

April 20, 2026

**ADDENDUM #3  
BL044-26  
Purchase of 108-inch Slide Gates for the Lanier Filter Plant**

**I. Revisions:**

- R1. Please extend the bid deadline to 2:50 P.M. local time on April 27, 2026.**
- R2. Please replace the Scope of Work (pages 3 through 5 of the Invitation to Bid) with the updated Scope of Work attached (pages 3R through 5R). Please note that this solicitation is for supply only. It no longer requires start-up services.**
- R3. Please replace the Bid Schedule with the Revised Bid Schedule attached (pages 6R through 7R). Please note that this solicitation is for supply only. It no longer requires start-up services.**
- R4. Please replace Section 35 20 16.25, Fabricated Slide Gates with the updated Section 35 20 16.25, Fabricated Slide Gates attached.**
- R5. Please remove Section 01 43 33, Manufacturer's Field Services**
- R6. Please remove Section 01 91 14, Equipment Testing and Facility Startup**
- R7. Please replace General Instructions for Vendors, Terms and Conditions with the revised version included in this addendum.**

**II. Questions:**

- Q1. Please provide the make and model number of the existing electric actuators that will be reused on the new gates. This information is required to ensure proper fitting on the new gates.**
  - A1. Refer to Attachment 2: Existing Gate Schedule and Drawings which provides this information, page 36 of the Invitation to Bid.
- Q2. Golden Harvest Inc. (GHI) is not a named manufacturer. Can GHI be added?**
  - A2. The materials submitted for pre-bid substitution meet the specifications and are acceptable as an approved equivalent.
- Q3. CAASI Flow Control/Dynamic is not a named manufacturer. Can CASSI Flow Control/Dynamic be added?**
  - A3. The materials submitted for pre-bid substitution meet the specification and are acceptable as an approved equivalent.

- Q4. CAASI Flow Control/ Watch is not a named manufacturer. Can CASSI Flow Control/Watch be added?**
- A4. The materials submitted for pre-bid substitution do not meet the specification and are not acceptable as an approved equivalent.

This addendum should be signed in the space provided below and returned with your quote. Failure to do so may result in your bid being deemed non-responsive.

Thank you,

Anna West  
Purchasing Associate II

Company Name \_\_\_\_\_

Authorized Representative \_\_\_\_\_

**INTENT:**

The intent of this solicitation is to procure four (4) replacement 108-inch slide gates for the Clearwell junction box, flow diversion structure, and overflow structure at the Lanier Filter Plant (LFP).

**BACKGROUND:**

The Department of Water Resources (DWR) has been experiencing issues with several large 108" slide gates in the finished water storage system at LFP that do not sufficiently seal when closed. This has resulted in an inability to isolate several major pieces of equipment for operational and maintenance purposes. DWR has performed an assessment of the existing equipment and identified the following slide gates as needing replacement:

- Clearwell Junction Box – One 108" slide gate on the header to Clearwells No. 1 and No. 2
- Flow Diversion Structure – Two 108" slide gates, one on the line leading to the Clearwell Junction Box and one on the line leading to Clearwell No. 5
- Overflow Structure – One 108" slide gate on the line leading from Clear Well No. 5

LFP was originally constructed in 1977, and Clearwells No. 1 and No. 2 were part of that original construction. Clearwells No. 3 and No. 4 were added as part of the 1995 Lanier Filter Plant Expansion and Upgrade project, as was the Clearwell Junction box (originally called the Clearwell Transition Box). Clearwells No. 1 and No. 2 were also modified as part of this expansion project to distribute an control flow to the other Clearwells. The Clearwell Junction Box has a 108" Rodney Hunt slide gate on the header leading to Clearwells No. 1 ad No. 2 and is used to divert finished water to the different Clearwells.

Clearwell No. 5 and the Flow Diversion Structure were added to LFP in 2000. The Flow Diversion Structure receives finished water from the Clearwell Junction Box as well as from Shoal Creek Filter Plant (SCFP) and sends it to Clearwell No. 5. It has several slide gates, including the two 108" Hydro Gate slide gates in question, used to control flow to the finished water system's various structures. The Overflow Structure typically receives finished water from Clearwell No. 5 and distributes it to the other Clearwells, also acting as an overflow drain for when water in the Clearwells rises above a set elevation. This structure has a 108" Hydro Gate slide gate on the line leading from Clearwell No. 5.

The gate at the Clearwell Junction Box is over 29 years old, and the gates in the Flow Diversion Structure are over 24 years old. These four gates do not seal adequately when closed, preventing the Clearwells from being isolated individually for operational and maintenance purposes by plant staff. Replacement of these gates is necessary to restore operational flexibility to enable a Clearwell to be taken out of service and isolated. The procurement of the replacement gates shall be completed by GCDWR under this scope. The equipment will be installed by an installation Contractor (yet to be appointed) at a future date.

The location of LFP is 2590 South Water Works Road, Buford, GA 30518.

**SCOPE:**

1. Replacement gates shall meet the AWWA standards and design criteria and be able to be installed in the locations of the existing gates after they have been removed with minimal structural or anchor bolt modifications and minimal modifications to the existing operators.
2. The following gates are to be procured:
  - a. One 108" slide gate on the Clearwell Junction Box
  - b. Two 108" slide gates on the Flow Diversion Structure
  - c. One 108" slide gate on the Overflow Structure
3. The replacement gates shall be operated by the existing electrical operators.

4. Drawings showing the location of the gates and the installation details are provided in Attachment 1.
5. The gate manufacturer shall design the gates, frames, seals, supports and stems to withstand the full water pressure on either side of the gate when only one side is drained.
6. The gate manufacturer shall review and confirm that the existing anchor bolts can be reused. The new stems (diameter, thread and pitch) shall be compatible with the existing actuators and existing stems can be attached to the replacement gates.
7. The gate manufacturer shall provide confirmation that the existing gate and stem support arrangements have been checked and are adequate for installation of the replacement gates and can be operated using the existing electrical operators without having to move them.
8. Replacement gates shall not exceed the allowable leakage as per AWWA C560.
9. Shop drawings showing locations and details of anchor bolts are to be provided.
10. The gate manufacturer shall provide all support/bracing elements and materials necessary for the proper installation, support and performance of the gates with exception of the anchor bolts. Any new anchor bolts shall be supplied and installed by the installation Contractor in accordance with the gate and anchor manufacturers requirements.
11. If required, the Owner may be able to facilitate a post bid inspection to enable the manufacturer to undertake any onsite measurements necessary for the design and support of the replacement gates prior to preparing the shop drawings. Note that access into the facility vaults/structures are considered as confined spaces. Manufacturers will be required to provide appropriate PPE for their staff. Confined space access and monitoring equipment will be provided by the Owner.
12. Drawings of the facilities, existing gate locations and gates shop drawings are provided in Attachments 1, 2 and 3 to assist the equipment manufacturer in assessing the design and installation requirements of replacement gates to suit existing conditions.

**Bids are requested for the following:**

1. Supply of all information requested on this bid.
2. Complete design of replacement gates, frames, stems (as applicable), supports and any minor modifications to enable installation after removal of the existing gates.
3. Manufacture and assembly of gates and components.
4. Submission of specified submittals for approval prior to commencing manufacture.
5. Provide a manufacturing and delivery schedule and provide monthly progress updates.
6. Coordination and delivery to **Lanier Filter Plant, 2590 South Water Works Road, Buford, GA 30518.**
7. Site visit to confirm any measurements prior to preparation of the shop drawings.
8. Assessment of the existing anchor bolt and stem mounting arrangements to confirm they are adequate for the replacement equipment. If in the opinion of the manufacturer the existing anchors and support are not considered acceptable, design of any modifications, and provision of materials (except the anchor bolts) necessary for the modifications. Replacement anchor bolts should be located at least 6" away for the existing bolts. Any replacement anchors should be supplied and installed by the installation contractor.

9. Provision of two hard copies and one electronic copy (in searchable PDF format) of Operating and Maintenance instructions for all components, including shop drawings of equipment, spare parts list, preventative maintenance schedule, and troubleshooting information.
10. Supply of specified spare parts and special tools for future maintenance.

**Drawings and photographs of the various facilities are provided in the Attachments and the following specifications are applicable:**

**SPECIFICATIONS:**

Equipment shall comply with the following specifications:

Section 01 78 23 – Operation and Maintenance Data

Section 01 88 15 – Anchorage and Bracing

Section 05 05 19 – Post-Installed Anchors

Section 35 20 16.25 – Fabricated Slide Gates

**ATTACHMENTS**

Attachment 1: Drawings

Attachment 2: Existing Gate Schedule and Drawings

Attachment 3: Photographs of Existing Installation

**The following information sheets should be submitted with the bid:**

1. Make, model, and weight of each component.
2. Manufacturer's catalog information, descriptive literature, specifications, and materials of construction.
3. Complete description of gates, frames, stems, gaskets and other ancillary items.
4. Plan and section views of the gates, anchor bolt locations and dimensional tolerances required for installation.
5. A complete listing of materials for each gate component.
6. Drawings of each gate size.
7. Confirmation that the design will enable the gates to withstand and seal with water on one side only.
8. Typical anchor bolt mounting details.
9. Manufacturer Certificate of Compliance with materials specifications shall be submitted prior to shipment of the equipment. The certificate shall certify that materials, manufacture, and final product conforms to or exceeds specified requirements and intent for which the product will be used. Submit supporting reference data, affidavits, and certificates as appropriate. The certificate may reflect recent or previous test results on material or product, acceptable to the Engineer.

**FAILURE TO RETURN THIS PAGE AS PART OF YOUR BID DOCUMENT MAY RESULT IN REJECTION**  
**REVISED BID SCHEDULE**

Delivery will be F.O.B. Destination, freight pre-paid and allowed to: Lanier Filter Plant, 2590 South Water Works Road, Buford, GA 30518

ITEM #	DESCRIPTION	QTY	MANUF. & NO	DELIVERY A.R.O	UNIT PRICE	TOTAL PRICE
1.	108-inch slide gate, per specifications. Location: Clearwell Junction Box	1 EA			\$	\$
2.	108-inch slide gate, per specifications. Location: Flow Diversion Structure	2 EA			\$	\$
3.	108-inch slide gate, per specifications. Location: Overflow Structure	1 EA			\$	\$
<b>TOTAL</b>						<b>\$</b>

PART 1 Clearwell Junction Box

Lead Time ARO to Submittals: \_\_\_\_\_  
 Lead Time Approved Submittals to Delivery: \_\_\_\_\_

PART 2 Flow Diversion Structure

Lead Time ARO to Submittals: \_\_\_\_\_  
 Lead Time Approved Submittals to Delivery: \_\_\_\_\_

PART 3 Overflow Structure

Lead Time ARO to Submittals: \_\_\_\_\_  
 Lead Time Approved Submittals to Delivery: \_\_\_\_\_

**Notes:**

1. The unit price **MUST** include ALL charges, including but not limited to delivery, tools, spare parts, operating and maintenance manuals, and assembly assistance as specified.
2. Reminder to include the Manufacturer/Product Number and the Delivery A.R.O (time to receive the product after receiving the purchase order).
3. Gwinnett County reserves the right to award to the lowest responsive and responsible bidder either by section or the overall low bidder.

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

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

COMPANY NAME: \_\_\_\_\_

**FAILURE TO RETURN THIS PAGE AS PART OF YOUR BID DOCUMENT MAY RESULT IN REJECTION  
REVISED BID SCHEDULE**

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 Vendors" and all documents referred to therein, if this bid is accepted by the Board of Commissioners within ninety (90) days of the date of bid opening, to furnish any or all of the items upon which prices are bid, at the price set opposite each item bid, delivered to the designated point(s) within the time specified in the fee schedule. By submission of this bid, 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 Vendors.

Legal Business Name \_\_\_\_\_

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 \_\_\_\_\_

SECTION 35 20 16.25

FABRICATED SLIDE GATES

PART 1 GENERAL

1.1 REFERENCES

A. The following is a list of standards which may be referenced in this section:

1. American Water Works Association (AWWA): C561, Fabricated Stainless Steel Slide Gates.
2. ASTM International (ASTM):
  - a. A193/A193M, Alloy-Steel and Stainless Steel Bolting Materials for High Temperature or High Pressure Service and Other Special Purpose Applications.
  - b. A240/A240M, Standard Specification for Chromium and Chromium-Nickel Stainless Steel Plate, Sheet, and Strip for Pressure Vessels and General Applications.
  - c. A276, Standard Specification for Stainless Steel Bars and Shapes.
  - d. A380, Standard Practice for Cleaning, Descaling, and Passivation of Stainless Steel Parts, Equipment, and Systems.
3. NSF International (NSF):
  - a. NSF/ANSI 61, Drinking Water System Components - Health Effects.
  - b. NSF/ANSI 372, Drinking Water System Components - Lead Content.

1.2 DEFINITIONS

- A. Slenderness Ratio: The ratio of the maximum unsupported stem length to the stem cross-section radius of gyration.
- B. EPDM: Ethylene propylene diene monomer.
- C. UHMWPE: Ultra-high molecular weight polyethylene.
- D. Viton® (FKM): Fluoroelastomers

1.3 SUBMITTALS

A. Action Submittals-Shop Drawings:

1. Make, model, weight, and required electrical gate operator horsepower of each equipment assembly.
2. Manufacturer's catalog information, descriptive literature, specifications, and identification of materials of construction.
3. Detailed mechanical drawings showing the equipment fabrications and interface with other items. Include dimensions, size, and locations of connections to other work, and weights of associated equipment associated therewith. Submittal drawings shall include installation details showing all details of construction, details required for installation, dimensions, and anchor bolt locations.
4. Gate operator and stem calculations for each gate and service condition.

5. Gate opening and closing thrust forces that will be transmitted to the support structure with operator at extreme positions and load.
6. Manufacturer installation and testing procedures shall be submitted for approval.
7. Performance Test Procedures.
8. Performance Test Procedures.
9. Anchorage and bracing drawings and cut sheets, as required by Section 01 88 15, Anchorage and Bracing.

B. Informational Submittals:

1. Anchorage and bracing calculations as required by Section 01 88 15, Anchorage and Bracing.
2. Manufacturer’s Certificate of Compliance, as per supplement 2.
3. Special shipping, storage and protection, and handling instructions.
4. Manufacturer’s written/printed installation instructions.
5. Routine maintenance requirements prior to plant startup.
6. Operation and Maintenance Data: As specified in Section 01 78 23, Operation and Maintenance Data.
7. Manufacturer’s Certificate of Proper Installation, in accordance with Section 01 43 33, Manufacturers’ Field Services.
8. Field Performance Test Reports and Log.
9. Manufacturing and delivery schedule and provide monthly progress updates.
10. Submission of specified submittals for approval prior to commencing manufacture.

1.4 EXTRA MATERIALS

A. Furnish, tag, and box for shipment and storage the following spare parts and special tools:

Item	Quantity
Stem collars for all gate stems	One of each different size
Bronze ASTM B-584/B-5-5 lift nuts	One of each different size
Special tools required to maintain or dismantle	One complete set
Seal kit	One set for each gate-size excluding seal between frame and concrete

B. Delivery: LFP, 2590 South Water Works Rd, Buford, GA 30518.

PART 2 PRODUCTS

2.1 GENERAL

- A. Components and Materials in Contact with Water for Human Consumption: Comply with the requirements of the Safe Drinking Water Act and other applicable federal, state, and local requirements. Provide certification by manufacturer or an accredited certification organization recognized by the Authority Having Jurisdiction that components and materials comply with the maximum lead content standard in accordance with NSF/ANSI 61 and NSF/ANSI 372.

1. Use or reuse of components and materials without a traceable certification is prohibited.

## 2.2 SUPPLEMENTS

- A. See supplements to this section for additional product information.

## 2.3 MATERIALS

### A. Stainless Steel:

1. Plate, Sheet, and Strip: ASTM A240/A240M, Type 316L.
2. Bars and Shapes: ASTM A276, Type 316L.

## 2.4 PERFORMANCE REQUIREMENTS

- A. Leakage shall not exceed 0.1 gallon per minute per foot of gate periphery under either seating or unseating head conditions.

## 2.5 SLIDE GATES

### A. Rising stem type, with assembly styles designated as follows:

1. Style A: Upward acting type for wall surface mounting on the concrete structures.

### B. Guide Frames:

1. Stainless steel.]
2. Vertical Guides: Design for maximum rigidity, and extend in one continuous piece from the gate invert to form posts for support of gate operators of self-contained gates. When guides extend above the operating floor, they shall be sufficiently strong so that no further reinforcements are required.
  - a. Weight: Not less than 9 pounds per linear foot for stainless steel.
  - b. Incorporate a replaceable Viton Grade A bearing strip in a retainer slot on the downstream side (unseating head side) of the gate.
3. Frame Invert: For flush bottom gate, furnish a Viton Grade A insert to function as a seating surface for the gate disc.
  - a. Weight: Not less than 9 pounds per linear foot or stainless steel.
4. Join vertical guide frames and invert with factory welded corners.
5. Size guided slot to provide a minimum disc engagement of 1 inch on each side.

### C. Disc:

1. Disc Plate (Sliding Member): One-piece stainless steel plate. Reinforce as required so that the disc will not deflect more than  $1/720$  of the gate span or  $1/16$ -inch, whichever is less, when the upstream liquid depth (seating head side) is as shown on the schedule and the downstream liquid depth is less than  $1/2$  inch.
2. Reinforce gate disc with one-piece stainless steel angles or channels welded to the disc plate. Bolted reinforcements will not be permitted.
3. Reinforcement to extend into the guides so they overlap the seating surface of the guide.

D. Stems:

1. To match existing stem diameter, ASTM A276, Type 316 stainless steel.
2. Threads: to match existing. Extend threaded portion of stem 2 inches above operator when gate is in CLOSED position.
3. Ratio of the unsupported stem length to the radius of gyration, both in inches, shall not exceed 200.
4. Stems to withstand in compression, without damage, the thrust equal to at least 2-1/2 times the rated output of the hoisting mechanism.
5. Equip operating stems with stainless steel bushed stem guides, mounted on stainless steel brackets; adjustable in two directions and spaced so that the L/r ratio does not exceed 200.
6. Adjustable stop collar for the CLOSED position.
7. Connect the stems to the disc plate with a yoke, bolted to the stem and welded to the disc.

DI. Manufacturers:

1. Stainless Steel:
  - a. Rodney Hunt Co.
  - b. H. Fontaine, Ltd.
  - c. Waterman
  - d. BNW Zero Leakage.
  - e. Or approved equivalent.

2.6

2.6

2.6 APPURTENANCES

- A. Lifting Lugs: Furnish suitably attached for equipment assemblies and components weighing over 100 pounds.
- B. Anchor Bolts: Provide details of ASTM A193/A193M, Type 316 stainless steel post installed anchor bolts to be supplied and installed by the installation Contractor to meet requirements specified in Section 05 05 19, Post-Installed Anchors
- C. Identification Tagging Requirements:
  1. For each gate provide stainless steel tag bearing the gate tag number, dimensions and materials to be mounted on the existing operators.
  2. Attach the tags to a soldered split key ring so that ring and tag cannot be removed when mounted. Use block type numbers and letters with 1/4 inch minimum high numbers and letters stamped on and filled with black enamel.

2.7 SHOP/FACTORY FINISHING

- A. Mechanically descale and passivate all weld burn and weld slag in accordance with ASTM A380 to provide uniform finish.
- B. Factory Tests and Adjustments: Fully assemble and test gates actually furnished at required seating and unseating head conditions.

1. Functional Test: Perform manufacturer's standard test on equipment.

### PART 3 EXECUTION

#### 3.1 INSTALLATION (BY INSTALLATION CONTRACTOR WITH SUPPORT BY MANUFACTURER)

- A. Gate installation shall be by the Installation Contractor (not yet appointed) with support from the gate manufacturers authorized representative as described below.
- B. In accordance with the manufacturer's written instructions. Inspection, storage of materials at site, and shop and field testing of each slide gate shall be performed in accordance with procedures covered in AWWA C651 Standard and manufacturer's recommendations.
- C. Slide gates shall be bolted securely or otherwise fastened to skids in such a manner that they can be safely transported and handled without damage.
- D. Disassemble factory assembled gate components before installation.
- E. Reconnect existing operators after installing gates.
- F. During installation, slide gate frames shall be positioned accurately and supported to prevent shifting on the existing concrete. Provide guidance to the installation Contractor for bracing frames both horizontally and vertically to prevent distortion.
- G. Upon completion of installation, the surfaces shall be cleaned, free of grease and dirt, and descaled in accordance with ASTM A380 by the installation Contractor.
- H. Lubricate stems before operating.

#### 3.2 SUPPLEMENTS

- A. The supplement listed below, following "End of Section," is a part of this Specification.
  1. Slide Gate Schedule.

END OF SECTION

**SUPPLEMENT 1: SLIDE GATE SCHEUDLE**

A. Refer to Scope Attachment 2



**\*\*\*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 VERSUS NON-RESPONSIVE SUBMITTAL:

1. FAILURE TO USE COUNTY 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 OR 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 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 only have 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 [GwinnettCounty.com](http://GwinnettCounty.com).

**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. Agreements where there is a cost-plus mark-up, mark-up will not be paid on taxes.
- 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 that 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 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 may be considered in arriving at net prices and in award of solicitations. 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 to 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 (61<sup>st</sup>) 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 declared 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 Division 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 vendor, 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 (10) 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 thirty (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 the 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 the 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 Police and 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 Police and 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 of 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 AND FEDERAL 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 subcontractor's 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 employes or contracts with 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 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 suppliers, materials, equipment, and agricultural products as may be manufactured or produced in this state. Such preference shall not sacrifice quality. The 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, judgement, cost, penalty, liability, loss, or expense (1) is attributable to bodily injury, sickness, disease, or death, or 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 subcontracts (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 and 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 E02011, Section 54-33. The ordinance is available to view in its entirety at [GwinnettCounty.com](http://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](mailto: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 [Supplier Login and Registration](#) on the County's website and update the requested information on the Direct Deposit tab or mail a [Direct Deposit Authorization Agreement](#) form.

County staff are required to verify receipt of goods and submit proof of delivery of services with invoice before payment is processed. Failure to provide proof of delivery of goods and/or services may result in delayed payment.

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 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 the 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. Click [here](#) for additional information. **The Purchasing Division is located on the second floor of the Gwinnett Justice and Administration Center at 75 Langle Drive, Lawrenceville, Georgia, 30046. WE HAVE MOVED BACK TO OUR PERMANENT LOCATION.**