LUMPKIN COUNTY BOARD OF COMMISSIONERS

INVITATION TO BID

#2015-018 DISASTER DEBRIS REMOVAL AND DISPOSAL SERVICES

SUBMISSIONS ARE DUE NO LATER THAN 4:00 PM, EST, FRIDAY, JANUARY 8, ~~2015~~ 2016,
AND SHOULD BE DELIVERED TO

LUMPKIN COUNTY BOARD OF COMMISSIONERS
ATTENTION: PURCHASING AGENT
99 COURT HOUSE HILL, SUITE D
DAHLONEGA, GEORGIA 30533

ELECTRONIC SUBMISSIONS VIA E-MAIL OR FAX WILL NOT BE ACCEPTED

INVITATION TO BID

Lumpkin County Board of Commissioners is soliciting sealed bids from qualified individuals or companies to provide professional services on an on-call basis under an annual contract to facilitate and coordinate the removal, collection and disposal of debris following a disaster. The Contractor shall provide all materials and services necessary in the performance of this bid. The County does not guarantee a minimum value for this contract.

A pre-bid meeting will not be held.

Sealed bids may be hand delivered or mailed to 99 Courthouse Hill, Suite D, Dahlonega, Georgia 30533 until 4:00 pm on Friday, January 8, 2016. Late proposals will not be accepted. Immediately following the deadline only the names of the bidders will be recorded and read aloud in the the 1st Floor Meeting Room at the above location. Detailed bid documents are available online at www.lumpkincounty.gov under the BIDS,RFP&RFQ link and in the Purchasing Agent's office.

Questions in reference to this ITB should be in writing to the Lumpkin County Purchasing Agent, Patti Jo Holder at pattijo.holder@lumpkincounty.gov or faxed to 706-482-2201 before 1:00 PM on December 23, 2015. All answers will be answered via addenda no later than 5:00 PM on December 30, 2015.

The Lumpkin County Board of Commissioners reserves the right to reject any and all bids and to waive any technicalities or irregularities and to award the bid based on the best interests of Lumpkin County.

1.0 GENERAL OVERVIEW

1.1 Purpose of Procurement

Lumpkin County Board of Commissioners is soliciting sealed bids from qualified individuals or companies to provide professional services on an on-call basis under an annual contract to facilitate and coordinate the removal, collection and disposal of debris following a disaster. It is the intent of this solicitation to enter into a pre-event contract, which would result in no immediate cost the Lumpkin County, Georgia. The Contractor shall provide all materials and services necessary in the performance of this bid. The County does not guarantee a minimum value for this contract.

2.0 INFORMATION TO VENDORS

2.1 Schedule of Events

DATE	ACTIVITY
December 9, 2015	Release of ITB
December 23, 2015, 1:00 PM, EST	Deadline for written questions to be submitted to Purchasing Director
December 30, 2015, 5:00 PM, EST	Answers to written questions posted to website: www.lumpkincounty.gov
January 8, 2016, 4:00 PM, EST	**Submittal Deadline**
January 19, 2016 6:00 PM, EST	Tentative Award Date

2.2 Bid Submission

One (1) original and three (3) copies of the complete signed submittal must be received by Friday, January 8, 2016 at 4:00 PM, EST. Bids must be submitted in a sealed envelope with the following information clearly written or typed on the outside:

Bidder's name and address
ITB # 2015-018 Disaster Debris Removal and Disposal Services

Hand delivered items will be accepted at the address listed in this document between the hours of 8:00 AM and 5:00 PM EST, Monday through Friday, excluding holidays observed by the Lumpkin County Board of Commissioners.

Bidders are responsible for informing any commercial delivery service, if used, of all delivery requirements and for ensuring that the required address information appears on the outer wrapper or envelope used by such service. NOTE: Many express mail and delivery services do not guarantee overnight by noon delivery to Lumpkin County.

Submission by USPS must be sent to the address listed in this document. The submittal must be signed by a company officer who is legally authorized to enter into a contractual relationship in the name of the vendor.

3. Contact Person

Vendors are encouraged to contact Patti Jo Holder, Purchasing Agent at (706)482-2655, by fax at (706)482-2201 or email pattijo.holder@lumpkincounty.gov to clarify any part of the ITB requirements. All questions that arise prior to the deadline for questions due date shall be directed to the contact person in writing via fax or email. Any unauthorized contact shall not be used as a basis for responding to this ITB and also may result in the disqualification of the vendor's submittal.

Vendors may not contact any elected official or other county employee to discuss the bid process or bid opportunities except: 1) through the Purchasing Agent named herein, or 2) as provided by existing work agreement(s). This policy shall be strictly enforced and the County reserves the right to reject the submittal of any vendor violating this provision.

4. Additional Information/Addenda

Lumpkin County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addenda issued prior to the due date posted on the County's website under the bid information. Vendors should not rely on any representations, statements or explanations other than those made in the ITB or in any addendum to this ITB. Where there appears to be a conflict between the ITB and any addenda issued, the last addendum issued will prevail. Vendors are advised to check the website for addenda before submitting their bids.

Vendors must acknowledge any issued addenda by including the Addenda Acknowledgement with the submittal packet. Bids which fail to acknowledge the vendor's receipt of any addendum will result in the rejection of the offer if the addendum contains information which substantively changes the Owner's requirements.

5. Late Submittal

Submittals received after the due date and time will not be considered. Lumpkin County Government assumes no responsibility for the premature opening of a bid not properly addressed and identified and /or delivered to the proper designation.

6. Rejection and Cancellation of Bid

Lumpkin County Government reserves the right to reject any and all submittals and reserves the right to waive any irregularities or informalities in any submittal or in the submittal procedure, when to do so would be to the advantage of Lumpkin County. Lumpkin County reserves the right to cancel this bid at any time.

7. Minimum ITB Acceptance Period

Submittals shall be valid and may not be withdrawn for a period of 90 days from the date specified for the receipt of submittals.

8. Non- Collusion Affidavit

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

9. Cost Incurred by Vendors

All expenses involved with the preparation and submission of the ITB to the Lumpkin County Board of Commissioners or any work performed in connection therewith is the responsibility of the vendor.

10. ITB Opening

Bids will be opened and read immediately following bid submittal deadline at the physical address stated in the document. A copy of the bid tabulation may be obtained from the Purchasing Director, after the bid has been awarded.

11. Open Records

All materials submitted in connection with this ITB will be public documents and subject to the Open Records Act and all other laws of the State of Georgia, the United States of America and the open records policies of Lumpkin County Board of Commissioners. All such materials shall remain the property of Lumpkin County and will not be returned to the respondent.

12. Taxes

Lumpkin County Government is tax exempt. No sales tax will be charged on any products or services. Lumpkin County cannot exempt any other person/vendor from applicable sales taxes that may be required of them in relations to this project. Selected vendor will be provided with Lumpkin County's Sales and Use Tax Certificate of Exemption upon request.

13. Vendor Information

All submissions shall include a completed vendor information form and a current W-9. These forms ae included in the submittal package that is part of this document. Failure to provide this information could result in the disqualification of the submitted bid.

14. Insurance

The selected vendor will be required to provide a Certificate of Insurance as proof of coverage while under contract with Lumpkin County. Lumpkin County Board of Commissioners shall be named as the certificate holder.

Worker's Compensation and Employer's Liability Insurance should be maintained in an amount not less than $1,000,000.00.

Comprehensive General Liability Insurance should be maintained in an amount not less than $1,000,000.00 per occurrence.

Automobile Liability Insurance should be maintained in an amount not less than $500,000.00 per occurrence. Such insurance shall include coverage for owned, hired and non-owned automobiles.

15. Bonds

If required**,** any combination of the following bonds may be requested by Lumpkin County:

Five (5%) bid bond
One hundred percent (100%) payment bond
One hundred percent (100%) performance bond

All bonds shall be made payable to Lumpkin County Board of Commissioners. Failure to submit appropriate bonding will result in automatic rejection of bid.

The bonding company must be authorized to do business in Georgia by the Georgia Insurance Commission, and listed in the Department of Treasury's publication of companies holding certificates of authority as acceptable surety on Federal bonds and as acceptable reinsuring companies and have an A.M. Best rating.

16. Anti-Discrimination

Lumpkin County does not discriminate on the basis of race, religion, color, sex, national origin, age or disability.

17. Georgia Security and Immigration Compliance Act

Vendors submitting a bid must provide the following information to indicate compliance with the Georgia Security and Immigration Compliance Act. The form is provided with the submittal package of this document.

SECTION II – GENERAL CONDITIONS

A. PURPOSE

Lumpkin County Board of Commissioners is soliciting sealed bids from qualified individuals or companies to provide professional services on an on-call basis under an annual contract to facilitate and coordinate the removal, collection and disposal of debris following a disaster. It is the intent of this solicitation to enter into a pre-event contract, which would result in no immediate cost the Lumpkin County, Georgia. The Contractor shall provide all materials and services necessary in the performance of this bid. The County does not guarantee a minimum value for this contract.

NOTE: Lumpkin County has tried to follow the FEMA model for this solicitation. If in the event, Lumpkin County has included language that conflicts with FEMA guidelines, FEMA rules and regulations shall prevail.

B. CONTRACT PERIOD

The initial term of a contract awarded as a result of this ITB shall be from January 1, 2016 through December 31, 2016. The contract may be renewed according to the terms stated herein for four (4) additional one (1) year periods.

The contract shall terminate absolutely and without further obligation at such time as appropriated and otherwise unobligated funds are no longer available to satisfy the obligations of the County under this contract. The County does not guarantee a minimum value for this contract.

If at any time, the County determines it is in its best interest to discontinue use of these services the County reserves the right to cancel this Agreement by giving thirty (30) days advance written notice.

C. SCOPE OF WORK

INTRODUCTION

Natural and man-made disasters precipitate a variety of debris that includes, but is not limited to, such things as trees, sand, gravel, building/construction materials, vehicles, personal property, etc.

The quantity and type of debris generated from any particular disaster is a function of the location and kind of event experienced, as well as its magnitude, duration, and intensity.

The quantity and type of debris generated, its location, and the size of the area over which it is dispersed directly impacts the type of collection and disposal methods used to address the debris problem, associated costs incurred, and the speed with which the problem can be addressed.

In a major or catastrophic disaster, Lumpkin County may have difficulty in locating staff, equipment, and funds to devote to debris removal, in the short as well as long term.

Private contractors play a significant role in the debris removal, collection, reduction, and disposal process.

The debris management program implemented by Lumpkin County will be based on the waste management approach of reduction, reuse, and reclamation, resource recovery, incineration, and land filling, respectively.

Concept of Operations
The Lumpkin County Road Department is responsible for the debris removal function. The Road Department (RD) will work in conjunction with designated support agencies, utility companies, waste management firms, and trucking companies to facilitate the debris clearance, collection, reduction, and disposal needs following a disaster. RD will be responsible for removing debris from the public right-of-way.

Because of the limited quantity of resources and service commitments following the disaster, Lumpkin County may be forced to rely heavily on private contractors to remove, collect, and manage debris for reuse, resource recovery, reduction, and disposal. When it is deemed necessary, and in the best interest of the county, the entire process (i.e., clearance, collection, transporting, reduction, and disposal, etc.) or segments of the process can be contracted out.

The Lumpkin County Road Department may also develop and maintain a list of approved contractors who have the capability to provide debris removal, collection, and disposal in a cost effective, expeditious, and environmentally sound manner following a disaster.

Responsibilities
This section is designed to outline which departments and/or agencies have responsibilities to provide debris removal service during the recovery phase of a local disaster. These agencies and their responsibilities are outlined below.

1. Lumpkin County Emergency Management Agency (EMA) – The Lumpkin County EMA is responsible for developing, maintaining, and exercising the Lumpkin County Debris Management Plan. The EMA Director will work with the heads of the other agencies and departments outlined in the plan to develop and implement this plan. The EMA Director will be responsible for coordinating the needed resources to facilitate debris removal which may include activating pre-event debris removal contracts with private vendors.

2. Lumpkin County Finance Department – The Lumpkin County Finance Department will responsible for ensuring that all aspects of the Debris Management plan are carried out in accordance with the appropriate accounting practices under applicable local, state, and federal regulations.

3. Lumpkin County Attorney – The Lumpkin County Attorney will be responsible for reviewing all contracts received from any vendor to ensure completeness, accuracy, and that they meet all applicable local, state, and federal legal requirements.

4. Lumpkin County Road Department – Lumpkin County Road Department is the primary department within Lumpkin County responsible for debris removal. They will be responsible for providing debris removal before, during, and after any disaster which affects Lumpkin County. If the event is of the magnitude that it overwhelms their resource capabilities, the Public Works Director will enact mutual aid agreements with neighboring jurisdictions. In the event that sufficient mutual aid is not available then the Public Works will communicate the need for additional resource support to the EMA Director who will then be responsible for coordinating the acquisition of additional resources which may include private contractors.

5. Volunteer Groups – Various volunteer groups have been identified to assist in debris removal and clean up during disaster operations. These groups would operate under authority of the Emergency Management Agency and be assigned to various support roles under the supervision and direction of the Road Department Superintendent. Examples of these types of volunteer groups are CERT, American Red Cross volunteers, local church, civic organizations, and others.

6. Private Contractors – Private contractors may be employed to supplement the efforts of County and volunteer work crews. If it is determined that the available resources are insufficient to complete the debris removal process in a timely manner then pre-selected private contractors may be utilized to perform all or parts of the clean up. They will be advised and given explicit details as to the scope of their operations. The extent of their involvement will be dictated by the needs of the county and are incident specific.

Priorities
The debris removal process must be initiated promptly and conducted in an orderly, effective manner in order to protect public health and safety following a major or catastrophic event. To achieve this objective, the first priority will be to clear debris from key roads in order to provide access for emergency vehicles and resources into the impacted area. Key roads in Lumpkin County are identified as follows:

1. US Hwy 19
2. Auraria Rd
3. Cavenders Creek Rd
4. Burnt Stand Road.
5. Town Creek Church Rd
6. Camp Wahsega Rd
7. Oak Grove Rd
8. Red Oak Flats Rd
9. Long Branch Rd.
10. SR 52
11. SR 115
12. SR 9
13. SR 60

The need and demand for critical services will be increased significantly following a disaster. Therefore, the second priority that debris removal resources will be assigned is providing access to critical facilities pre-identified by State and local governments. Critical facilities in Lumpkin County have been identified as:

1. Lumpkin County E911 Center (57B Pinetree Way)
2. Lumpkin County Fire Rescue Headquarters (57A Pinetree Way)
3. Lumpkin County Emergency Operations Center (57B Pinetree Way)
4. Lumpkin County Board of Commissioners (99 Courthouse Hill, Suite A)
5. Chestatee Regional Hospital (227 Mountain Drive)
6. Lumpkin County Detention Center (385 East Main Street)

The third priority for the debris removal teams to address will be the elimination of debris related threats to public health and safety. This will include such things as the repair, demolition, or barricading of heavily damaged and structurally unstable buildings, systems, or facilities that pose a danger to the public. Any actions taken to mitigate or eliminate the threat to the public health and safety must be closely coordinated with the owner or responsible party. If access to the area can be controlled, the necessary actions can be deferred.

Health and Safety
All workers operating under the authority of Lumpkin County will abide by the Lumpkin County Safety Policy. In addition to the County policy they are expected to abide by all applicable state and federal guidelines governing workplace safety. These policies and guidelines are issued to every employee upon being hired and are posted prominently when required. The Lumpkin County Risk Manager will serve as the Health and Safety Officer.

The health and safety of workers as well as the general public will be given the highest priority throughout the entire operation. During the daily briefing where crews are given their assignments, there will be time devoted to brief all personnel on safety practices and inform them of any accidents that may have occurred the previous work shift. Examples of safety topics that may be included in the briefings are things such as safety belt use, using PPE, being aware of the potential for shifting loads, working around charged electrical lines, etc. Crew leaders should ensure that every member of their crew is issued and uses proper protective equipment prior to beginning work to include but not limited to, hard hat, gloves and safety glasses. Other safety items to be considered are such things as dust masks, steel toed shoes, etc.

Personnel required to drive or operate heavy machinery will be checked to ensure that they have the proper license and/or certification to operate such equipment and/or vehicles.

A safety officer will be appointed for each crew including site monitoring activities. This safety officer will stop operations any time they witness anything deemed to be an unsafe act. If an individual is found to engage in unsafe actions on a continual basis they may be relieved from duty immediately. A written report will be made and a copy sent to the employee's immediate supervisor.

In accordance with County policy all accidents must be reported immediately, appropriate report and documentation completed, and drug screening performed before the individual(s) are allowed to return to duty.

Estimating Debris Quantities
The formula for estimating debris quantity is: **Q=H(C) (V) (B) (S)**

H (Households) =Population/3 (3 persons per household)
C (Category of Storm) =Factor (See table below)
V (Vegetation Multiplier) = Factor (See table below)
B (Commercial Density Multiplier) = Factor (See table below)
S (Precipitation Multiplier) = Factor (See table below)

Hurricane Category	Value of "C" Factor
1	2 CY
2	8 CY
3	26 CY
4	50 CY
5	80 CY

Vegetative Cover	Value of "V" Multiplier
Light	1.1
Medium	1.3
Heavy	1.5

Commercial Density	Value of "B" Multiplier
Light	1.0
Medium	1.2
Heavy	1.3

Precipitation	Value of "S" Multiplier
None to Light	1.0
Medium to Heavy	1.3

Once the amount of debris has been estimated, the county will require temporary storage sites the size of which can be determined by taking the following factors into consideration:

1. The debris pile shall be stacked to a height of no more than 10 feet.
2. 60% usage of the land area will be devoted to roads, safety buffers, and burn pits, household hazardous waste, etc.
3. 10 foot stack height = 3.33 yards
4. 1 acre = 4,840 square yards (sy)
5. Total volume per acre = 4,840 sy/ac x 3.33y = 16,133 cy/ac.

Using the above assumptions, the estimate of total debris from any hurricane will be within 30% plus or minus of the actual amount of debris accumulated.

Lumpkin County has estimated that under an average scenario, e.g., is a Category 3 hurricane, medium vegetation cover, light commercial density, and medium to heavy precipitation, the amount of acres needed for a temporary landfill is 45.4 acres. The calculation (assuming a population of 30,000) is as follows:

Q = H(C) (V) (B) (S)
Q = 10,000 x 26 x 1.3 x 1.0 x 1.3
Q = 439,400 CY of debris.

439,400 (CY of debris) / 16,133 (cy/ac) = 27.24 acres of debris.
27.24 acres x 1.66 (60% more area needed for roads, etc.)= 45.4 acres.

Note: To help visualize what 439,400 CY of debris looks like, picture a building occupying 1 acre. 1,000,000 CY of debris would create a stack 62' high on one acre. That building would be 27 feet high or approximately 2.7 stories high.

Site Selection
Debris storage and reduction sites will be identified and evaluated by the Lumpkin County Road Department based on their knowledge of the area and the availability of suitable county owned and/or maintained properties.

In most cases, debris will initially be placed in one of several temporary holding areas, determined before the onset of the disaster, until such time as a detailed plan of debris collection and disposal is prepared. This is not anticipated until after the local traffic has been restored. Temporary debris collection sites should be readily accessible by recovery equipment and should not require extensive preparation or coordination for use. Collection sites will be on public property to facilitate the implementation of the mission and mitigate against any potential liability requirements. Activation of sites will be under the control of the Director of Public Works, and will be coordinated with other recovery efforts through the Emergency Operations Center.

Construction and demolition debris from private property will not be accepted at any county owned collection site. Any construction and demolition debris will be disposed of directly at the Lumpkin County Transfer Station which is operated by a private contractor.

All of the above mentioned sites and any additional sites that may be identified during an event shall have drive thru access to facilitate increased safety and more efficient operations. All vehicles will enter through an access point clearly marked as "Entrance only" and pass through the monitoring station. They will be able to pull to the offload site and then exit through a separate point marked with "Exit Only" signage. At no time should a vehicle be required to back up or meet another vehicle traveling in the opposite direction.

Debris Classification
To facilitate the debris management process, debris will be segregated by type. It is recommended that the categories of debris established for recovery operations will be standardized. Lumpkin County will adopt the categories established for recovery operations by the U.S. Army Corps of Engineers*. Debris removed will consist of two broad categories, clean wood debris and construction and demolition (C&D) debris. Most common hurricane-generated debris will consist of 30% clean wood material and 70% C&D. Of the 70% mixed C&D it is estimated 42% will be burnable but require sorting, 5% will be soil, 15% will be metals, and 38% landfill.

Definitions of classifications of debris are as follows:

Burnable Materials: Burnable materials will be of two types with separate burn locations:

Burnable Debris: Burnable debris includes, but is not limited to, damaged and disturbed trees; bushes and shrubs; broken, partially broken and severed tree limbs; and bushes. Burnable debris consists predominately of trees and vegetation. Burnable debris does not include garbage or construction and demolition material debris.

Burnable Construction Debris: Burnable construction and demolition debris consists of non-creosote structural timber, wood products, and other materials designated by the coordinating agency representative.

Non-burnable Debris: Non-burnable construction and demolition debris includes, but is not limited to, creosote timber, plastic, glass, rubber and metal products, sheet rock, roofing shingles,

carpet, tires, and other materials as may be designated by the coordinating agency. Garbage will be considered non-burnable debris.

Stumps: Stumps will be considered tree remnants exceeding 24 inches in diameter; but no taller than 18 inches above grade, to include the stump ball. Any questionable stumps shall be referred to the designated coordinating agency representative for determination of its disposition.

Ineligible Debris: Ineligible debris to remain in place includes, but is not limited to, chemicals, petroleum products, paint products, asbestos, and power transformers.

Any material that is found to be classified as hazardous or toxic waste (HTW) shall be reported immediately to the designated coordinating agency representative. At the coordinating agency representative's direction, this material shall be segregated from the remaining debris in such a way as to allow the remaining debris to be loaded and transported. Standing broken utility poles, damaged and downed utility poles and appurtenances, transformers and other electrical material will be reported to the coordinating agency representative. Emergency workers shall exercise due caution with existing overhead and underground utilities and above ground appurtenances, and advise the appropriate authorities of any situation that poses a health or safety risk to workers on site or to the general population.

*Debris classifications developed and used by the Corps of Engineers in Hurricane Andrew recovery.

Debris Management Actions

Debris removal operations will be conducted in two phases. The initial phase will consist of clearing debris from affected areas identified as a high priority in order to maintain viable transportation corridors and provide essential services to the population at large. Many of these priority areas have been identified elsewhere in this plan. A preliminary damage assessment will be conducted concurrently with this phase of operation to determine the scope of damage as well as developing time and cost estimates for the recovery process.

Once the initial phase of debris removal operations has been concluded and damage assessments findings have been reviewed the next phase will begin which will involve clearing debris from all public right of ways and publicly owned property. During this phase it will likely be necessary to utilize the service of one or more of the debris removal contractors identified later in this plan with which Lumpkin County has established pre event contracts. This decision will be guided by the estimates provided in the preliminary damage assessment and the amount of available Road Department resources.

Site Monitoring

In order to ensure that all debris removal activities are conducted in a manner consistent with FEMA guidelines and to ensure that Lumpkin County retains its eligibility to receive funding for reimbursement should it become available, monitoring stations will be set up at each collection and disposal site. A site monitor will be established to ensure that debris is separated properly before being loaded at the loading site. All site monitoring will be conducted by Lumpkin County personnel whether operations are being conducted by Lumpkin County resources, private contractors, or both.

Once debris is loaded it will be hauled to the temporary disposal sites where it will be off loaded into the appropriate area. There will be a site manager assigned to oversee operations at these sites and to direct the efforts of the individual site monitors. As the driver enters the disposal site he will stop at a monitoring station where the load will be inspected to ensure that it has been separated, loaded properly, and is being transported in an approved container. The load will also be inspected and an estimated volume determined and recorded on the appropriate reporting forms. Once the load is cleared at the monitoring station it will proceed to the off load point where another monitor will supervise the off loading to ensure that the load is placed in the appropriate location and there are no problems with the load that may not have been identified at earlier stations.

Site Close Out
Each temporary debris staging and reduction site will eventually be emptied of all material and be restored to its previous condition and use.

Before activities begin ground and aerial photos will be taken, important features such as structures, fences, culverts, and landscaping will be noted. Random soil samples will be taken as well as water samples from existing wells. The site will be checked for volatile organic compounds.

After activities begin, constant monitoring of air quality and soil and water samples will take place. Photos, maps, and sketches of the site will be updated and fuel spills will be noted.

At close-out final testing of soil, water, and air quality and compared to original conditions. All ash will be removed and any remediation actions will be taken.

Disposal and Reduction
Once the debris is removed from the damage sites, it will be taken to the temporary land fills. The three methods of disposal are burning, recycling, and grinding/chipping.

Grinding and chipping will be utilized as a viable reduction method. Grinding and chipping reduces the volume on a 4 to 1 ratio. For grinding and chipping to be feasible, 25% of volume remaining must have some benefit or use.

The three primary burning methods are open burning, air curtain pit burning, and incineration. Any and all burning will be conducted with regards to all applicable local, state, and federal environmental regulations. Controlled open burning is a cost-effective method for reducing clean woody debris in rural areas. Burning reduces the volume by 95%, leaving only ash residue to be disposed of. Air curtain pit burning substantially reduces environmental concerns. The blower unit must have adequate air velocity to provide a “curtain effect” to hold smoke in and to feed air to the fire below. Portable incinerators use the same methods as air curtain pit systems. The only difference is that portable incinerators utilize a pre-manufactured pit in lieu of an onsite constructed earth/limestone pit.

Metals, wood, and soils are prime candidates for recycling. Most of the non-ferrous metals are suitable for recycling. The process for recycling debris is addressed in a later section of this plan.

Recycling
Every effort will be made to recycle as much debris related material as possible. Lumpkin County currently operates several local recycling centers where citizens can drop off recyclable materials, including white goods, and will manage recyclable material during a disaster in the same manner. Information on recycling options will be given to the public through press releases issued through the EOC throughout the event.

Reduction of vegetative debris is addressed in a later section of this plan. Several options are made available for the recycling of reduced vegetative debris. Once the debris is ground or chipped Lumpkin County will make efforts to identify possible businesses locally that have use for the reduced material. Likely sources will be local industries that currently burn wood shavings and tree bark in boilers. Once debris operations are concluded and a site can be safely established, reduced debris may be made available free of charge for citizens to use as mulch if an established desire for such use can be established. These options if utilized will reduce the impact on the local landfills.

White goods are currently included as part of the local recycling effort as well and would be extended during debris operations. White goods consist of such items as refrigerators, washing machines, dryers, electronics, etc. Once collected these items are sold to local scrap metal contractors who break them down and recover any hazardous materials contained in them such as Freon.

Lumpkin County will also explore options to recycle other types of debris that may be present during disaster recovery operations. Any type of material that can be recycled in a safe and legal manner will be in order to lessen the environmental impact on local landfills.

Environmental Requirements

In the event that Lumpkin County or a contractor operating under authority of the county chooses to operate a burn pit as a means of reducing debris certain environmental concerns will need to be addressed in accordance with locally established burn ordinances and state and federal environmental and air quality regulations. The following requirements for operating a burn pit will need to be adhered to:

1. A setback of at least 1,000 feet should be maintained between the debris piles and the incineration area. Keep at least 1,000 feet between the incineration area and the nearest building. Contractors should use fencing and warning signs to keep the public away from the incineration area.
2. The fire should be extinguished approximately two hours before anticipated removal of the ash mound. The ash mound should be removed when it reaches 2 feet below the lip of the incineration pit.
3. The incineration area should be placed in an above ground or below ground pit that is no wider than 8 feet and between 9 and 14 feet deep.
4. The incineration pits should be reinforced with earth anchors or wire mesh to support the weight of the loaders. There should be a 1-foot impervious layer of clay on the bottom of the pit to seal the ash from the aquifer.
5. The ends of the pits should be sealed with dirt or ash to a height of 4 feet.
6. A 12-inch dirt seal should be placed on the lip of the incineration pit area to seal the blower nozzle. The nozzle should be 3 to 6 inches from the end of the pit.
7. There should be 1-foot high, unburnable warning stops along the edge of the pit's length to prevent the loader from damaging the lip of the incineration pit.
8. Hazardous or contaminated ignitable material should not be placed in the pit. This is to prevent contained explosions.
9. The airflow should hit the wall of the pit about 2 feet below the top edge of the pit, and the debris should not break the path of the airflow except during dumping.
10. The pit should be no longer than the length of the blower system, and the pit should be loaded uniformly along the length.

Environmental requirements for site remediation are addressed in the Site Closeout section of this plan.

Hazardous Materials and Waste

Lumpkin County is not permitted to handle the disposal of household hazardous waste that may be present among storm debris. In the event that such waste disposal becomes necessary Lumpkin County will ensure that those items deemed hazardous, such as aerosol cans, paints, solvents, flammable liquids, poisons, etc., are separated from other types of debris. Citizens will be instructed to take these items to a certified hazardous waste disposal site. In Lumpkin County, Care Environmental Inc. is certified and licensed to handle such household hazardous waste. Lumpkin County will also contract with Care Environmental to handle the disposal of hazardous waste found on public property for which Lumpkin County is responsible.

Permits

The responsibility for obtaining and maintaining any and all applicable permits associated with debris removal operations would fall on the Lumpkin County Public Works Director. Based on current plans and practices it is not anticipated that any permits will be required beyond the ones that are currently maintained by the Road Department for operation of their inert landfill and solid waste management program. If special permits related to traffic flow become necessary they should be obtained from the Lumpkin County Sheriff's Office or Georgia Department of Transportation depending on whether the roads are state or county owned routes. Permits for establishment of burn pits would be obtained from the Lumpkin County Fire Chief.

Private Property
Debris removal from private property is the responsibility of the individual property owner. If debris on residential property and private businesses is so widespread that public health, safety or economic recovery of the community is threatened, the Public Health Director may authorize the demolition and removal of debris as part of a local health emergency under the authority granted by the State of Georgia. Whenever possible efforts should be made to seek prior approval from FEMA Debris Management Specialist to ensure that operations are conducted in a manner that will allow for reimbursement of expenses should such reimbursement funding become available. There are currently no local ordinances or laws granting provisions for Lumpkin County employees to conduct work on private property during a disaster.

Public Information
During any disaster the Lumpkin County Emergency Management Director (EMA) will be responsible for dissemination of timely and accurate information to the media and the general public regarding the ongoing efforts of the local agencies in conducting debris removal operations. As part of the informational campaign of the EMA Director they will need to develop effective press releases to educate citizens on how the debris removal process will be coordinated and accurately explain what will and will not be removed by work crews under the direction of Lumpkin County and its represented agencies. Proper education on how to separate debris categorically will be vital to ensuring that debris removal operations can move forward as rapidly and efficiently as possible. This information should be coordinated through the Lumpkin County EMA and Road Department. It would also be advisable to develop fact sheets that can be handed out to citizens by workers in the field. This can often times eliminate confusion that may arise from individuals who are simply uninformed of appropriate processes.

D. PROPERTY DECRIPTION

Lumpkin County, rest at the foothills of the Blue Ridge Mountains and covers 283 square miles. The 2014 census estimates reported 31,176 residents live within Lumpkin County.

E. ADMINISTRATION

The Contractor shall employ and assign only qualified and competent personnel to perform any service or task involved in this project. The Contractor shall designate one such person as a Project Manager, and the Project manager shall be deemed to be the Contractor's authorized representative, who shall be authorized to receive and accept any and all communications from the County. The County shall name a Project Manager who shall be authorized to generate, receive and accept communication as an authorized representative of the County.

The Contractor hereby agrees to replace any personnel or sub-contractor, at no cost or penalty to the County, if the County reasonably determines that the performance of any sub-contractor or personnel is unsatisfactory.

F. PAYMENT

Payment terms are net thirty (30) days Lumpkin County is exempt from all Federal, State and Local excise tax. Invoice should be mailed to:

Lumpkin County Board of Commissioners
Attn: Accounts Payable
99 Courthouse Hill, Suite D
Dahlonega, GA 30533

G. ACCURACY OF WORK

The Contractor shall be responsible for the accuracy of the work performed and shall promptly correct its errors and omissions without additional compensation. Acceptance of the work by the County will not relieve the Contractor of the responsibility for subsequent correction of errors, the clarification of any ambiguities, or the costs associated with any additional work caused by negligent acts, errors, or omissions by the Contractor or latent defects in the products sold by the Contractor.

At any time during the execution of this project or during any phase of work performed by others based on data secured by the Contractor under this Agreement, the Contractor shall confer with the County for the purpose of interpreting the information supplied by the Contractor and to correct any errors or omissions. The above consultations, clarifications, and/or corrections shall be made without added compensation to the Contractor. The Contractor shall give immediate attention to these changes so there will be minimum delay to others. The Contractor shall be responsible for errors and omissions and save harmless the County and its agents as provided in this Agreement.

H. OWNERSHIP

Reports, plans, data, statistics, specifications, and other supporting records compiled or prepared in the performance of the Services required by this Contract, shall be the absolute property of the County and shall not be used by the Contractor for purposes unrelated to this Contract without the prior written approval of the County. Such original documents shall be turned over to the County upon completion of the contract except that Contractor shall have the right to retain copies of the same.

I. NEWS RELEASES BY CONTRACTOR

As a matter of policy, the County does not endorse the products or services of a Contractor. News releases concerning any resultant contract from this solicitation shall not be made by a Contractor without the prior written approval of the County. All proposed news releases shall be routed to the Lumpkin County Purchasing Director for review and approval.

J. CANCELLATION

It is understood and agreed by the parties hereto that if any part, term, or provision of this Contract is held illegal or in conflict with any law of the State where made or having jurisdiction over any of the parties hereto, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Contract did not contain the particular part, term, or provisions held to be invalid.

The COUNTY and the Contractor agree to resolve through negotiation or mediation prior to filing any cause of action. The venue for any litigation arising from this contract shall be Lumpkin County, Georgia**.**

The County reserves the right to cancel the contract and discontinue the services with a thirty (30) day written notice as a result of the failure of the Contractor to provide acceptable work and services as delineated in the response to this document or if determined that services can be better provided by in-house or other sources.

H. DRUG FREE WORKPLACE

By submission of a Proposal, the Contractor certifies that the provisions of Code Sections 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-free Workplace Act", have been complied with in full. The Contractor further certifies that:

1. A drug-free workplace will be provided for the Contractor's employees during performance of the contract; and

2. Each Contractor who hires a sub Contractor to work in a drug-free work place shall secure from that sub Contractor the following written certification:

3. As part of the subcontracting agreement with (Contractor's name), (Sub Contractor's name) certifies to the Contractor that a drug-free workplace will be provided for the sub Contractor's employees during the performance of this Contract pursuant to Paragraph (7) of Sub-section (b) of Code Section 50-24-3".

4. The Contractor further certifies that he will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Contract.

I. ASSIGNMENT OF CONTRACTURAL RIGHTS

It is agreed that the Contractor will not assign, transfer, convey, or otherwise dispose of a contract that may result from this bid or his right, title, or interest in or to the same, or any part thereof, without written consent of the County.

J. INDEMNITY

To the fullest extent permitted by law, the Contractor will indemnify, defend, and hold Lumpkin County harmless from and against any and all claims, damages, losses, and expenses, including, but not limited to, fees and charges of attorneys and court and arbitration costs, arising out of or resulting from the negligent acts, negligent omissions, willful misconduct, or reckless misconduct of the Contractor or anyone for whom the Contractor is responsible.

H. DOCUMENTS DEEMED PART OF CONTRACT

All Contract Documents issued by the Owner and executed by both parties through the completion of the project shall be deemed part of the contract. No documentation or information provided by the proposer or contractor, as part of this proposal or otherwise, shall be deemed part of the contract unless and until incorporated into the contract documents issued by the Owner.

VENDOR'S CHECKLIST AND BID SUBMITTAL PACKET

COMPANY NAME: _____

PLEASE INDICATE YOU HAVE COMPLETED THE FOLLOWING DOCUMENTATION AND SUBMIT THEM IN THE FOLLOWING ORDER:

☐ INFORMATION

☐ EXECUTION OF PROPOSAL

☐ PRICE PROPOSAL

☐ BID BOND 5%

☐ AFFIDAVIT OF NON-COLLUSION

☐ DRUG-FREE WORKPLACE

☐ADDENDA ACKNOWLEDGEMENT

☐GEORGIA'S SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

☐COMPLETED W9

☐PROOF OF INSURANCE CERTIFICATION

☐COPY OF ANY CERTIFICATIONS REQUESTED WITHIN ITB (IF APPLICABLE)

_____	_____
AUTHORIZED SIGNATURE	TITLE
_____	_____
PRINT NAME	DATE

THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH BID

VENDOR'S INFORMATION FORM

1. LEGAL BUSINESS NAME_____

2. STREET ADDRESS _____

3. CITY, STATE & ZIP_____

4. TYPE OF BUSINESS: STATE OF REGISTRATION:_____
(ASSOCIATION, CORPORATION, PARTNERSHIP, LIMITED LIABILITY COMPANY, ETC.)

5. NAME & TITLE OF AUTHORIZED SIGNER: _____

6. PRIMARY CONTACT _____

7. PHONE FAX_____

8. E-MAIL _____

9. COMPANY WEBSITE_____

10. HAS YOUR COMPANY EVER BEEN DEBARRED FROM DOING BUSINESS WITH ANY FEDERAL, STATE, OR LOCAL AGENCY?

YES _____ NO _____

IF YES, PLEASE STATE THE AGENCY NAME, DATES, AND REASON FOR DEBARMENT.

_____

_____

_____

THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH BID

VENDOR'S EXECUTION OF PROPOSAL FORM

DATE: _____

THE POTENTIAL CONTRACTOR CERTIFIES THE FOLLOWING BY PLACING AN "X" IN ALL BLANK SPACES:

___ THAT THIS BID WAS SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE FIRM.

___ THAT THE POTENTIAL CONTRACTOR HAS DETERMINED THE COST AND AVAILABILITY OF ALL MATERIALS AND SUPPLIES ASSOCIATED WITH PERFORMING THE SERVICES OUTLINED HEREIN.

___ THAT ALL LABOR COSTS ASSOCIATED WITH THIS PROJECT HAVE BEEN DETERMINED, INCLUDING ALL DIRECT AND INDIRECT COSTS.

___ THAT THE POTENTIAL CONTRACTOR AGREES TO THE CONDITIONS AS SET FORTH IN THIS INVITATION TO BID WITH NO EXCEPTIONS.

THEREFORE, IN COMPLIANCE WITH THE FOREGOING **BID**, AND SUBJECT TO ALL TERMS AND CONDITIONS THEREOF, THE UNDERSIGNED OFFERS AND AGREES, IF THIS PROPOSAL IS ACCEPTED WITHIN SIXTY (60) DAYS FROM THE DATE OF THE OPENING, TO FURNISH THE SERVICES FOR THE PRICES QUOTED WITHIN THE TIMEFRAME REQUIRED.

_____

BUSINESS NAME

_____

AUTHORIZED SIGNATURE DATE

_____

TYPED NAME & TITLE

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR BID

VENDOR'S PRICING FORM

Category	Field Name & Description	Unit	Cost per Unit	Established Total Units	Total
Vegetative Collect & Haul	0-15 Miles Veg from Rights-of-Way (ROW) to Debris Management Site (DMS) *Vegetative collect and removal for haul distance up to 15 miles*	CY			
	16-30 Miles Veg from ROW to DMS *Vegetative collect and removal for haul distance between 16-30 miles*	CY			
	31-60 Miles Veg from ROW to DMS *Vegetative collect and removal for haul distance between 31-60 miles*	CY			
	60+ Miles Veg from ROW to DMS *Vegetative collect and removal for haul distance 60+ miles*	CY			
	Single Price Veg from ROW to DMS *A single price Vegetative collect and removal for any haul distance*	CY			
Management &Reduction	Grinding *Grinding/chipping vegetative debris*	CY			
	Air Curtain Burning *Air curtain burning vegetative debris*	CY			
	Open Burning *Open burning vegetative debris*	CY			
	Compacting *Compacting vegetative debris*	CY			
	Debris Management Site Management *Preparation, management, and segregating at debris management site*	CY			
C&D Collect & Haul	0-15 Miles C&D from ROW to DMS *C&D collect and removal for haul distance up to 15 miles*	CY			
	16-30 Miles C&D from ROW to DMS *C&D collect and removal for haul distance between 16-30 miles*	CY			
	31-60 Miles C&D from ROW to DMS *C&D collect and removal for haul distance between 31-60 miles*	CY			
	60+ Miles C&D from ROW to DMS *C&D collect and removal for haul distance 60+ miles*	CY			
	Single Price Veg from ROW to DMS *A single price C&D collect and removal for any haul distance*	CY			
Final Disposal	0-15 Miles from DMS to Final Disposal *Transport processed debris from DMS to final disposal 0-15 miles*	CY			
	16-30 Miles from DMS to Final Disposal *Transport processed debris from DMS to final disposal between 16-30 miles*	CY			
	31-60 Miles from DMS to Final Disposal *Transport processed debris from DMS to final disposal between 31-60 miles*	CY			

VENDOR'S PRICING FORM

Category	Field Name & Description	Unit	Cost per Unit	Established Total Units	Total
Final Disposal	60+ Miles from DMS to Final Disposal *Transport processed debris from DMS to final disposal for 60+ miles*	CY			
	Single Price Veg from ROW to DMS *A single price transport of processed debris from DMS to final disposal*	CY			
	Tipping Fees (Vegetative) *Fee includes negotiated contract price or pass through amount for vegetative*	CY			
	Tipping Fees (Mix) *Fee includes negotiated contract price or pass through amount for Mix*	CY			
	Tipping Fees (C&D) *Fee includes negotiated contract price or pass through amount for C&D*	CY			
Tree Operations	Hazardous Tree 6" - 12" *Hazardous tree removal for a 6"-12" trunk diameter*	Tree			
	Hazardous Tree 13" - 24" *Hazardous tree removal for a 13"-24" trunk diameter*	Tree			
	Hazardous Tree 25" - 36" *Hazardous tree removal for a 25"- 36" trunk diameter*	Tree			
	Hazardous Tree 37" - 48" *Hazardous tree removal for a 37"- 48" trunk diameter*	Tree			
	Hazardous Tree 49"+ *Hazardous tree removal for a 49"+ trunk diameter*	Tree			
	Trees with Hazardous Limbs >2" *Hazardous hanging limb removal*	Tree			
	Hazardous Stumps > 24" - 36" *Hazardous stump removal for a 24" - 36" stump diameter*	Stump			
	Hazardous Stumps > 37" - 48" *Hazardous stump removal for a 37" - 48" stump diameter*	Stump			
	Hazardous Stumps > 49"+ *Hazardous stump removal for 49+" stump diameter*	Stump			
	Stump Fill Dirt *Fill dirt for stump holes after removal*	CY			
Specialty Removal	Waterway Debris Removal *Debris Removal from canals, rivers, creeks, streams, and ditches*	CY			
	Sand Collection & Screening *Pick up, screen and return debris laden sand/mud/dirt/rock*	CY			
	Vehicle Removal *Removal of eligible vehicle*	Unit			
	Vessel Removal (land) *Removal of eligible vehicle*	LF			

VENDOR'S PRICING FORM

Category	Field Name & Description	Unit	Cost per Unit	Established Total Units	Total
Specialty Removal	Vessel Removal (marine) *Removal of eligible vehicle from waterway*	LF			
	Carcass Removal of debris that will decompose (animals and organic fleshy matter)	Pound			
	ROW White Goods Removal *Pick up and haul of white goods to disposal site*	Unit			
	Freon Management *Freon management and recycling*	Unit			
	Demolition of Private Structure	CY			
	Electronic Waste Removal of electronic debris that contains hazardous materials, such as cathode ray tubes. Includes computers, monitors and televisions.	Unit			
	Silt Removal				
	Putrescent Removal *Removal of debris that will decompose or rot (animals and organic fleshy matter)*				
	Bio-waste *Removal of waste capable of causing infection to humans (animal waste, human blood, pathological waste)*	Pound			
	Household Hazardous Waste (HHW) *HHW removal and disposal*	Pound			
Restoration	Beach/Lake Restoration *Berm/Beach Construction*	CY			
	Canal Shoreline Restoration	LF			
Monitoring	Debris Management Site Debris Monitors	Hour			
	Debris Collection Site Debris Monitors (Field Monitors)	Hour			
	Sr. Technician/Field Supervisor	Hour			
	Clerical Staff	Hour			
	Clerical Supervisor	Hour			

VENDOR'S AFFIDAVIT OF NON-COLLUSION

I, _____

CERTIFY THAT THIS PROPOSAL IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT, OR CONNECTION WITH ANY CORPORATION, FIRM, OR PERSON SUBMITTING A BID/PROPOSAL FOR THE SAME SERVICES AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I UNDERSTAND THAT COLLUSIVE BIDDING IS A VIOLATION OF STATE AND FEDERAL LAW AND CAN RESULT IN FINES, PRISON SENTENCES, AND CIVIL DAMAGES AWARDS.

I CERTIFY THAT I DID NOT PREVENT OR ATTEMPT TO PREVENT COMPETITION IN BIDDING OR PROPOSALS BY ANY MEANS WHATSOEVER. I DID NOT PREVENT OR ENDEAVOR TO PREVENT ANYONE FROM MAKING A BID OR PROPOSAL BY ANY MEANS WHATEVER. I DID NOT, NOR WILL I, CAUSE OR INDUCE ANOTHER TO WITHDRAW A BID OR PROPOSAL FOR THE WORK.

I HAVE NOT DIRECTLY OR INDIRECTLY VIOLATED SUBSECTION (D) OF O.C.G.A § 36-91-21, NOR HAS ANY OFFICER, REPRESENTATIVE, AGENT OR OTHER PERSON ACTING ON BEHALF OF MY COMPANY.

IF THIS OATH IS FALSE, THE CONTRACT SHALL BE VOID, AND ALL SUMS PAID BY LUMPKIN COUNTY ON THE CONTRACT MAY BE RECOVERED BY APPROPRIATE ACTION.

COMPANY NAME: _____

_____

AUTHORIZED REPRESENTATIVE (SIGNATURE) DATE

_____

AUTHORIZED REPRESENTATIVE/TITLE

_____

(PRINT OR TYPE)

This affidavit is given this _____ day of _____, 2015.

Sworn to and subscribed before me this _____ day of _____, 2015.

_____ _____

Notary Public Commission Expires

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR BID

DRUG- FREE WORKPLACE FORM

I HEREBY CERTIFY THAT I AM A PRINCIPLE AND DULY AUTHORIZED REPRESENTATIVE OF:

_____

WHOSE ADDRESS IS: _____

AND IT IS ALSO THAT:

The provisions of Section § 50.24.1 through § 50.24.6 of the Official Code of Georgia Annotated, relating to the "Drug Free Workplace Act" have been complied with in full; and,

A drug free workplace will be provided for the CONTRACTOR'S employees during the performance of the contract; and,

Each subcontractor hired by the CONTRACTOR shall be required to ensure that the subcontractor's employees are provided a drug free workplace. The CONTRACTOR shall secure from that subcontractor the following written certification: "As part of the subcontracting agreement with

_____

certifies to the CONTRACTOR that a drug free workplace will be provided for the subcontractor's employees during the performance of this contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section § 50.24.3"; and,

It is certified that the undersigned will not engage in unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the contract.

_____

SIGNATURE _____ DATE _____

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR BID

ADDENDA ACKNOWLEDGEMENT

THE VENDOR HAS EXAMINED AND CAREFULLY STUDIED THE BID AND THE FOLLOWING ADDENDA, RECEIPT OF ALL OF WHICH IS HEREBY ACKNOWLEDGED:

ADDENDUM NO. _____

ADDENDUM NO. _____

ADDENDUM NO. _____

ADDENDUM NO. _____

_____ _____

AUTHORIZED REPRESENTATIVE (SIGNATURE) DATE

_____

AUTHORIZED REPRESENTATIVE/TITLE
(PRINT OR TYPE)

VENDORS MUST ACKNOWLEDGE ANY ISSUED ADDENDA. BIDS WHICH FAIL TO ACKNOWLEDGE THE VENDOR'S RECEIPT OF ANY ADDENDUM WILL RESULT IN THE REJECTION OF THE OFFER IF THE ADDENDUM CONTAINED INFORMATION WHICH SUBSTANTIVELY CHANGES THE OWNER'S REQUIREMENTS.

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR BID

GEORGIA SECURITY & IMMIGRATION COMPLIANCE (GSIC) ACT AFFIDAVIT

AS PER THE GEORGIA SENATE BILL 529 AND SENATE BILL 447, THE GEORGIA DEPARTMENT OF LABOR HAS PROMULGATED NEW RULES FOR THE IMPLEMENTATION OF SECTION 2. O.C.G.A. §13-10-91 AND CHAPTER 300-10-01-.02 STATE THAT NO GEORGIA PUBLIC EMPLOYER SHALL ENTER INTO A CONTRACT FOR THE PHYSICAL PERFORMANCE OF SERVICES WITHIN THE STATE OF GEORGIA UNLESS THE CONTRACTOR REGISTERS AND PARTICIPATES IN A FEDERAL WORK AUTHORIZATION PROGRAM TO VERIFY THE WORK ELIGIBILITY INFORMATION OF ALL OF ITS NEW EMPLOYEES.

THE EMPLOYMENT ELIGIBILITY VERIFICATION "E-VERIFY" SITE OPERATED BY THE U.S. CITIZENSHIP AND IMMIGRATION SERVICES BUREAU OF THE U.S. DEPARTMENT OF HOMELAND SECURITY IS THE ELECTRONIC FEDERAL WORK AUTHORIZATION PROGRAM TO BE UTILIZED FOR THESE PURPOSES.

THE WEBSITE IS HTTPS://E-VERIFY.USCIS.GOV/ENROLL/

BY EXECUTING THE ATTACHED CONTRACTOR AFFIDAVIT, CONTRACTOR VERIFIES ITS COMPLIANCE WITH O.C.G.A. §13-10-91 STATING AFFIRMATIVELY THAT THE INDIVIDUAL, FIRM OR CORPORATION WHICH IS CONTRACTING WITH THE LUMPKIN COUNTY BOARD OF COMMISSIONERS HAS REGISTERED AND IS PARTICIPATING IN THIS FEDERAL WORK AUTHORIZATION PROGRAM IN ACCORDANCE WITH THE APPLICABILITY PROVISIONS AND DEADLINES ESTABLISHED IN THIS STATUTE.

CONTRACTOR FURTHER AGREES THAT SHOULD IT EMPLOY OR CONTRACT WITH ANY SUB-CONTRACTOR(S) FOR THE PHYSICAL PERFORMANCE OF SERVICES PURSUANT TO THE CONTRACT WITH THE LUMPKIN COUNTY BOARD OF COMMISSIONERS, CONTRACTOR WILL SECURE FROM THE SUB-CONTRACTOR(S) VERIFICATION OF COMPLIANCE WITH O.C.G.A. §13-10-91 ON A SUB-CONTRACTOR AFFIDAVIT AND SHALL PROVIDE A COPY OF EACH SUCH VERIFICATION TO THE LUMPKIN COUNTY BOARD OF COMMISSIONERS AT THE TIME THE SUB-CONTRACTOR(S) IS RETAINED TO PERFORM SUCH SERVICES.

PLEASE COMPLETE THE ATTACHED AFFIDAVIT AND RETURN IT TO:

PATTI JO HOLDER
LUMPKIN COUNTY PURCHASING AGENT
99 COURTHOUSE HILL, SUITE D DAHLONEGA, GA
30533 FAX: (706) 482-2201
EMAIL: PATTIJO.HOLDER@LUMPKINCOUNTY.GOV

LUMPKIN COUNTY BOARD OF COMMISSIONERS

SAVE AFFIDAVIT

(SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS)

AFFIDAVIT FOR A PUBLIC BENEFIT AS REQUIRED BY THE GEORGIA IMMIGRATION REFORM AND ENFORCEMENT ACT OF 2011

BY EXECUTING THIS AFFIDAVIT UNDER OATH, AS AN APPLICANT FOR A PUBLIC BENEFIT AS REFERENCED IN THE GEORGIA ILLEGAL IMMIGRATION REFORM AND ENFORCEMENT ACT OF 2011 [O.C.G.A. § 50-36-1(E)(2)], I AM STATING THE FOLLOWING:

_____I AM A UNITED STATES CITIZEN; OR

_____I AM A LEGAL PERMANENT RESIDENT OF THE UNITED STATES*; OR

_____I AM AN OTHERWISE QUALIFIED ALIEN OR NON-IMMIGRANT UNDER THE FEDERAL IMMIGRATION AND NATIONALITY ACT 18 YEARS OF AGE OR OLDER AND LAWFULLY PRESENT IN THE UNITED STATES.*

*****ALIEN REGISTRATION NUMBER FOR NON-CITIZENS ISSUED BY THE DEPARTMENT OF HOMELAND SECURITY OR OTHER FEDERAL IMMIGRATION AGENCY IS: _____

AT LEAST ONE SECURE AND VERIFIABLE DOCUMENT FOR IDENTIFICATION PURPOSES MUST BE PROVIDED AS REQUIRED BY O.C.G.A. § 50-36-1 (E) (1). SEE LIST ON PAGE 2 OF THIS DOCUMENT.

****

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 AND FACE CRIMINAL PENALTIES AS ALLOWED BY SUCH CRIMINAL STATUTE.

_____

APPLYING ON BEHALF/NAME OF ASSOCIATED BUSINESS

_____

SIGNATURE OF APPLICANT DATE

_____

PRINTED NAME

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE_____DAY OF_____201_

NOTARY PUBLIC _____

MY COMMISSION EXPIRES: _____ [NOTARY SEAL]

***NOTE:** O.C.G.A. 50-36-1(E) (2) REQUIRES THAT ALIENS UNDER THE FEDERAL IMMIGRATION AND NATIONALITY ACT, TITLE 8 U.S.C., AS AMENDED, PROVIDES THEIR ALIEN REGISTRATION NUMBER. BECAUSE LEGAL PERMANENT RESIDENTS ARE INCLUDED IN THE FEDERAL DEFINITION OF "ALIEN", LEGAL PERMANENT RESIDENTS MUST ALSO PROVIDE THEIR ALIEN REGISTRATION NUMBER.

E-VERIFY AFFIDAVIT

SECURE AND VERIFIABLE DOCUMENTS UNDER O.C.G.A.§50-36-2

[ISSUED AUGUST 1, 2011 BY THE OFFICE OF THE ATTORNEY GENERAL, GEORGIA]

THE FOLLOWING LIST OF SECURE AND VERIFIABLE DOCUMENTS, PUBLISHED UNDER THE AUTHORITY OF O.C.G.A. §50-36-2, CONTAINS DOCUMENTS THAT ARE VERIFIABLE FOR IDENTIFICATION PURPOSES, AND DOCUMENTS ON THIS LIST MAY NOT NECESSARILY BE INDICATIVE OF RESIDENCY OR IMMIGRATION STATUS.

INDICATE AND ATTACH A COPY OF THE DOCUMENT (FRONT AND BACK)

☐ United States passport or passport card
☐ United States military identification card
☐ Merchant Mariner Document or Merchant Mariner Credential issued by the United States Coast Guard
☐ Secure Electronic Network for Travelers Rapid Inspection (SENTRI) card
☐ Driver's license issued by one of the United States, the District of Columbia, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth gender, height, eye color, and address to enable the identification of the bearer.
☐ Identification card issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin ISLAND, AMERICAN SAMOA, OR THE SWAIN ISLANDS, PROVIDED THAT IT CONTAINS A PHOTOGRAPH OF THE BEARER OR LISTS SUFFICIENT IDENTIFYING INFORMATION REGARDING THE BEARER, SUCH AS NAME, DATE OF BIRTH GENDER, HEIGHT, EYE COLOR AND ADDRESS TO ENABLE THE IDENTIFICATION OF THE BEARER.
☐ Tribal identification card issued by one of the United States, the District of Columbia, the Commonwealth of PUERTO RICO, GUAM, THE COMMONWEALTH OF THE NORTHERN MARIANAS ISLANDS, THE UNITED STATES VIRGIN ISLAND, AMERICAN SAMOA, OR THE SWAIN ISLANDS, PROVIDED THAT IT CONTAINS A PHOTOGRAPH OF THE BEARER OR LISTS SUFFICIENT IDENTIFYING INFORMATION REGARDING THE BEARER, SUCH AS NAME, DATE OF BIRTH GENDER, HEIGHT, EYE COLOR, AND ADDRESS TO ENABLE THE IDENTIFICATION OF THE BEARER.
☐ Passport issued by a foreign government
☐ Free and Secure Trade (FAST) card
☐ NEXUS card
☐ United States Permanent Resident Card or Alien Registration Receipt Card
☐ Employment Authorization Document that contains a photograph of the bearer.
☐ Certificate of Citizenship issued by the United States Department of Citizenship and Immigration Services (USCIS) [Form N-560 or Form N-561]
☐ Certificate of Naturalization issued by the United States Department of Citizenship and Immigration Services (USCIS) [Form N-550 or Form N-570]

PRIVATE EMPLOYER EXEMPTION AFFIDAVIT PURSUANT TO O.C.G.A. § 36-60-6(D)

BY EXECUTING THIS AFFIDAVIT, THE UNDERSIGNED PRIVATE EMPLOYER VERIFIES THAT IT IS EXEMPT FROM COMPLIANCE WITH O.C.G.A. § 36-60-6, STATING AFFIRMATIVELY THAT THE INDIVIDUAL, FIRM OR CORPORATION EMPLOYS FEWER THAN ELEVEN EMPLOYEES AND THEREFORE, IS NOT REQUIRED TO REGISTER WITH AND/OR UTILIZE 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. § 13-10-90.

_____

SIGNATURE OF EXEMPT PRIVATE EMPLOYER

_____

PRINTED NAME OF EXEMPT PRIVATE EMPLOYER

I HEREBY DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT. EXECUTED ON_____, 201___IN _____(CITY),____(STATE).

_____

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: _____