIT THIS FORM ACCURATELY COMPLETED AND ACCOMPANIED BY ALL APPLICABLE FEES. EFFECTIVE IMMEDIATELY, YOU WILL BE ISSUED A NOTICE OF DEFICIENCY FOR THE FIRST FAILURE TO SUBMIT A COMPLETE & ACCURATE FORM AND ALL APPLICABLE FEES, A NOTICE OF VIOLATION ON THE SECOND FAILURE, AND WILL BE REQUIRED TO ATTEND AN ENFORCEMENT CONFERENCE ON THE THIRD FAILURE. BEGINNING JULY 31, 2006, PROJECT NOTIFICATIONS SUBMITTED ON ANY FORM OTHER THAN THIS ONE FORMS WILL BE RETURNED AND YOU WILL BE REQUIRED TO RESUBMIT THE NOTIFICATION ON THE CORRECT FORM</p>				

**INSTRUCTIONS FOR COMPLETING THE GEORGIA EPD
PROJECT NOTIFICATION FOR ASBESTOS RENOVATION, ENCAPSULATION, OR DEMOLITION PROJECTS**

The Georgia EPD realizes that paperwork completion is tedious and time-consuming, but treats paperwork infractions with the same gravity with which it views work practice violations. It is incumbent upon all individuals engaged in regulated asbestos-related activities to become familiar with all state and federal requirements, including proper paperwork completion. The following instructions are a step-by-step guide that should lead you successfully through the notification completion process. Should you still have questions or need assistance with completion of the notification documents, please call the Asbestos Program at (404) 363-7026.

HOW SHOULD YOU SUBMIT YOUR NOTIFICATION?

'ADVANCE NOTIFICATIONS': EPD ***STRONGLY*** discourages the submittal of advance notifications. However, if it is completely unavoidable due to extenuating circumstances, EPD requests that you not submit the entire project notification via fax. If you must submit an advance notification, **ONLY FAX THE COMPLETED FIRST PAGE OF THE NOTIFICATION FORM!** Submit the entire completed form via mail, following instructions for submittal of notifications that EITHER do or do not involve fees.

FOR PROJECTS WHERE FEES ARE DUE: EPD ASBESTOS FEES LOCKBOX POST OFFICE BOX 101173 ATLANTA, GEORGIA 30392 (SEE SECTION 6 FOR FEE CALCULATION INSTRUCTIONS)	FOR PROJECTS WHERE FEES ARE NOT DUE: EPD ASBESTOS PROGRAM ATTN: ASBESTOS NOTIFICATIONS 4244 INTERNATIONAL PARKWAY, SUITE 104 ATLANTA, GEORGIA 30334
--	--

MAILED FORMS: If your notification is a courtesy notification (see explanation below); a demolition only notification (the only two types of projects that are fee exempt); or a revision of a previously submitted notification where the fee amount **does not** change (a date change revision, for example), you may send the form directly to the EPD office at the address shown on the right above (*not* the lockbox address).

WHAT TYPE OF NOTICE SHOULD YOU SUBMIT? (SECTION 1A)

Asbestos Project Notifications will always fall into one of the following categories. ALWAYS check the box (☑) applicable to your current submittal:

- ☒ **ORIGINAL INITIAL** - The first time a project notification is submitted for the project to which the notification applies.
- ☒ **ANNUAL BLANKET** - The Annual Blanket Notification runs for one calendar year (January through December) and is designed solely for use on single large facilities where multiple small projects (less than 160 square feet, 260 linear feet, or 35 cubic feet in size) are to be conducted, but where the TOTAL amount of small abatement work will exceed these parameters. Typical candidates for the annual blanket notification include factories, power plants, and large educational facilities. Recipients of an Annual Blanket Notification must still submit a separate 10-Day project notification and fees when any single project exceeds the 'small project' definition. Each individual project handled under the Annual Blanket Notice must be less than 160 square feet, 260 linear feet or 35 cubic feet of friable asbestos containing material. A \$1,000 fee must be submitted with each Blanket Notification.
- ☒ **REVISION** - To notify the EPD of any changes to the project after the Original Initial notification has been submitted. Correct use of the revision option can prevent the need to submit a separate Notice of Change for the project, and is a convenience for Contractors and Building Owners when used as it is designed to be used. To submit a revision, CHECK THE BOX (☑) in Section 1A and list the revision number. Also check the box in the heading of the section you are revising, strike through the incorrect information, and insert the correction. If additional fees are due, be sure to submit them to the lockbox and include the additional fee check information in the fee schedule. **DATE CHANGE REVISIONS SHOULD BE SENT DIRECTLY TO THE EPD OFFICE STREET ADDRESS.** For all revisions, re-sign and re-date the certification section of the project notification before resubmitting.
- ☒ **CANCELLATION** - Many times despite the best of planning a project must be cancelled. To cancel a project, resubmit the notification form IN WRITING and place a (☒) in the cancellation box. You may submit a written Letter of Credit for fees previously paid for this project and mail it to the EPD office along with the cancelled notification. If you are requesting a refund, be sure to include your federal employer identification (FEI) or Social Security number on your refund request, and allow 6-8 weeks for the refund to be processed and mailed to you.

WHAT TYPE OF PROJECT ARE YOU CONDUCTING? (SECTION 1B)

This section is designed to allow you to communicate the type of project you will be conducting. You can also use this space to indicate that you are submitting an emergency notification. Frequently, more than one of these boxes should be checked (☑) to completely convey the type of project you will be conducting. It is very important that ALL applicable boxes be checked.

- ☒ **RENOVATION/ABATEMENT ONLY** - Where the project only involves the removal and disposal of asbestos containing materials. "Renovation" means the altering of, taking out, stripping, clean up, disposal of, or removal of friable or potentially friable asbestos containing materials from any facility, facility component or residential dwelling, equal to or greater than 10 square feet or 10 linear feet, for renovation or maintenance purposes.
- ☒ **RENOVATION/ABATEMENT PRIOR TO DEMOLITION** - Removal/abatement of friable asbestos containing materials equal to or greater than 10 square feet or 10 linear feet (see definition of Renovation Only above), in preparation for demolition activities to be performed by someone else.
- ☒ **DEMOLITION ONLY** - Where the projects only entails demolition of any structure that has been thoroughly inspected for the presence or absence of asbestos. "Demolition" means the wrecking or taking out of any load supporting structural member of a facility together with related handling operations, or the intentional burning of any structure. *Notification is required regardless of the presence or absence of asbestos containing materials.*
- ☒ **ENCAPSULATION** - A project in which special coatings approved for asbestos encapsulation will be used to cover the asbestos containing materials and prevent any future release of asbestos fibers. 'Encapsulation' means the process of coating, binding, or resurfacing walls, ceilings, pipes, or other structures with a sealant to prevent friable asbestos from becoming airborne.
- ☒ **JOINT RENOVATION/DEMOLITION** - Where both renovation and demolition activities as described above will be conducted by the same Contractor. In other words, if the same Contractor will perform the removal/abatement of friable asbestos containing materials equal to or greater than 10 square feet or 10 linear feet followed by demolition activities, then he may submit a Joint Notification. If demolition is to be conducted by a different company, that company must submit a separate notification.
- ☒ **ORDERED DEMOLITION** - A demolition project ordered by a government agency. If the property has been condemned, the Order of Condemnation must be included with the project notification.

ADDITIONAL PROJECT NOTATIONS

- ☒ **EMERGENCY** – Abatement, Encapsulation or Demolition projects that were unplanned, but result from a sudden, unexpected event that if not immediately attended to presents a safety or public health hazard, is necessary to protect equipment from damage, or is necessary to avoid imposing an unreasonable financial burden. *Waiver of the required 10 working day notification period will be granted on a case-by-case basis.* A letter of explanation regarding the emergency situation from the Owner of the Project, or their representative, must accompany the notification. EPD must be notified of the emergency situation within 24 hours from the time of its occurrence, or from the time you are contacted with a request for emergency work to be performed. *We highly recommend you call an associate in the EPD Asbestos Program to discuss the situation to obtain their agreement on the emergency project.* The main number for the Asbestos Program is 404-363-7026. Complete and fax the FIRST PAGE only of the Project Notification form to (404)362-2563. The entire original notification and fee payment must be mailed to the Lockbox address within 7 days from the date of emergency work beginning.
- ☒ **COURTESY** – A Courtesy Notification is ONLY submitted for small asbestos abatement/disturbance/encapsulation projects that ordinarily would not be regulated. In other words, any project involving friable asbestos removal of less than 10 square feet or 10 linear feet; it may also be used to cover a non-friable asbestos removal project.

SECTION 2 – SITE INFORMATION

PROJECT NAME - Identify the exact location where abatement or demolition work is going to take place. Provide the name of the building, company, or other description of all structures involved in the project here. For example: "Vacant House", "Residence", "Commercial Bldg", "ABC Company", "Office Bldg"). If the project is part of a DOT road-widening project, please include parcel number and structure number.

PROJECT ADDRESS - Street address where abatement, encapsulation, or demolition will take place.

*If project involves multiple buildings/structures at one location, list all addresses, building names, unit numbers, etc. Use a separate sheet of paper as an attachment, if necessary.

*If project involves multiple buildings/structures at different addresses, you may group together those addresses on the same street and/or adjacent streets, (within a few block radius). Use a separate sheet of paper as an attachment, if necessary. Include a site map or diagram showing locations.

- **CITY/ZIP/COUNTY** - Complete all areas. *YOU MUST LIST THE COUNTY – DO NOT SUBMIT THE NOTIFICATION WITHOUT THE COUNTY NAME INCLUDED!*
- **NEAREST MAJOR INTERSECTION** - For example: "State Hwy 41 near Windy Hill Rd"; "South Houston Lake Rd near State Hwy 96")
- **BLDG SIZE IN SQ. FEET** - Square foot measurement of the entire building (all floors and spaces) combined.
- **AGE OF BLDG IN YEARS** - Age of building in years.
- **NUMBER OF FLOORS IN BUILDING** - Total number of floors in building, including sub-basement, basement, mezzanine, attic, and penthouse. Each level that can be occupied should be counted as a separate floor.
- **SPECIFIC LOCATION OF ASBESTOS BEING REMOVED** - Provide specific area(s) of the structure that are being abated or demolished. For example: "Roof", "Kitchen Floor", "Steam Pipes in Basement", "Throughout Building", "Hallway", "Floor Number _____", "Room Number _____", etc).

SECTION 3 – PROJECT CONTRACTORS

In this section, you must list all CONTRACTORS to be involved with the actual removal and/or demolition of the project. If you are a Contractor removing the asbestos prior to a demolition, you should still list the name of the demolition company if known. **BE SURE TO CHECK (☑) THE CORRECT BOX FOR THE TYPE OF PROJECT YOU ARE DIRECTLY RESPONSIBLE FOR CONDUCTING AND FOR WHICH YOU ARE SUBMITTING THE NOTIFICATION!!!**

3A – ABATEMENT CONTRACTOR – Name of the company that will perform the actual asbestos renovation/abatement.

- **CONTRACTOR STREET ADDRESS** – The actual physical location of the Asbestos Removal Contractor's place of business. **DO NOT USE A POST OFFICE BOX IN THIS SPACE!**
- **COMPANY CERTIFICATE NUMBER** – Recently issued asbestos contractor company certificates include a new identifying number. For established contractors, this number is being assigned as licenses are renewed, so if you have not yet been issued a certificate number there is no need for alarm. You will be issued the number during your next license renewal. The certificate issued for your Company license bears or will bear a number similar to this: "20-0708-123". When your new certificate is issued, or if you already have the revised Asbestos Contractor License Certificate, this is the number you should list in the Company Certificate space.
 - **CITY/STATE/ZIP/PHONE/FAX** – You must complete each space.
 - **LICENSED AGENTS NAME** – Name of the person licensed by EPD as the Principal Agent for this company
 - **AGENT'S ID NUMBER** – The agent's identification card issued by EPD bears a number similar to this one: "50123", and should be placed here.
 - **EXPIRES** – The date on which the above described identification card expires.
 - **CELL PHONE** – The cellular or pager number for the Principal Agent.

3B – OTHER (DEMO/SUB/GENERAL) CONTRACTOR – Name of company performing work OTHER THAN asbestos removal.

- **JOB CONTRACTED** – Place a short, concise description of the additional work contracted here. For example: "General Contractor", "Demolition", "Clearing & Grading", "Debris Clean-up", etc.
- **OTHER CONTRACTOR STREET ADDRESS** – The actual physical location of this Contractor's place of business. **DO NOT USE A POST OFFICE BOX IN THIS SPACE!**
- **CITY/STATE/ZIP/PHONE/FAX** – You must complete each blank.
(If more than 2 Contractors are involved with the project, use a separate sheet as an attachment to provide additional information)

SECTION 4 – ASBESTOS CONTAINING MATERIAL(S) (ACM) INFORMATION **IS ASBESTOS PRESENT?**

- **YES** – A thorough inspection for the presence of absence of asbestos has been conducted and the written results indicate that asbestos **IS** present.
- **NO** – A thorough inspection for the presence of absence of asbestos has been conducted and the written results indicate that asbestos **IS NOT** present.
- **FRIABLE** – "Friable Asbestos-Containing Material" means any material which is applied onto ceilings, walls, structural members, piping, boilers, tanks, pumps, ductwork or any other part of the building containing more than 1 percent asbestos, by weight, and which when dry may be crumbled, pulverized, or reduced to powder by hand pressure. (See Definitions Section of Instructions & Section 6 of Notification Form)
- **NON-FRIABLE** – "Non-Friable Asbestos-Containing Material" means any asbestos-containing material that does not meet the definition of "FRIABLE". See Definitions Section of Instructions & Section 6 of Notification Form)
- **BOTH** – Both "Friable" and "Non-friable" materials are present on this project.

DID AN AHERA ACCREDITED INSPECTOR INSPECT THIS SITE?

Was the portion of the abatement project, or demolition area described in Section 2 of this form, thoroughly inspected by an AHERA Accredited Asbestos Inspector? Check ☒ the appropriate answer.

- **YES**
- **NO**
- **UNKNOWN**
- **ASSUMED ASBESTOS** - A thorough inspection for the presence of absence of asbestos HAS NOT been conducted but based on the type of material(s) being disturbed the decision has been made to treat the material(s) as ACM, meaning that all necessary precautions and procedures will be followed.
- **INSPECTOR NAME** - Name of individual who performed the inspection.
- **INSPECTOR PHONE** - Number at which the Inspector may be reached, starting with area code.
- **ACCREDITATION COURSE** - Name of course taken to obtain **ASBESTOS INSPECTOR** accreditation. For example: "Asbestos Inspector Initial", "Inspector Refresher"
- **CERTIFICATE NUMBER** - Number on the Asbestos Inspector Certificate of Completion issued by the Training Provider.
- **EXPIRES** - Expiration date on certificate issued by Training Provider.

SECTION 5 - WORK SCHEDULES

IMPORTANT NOTICE: A 10 (TEN) WORKING DAY NOTIFICATION IS REQUIRED FOR NON-EMERGENCY NOTIFICATIONS PRIOR TO COMMENCING ANY REGULATED ASBESTOS ACTIVITY!!!!

WORKING DAYS ARE CONSIDERED MONDAY THROUGH FRIDAY. A HOLIDAY FALLING ON THESE DAYS WILL BE COUNTED AS A WORKING DAY.

WORKING DAYS ARE COUNTED FROM THE DATE OF:

- US POST OFFICE POSTMARK DATE
- FEDEX/UPS SHIPPING DATE
- HAND DELIVERY OF NOTIFICATION
- DATE OF ADVANCE NOTIFICATION VIA FAX
- ELECTRONIC FILING OF PROJECT NOTIFICATION

NOTIFICATIONS POSTMARKED ON A SATURDAY OR SUNDAY DO NOT BEGIN THE 10 WORKING DAY NOTIFICATION PERIOD UNTIL THE FOLLOWING MONDAY.

FOR ALL PROJECTS -

Provide the project START date and END dates. NOTE: If the Consultant or Project Owner is submitting the project notification, and project dates are as yet undetermined, submit dates as **TBD** (To Be Determined). THE ABATEMENT OR DEMOLITION CONTRACTOR WHO RECEIVES THE CONTRACT MUST SUBMIT A REVISION TO UPDATE THE PROJECT DATES BEFORE WORK BEGINS.

WORK DAYS - Provide actual days of the week on which work will be performed - NOT the number of days worked per week. For example: "M, Tu, Th" or "M-F"

WORK HOURS - Provide the actual times of the day the crew will be on site - NOT the number of hours worked per day. For example "7A - 4P" or "5P - MIDNIGHT"

PHASED PROJECTS - If multiple buildings/structures are involved, break project into Phases, and identify project dates per Phase. Use an additional page to described phased project start and stop dates and work hours in detail.

SECTION 6 - ACM TYPES INFORMATION AND FEE SCHEDULE

Use this section to identify and type and total quantity of asbestos that will be disturbed during this project and calculate fees owed based on your findings. All ACM's identified in Section 4 must be described completely here.

ACM TYPE(S)

- Step 1 - Locate the type of ACM you will be disturbing in COLUMN A. Use the Category 1, 2 and RACM headings in COLUMN B to determine the material's current status, then locate the category the material will **MOST LIKELY BECOME** as a result of your abatement activities in COLUMN C.
- Step 2 - Show the combined LINEAR FOOT (LF) and/or SQUARE FOOTAGE of the material to be disturbed in COLUMN D, E, or F, depending on the determination made from the code in COLUMN C
- Step 3 - In COLUMN G1, circle the corresponding ACM type code for any material amount listed in COLUMN(S) D, E, or F. In COLUMN G2, enter the type code(s) in the space(s) labeled CAT 1, CAT 2, and RACM; and
- Step 4 - Total COLUMNS D, E, and F and insert the total(s) in the appropriate space(s) provided.

DEFINITIONS:

CATEGORY 1 NON-FRIABLE ACM includes asbestos-containing packing, gaskets, resilient floor covering, mastics, and asphalt roof products that contain greater than 1% asbestos. *Category 1 materials that will likely become friable as a result of removal activity must be listed in the RACM category instead of here.*

CATEGORY 2 NON-FRIABLE ACM includes any material, excluding Category 1 non-friable ACM, containing more than 1% asbestos that, when dry, cannot be crumbled, pulverized, or reduced to powder by hand pressure. These are the asbestos-cement products, including Transite. *Category 2 materials that will likely become friable as a result of removal activity must be listed in the RACM category instead of here.*

RACM (Regulated Asbestos-Containing Material) means friable asbestos containing material, Category 1 non-friable ACM that has become friable, Category 1 non-friable ACM that will be or has been subjected to sanding, grinding, cutting, or abrading, or Category 2 non-friable ACM that has a high probability of becoming or has become crumbled, pulverized, or reduced to powder by the forces expected to act on the material in the course of demolition or renovation operations

FEE CALCULATION SECTION

Step 1 - Use the check box ☒ to indicate whether the project is RESIDENTIAL (BOX H.) or NON-RESIDENTIAL (BOX I.).

Step 2 - Place the total from COLUMN F on the correct line provided in either "BOX H(a). - RESIDENTIAL" or "BOX I(a). - NON-RESIDENTIAL".

Step 3 - Multiply the number in BOX H.(a) or I(a) by .10 (Ten Cents - 10¢) and place the resulting amount in line H(b). or I(b). **THE RESULTING FIGURE IS THE AMOUNT OF FEES OWED AND WHICH MUST ACCOMPANY THE NOTIFICATION, SUBJECT TO THE MINIMUM/MAXIMUM FEES OUTLINED BELOW. IF FEES ARE DUE FOR ANY PROJECT, SHOW THE CHECK NUMBER AND TOTAL AMOUNT OF FEES DUE IN THE SPACE PROVIDED. IF YOU ARE NOT IMMEDIATELY SUBMITTING THE FEE CHECK, YOU MUST EXPLAIN WHY NOT AND IDENTIFY WHO IS RESPONSIBLE FOR THE FEE PAYMENT AND WHEN IT WILL BE SUBMITTED.**

RESIDENTIAL PROJECTS: Residential projects are subject to a minimum fee of \$25 and a maximum fee of \$50. THEREFORE, THE FEE YOU SUBMIT FOR RESIDENTIAL PROJECTS SHOULD NEVER BE LESS THAN \$25 AND NEVER BE MORE THAN \$50.

NON-RESIDENTIAL PROJECTS: Non-residential projects are subject to a minimum fee of \$25 and a maximum fee of \$1,000. THEREFORE, THE FEE YOU SUBMIT FOR NON-RESIDENTIAL PROJECTS SHOULD NEVER BE LESS THAN \$25 AND NEVER BE MORE THAN \$1,000.

DEFINITIONS:

RESIDENTIAL PROJECT: A residential dwelling means any family residence or apartment building with four or fewer dwelling units.

NONRESIDENTIAL PROJECT: A non-residential project means any project conducted on any building that would fall outside the guidelines established by the definition of a residential dwelling. I.E.: any non-residential structure, or any residential structure with five or more dwelling units.

SECTION 7 – BUILDING OWNER, WASTE TRANSPORTER, AND DISPOSAL SITE INFORMATION

WASTE TRANSPORTER:

- **NAME OF COMPANY**
- **CONTACT NAME:** Name of person at Transport Company to call, if necessary.
- **ADDRESS/CITY/STATE/ZIP/PHONE/FAX:** Complete all areas

DISPOSAL SITE INFORMATION

- **WASTE DISPOSAL SITE NAME:** Name of Landfill
- **DISPOSAL SITE COUNTY:** Provide County name
- **ADDRESS/CITY/STATE/ZIP/PHONE/FAX:** Complete all areas

BUILDING OWNER

- **OWNER OF PROJECT SITE/FACILITY:** Name of legal owner of facility/property.
- **OWNER'S REPRESENTATIVE:** Name of person (other than Contractor) acting on behalf of Owner, particularly if completing & submitting this form.
- **OWNER'S STREET ADDRESS:** For service of legal process if required.
- **OWNER'S MAILING ADDRESS**
- **CITY/STATE/ZIP/PHONE/FAX** Complete all areas
- **TELEPHONE NUMBER:** Number at which Contact person may be reached, starting with area code

SECTION 8 – WORK PRACTICES

The method(s) of demolition and/or renovation activity and a description of work practices and engineering controls to be used on this project. Describe fully what types of abatement and/or demolition activities are going to take place, the method(s) of removal and/or demolition that will be used, and controls in place to prevent asbestos emissions. Describe what clearance criteria will be used. Attach a separate sheet of paper if more room is needed to answer this section.

FOR EXAMPLE:

- "Wet spud bar and chemical removal of FT M with critical barriers. 1 negative air. Visual clearance only";
- "Wet spud bar removal of ACS over 6 mil plastic on ground. Place in plastic lined roll off dumpster. Visual clearance only"
- "Demo with front end loader. Push down, wet, and machine load into 30 CY roll off dumpster"

SECTION 9 - ADDITIONAL PROJECT INFORMATION

- **WILL ASBESTOS REMAIN IN THE PROJECT AREA?** Please answer "YES", "NO", or "UNKNOWN", and explain a YES or UNKNOWN answer.
- **IF NO ASBESTOS IS PRESENT, WAS THIS THE RESULT OF A PREVIOUS ABATEMENT?**
- **IF THE PROJECT WAS PREVIOUSLY ABATED, PROVIDE ALL REQUESTED INFORMATION FOR THE PRIOR ABATEMENT COMPANY.**

CERTIFICATION OF INFORMATION AND ACKNOWLEDGEMENT PROVIDE ALL REQUESTED INFORMATION - DO NOT LEAVE ANY SPACES BLANK AND INCLUDE SIGNATURE

PRINTED NAME OF AGENT/DESIGNEE - Print or type full name of person submitting form

SIGNATURE OF AGENT OR DESIGNEE - The person submitting this form must sign here

DATE - Date project notification is signed

REPRESENTING - Place check (☒) mark at appropriate title

- ☒ **OWNER** - Owner of Facility in which project is being performed
- ☒ **CONSULTING FIRM** - Asbestos or Environmental Consultant; Architect, Engineer
- ☒ **OTHER TRADE CONTRACTOR/OTHER TRADE TYPE** - Representing any other trade involved on this project. For example: "General Contractor", "Demolition", "Clearing & Grading", "Debris Clean-up", etc.
- ☒ **GA ABATEMENT CONTRACTOR** - An EPD Licensed Asbestos Abatement Contractor
 - **COMPANY CERTIFICATE NUMBER** - See "Company Certificate Number" Information in Section 3 Instructions.
 - **EXPIRATION DATE** - The date the company certificate expires

NOTE: If an Advance Project Notification form is submitted by someone other than the Contractor(s) who perform the asbestos abatement or demolition activities - such as the Consultant or Owner - in order to start the 10 working day notification period while the contract is out for bid, A REVISED NOTIFICATION MUST BE SUBMITTED BY THE CONTRACTOR TO WHOM THE PROJECT IS AWARDED BEFORE WORK BEGINS, AND THAT CONTRACTOR MUST SIGN THE CERTIFICATION AREA OF THE REVISED NOTIFICATION FORM.

ATTACHMENT A

DRUG - FREE WORKPLACE CERTIFICATION

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

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

certifies to Chatham County that a Drug-Free Workplace will be provided for the employees during the performance of this contract known as procurement **Asbestos Removat at County Jail on Montgomery Street** (PROJECT) pursuant to paragraph (7) of subsection (B) of Code Section 50-24-3. Also, the undersigned further certifies that he/she will not engage in the unlawful manufacture, sale, distribution, possession, or use of a controlled substance or marijuana during the performance of the contract.

CONTRACTOR

DATE

NOTARY

DATE

ATTACHMENT B

PROMISE OF NON-DISCRIMINATION STATEMENT

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

_____, _____
Title Name of Bidder

(herein after Company) in consideration of the privilege to bid/or propose on the following
Chatham County project procurement **Asbestos Removal at County Jail on Montgomery**
hereby consent, covenant and agree as follows:

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

Signature

Date

ATTACHMENT C

DISCLOSURE OF RESPONSIBILITY STATEMENT

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

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

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

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

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

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

6. List any contracts not completed on time.

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

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

I, _____, as _____
Name of individual Title & Authority

of _____, declare under oath that

Company Name _____

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

Signature

State of _____

County of _____

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

20__ by _____ representing him/herself to be

_____ of the company named herein.

Notary Public

My Commission expires:

Resident State: _____

DPC Form #45

ATTACHMENT D

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

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

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

Name of Project

Name of Public Employer

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

Executed on _____, ___, 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:

ATTACHMENT E

CHATHAM COUNTY, GEORGIA

**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, 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.

Bidder must verify Sub-Tier Contractors and Suppliers are not debarred, suspended, ineligible, pending County litigation or pending actions from any of the above government entities.

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

(Printed or typed Name of Signatory)

(Signature)

(Date)

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

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

ATTACHMENT F

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

Name of Bidder: _____

Name of Project: _____

Bid No: _____

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

MBE Total _____

WBE Total _____%

M/WBE Combined _____%

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

Signature _____ Print _____

Phone () _____

Fax () _____

ATTACHMENT G

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

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

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

OR

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

OR

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

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

Signature of Applicant: _____

Date _____

Printed Name: _____

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

* _____
Alien Registration number for non-citizens.

Notary Public
My Commission Expires:

REFERENCE FORM

REFERENCES - \$499,999 or more: On July 25, 2003 the Board of Commissioners directed that all construction projects with a bid of \$499,999 or less, for bidders to be responsive each must provide information on the most recent three (3) projects with similar scope of work as well as other information to determine experience and qualifications as follows. If the contractor has performed any work for the Chatham County Board of Commissioners within the last five (5) years, at least one (1) of the three (3) owner references must be from the appropriate party within the Chatham County Government

- a. Project Name: _____
 Location: _____
 Owner: _____
 Address: _____
 City and State: _____
 Contact: _____
 Phone & Fax: _____
 *Architect or Engineer: _____
 Contact: _____
 Phone & Fax: _____
 Email: _____
- b. The awarded bid amount and project start date. _____
- c. Final cost of project and completion date. _____
- d. Number of change orders. _____
- e. Contracted project completion in days. _____
- f. Project completed on time. Yes _____ No _____ Days exceeded _____
- g. List previous contracts your company performed for Chatham County by Project Title, date and awarded/final cost. _____
- h. Has contractor ever failed to complete a project? _____ If so, provide explanation. _____
- i. Have any projects ever performed by contractor been the subject of a claim or lawsuit by or against the contractor? _____ If yes, please identify the nature of such claim or lawsuit, the court in which the case was filed and the details of its resolution. _____

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REFERENCES - \$499,999 or more: On July 25, 2003 the Board of Commissioners directed that all construction projects with a bid of \$499,999 or less, for bidders to be responsive each must provide information on the most recent three (3) projects with similar scope of work as well as other information to determine experience and qualifications as follows. If the contractor has performed any work for the Chatham County Board of Commissioners within the last five (5) years, at least one (1) of the three (3) owner references must be from the appropriate party within the Chatham County Government

- a. Project Name: _____
 Location: _____
 Owner: _____
 Address: _____
 City and State: _____
 Contact: _____
 Phone & Fax: _____
 *Architect or Engineer: _____
 Contact: _____
 Phone & Fax: _____
 Email: _____
- b. The awarded bid amount and project start date. _____
- c. Final cost of project and completion date. _____
- d. Number of change orders. _____
- e. Contracted project completion in days. _____
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- b. The awarded bid amount and project start date. _____
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- g. List previous contracts your company performed for Chatham County by Project Title, date and awarded/final cost. _____
- h. Has contractor ever failed to complete a project? _____ If so, provide explanation. _____
- i. Have any projects ever performed by contractor been the subject of a claim or lawsuit by or against the contractor? _____ If yes, please identify the nature of such claim or lawsuit, the court in which the case was filed and the details of its resolution. _____

CHECKLIST FOR SUBMITTING BID

Sign below and submit this sheet with Bid

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

1. ACKNOWLEDGMENT OF ANY/ALL ADDENDUMS (Page 3 of ITB).
2. ORIGINAL SURETY BOND (5% OF BID) ALONG WITH SURETY REQUIREMENTS SHEETS FILLED OUT.
3. BID SHEET COMPLETELY FILLED OUT AND SIGNED.
4. "LIST OF SUBCONTRACTORS" SHEET FILLED OUT WITH ALL SUBCONTRACTORS AND SUPPLIERS.
5. "% TO MBE SUBCONTRACTORS/SUPPLIERS" SHEET COMPLETELY FILLED OUT SHOWING \$ AMOUNT AS WELL AS % OF PROJECT THAT IS PROJECTED TO GO TO MBE/WBE SUBCONTRACTORS/SUPPLIERS.
6. SECTION 2.31 OF ITB - **REFERENCES:** Read this section and submit the correct number of "References" (based on total dollar amount of project) Note: Supply ALL the information that is requested for each Reference. NOTE: *Forms for Reference Information are attached to this Bid Package.*
7. ALL FIRMS REQUESTING TO DO BUSINESS WITH CHATHAM COUNTY MUST REGISTER ON-LINE AT [HTTP://PURCHASING.CHATHAMCOUNTY.ORG](http://PURCHASING.CHATHAMCOUNTY.ORG).
8. COMPLETE AND SUBMIT ALL ATTACHMENTS TO THE ITB (Attachments A thru H). D-2 IS TO BE FILLED OUT FOR EACH SUBCONTRACTOR.

NAME/TITLE

COMPANY NAME

ADDRESS

CITY/STATE/ZIP

PHONE NUMBER

FAX NUMBER

LEGAL NOTICE

CC NO. 166841

Invitation to Bid

Sealed Bids will be received until **2:00 P.M.** on **MAY 30, 2017** and publicly opened in **Chatham County Purchasing & Contracting Department, at The Chatham County Citizens Service Center, 1117 Eisenhower Drive, Suite C, Savannah, Georgia 31406**, for: **BID NO : 17-0045-4 ASBESTOS REMOVAL AT COUNTY JAIL ON MONTGOMERY STREET.**

The Bid Package can be downloaded and printed from the County website <http://purchasing.chathamcounty.org> Also, all firms requesting to do business with Chatham County must also register on-line at website: <http://purchasing.chathamcounty.org>

For any additional questions regarding this bid , please contact Robert Marshall, Senior Procurement Specialist, at 912-790-1622.or rmmarshall@chathamcounty.org

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

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


MARGARET H. JOYNER, PURCHASING DIRECTOR

SAVANNAH NEWS/PRESS INSERT: May 22, 2017
Please send affidavit to:
Chatham County Purchasing & Contracting Department
1117 Eisenhower Drive, Suite C
Savannah, Georgia 31406
(912) 790-1622