


Department of Purchasing and Contracting

 Maloof Administration Building, 1300 Commerce Drive, 2nd Floor, Decatur, Georgia 30030

June 24, 2024
INVITATION TO BID (ITB) NO. 24-101674
FOR
**ENGINE AND GENERATOR MAINTENANCE AND REPAIR SERVICES
 (ANNUAL CONTRACT WITH 2 OPTIONS TO RENEW)**
DEKALB COUNTY, GEORGIA

Procurement Agent:

Tiffany Reid

Email:

tmreid@dekalbcountyga.gov
Mandatory DeKalb First LSBE Meeting:

June 26, 2024, or July 3, 2024

(Bidders must attend 1 meeting on either of the dates listed in person or via video conference.)

(Meetings are held at 10:00 a.m. and 2:00 p.m.)

For attendance instructions, utilize the following link:

<https://www.dekalbcountyga.gov/purchasing-contracting/general-information>

Deadline for Submission of Questions:

5:00 P.M. ET, July 12, 2024

Bid Opening:

3:00 P.M. ET, July 31, 2024

Via Zoom:

<https://dekalbcountyga.zoom.us/j/82574950280>

Price Schedule Opening:

3 – 5 Business days after Bid Opening

Validity of Bid:

120 Days

FIRM'S NAME AND ADDRESS: (Street, City, State and Zip Code. Type or print): _____ _____ Federal Tax ID No. _____ ARE YOU A DEKALB COUNTY FIRM? Yes ___ No ___	TELEPHONE AND FAX NUMBERS WITH AREA CODE: Phone: _____ Fax: _____ E-mail: _____
SIGNATURE OF PERSON AUTHORIZED TO SIGN BID AND DATE: _____	SIGNER'S NAME AND TITLE (Type of Print): _____

THE RESPONSIBILITY FOR SUBMITTING A RESPONSE TO THIS BID TO THE DEPARTMENT OF PURCHASING AND CONTRACTING OF DEKALB COUNTY GOVERNMENT ON OR BEFORE THE STATED DATE AND TIME WILL BE SOLELY AND STRICTLY THE RESPONSIBILITY OF THE BIDDER.

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INVITATION TO BID OVERVIEW

A. PURPOSE:

DeKalb County Government (the County) is soliciting bids for **ITB No. 24-101674 Engine and Generator Maintenance and Repair Services (Annual Contract with 2 Options to Renew)** from responsible contractors.

B. GENERAL INFORMATION:

1. BID TIMETABLE:

The anticipated schedule for the bid process is as follows:

Date Issued:	June 24, 2024
Mandatory DeKalb First LSBE Meeting: (Bidders must attend 1 meeting on either of the dates listed.)	June 26, 2024, or July 3, 2024 For attendance instructions utilize the following link: https://www.dekalbcountyga.gov/purchasing-contracting/general-information (Meetings are held at 10:00 a.m. and 2:00 p.m.)
Deadline for Submission of Questions:	5:00 P.M. ET, July 12, 2024
Bid Opening:	3:00 P.M. ET, July 31, 2024 Via Zoom: https://dekalbcountyga.zoom.us/j/82574950280
Price Schedule Opening:	3 – 5 Business days after Bid Opening
Bids Valid Until:	Bids shall be valid for 120 days from and including the bid opening date.

Sealed bids are to be addressed and delivered to:
DeKalb County Department of Purchasing and Contracting
Maloof Administration Building
1300 Commerce Drive, 2nd Floor
Decatur, Georgia 30030, not later than **3:00 P.M. ET, July 31, 2024.**

***** PRICE SCHEDULE MUST BE SUBMITTED IN A SEPARATE SEALED ENVELOPE OR BIDDER WILL BE DEEMED NON-RESPONSIVE AND WILL NOT BE CONSIDERED FOR AWARD*****

Submit **one original bid package** (inclusive of the entire Invitation to Bid document and required documents, with the exception of the price schedule) stamped “Original”, **and one USB drive with an exact copy of the original bid package**, to the address listed above. Any pricing included in the bid package (original or copies) will cause the bidder to be deemed non-responsive.

2. CONTACT PERSON:

The contact person for this bid is **Tiffany Reid, Procurement Agent**. General inquiries concerning the meaning or interpretation of this Invitation to Bid (ITB) may be requested from the contact person via email at tmreid@dekalbcountyga.gov. Questions and requests for information or clarification concerning the specifications in this ITB must be submitted to the above listed contact person via email no later than the date and time listed in the bid timetable. Questions and requests received after the above stated time or sent to anyone other than the listed contact person will not receive a response or be the subject of addenda.

3. QUESTIONS:

All requests must be in writing. Any explanation desired by a bidder regarding the meaning or interpretation of the Invitation to Bid, drawings, specifications, requirements, etc., must be requested in writing and with sufficient time allowed for a reply to reach bidders before the submission of their bids. If any statement in the bidding documents, specifications, plans, etc., appear ambiguous to the Bidder, Bidder is specifically instructed to make a written request to the Department of Purchasing and Contracting as outlined *in* the preceding sentence. Any information given to a prospective bidder concerning an Invitation to Bid will be furnished to all prospective bidders, as an addenda to the Invitation, if such information is necessary to bidders in submitting bids on the Invitation or if the lack of such information would be prejudicial to uninformed bidders. Oral explanations or instructions given before the award of the contract will not be binding. **Questions must be submitted no later than 5:00 pm EST on July 12, 2024.**

4. ADDITIONAL INFORMATION/ADDENDA:

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addenda issued prior to the bid opening date. Bidders should not rely on any representations, statements or explanations other than those made in this 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. It is the responsibility of the Bidder to ensure awareness of all addenda issued for this solicitation. Please acknowledge the addenda and submit to the DeKalb County Department of Purchasing and Contracting as requested. Bidders may contact the above listed contact person to verify the number of addenda prior to submission. Addenda issued for this ITB will be posted on DeKalb County's website, http://www.dekalbcountyga.gov/purchasing/pc_index_formal_solicitations.html. Bidder should regularly check the County's website for addenda.

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INVITATION TO BID PROCEDURES

A. BIDDER INFORMATION:

1. **FAILURE TO SUBMIT THE PRICE SCHEDULE IN A SEPARATE SEALED ENVELOPE SHALL DEEM THE BID NON-RESPONSIVE. INCLUDING THE PRICE SCHEDULE IN ANY AREA OUTSIDE OF ITS SEPARATE, SEALED ENVELOPE WILL RESULT IN BIDDER'S BID BEING DEEMED NON-RESPONSIVE.**
2. FAILURE TO RETURN ALL PAGES OF THIS INVITATION TO BID MAY RESULT IN THE BID BEING DEEMED NON-RESPONSIVE.
3. The *Minimum Specifications* are intended to be fair and non-restrictive. Contractors are invited to inform the DeKalb County Department of Purchasing and Contracting whenever specifications or procedures appear not to be fair and open. Such information should be supplied as early in the procurement process as possible. Information received in less than five (5) days prior to the scheduled bid opening will not be acted upon unless the DeKalb County Department of Purchasing and Contracting rules that it is in the best interest of the County to consider.
4. Brand names and numbers when provided in solicitations are for reference and to establish a quality standard. Any reference to a brand name shall not be construed as restricting Bidders to that manufacturer (unless "no substitutes" is stated). Bids on equal items will be considered, provided the bid clearly describes the article offered and it is equal or better in quality and function and fully compatible with this requirement.
5. By submitting a bid, the Bidder warrants that any good or service supplied to DeKalb County Government meets or exceeds the specifications set forth in this solicitation.
6. If any supplies, materials, and equipment are provided to the County under this solicitation, then such items shall be new and in first-class condition unless the solicitation specifically allows offers of used, reconditioned, or remanufactured items. If newly manufactured products are specified, such products shall be of recent origin and not previously used. No equipment of any type is acceptable if serial numbers or any other manufacturer's identification labels or marks have been removed, obliterated, or changed in any way. A Contractor delivering any such equipment to the County will be deemed to have breached the contract, and appropriate action will be taken by the DeKalb County Government Purchasing and Contracting Department.
7. Time of delivery is a part of the solicitation and an element of the contract that is to be awarded. If the Bidder cannot meet the required service delivery dates, a bid should not be submitted. Failure to deliver in accordance with the contract could result in the Contractor being declared in default.
8. Bid Withdrawal
Bids may be withdrawn at any time prior to the bid opening. After bids have been publicly opened, withdrawal of bids shall be based upon Part 3, Section IV, F. within the DeKalb County Purchasing Policy.

9. Expenses of Preparing Responses to this ITB

The County accepts no responsibility for any expenses incurred by the Bidders who submit bids in response to this ITB. Such expenses are to be borne exclusively by the Bidders.

10. It is the responsibility of each Bidder to ensure that its submission is received by 3:00 p.m. on the bid due date. The time/date stamp clock located in the Department of Purchasing & Contracting shall serve as the official authority to determine lateness of any bid. Be aware that visitors to our offices will go through a security screening process upon entering the building. Bidders should plan enough time to ensure that they will be able to deliver their submission prior to our deadline. Late submissions, for whatever reason, will not be evaluated. Bidders should plan their deliveries accordingly. Telephone or fax bids will not be accepted.

11. Price Schedule openings shall be conducted in the Department of Purchasing and Contracting three (3) to five (5) days after the bid opening. Only the Price Schedules of responsive bidders shall be opened. The County reserves the right to decide which bid(s) will be deemed responsive and said determination shall be made in accordance with the requirements stated in this solicitation.

12. Federal Work Authorization

Pursuant to O.C.G.A. §13-10-91, the County cannot enter into a contract for the physical performance of services unless the Contractor, its Subcontractor(s) and sub-subcontractor(s), as that term is defined by state law, register and participate in the Federal Work Authorization Program to verify specific information on all new employees. The Bidder certifies that he/she has complied and will continue to comply throughout the contract term with O.C.G.A. §13-10-91 and any related and applicable Georgia Department of Labor Rule. Contractor agrees that in the event it employs or contracts with any Subcontractor(s) in connection with this contract, Contractor will secure from each Subcontractor an affidavit that certifies the Subcontractor's current and continuing compliance with O.C.G.A. §13-10-91 throughout the contract term. Each Subcontractor agrees that in the event it employs or contracts with any sub-subcontractor(s), each Subcontractor will secure from each sub-subcontractor an affidavit that certifies the sub-subcontractor's current and continuing compliance with O.C.G.A. §13-10-91 throughout the contract term.

13. LSBE Information

a. It is the objective of the Chief Executive Officer and Board of Commissioners of DeKalb County to provide maximum practicable opportunity for all businesses to participate in the performance of government contracts. The current DeKalb County List of Certified Vendors may be found on the County website at <http://www.dekalbcountyga.gov/purchasing/>.

b. **It is required that all responding Bidders attend the mandatory LSBE meeting within two-weeks of the solicitation's advertisement, and comply with, complete and submit all LSBE forms with the Bidder's response in order to be responsive to the bid.** Attendance via video conference and/or teleconference. Instructions for attendance via video conference can be found on the County's website at <https://www.dekalbcountyga.gov/purchasing-contracting/general-information>.

c. For further details regarding the DeKalb First Local Small Business Enterprise Ordinance, contact the LSBE Program representative at DeKalbFirstLSBE@dekalbcountyga.gov.

14. First Source Jobs Information

- a. The First Source Ordinance is a public regulation which requires contractors and beneficiaries of eligible DeKalb County projects to make a good faith effort to hire fifty (50) percent of all jobs using the First Source Registry. Beneficiaries are immediate recipients of county grants or community development block funds administered by the county of at least \$50,000. Contractors include an individual or entity entering into any type of agreement with the county, funded in whole or in part with county funds. WorkSource DeKalb (WSD) maintains the First Source Registry, comprised of qualified and trained DeKalb County residents. Business Solutions Unit (BSU) is available to assist the employer with selecting the most qualified candidate by using the First Source Registry to meet the company's hiring needs. WSD manages the First Source program through the Business Solutions Unit by assigning a specific BSU Specialist. The First Source process is conducted similarly to the BSU business service request process. The BSU Specialist works closely with employers using TALEO and BSU processes to ensure the hiring needs of the employers are met.
- b. For more information on the First Source Jobs Ordinance requirement, please contact WorkSource DeKalb at www.dekalbworkforce.org or 404-687-3400.

15. Attention to General Terms and Conditions

Bidders are cautioned to thoroughly understand and comply with all matters covered under the General Terms and Conditions section of this ITB. The successful Bidder(s) will enter into a contract approved by the County. The County's ITB document and attachments, subsequent County addenda, and the Bidder's response documents are intended to be incorporated into a contract. All Bidders should thoroughly review this document prior to submitting a bid. **Any proposed revisions to the terms or language of this document must be submitted in writing with the bid. Since proposed revisions may result in a bid being rejected if the revisions are unacceptable to the County, bidders should review any proposed revisions with an officer of the firm having authority to execute the contract. No alterations can be made in the contract after award is made.**

16. Required Signatures

Bids must be signed by an officer or agent of the firm having the authority to execute contracts.

17. Ethics Rules

- a. Bidders are subject to the Ethics provision within the DeKalb County Purchasing Policy; the Organizational Act, Section 22A, the Code of DeKalb County; and the rules of Executive Order 2014-4. Any violations will be addressed pursuant to these policies and rules.
- b. To the extent that the Organizational Act, Section 22A, the Code of DeKalb County, and the rules of Executive Order 2014-4 allow a gift, meal, travel expense, ticket, or anything else of value to be purchased for a CEO employee by a contractor doing business with the County, the contractor must provide written disclosure, quarterly, of the exact nature and value of the purchase to the Chief Integrity Officer, if created, or the Finance Director or his/her designee. Every contractor conducting business with the County will receive a copy of these ethical rules at the time of execution of the contract.

18. Business and Professional Licenses

Bidders shall submit a copy of their current, valid business license with its Bid or upon award. Georgia companies are to submit a valid county or city business license. Contractors that are not Georgia companies are to provide a certificate of authority to transact business in the State of Georgia and a copy of a valid business license issued by its home jurisdiction. If Bidder holds a professional certification which is licensed by the state of Georgia, then Bidder may submit a copy of its valid professional license with Bidder's bid or upon award unless the Technical Specifications require submittal with the bid. Any license submitted in response to this ITB shall be maintained by the Contractor for the duration of the contract.

B. BID SUBMITTAL:

1. All bids should be completed in ink or typewritten. Errors should be crossed out and corrections entered in ink or typewritten adjacent to the error. The person signing the bid should initial corrections in ink.
2. Bidders shall complete and submit Attachment A – Required Documents Checklist and all documents responsive to this requirement with the bid submittal.
3. If applicable, provide evidence that the Bidder is a DeKalb County Firm.
4. Bids must be submitted in a sealed envelope(s) or box(s) with the Bidder's name and **“ITB No. 24-101674 Engine and Generator Maintenance and Repair Services (Annual Contract with 2 Options to Renew)”** on the outside of each envelope or box. All Bidders delivering submittals via delivery services, please place the sealed bid envelope(s) or box(s) inside the delivery service envelope(s) or box(es). Bidders are responsible for informing any delivery service of all delivery requirements. No responsibility shall attach to the County for the premature opening of a submission not properly addressed and/or identified. The Decatur postmaster will not deliver certified or special delivery mail to specific addresses within DeKalb County Government.

C. CONTRACT AWARD:

1. Bids submitted will be evaluated and recommended for award to the lowest, responsive, and responsible Bidder(s).
2. The intent of this bid is to make an all-award to one or multiple bidders; however, the County reserves the right to award by line item. The County may accept any item or group of items on any bid, whichever is in the best interest of DeKalb County.
3. The County reserves the right to reject any and all bids, to waive informalities, and to re-advertise.
4. The judgment of DeKalb County Purchasing and Contracting on matters, as stated above, shall be final.

If “No”, state the exact location of plant or facility where items will be produced:

F. COUNTY REQUIREMENT:

The contract will be an “Indefinite Quantity” type with County requirements to be satisfied on an “as ordered” basis. The County makes no promise, real or implied, to order any quantity whatsoever. This invitation and resulting contract will provide for the normal requirements of DeKalb County, and contracts will be used as primary sources for the articles or services listed herein. Articles or services will be ordered from time to time in such quantities as may be needed. As it was impossible to determine the precise quantities of items described in this invitation that will be needed during the contract term, each contractor is obligated to deliver all articles and services that may be ordered during the contract term.

G. WARRANTY AND/OR GUARANTY:

The bidder will state below or will furnish a separate letter attachment, which fully explains the conditions of Warranty and/or Guaranty. If no Warranty and/or Guaranty are applicable, it must be so stated. **NOTE: FAILURE TO RESPOND TO THE REQUIREMENTS OF THIS PARAGRAPH MAY RESULT IN THE BID BEING DEEMED NON-RESPONSIVE.**

H. SAMPLES & TESTING:

Samples of items, when required, must be submitted within the time specified, and unless otherwise specified by the County, at no expense to the County. If not destroyed by testing, samples will be returned at bidder's request and expense, unless otherwise specified by the Invitation to Bid. Since tests may require several days for completion, the County reserves the right to use a portion of any supplies before the results of the tests are known, without prejudice to any final adjustments, rejecting the unused portion of the delivery and payment will be made on an adjusted basis for the used portion. The costs of inspections and tests of any item which fails to meet the advertised specifications shall be borne by the bidder.

I. LITERATURE:

When the bidder proposes to furnish another product, he is required to furnish, with his bid, literature describing the item(s) being offered. Failure to furnish this literature may result in the bid being deemed non-responsive.

J. SILENCE OF SPECIFICATIONS:

The apparent silence of these specifications and any supplemental specifications as to any details, or the omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail and that only materials of first quality and correct type, size and design are to be used. All workmanship is to be first quality. All interpretations of this specification shall be made upon the basis of this statement, with County interpretation to prevail.

K. CONTRACT PURCHASE AGREEMENT:

A Contract Purchase Agreement (CPA) is being issued in lieu of a formal contract. Any reference to a contract refers to the CPA.

L. TERM:

The Contractor shall commence the Work under this Contract within ten (10) days from the acknowledgement of receipt of the Notice to Proceed (“Commencement Date”). The Initial Term of this Agreement shall be for twelve (12) calendar months, beginning on the Commencement Date. This annual contract comes with two (2) options to renew. Prior to the expiration of the Initial Term, the parties have the option to renew this agreement for a First annual Renewal Term of twelve (12) calendar months. Prior to the expiration of the First annual Renewal Term, the parties have the option to renew this Agreement for a Second annual Renewal Term of twelve (12) calendar months. Without further action by either party, this Agreement will terminate at the end of the Initial Term or at the end of each annual Renewal Term. Each option to renew must be exercised prior to the beginning of each annual Renewal Term and, is only effective upon adoption and approval by the DeKalb County Governing Authority and the Contractor in accordance with the terms of this Contract.

M. PRICING:

1. Alterations to the Price Schedule may result in the Bidder being deemed non-responsive and/or bid rejection.
2. Price Reductions: If at any time after the date of award, the Contractor makes a general price reduction in the comparable price of any article or service covered by the contract to customers generally, an equivalent price reduction based on similar quantities and/or considerations shall apply to the contract for the duration of the contract period (or until the price is further reduced). Such price reduction shall be effective at the same time and in the same manner as the reduction in the price to customers generally. An occasional sale at a lower price, or sale of distressed merchandise at a lower price, would not be considered a general price reduction under this paragraph. For purposes of this paragraph, a general price reduction shall mean any reduction in the price of an article or service offered:
 - To Contractor’s customers.
 - In the Contractor’s price schedule for the class of customers; i.e., wholesalers, jobbers, retailers, etc., which was used as the basis for bidding on this contract.

The Contractor shall invoice the County at such reduced price indicating on the invoice that the reduction is pursuant to General Terms and Conditions, paragraph M. Pricing as stated within the ITB.

3. Price Escalation Clause: Prices shall remain firm for the first full twelve (12) months of the awarded contract. During the life of the contract, the awarded bidder shall furnish price lists to the County for increases, and those of the bidder’s supplier (e.g. factory) increases, as prices change. The bidder must also provide a list of the supplier’s (e.g. factory’s) previous price(s) to the County for purposes of comparison. Price changes will be in effect only after receipt and approval by the Director of the Department of Purchasing and Contracting. Price lists and changes thereto are to be furnished under the contract and without charge to the County. Catalogue(s) or Price List(s) must be submitted to the Department of Purchasing and Contracting, Maloof Administration Building, 1300 Commerce Drive, 2nd Floor, Decatur, Georgia 30030.
4. 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:

- a. 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;
- b. 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
- c. No attempt has been made or will be made by the bidder to induce any other person or firm to submit or not to submit a bid for the purpose of restricting competition.

N. PAYMENT:

1. The County shall pay the Contractor based upon the accepted bid prices submitted by Bidder. Invoices should be signed by the Bidder or authorized delegate and must contain the authorizing DeKalb County Purchase Order (PO) and/or Contract Purchase Agreement (CPA) Number in order for payment to be processed. PO Number must also be on the delivery ticket.

A Contract Purchase Agreement is being issued in lieu of a formal contract. Any reference to a contract refers to the CPA.

2. Invoice(s) must be submitted as follows:

- a. A copy of the original invoice(s) must be submitted to the department requesting services.

Facilities Management
Attn: Larry Turner, Supervisor
4380 Memorial Dr.
Decatur, GA 30032

Snapfinger Creek Advanced Wastewater Treatment Plant
Attn: Carey Davis
4124 Flakes Mill Road
Decatur, GA 30083

Polebridge Creek Advanced Secondary Wastewater Treatment Facility
Attn: Joseph Spears
4664 Flat Bridge Road
Lithonia, GA 30038

Scott Candler Water Treatment Plant
Attn: Stephanie Clark and Karis Daniels
4830 Winter Chapel Road
Doraville, GA 30360

- b. Upon award, Prime Contractor(s) with Local Small Business Enterprise (LSBE) Subcontractor(s) shall enter utilization reports electronically at www.dekalblsbe.info. Proof of payment to the LSBE Subcontractor must be uploaded and submitted. LSBE Subcontractors shall confirm receipt of payment from the Prime, electronically also, at www.dekalblsbe.info.

3. The County's official payment terms are Net 30. Payment dates that fall on a weekend or on a holiday will be issued on the County's next business day.

O. ACCURACY OF WORK:

The Contractor shall be responsible for the accuracy of the Work and any error and/or omission made by the Contractor in any phase of the Work under this Agreement.

P. ADDITIONAL WORK:

The County shall in no way be held liable for any work performed under this section which has not first been approved in writing by the County in the manner required by applicable law and/or the terms of this Contract. The County may at any time order changes within the scope of the Work without invalidating the Contract upon seven (7) days written notice to the Contractor. The Contractor shall proceed with the performance of any changes in the Work so ordered by the County unless such change entitles the Contractor to a change in Contract Price, and/or Contract Term, in which event the Contractor shall give the County written notice thereof within fifteen (15) days after the receipt of the ordered change, and the Contractor shall not execute such changes until it receives an executed Change Order from the County. No extra cost or extension of time shall be allowed unless approved by the County and authorized by execution of a Change Order. The parties' execution of any Change Order constitutes a final settlement of all matters relating to the change in the Work which is the subject of the Change Order. The County shall not be liable for payment for any work performed under this section which has not first been approved in writing by the County in the manner required by applicable law and/or the terms of this Contract.

Q. OWNERSHIP OF DOCUMENTS:

All documents, including drawings, estimates, specifications, and data are and remain the property of the County. The Contractor agrees that the County may reuse any and all plans, specifications, drawings, estimates, or any other data or documents described herein in its sole discretion without first obtaining permission of the Contractor and without any payment of any monies to the Contractor therefore. Any reuse of the documents by the County on a different site shall be at its risk and the Contractor shall have no liability where such documents are reused.

R. RIGHT TO AUDIT:

1. The County shall have the right to audit all books and records, including electronic records, relating or pertaining to this contract or agreement, including but not limited to all financial and performance related records, property, and equipment purchased in whole or in part with County funds and any documents or materials which support those records, kept under the control of the Contractor, including but not limited to those kept by the Contractor's employees, agents, assigns, successors and subcontractors. The County also has the right to communicate with Contractor's employees related to the audited records.
2. The Contractor shall maintain such books and records, together with such supporting or underlying documents and materials, for the duration of this contract and for seven (7) years after termination or expiration, including any and all renewals thereof. The books and records, together with supporting documents and materials shall be made available, upon request to the County or its designee, during normal business hours at the Contractor's office or place of business. In the event that no such locations is available, then the books, records and supporting documents shall be made available for audit at a time and location which is convenient for the County.

S. SUCCESSORS AND ASSIGNS:

The Contractor agrees it shall not sublet, assign, transfer, pledge, convey, sell, or otherwise dispose of the whole or any part of this Contract or his right, title, or interest therein to any person, firm, or corporation without the previous written consent of the County. If the County consents to any such assignment or transfer, then the Contractor binds itself, its partners, successors and assigns to all covenants of this Contract. Nothing contained in this Contract shall create, nor be interpreted to create privity, or any other relationship whatsoever, between the County and any person, or entity or than Contractor.

T. REVIEWS AND ACCEPTANCE:

Work performed by the Contractor shall be subject to review and acceptance in stages as required by the County. Acceptance shall not relieve the Contractor of its professional obligation to correct, at his own expense, any errors in the Work.

U. TERMINATION OF AGREEMENT:

The Contractor understands and agrees that the date of the beginning of Work, rate of progress, and time for completion of the Work are essential conditions of this Contract. Both parties may, for its own convenience and at its sole option, without cause and without prejudice to any other right or remedy of the party, elect to terminate the Contract by delivering to the other party, at the address listed in the Notices article of this Contract, a written notice of termination specifying the effective date of termination. Such notice shall be delivered to the other party at least thirty (30) days prior to the effective date of termination. If Contractor's services are terminated by the County, the termination will not affect any rights or remedies of the County then existing or which may thereafter accrue against Contractor or its surety. In case of termination of this Contract before completion of the Work, Contractor will be paid only for the portion of the Work satisfactorily performed through the effective date of termination as determined by the County. Neither party shall be entitled to recover lost profits, special, consequential or punitive damages, attorney's fees or costs from the other party to this Contract for any reason whatsoever. This Contract shall not be deemed to provide any third-party with any remedy, claim, right of action, or other right. The parties' obligations pursuant to this Section shall survive any acceptance of Work, or termination or expiration of this Contract.

V. INDEMNIFICATION AGREEMENT:

The Contractor shall be responsible from the execution date or from the time of the beginning of the Work, whichever shall be the earlier, for all injury or damage of any kind resulting from the Work, to persons or property, including employees and property of the County. The Contractor shall exonerate, indemnify, and save harmless the County, its elected officials, officers, employees, agents and servants, hereinafter collectively referred to in this Section as "the County Indemnitees," from and against all claims or actions based upon or arising out of any damage or injury (including without limitation any injury or death to persons and any damage to property) caused by or sustained in connection with the performance of this Contract or by conditions created thereby or arising out of or any way connected with Work performed under this Contract, as well as all expenses incidental to the defense of any such claims, litigation, and actions. Furthermore, Contractor shall assume and pay for, without cost to the County Indemnitees, the defense of any and all claims, litigation, and actions suffered through any act or omission of the Contractor, or any Subcontractor, or anyone directly or indirectly employed by or under the supervision of any of them.

Notwithstanding any language or provision in this Contract, Contractor shall not be required to indemnify any County Indemnitee against claims, actions, or expenses based upon or arising out of the County Indemnitee's sole negligence. As between the County Indemnitees and the Contractor as the other party, the Contractor shall assume responsibility and liability for any damage, loss, or injury, including death, of any kind or nature whatever to person or property, resulting from any kind of claim made by Contractor's employees, agents, vendors, Suppliers or Subcontractors caused by or resulting from the performance of Work under this Contract, or caused by or resulting from any error, omission, or the negligent or intentional act of the Contractor, vendors, Suppliers, or Subcontractors, or any of their officers, agents, servants, or employees. The Contractor shall defend, indemnify, and hold harmless the County Indemnitees from and against any and all claims, loss, damage, charge, or expense to which they or any of them may be put or subjected by reason of any such damage, loss, or injury. The Contractor expressly agrees to provide a full and complete defense against any claims brought or actions filed against the County Indemnitees, where such claim or action involves, in whole or in part, the subject of the indemnity contained in this Contract, whether such claims or actions are rightfully or wrongfully brought or filed. The County has the sole discretion to choose the counsel who will provide the defense. No provision of this Contract and nothing herein shall be construed as creating any individual or personal liability on the part of any elected official, officer, employee, agent or servant of the County, nor shall the Contract be construed as giving any rights or benefits hereunder to anyone other than the parties to this Contract. The parties' obligations pursuant to this Section shall survive any acceptance of Work, or termination or expiration of this Contract.

W. INSURANCE:

Prior to commencing work, Contractor shall, at its sole expense, procure and maintain insurance of the types and in the amounts described below from insurer(s) authorized to transact business in the state where the work or operations will be performed by Contractor. Such insurance shall be placed with admitted insurers that maintain an A.M. Best's rating of not less than "A" (Excellent) with a Financial Size Category of VII or better with coverage forms acceptable to Contractor. The insurance described below shall be maintained uninterrupted for the duration of the project, including any warranty periods, and shall protect Contractor, and others as required by contract, for liabilities in connection with work performed by or on behalf of Contractor, its agents, representatives, employees or Contractors.

1. Certificates of Insurance in companies doing business in Georgia and acceptable to the County covering:
 - (a) Statutory Workers' Compensation Insurance, or proof that Contractor is not required to provide such coverage under State law;
 - (1) Employer's liability insurance by accident, each accident \$1,000,000
 - (2) Employer's liability insurance by disease, policy limit \$1,000,000
 - (3) Employer's liability insurance by disease, each employee \$1,000,000
 - (b) Professional Liability Insurance on the Contractor's services in this Agreement with limit of \$1,000,000;
 - (c) Commercial General Liability Insurance covering all operations with combined single limit of \$1,000,000;

- (d) Comprehensive Automobile Liability Insurance with form coverage for all owned, non-owned and hired vehicles with combined single limit of \$1,000,000.
- (e) Umbrella or Excess Insurance. Umbrella or excess insurance is to be provided with General Liability, Auto Liability and Employers Liability scheduled as underlying policies with limits not less than the following:
- \$5,000,000 per occurrence
\$5,000,000 aggregate
2. Additional Insured Requirement:
- (a) The County, its elected officials, officers, employees and agents, hereinafter referred to in this article and in the article entitled “Certificates of Insurance” as “the County and its officers” are to be named as additional insured on all policies of insurance except worker’s compensation insurance with no cross suits exclusion. The County and its officers shall be included as additional insureds under commercial general liability and commercial umbrella insurance, for liabilities arising out of both the ongoing and completed operations of Contractor. Such additional insured coverage shall be endorsed to Contractor’s policy by attachment of ISO Additional Insured Endorsement forms CG 20 10 10 01 (ongoing operations) and CG 20 37 10 01 (products-completed operations), or form(s) providing equivalent coverage.
- (b) All coverages required of the Contractor will be primary over any insurance or self-insurance program carried by the County.
- (c) If the Contractor is a joint venture involving two (2) or more entities, then each independent entity will satisfy the limits and coverages specified here or the joint venture will be a named insured under each respective policy specified.
3. Certificates of Insurance must be executed in accordance with the following provisions:
- (a) Certificates to contain policy number, policy limits, and policy expiration date of all policies issued in accordance with this Agreement;
- (b) Certificates to contain the location and operations to which the insurance applies;
- (c) Certificates to contain Contractor’s protective coverage for any subcontractor’s operations;
- (d) Certificates to contain Contractor’s contractual liability insurance coverage;
- (e) Certificates are to be **issued** to:
- DeKalb County, Georgia**
Director of Purchasing & Contracting
The Maloof Center, 2nd Floor
1300 Commerce Drive
Decatur, Georgia 30030
4. The Contractor shall be wholly responsible for securing certificates of insurance coverage as set forth above from all subcontractors who are engaged in this work.

5. The Contractor agrees to carry statutory Workers' Compensation Insurance and to have all subcontractors likewise carry statutory Workers' Compensation Insurance.
6. Contractor agrees to waive all rights of subrogation and other rights of recovery against the County and its officers and shall cause each Subcontractor to waive all rights of subrogation for all coverage, excluding Professional E&O.
7. Failure of the County to demand such certificate or other evidence of full compliance with these insurance requirements or failure of the County to identify a deficiency from evidence provided will not be construed as a waiver of the Contractor's obligation to maintain such coverage. Contractor understands and agrees that the purchase of insurance in no way limits the liability of the Contractor.
8. Certificates shall state that the policy or policies shall not expire, be cancelled or altered without at least sixty (60) days prior written notice to the County. Policies and Certificates of Insurance listing the County and its officers as additional insureds (except for workers' compensation insurance) shall conform to all terms and conditions (including coverage of the indemnification and hold harmless agreement) contained in this Contract.
9. If the County shall so request, the Contractor will furnish the County for its inspection and approval such policies of insurance with all endorsements, or confirmed specimens thereof certified by the insurance company to be true and correct copies. Contractor shall be responsible and have the financial wherewithal to cover any deductibles or retentions included on the certificate of insurance.

X. GEORGIA LAWS GOVERN:

The laws of the State of Georgia shall govern the construction of this Contract without regard for conflicts of laws. Should any provision of this Contract require judicial interpretation, it is agreed that the court interpreting or construing the same shall not apply a presumption that the terms hereof shall be more strictly construed against one party, by reason of the rule of construction, that a document is to be construed more strictly against the party who itself or through its agent prepared same; it being agreed that the agents of all parties have participated in the preparation hereof, and all parties have had an adequate opportunity to consult with legal counsel. In interpreting this Contract in its entirety, the printed provisions of this Contract, and any additions written or typed hereon, shall be given equal weight, and there shall be no inference by operation of law or otherwise; that any provision of this Contract shall be construed against either party hereto.

Y. VENUE:

This Agreement shall be deemed to have been made and performed in DeKalb County, Georgia. For the purposes of venue, all suits or causes of action arising out of this Agreement shall be brought in the courts of DeKalb County, Georgia.

Z. COUNTY REPRESENTATIVE:

The County may designate a representative through whom the Contractor will contact the County. In the event of such designation, said representative shall be consulted and his written recommendation obtained before any request for extra work is presented to the County. Payments to the Contractor shall be made only upon itemized bill submitted to and approved by said representative.

AA. CONTRACTOR'S STATUS:

The Contractor will supervise and direct the Work, including the Work of all Subcontractors. Only persons skilled in the type of work which they are to perform shall be employed. The Contractor shall, at all times, maintain discipline and good order among his employees, and shall not employ any unfit person or persons or anyone unskilled in the work assigned him. The relationship between the County and the Contractor shall be that of owner and independent contractor. Other than the consideration set forth herein, the Contractor, its officers, agents, servants, employees, and any Subcontractors shall not be entitled to any County employee benefits including, but not limited to social security, insurance, paid annual leave, sick leave, worker's compensation, free parking or retirement benefits. All services provided by Contractor shall be by employees of Contractor or its Subcontractors and subject to supervision by Contractor. No officer or employee of Contractor or any Subcontractor shall be deemed an officer or employee of the County. Personnel policies, tax responsibilities, social security payments, health insurance, employee benefits and other administrative policies, procedures or requirements applicable to the Work or services rendered under this Contract shall be those of the Contractor, not the County.

BB. SOLE AGREEMENT:

This Contract constitutes the sole contract between the County and the Contractor. The terms, conditions, and requirements of this Contract may not be modified. No verbal agreement or conversation with any officer, agent, or employee of the County, either before or after the award of the Contract, shall affect or modify any of the terms or obligations herein contained. No representations, oral or written, shall be binding on the parties unless expressly incorporated herein.

CC. SEVERABILITY:

If any provision of this Contract or the application thereof to any person or circumstance shall to any extent be held invalid, then the remainder of this Contract or the application of such provision to persons or circumstances, other than those as to which it is held invalid, shall not be affected thereby, and each provision of this Contract shall be valid and enforced to the fullest extent permitted by law.

DD. NOTICES:

Any notice or consent required to be given by or on behalf of any party hereto to any other party hereto shall be in writing and shall be sent to the Director of the Department of Purchasing and Contracting or to the Contractor or his authorized representative on the work site by (a) registered or certified United States mail, return receipt requested, postage prepaid, (b) personal delivery, or (c) overnight courier service. All notices sent to the addresses listed below shall be binding unless said address is changed in writing no less than fourteen days before such notice is sent. Future changes in address shall be effective upon written notice being given by the Contractor to the Director of the Department of Purchasing and Contracting or by the County to the Contractor's authorized representative via certified first-class U.S. mail, return receipt requested. Such notices will be addressed as follows:

If to the County: Chief Procurement Officer
 Department of Purchasing and Contracting
 Maloof Administration Building
 1300 Commerce Drive, 2nd Floor
 Decatur, Georgia 30030

If to the Contractor: Notices shall be sent to the contact information that is listed in the Bidder's Response to the ITB.

EE. GEORGIA OPEN RECORDS ACT:

Without regard to any designation made by the person or entity making a submission, DeKalb County considers all information submitted in response to this invitation or request to be a public record that will be disclosed upon request pursuant to the Georgia Open Records Act, O.C.G.A. §50-18-70 et seq., without consulting or contacting the Responder person or entity making the submission, unless a court order is presented with the submission. Bidders or Responders may wish to consult an attorney or obtain legal advice prior to making a submission.

FF. COOPERATIVE AGREEMENT

DeKalb County supports cooperative procurement allowing public procurement entities to leverage the benefits of volume purchases, delivery and supply chain advantages, best practices, and the reduction of administrative time and expenses. In certain, limited circumstances, the County may choose to make the same pricing structures, terms and conditions agreed to under this solicitation available to other public procurement entities. Bidders shall indicate below whether they shall agree to allow other entities to piggy-back off the agreement resulting from this solicitation. Inclusion as a piggy-back contract is not mandatory, may be based on specific contract terms, and will have no bearing on the contract award.

Agree to extend to other public procurement entities: Yes ___ No ___

[END OF GENERAL TERMS AND CONDITIONS]

MINIMUM SPECIFICATIONS

SECTION 1.0 SCOPE OF WORK

- A. The Contractor, upon request by the County, shall provide Engine and Generator Maintenance and Repair Services for DeKalb County Government.
- B. Services shall include routine and emergency inspection, testing, maintenance, installation, removal, and/or repair of portable and stationary engines (diesel, propane, natural gas, and gasoline), generator sets, and all associated parts, accessories and equipment in accordance with, and as specified in, the Minimum Specifications provided herein.
- C. The Contractor shall perform a total of ten (10) monthly inspections, one (1) annual inspection, and one (1) load bank test, according to Section 3.0 of the Minimum Specifications provided herein.

SECTION 2.0 GENERAL REQUIREMENTS

2.1 COORDINATION OF WORK:

The Contractor shall:

- A. Coordinate all work so that vital DeKalb County services are not adversely impacted.
 - 1. Performance of work shall not prevent DeKalb County from meeting water production or treatment demands.
 - 2. The peak water production season runs from May 1st to October 1st.
- B. Obtain permission to begin work from the appropriate DeKalb County department, division, branch or section prior to taking any operating equipment out of service.
- C. Provide all on-site services within the normal hours of operation of 8:30 a.m. to 5:00 p.m., Monday through Friday (excluding County observed holidays), unless prior approval to access the worksite at another specified day and/or time is granted.
 - a. Many DeKalb County operations occur twenty-four (24) hours per day, seven (7) days per week, with operation personnel on duty.
 - b. DeKalb County observed holidays are as follows:

- JANUARY 1NEW YEAR’S DAY
- THIRD MONDAY IN JANUARYM. L. KING’S BIRTHDAY
- THIRD MONDAY IN FEBRUARYPRESIDENT’S DAY
- LAST MONDAY IN MAYMEMORIAL DAY
- JUNETEENTH.....JUNE 19th

- JULY 4INDEPENDENCE DAY
- 1ST MONDAY IN SEPTEMBERLABOR DAY
- NOVEMBER 11 VETERAN’S DAY
- 4TH THURSDAY IN NOVEMBERTHANKSGIVING DAY
- 4TH FRIDAY IN NOVEMBERDAY FOLLOWING THANKSGIVING
- DECEMBER 25CHRISTMAS DAY

**Whenever a County holiday occurs on Saturday, the previous Friday will be observed.
Whenever a County holiday occurs on Sunday, the Monday following will be observed.**

D. Provide all machine shop services and welding shop services when required by the County.

2.2 ON-SITE SERVICES:

The Contractor shall:

- A. Adhere to each department’s policies regarding use of parking spaces/areas. The Contractor is not permitted to block loading docks during business hours.
- B. Maintain a hazard-free work area.
 - 1. The Contractor must erect appropriate barricades and signs to safely route pedestrian traffic around worksite.
 - 2. All tools, equipment, materials, apparatus, supplies, and parts shall be neatly stored in an area near the worksite designated by the County and in full compliance with the most current Occupational Safety and Health Act regulations.
- C. Provide toilet facilities and fresh drinking water at remote sites where such facilities are not available.
- D. Daily clean up and remove used fluids, old parts and other debris from worksites as work progresses.
- E. Repair any damage to landscaping/property caused by the Contractor/sub-contractor during the life of the project.

2.3 MAINTENANCE AND REPAIR SERVICES:

The Contractor shall:

- A. Remove old equipment and install new equipment when required.
- B. Maintain new operating equipment furnished and installed by the Contractor through to completion and acceptance by the County.
- C. Use first-quality workmanship, parts and materials for all service and repair jobs.

1. The Contractor shall use the same brand as the specified original equipment manufacturers (OEM) listed on the Price Schedule unless prior approval to use an equivalent, or “acceptable equal”, has been approved. Contractors must clearly identify the proposed “acceptable equal” part and provide the corresponding specifications to the County representative in order to receive approval. Only parts meeting or exceeding OEM specifications and standards may be used.
 2. All new items furnished by the Contractor must be accompanied by an OEM specifications data sheet.
 3. Repair parts and materials supplied and installed by the Contractor shall be new and conform to the engineering, manufacturer and industry quality standards. Re-manufactured parts may only be used if they are approved by the County prior to installation.
 4. All materials must be free of defects and suitable for their intended use.
 5. Shoddy or unsatisfactory repairs or parts and components will be rejected by the County.
 6. Any rejected work shall be re-worked by the Contractor at no additional cost above the cost of the original service or repair.
- D. Ensure that Contractor furnished equipment used to upgrade existing systems achieves the proper fit and function with the remaining equipment.
- E. Renovate existing equipment to provide the County with a working system upon completion of the service.
- F. Remove and transport operating equipment and components from the work location to the Contractor’s shop to complete repair/service when required and to transport the repaired equipment back to the worksite once the repair/service is complete.
- G. Avoid commencing any service that requires County-provided materials or actions until the County has approved. The County will provide the designated materials and services in a timely manner, when possible, to avoid or minimize delays.
- H. Stock appropriate oil, air, fuel, water filters and other consumable maintenance parts for the County’s use at a cost-plus mark-up.

2.4 RECORD MANAGEMENT AND REPORTING:

The Contractor shall:

- A. Submit maintenance records and schedules to the County prior to final acceptance of the project/payment.
- B. Maintain an accurate account of the following:
 1. Instrument calibrations
 2. Labor (including the names or identification of tradesmen, semi-skilled labor, etc., and the hours of work applied to each job and travel time to and from on-site jobs)

3. Listings of actual parts, components and supplies used in the service and repair, and the cost of parts together with the description of County equipment and identification codes.
- C. Maintain accounting and maintenance records for a period of not less than one (1) year and forward a copy of such records to the respective DeKalb County department, division, branch or section using the contract.
- D. Submit all reports for service completed in both paper and electronic format.
1. Reports shall detail the work performed, date and time, labor hours and cost, materials used and cost, and any mark-ups for parts where appropriate. Costs shall be equivalent to the pricing submitted on the Price Schedule.
 2. Reports shall detail any recommendations for additional repairs or maintenance.
 3. Reports shall be sent to the individual designated for each group of equipment.

2.5 INVOICING:

The Contractor shall:

- A. List repair parts supplied and installed by the Contractor on the original invoice submitted for payment.
- B. List charges for parts and components based upon actual costs plus the percentage to include overhead (i.e. administrative costs, supervision, etc.) and profit.
- C. List hourly rates for labor hours for items that fall under the hourly rate category as listed on the Price Schedule.

SECTION 3.0 TECHNICAL REQUIREMENTS FOR ALL ENGINE/GENERATOR TYPES:

3.1 ENGINE AND GENERATOR SETS (GENSETS):

The Contractor shall perform a total of twelve (12) inspections per year, and no more than one (1) inspection per month to include ten (10) monthly inspections, one (1) annual inspection, and one (1) load bank test as follows:

A. Monthly Inspection, Testing and Maintenance Services

1. General:

- a. Inspect and tighten all mechanical connectors.
- b. Clean and remove dust, rust and corrosion.
- c. Inspect conductors for mechanical damage and over-heating.
- d. Test utility paralleling and switch-over.
- e. Repair, test and/or adjust generator set control panels.
- f. Test operation of transfer switches and associated peripheral equipment as needed.
- g. Diagnostics testing as needed.

2. Air Intake System:

- a. Inspect and maintain the cooling air intake and discharge systems.
- b. Test Louver-Shutters for proper functioning as generator runs “manual” or “automatic”.
- c. Lubricate damper motors and Louver assemblies as needed.
- d. Check air inlet for restrictions.
- e. Check torque correctness for air fan hub and drive sheave bolts/pulley.
- f. Clean and fill oil bath air filter.
- g. Visually inspect engine air cleaners and replace air filter elements as needed.

3. Exhaust:

- a. Open and drain condensation traps.
- b. Check for and correct any exhaust impediments.
- c. Inspect installed hardware and tighten as needed.
- d. Inspect for leaks.
- e. Test condition of rain cap operation while engine is running.

4. Lubrication System:

- a. Check engine oil level.
- b. Check bypass filter element.
- c. Service all grease fittings.

5. Fuel System:

- a. Inspect for proper functioning and verify levels of the parts for the day tank level.
- b. Inspect vents and connections/links.
- c. Check fuel lift pump for proper functioning.
- d. Check fuel tanks and fuel lines for leaks.
- e. Note any unusual visual aspect of fuel being used.
- f. Replace fuel filters at least annually (check with the County representative as to procedure).

6. Cooling System:

- a. Inspect and maintain the following components of the cooling system:
 - (1) Hoses and Hose Clamps
 - (2) Belts
 - (3) Radiator, Remote Radiator and Connected Piping
 - (4) Expansion Tank
 - (5) Jacket Water Heater and Controls
 - (6) Block Heater
 - (7) Pump Seal Weep Hole
- b. Check, test, and record antifreeze and add more as needed (up to one (1) gallon).

7. Electrical System:

- a. Check battery electrolyte level and add electrolyte as necessary.

- b. Clean and tighten cables for batteries and apply antioxidant compound as needed.
- c. Check battery specific gravity (if lead-acid) and add distilled water as required.
- d. Inspect and test battery charging alternator/float battery charger for good operation.
- e. Perform Active Load Test on cranking battery to ensure that it is in good condition.
- f. Test for proper functioning of:

- (1) Engine Control Panel
- (2) Control Components
- (3) Warning Systems
- (4) Emergency Shut-down Trip Functions

8. **Engine Spark Ignition:**

- a. Check the ignition timing for proper functioning.
- b. Check the following components for proper functioning (and replace at the County's expense per written approval from the County):

- (1) Electronic Components
- (2) Points
- (3) Condensers
- (4) Distributor Caps
- (5) Ignition Wires
- (6) Spark Plugs

9. **Generator Set:**

- a. Inspect and test the following for a minimum of one (1) hour under load conditions:

- (1) Manual operation of generator.
- (2) Generator for proper production of rated AC voltage and frequency.
- (3) Proper functioning of all gauges.
- (4) Exhaust leaks, oil leaks and water leaks.
- (5) Unusual noise.

- b. Inspect and test automatic transfer switch (ATS) during testing of generator set and notify the County representative immediately if a repair(s) is needed. Inspection and testing should include the following:

- (1) Submit an individual inspection report for each ATS. List location, manufacturer's name, model, serial number, voltage rating and current rating.
- (2) Inspect the switch for obvious signs of trouble or damage and vacuum the enclosure of accumulated dust and debris.
- (3) Note any deficiencies.
- (4) Compare the resulting values with the generator rating.
- (5) Ensure minimum loading as per NFPA 110 standards.
- (6) Ensure the emergency power supply system is not overloaded.
- (7) Perform a final functional test of the ATS to verify proper.
- (8) Return system to automatic control.

10. Reporting:

- a. Submit detailed report after each inspection, test or repair, noting the following:
 - (1) A description of the condition of ductwork, enclosures, wearing or rubbing of parts and vibration minimizers.
 - (2) A detailed description of the routine work that was completed, normally price covered.
 - (3) A description of prices for work not routinely covered, but approved by the County and completed.
 - (4) The exact location of work.
 - (5) The exact date of work.
 - (6) A list of names of employees that performed inspection, test or repair.
- b. Submit recommendations, if found to be needed, for any repairs or maintenance **not covered by the contract**.
- c. Bring to the attention of County representative any soon-needed repairs.

B. Annual Major Inspection, Maintenance and Turn-Key Services**1. Air Intake and Exhaust System:**

- a. Replace air filters and indicate the date changed on the new filters during annual inspection, preferably mid-contract.
- b. Test the cross-head adjustment to valves using a dial indicator to check valve clearance and the injector plunger adjustment. Provide proper documentation to verify that component is within specification.
- c. Check for proper valve rotation.
- d. Inspect the turbocharger for proper operation and visual defects.
- e. Check for oil leaks, cracked insulation or unusual noises.

2. Lubrication System:

- a. Inspect all gaskets and seals.
- b. Obtain a live oil sample for analysis of S.O.S. Remove and replace engine oil (with a manufacturer recommended grade) and send engine oil to an independent lab for analysis.
- c. Change oil and oil filters in accordance with the County's requirements pending results of the oil analysis. Indicate the date the filters were changed on the filters.
- d. Inspect and clean the crankcase breather.
- e. Check crankshaft end clearance.

3. Fuel System:

- a. Replace fuel filters and inspect for proper sealing and functioning (check with the County representative as to procedure).
- b. Inspect day tank.
- c. Test fuel pumps, all pilot devices and level controls for proper operation (where present).
- d. Inspect all hoses and fuel lines on diesel engines to ensure proper snugness of fittings.
- e. Take fuel samples for analysis.

4. Cooling System:

- a. Check antifreeze concentration and coolant inhibitor.
- b. Check for leaks.

5. Electrical System:

- a. Test the engine alternator and engine voltage regulator output and battery charging system for proper operation and adjust as needed.
- b. Inspect and test power inverters for correct operation.
- c. Check battery electrolyte level and add correct electrolyte as necessary.
- d. Clean and tighten cables for batteries and apply antioxidant compound, or corrosion inhibitor, as needed.

6. Engine System:

- a. Inspect engine mounts and tighten as needed.
- b. Inspect and test all starter motors and their respective electrical connections.
- c. Inspect and functionally test the engine governor.
- d. Inspect and functionally test all engine safety interlocks for proper working order.
- e. Inspect the idler assembly and repack with proper grease.
- f. Inspect water pump, pulleys and all v-belts.
- g. Test thermostat and water valves for leaks and proper operation.
- h. Inspect radiator caps and verify that they will hold pressure.
- i. Inspect and test DCA levels in Cummins engines.
- j. Replace water filters and top-off as required.
- k. Test for leaks in the coolant and in the heat exchanger systems.

7. Generator Set:

- a. Check system under load for a minimum run period of thirty (30) minutes to record unit panel instrument readings.
- b. Lubricate generator bearings in accordance with the manufacturer's recommendations.
- c. Verify space heater operation.
- d. Inspect and test automatic transfer switch (ATS) during testing of generator set and notify the County representative immediately if a repair(s) is needed. Inspection and testing should include the following:
 - (1) Submit an individual inspection report for each ATS. List location, manufacturer's name, model, serial number, voltage rating and current rating.
 - (2) Inspect the switch for obvious signs of trouble or damage and vacuum the enclosure of accumulated dust and debris.
 - (3) Record normal and emergency source voltages/voltage drop (line to neutral) and current readings for each phase.
 - (4) Compare voltages to tolerances and note any deficiencies.
 - (5) Calculate the kilowatt load for each switch and sum with all switches on generator.
 - i. Compare the resulting values with the generator rating.
 - ii. Ensure minimum loading as per NFPA 110 standards.
 - iii. Ensure the emergency power supply system is not overloaded.

- (6) Record contact voltage drop while in the normal and emergency positions.
 - i. Calculate the contact resistance for each pole for normal, emergency and voltage drop across the contacts.
 - ii. Check all temperatures with an infrared probe.
 - iii. Record and compare the result with industry accepted standards.
 - iv. Note any deficiencies.
- (7) Record voltage drop out and pick up readings for normal and emergency settings. Check and record all time delay settings as follows:
 - i. Time delay to engine start.
 - ii. Override normal outage time delay.
 - iii. Time delay to emergency power.
 - iv. Neutral time delay.
 - v. Retransfer to normal time delay.
 - vi. Engine cool-down time delay.
- (8) Perform a final functional test of the ATS to verify proper operation of the emergency power supply system.
- (9) Return system to automatic control.

8. Load Bank Testing

The Contractor shall provide load bank testing:

- a. At least once a year for the Department of Facilities Management.
- b. Upon request by the Department of Watershed Management.
- c. Schedule with Customer Date, and Time, load bank testing will begin.
- d. Access Generator perform Pre-Op check, and Safety Inspection of Generator Equipment, for load bank testing.
- e. Place Generator control selector switch in the OFF Position.
- f. Open De-energize Generator Breaker and note phasing of cabling.
- g. Remove existing cabling from Generator Breaker, and connect temporary load bank cabling to Generator Breaker, and connect other end of cabling to load bank unit.
- h. Set up load bank, and follow safety directions, verify phasing, and voltage, set load bank to correct settings, perform visual inspection of Generator, and fluids, close Generator Breaker, and start Generator in manual.
- i. Observe Generator while running to verify no leaks, and unit is ready for testing.
- j. Confirm voltage output and start load bank testing.

- k. Follow customer load bank requirements if any are provided, if none, follow industry standard of 25% load step increase every Quarter until test time is Complete. Example: (For a 1 hour load bank test, apply 25% initial load, and every 15 minutes there after so that at the 15 minute mark you will increase the load by 25%, and have 50% load at the 30 minute mark you will increase by 25%, and have 75% load, and at the 45 minute mark you will increase by 25% to reach 100% load.
- l. Continually monitor the Generator, load bank unit, and cabling, then take the reading as noted on the load bank form.
- m. At the Completion of the required run time, remove the load, and run Generator for an additional 5 minutes allowing a cool down of the Generator, and load bank equipment.
- n. Turn off the load bank test equipment, and Generator unit, open Generator Breaker, remove the load bank test cabling, install re-connect existing Generator cabling, and match phases.
- o. Pack up the load bank cabling, and load bank equipment, Close Generator Breaker, and place Generator selector control switch back in AUTO position.
- p. Complete all test documents, and Inspection forms for job Completion.
- q. Send or email copies of final load bank test documents to providing Customer.

9. Reporting:

- a. Submit detailed report after each inspection, test, or repair, noting:
 - (1) A description of the condition of ductwork, enclosures, wearing or rubbing of parts and vibration minimizers;
 - (2) A detailed description of the routine work that was completed, normally price covered;
 - (3) A description of prices for work not routinely covered, but approved by the County and completed;
 - (4) The exact location of work;
 - (5) The exact date of work; and
 - (6) A list of names of employees that performed inspection, test or repair.
- b. Submit recommendations, if found to be needed, for any repairs or maintenance **not covered by the contract**.
- c. Bring to the attention of County representative any soon-needed repairs.

C. Major Repairs/Replacement Services

Major engine component repair and replacement services will be performed as needed and as approved by the County. After disassembly of engine and/or components, the Contractor shall prepare and submit the proposed scope of work to the appropriate department representative. The proposal shall include any costs associated with such repairs at a time and materials cost to include the agreed upon mark up for parts if applicable. The rates provided should be in line with the pricing provided on the Price Schedule.

D. Associated Peripheral Mechanical Equipment

The time charges for repairs to any associated peripheral mechanical equipment which is directly connected to the electric generator housing or electric generator shaft shall be authorized in advance and in writing, by the County at a fixed lump sum, after the Contractor has provided a written, detailed cost breakdown, and justification for the work in question. In all cases, the Contractor shall notify the County of any cost over-runs prior to the occurrence. Verbal approval between County representatives and the Contractor shall not be binding.

3.2 ELECTRICAL GENERATOR

The Contractor shall comply with Attachment K, Electric Generator Component Repair/Rewind Specifications, for the repair of electrical generator components.

3.3 RESTORATION SERVICES

Before final payment can be made for completed services, damage to any DeKalb County facility's grounds and landscaping caused during servicing any equipment, shall be restored by the Contractor as applicable and as specified below:

1. Maintain existing contours in the work area.
2. Distributed areas will be graded, smoothed and seeded with Kentucky 31 fescue, or approved equal, at the rate of two hundred and fifty (250) pounds per acre.
3. Initial fertilizing and straw shall be included.
4. Bushes, flowers or tress damaged shall be replaced with like kind.

SECTION 4.0 QUALIFICATION REQUIREMENTS:

The Contractor shall:

1. Provide all permits required to comply with all applicable regulatory agencies in order to perform work under the specifications, including but not limited to permits or licenses required by the federal government, State of Georgia, and/or DeKalb County to perform work under these specifications.
2. Have a minimum of 5 years' experience and provide at least three (3) references for proof of competency from past jobs using the Reference and Release Form provided in the bid document and submit with the bid. Only Contractors who in the opinion of the County are sufficiently experienced with the type of work listed, are reputable, have an established business facility, and have the labor force sufficient to satisfactorily perform the required work to completion will be considered. Bidders not meeting these requirements may be deemed non-responsible.

(END MINIMUM SPECIFICATIONS)

*****PRICE SCHEDULE MUST BE SUBMITTED IN A SEPARATE SEALED ENVELOPE OR BIDDER WILL BE DEEMED NON-RESPONSIVE AND WILL NOT BE CONSIDERED FOR AWARD. INCLUDING PRICE IN ANY AREA OUTSIDE OF THE SEPARATE SEALED ENVELOPE WILL RESULT IN THE BID BEING DEEMED NON-RESPONSIVE.*****

PRICE SCHEDULE				
PART A OF PRICE SCHEDULE (SEE NOTE 1 ON PAGE 50)				
ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR <u>MONTHLY</u> SERVICES	ANNUAL COST FOR <u>ANNUAL</u> SERVICES	TOTAL ANNUAL COST
1.	Five (5) existing 1100 KW Caterpillar Engines, fuel systems, heat exchangers and all accessories.	\$ _____	\$ _____	\$ _____
2.	Four (4) new 2000 KW Generators (Caterpillar) fuel systems, heat exchangers and all accessories.	\$ _____	\$ _____	\$ _____
3.	Henderson Road Booster Station (175 KW GenSet).	\$ _____	\$ _____	\$ _____
4.	Tucker Repump Station (100 KW GenSet).	\$ _____	\$ _____	\$ _____
5.	Tilly Mill Road Booster Station (144 KW GenSet).	\$ _____	\$ _____	\$ _____
6.	Dunwoody Repump Station (200 KW GenSet).	\$ _____	\$ _____	\$ _____
7.	Portable 230 KW GenSet (At Filter Plant).	\$ _____	\$ _____	\$ _____
8.	Raw Water pumping station (Detroit Diesel Generator Model – 100RJS6DT3).	\$ _____	\$ _____	\$ _____
9.	Portable Generator I (Green), Onan Engine, 60 KW GenSet.	\$ _____	\$ _____	\$ _____
10.	Portable Generator II (White), Coleman Engine, 60 KW GenSet.	\$ _____	\$ _____	\$ _____
11.	Lower Crooked Creek I (Caterpillar Engine & all accessories, 1000 KW Gen Set).	\$ _____	\$ _____	\$ _____
12.	Lower Crooked Creek I (Caterpillar Engine & all accessories, 1000 KW Gen Set).	\$ _____	\$ _____	\$ _____
13.	Lower Crooked Creek II (Caterpillar Engine & all accessories, 1000 KW Gen Set).	\$ _____	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR <u>MONTHLY SERVICES</u>	ANNUAL COST FOR <u>ANNUAL SERVICES</u>	TOTAL ANNUAL COST
14.	Lower Crooked Creek III (Caterpillar Engine & all accessories, 1000 KW Gen Set).	\$ _____	\$ _____	\$ _____
15.	Hearn Road Lift Station, 4319 Hearn Road, Ellenwood 30038 (100 KW Stationary GenSet).	\$ _____	\$ _____	\$ _____
16.	Sweetwater Lift Station, 4100 Sweetwater Falls, Ellenwood 30038 (Stationary 60 KW GenSet).	\$ _____	\$ _____	\$ _____
17.	Salem Road Lift Station, 5337 Salem Road, Lithonia, GA 30038, (Stationary 60 KW GenSet).	\$ _____	\$ _____	\$ _____
18.	Cofer-Crossing Lift Station, 4375 Lawrenceville Highway, Tucker 30084 (Stationary 60 KW GenSet).	\$ _____	\$ _____	\$ _____
19.	Burlington Lift Station, 3785 Woverton Drive, Lithonia 30038 (Stationary 60 KW GenSet).	\$ _____	\$ _____	\$ _____
20.	Medlock Place Lift Station, 2466 Vivian Circle, Decatur, GA 30030 (Stationary 60 KW GenSet).	\$ _____	\$ _____	\$ _____
21.	Camelot Lift Station, 4051 English Valley Drive, Ellenwood, GA 30294 (Stationary 60 KW GenSet).	\$ _____	\$ _____	\$ _____
22.	Lewis Way Lift Station, 1664 Lewis Way, Tucker, GA 30083 (Stationary 60 KW GenSet).	\$ _____	\$ _____	\$ _____
23.	Stratfield Lift Station, 3280 Stratfield Drive, Dunwoody, GA 30041 (Stationary 60 KW GenSet).	\$ _____	\$ _____	\$ _____
24.	Greenridge Lift Station, 1306 Greenridge Court, Stone Mountain, GA (Stationary 60 KW GenSet).	\$ _____	\$ _____	\$ _____
25.	Camp Creek Lift Station, 4877 Lawrenceville Hwy., Tucker, GA (60 KW GenSet).	\$ _____	\$ _____	\$ _____
26.	Fourth Street Lift Station, 930 Fourth Street, Stone Mountain, GA (35 KW GenSet).	\$ _____	\$ _____	\$ _____
27.	King Way Lift Station, 5985 King Way, Lithonia, GA (35 KW GenSet).	\$ _____	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR <u>MONTHLY SERVICES</u>	ANNUAL COST FOR <u>ANNUAL SERVICES</u>	TOTAL ANNUAL COST
28.	Hammermill I Lift Station, 4760 Hammermill Road, Tucker, GA (60 KW GenSet).	\$ _____	\$ _____	\$ _____
29.	Hammermill II Lift Station, 4880 Hammermill Road, Tucker, GA (35 KW GenSet).	\$ _____	\$ _____	\$ _____
30.	Hammermill III Lift Station, 4980 Hammermill Road, Tucker, GA (60 KW GenSet).	\$ _____	\$ _____	\$ _____
31.	Scarborough Square Lift Station, 5810 Covington Hwy., Lithonia, GA (35 KW GenSet).	\$ _____	\$ _____	\$ _____
32.	Stone Mill I Lift Station, 1313 Stone Mill Way, Stone Mountain (80 KW GenSet).	\$ _____	\$ _____	\$ _____
33.	Stone Mill II Lift Station, 5128 Stone Mill Way, Stone Mountain (125 KW GenSet).	\$ _____	\$ _____	\$ _____
34.	Stone Mill III Lift Station, 1900 Tree Mountain Parkway, Stone Mountain, GA (35 KW GenSet).	\$ _____	\$ _____	\$ _____
35.	Stone Mountain Park Lift Station, 6804 Memorial Drive, Stone Mountain, GA (150 KW GenSet).	\$ _____	\$ _____	\$ _____
36.	Leeshire Lift Station, 5031 Leeshire Trail, Tucker, GA (60 KW GenSet).	\$ _____	\$ _____	\$ _____
37.	Lehaven Lift Station, 2610 Oak Avenue, Tucker, GA (35 KW GenSet).	\$ _____	\$ _____	\$ _____
38.	Mountain Industrial Lift Station, 2301 Mountain Industrial Blvd., Tucker, GA (60 KW GenSet).	\$ _____	\$ _____	\$ _____
39.	New Gibraltar Square Lift Station, 1099 New Gibraltar Square, Stone Mountain, GA (35 KW GenSet).	\$ _____	\$ _____	\$ _____
40.	Pennybrook Lift Station, 2240 Catrina Court, Stone Mountain, GA (80 KW GenSet).	\$ _____	\$ _____	\$ _____
41.	Pepperwood Lift Station, 780 Pepperwood Trail, Stone Mountain, (60 KW GenSet).	\$ _____	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR MONTHLY SERVICES	ANNUAL COST FOR ANNUAL SERVICES	TOTAL ANNUAL COST
42.	Perimeter Park Lift Station, 4182 Deacon Lane, Doraville, GA (35 KW GenSet).	\$ _____	\$ _____	\$ _____
43.	Royal Atlanta II Lift Station, 4991 S. Royal Atlanta Drive, Tucker, GA (Stationary 60 KW GenSet).	\$ _____	\$ _____	\$ _____
44.	Royal Atlanta III Lift Station, 5283 Royal Woods Parkway, Tucker, GA (60 KW GenSet).	\$ _____	\$ _____	\$ _____
45.	Rogers Lake Lift Station, 1750 Rogers Lake Road, Lithonia, GA (20 KW GenSet)	\$ _____	\$ _____	\$ _____
46.	Holly Hills Lift Station, 3481 Hickory Walk Lane, Ellenwood 30294 (Stationary 60 KW GenSet).	\$ _____	\$ _____	\$ _____
47.	Ward Lake Lift Station, 4218 Ward Lake Road, Ellenwood (Stationary 20 KW GenSet)	\$ _____	\$ _____	\$ _____
48.	Green Pastures Lift Station, 5205 River Road, Ellenwood (Stationary 60 KW GenSet).	\$ _____	\$ _____	\$ _____
49.	Summit Glen Lift Station, 1734-1/2 Summit Glen Lane (Stationary 35 KW GenSet).	\$ _____	\$ _____	\$ _____
50.	South River Bend, 4674 Brandy Bay, Lithonia, GA 30058 (Stationary 100 KW GenSet).	\$ _____	\$ _____	\$ _____
51.	Chester Hills Lift Station, 565 Dove Lane, Stone Mountain, GA 30087 (Stationary 35 KW GenSet).	\$ _____	\$ _____	\$ _____
52.	Beechwood Forest Lift Station, 5396 Beechwood Forest Drive, Ellenwood, GA 30294 (Stationary 60 KW GenSet).	\$ _____	\$ _____	\$ _____
53.	Briarwood Field, 2465 Field Way, Atlanta, GA, (20 KW, SN L010313401, Model GGGDB5005876).	\$ _____	\$ _____	\$ _____
54.	Klondike Manor, 4440 English Loop, Lithonia, GA, (20 KW, SN G030517525, Model GGFD5760742).	\$ _____	\$ _____	\$ _____
55.	Moss Stone, 7316 Moss Stone Drive, Lithonia, GA, (35 KW, Model GGFD5760742).	\$ _____	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR MONTHLY SERVICES	ANNUAL COST FOR ANNUAL SERVICES	TOTAL ANNUAL COST
56.	Oak Hill Springs, 1916 Ivory Oak Court, Lithonia, GA, (20 KW, SN J0702792, Model GGDB5692934)	\$ _____	\$ _____	\$ _____
57.	Oak Leaf Glenn, 2475 Oak Leaf Circle (Ridge), Lithonia, GA, (42 KW, SN J040702792, Model GGFE5693398).	\$ _____	\$ _____	\$ _____
58.	Riva Vista, 5505 River Road, Ellenwood, GA, (75 KW, Model GGHE5711813, SN 050781667).	\$ _____	\$ _____	\$ _____
59.	Serenity Village, 3649 Serenity Lane, Lithonia, GA, (20 KW, Model GGDB-5659014, SN A040596351).	\$ _____	\$ _____	\$ _____
60.	South River Bend II, 4834 Carly Way, Lithonia, GA, (57 KW, SN K020437028, Model GGHG5585237).	\$ _____	\$ _____	\$ _____
61.	Windy Ridge, 6203 Windy Ridge Trail, Lithonia, GA, (35 KW, SN: D5050773858, Model GGFB5711218).	\$ _____	\$ _____	\$ _____
62.	Thurgood Estates, 4453 Equity Court, Ellenwood, GA, (45 KW, SN ... L050860467, Model GGFD 5745157).	\$ _____	\$ _____	\$ _____
63.	Norris Reserve, Address has not been issued, (125 KW, SN Model).	\$ _____	\$ _____	\$ _____
64.	Roadhaven Warehouse, Administration Building, 1580 Roadhaven Dr., Stone Mountain, GA, Generac Model 2072370100, SN 2065937, —80 KW.	\$ _____	\$ _____	\$ _____
65.	Roadhaven Warehouse, CM Building, 1580 Roadhaven Dr., Stone Mountain, GA, Cummings Model LDFHA-5748647, SN 8060890194. — 750 KW.	\$ _____	\$ _____	\$ _____
66.	Roadhaven Facility, 1641 Roadhaven Dr., Stone Mountain, GA, Kohler, Model 150RE0ZID, SN 2198007. — 150 KW.	\$ _____	\$ _____	\$ _____
Bidder enter Total Annual Cost for Line Items Nos. 1 – 66 (for evaluative purposes).				\$ _____

PART B OF PRICE SCHEDULE (SEE NOTE 2 ON PAGE 50)				
ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR MONTHLY SERVICES	ANNUAL COST FOR ANNUAL SERVICES	TOTAL ANNUAL COST
67.	Fire Station # 1, 1670 Clifton Road, Atlanta, GA,30329 Gen-Set 15 KW (Onan Model#15.0OJC-18/10718AB, S/N 8860801652, Engine Model#15.OJC-18/10718AB, Engine S/N 8860801652).	\$ _____	\$ _____	\$ _____
68.	Fire Station # 2, 1316 Dresden Drive, Atlanta, GA,30319 Gen-Set 15 KW (Onan model# 15OJC18R7, S/N# B860801652, Engine# EPG009) .	\$ _____	\$ _____	\$ _____
69.	Fire Station # 3, 24 N. Clarendon Avenue, Avondale, GA, 30002, GenSet, 5 KW, (Onan Model#: 6EGHEB, S/N#: G99P952891, Engine Model#: GH4000.389L, Engine S/N: X112401).	\$ _____	\$ _____	\$ _____
70.	Fire Station # 4, 4640 Flakes Mill Road, Ellenwood, GA, 30294, Gen-Set 150 KW, (Onan Model# GGKD-4956434, S/N# C010220074, Engine Model # GTA8.3G2, Engine S/N# 46059763).	\$ _____	\$ _____	\$ _____
71.	Fire Station # 5, 4013 Lawrenceville Highway, Tucker, GA, 30084, GenSet, 5.5 KW, Onan Model# 6EGHEB, S/N# G99P952890, Onan Engine Model# E104H-N/11348D, Engine S/N# F99X112402.	\$ _____	\$ _____	\$ _____
72.	Fire Station # 6, 2342 Flat Shoals Road Decatur, GA, 30032, GenSet, 100 KW, Onan Model# GGKD-4477270, S/N# L000074752, Engine Model# GTA83G2, Engine S/N# 45868649 .	\$ _____	\$ _____	\$ _____
73.	Fire Station #7, 1712 Columbia Drive, Decatur, GA 30032, GenSet, 5.5 KW, Onan Model# 6EGHEB, S/N G99P952909, Engine Model# E140H-N/11348D, Engine S/N# F99X112419.	\$ _____	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR MONTHLY SERVICES	ANNUAL COST FOR ANNUAL SERVICES	TOTAL ANNUAL COST
74.	Fire Station # 8, 2711 Clairmont Road, Decatur, GA, 30329, GenSet, 15 KW, Kohler Model# 15.OPJG18R-13168AA, S/N# G75096170, Engine Model# LTD9100-4-252E, Engine S/N# G750961904.	\$ _____	\$ _____	\$ _____
75.	Fire Station # 9, 3858 N. Druid Hills Road, Decatur, GA, 30030, GenSet, 100 KW, Onan Model# GGHE5005938, S/N# L010313228, Ford Engine Model# WSG-1068IT-6005-A, Engine S/N# I-09-010554.	\$ _____	\$ _____	\$ _____
76.	Fire Station # 10, 1686 Constitution Road, Atlanta, GA, 30316, GenSet, 45 KW, Cummins Model # QT0452ANSX, S/N# 6882167, Cummins Engine Model# CGNX802-42NN, Engine S/N# SKK7942.	\$ _____	\$ _____	\$ _____
77.	Fire Station # 10, (Antenna Site), 1686 Constitution Road, Atlanta, GA, 30316, GenSet, 80 KW, Onan Model# DSFAE5789608, S/N# B070022415, Cummins Engine Model# QSB5-G3 NR3, Engine S/N# 46715382.	\$ _____	\$ _____	\$ _____
78.	Fire Station # 11, 6715 Memorial Dr., Stone Mountain, GA, 30083, GenSet, 15 KW, Onan Model# 6EGHEB, S/N# 699P952910, Engine Model# GH400 0.389L, Engine S/N# X112393.	\$ _____	\$ _____	\$ _____
79.	Fire Station # 12, 5323 Roberts Road, Dunwoody, GA, 30338, GenSet, 15 KW, Coleman Model# PM0621512.01, S/N# C33611017, Daihatsu Engine Model# 58447, Engine S/N# 0210-E2.	\$ _____	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR MONTHLY SERVICES	ANNUAL COST FOR ANNUAL SERVICES	TOTAL ANNUAL COST
80.	Fire Station # 13, 5619 Redan Drive, Stone Mountain, GA, 30088, GenSet, 5.5 KW, Onan Model# 6EGHEB, S/N G99P952895, Engine Model# E140H-N/11348D, Engine S/N# F99X112405.	\$ _____	\$ _____	\$ _____
81.	Fire Station # 14, 7207 Covington Hwy., Lithonia, GA, 30058, GenSet, 5.5 KW, Onan Model# 6EGHEB, S/N# G99P952911, Engine Model# E140H-N/11348D, Engine S/N# G99X125725.	\$ _____	\$ _____	\$ _____
82.	Fire Station # 15, 2017 Flight Way, Chamblee, GA, 30341, GenSet, 20 KW, Spectrum Model# 20GS60, S/N# 352034, Ford Engine Model# LSG 4231 6005 F, Engine S/N# 00864 G-15-RA.	\$ _____	\$ _____	\$ _____
83.	Fire Station # 16, 2750 Pleasantwood Drive, Decatur, GA, 30030, GenSet, 7 KW, Troy-Bilt Model# 30477, S/N# 1019413811, Briggs/Stratton Engine Model# 25T2 35 0111 G1, Engine S/N# 1.11E+12.	\$ _____	\$ _____	\$ _____
84.	Fire Station # 17, 3900 Evans Mill Road, Lithonia, GA, 30038, GenSet, 15 KW, Onan Model# 15.ORJC18R/13163AA, S/N# G750961709, Engine Model# LTOU100-4/252E, Engine S/N# G750961905.	\$ _____	\$ _____	\$ _____
85.	Fire Station # 18, 4588 Barclay Drive, Chamblee, GA, 30338, GenSet, 14 KW, Generac Model# 3350, S/N# 5026928, Generac Engine Model# OG8294, Engine S/N# 81964508158.	\$ _____	\$ _____	\$ _____
86.	Fire Station # 19, 3253 Mercer University Dr., Chamblee, GA, 30341, GenSet, 12 KW, Onan Model# 12.5JC-3R/16043AA, S/N# 675870340, Engine Model# LTEU100-3/8129E, Engine S/N# 575950662.	\$ _____	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR <u>MONTHLY SERVICES</u>	ANNUAL COST FOR <u>ANNUAL SERVICES</u>	TOTAL ANNUAL COST
87.	Fire Station # 19 (Antenna Site), 3253 Mercer University Drive, Chamblee, GA, 30341, (50 KW, Generac Model# 4142670100, S/N# 2077274, Engine Model# SG005OA165, Engine S/N# 58366, Propane Fuel, Generac Model GTS020W).	\$ _____	\$ _____	\$ _____
88.	Fire Station # 20, 2919 Warren Road, Decatur, GA, 30034, GenSet, 12.5 KW, Onan Model# 125JC3R-16043AA, S/N# 675870647, Engine Model# LTE4100-3/8129E, Engine S/N# 575950661.	\$ _____	\$ _____	\$ _____
89.	Fire Station # 21, 1020 Crown Point Parkway, Atlanta, GA, 30338, GenSet, 70 KW, Onan Model# 70.OEN-15R/29191, S/N# B860799301, Ford Engine Model# LSG8751005A, Engine S/N# 01431 G-28-TG.	\$ _____	\$ _____	\$ _____
90.	Fire Station # 22, 1859 Montreal Road, Tucker, GA, 30084, GenSet, 70 KW, Onan Model# 70.OEN-150R/291901, S/N# B860799300DOK8-8, Ford Engine Model# LSG-8751-6005-A, Engine S/N# 01428 G-28-IC.	\$ _____	\$ _____	\$ _____
91.	Fire Station # 23, 1265 Brockett Road, Clarkston, GA, 30021, GenSet, 70 KW, Onan Model# 70.OEN-15R/2919D, S/N# B860799299, Ford Engine Model# LSG-8751-6005, Engine S/N# 01427028-TC.	\$ _____	\$ _____	\$ _____
92.	Fire Station # 24, 4154 Redan Road, Stone Mountain, GA, 30083, GenSet, 65 KW, Onan Model# 65.OEN-15R/297760, S/N# J860844602, Ford Engine Model# LSG-8751-6005-A, Engine S/N# 12333 H-28-TK.	\$ _____	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR <u>MONTHLY SERVICES</u>	ANNUAL COST FOR <u>ANNUAL SERVICES</u>	TOTAL ANNUAL COST
93.	Fire Station # 25, 7136 Rockbridge Rd., Stone Mountain, GA, 30087, GenSet, 150 KW, Onan Model# GGHD 3387664, S/N# A000055678, Engine Model# GTA8-3G2, Engine S/N# 45877236.	\$ _____	\$ _____	\$ _____
94.	Fire Station# 26, 2522 McAfee Road, Decatur, GA 30032, GenSet, 105 KW, Detroit Model# 100DSEJB, S/N# 2139019, John Deere Engine Model# 6068TF250, Engine S/N# PE6068T63879.	\$ _____	\$ _____	\$ _____
95.	Jail, 4415 Memorial Drive, Decatur, GA, 30032, GenSet, 1000 KW, Caterpillar Model# SR4, S/N# 6NA02956, Caterpillar Engine Model# 3512, Engine S/N# 24Z04589. (#1)	\$ _____	\$ _____	\$ _____
96.	Jail, 4415 Memorial Drive, Decatur, GA, 30032, GenSet, 1000 KW, Caterpillar Model# SR4, S/N# 6NA02955, Caterpillar Engine Model# 3512STD, Engine S/N# 24Z04580. (#2)	\$ _____	\$ _____	\$ _____
97.	Jail, 4415 Memorial Drive, Decatur, GA, 30032, GenSet, 1000 KW, Caterpillar Model# SR4, S/N# 6NA02954, Caterpillar Engine Model# 3512STD, Engine S/N# 24Z04581. (#3)	\$ _____	\$ _____	\$ _____
98.	Jail, 4415 Memorial Drive, Decatur, GA, 30032, GenSet, 0 KW, (Fire Pump), John Deere Engine Model# 6068TF220, Engine S/N# PE6068T670466	\$ _____	\$ _____	\$ _____
99.	Decatur Library, 215 Sycamore Street, Decatur, GA, 30030, GenSet, 150 KW, Generac Model# 91A01906-S, S/N#996154, Engine Model# 76815, Engine S/N 13.3L.	\$ _____	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR MONTHLY SERVICES	ANNUAL COST FOR ANNUAL SERVICES	TOTAL ANNUAL COST
100.	Judicial Tower (Unit – 1), 556 N. McDonough St., Decatur, GA 30030, GenSet, 375 KW Kohler Model# 400REOZD, S/N# 725339, diesel, Engine Model# 6063HK35, Engine S/N 06R0638443. <i>Annual and Monthly Maintenance shall be done on Fridays at 6:00 AM</i>	\$ _____	\$ _____	\$ _____
101.	Judicial Tower (Unit – 2), 556 N. McDonough St., Decatur, GA 30030, GenSet, 375 KW, Model# Kohler 400-REOZD, S/N# 725338, diesel, Engine Model# 6063HK35, Engine S/N 06R0672632. <i>Annual and Monthly Maintenance shall be done on Fridays at 6:00 AM</i>	\$ _____	\$ _____	\$ _____
102.	Memorial Drive Office Park, 4380 Memorial Drive, Decatur, GA 30032, GenSet, 45 KW, Onan Model# 45DEF-4XR8/2893B, S/N# 368012723, Engine Model# C3PN-6005-A, Engine S/N 502427-528KH.	\$ _____	\$ _____	\$ _____
103.	Juvenile Justice Center, 4309 Memorial Drive, Decatur, GA 30032, GenSet, 225 KW, Kohler Model 230REOZJB, S/N 2094428, John Deere Engine Model# 6081AF001, Engine S/N RG6081A17499, diesel.	\$ _____	\$ _____	\$ _____
104.	E. DeKalb Police Precinct (Antenna Site), 2484 Bruce St., Lithonia, 30058, GenSet, 100 KW, Cummins Model DBDG-5710333, S/N# D050772870, Cummins Engine Model# 6BT5.9-G6, Engine S/N# 46484835, diesel.	\$ _____	\$ _____	\$ _____
105.	Prime Site (Antenna Site), 701 Camp Road, Decatur, GA 30032, GenSet, 100 KW, Cummings Model DSHAF-5794927, S/N C070035612, Cummins Engine Model# QSL9-G2, Engine S/N# 46728015, diesel.	\$ _____	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR MONTHLY SERVICES	ANNUAL COST FOR ANNUAL SERVICES	TOTAL ANNUAL COST
106.	6112 Mystery Valley Golf Course, (Antenna Site), 6094 Shadowrock Dr., Lithonia, GA 30058, GenSet, 100 KW, Cummings Model DGDB-5710333, S/N# D050772872, diesel.	\$ _____	\$ _____	\$ _____
107.	Crisis Center, 450 Winn Way Road, Decatur, GA 30030, GenSet, 80 KW, Onan Model GGHC-4484101, SN# G000126728, Ford Engine Model# LSG-8751-6005-A, Engine S/N# 16866-1-04-98, natural gas.	\$ _____	\$ _____	\$ _____
108.	Eleanor Richardson Health Center, 445 Winn Way, Decatur, Ga 30030, MFG, Kohler, 545KW, Model#550REOZVB, Serial#5GM32JK96, Engine# TAD1642GE	\$ _____	\$ _____	\$ _____
109.	Eleanor Richardson Health Center, 445 Winn Way, Decatur, Ga 30030, MFG Generac, 20KW, Model#0055251, Serial#5460235, Engine#OG7793	\$ _____	\$ _____	\$ _____
110.	T.O. Vinson Health Center, 440 Winn Way, Decatur, Ga 30030, MFG Kohler, 350KW, Model#350REZXB, Serila#SGM32M9FZ, Engine#D183C	\$ _____	\$ _____	\$ _____
111.	T.O. Vinson Health Center, 440 Winn Way, Decatur, Ga 30030, MFG Generac, 15KW, Model#0055330, Serial#5261745, Engine#OG7793	\$ _____	\$ _____	\$ _____
112.	Clifton Springs Health Center, 3110 Clifton Springs Rd, Decatur, Ga 30034, MFG Kohler, 200KW, Model#200REZXB, Serial#339GGMFP-0011	\$ _____	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR MONTHLY SERVICES	ANNUAL COST FOR ANNUAL SERVICES	TOTAL ANNUAL COST
113.	East Dekalb Health Center, 2277 Stone Mountain/Lithonia Road, Lithonia, Ga 30058, MFG Kohler, 200KW, Model#200REZXB, Serial#339GGMEP0010	\$ _____	\$ _____	\$ _____
114.	North DeKalb Health Center, 3807 Clairmont Road, Decatur, GA 30030, GenSet, 45 KW, Generac Model 98A00502-S, S/N 2039854, Generac Engine Model# 4.3L, S/N A3797, natural gas.	\$ _____	\$ _____	\$ _____
115.	North Dekalb Health Center, 3807 Clairmont Road, Atlanta, Ga 30341, MFG, Kohler, 350KW, Model# 350REZXB, Serial# SGM32M9F3	\$ _____	\$ _____	\$ _____
116.	Exchange Park (Antenna Site), 2771 Columbia Drive, Decatur, GA 30034, GenSet, 100 KW, Onan Model DGDB-5710333, S/N D050772871, Cummins Engine Model# 6BT5.9-G6, Engine S/N 46985697, diesel	\$ _____	\$ _____	\$ _____
117.	Fire Rescue Headquarters, 1950 West Exchange Place, Tucker, GA 30084, GenSet, 12.5 KW, Onan Model# 12.5HDKCB11506C, SN C100106931, Kubota Engine Model# D1703, Engine S/N AA0405, diesel. (Trailer behind Fire Headquarters)	\$ _____	\$ _____	\$ _____
118.	Police Headquarters 1960 West Exchange Place, Tucker, GA, 30084, GenSet, 350 KW, Cummins Model 350DFCC, S/N J940556491, Cummins Engine Model# NTA-855-G3, Engine S/N# 30348623. (Building)	\$ _____	\$ _____	\$ _____
119.	Police Headquarters (911 Center), 1960 West Exchange Place, Tucker, GA, 30084, GenSet, 810 KW, Kohler Model800REOZM, S/N 2135506, Mitsubishi Engine Model# S12A2-Y1PTA-1, Engine S/N# 25277, diesel.	\$ _____	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR MONTHLY SERVICES	ANNUAL COST FOR ANNUAL SERVICES	TOTAL ANNUAL COST
120.	South Police Precinct, 2842 HF Shepard, Decatur, GA, 30034, GenSet, 100 KW, Onan Model# GGHD-3371125, S/N D990902179, Ford Engine Model# LSG-8751-6005-A, Engine S/N# 13545-1-04-98.	\$ _____	\$ _____	\$ _____
121.	E. Police Precinct, 2484 Bruce St, Lithonia, GA, 30058, 20KW, Blue Star MFG, Model#PS25-01, Serial #125329-1-1.	\$ _____	\$ _____	\$ _____
122.	DeKalb Firing Range Antenna, 3977 Goddard Road, Lithonia, GA, 30038, GenSet, 80 KW, Cummins Model# DGCG=5787367, S/N# L060003798, Cummins Engine Model# 4BTA3.9-G3, Engine S/N# Z1739585.	\$ _____	\$ _____	\$ _____
123.	DeKalb North Transfer, 4600 Buford Highway, Atlanta, GA, 30341, GenSet, 12 KW, Generac Model# 44562, S/N# 3822476, Generac Engine Model# OD8547, Engine S/N# 7538740.	\$ _____	\$ _____	\$ _____
124.	DeKalb Sanitation East, 1750 Rogers Lake Road, Lithonia, GA, 30058, GenSet, 12 KW, Generac Model# 44562, S/N# 3868309, Generac Engine Model# 86219, Engine S/N#7572375.	\$ _____	\$ _____	\$ _____
125.	DeKalb Sanitation North, 2315 Chamblee Tucker Road, Tucker, GA, 30084, GenSet, 12 KW, Generac Model# 44562, S/N# 3822470, Generac Engine Model# GT990, Engine S/N# 7538767.	\$ _____	\$ _____	\$ _____
126.	DeKalb Sanitation South, 1755 Fairlake Drive, Decatur, GA, 30034, GenSet, 12 KW, Generac Model# 44562, S/N# 3822569, Generac Engine Model# OD8547, Engine S/N# 7533582.	\$ _____	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR MONTHLY SERVICES	ANNUAL COST FOR ANNUAL SERVICES	TOTAL ANNUAL COST
127.	DeKalb Sanitation Ward Lake, 3115 Ward Lake Road, Ellenwood, GA 30294, GenSet, 35 KW, Generac Model# 49921, S/N# 3944740, Generac Engine Model# OE8336, Engine S/N# 3.9L	\$ _____	\$ _____	\$ _____
128.	DeKalb Shepherd Antenna, 1800 Briarcliff Road, Atlanta, GA 30329, GenSet, 80 KW, Cummins Model# DGCG-5779736, S/N# K060991145, Cummins Engine Model# 4BTA3.9-G3, Engine S/N# Z1730928	\$ _____	\$ _____	\$ _____
129.	West Exchange Building, 1950 West Exchange Place, Tucker, GA, 30329, SMS4000, GenSet, 350 KW, Cummins Model# 350DFCC, S/N# G940548303, Cummins Engine Model# NTA-855-G3, Engine S/N# 30347056. (Building)	\$ _____	\$ _____	\$ _____
130.	West Exchange Building, 1950 West Exchange Building Tucker, GA, 30329, Portable GenSet, 100 KW, Baldor Model# TS130T, S/N# P1002010006, John Deere Engine Model# 4045HF285, Engine S/N PE4045L091372.	\$ _____	\$ _____	\$ _____
131.	West Exchange Building, 1960 West Exchange Place Tucker, GA, 30329, Police Building, Battery Van GenSet, 6.5 KW, Generac Model# 57520, S/N# 5670208, Generac Engine Model# OG7682, Engine S/N# 2879.	\$ _____	\$ _____	\$ _____
132.	Library Processing Center, 3560 Kensington Road, Decatur, GA 30032, GenSet, 150 KW, Generac Model# G150LG2, S/N# GXC01688, 120/208 volts 3 phase.	\$ _____	\$ _____	\$ _____
133.	Central Police Precinct (Public Safety), 3630 Camp Circle, Decatur, GA, 30032, GenSet, 250 KW, Model# 250.0FT-4XR/12043, S/N# 117257175, Engine Model# V12-525-1PG, Engine S/N 10298404.	\$ _____	\$ _____	\$ _____

ITEM NO.	ITEM DESCRIPTION	ANNUAL COST FOR MONTHLY SERVICES	ANNUAL COST FOR ANNUAL SERVICES	TOTAL ANNUAL COST
134.	Recorders Court, 3630 Camp Circle, Decatur, GA 30032, GenSet, 77 KW, Model# 80REZGB, S/N# SMG323MX9.	\$ _____	\$ _____	\$ _____
135.	Exchange Rec Center, 2771 Columbia Drive, Decatur, Ga 30034, 200KW, Blue Star MFG, Model#PD200-01, Serial#117988-1-1.	\$ _____	\$ _____	\$ _____
136.	Mason Mill Rec Center, 1340 McConnell Drive, Decatur, Ga 30033, 80KW Blue Star MFG, Model#PD80-01, Serial#117085-1-1.	\$ _____	\$ _____	\$ _____
137.	North Dekalb Tag Office, 3654 Clairmont Road, Chamblee, Ga 30341, 40KW, Generac MFG, Model#SG40, Serial #3008742636.	\$ _____	\$ _____	\$ _____
Bidder enter Total Annual Cost for Line Item Nos. 67- 137 (for evaluative purposes).				\$ _____

PART C OF PRICE SCHEDULE (SEE NOTE 3 ON PAGE 51)

ITEM NO.	ITEM DESCRIPTION	TOTAL ANNUAL COST
138.	Annual Load Bank Testing, Fire Station #1, 1670 Clifton Road, Atlanta, GA	\$ _____
139.	Annual Load Bank Testing, Fire Station #2, 1316 Dresden Drive, Atlanta, GA 30319.	\$ _____
140.	Annual load bank testing, Fire Station #3, 24 North Clarendon Ave, Avondale Estates, GA 30002.	\$ _____
141.	Annual Load Bank Testing, Fire Station #4, 4540 Flakes Mill Road, Ellenwood, GA 30294.	\$ _____
142.	Annual Load Bank Testing, Fire Station #5, 4013 Lawrenceville Highway, Tucker, GA 30084.	\$ _____
143.	Annual Load Bank Testing, Fire Station #6, 2342 Flat Shoals Road, Decatur, GA 30032.	\$ _____
144.	Annual Load Bank Testing, Fire Station #7, 1712 Columbia Drive, Decatur, GA, 30032.	\$ _____
145.	Annual Load Bank Testing, Fire Station #8, 2711 Clairmont Road, Decatur, GA 30329.	\$ _____
146.	Annual Load Bank Testing, Fire Station #9, 3858 N. Druid Hills Road, Decatur, GA 30030.	\$ _____
147.	Annual Load Bank Testing, Fire Station #10, 1686 Constitution Road, Atlanta, GA 30316.	\$ _____
148.	Annual Load Bank Testing, Fire Station #10, (Antenna Site), 1686 Constitution Road, Atlanta, GA 30316.	\$ _____
149.	Annual Load Bank Testing, Fire Station #11, 6715 Memorial Dr., Stone Mountain, GA 30083.	\$ _____

ITEM NO.	ITEM DESCRIPTION	TOTAL ANNUAL COST
150.	Annual Load Bank Testing, Fire Station #12, 5323 Roberts Road, Dunwoody, GA 30338.	\$ _____
151.	Annual Load Bank Testing, Fire Station, #13, 5619 Redan Drive, Stone Mountain, GA 30088.	\$ _____
152.	Annual Load Bank Testing, Fire Station #14, 7207 Covington Hwy, Lithonia, GA 30058.	\$ _____
153.	Annual Load Bank Testing, Fire Station #15, 2017 Flight Way, Chamblee, GA 30341.	\$ _____
154.	Annual Load Bank Testing, Fire Station #16, 2750 Pleasantwood Drive, Decatur, GA 30030.	\$ _____
155.	Annual Load Bank Testing, Fire Station #17, 3900 Evans Mill Road, Lithonia, GA 30038.	\$ _____
156.	Annual Load Bank Testing, Fire Station #18, 4586 Barclay Drive, Chamblee, GA 30338.	\$ _____
157.	Annual Load Bank Testing, Fire Station #19, 3253 Mercer University Dr., Chamblee, GA 30341	\$ _____
158.	Annual Load Bank Testing, Fire Station #19 (Antenna Site), 3253 Mercer University Drive, Chamblee, GA 30341.	\$ _____
159.	Annual Load Bank Testing, Fire Station #20, 2919 Warren Road, Decatur, GA 30034.	\$ _____
160.	Annual Load Bank Testing, Fire Station #21, 1090 Crown Point Parkway, Atlanta, GA 30338.	\$ _____
161.	Annual Load Bank Testing, Fire Station #22, 1859 Montreal Road, Tucker, GA 30084	\$ _____
162.	Annual Load Bank Testing, Fire Station #23, 1265 Brockett Road, Clarkston, GA 30021.	\$ _____
163.	Annual Load Bank Testing, Fire Station #24, 4154 Redan Road, Stone Mountain, GA 30083.	\$ _____
164.	Annual Load Bank Testing, Fire Station #24, 4154 Redan Road, Stone Mountain, GA 30083.	\$ _____
165.	Annual Load Bank Testing, Fire Station #25, 7136 Rockbridge Rd, Stone Mountain, GA 30087.	\$ _____
166.	Annual Load Bank Testing, Fire Station #26, 2522 McAfee Road, Decatur, GA 30032.	\$ _____
167.	Annual Load Bank Testing, Jail, 4415 Memorial Drive, Decatur, GA 30032. (#1)	\$ _____
168.	Annual Load Bank Testing, Jail, 4415 Memorial Drive, Decatur, GA 30032. (#2)	\$ _____
169.	Annual Load Bank Testing, Jail, 4415 Memorial Drive, Decatur, GA 30032. (#3)	\$ _____

ITEM NO.	ITEM DESCRIPTION	TOTAL ANNUAL COST
170.	Annual Load Bank Testing, Jail, 4415 Memorial Drive, Decatur, GA 30032 Fire Pump.	\$ _____
171.	Annual Load Bank Testing, Decatur Library, 215 Sycamore Street, Decatur, GA 30030.	\$ _____
172.	Annual Load Bank Testing, Judicial Tower (Unit – 1), 556 N. McDonough St., Decatur, GA 30030.	\$ _____
173.	Annual Load Bank Testing, Judicial Tower (Unit – 2), 556 N. McDonough St., Decatur, GA 30030	\$ _____
174.	Annual Load Bank Testing, Memorial Drive Office Park, 4380 Memorial Drive, Decatur, GA 30032.	\$ _____
175.	Annual Load Bank Testing, Juvenile Justice Center, 4309 Memorial Drive, Decatur, GA 30032.	\$ _____
176.	Annual Load Bank Testing, E. DeKalb Police Precinct (Antenna Site), 2484 Bruce St., Lithonia, GA 30058.	\$ _____
177.	Annual Load Bank Testing, Prime Site (Antenna Site), 701 Camp Road, Decatur, GA 30032.	\$ _____
178.	Annual Load Bank Testing, Mystery Valley (Antenna Site), 6094 Shadowrock Dr., Lithonia, GA 30058.	\$ _____
179.	Annual Load Bank Testing, Crisis Center, 450 Winn Way Road, Decatur, GA 30030.	\$ _____
180.	Annual Load Bank Testing, North DeKalb Health Center, 3807 Clairmont Rd, Decatur, GA 30030.	\$ _____
181.	Annual Load Bank Testing, Police Headquarters, 1960 West Exchange Place, Tucker, GA 30084. (Building)	\$ _____
182.	Annual Load Bank Testing, Exchange Park (Antenna Site), 2771 Columbia Drive, Decatur, GA 30034.	\$ _____
183.	Annual Load Bank Testing, Fire Rescue Headquarters, 1950 West Exchange Place, Tucker, GA 30084. (Building)	\$ _____
184.	Annual Load Bank Testing, Police Headquarters (911 Center), 1960 West Exchange Place, Tucker, GA 30084.	\$ _____
185.	Annual Load Bank Testing, South Police Precinct, 2842 HF Shepard, Decatur, GA 30034.	\$ _____
186.	Annual Load Bank Testing, East Police Precinct, 2484 Bruce St, Lithonia, GA 30058.	\$ _____
187.	Annual Load Bank Testing, DeKalb Firing Range (Antenna Site), 3977 Goddard Road, Lithonia, GA 30038.	\$ _____
188.	Annual Load Bank Testing, DeKalb North Transfer, 4600 Buford Highway, Atlanta, GA 30341.	\$ _____
189.	Annual Load Bank Testing, DeKalb Sanitation East, 1750 Rogers Lake Road, Lithonia, GA 30058.	\$ _____

ITEM NO.	ITEM DESCRIPTION	TOTAL ANNUAL COST
190.	Annual Load Bank Testing, DeKalb Sanitation North, 2315 Chamblee Tucker Road, Tucker, GA 30084.	\$ _____
191.	Annual Load Bank Testing, DeKalb Sanitation South, 1755 Fairlake Drive, Decatur, GA 30084.	\$ _____
192.	Annual Load Bank Testing, DeKalb Sanitation Ward Lake, 3115 Ward Lake Road, Ellenwood, GA 30294.	\$ _____
193.	Annual Load Bank Testing, DeKalb Shepherd (Antenna Site), 1800 Briarcliff Road, Atlanta, GA 30329.	\$ _____
194.	Annual Load Bank Testing, Fire Rescue Headquarters, 1950 West Exchange, Tucker, GA 30329. (SMS trailer)	\$ _____
195.	Annual Load Bank Testing, Fire Rescue Headquarters, 1950 West Exchange, Tucker, GA, 30329, Building (Portable), 100KW, Baldor Model# TS130T, S/N# P1002010006, John Deere Engine Model# 4045HF285, Engine S/N PE4045L091372	\$ _____
196.	Annual Load Bank Testing, Police Headquarters, 1960 West Exchange, Tucker, GA 30329, Battery Van.	\$ _____
197.	Annual Load Bank Testing, Library Processing Center, 3560 Kensington Road, Decatur, GA 30032.	\$ _____
198.	Annual Load Bank Testing, Central Police Precinct (Public Safety), 3630 Camp Circle, Decatur, GA 30032.	\$ _____
199.	Annual Load Bank Testing, Records Court, 3630 Camp Circle, Decatur, GA 30032.	\$ _____
200.	Annual Load Bank Testing, Exchange Rec Center, 2771 Columbia Drive, Decatur, GA 30034.	\$ _____
201.	Annual Load Bank Testing, Mason Miller Rec Center, 1340 McConnell Drive, Decatur, GA 30033.	\$ _____
202.	Annual Load Bank Testing, North Dekalb Tag Office, 3654 Clairmont Road, Chamblee, GA 30341.	\$ _____
Bidder enter Total Annual Cost for Line Item Nos. 138 – 202 (for evaluative purposes).		\$ _____
PART D OF PRICE SCHEDULE (SEE NOTE 4 ON PAGE 51)		
203.	Replacement Nife, Type H411-2 or A412-2, NiCad 2-cell Battery, Part # SBH-153 for Cummins Diesel Engines.	\$ _____
204.	Replacement Nife, Type H411-3 or A412-3, NiCad 3-cell Battery for Cummins Diesel Engines.	\$ _____
205.	Replacement Nife, Type NSH150-2, Code VN, NiCad 2-cell Battery for Caterpillar Diesel Engines.	\$ _____
206.	Replacement GNB Inc. Absolyte II Type 6-75A13 cell for GenSet Circuit Breakers.	\$ _____
207.	Replacement of Group 24 starter Battery.	\$ _____
208.	Replacement of 4D starter Battery.	\$ _____
209.	Replacement Nife, Type NSH150-2, Code VN, NiCad 2-cell Battery for Caterpillar Diesel Engines.	\$ _____

PART E OF PRICE SCHEDULE (SEE NOTE 5 ON PAGE 51)		
210.	Cost for Mechanic	\$ _____
211.	Emergency Repair Services; Cost for Mechanic.	\$ _____
212.	Cost for Electrician/Instrument Technician.	\$ _____
213.	Emergency Repair Services; Cost for Electrician/Instrument Technician.	\$ _____
214.	Repair and Rewinding Services for electric generators and peripheral equipment per <u>Vaughen's Price and Productivity Guide</u> .	\$ _____
215.	Emergency Repair and Rewinding for electric generators and peripheral equipment per <u>Vaughen's Price and Productivity Guide</u> .	\$ _____

PRICE SCHEDULE

Mark-up: Bidder state *Percentage Above Invoice Cost* (for parts and materials required for maintenance/repair or outright sale to County as spares not included in Part D of the Price Schedule). _____ %

Notes to Bidder:

1. Part A of the Price Schedule - Line Item Nos. 1 through 67:

a. Part A represents items that are managed by the Department of Watershed Management at the following plants:

- (1) Item Nos. 1 – 9: The Scott Candler Filter Plant
- (2) Item Nos. 10 – 63: The Snapfinger Water Treatment Plant and Lift Stations
- (3) Item Nos. 64 – 67: The Roadhaven Complex

b. Bidder should enter pricing as it pertains to each column.

(1) “Annual Cost for Monthly Services” shall equal the total cost for each month of routine monthly maintenance services, as identified in Section 3.1 of the Minimum Specifications, for **ten (10) months**. The County will divide the total number by ten (10) when determining payment for each monthly service.

(2) “Annual Cost for Annual Services” shall equal the total cost for a one (1) time annual fee for services rendered per Section 3.2 of the Minimum Specifications. Bidder shall exclude Annual Load Testing costs from this section.

c. All pricing shall be inclusive of labor, parts, equipment, materials, travel and all things necessary to perform monthly and annual inspection, testing and maintenance services per the Minimum Specifications.

2. Part B of the Price Schedule - Line Item Nos. 68 through 137:

a. Part B represents items that are managed by the Department of Facilities Management at various locations throughout the County.

b. Bidder should enter pricing as it pertains to each column.

(1) “Annual Cost for Monthly Services” shall equal the total cost for each month of routine monthly maintenance services, as identified in Section 3.1 of the Minimum Specifications, for **ten (10) months**. The County will divide the total number by ten (10) when determining payment for each monthly service.

(2) “Annual Cost for Annual Services” shall equal the total cost of a one (1) time fee for annual services rendered per Section 3.2 of the Minimum Specifications. Bidder shall exclude annual load bank testing costs from this section.

c. All pricing shall be inclusive of labor, parts, equipment, materials, travel and all things necessary to perform monthly and annual inspection, testing and maintenance services per the Minimum Specifications.

Notes to Bidder (Continued):

3. Part C of the Price Schedule - Line Item Nos. 138 through 202:

a. Bidder shall enter the total cost of a one (1) time fee for annual load bank testing services rendered per Section 3.2 of the Minimum Specifications.

b. All pricing shall be inclusive of labor, parts, equipment, materials, travel and all things necessary to perform monthly and annual inspection, testing and maintenance services per the Minimum Specifications.

4. Part D of the Price Schedule - Line Item Nos. 203 through 209:

Bidder shall enter the total cost, inclusive of any percentage mark-up, delivery, and any other fees associated with providing the item to the County, for parts and/or components that may be purchased by the County as listed in Line Item Nos. 203 – 209.

5. Part E of the Price Schedule - Line Item Nos. 210 through 215:

a. Part E represents miscellaneous services that have not been specified elsewhere on Price Schedule and shall not to be considered as part of pricing for line items 1 through 202.

b. Bidder shall enter the hourly labor rate for Line Item Nos. 210 – 215 per each item description. All pricing shall be inclusive of labor, parts, equipment, materials, travel and all things necessary to perform the services.

c. The hourly Emergency Repair Service rate shall only apply for emergency repair services rendered outside of the normal business hours of 8:30 a.m. – 5 p.m., Monday through Friday, and approved by the County. Repair services voluntarily provided outside of normal business hours shall be charged at the normal hourly rate.

(END OF PRICE SCHEDULE)

BID ACKNOWLEDGEMENT FORM

I, the undersigned, acknowledge that I have read the Bid Document in its entirety and agree to conform to its every requirement. I further acknowledge that failure to prepare, submit, or execute this bid in the exact manner requested will be just cause to reject my entire bid.

Name of Business Entity Submitting Bid	Print Name and Title of Authorized Signer
Business Entity Street Address	Authorized Signature
Business Entity City, State and Zip Code	Contact Person's Phone Number
Business Entity County	Contact Person's E-mail Address

- Bidder acknowledges addendum(s): No. 1 ____, No. 2 ____, No. 3 ____ (If Applicable)
- Bidder acknowledges that this bid is valid for one hundred twenty (120) _____ (Initial) days from and including the actual bid opening date.
- Bidder acknowledges that bid meets or exceeds Technical Specifications. _____ (Initial)
Any deviation from Technical Specifications must be explained, in detail, by bidder as to how the bid does not meet the exact specifications.
- Bidder acknowledgement of Revisions to the above Terms and Conditions:
 - No revisions _____ (Initial)

OR

- There are revisions and they are included with the bid submittal _____ (Initial)

The above acknowledgment must be properly signed and firmly attached to your bid. The acknowledgment becomes a part of your bid and without it your bid is not complete and will be subject to rejection.

THIS PAGE MUST BE RETURNED WITH YOUR BID. FAILURE TO SUBMIT THIS COMPLETED FORM WILL RESULT IN YOUR BID BEING DEEMED NON-RESPONSIVE.

ATTACHMENT A**REQUIRED DOCUMENTS CHECKLIST**

Bidder complete and submit the following documents with your bid:

Bid Page No.	Title	Check This Box If Included With Bid
1-30	ITB Document, including completion of the following: General Terms and Conditions, Sections: C. Delivery (pg. 9); E. Foreign Products (pg. 9); G: Warranty and/or Guaranty (pg. 10); and FF. Cooperative Procurement (pg. 19)	
31-51	<u>Price Schedule submitted in a Separate, Sealed Envelope and clearly labeled as "Price Schedule" *</u>	
52	Bid Acknowledgement Form*	
53	Required Documents Checklist	
54	Contractor Reference and Release Form	
55	Subcontractor Reference and Release Form, if applicable	
57	Contractor Affidavit*	
58	Subcontractor Affidavit, if applicable**	
59-67	LSBE - Exhibits 1 and 2 of Attachment G*	
68	First Source Jobs Acknowledgement Form*	
69	New Employee Tracking Form	
-	A copy of current, valid Business License	

***If these mandatory forms are not completed and submitted with the bid, the bidder will be deemed non-responsive.**

****These forms are applicable if a subcontractor will be utilized to fulfill the requirements of this contract. If these forms are applicable, they must be completed and submitted along with the bid. Failure to submit these forms, if applicable, will result in the bidder being deemed non-responsive.**

I, the undersigned, acknowledge that I have included the requested documents as listed above.

Printed Name

Signature

ATTACHMENT B

CONTRACTOR REFERENCE AND RELEASE FORM

List below at least three (3) references, including company name, contact name, address, email address, telephone numbers and contract period who can verify your experience and ability to perform the type(s) of product(s)/ service(s) listed in the solicitation.

Company Name	Contract Period		
Contact Person Name and Title	Telephone Number (include area code)		
Complete Primary Address	City	State	Zip Code
Email Address	Fax Number (include area code)		
Project Name and Description			

Company Name	Contract Period		
Contact Person Name and Title	Telephone Number (include area code)		
Complete Primary Address	City	State	Zip Code
Email Address	Fax Number (include area code)		
Project Name and Description			

Company Name	Contract Period		
Contact Person Name and Title	Telephone Number (include area code)		
Complete Primary Address	City	State	Zip Code
Email Address	Fax Number (include area code)		
Project Name and Description			

REFERENCE CHECK RELEASE STATEMENT

You are authorized to contact the references provided above for purposes of this ITB.

Signature _____ Title _____
 (Authorized Signature of Bidder)

Company Name _____ Date _____

ATTACHMENT C

SUBCONTRACTOR REFERENCE AND RELEASE FORM

List below at least three (3) references, including company name, contact name, address, email address, telephone numbers and contract period who can verify your experience and ability to perform the type(s) of product(s)/ service(s) listed in the solicitation.

Company Name	Contract Period		
Contact Person Name and Title	Telephone Number (include area code)		
Complete Primary Address	City	State	Zip Code
Email Address	Fax Number (include area code)		
Project Name and Description			

Company Name	Contract Period		
Contact Person Name and Title	Telephone Number (include area code)		
Complete Primary Address	City	State	Zip Code
Email Address	Fax Number (include area code)		
Project Name and Description			

Company Name	Contract Period		
Contact Person Name and Title	Telephone Number (include area code)		
Complete Primary Address	City	State	Zip Code
Email Address	Fax Number (include area code)		
Project Name and Description			

REFERENCE CHECK RELEASE STATEMENT

You are authorized to contact the references provided above for purposes of this ITB.

Signature _____ Title _____
 (Authorized Signature of Bidder)

Company Name _____ Date _____

ATTACHMENT D**CONTRACTOR & SUBCONTRACTOR EVIDENCE OF COMPLIANCE:**

- (1) County contracts for the physical performance of services within the state of Georgia shall include the following provisions: ¹
 - a. the contractor has registered with and is authorized to use the federal work authorization program to verify information on all newly hired employees or subcontractors;
 - b. by affidavit, the contractor must attest to the contractor's name, address, user identification number, date of authorization, and verification of the continual participation throughout the contract period, and
 - c. the affidavit shall become a part of the covered contract and must be attached.
- (2) No contractor or subcontractor who enters into a contract with the County shall enter into such a contract or subcontract in connection with the physical performance of services within Georgia unless the contractor or subcontractor registers and participates in the federal work authorization program to verify information of all newly hired employees. Any employee, contractor, or subcontractor of such contractor or subcontractor shall also be required to satisfy the requirements of O.C.G.A. § 13-10-91, as amended.
- (3) Upon contracting with a new subcontractor, a contractor or subcontractor shall, as a condition of any contract or subcontract entered into pursuant to O.C.G.A. § 13-10-91, as amended, agree to provide the County with notice of the identity of any and all subsequent subcontractors hired or contracted by the contractor or subcontractor. Such notice shall be provided within five (5) business days of entering into a contract or agreement for hire with any subcontractor. Such notice shall include an affidavit from each subsequent contractor attesting to the subcontractor's name, address, user identification number, and date of authorization to use the federal work authorization program.
- (4) An affidavit shall be considered an open public record; provided, however, that any information protected from public disclosure by federal law or by Article 4 of Chapter 28 of Title 50 shall be redacted. Affidavits shall be maintained by the County for five years from the date of receipt.
- (5) To verify compliance, the contractor agrees to participate in random audits conducted by the Commissioner of the Georgia Department of Labor. The results of the audits shall be published on the www.open.georgia.gov website, and on the Department of Labor's website no later than December 31 of each year.
- (6) Any person who knowingly and willfully makes a false, fictitious, or fraudulent statement in an affidavit submitted pursuant to O.C.G.A. § 13-10-91 shall be guilty of a violation of Code § 16-10-20 and, upon conviction, shall be punished as provided in such section. Contractors and subcontractors convicted for false statements based on a violation of such section shall be prohibited from bidding on or entering into any public contract for twelve (12) months following such conviction.

¹ O.C.G.A. § 13-10-91, as amended

ATTACHMENT E

CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned verifies its compliance with O.C.G.A. § 13-10-91, as amended, stating affirmatively that the individual, firm or corporation which is contracting with DEKALB COUNTY, GA, a political subdivision of the State of Georgia, has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603, in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91, as amended]. The affiant agrees to continue to use the federal work authorization program throughout the contract period.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the COUNTY, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91, as amended, on the Subcontractor Affidavit form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the COUNTY, within five (5) days from when the subcontractor(s) is retained to perform such service.

BY: Authorized Officer or Agent
(Bidder's Name)

Federal Work Authorization
Enrollment Date

Title of Authorized Officer or Agent of Bidder

Identification Number

Name of Authorized Officer or Agent Printed

Address
(* do not include a post office box)

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

_____ DAY OF _____, 20__

Notary Public

My Commission Expires: _____

ATTACHMENT F

SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned verifies its compliance with O.C.G.A. § 13-10-91, as amended, 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 DEKALB COUNTY, GA, a political subdivision of the State of Georgia, has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603, in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91, as amended]. The affiant agrees to continue to use the federal work authorization program throughout the contract period.]

BY: Authorized Officer or Agent
(Bidder's Name)

Federal Work Authorization
Enrollment Date

Title of Authorized Officer or Agent of Bidder

Identification Number

Printed Name of Authorized Officer or Agent

Address (* do not include a post office box)

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

_____ DAY OF _____, 20_____

Notary Public
My Commission Expires: _____

ATTACHMENT G**LSBE INFORMATION
DEKALB FIRST LSBE INFORMATION
WITH EXHIBITS 1 – 2****SCHEDULE OF LOCAL SMALL BUSINESS ENTERPRISE PARTICIPATION
OPPORTUNITY TRACKING FORM**

The Chief Executive Officer and the Board of Commissioners of DeKalb County believe that it is important to encourage the participation of small and local businesses in the continuing business of County government; and that the participation of these types of businesses in procurement will strengthen the overall economic fabric of DeKalb County, contribute to the County's economy and tax base, and provide employment to local residents. Therefore, the Chief Executive Officer and the Board of Commissioners have made the success of local small businesses a permanent goal of DeKalb County by implementing the DeKalb First Local Small Business Enterprise Ordinance.

PROVISIONS OF DEKALB FIRST LOCAL SMALL BUSINESS ENTERPRISE (LSBE) ORDINANCE

Percentage of LSBE Participation Required
20% of Total Award

Certification Designation	Request For Proposals (RFP)
LSBE Within DeKalb (LSBE-DeKalb)	Ten (10) Preference Points
LSBE Outside DeKalb (LSBE-MSA)	Five (5) Preference Points
Demonstrated GFE	Two (2) Preference Points

Certified Local Small Business Enterprises (LSBEs) located within DeKalb County and prime contractors utilizing LSBEs that are locally-based inside DeKalb County shall receive ten (10) points in the initial evaluation of their response to any Request for Proposal. Certified LSBEs located outside of DeKalb County but within the nine (9) County Metropolitan Statistical Area (MSA) consisting of Cherokee, Clayton, Cobb, Douglas, Fayette, Fulton, Gwinnett, Henry, and Rockdale Counties shall receive five (5) points in the initial evaluation of their response to any Request for Proposal. Prime Contractors who demonstrate sufficient good faith efforts in accordance with the requirements of the ordinance shall be granted two (2) points in their initial evaluation of responses to any Request for Proposal. Pro-rated points shall be granted where a mixture of LSBE-DeKalb and LSBE MSA firms are utilized. Utilization of each firm shall be based upon the terms of the qualified sealed solicitation.

Prime Contractor(s) deemed responsible and remains responsive to an Invitation to Bid (ITB) because they are either a certified LSBE-DeKalb or LSBE-MSA firm or has obtained 20% participation of an LSBE-DeKalb or LSBE-MSA firm, submits the lowest bid price shall be deemed the lowest, responsive and responsible bidder.

Prime Contractor(s) deemed responsible and remains responsive to an Invitation to Bid (ITB) and documented good faith efforts, submits a lower bid price than a Prime Contractor that achieved 20% LSBE participation, or otherwise required benchmark, then the Prime Contractor who actually met the benchmark will be given the opportunity to match the lowest bid price of the Prime Contractor who only made good faith efforts. Prime Contractor(s) who choose **not** to match the lowest bid price, then the Prime Contractor who made the good faith efforts will be deemed the lowest, responsive and responsible bidder.

For all qualified sealed solicitations, the Director of Purchasing and Contracting, DeKalb County Government, shall determine if the bidder/proposer has included written documentation showing that at least twenty percent (20%) of the total contract award will be performed by a certified LSBE. This written documentation shall be in the form of a notarized Schedule of LSBE Participation (Attached hereto as "Exhibit 1".) For all contracts, a signed letter of intent from all certified LSBEs describing the work, material, equipment and/or services to be performed or provided by the LSBE(s) and the agreed upon percentage shall be due with the bid or proposal documents and included with "Exhibit 1". The certified vendor list establishes the group of Certified LSBE's from which the bidder/proposer must solicit subcontractors for LSBE participation. This list can be found on our website <http://www.dekalbcountyga.gov/purchasing-contracting/about-purchasing-and-contracting> or obtained from the Special Projects LSBE Program team.

Prime Contractors failing to meet the LSBE benchmark must document and demonstrate Good Faith Efforts in accordance with the attached "Checklist for Good Faith Efforts" portion of "Exhibit 1." The notarized Schedule of LSBE Participation shall be due and submitted with each bid or proposal. Failure to achieve the LSBE benchmark or demonstrate good faith efforts shall result in a bid or proposal being rejected. Prime Contractors that fail to attend the mandatory LSBE meeting in person or via video conference shall mean that the Prime Contractor has not demonstrated sufficient good faith efforts and its bid or proposal if submitted, shall be deemed non-responsive without any further review.

Upon award, Prime Contractors are required to submit a report detailing LSBE Sub-Contractor usage with each request for payment and not less than on a monthly basis. Prime Contractors shall ensure that all LSBE sub-contractors have been paid within seven (7) days of the Prime's receipt of payment from the County. Failure to provide requested reports/documentation shall constitute a material breach of contract, entitling the County to terminate the Contract for default or pursue other remedies. LSBE sub-contractors must confirm payments received from the Prime(s) for each County contract they participate in.

For eligible bids/proposals valued over \$5,000,000.00, the Mentor-Protégé provision of the Ordinance shall apply. Prime Contractors must agree to become mentors and take on an LSBE protégé in an effort to enhance the potential of future LSBEs. Qualifying projects shall be performed by both Mentor and Protégé through a subcontract between both parties. This requirement is in addition to all other applicable sections of the DeKalb First Ordinance. Please review the ordinance, section 2-214 or contact the LSBE Program Representative for detailed information regarding this initiative.

EXHIBIT 1

SCHEDULE OF DEKALB FIRST LOCAL SMALL BUSINESS ENTERPRISE PARTICIPATION OPPORTUNITY TRACKING FORM

As specified, Bidders and Proposers are to present the details of LSBE participation below:

PRIME BIDDER/PROPOSER _____

SOLICITATION NUMBER: **ITB 24-101674**

TITLE OF UNIT OF WORK: **Engine and Generator Maintenance and Repair Services (Annual Contract with 2 Options to Renew)**

1. My firm, as the prime bidder/proposer on this unit of work, is a certified (check all that apply):
 LSBE-DeKalb LSBE-MSA
2. If you are a Certified LSBE-DeKalb or MSA, please indicate below the percentage of work that your firm will carry out directly: _____.
3. If the prime bidder/proposer is a joint venture, please describe below the nature of the joint venture and level of work and percentage of participation to be provided by the LSBE-DeKalb or MSA joint venture firm.

4. List the LSBE-DeKalb or MSA subcontractors and/or firms (including suppliers) to be utilized in of this contract, if awarded. No changes can be made in the subcontractors listed below without the prior written approval of the County. Please attach a signed letter of intent from all certified LSBEs describing the work, materials, equipment or services to be performed and/or provided and the agreed upon percentage of work to be performed. A Letter of Intent form is attached hereto as "Exhibit 2".

Name of Company	
Address	
Telephone	
Fax	
Contact Person	
Indicate certification status and attach proof of certification: LSBE-DeKalb/LSBE-MSA	
Description of services to be performed	
Percentage of work to be performed	

Name of Company	
Address	
Telephone	
Fax	
Contact Person	
Indicate certification status and attach proof of certification: LSBE-DeKalb/LSBE-MSA	
Description of services to be performed	
Percentage of work to be performed	

Name of Company	
Address	
Telephone	
Fax	
Contact Person	
Indicate certification status and attach proof of certification: LSBE-DeKalb/LSBE-MSA	
Description of services to be performed	
Percentage of work to be performed	

Name of Company	
Address	
Telephone	
Fax	
Contact Person	
Indicate certification status and attach proof of certification: LSBE-DeKalb/LSBE-MSA	
Description of services to be performed	
Percentage of work to be performed	

Please attach additional pages, if necessary.

EXHIBIT 1, CONT'D**DEKALB COUNTY**
CHECKLIST FOR GOOD FAITH EFFORTS

A bidder/proposer that does not meet the County's LSBE participation benchmark is required to submit documentation to support all "Yes" responses as proof of "good faith efforts." Please indicate whether or not any of these actions were taken:

	Yes	No	Description of Actions
1.			Prime Contractors shall attend a MANDATORY LSBE Meeting in person or via video conference within two-weeks of advertisement the solicitation.
2.			Provide a contact log showing the company's name, contact person, address, email and contact number (phone or fax) used to contact the proposed certified subcontractors, nature of work requested for quote, date of contact, the name and title of the person making the effort, response date and the percentage of work.
3.			Provide interested LSBEs via email, of any new relevant information, if any, at least 5 business days prior to submission of the bid or proposal.
4.			Efforts made to divide the work for LSBE subcontracting areas likely to be successful and to identify portions of work available to LSBEs consistent with their availability. Include a list of divisions of work not subcontracted and the corresponding reasons for not including them. The ability or desire of a bidder/proposer to perform the contract work with its own organization does not relieve it of the responsibility to make good faith efforts on all scopes of work subject to subcontracting.
5.			Efforts were made to assist potential LSBE subcontractors meet bonding, insurance, or other governmental contracting requirements. Where feasible, facilitating the leasing of supplies or equipment when they are of such a specialized nature that the LSBE could not readily and economically obtain them in the marketplace.
6.			Communication via email or phone with DeKalb First Program Staff seeking assistance in identifying available LSBEs. Provide DeKalb First Program Staff representative name and title, and date of contact.
7.			For all contracts, a signed letter of intent from all certified LSBEs describing the work, materials, equipment or services to be performed or provided by the LSBE(s) and the agreed upon LSBE participation percentage shall be due with the bid or proposal documents.
8.			Other Actions, to include Mentor/Protégé commitment for solicitations \$5M and above (specify):

Please explain all "no" answers above (by number):

EXHIBIT 1, CONT'D

This list is a guideline and by no means is it exhaustive. The County will review these efforts, along with attached supporting documents, to assess the bidder/proposer's efforts to meet the County's LSBE Participation benchmark. If you require assistance in identifying certified, bona fide LSBEs, please contact the Purchasing and Contracting Department - DeKalb First Program, DeKalbFirstLSBE@dekalbcountyga.gov.

EXHIBIT 1, CONT'D**DEKALB FIRST LOCAL SMALL BUSINESS ENTERPRISE SCHEDULE OF PARTICIPATION
OPPORTUNITY TRACKING FORM****Bidder/Proposer Statement of Compliance**

Bidder(s)/Proposer(s) hereby state that they have read and understand the requirements and conditions as set forth in the objectives and that reasonable effort were made to support the County in providing the maximum practicable opportunity for the utilization of LSBEs consistent with the efficient and economical performance of this contract. The Bidder and any subcontractors shall file compliance reports at reasonable times and intervals with the County in the form and to the extent prescribed by the Director of DeKalb County Purchasing and Contracting Department. Compliance reports filed at such times as directed shall contain information as to the employment practices, policies, programs and statistics of Contractors and their subcontractors.

1. Non-Discrimination Policy

- a. During the performance of this agreement, Contractor agrees to conform to the following Non-Discrimination Policy adopted by the County.
- b. Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Contractor will take action to ensure that applicants are employed, and the employees are treated during employment without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following:
 - (1) Employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places available to employees and applicants for employment, notices to be provided setting forth provisions of this non-discrimination clause.
 - (2) Contractor shall, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.
- c. Without limiting the foregoing, Contractor shall not discriminate on the basis of disability in the admission or access to, or treatment or employment in, the programs and activities, which form the subject of the contract. The Contractor will take action to ensure that applicants for participation in such programs and activities are considered without regard to disability. Such action shall include, but not be limited to, the following:
 - (1) Contractor agrees to post in conspicuous places available to participants in its programs and activities notices to be provided setting forth the provisions of this non-discrimination clause.
 - (2) Contractor shall, in all solicitations or advertisements for programs or activities, which are the subject of the contract, state that all qualified applicants will receive consideration for participation without regard to disability.

2. Commitment

The undersigned certifies that he/she has read, understands, and agrees to be bound by the bid specifications, including the accompanying Exhibits and other terms and conditions of the Invitation to Bid and/or Request for Proposal regarding LSBE utilization. The undersigned further certifies that he/she is legally authorized by the bidder or responder to make the statements and representations in

EXHIBIT 1, CONT'D

Exhibit 1 and that said statements and representations are true and correct to the best of his/her knowledge and belief. The undersigned will enter into formal agreement(s) with the LSBE(s) listed in this Exhibit 1, which are deemed by the owner to be legitimate and responsible LSBEs. Said agreement(s) shall be for the work and contract with the County. The undersigned understands and agrees that if any of the statements and representations are made by the Bidder knowing them to be false, or if there is a failure of the successful Bidder (i.e., Contractor) to implement any of the stated agreements, intentions, objectives, goals and commitments set forth herein without prior approval of the County, then in any such events the contractor's act or failure to act, as the case may be, shall constitute a material breach of contract, entitling the County to terminate the Contract for default. The right to so terminate shall be in addition to, and not in lieu of, any other rights and remedies the County may have for other defaults under the Contract. Additionally, the Contractor will be subject to the loss of any future contract awards by the County for a period of one year.

Firm Name (Please Print):

Firm's Officer:

(Authorized Signature and Title Required)

Date

Sworn to and Subscribed to before me this ____ day of _____, 20__.

Notary Public

My Commission Expires: _____

EXHIBIT 2

**LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR
PROVIDING MATERIALS OR SERVICES**

Instructions:

1. Complete the form in its entirety and submit with bid documents.
2. Please be advised that LSBEs cannot be removed from a project without pre-approval from Contract Compliance.

To: _____
(Name of Prime Contractor Firm)

From: _____ LSBE –DeKalb LSBE –MSA
(Name of Subcontractor Firm) (Check all that apply)

ITB Number: 24-101674

Project Name: Engine and Generator Maintenance and Repair Services (Annual Contract with 2 Options to Renew)

The undersigned subcontractor is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided).

Description of Materials or Services	Project Commence Date	% of Contract Award

Prime Contractor:

Sub-contractor:

Signature: _____

Signature: _____

Title: _____

Title: _____

Date: _____

Date: _____



ATTACHMENT H

FIRST SOURCE JOBS ORDINANCE INFORMATION
(WITH EXHIBITS 1 – 4)
EXHIBIT 1

FIRST SOURCE JOBS ORDINANCE ACKNOWLEDGEMENT

Contract No. _____

The DeKalb County First Source Ordinance requires contractors or beneficiaries of eligible projects entering into any type of agreement with the County, including purchase orders, regardless of what they may be called, for the procurement or disposal of supplies, services, construction projects, professional or consultant services, which is funded in whole or part with County funds or County administered funds in which the contractor is to receive \$50,000 or more in County expenditures or committed expenditures and recipient of urban redevelopment action grants or community development block funds administered in the amount of \$50,000 or more to make a good faith effort to hire DeKalb County residents for at least 50% of jobs created using the First Source Registry (candidate database) within one hundred twenty (120) days of contract execution. The work to be performed under this contract is subject to the provisions of the DeKalb County First Source Jobs Ordinance. All contractors will be asked to submit an Employment Roster and/or copies of active payroll registers on a monthly basis to verify compliance. The undersigned acknowledges and agrees to comply with the provisions of the DeKalb County First Source Jobs Ordinance.

CONTRACTOR OR BENEFICIARY INFORMATION:

Contractor or Beneficiary Name (Signature)

Contractor or Beneficiary Name (Printed)

Title

Telephone

Email

Name of Business

Please answer the following questions:

1. How many job openings do you anticipate filling related to this contract? _____
2. How many incumbents/existing employees will retain jobs due to this contract?
DeKalb Residents: _____ Non-DeKalb Residents: _____

Please return this form to WorkSource DeKalb, fax (404) 687-3900 or email to WSDBusiness@dekalbcountyga.gov.

WorkSource DeKalb (WSD) is an EEO/M/F/D/V employer/program. Auxiliary aids/services are available upon request to individuals with disabilities. Persons with hearing impairments may call 1-800-255-0135 or 711 TTY for assistance. WSD is 100% funded by the U. S. Department of Labor and is a proud partner of the American Job Center Network.



BUSINESS SERVICE REQUEST FORM Exhibit 3

Please complete this form for each position that you have available.

DATE: _____ FEDERAL TAX ID: _____ WEBSITE: _____

COMPANY NAME: _____

ADDRESS: _____

(WORKSITE ADDRESS IF DIFFERENT): _____

CONTACT NAME: _____ TITLE: _____

CONTACT PHONE: _____ CONTACT EMAIL ADDRESS: _____

Are you a private employment agency or staffing agency? YES NO

JOB DESCRIPTION: *(Please include a copy of the Job Description)*

POSITION TITLE: _____

NUMBER OF POSITIONS AVAILABLE: _____ TARGET START DATE: _____

WEEKLY WORK HOURS: 20-30 hours 30-40 hours Other _____

SALARY RATE: (OR RANGE) _____ WORK SCHEDULE: _____

PERM TEMP TEMP-TO-PERM SEASONAL

PUBLIC TRANSPORTATION ACCESSIBILITY: YES NO

SCREENINGS ARE REQUIRED: YES NO SELECT ALL THAT APPLY: _____

CREDIT CHECK DRUG MVR BACKGROUND OTHER _____

HOW TO APPLY: _____

Please return form to: _____

DO NOT WRITE BELOW THIS LINE - TO BE COMPLETED BY WORKSOURCE DEKALB ONLY

TYPE: First Source Direct Hire Work Experience (WEX) SYSTEM ENTRY DATE: _____

ASSIGNED TO: _____ DATE: _____

