



January 24, 2023

**INVITATION TO BID
BL028-23**

The Gwinnett County Board of Commissioners is soliciting competitive sealed bids from qualified contractors for the **Inspection, Maintenance and Repair of Hoists and Cranes on an Annual Contract** with four (4) options to renew for the Department of Water Resources.

Bids should be typed or submitted in ink and returned in a sealed container marked on the outside with the BL# and Company Name. Bids will be received until 2:50 P.M. local time on **February 8, 2023** at the Gwinnett County Financial Services - Purchasing Division – 2nd Floor, 75 Langley Drive, Lawrenceville, Georgia 30046. Any bid received after this date and time will not be accepted. Bids will be publicly opened and read at 3:00 P.M. Apparent bid results will be available the following business day on the website www.gwinnettcounty.com.

Questions regarding bids should be directed to Jake Scarpone, Purchasing Associate II, at Jake.Scarpone@gwinnettcounty.com or by calling 770-822-8722, no later than **2:00 P.M. on February 1, 2023**. Bids are legal and binding upon the bidder when submitted.

Gwinnett County does not discriminate on the basis of disability in the admission or access to its programs or activities. Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of Gwinnett County Government should be directed to the ADA Coordinator at the Gwinnett County Justice and Administration Center, 770-822-8165.

The written bid documents supersede any verbal or written prior communications between the parties.

Award will be made to the contractor submitting the lowest responsive and responsible bid. Gwinnett County reserves the right to reject any or all bids to waive technicalities and to make an award deemed in its best interest. Bids may be split or awarded in entirety. Gwinnett County reserves the option to negotiate terms, conditions and pricing with the lowest responsive, responsible bidder(s) at its discretion.

Award notification will be posted after award on the County website, www.gwinnettcounty.com and companies submitting a bid will be notified via email.

We look forward to your bid and appreciate your interest in Gwinnett County.

Jake Scarpone
Purchasing Associate II

JS/km

The following pages should be returned as your bid:

Bid Schedule, Pages 9-12
References, Page 13
List of Subcontractors, Page 14
Code of Ethics Affidavit, Page 15
Contractor Affidavit, Page 16

OVERVIEW AND GENERAL REQUIREMENTS

I. **PURPOSE**

Gwinnett County Department of Water Resources (GCDWR) is seeking a qualified contractor to provide services for the annual inspection, parts supply, and maintenance and repair of Cranes and Hoists at various locations and to maintain their compliance with OSHA requirements. These services are needed to maintain the efficient and reliable operation of cranes and hoists on a continual 24-hour basis.

II. **STATEMENT OF WORK**

The awarded contractor shall furnish materials, supplies, parts, devices, tools, equipment for accessing hoists and cranes, labor, technical knowledge, and skills necessary to perform all operations. In addition, contractor shall conduct complete annual inspection and testing service of all cranes and hoists, perform preventative maintenance as identified herein, and provide emergency repair services as requested by GCDWR.

Contractor shall provide the required testing and certifications for all crane and hoist components during the annual inspection. Documentation of service and inspections shall be provided on forms similar to the form provided as Appendix A. All forms used will require approval of GCDWR prior to use and acceptance.

Cranes and hoists to be serviced are located at the following facilities, however, additional cranes and hoists at other facilities may be added for inclusion in the coverage under this contract at any time during the term of the contract without changing the terms of the contract.

Wastewater Pump Station Facility Locations*		
1	Alcovy River Booster Pump Station	1344 Highway 29, Dacula, GA 30019
2	Alcovy River Pump Station	1344 Highway 29, Dacula, GA 30019
3	Beaver Ruin Pump Station	3530 Cruse Road, Lawrenceville, GA 30044
4	Brooks Road Booster Pump Station	1180 Brooks Road, Lawrenceville, GA 30045
5	Brooks Road Pump Station	1180 Brooks Road, Lawrenceville, GA 30045
6	Ivy Creek Pump Station	3320-C Financial Center Way, Buford, GA 30519
7	Lower Big Haynes Creek Pump Station	2680 Centerville Rosebud Road, Loganville, GA 30052
8	Marathon Pump Station	1711 Marathon Blvd., Lawrenceville, GA 30046
9	NBC Pump Station	2735 Springdale Road, Snellville, GA 30039
10	NBC Tunnel Pump Station	2735 Springdale Road, Snellville, GA 30039
11	Norris Lake Pump Station	4398 McCord Livsey Road, Snellville, GA 30039
12	North Chattahoochee Pump Station	4858 River Hollow Run, Norcross, GA 30096
13	Northfork Peachtree Creek Pump Station	6782 Crescent Drive, Norcross, GA 30071
14	Patterson Pump Station	152 Arnold Mill Road, Lawrenceville, GA 30044
15	Suwanee Creek Pump Station	1758 Peachtree Industrial Blvd., Suwanee, GA 30024
Wastewater Treatment Facility Locations		
1	Crooked Creek Water Reclamation Facility	6557 Plant Drive, Norcross, GA 30092
2	F. Wayne Hill Water Resource Center	3320 Financial Services Way, Buford, GA 30519
3	Yellow River Water Reclamation Facility	858 Tom Smith Road, Lilburn, GA
Water Production Facility Locations		
1	Grayson Tank and Booster Pump Station	300 Grayson New Hope Road, Grayson, GA 30017
2	Lanier Filter Plant	2601 Buford Dam Road, Buford, GA 30518
3	Norcross Tank and Booster Pump Station	278 Langford Drive, Norcross, GA 30071
4	Rock Quarry Tank and Booster Pump Station	2710 West Rock Quarry Road, Buford, GA 30519
5	Rockbridge Tank and Booster Pump Station	303 Rockbridge Road, Lilburn, GA 30047
6	Shoal Creek Filter Plant	1755 Buford Dam Road, Buford, GA 30518

*A list of the existing cranes at these facilities is provided in Appendix B.

III. **APPLICABLE DOCUMENTS, STANDARDS AND SPECIFICATIONS**

The material supplied shall comply with manufacturer's standard requirements where applicable and in effect at time of such repair. All installation and repairs shall be completed in a neat and workmanlike manner and in accordance with any local and/or State requirements.

IV. **SCHEDULING**

The units are located in various facilities throughout the County. The awarded contractor shall coordinate all work with the appropriate GCDWR representative.

Contractor shall familiarize themselves with the existing equipment types to be inspected and serviced, locations, and other details, which may affect bidding. **Unit pricing must be all inclusive on Inspections, Testing and Preventative Maintenance as set forth in the scope of work unless designated "upon request"**. Contractor acknowledges by signing the bid documents a full and complete understanding of the extent and nature of the work required and the conditions surrounding the performance.

V. **ADDITIONAL CHARGES**

NO additional charges will be paid on this contract to include trip charges, travel time, mileage, disposal fees, or miscellaneous shop charges.

VI. **CONTRACTOR QUALIFICATIONS**

The qualifications, experience and responsiveness of the contractor are critical to GCDWR, which must have assurances that the selected contractor is a responsible organization capable of performing the requested services. To confirm such capabilities, the contractor shall include three references indicating projects of similar size and scope as the one specified in this request. Include contact names, addresses, and telephone numbers. To meet the responsiveness requirements, the contractor must be able to respond to an emergency within two (2) hours with all of the required tools and equipment to access and repair, if possible, the hoist or crane. This requires the contractor to have adequate facilities within two (2) hour proximity of Gwinnett County.

The crane and hoist inspection, testing, repair, and maintenance company shall have been in the business of crane and hoist inspection, testing, repair, and maintenance for the past three (3) years. Please state the number of cranes and hoists serviced under the contract on the reference sheet. These sites must have cranes and hoists similar to the units under each section of the bid schedule. Contact names provided must be of the user department for which service is being provided. If a contact name is given for any other department outside of the user department, it will be deemed invalid. The County reserves the right to request additional sites to be submitted in such cases.

Contractor shall employ certified mechanics, and should **submit with their bid a list of current employees, who would be servicing equipment under this contract**. The following information should be on the list; name of the employee, level of certification, dates of certification, location of employee, and number of years servicing; Acco- Wright, Chester, Demag, Detroit Hoist, Gaffey, Gajjar, Piedmont Crane, Shaw-Box, and Yale hoists and cranes. Before award of bid, the contractor must supply a copy of each employee's certifications.

In the event of an employee turnover, the contractor must provide the County with a replacement journeyman to service this contract. The new journeyman must follow all of the requirements set forth in this solicitation. The contractor must provide to GCDWR the name of the employee leaving and the name of the new employee that will be servicing this contract. Before the employee can start work on this contract, the contractor must supply a copy of the employee's certification and all of the documentation indicated above.

A journeyman level service technician is defined as a technician having the minimum requirement of five years mechanical experience with crane and hoist systems.

VII. MISCELLANEOUS**A. Insurance**

The successful contractor should provide a current certificate of insurance, per the attached requirements.

B. Taxes

Gwinnett County is tax exempt.

C. Invoicing

Invoicing for regularly scheduled maintenance services (quarterly, semi-annual, and annual) shall be based on the unit price bid for the respective service. Invoicing for emergency and repair work shall be based on the approved hourly labor rates and the cost for the required repair parts. The invoice must also reference the PO as well as, the parts and supplies used for each job listed on the invoice and the date of service. The invoice shall be clear and concise with a breakdown of hourly labor charges, identifying regular or overtime rates. Parts must be listed separately and clearly identified. Invoices that combine parts and labor are unacceptable and will not be considered for payment. Maintenance calls shall be clearly identified. Invoices shall have the corresponding work order(s), (showing the signature of the GCDWR representative at the location serviced) attached.

- D.** For the purpose of emergency situations, Gwinnett County reserves the right to contact another contractor if the awarded contractor cannot respond within specified time.

SPECIFICATIONS

I. SCOPE OF WORK

- A. Performance of preventative maintenance procedures as outlined. A trained service representative shall visit a site, as requested by GCDWR, as many times as needed in a year on previously determined dates and times to perform preventive maintenance work. All work will be performed in a safe and professional manner and the work area will be left in a neat and clean condition.
- B. Performance of repairs, parts, and materials on an as needed basis. Repairs shall be performed only with the authorization of an authorized GCDWR representative. Should any repair work be performed without authorization, payment will not be authorized.

II. REQUIREMENTS

A. Parts, Response Times, and Labor Rates

- 1. Parts Pricing: Contractor shall indicate cost for all parts supplied on the invoice. Price listed should be cost plus percentage of mark up (not to exceed 10%). Please indicate the percentage of markup above cost on the bid schedule. Special delivery or overnight emergency shipping will be paid upon submission of proof of charges. Contractor should also include, upon request, a copy of their supplier's invoices for review to verify the percentage above cost charged for all materials supplied.
- 2. Delivery of Parts: Parts shall be shipped F.O.B. Destination, unless the parts are OEM and are not locally available or when there is an emergency and the contractor will incur additional charges for expediting order on an emergency basis.
- 3. Response Time:
 - a. Emergency: Be able to respond to any location stated in this solicitation, or added at a future time, within two (2) hours to facilitate necessary repairs with the proper tools and equipment for assessing and servicing the hoist or crane. Proximity of offices and facilities must be within 2 hours of any GC facility listed within.
 - b. Routine Request: Be able to respond to the requested location within 24 hours of the request for service.
- 4. Labor Rates: Contractor shall include labor rates for repairs. These quotes shall cover regular working hours and overtime rates. Rates shall include only actual time on site. **If parts must be ordered and it is necessary for the contractor to return at a later date to install the parts, the contractor should plan to schedule this visit during normal working hours. In this situation, overtime should not be used to install parts unless it is an emergency repair.**

B. Kick-off Meeting

Upon award of the contract and issuance of the award letter the GCDWR will provide the contractor with a list of GCDWR representatives for each area covered on this contract. The contractor shall meet with the representatives to review the requirements and expectations of the contract and develop a schedule for the site visits and services.

C. Maintenance

The contractor shall perform preventative maintenance and service on each crane and hoist unit within this bid request and may be asked to provide corrective maintenance. A detailed service report shall be provided following each preventative maintenance service visit, which meets the minimum requirements of the example form provided in Appendix A.

1. Quarterly Maintenance

The services shown below shall be performed on a quarterly basis by the contractor:

- Inspect and lubricate hoist cable. Verify cable properly seats in drum groves.
- Check gear case oil level
- Inspect brakes and verify proper operation, check level of hydraulic fluid in master cylinder.
- Inspect general condition of all contactor points, auxiliary contact points on all contactors, relays, switches, limit switches, and controllers.
- Verify electrical system operation.
- Check manual controls for proper operation.
- Check for cracks or deformation in the hook.
- Check hook and throat opening, record hook throat opening.
- Inspect latch on hook.
- Verify hook swivels freely.
- Check all bearings for noisy operation.
- Inspect and test load brake.
- Check supporting structure and trolley for loose suspension or support bolts, axle nuts, etc.

2. Semi-Annual Maintenance

The services shown below shall be performed on a semi-annual basis by the contractor:

- All monthly items.
- Lubricate all motors.
- Check wheel, compare diameters of drivers.
- Inspect gearbox gearing for uneven wear of the gear teeth.
- Inspect motor brake for excessive or uneven disc wear.
- Inspect wheels, bumpers, and guards.

3. Annual Maintenance

The services below shall be performed on an annual basis by the contractor:

- All monthly and semi-annual items.
- Drain and flush all gear cases. Refill with clean, fresh proper lubricant.
- Check fitted bolts by removal and inspection for evidence of shearing action.
- Check drive shaft alignment at couplings.
- Check hook for cracks using magnetic particle or other suitable crack detection methods.
- Check and test load limiting device, if used.
- Check all wiring and terminal connections for tightness.
- Inspect rope sheaves and drums for excessive wear.
- Check bearing lubrication, repack with grease if necessary.

4. Load Testing

Perform load testing on the cranes whenever work or repairs are performed on the crane/hoist, which impacts the lifting system of the unit (winch, brake, cable, etc.).

D. Work Hours for Maintenance

Work under this agreement shall be performed during normal working hours on regular working days of the trade unless approved by the GCDWR representative. Normal working hours are 7:00 a.m. to 3:30 p.m. Monday through Friday.

E. General Service Requirements

The following items are considered general services and are to be included in/with all services provided:

1. Provide the required equipment, including ladders, man-lifts, harnesses, and other safety equipment necessary for accessing the cranes and hoists for all service visits.
2. Provide all tools and materials for performing inspections, preventative maintenance, and corrective maintenance on all of the cranes within GCDWR's facilities.
3. Provide pick-up and delivery.
4. Perform onsite repairs and servicing.
5. Provide warranty on all parts and labor.
6. Perform and document complete visual inspections of all hoist/cranes and attached components.
7. Contact GCDWR representative prior to performing maintenance. Repair parts will be paid for at the contractor's cost plus mark-up indicated on the bid schedule. Invoices for repairs must be accompanied with the contractor's parts invoice.
8. Adhere to all safety and lockout/tagout procedures.
9. Clean and lubricate all chains, ropes, gears and moving parts.
10. Remove and install hoist/cranes and attached components for the purpose of maintenance.
11. The contractor shall be responsible for clean-up and removal of all work-related debris.
12. Inspection and Service Report
 - a. Upon completion of a scheduled service or repair, an inspection/service report is to be prepared and furnished to the GCDWR representative.
 - b. Inspection reports shall indicate whether each component passes or fails the minimum standards with justification provided indicating why a component passed or failed.
 - c. Additional parts and labor required shall be listed on the inspection/service report submitted. No additional parts will be supplied, or additional labor performed without the written authorization from the GCDWR representative.
 - d. All paperwork must be submitted in a timely manner.

F. Repair Services

The selected contractor shall perform repair services on an as needed basis. The contractor shall provide parts and labor to return equipment to its proper operating condition. The contractor shall not perform any repair without authorization from a GCDWR representative. Written authorization to repair the unit must be given to the contractor.

Parts furnished shall be new, free of defects, and suitable for the intended services. The contractor shall be responsible for proper removal and disposal of old parts and fluids according to latest EPA regulations.

Any damage done to a facility as a result of the contractor, or his work will be the responsibility of the contractor to repair as required by GCDWR without additional charge.

The need for repair services shall be based on requests from GCDWR and the findings of the quarterly, semi-annual, and annual services where defective, damaged, or malfunctioning equipment is discovered. The cost for repairs will be based on the Parts Pricing and Labor Rates as described above. Examples of potential repairs that may be required include:

1. Repair or replace damaged chains, ropes, gears and moving parts.
2. Repair all damaged parts (i.e. seals, gaskets, shims, linings, etc.), I-Beams, etc.
3. Repair or replace all loose, missing, and damaged hardware (screws, washers, cover plates, etc.).
4. Repair electrical system issues.
5. Repair braking system.

6. Use only original manufacturer recommended parts for repair work.
7. When necessary, remove and install cranes/hoists and attached components for the purpose of repair.
8. Provide assistance/set-up verification on rebuilt or reconditioned hoists/cranes.
9. Perform load testing after major maintenance.

FAILURE TO RETURN THIS PAGE AS PART OF YOUR BID MAY RESULT IN BID BEING REJECTED.

BID SCHEDULE

Item #	Description	Est. Annual Quantity	Unit Price	Total Cost
Quarterly Hoist and Crane Maintenance				
1	10-ton Capacity & Larger	10	\$	\$
2	5 – 10-ton Capacity	40	\$	\$
3	Less Than 5-ton Capacity	70	\$	\$
4	Jib Crane	2	\$	\$
Semi-Annual Hoist and Crane Maintenance				
5	10-ton Capacity & Larger	10	\$	\$
6	5 – 10-ton Capacity	40	\$	\$
7	Less Than 5-ton Capacity	70	\$	\$
8	Jib Crane	2	\$	\$
Annual Hoist and Crane Maintenance				
9	10-ton Capacity & Larger	10	\$	\$
10	5 – 10-ton Capacity	40	\$	\$
11	Less Than 5-ton Capacity	70	\$	\$
12	Jib Crane	2	\$	\$
Labor Rates and Parts Mark-Up for Repairs				
13	Technician – Repair during normal hours Monday – Friday, 7:00 a.m. to 3:30 p.m.	300 hours	\$	\$
14	Technician – Repair after hours Monday – Friday, After 5:00 PM, Weekends & Holidays	30 hours	\$	\$
15	State percentage of mark up above cost for repair or replacement parts (not to exceed 10%) *	\$40,000	%	\$
TOTAL				\$

* Not to be understood with gross profit margin.

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BID SCHEDULE CONTINUED

List service provider's facility locations (attach additional sheets as necessary):

State service provider's emergency abilities (attach additional sheets as necessary):

State parts warranty: _____

State labor warranty: _____

Company Name _____

FAILURE TO RETURN THIS PAGE AS PART OF YOUR BID MAY RESULT IN BID BEING REJECTED.

BID SCHEDULE CONTINUED

Gwinnett County requires pricing to remain firm for the duration of the initial term of the contract. Failure to hold firm pricing for the initial term of the contract will be sufficient cause for Gwinnett County to declare bid non-responsive. **The contract will begin March 14, 2023 or upon award.**

Unless otherwise noted, quoted prices will remain contractor for four (4) additional one (1) year periods.

- If a percentage **increase OR decrease** will be a part of this quote, please note this in the space provided togetherwith an explanation.

1st renewal_____increase/decrease (circle one)

2nd Renewal_____increase/decrease (circle one)

3rd renewal_____increase/decrease (circle one)

4th Renewal_____increase/decrease (circle one)

Company Name _____

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BID SCHEDULE CONTINUED

FIRM INFORMATION

The undersigned acknowledges receipt of the following addenda, listed by number and date appearing on each:

Addendum No.	Date	Addendum No.	Date
_____	_____	_____	_____
_____	_____	_____	_____

Termination for Cause: The County may terminate this agreement for cause upon ten days prior written notice to the contractor of the contractor's default in the performance of any term of this agreement. Such termination shall be without prejudice to any of the County's rights or remedies by law.

Termination for Convenience: The County may terminate this agreement for its convenience at any time upon 30 days written notice to the contractor. In the event of the County's termination of this agreement for convenience, the contractor will be paid for those services actually performed. Partially completed performance of the agreement will be compensated based upon a signed statement of completion to be submitted by the contractor, which shall itemize each element of performance.

Certification Of Non-Collusion In Bid Preparation _____
Signature Date

In compliance with the attached specifications, the undersigned acknowledges all requirements outlined in the "Instructions to Bidders" and all documents referred to therein, if this bid is accepted by the Board of Commissioners within ninety (90) days of the date of proposal opening, to furnish any or all of the items upon which prices are quoted, at the price set opposite each item, delivered to the designated point(s) within the time specified in the fee schedule. By submission of this proposal, I understand that Gwinnett County uses Electronic Payments for remittance of goods and services. Vendors should select their preferred method of electronic payment upon notice of award. For more information on electronic payments, please refer to the [Electronic Payment](#) information in the instructions to bidders.

Legal Business Name _____

Federal Tax ID _____

Address _____

Does your company currently have a location within Gwinnett County? Yes No

Representative Signature _____

Printed Name _____

Telephone Number _____ E-mail address _____

Contact Person (if someone other than the authorized representative listed above)

Telephone Number _____ E-mail address _____

FAILURE TO RETURN THIS PAGE AS PART OF YOUR BID MAY RESULT IN BID BEING REJECTED.

REFERENCES

Gwinnett County requests a minimum of three (3) references where work of a similar size and scope has been completed.

Note: References should be customized for each project, rather than submitting the same set of references for every project bid. The references listed should be of similar size and scope of the project being bid on. Do not submit a project list in lieu of this form.

- 1. Company Name _____
Brief Description of Project _____
Completion Date _____
Contract Amount \$ _____ Start Dates _____
Contact Person _____ Telephone _____
E-Mail Address _____

- 2. Company Name _____
Brief Description of Project _____
Completion Date _____
Contract Amount \$ _____ Start Date _____
Contact Person _____ Telephone _____
E-Mail Address _____

- 3. Company Name _____
Brief Description of Project _____
Completion Date _____
Contract Amount \$ _____ Start Date _____
Contact Person _____ Telephone _____
E-Mail Address _____

Company Name _____



BL028-23, Inspection, Maintenance and Repair of Hoists and Cranes on an Annual Contract

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. _____
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

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

_____ day of _____, 20____

Title of Authorized Officer or Agent of Contractor

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**



BL028-23, Inspection, Maintenance and Repair of Hoists and Cranes on an Annual Contract

(THIS FORM SHOULD BE FULLY COMPLETED AND RETURNED WITH YOUR SUBMITTAL)

By executing this affidavit, 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 Gwinnett County Board of Commissioners 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, in accordance with the applicability provisions and deadlines established therein.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services or the performance of labor pursuant to this contract with the Gwinnett 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 Affidavit provided in Rule 300-10-01-.08 or 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 service.

E-Verify * User Identification Number

Date Registered

Legal Company Name

Street Address

City/State/Zip Code

BY: Authorized Officer or Agent
(Contractor Signature)

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

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

Notary Public
My Commission Expires:

* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is "E-Verify" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

For Gwinnett County Use Only:
Document ID #
Issue Date:
Initials:

STANDARD INSURANCE REQUIREMENTS (For projects less than \$1,000,000)

1. Statutory Workers' Compensation Insurance
 - (a) Employers Liability:
 - ✓ Bodily Injury by Accident - \$100,000 each accident
 - ✓ Bodily Injury by Disease - \$500,000 policy limit
 - ✓ Bodily Injury by Disease - \$100,000 each employee
2. Commercial General Liability Insurance
 - (a) \$500,000 limit of liability per occurrence for bodily injury and property damage
 - (b) The following additional coverage must apply:
 - ✓ 1986 (or later) ISO Commercial General Liability Form
 - ✓ Dedicated Limits per Project Site or Location (CG 25 03 or CG 25 04)
 - ✓ Additional Insured Endorsement (Form B CG 20 10 with a modification for completed operations or a separate endorsement covering Completed Operations)
 - ✓ Blanket Contractual Liability
 - ✓ Broad Form Property Damage
 - ✓ Severability of Interest
 - ✓ Underground, explosion, and collapse coverage
 - ✓ Personal Injury (deleting both contractual and employee exclusions)
 - ✓ Incidental Medical Malpractice
 - ✓ Hostile Fire Pollution Wording
3. Auto Liability Insurance
 - (a) \$500,000 limit of liability per occurrence for bodily injury and property damage
 - (b) Comprehensive form covering all owned, non-owned, leased, hired, and borrowed vehicles
 - (c) Additional Insured Endorsement
 - (d) Contractual Liability
4. Umbrella Liability Insurance - \$1,000,000 limit of liability
 - (a) The following additional coverage must apply
 - ✓ Additional Insured Endorsement
 - ✓ Concurrency of Effective Dates with Primary
 - ✓ Blanket Contractual Liability
 - ✓ Drop Down Feature
 - ✓ Care, Custody, and Control - Follow Form Primary
 - ✓ Aggregates: Apply Where Applicable in Primary
 - ✓ Umbrella Policy must be as broad as the primary policy
5. Gwinnett County Board of Commissioners (and any applicable Authority) should be shown as an additional insured on General Liability, Auto Liability and Umbrella Liability policies.
6. The cancellation should provide 10 days notice for nonpayment and 30 days notice of cancellation.
7. Certificate Holder should read:

Gwinnett County Board of Commissioners
75 Langley Drive
Lawrenceville, GA 30046-6935

8. Insurance Company, except Worker' Compensation carrier, must have an A.M. Best Rating of A-5 or higher. Certain Workers' Comp funds may be acceptable by the approval of the Insurance Unit. European markets including those based in London and domestic surplus lines markets that operate on a non-admitted basis are exempt from this requirement provided that the contractor's broker/agent can provide financial data to establish that a market is equal to or exceeds the financial strengths associated with the A.M. Best's rating of A-5 or better.
9. Insurance Company should be licensed to do business by the Georgia Department of Insurance.
10. Certificates of Insurance, and any subsequent renewals, must reference specific bid/contract by project name and project/bid number.
11. The Contractor shall agree to provide complete certified copies of current insurance policy (ies) or a certified letter from the insurance company (ies) if requested by the County to verify the compliance with these insurance requirements.
12. All insurance coverages required to be provided by the Contractor will be primary over any insurance program carried by the County.
13. Contractor shall incorporate a copy of the insurance requirements as herein provided in each and every subcontract with each and every Subcontractor in any tier, and shall require each and every Subcontractor of any tier to comply with all such requirements. Contractor agrees that if for any reason Subcontractor fails to procure and maintain insurance as required, all such required Insurance shall be procured and maintained by Contractor at Contractor's expense.
14. No Contractor or Subcontractor shall commence any work of any kind under this Contract until all insurance requirements contained in this Contract have been complied with and until evidence of such compliance satisfactory to Gwinnett County as to form and content has been filed with Gwinnett County. **The Acord Certificate of Insurance or a preapproved substitute is the required form in all cases where reference is made to a Certificate of Insurance or an approved substitute.**
15. The Contractor shall agree to waive all rights of subrogation against the County, the Board of Commissioners, its officers, officials, employees, and volunteers from losses arising from work performed by the contractor for the County.
16. Special Form Contractors' Equipment and Contents Insurance covering owned, used, and leased equipment, tools, supplies, and contents required to perform the services called for in the Contract. The coverage must be on a replacement cost basis. The County will be included as a Loss Payee in this coverage for County owned equipment, tools, supplies, and contents.
17. The Contractor shall make available to the County, through its records or records of their insurer, information regarding a specific claim related to any County project. Any loss run information available from the contractor or their insurer relating to a County project will be made available to the County upon their request.
18. Compliance by the Contractor and all subcontractors with the foregoing requirements as to carrying insurance shall not relieve the Contractor and all Subcontractors of their liability provisions of the Contract.
19. The Contractor and all Subcontractors are to comply with the Occupational Safety and Health Act of 1970, Public Law 91-956, and any other laws that may apply to this Contract.
20. The Contractor shall at a minimum apply risk management practices accepted by the contractors' industry.

**GWINNETT COUNTY
DEPARTMENT OF FINANCIAL SERVICES – PURCHASING DIVISION
GENERAL INSTRUCTIONS FOR VENDORS, TERMS AND CONDITIONS**

*****ATTENTION*****

FAILURE TO RETURN THE FOLLOWING DOCUMENTS MAY RESULT IN SUBMITTAL BEING DEEMED NON-RESPONSIVE AND AUTOMATIC REJECTION. THE COUNTY SHALL BE THE SOLE DETERMINANT OF TECHNICALITY VS. NON-RESPONSIVE SUBMITTAL:

1. FAILURE TO USE COUNTY QUOTE/BID/FEE SCHEDULE.
2. FAILURE TO RETURN OR ACKNOWLEDGE APPLICABLE COMPLIANCE/SPECIFICATION SHEETS.
3. FAILURE TO RETURN OR ACKNOWLEDGE APPLICABLE ADDENDA.
4. FAILURE TO PROVIDE INFORMATION ON ALTERNATES OR EQUIVALENTS.
5. FAILURE TO PROVIDE BID BOND, WHEN REQUIRED, WILL RESULT IN SUBMITTAL BEING DEEMED NON-RESPONSIVE AND AUTOMATIC REJECTION. BID BONDS ARE NOT REQUIRED ON ALL SOLICITATIONS. BOND REQUIREMENTS ARE CLEARLY STATED ON THE INVITATION PAGE. IF CLARIFICATION IS NEEDED, CONTACT THE PURCHASING ASSOCIATE LISTED IN THE INVITATION. **IF BONDS ARE REQUIRED, FORMS WILL BE PROVIDED IN THIS SOLICITATION DOCUMENT.**
6. FAILURE TO PROVIDE CONTRACTOR AFFIDAVIT AND AGREEMENT, WHEN REQUIRED, MAY RESULT IN SUBMITTAL BEING DEEMED NON-RESPONSIVE AND REJECTED. THE CONTRACTOR AFFIDAVIT AND AGREEMENT IS NOT REQUIRED ON ALL SOLICITATIONS. IF CLARIFICATION IS NEEDED, CONTACT THE PURCHASING ASSOCIATE LISTED IN THE INVITATION.
7. FAILURE TO PROVIDE AN ETHICS AFFIDAVIT WHEN REQUIRED, MAY RESULT IN SUBMITTAL BEING DEEMED NON-RESPONSIVE AND REJECTED. THE ETHICS AFFIDAVIT IS REQUIRED ON ALL FORMAL SOLICITATIONS OVER \$100,000.00. IF CLARIFICATION IS NEEDED, CONTACT THE PURCHASING ASSOCIATE LISTED IN THE INVITATION.

I. PREPARATION OF SUBMITTAL

- A. Each vendor shall examine the drawings, specifications, schedule, and all instructions. Failure to do so will be at the vendor's risk, as the vendor will be held accountable for their submittal.
- B. Each vendor shall furnish all information required by the solicitation form or document. Each vendor shall sign the submittal and print or type his or her name on the quote/bid/fee schedule. The person signing the submittal should initial erasures or other changes. An authorized agent of the vendor must sign the submittal.
- C. Fee schedule pricing should have only two decimal places unless otherwise stated. In the event of a calculation error in total price, the unit pricing prevails.
- D. Except for solicitations for the sale of real property, individuals, firms, and businesses seeking an award of a Gwinnett County contract may not initiate or continue any verbal or written communications regarding a solicitation with any County officer, elected official, employee, or other County representative other than the Purchasing Associate named in the solicitation between the date of the issuance of the solicitation and the date of the final award. The Purchasing Director will review violations. If determined that such communication has compromised the competitive process, the offer submitted by the individual, firm or business may be disqualified from consideration for award. Solicitations for the sale of real property may allow for verbal or written communications with the appropriate Gwinnett County representative.
- E. Sample contracts (if pertinent) are attached. These do NOT have to be filled out with the submittal but are contained for informational purposes only. If awarded, the successful vendor(s) will be required to execute these documents prior to County execution.
- F. Effective July 1, 2013 and in accordance with the Georgia Illegal Immigration Reform Enhancements for 2013, an original signed, notarized and fully completed Contractor Affidavit and Agreement should be included with vendor's submittal, if the solicitation is for the physical performance of services for all labor or service contract(s) that exceed \$2,499.99 (except for services performed by an individual who is licensed pursuant to Title 26, Title 43, or the State Bar of Georgia). Failure to provide the Contractor Affidavit and Agreement with your submittal may result in being deemed non-responsive and automatic rejection.

II. DELIVERY

- A. Each vendor should state time of proposed delivery of goods or services.
- B. Words such as "immediate," "as soon as possible," etc. should not be used. The known earliest date or the minimum number of calendar days required after receipt of order (delivery A.R.O.) should be stated. If calendar days are used, include Saturday, Sunday, and holidays in the number.

III. EXPLANATION TO VENDORS

Any explanation desired by a vendor regarding the meaning or interpretation of the solicitation, drawings, specifications, etc. must be requested by the question cutoff deadline stated in the solicitation for a reply to reach all vendors before the deadline of the solicitation. Any information given to a prospective vendor concerning a solicitation will be furnished to all prospective vendors as an addendum to the solicitation if such information is necessary or if the lack of such

information would be prejudicial to uninformed vendors. The written solicitation documents supersede any verbal or written communications between the parties. Receipt of addenda should be acknowledged in the submittal. **It is the vendor's responsibility to ensure they have all applicable addenda prior to their submittal.** This may be accomplished by contacting the assigned Purchasing Associate prior to the submittal or visiting the Gwinnett County website.

IV. SUBMISSION OF FORMAL OFFERS/SUBMITTALS

- A. Formal bid and proposal submittals shall be enclosed in a sealed package or envelope, addressed to the Gwinnett County Purchasing Division with the name of the vendor, the date and hour of opening and the solicitation number on the face of the package or envelope. Facsimile or emailed submittals will not be considered. Any addenda should be enclosed in the sealed envelopes as well.
- B. ADD/DEDUCT: Add or deduct amounts indicated on the outside of the envelope are allowed and will be applied to the lump sum amount. Amount shall be clearly stated and should be initialed by an authorized representative.
- C. 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. Unless otherwise specified, samples will be returned at the vendor's request and expense, if items are not destroyed by testing.
- D. Items offered must meet required specifications and must be of a quality that will adequately serve the use and purpose for which intended.
- E. Full identification of each item submitted, including brand name, model, catalog number, etc. must be furnished to identify exactly what the vendor is offering. Manufacturer's literature may be furnished but vendor should not submit excessive marketing material.
- F. The vendor must certify that items to be furnished are new and that the quality has not deteriorated to impair its usefulness.
- G. Unsigned submittals will not be considered except in cases where it is enclosed with other documents that have been signed. The County will determine acceptability in these cases.
- H. Gwinnett County is exempt from federal excise tax and Georgia sales tax regarding goods and services purchased directly by Gwinnett County. Vendors are responsible for federal excise tax and sales tax, including taxes for materials incorporated in county construction projects. Vendors should contact the State of Georgia Sales Tax Division for additional information.
- I. Information submitted by a vendor in the solicitation process shall be subject to disclosure after the public opening in accordance with the Georgia Open Records Act.

V. WITHDRAWAL DUE TO ERRORS

Vendors must give Gwinnett County Purchasing Division written notice within two (2) business days of completion of the opening stating that they wish to withdraw their submittal without penalty for an obvious clerical or calculation error. Submittal may be withdrawn from consideration if the price was substantially lower than the other submittals due solely to a mistake therein, provided pricing was submitted in good faith, and the mistake was a clerical mistake as opposed to a judgment mistake and was due to an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of the submittal. The unintentional arithmetic error or omission can be clearly proven through inspection of the

original work papers, documents, and materials used in preparing the submittal sought to be withdrawn. The vendor's original work papers shall be the sole acceptable evidence of error and mistake if a vendor elects to withdraw their submittal. If a quote or bid submittal is withdrawn under the authority of this provision, the lowest remaining responsive offer shall be deemed to be low bid.

No vendor who is permitted to withdraw their submittal shall, for compensation, supply any material or labor or perform any subcontract or other work agreement for the person or firm to whom the contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn bid or proposal was submitted.

Vendors who fail to request withdrawal by the required forty-eight (48) hours may automatically forfeit bid bond if a bond was required. Bid may not be withdrawn otherwise.

Withdrawal is not automatically granted and will be allowed solely at Gwinnett County's discretion.

VI. TESTING AND INSPECTION

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 determined. Cost of inspections and tests of any item, which fails to meet the specifications, shall be borne by the vendor.

VII. F.O.B. POINT

Unless otherwise stated in the request for invitation and any resulting contract, or unless qualified by the vendor, items shall be shipped F.O.B. Destination, Freight Prepaid and Allowed. The seller shall retain title for the risk of transportation, including the filing for loss or damages. The invoice covering the items is not payable until items are delivered and the contract of carriage has been completed. Unless the F.O.B. clause states otherwise, the seller assumes transportation and related charges either by payment or allowance.

VIII. PATENT INDEMNITY

The vendor guarantees to hold the County, its agents, officers, or employees harmless from liability of any nature or kind for use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, articles or appliances furnished or used in the performance of the contract, for which the vendor is not the patentee, assignee, or licensee.

IX. BID BONDS AND PAYMENT AND PERFORMANCE BONDS (IF REQUIRED, FORMS WILL BE PROVIDED IN THIS DOCUMENT)

A five percent (5%) bid bond, a one hundred percent (100%) performance bond, and a one hundred percent (100%) payment bond must be furnished to Gwinnett County for any solicitation as required in the solicitation package or document. **Failure to submit a bid bond with the proper rating will result in submittal being deemed non-responsive.** Bonding company must be authorized to do business in Georgia by the Georgia Insurance Commission, listed in the Department of the Treasury's publication of companies holding certificates of authority as acceptable surety on Federal bonds and as acceptable reinsuring companies, and have an A.M. Best rating as stated in the insurance requirement of the solicitation. **The bid bond, payment bond, and performance bond must have the proper A.M. Best rating as stated in the solicitation document.**

X. DISCOUNTS

- A. Time payment discounts will be considered in arriving at net prices and in award of bids. Offers of discounts for payment within ten (10) days following the end of the month are preferred.
- B. In connection with any discount offered, time will be computed from the date of delivery and acceptance at destination, or from the date correct invoice or voucher is received, whichever is the later date. Payment is deemed to be made for the purpose of earning the discount on the date of the County check.

XI. AWARD

- A. Award will be made to either the highest scoring firm (for proposals) or the lowest responsive and responsible vendor (for quotes/bids). The quality of the articles to be supplied, their conformity with the specifications, their suitability to the requirements of the County, and the delivery terms will be taken into consideration in making the award. The County may make such investigations as it deems necessary to determine the ability of the vendor to perform, and the vendor shall furnish to the County all such information and data for this purpose as the County may request. The County reserves the right to reject any submittal if the evidence submitted by, or investigation of such vendor fails to satisfy the County that such vendor is properly qualified to carry out the obligations of the contract.
- B. The County reserves the right to reject or accept any or all offers and to waive technicalities, informalities and minor irregularities in the submittals received.
- C. The County reserves the right to make an award as deemed in its best interest, which may include awarding to a single vendor or multiple vendors; or to award the whole solicitation agreement, only part of the agreement, or none of the agreement, based on its sole discretion of its best interest.
- D. In the event of proposal scores rounded to the nearest whole number result in a tie score, the award will be based on lowest cost.
- E. If proposal negotiations with the highest ranked firm are unsuccessful, the County may then negotiate with the second ranked firm and so on until a satisfactory agreement has been reached.

XII. DELIVERY FAILURES

Failure of a vendor to deliver within the time specified or within reasonable time as interpreted by the Purchasing Director, or failure to make replacement of rejected articles/services when so requested, immediately or as directed by the Purchasing Director, shall constitute authority for the Purchasing Director to purchase in the open market articles/services of comparable grade to replace the articles/services rejected or not delivered. On all such purchases, the vendor shall reimburse the County within a reasonable time specified by the Purchasing Director for any expense incurred in excess of the contract prices, or the County shall have the right to deduct such amount from monies owed the defaulting vendor. Alternatively, the County may penalize the vendor one percent (1%) per day for a period of up to ten (10) days for each day that delivery or replacement is late. Should public necessity demand it, the County reserves the right to use or consume articles/services delivered which are substandard in quality, subject to an adjustment in price to be determined by the Purchasing Director.

XIII. COUNTY FURNISHED PROPERTY

No material, labor or facilities will be furnished by the County unless so provided in the solicitation package.

XIV. REJECTION OF SUBMITTALS

Failure to observe any of the instructions or conditions in this solicitation package may constitute grounds for rejection.

XV. CONTRACT

Each submittal is received with the understanding that the acceptance in writing by the County of the offer to furnish any or all the commodities or services described therein shall constitute a contract between the vendor and the County which shall bind the vendor on his part to furnish and deliver the articles quoted at the prices stated in accordance with the conditions of said accepted submittal. The County, on its part, may order from such vendor, except for cause beyond reasonable control, and to pay for, at the agreed prices, all articles specified and delivered.

Upon receipt of a solicitation package containing a Gwinnett County "Sample Contract" as part of the requirements, it is understood that the vendor has reviewed the documents with the understanding that Gwinnett County requires that all agreements between the parties must be entered into via this document. If any exceptions are taken to any part, each must be stated in detail and submitted as part of the vendor's submittal. If no exceptions are stated, it is assumed that the vendor fully agrees to the provisions contained in the "Sample Contract" in its entirety.

Any Consultant as defined in O.C.G.A. §36-80-28 that is engaged to develop or draft specifications/requirements or serve in a consultative role during the procurement process for any County procurement method, by entering into such an arrangement or executing a contract, the consultant agrees to abide by the current state law and: 1) Avoid any appearance of impropriety and shall follow all policies and procedures of the County, 2) Disclose to the County any material transaction or relationship pursuant to §36-80-28, that is considered a conflict of interest, any involvement in litigation or other dispute, relationship, or financial interest not disclosed in the ethics affidavit, and 3) Acknowledge that any violation or threatened violation of the agreement may cause irreparable injury to the County, entitling the County to seek injunctive relief in addition to all other legal remedies.

When the vendor has performed in accordance with the provisions of this agreement, Gwinnett County shall pay to the vendor, within thirty (30) days of receipt of any department approved payment request and based upon work completed or service provided pursuant to the contract, the sum so requested, less the retainage stated in this agreement, if any. If Gwinnett County fails to pay the vendor within sixty (60) days of receipt of a pay request based upon work completed or service provided pursuant to the contract, the County shall pay the vendor interest at the rate of ½% per month or pro rata fraction thereof, beginning the sixty-first (61st) day following receipt of pay requests. The vendor's acceptance of progress payments or final payment shall release all claims for interest on said payment.

The parties agree that this Contract shall be governed and construed in accordance with the laws of the State of Georgia.

XVI. NON-COLLUSION

Vendor declares that the submittal is not made in connection with any other vendor's submittal for

the same commodity or commodities, and that the submittal is bona fide and is in all respects fair and without collusion or fraud. An affidavit of non-collusion shall be executed by each vendor. Collusion and fraud in submittal preparation shall be reported to the State of Georgia Attorney General and the United States Justice Department.

XVII. DEFAULT

The contract may be canceled or annulled by the Purchasing Director in whole or in part by written notice of default to the vendor upon non-performance or violation of contract terms. An award may be made to the next low responsive and responsible bidder, or the next highest scoring responsive and responsible proposer, or articles specified may be purchased on the open market similar to those so terminated. In either event, the defaulting vendor (or their surety) shall be liable to the County for costs to the County in excess of the defaulted contract prices; provided, however, that the vendor shall continue the performance of this contract to the extent not terminated under the provisions of this clause. Failure of the vendor to deliver materials or services within the time stipulated on their offer, unless extended in writing by the Purchasing Director, shall constitute contract default.

XVIII. TERMINATION FOR CAUSE

The County may terminate this agreement for cause upon ten days prior written notice to the vendor of the vendor's default in the performance of any term of this agreement. Such termination shall be without prejudice to any of the County's rights or remedies by law.

XIX. TERMINATION FOR CONVENIENCE

The County may terminate this agreement for its convenience at any time upon 30 days written notice to the vendor. In the event of the County's termination of this agreement for convenience, the vendor will be paid for those services actually performed. Partially completed performance of the agreement will be compensated based upon a signed statement of completion to be submitted by the vendor, which shall itemize each element of performance.

XX. SUBSTITUTIONS

Vendors offering substitutions or who are deviating from the attached specifications shall list such deviations on a separate sheet to be submitted with their offer. The absence of such a substitution list shall indicate that the vendor has taken no exception to the specifications contained herein.

XXI. INELIGIBLE VENDORS

The County may choose not to accept the offer by an individual, firm, or business who is in default on the payment of taxes, licenses, or other monies owed to the County. Additionally, vendors or persons placed on an Ineligible Source List for reasons listed in Part 6, Section II of the Gwinnett County Purchasing Ordinance shall not be eligible to provide any commodities or services to the County during the period such person remains on the Ineligible Source List.

XXII. PENDING LITIGATION

An individual, firm, or business that has litigation pending against the County, or anyone representing a firm or business in litigation against the County, not arising out of the procurement process, will be disqualified.

XXIII. OCCUPATION TAX CERTIFICATE

Each successful vendor must have a valid Gwinnett County occupation tax certificate if the vendor maintains an office within the unincorporated area of Gwinnett County. Incorporated, out of County, and out of State vendors are required to have any and all certificates necessary to do business in any town, County or municipality in the State of Georgia, or as otherwise required by County ordinance or resolution. Vendors may be required to provide evidence of valid certificates. Out of

State vendors are required to have a certificate in the Georgia jurisdiction where they receive the most revenue.

XXIV. PURCHASING POLICY AND REVIEW COMMITTEE

The Purchasing Policy & Review Committee has been established to review purchasing procedures and make recommendations for changes; resolve problems regarding the purchasing process; make recommendations for standardization of commodities, schedule buying, qualified products list, annual contracts, supplier performance (Ineligible Source List), and other problems or requirements related to purchasing. The Purchasing Policy & Review Committee has authority to place vendors on the Ineligible Source List for reasons listed in Part 6, Section II of the Gwinnett County Purchasing Ordinance, for a period not to exceed three (3) years.

XXV. AMERICANS WITH DISABILITIES ACT

All vendors for Gwinnett County are required to comply with all applicable sections of the Americans with Disabilities Act (ADA) as an equal opportunity employer. In compliance with the Americans with Disabilities Act (ADA), Gwinnett County provides reasonable accommodations to permit a qualified applicant with a disability to enjoy the privileges of employment equal to those employees without disabilities. Disabled individuals must satisfy job requirements for education background, employment experience, and must be able to perform those tasks that are essential to the job with or without reasonable accommodations. Any requests for the reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of Gwinnett County should be directed to the ADA Coordinator, 75 Langley Drive, Lawrenceville, Georgia 30046, 770-822-8165.

XXVI. ALTERATIONS OF SOLICITATION AND ASSOCIATED DOCUMENTS

Alterations of County documents are strictly prohibited and will result in automatic disqualification of the vendor's solicitation response. If there are "exceptions" or comments to any of the solicitation requirements or other language, then the firm may make notes to those areas, but may not materially alter any document language.

XXVII. TAX LIABILITY

Local and state governmental entities must notify vendors of their use tax liability on public works projects. Under Georgia law, private vendors are responsible for paying a use tax equal to the sales tax rate on material and equipment purchased under a governmental exemption that is incorporated into a government construction project: excluding material and equipment provided for the installation, repair, or expansion of a public water, gas, or sewer system when the property is installed for general distribution purposes. To the extent the tangible personal property maintains its character (for example, the installation of a kitchen stove), it remains tax-exempt. However, if the installation incorporates the tangible personal property into realty (for example, the installation of sheetrock), it becomes taxable to the private vendor. See O.C.G.A. §48-8-3(2) and O.C.G.A. §48-8-63.

XXVIII. STATE LAW REGARDING WORKER VERIFICATION

Effective July 1, 2013 State Law requires that all who enter into a contract for the physical performance of services for all labor or service contract(s) that exceed \$2,499.99 (except for services performed by an individual who is licensed pursuant to Title 26, Title 43, or the State Bar of Georgia) and that all who enter into a contract for public works as defined by O.C.G.A. §36-91-2(12) for the County, must satisfy the Illegal Immigration Reform Enhancements for 2013 in conjunction with the Federal Immigration Reform and Control Act (IRCA) of 1986, in all manner, and such are conditions of the contract.

The Purchasing Division Director with the assistance of the Internal Audit Division shall be authorized to conduct random audits of a vendor's or subcontractors' compliance with the Illegal

Immigration Reform Enhancements for 2013 and the rules and regulations of the Georgia Department of Labor. The vendor and subcontractors shall retain all documents and records of its compliance for a period of five (5) years following completion of the contract or shall abide by the current time requirements at the time of the contract. This requirement shall apply to all contracts for all public works, labor or service contracts that exceed \$2,499.99 except for services performed by an individual who is licensed pursuant to Title 26, Title 43, or the State Bar of Georgia.

Whenever it appears that a vendor's or subcontractor's records are not sufficient to verify the work eligibility of any individual in the employment of such vendor or subcontractor, the Purchasing Director shall report same to the Department of Homeland Security and may result in termination of the contract if it is determined at any time during the work that the vendor or subcontractor is no longer in compliance with worker verification.

By submitting an offer to the County, vendor agrees that, in the event the vendor employs or contracts with any subcontractor(s) in connection with the covered contract, the vendor will secure from the subcontractor(s) such subcontractor(s)' indication of the employee-number category applicable to the subcontractor, as well as attestation(s) from such subcontractor(s) that they follow the Illegal Immigration Reform Enhancements for 2013 in conjunction with all federal requirements. Original signed, notarized Subcontractor Affidavits and Agreements must be maintained by the vendor awarded the contract.

A vendor's or subcontractor's failure to participate in the federal work authorization program as defined above shall be subject to termination of the contract. A vendor's failure to follow Gwinnett County's instruction to terminate a subcontractor that is not participating in the federal work authorization program may be subject to termination of the contract.

XXIX. SOLID WASTE ORDINANCE

No individual, partnership, corporation, or other entity shall engage in solid waste handling except in such a manner as to conform to and comply with the current Gwinnett County Solid Waste Ordinance and all other applicable local, state and federal legislation, rules, regulation, and orders.

XXX. GENERAL CONTRACTORS LICENSE

Effective July 1, 2008: All General Contractors must have a current valid license from the State Licensing Board for Residential and General Contractors, unless specifically exempted from holding such license pursuant to Georgia law (O.C.G.A. §43-41-17).

XXXI. PRODUCTS MANUFACTURED IN GEORGIA

When contracting for or purchasing supplies, materials, equipment, or agricultural products that exceeds \$100,000.00, excluding beverages for immediate consumption, Gwinnett County shall give preference as far as may be reasonable and practicable to such supplies, materials, equipment, and agricultural products as may be manufactured or produced in this state. Such preference shall not sacrifice quality. Gwinnett County Board of Commissioners shall consider, among other factors, information submitted by the vendor which may include the vendor's estimate of the multiplier effect on gross state domestic product and the effect on public revenues of the state and the effect on public revenues of political subdivisions resulting from acceptance of an offer to sell Georgia manufactured or produced goods as opposed to out-of-state manufactured or produced goods. Any such estimates shall be in writing. (O.C.G.A. §36-84-1).

XXXII. INDEMNIFICATION

To the fullest extent permitted by law, the vendor shall, at his sole cost and expense, indemnify, defend, satisfy all judgments, and hold harmless the County, its commissioners, officers, agents, and employees from and against all claims, damages, actions, judgments, costs, penalties, liabilities, losses and expenses, including, but not limited to, attorney's fees arising out of or

resulting from the performance of the work, provided that any such claim, damage, action, judgment, cost, penalty, liability, loss or expense (1) is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom, and (2) is caused in whole or in part by the negligent acts, errors by any act or omission of the vendor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless whether such claim is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any of the rights or obligations of indemnity which would otherwise exist as to any party or person described in this agreement. In any and all claims against the County, its commissioners, officers, agents, and employees by any employee of the vendor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation contained herein shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the vendor or any subcontractor under Worker's Compensation Acts, disability benefit acts, or other employee benefit acts.

Vendor shall also indemnify, hold harmless, insure, and defend the County for damages, losses, or expenses to the extent caused by or resulting from the negligence, recklessness, or intentionally wrongful conduct of the vendor or other persons employed or utilized by the vendor in the performance of a contract that utilizes survey services.

XXXIII. CODE OF ETHICS:

Vendors shall disclose under oath the name of all elected officials whom it employs or who have a direct or indirect pecuniary interest in the business entity, its affiliates, or its subcontractors. (This shall not apply to informal purchases as defined by the Purchasing Ordinance.) The vendor shall execute a Code of Ethics affidavit. Failure to submit the affidavit during the procurement process shall render the offer non-responsive.

Any business entity holding a contract with Gwinnett County that after execution of the contract or issuance of the purchase order employs, subcontracts with, or transfers a direct or indirect pecuniary interest in the business entity to an elected official shall within five (5) days disclose such fact in writing under oath to the Clerk of the Board of Commissioners. Failure to comply, or vendors submitting false information or omitting material information shall be referred to the Purchasing Policy & Review Committee for action pursuant to the Purchasing Ordinance or to the District Attorney for possible criminal prosecution. Note: See Gwinnett County Code of Ethics Ordinance EO2011, Sec. 54-33. The ordinance is available to view in its entirety at www.gwinnettcounty.com.

XXXIV. ELECTRONIC PAYMENT

Vendors accepting procurements should select one of Gwinnett County's electronic payment options.

- A. A vendor may select ePayables payment process which allows acceptance of Gwinnett County's virtual credit card as payment for outstanding invoices. The authorized vendor representative must send an email to: vendorelectronicpayment@gwinnettcounty.com and indicate the desire to enroll in Gwinnett County's virtual credit card payment process.
- B. A vendor may select Direct Deposit payment process and the payment will be deposited directly into an account at their designated financial institution. To securely enroll in Direct Deposit, either access your online [Vendor Login and Registration](#) on the County's web site and update the requested information on the Direct Deposit tab or mail a [Direct Deposit Authorization Agreement](#) form.

The County will send a Payment Advice notification via email for both payment types. For more information about Electronic Payments, please visit the Gwinnett County Treasury Division page or click here -> [Gwinnett County Electronic Payments](#).

DIRECTIONS TO GJAC BUILDING FROM I-85

Take I-85 to Georgia Highway 316 (Lawrenceville/Athens exit). Exit Highway 120 (Lawrenceville/Duluth exit) and turn right. At seventh traffic light, turn right onto Langley Drive. Cross Highway 29 through the traffic light and proceed through the roundabout. Visitors can either proceed to the front parking area on the left or to the parking deck behind the building. The Purchasing Division is located on the second floor, West Wing.

APPENDIX A

CRANE / HOIST / MONORAIL – INSPECTION REPORT

Customer:							Job #:				
Location:							Date:				
Crane Mfg.:					Model:		Serial #:				
Hoist Mfg.:					Model:		Serial #:				
Crane Type:	DG	SG	TR	UH	Mono	Jib	Gan	Operated By:	Manual	Pendant	Radio
Capacity:		Voltage:			Inspected By:						

Legend: P = Pass; F = Fail; R = Repair or Replacement Required; C = Clean; L = Lubricate

Item	Description	P*	F ²	R	C	L	Notes
Hoist	Limit Switches						
	Motor						
	Motor Brake						
	Clearance Gap:						
	Load Brake						
	Gear Box						
	Oil Level:						
	Upper Block / Sheaves / Safety Guards						
	Lower Block / Sheaves / Safety Guards						
	Hook						
	Original Throat Opening						
	Measured Throat Opening						
	Original Hook Depth						
	Measured Hook Depth						
	Safety Latch						
	Wire Rope / Load Chain						
	Original Rope Diameter						
	Measured Rope Diameter						
	Rope Drum / Load Wheel						
Chain Container							
Trolley / Tractor	Motor						
	Brake – Electrical/Mechanical						
	Clearance Gap:						
	Gear Box						
	Oil Level:						
	Gears and Bearings						
	Wheels						
	Wheel Diameter:						
	Frame						
	Beam						
Bumpers							

APPENDIX A

Item	Description	P*	F ^º	R	C	L	Notes
Bridge/Jib Boom	Motor						
	Motor Brake						
	Clearance Gap:						
	Gear Box						
	Oil Level:						
	Bearings, Shafts, Couplings, & Pinions						
	End Trucks / Jib Fittings						
	Wheels						
	Wheel Diameter:						
	Girders / Connections						
	Gaurds/Covers						
	End Stops / Bumpers						
Controls, Wiring, & Electrification	Pendant Control & Connectors						
	Directional Labels						
	Pendant (P.B.) Cable						
	P.B. Strain Relief Cable						
	Main Line Contactor						
	Hoist Controls						
	Trolley / Tractor Controls						
	Bridge Controls						
	Resistors / Electronics						
	Cross Conductors & Collectors						
	Festoon / Reel System						
Runway / Monorail	Rail / Rail Joints						
	End Stops						
	Main Conductors						
	Main Collectors						
	Switches						
	Interlocks						
	Power Feed Disconnecting Means						
	Capacity & Warning Signs						
	Minimum Clearances						

* Provide the back-up information to support Passing in Notes column

º Provide details on why item Failed in Notes column

Notes:

APPENDIX A

MONORAIL TRACK – INSPECTION REPORT

Customer:					Job #:		
Capacity:		Mfg.:		Model:		Serial #:	
Location:					Inspection Date:		

Legend: **P** = Pass; **F** = Fail; **R** = Repair or Replacement Required; **C** = Clean; **L** = Lubricate

Item to be Checked	P*	F [°]	R	C	L	Notes
Hangers						
Hanger Rods						
Bolts						
Welds						
Braces						
Straightness ± ¼" between Supports						
Elevation ± ¼" between Supports						
Top Flange						
Bottom Flange						
Switches						
Track Openers						
Interlocks						
Lift Drop Sections						
Electrification						
Capacity & Warning Signs						

* Provide the back-up information to support Passing in Notes column

° Provide details on why item Failed in Notes column

Notes:

APPENDIX B
Existing Hoist and Crane Data
Gwinnett County Department of Water Resources

Crane	Tag	Location	Crane			Hoist			Capacity (Ton)	Approximate Dimensions (ft.)				
			Type	Manufacturer	Serial Number	Manufacturer	Model	Serial Number		Lift Height	Height	Width	Length	
Alcovy River Booster PS			Bridge Crane	Atlantic Crane	A\C 68011	R&M	SX5042008OP56F6D0	HIX04170	7.5		30	50	65	
Alcovy River PS			Bridge Crane			Shaw Box	X329784-26	LJ72357	7.5		25	30	60	
Beaver Ruin PS - Dry Well #1			Monorail	Ace Industries	NF	ACCO Wright	C4W10	534-20-6952	10					
Beaver Ruin PS - Dry Well #2			Monorail			ACCO Wright	C5W10	535-20-4152	10					
Beaver Ruin PS			Monorail			ACCO Wright	C5W10	535-20-4153	10					
Beaver Ruin PS			Manual Jib	Spanco Inc.	S3-0001	Budgit	USA50	11-JU079	0.5					
Beaver Ruin PS			Monorail			Shaw Box	80L01050828	SH0532WA	1					
Brooks Road Booster PS			Bridge Crane	Royce Crane	NF	Yale	NF	NF	7.5		22	37	65	
Brooks Road PS			Bridge Crane	Royce Crane	NF	Detroit	NF	153253	7.5		26	65	128	
Brooks Road PS			Monorail	Royce Crane	NF	ACCO Wright	C1W03	531-23-03681	3		22			
Crooked Creek Inleunt PS			Monorail			Yale	CEW5x24RT19D2	CK0825WD	5					
Crooked Creek Inleunt PS			Bridge Crane	Piedmont Hoist & Crane	NF	Detroit	NF	156029	5					
Crooked Creek Old Chem. Bldg. - Maintenance			Monorail			Demag	PL86	88488	2					
Crooked Creek Old Chem. Bldg. - Electrical			Monorail			Demag	PL80	86977	1					
Crooked Creek Odor Control			Monorail			Detroit	XCD182408/N6	15630	1.5					
Crooked Creek Warehouse			Monorail			ACCO Electric	3237550	532064952	3					
Crooked Creek Basin #3 North			Manual Monorail	Piedmont Hoist & Crane	6090396-6	Budgit	CAT-USA01	11B46N	1					
Crooked Creek Basin #3 South			Monorail			Shaw Box	L02025D2422122	L4-80859	2					
Crooked Creek Polymer Room			Monorail			Demag	PL80	87785	1					
Crooked Creek Centrifuge Room			Monorail			Chester Hoist	ELM 1530.3	ELM 0119.3	3					
Crooked Creek Centrifuge #1			Monorail	GAJJAR		Chester Hoist	ELM 1525.5	ELM 605.5	5					
Crooked Creek Centrifuge #2			Elec. Hoist			ACCO	3436550	534094549	10					
Crooked Creek Sludge Pump Bldg.			Monorail			Demag	PL80	86453	1					
FWH WRC Bridge Crane #1 (201B)	20:BCR-1	North Chem. Bldg.	Bridge Crane			ACCO Electric	C3W07	533-20-9370	7	49		40		
FWH WRC Hoist #1 (211A/B/C)	21:HST-1	Prelim. Bldg. Brush Screen 1, 2, & 3	Manual Monorail			ACCO Wright	NF	NF	2	23	23			
FWH WRC Hoist #2 (211A/B/C)	21:HST-2	Prelim. Bldg. Band Screen 1, 2, & 3	Monorail			ACCO Wright	C2W03	532-20-11973	3	27	27			
FWH WRC Hoist #3 (211A/B/C)	21:HST-3	Prelim. Bldg. Grit Chamber 1, 2, & 3	Manual Monorail			ACCO Wright	NF	NF	2	24	24			
FWH WRC Hoist #4 (211A/B/C)	21:HST-4	Prelim. Bldg. Stage Area 2 Loading Dock 1	Monorail			ACCO Electric	C1W03	531-23-02587	3	25				
FWH WRC Hoist #5 (211A/B/C)	21:HST-5	Prelim. Bldg. Brush Screen 4 & 5	Manual Monorail	Southern Crane Eng.		ACCO Wright	NF	NF	2	25				
FWH WRC Hoist #6 (211A/B/C)	21:HST-6	Prelim. Bldg. Band Screen 4 & 5	Monorail			ACCO Wright	C2W03	532-20-12552	3	32				
FWH WRC Hoist #7 (211A/B/C)	21:HST-7	Prelim. Bldg. Grit Chamber 4 & 5	Monorail	Southern Crane Eng.			NF	NF	3	24				
FWH WRC Hoist #8 (211A/B/C)	21:HST-8	Prelim Bldg. Loading Dock 3	Monorail			ACCO Wright	C1W03	531-23-02588	3	32				
FWH WRC Hoist #9 (211A/B/C)	21:HST-9	Prelim. Bldg. Brush Screen 6 & 7	Monorail			ACCO Wright	NF	NF	3	30				
FWH WRC Hoist #10 (211A/B/C)	21:HST-10	Prelim. Bldg. Band Screen 6 & 7	Monorail			ACCO Electric	C2W03	532-20-12623	3	32				
FWH WRC Hoist #11 (211A/B/C)	21:HST-11	Prelim. Bldg. Grit Chmaber 6 & 7	Monorail			ACCO Electric	NF	NF	2	24				
	21:HST-12 A	Prelim. Bldg. Conveyor Gallery A (Manual	Manual Monorail	Southern Crane Eng.		ACCO Wright	NF	NF	2	42				
	21:HST-12 B	Prelim. Bldg. Conveyor Gallery B (Manual	Manual Monorail	Southern Crane Eng.		ACCO Wright	NF	15-025-742	2	42				
	21:BCR-1	Prelim. Bldg. Screening/Grit Load Out Roo	Bridge Crane			ACCO Wright	X1W03	531-23-0289	3	50	28	46		
FWH WRC Hoist #1 (221A/B/C)	22:HST-1	Primary Clarifier Pump Gallery	Monorail			ACCO Wright	X1WQ22D049	531-21-01187	2	17	17			
FWH WRC Hoist #2 (221A/B/C)	22:HST-2	Prelim. Bldg. Dock (NOT FOUND)	Monorail						3	39	16			
	22:HST-3	Primary Scum 3 & 4	Monorail			Yale	X8110116	AH4650WM	1	40				
				Crane			Hoist				Approximate Dimensions (ft.)			

APPENDIX B
Existing Hoist and Crane Data
Gwinnett County Department of Water Resources

Crane	Tag	Location	Type	Manufacturer	Serial Number	Manufacturer	Model	Serial Number	Capacity (Ton)	Lift Height	Height	Width	Length
	22:HST-4	Primary Scum 5 & 6	Monorail			Yale	KELL0116	AH4661WM	1	40			
FWH WRC Hoist #1 (231A/B/C)	23:HST-1	Bioreactor Deck (Jib Crane Hoist)	Jib Crane	Gorbel	SS-99024	ACCO Wright	C1W015100	531-22-01880	1	30	8		
FWH WRC Hoist #2 (231A/B/C)	23:HST-2	Bioreactor Deck (Jib Crane Hoist)	Jib Crane	Gorbel	SS-99024	ACCO Wright	C1W019100	531-22-01882	1	30	8		
FWH WRC Hoist #3 (231A/B/C)	23:HST-3	Bioreactor Deck (Jib Crane Hoist)	Jib Crane	Gorbel	SS-99024	ACCO Wright	C1W01	531-22-01879	1	30	8		
FWH WRC Hoist #4 (231A/B/C)	23:HST-4	Bioreactor Deck (Jib Crane Hoist)	Jib Crane	Gorbel	SS-99024	ACCO Wright	C1W019100	531-22-01881	1	30	8		
FWH WRC Hoist #5 (Bioreactor 5) (231A/B/C)	23:HST-1	Bioreactor Deck 5 & 6	Monorail			ACCO Wright	C1W01	531-23-02583	1	40			
FWH WRC Hoist #6 (Bioreactor 10) (231A/B/C)	23:HST-3	Bioreactor Deck 9 & 10	Monorail			ACCO Wright	C1W01	531-23-02584	1				
FWH WRC Bridge Crane #1 (232A)	23:BCR-1	Blower Bldg. No. 1	Bridge Crane	Gasser	NF	ACCO Wright	NF	NF	5	20	20	33	46
FWH WRC Bridge Crane #2 (232B)	23:BCR-2	Blower Bldg. No. 2	Bridge Crane	Southern Crane Eng.	NF	ACCO Electric	X1W05	532-23-02490	5	26	25	38	
FWH WRC Hoist #1 (250B)	25:HST-1	RAS/WAS PS Upper Level Hoist (Elec. Roo	Monorail			ACCO Wright	C1W02B049	531-21-01310	2	27	10		
FWH WRC Hoist #2 (250B)	25:HST-2	RAS/WAS PS Lower Level Hoist (Pump Rod	Monorail			ACCO Electric	C1W02	531-21-01367	2	16	16		
FWH WRC Hoist #3 (250C)	25:HST-3	RAS/WAS PS No. 2	Monorail	Southern Crane Eng.	NF	ACCO Wright	C1W05	531-23-0245	5	37	20		16
FWH WRC Hoist #4 (250A)	25:HST-4	RAS/WAS PS No.3	Monorail	Southern Crane Eng.	NF	ACCO Wright	C1W05	531-23-02424	5	37	20		16
FWH WRC Hoist #1 (316A)	31:HST-1	Lime Bldg.	Monorail			ACCO Wright	C1W02	531-21-01111	2	20	16		
FWH WRC Hoist #3 (318A)	31:HST-2	High Lime Elec. (Manual hoist & trolley)	Monorail			ACCO Wright	NF	025333	1		15		
FWH WRC Bridge Crane #1 (319A)	31:BCR-1	Chemical Clarifiers 1 & 3	Bridge Crane	Gaffey	05-SGTRDD-53'-9"	Shaw Box	72L05056D13	04F07739	5	50	43	54	
FWH WRC Bridge Crane #2 (319A)	31:BCR-2	Chemical Clarifiers 2 & 4	Bridge Crane	Gaffey	05-SGTRDD-53'-9"	Shaw Box	72L05056D13	04F07740	5	50	43	54	
	32:HST-1	Granular Media Filter	Monorail	Gorbel	875534	Coffin	JLC2016.1.10	JM1663NX	1	10	14		
	32:HST-2	Granular Media Filter	Monorail	Gorbel		Hoist is not installed							
	36:HST-1	Membrane Bldg. Blower Room	Monorail			Shaw Box	72L05022D13	04F07744	5	20			
FWH WRC Bridge Crane #1 (360B)	36:BCR-1	Membrane Bldg. Membrane Room	Bridge Crane			Shaw Box	72L0305D19	04F14752	5	36	25	52	
	36:HST-2	Strainer Hoist attached to 36:BCR-1	Attached Hoist			CM	NF	NF	2				
FWH WRC Bridge Crane #2 (360B)	36:BCR-2	Membrane Bldg. Membrane Room	Bridge Crane			Shaw Box	72L0305D13	04F14753	5	40	30	63.5	
FWH WRC Bridge Crane #3 (360B)	36:BCR-3	Membrane Bldg. Membrane Room	Bridge Crane	Gaffey	NF	Shaw Box	72L03050D19	04F14751	3	36	25	52	
	36:HST-3	Strainer Hoist attached to 36:BCR-3	Attached Hoist			CM	NF	NF	2				
FWH WRC Hoist #1 (401A/B)	40:HST-1	Anaerobic Digesters 1 & 2 (Top of Eggs)	Monorail			ACCO Wright	CAT-XJF122005	533-20-8587	4	100			
FWH WRC Hoist #2 (401A/B)	40:HST-2	Anaerobic Digester 3 (Top of Eggs)	Monorail			Shaw Box	73L0511D25	04A12735	4.5	100			
FWH WRC Hoist #3 (401A/B)	40:HST-3	Anaerobic Digesters 4 & 5 (Top of Eggs)	Monorail			Shaw Box	73L0511D25	04A12736	4.5	100			
FWH WRC Bridge Crane #1 (405A)	40:BCR-1	Solids Handling Bldg. (Centrifuge Room)	Bridge Crane	GAJJAR	80809-1	ACCO Wright	C4W115	534-20-6932	15	38	16	60	140
FWH WRC Hoist #4 (407A)	40:HST-4	Centrate PS	Monorail	Southern Crane Eng.	NF	ACCO Electric	C1W02	531-23-02412	1.5	40	16		
FWH WRC Bridge Crane #1 (410)	41:BCR-1	Nutrient Recovry Bldg. - Upper Level	Bridge Crane	Material Handling Sys.	NF	ACCO Wright	C1W02	531-23-05138	2	40			
FWH WRC Hoist #1 (410)	41:HST-1	Nutrient Recovry Bldg. - Upper Level	Monorail			ACCO Wright	C1W02	531-23-0314	2	60			
FWH WRC Hoist #2 (410)	41:HST-2	Nutrient Recovry Bldg. - Lower Level	Monorail	Material Handling Sys.	NF	ACCO Wright	C1W03	531-23-05139	3	15			
FWH WRC Hoist #1 (504A)	50:HST-1	Equalization Pump Bldg.	Monorail			ACCO Wright	C2W05	532-20-11827	5	33	30		
FWH WRC Hoist #2 (504A)	50:HST-2	Equalization Pump Bldg. (Manual hoist & trolley)	Manual Monorail					25449	2	16	19		
Grayson Water Booster PS			Bridge Crane	Kone Cranes	4890002	Kone	XL412N40ENC440B000	302249	15		25	35	115
Ivy reek PS			Bridge Crane	Atlantic Crane	AC05026	Yale	EEw7-1/2/128TB38/12602	05IOLK572	7.5		25	45	100
Lanier Filter Plant Chlorine Dock		Chlorine Bldg.	Monorail			Coffin	NF	NF	2	15			75
Lanier Filter Plant Old EQ Bldg.		Equalization Bldg. (Manual w/ Hand Chain)	Manual Monorail			Yale	NF	NF	0.5	20			12
Lanier Filter Plant Filter Bldg. 2			Manual Monorail			Harrington	CF4875	632722	1				
Lanier Filter Plant Ozone		Ozone Bldg. (Manual w/ Hand Chain)	Jib Crane	Abeil-Howe	68122-1	Harrington	CF4764	269513	1	11			
Lanier Filter Plant High Service		High Service Pump Bldg.	Bridge Crane	Demag	95841	Demag	EZDH1050H16KN1	905577	11	18	22	48.5	150