# **APPENDIX | REQUIRED FORMS**



# GWINNETT COUNTY DEPARTMENT OF FINANCIAL SERVICES PURCHASING DIVISION

75 Langley Drive | Lawrenceville, GA 30046-6935 O: 770.822.8720 | F: 770.822.8735 GwinnettCounty.com

RP031-23 Provision of Standby Architectural and Engineering Services on an Annual Contract

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### **CODE OF ETHICS AFFIDAVIT**

PLEASE RETURN THIS FORM COMPLETED WITH YOUR SUBMITTAL. SUBMITTED FORMS ARE REQUIRED PRIOR TO EVALUATION.

In accordance with Section 54-33 of the Gwinnett County Code of Ordinances the undersigned bidder/proposer makes the following full and complete disclosure under oath, to the best of their knowledge, of the name(s) of all elected officials whom it employs or who have a direct or indirect pecuniary interest in or with the bidder/proposer, its affiliates or its subcontractors:

1Axis Infrastructure, LLC	
Company Submitting Bid/Proposal	
Please select one of the following:     No information to disclose (complete only section     Disclosed information below (complete section	**************************************
3. If additional space is required, please attach list:	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
4. BY: Cll. Authorized Officer or Agent Signature	Sworn to and subscribed before me this
<u>J. Dean Collins</u> Printed Name of Authorized Officer or Agent	
President Title of Authorized Officer or Agent of Contractor	Notary Public Public Public Public Count

Note: See Gwinnett County Code of Ethics Ordinance EO2011, Sec. 54-33. The ordinance will be available to view in its' entirety at GwinnettCounty.com







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Cas Architecture, P.C.		
Company Submitting Bid/Proposal		
Please select one of the following:		
3. If additional space is required, please attach list:		
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name	
4. BY: and Alexander Su, the		
Authorized Officer or Agent Signature	Sworn to and subscribed before me this	
Chad Alexander Smith Printed Name of Authorized Officer or Agent	8th day of September , 20 23	MILLIANA.
President	Notary Public S	SION EXOLO.
Title of Authorized Officer or Agent of Contractor	No. and The Control of the Control o	PUBLIC & SE
Note: See Gwinnett County Code of Eth	ics Ordinance EO2011, Sec. 54-33. The	ELL CORPUTATION

Note: See Gwinnett County Code of Ethics Ordinance EO2011, Sec. 54-33. The ordinance will be available to view in its' entirety at **GwinnettCounty.com** 



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CPL Architects, Engineers, Landscape Architects     Company Submitting Bid/Proposal	ect and Surveyor, D.P.C. (P.C.)
Please select one of the following:     No information to disclose (complete only section     □ Disclosed information below (complete section	
3. If additional space is required, please attach list:	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
4. BY: King. of Eller	Sworn to and subscribed before me this swing to TARE.
Authorized Officer or Agent Signature	EXPIRES VO
Kevin J. McOmber, PE	day of September, 2023 GEORGIA February 17, 2025
Printed Name of Authorized Officer or Agent	Step 10110 & DIOLOGA MILLEN NETT COUNTY
Executive Vice President	Notary Public
Title of Authorized Officer or Agent of Contractor	ORPORATE TO
	SEAL : ENGLY
	The vortises
Note: See Gwinnett County Code of Eth	nics Ordinance EO2011, Sec. 54-33, T



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# **CODE OF ETHICS AFFIDAVIT**

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In accordance with Section 54-33 of the Gwinnett County Code of Ordinances the undersigned bidder/proposer makes the following full and complete disclosure under oath, to the best of their knowledge, of the name(s) of all elected officials whom it employs or who have a direct or indirect pecuniary interest in or with the bidder/proposer, its affiliates or its subcontractors:

armates of its substitutions.		
1. CROFT & Associates		
Company Submitting Bid/Proposal		
Please select one of the following:		
3. If additional space is required, please attach list:		
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name	
4. BY: My My May May May May May May May May M	Sworn to and subscribed before me this	
Stacey Chapman Printed Name of Authorized Officer or Agent  Principal Title of Authorized Officer or Agent of Contractor	11th day of September 2023   S. JACANINA NOTAP	MINIMA MINIMA MARIA
	GEORIUM GEORIUM	LINE

# CODE OF ETHICS AFFIDAVIT



GWINNETT COUNTY
DEPARTMENT OF FINANCIAL SERVICES
PURCHASING DIVISION

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# CODE OF ETHICS AFFIDAVIT

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officials whom it employs or who have a direct or indirect pecuniary interest in or with the bidder/proposer, its In accordance with Section 54-33 of the Gwinnett County Code of Ordinances the undersigned bidder/proposer makes the following full and complete disclosure under oath, to the best of their knowledge, of the name(s) of all elected affiliates or its subcontractors:

dba/ Foreman Seeley Fountain Architecture Foreman Seeley Fountain Inc.

Company Submitting Bid/Proposal

- 2. Please select one of the following:
- ☒ No information to disclose (complete only section 4 below)
   ☐ Disclosed information below (complete section 3 & section 4 below)
- 3. If additional space is required, please attach list:

Gwinnett County Elected Official Name

Authorized 4. BY:

Sworn to and subscribed before me this

2023

September

day of

27th

Printed Name of Authorized Officer or Agent

Jeffery M. Seeley

Managing Partner

Notary Pub

Title of Authorized Officer or Agent of Contractor

GMINNET TO SERVICE OF Note: See Gwinnett County Code of Ethics Ordinance EO2011, Sec. 54-33. The ordinance will be available to view in its' entirety at GwinnettCounty.com

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# ARCHITECT E-VERIFY



GWINNETT COUNTY
DEPARTMENT OF FINANCIAL SERVICES
PURCHASING DIVISION

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# CONTRACTOR AFFIDAVIT AND AGREEMENT (THIS KORM SHOULD BE FULLY COMPLETED AND RETURNED WITH YOUR SUBMITTAL)

By executing this 'Affdavit, the undersigned contractor verifies its compliance with The Illegal/Immigration Reform Enhancements for 2013, stating affirmatively that the individual, firm, or corporation which is contracting with the Gwinnert County Board of Commissioners has registered with and is participating in a federal work authorization program's flany of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal employees, pursuant to the Immigration Reform and Control Act, in accordance with the applicability provisions and deadlines established therein.

The undersigned further agrees that, should it employ or contract with any subconfractor(s) in connection with the physical performance of services or the performance by labor pursuant to this contract with the 6winnett County Board of Commissioners, contractor will secure from such subcontractor(s) similar verification of compliance with the Illegal Immigration Reform and Enforcement Act on the Subcontractor Affidavity provided in 800-10-01-08 of a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the Gwinnett County Board of Commissioners at the time the subcontractor(s) is Retained to perform such pérvice.

For Gwinnett County Use Only: Document ID # Issue Date: 27 September 202 Date Registered 09/09/2010 Fitle of Authorized Officer or Agent of Contractor 3091 Governors Lake Drive, Suite 150 Peachtree Comers, Georgia 30071 E-Verify \* User Identification Number Authorized Officer or Agent Foreman Seeley Fountain Inc Contractor Signature) Jeffery M. Seeley -egal Company Name Managing Partne City/State/Zip Code Street Address

Printed Name of Authorized Officer or Agent

Initials:

A A Commission of Street NOTAR LES 20 23 27th DAY OF Septem SUBSCRIBED AND SWORN

> NOTARY A Ed (seal)

Notary Publish

. Citizenship and (SSA)

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architecture FOREMAN | SEELEY |

# **REQUIRED FORMS**



GWINNETT COUNTY
DEPARTMENT OF FINANCIAL SERVICES
PURCHASING DIVISION

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In accordance with Section 54-33 of the Gwinnett County Code of Ordinances the undersigned bidder/proposer makes the following full and complete disclosure under oath, to the best of their knowledge, of the name(s) of all elected officials whom it employs or who have a direct or indirect pecuniary interest in or with the bidder/proposer, its affiliates or its subcontractors:

Gardner Spencer Smith Tench Jarbeau		
Company Submitting Bid/Proposal		
Please select one of the following:		
3. If additional space is required, please attach list:		
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name	
4. BY: Authorized Officer or Agent Signature	Sworn to and subscribed before me this	
Joseph G. Gardner, Jr.	27th_ day of <u>September</u> , 20_23_	ammin,
Printed Name of Authorized Officer or Agent	Rhonda K. Solomon ""	OAK SOLONO
President/Principal	Notary Public	000000000000000000000000000000000000000
Title of Authorized Officer or Agent of Contractor	My Commission Expires: August 11,2025	OTARL &
	My Commission Expires. August 11-2023	- · · ·
	(Sedi)	AUBLIC &
	thics Ordinance EO2011, Sec. 54-33. The	ETT COUNTY : 113
ordinance will be available to view in	its entirety at GwinnettCounty.com	111111111111111111111111111111111111111



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CODE OF ET	THICS AFFIDAVIT
Second control of control control was a control of cont	OUR SUBMITTAL. SUBMITTED FORMS ARE REQUIRED
PRIOR TO EVALUATION.	
the following full and complete disclosure under oat	inty Code of Ordinances the undersigned bidder/proposer makes h, to the best of their knowledge, of the name(s) of all elected indirect pecuniary interest in or with the bidder/proposer, its
affiliates or its subcontractors:	mullect peculially interest in or with the bluder/proposer, its
Goodwyn Mills Cawood, LLC (GMC)	
Company Submitting Bid/Proposal	
2. Please select one of the following:	
<ul> <li>No information to disclose (complete only section</li> <li>Disclosed information below (complete section</li> </ul>	
Disclosed information below (complete section	ii 3 & Section 4 Delow)
3. If additional space is required, please attach list:	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
-	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Danis X. H. Bell	
4. BY: (MW) 1. 6 ( 15)CU	Sworn to and subscribed before me this
Authorized Officer or Agent Signature	
Amy Bell	27 day of September 20 23
Printed Name of Authorized Officer or Agent	Kembalu Lais
Vice President, Georgia Architecture	Notary Public Public
Title of Authorized Officer or Agent of Contractor	B. C.
	(seal)
	L PUBLY &

Note: See Gwinnett County Code of Ethics Ordinance EO2011, Sec. 54-33. The ordinance will be available to view in its' entirety at GwinnettCounty.com



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Harris + Smith, Ll	-L
Company Submitting Bid/Proposal	
2. Please select one of the following:  ☐ No information to disclose (complete only sec	
3. If additional space is required, please attach list:	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Authorized Officer or Agent Signature  Willia F. Smith, Jr.  Printed Name of Authorized Officer or Agent  Fair Title of Authorized Officer or Agent of Contractor	Sworn to and subscribed before me this  At day of September, 2013  Notary Public

(seal)

Note: See Gwinnett County Code of Ethics Ordinance EO2011, Sec. 54-33. The ordinance will be available to view in its' entirety at **GwinnettCounty.com** 

COUNTY 100 COUNTY 100



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affiliates or its subcontractors:	
1 Jericho Design Group, LLC	
Company Submitting Bid/Proposal	
Please select one of the following:     ☑ No information to disclose (complete only section in Disclosed information below (complete section is a section in the complete section in the complete section is a section in the complete section is a section in the complete section is a section in the complete section in the complete section is a section in the complete section in the complete section is a section in the complete section in the complete section in the complete section is a section in the complete section in the complete section in the complete section in the complete section is a section in the complete section in the complete section is a section in the complete section in the complete section is a section in the complete section in the complete section is a section in the complete section in the complete section is a section in the complete section in the complete section is a section in the complete section in the complete section is a section in the complete section in the complete section in the complete section is a section in the complete section	W
3. If additional space is required, please attach list:	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
<u> </u>	
Gwinnett County Elected Official Name  4. BY:	Gwinnett County Elected Official Name
	Sworn to and subscribed before me this
Authorized Officer or Agent Signature	
Doug Shaw	26 day of September , 20_23
Printed Name of Authorized Officer or Agent	Lat thisties
Principal/Managing Member	Notary Public
Title of Authorized Officer or Agent of Contractor	HILL GHES
	EXPIRES: 10.14.2023
Note: See Gwinnett County Code of Eth ordinance will be available to view in its	



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## CODE OF ETHICS AFFIDAVIT

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1Lindsay Pope Brayfield & Associates, Inc.	
Company Submitting Bid/Proposal	
Please select one of the following:	C. 2000 C. 1000 St. 2000 C. 1000 C. 10
3. If additional space is required, please attach list:	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
4. BY: Locale Authorized Officer or Agent Signature	Sworn to and subscribed before me this
Brian O'Toole	
Printed Name of Authorized Officer or Agent	Den Wadban
Principal / Secretary	Notary Public
Title of Authorized Officer or Agent of Contractor	N. Committee of the Com

(seal)

# Required Forms | Code of Ethics



**GWINNETT COUNTY** DEPARTMENT OF FINANCIAL SERVICES **PURCHASING DIVISION** 

75 Langley Drive | Lawrenceville, GA 30046-6935 O: 770.822.8720 | F: 770.822.8735 GwinnettCounty.com

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PLEASE RETURN THIS FORM COMPLETED WITH YOUR SUBMITTAL. SUBMITTED FORMS ARE REQUIRED

PRIOR TO EVALUATION.		
the following full and complete disclosure under oath	nty Code of Ordinances the undersigned bidder/proposer makes n, to the best of their knowledge, of the name(s) of all elected ndirect pecuniary interest in or with the bidder/proposer, its	
1. McMillan Pazdan Smith Architectu	ure	
Company Submitting Bid/Proposal		
Please select one of the following:	and the same of th	
3. If additional space is required, please attach list:		
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name	
4. BY:	Sworn to and subscribed before me this	
Authorized Officer or Agent Signature  Joe Alcock, AIA  Printed Name of Authorized Officer or Agent Principal in Charge  Title of Authorized Officer or Agent of Contractor	Notary Public Septembr 20 23  Notary Public State of Septembr 20 23  Notary Public State of Septembr 20 23	1070
	(See ) O NOTANT	E2 600
Note: See Gwinnett County Code of Et	thics Ordinance E02011, Sec. 54-33. The	(



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officials whom it employs or who have a direct or indaffiliates or its subcontractors:	to the best of their knowledge, of the name(s) of all elected lirect pecuniary interest in or with the bidder/proposer, its
1. MOSA SESIGN STUDIO Company Submitting Bid/Proposal	os DBA Mosa anchitects
2. Please select one of the following: ☑ No information to disclose (complete only section ☐ Disclosed information below (complete section 3	1.50 p. 1.50 p
3. If additional space is required, please attach list:	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Authorized Officer or Agent Signature	Sworn to and subscribed before me this
Monica Ferderson  Printed Name of Authorized Officer or Agent	26th day of September, 2023
Principal Ownerarchitect Title of Authorized Officer or Agent of Contractor	Notary Public  Notary Public  NoTARY PUBLIC  Seal
Note: See Gwinnett County Code of Ethi	cs Ordinance E02011, Sec. 54-33. The



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1. Nelco Architecture, Inc.	
Company Submitting Bid/Proposal	
<ul> <li>2. Please select one of the following:</li> <li>☑ No information to disclose (complete only second Disclosed information below (complete section)</li> </ul>	and the same of th
3. If additional space is required, please attach list:	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Authorized Officer or Agent Signature	Sworn to and subscribed before me this
Samer Hamde	day of 04411.50, 20_25
Printed Name of Authorized Officer or Agent	
Principal, National Practice Leader	Notary Public
Title of Authorized Officer or Agent of Contractor	

Note: See Gwinnett County Code of Ethics Ordinance EO2011, Sec. 54-33. The ordinance will be available to view in its' entirety at GwinnettCounty.com



Title of Authorized Officer or Agent of Contractor

# GWINNETT COUNTY DEPARTMENT OF FINANCIAL SERVICES PURCHASING DIVISION

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1. PIPER SBUBY HERE I	APCINTECT LTD
Company Submitting Bid/Proposal	
2. Please select one of the following:  No information to disclose (complete only sect  Disclosed information below (complete section	tion 4 below) n 3 & section 4 below)
3. If additional space is required, please attach list:	•
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
4. BY: Authorized Officer or Agent Signature	Sworn to and subscribed before me this
Printed Name of Authorized Officer or Agent	28 day of September, 20 23
PRESIDENT	Notary Public surviv

Note: See Gwinnett County Code of Ethics Ordinance E02011, Sec. 54-33. The ordinance will be available to view in its' entirety at **GwinnettCounty.com** 

Expires 4/14/25



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1. Pond & Company		
Company Submitting Bid/Proposal		
<ul> <li>2. Please select one of the following:</li> <li>No information to disclose (complete only section</li> <li>Disclosed information below (complete section</li> </ul>		
3. If additional space is required, please attach list:		
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name	
4. BY:Authorized Officer or Agent Signature	Sworn to and subscribed before me this	
George Fragulis Printed Name of Authorized Officer or Agent	15 day of <u>September</u> , 20 23	MILE LYNN MAN
Senior Vice President Title of Authorized Officer or Agent of Contractor	Notary Public (coef)	NOTAR LOS
Note: See Gwinnett County Code of Et	(seal)	COUNTY GEO

ordinance will be available to view in its' entirety at GwinnettCounty.com

# **CODE OF ETHICS**



GWINNETT COUNTY
DEPARTMENT OF FINANCIAL SERVICES
PURCHASING DIVISION

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1. PRAXIS3		
Company Submitting Bid/Proposal		<del></del>
Please select one of the following:     No information to disclose (complete only section		
3. If additional space is required, please attach list:		
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name	
4. BY: Authorized Officer or Agent Signature	Sworn to and subscribed before me this	TANY COM
Brian Tanner	day of September , 20_23_	TANDIC &
Printed Name of Authorized Officer or Agent	TOTAL STATE OF THE PARTY OF THE	COUNTY GE THE
Principal-In-Charge Title of Authorized Officer or Agent of Contractor	Notary Public	The state of the s
	(seal)	

(Seal)

Note: See Gwinnett County Code of Ethics Ordinance EO2011, Sec. 54-33. The ordinance will be available to view in its' entirety at **GwinnettCounty.com** 



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# **CODE OF ETHICS AFFIDAVIT**

PLEASE RETURN THIS FORM COMPLETED WITH YOUR SUBMITTAL. SUBMITTED FORMS ARE REQUIRED PRIOR TO EVALUATION.

In accordance with Section 54-33 of the Gwinnett County Code of Ordinances the undersigned bidder/proposer makes the following full and complete disclosure under oath, to the best of their knowledge, of the name(s) of all elected officials whom it employs or who have a direct or indirect pecuniary interest in or with the bidder/proposer, its affiliates or its subcontractors:

1. Precision Planning, Inc.	
Company Submitting Bid/Proposal	
<ul> <li>2. Please select one of the following:</li> <li>✓ No information to disclose (complete only section)</li> <li>✓ Disclosed information below (complete section)</li> </ul>	
3. If additional space is required, please attach list:	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
4. BY:  Authorized Officer or Agent Signature	Sworn to and subscribed before me this
Carla T. Carraway  Printed Name of Authorized Officer or Agent	27th day of September, 2023  Kathy Harher Expires
President Title of Authorized Officer or Agent of Contractor	Notary Public GEORGIA APRIL 6, 2027 (seal)
	The state of the s





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Prime Engineering, Inc.	
Company Submitting Bid/Proposal	
<ul> <li>2. Please select one of the following:</li> <li>No information to disclose (complete only section</li> <li>Disclosed information below (complete section 3</li> </ul>	49
3. If additional space is required, please attach list:	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
4. BY: Polith Mull	
Authorized Officer or Agent Signature	Sworn to and subscribed before me this
Rob MacPherson	27th day of September 2023
Printed Name of Authorized Officer or Agent	Judin HWilgus
Vice President	Notary Public
Title of Authorized Officer or Agent of Contractor	JUDITH G. WILGUS Notary Public, Georgia Cobiscionity My Commission Expires October 20, 2026

Note: See Gwinnett County Code of Ethics Ordinance EO2011, Sec. 54-33. The ordinance will be available to view in its' entirety at **GwinnettCounty.com** 



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1. Raymond Engineering-Georgia, Inc.	
Company Submitting Bid/Proposal	
Please select one of the following:	5.000000000000000000000000000000000000
3. If additional space is required, please attach list:	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
4. BY  Authorized Officer or Agent Signature	Sworn to and subscribed before me this
Michael Ramos	21 day of September, 2023
Printed Name of Authorized Officer or Agent President	Notary Public )
Title of Authorized Officer or Agent of Contractor	Life St.

## **SECTION 9: REQUIRED FORMS + DOCUMENTATION**



GWINNETT COUNTY
DEPARTMENT OF FINANCIAL SERVICES
PURCHASING DIVISION

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Tunnell, Spangler & Associates, Inc.	d/b/a TSW
Company Submitting Bid/Proposal	
<ul> <li>2. Please select one of the following:</li> <li>M No information to disclose (complete only section</li> <li>Disclosed information below (complete section</li> </ul>	
3. If additional space is required, please attach list:	
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
Gwinnett County Elected Official Name	Gwinnett County Elected Official Name
4. BY: Heather Mubble Authorized Officer or Agent Signature	Sworn to and subscribed before me this
Heather Hubble Printed Name of Authorized Officer or Agent	28th day of September 2023
Principal/Architecture Studio Manager	Notary Public NOTAR
Title of Authorized Officer or Agent of Contractor	thics Ordinance EO2011, Sec. 54-33. The

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ordinance will be available to view in its' entirety at GwinnettCounty.com