



REQUEST FOR PROPOSALS

LIVABLE CENTERS INITIATIVE STUDY

RFP Number 20-102PDS

ABSTRACT

Request for Proposals for a major update to the Livable Centers Initiative Study for Peachtree City, GA.

Released On: August 30, 2019

Due On: September 30, 2019

Contents

- Contents1
- Introduction.....3
 - Purpose of Proposal.....3
 - Schedule3
 - Communication with Staff.....3
 - Questions and Answers3
- Scope of Work4
 - Type of Services and Objectives4
 - Work Tasks.....4
 - Task 1 – Existing Conditions Assessment.....4
 - Task 2 – Market Analysis5
 - Task 3 – Public Input.....6
 - Task 4 – Updated Plan7
 - Task 5 – Prepare Project Deliverables7
- Proposal Format9
 - Packaging of Proposal.....9
 - Number of Proposal Copies.....9
 - Submittal Requirements.....9
 - Preparation of Proposal.....9
- Selection Criteria11
 - Evaluation11
- Terms and Conditions.....11
- Other Information12
 - RFP Information Webpage12
 - Financial Standing.....12
 - Multiple Vendors12
 - Insurance Requirements.....13
- Required Forms13
 - Certification of RFP Submittal and Acknowledgement of Addenda.....13
 - Georgia Illegal Immigration Reform and Enforcement Act (IIREA) Form13
 - Terminations Form13

Attachment A - LCI Study Area.....14
Attachment B – RFP Certification Form15
Attachment C – E-Verify Form16
Attachment D – Terminations Form17

Introduction

Purpose of Proposal

Peachtree City is accepting proposals from qualified firms for the purpose of completing the Livable Centers Initiative (LCI) study.

The work to be accomplished is in support of the following Atlanta Regional Commission (ARC) sub-element 902 CAS – Livable Centers Initiative Investment Policy Studies (LCI). All the necessary services provided in this will support the study of LCI related programs and projects within the Peachtree City LCI Study Area (Attachment A-1).

Schedule

The Request for Proposals (RFP) is scheduled as follows:

MILESTONE	DEADLINE DATE
RFP advertised	Friday, August 30, 2019
Non-mandatory pre-bid meeting	Monday, September 9, 2019 at 10:00 AM at City Hall 151 Willowbend Road Peachtree City, GA 30269
Deadline for question submission	Friday, September 20, 2019 by 5:00 PM EST
Addenda to RFP issued (if any)	Wednesday, September 25, 2019 by 5:00 PM EST
Deadline for submitting proposals	Monday, September 30, 2019 by 5:00 PM EST
Bidder interviews (optional)	Monday, October 14 through Wednesday, October 16 as scheduled by City
Notification of selection	Friday, October 18, 2019
Draft contract due to ARC	Thursday, October 31, 2019
Executed contract and Project begins	Monday, November 11, 2019

Communication with Staff

From the issue date of the solicitation document and until a Contractor is selected and the selection is made public, Contractors are not allowed to communicate for any reason with any City staff or elected official with the exception of the Purchasing Agent, or as provided on existing contracts. For violation of this provision, the City may reject any proposal of the offending offeror.

Questions and Answers

All questions concerning this RFP must be submitted via email or writing to the City's Purchasing Agent:

Angela Egan
151 Willowbend Road
Peachtree City, GA 30269
aegan@peachtree-city.org

Questions and clarification requests must be received by Friday, September 20, 5:00 PM EST. Answers and clarifications issued by the City will be in the form of an addendum to the proposal instructions and will be issued to all known potential offerors and placed on the City's website not later than Wednesday, September 25, 2019, 5:00 PM EST. It is the proposer's responsibility to ensure that they have all applicable addenda prior to submittal. This may be accomplished via contact with the Purchasing Agent via email or by visiting the City's website prior to submittal.

Scope of Work

Peachtree City will prepare a major update to the Peachtree City LCI study. The purpose of this study is to keep the LCI plan relevant and produce new recommendations for implementation. The overall intent of the LCI plan must remain consistent with the LCI program goals.

Type of Services and Objectives

The LCI Program seeks to increase the use of alternatives to driving alone by developing transportation projects and other programs to improve accessibility, expand mixed-uses, and support further development in the study area. Evaluation of the existing structure and development of likely scenarios should produce recommendations for future investment that support ARC's Livable Centers Initiative Program.

Peachtree City has been awarded LCI funds for consulting services to establish LCI related programs and projects within the LCI Study Area (Attachment A-1). The selected firm shall provide the tasks outlined in the RFP. Submitting firms must demonstrate they have knowledge of LCI implementation projects.

Peachtree City and the Atlanta Regional Commission (ARC) anticipate the following outcomes from the study to be:

- Inform stakeholders about Peachtree City's vision and goals for the LCI area.
- Develop a framework of policies and programs to help accomplish the vision.
- Develop guidance for development type, scale, and character in the study area.
- Identify key redevelopment sites and strategies to activate them.
- List and prioritize implementation strategies, specifically for public investment in the LCI area.
- Review and update zoning regulations in study area with an emphasis placed on regulations that support LCI priority areas.

Work Tasks

The work to be accomplished under this contract is divided into the following tasks:

Task 1 – Existing Conditions Assessment

The selected consultant will conduct a thorough review and assessment of existing conditions within the study area including a review of the current LCI plan and other relevant studies. The focus of the assessment will include, at a minimum, the following:

- Review the previous LCI plan and compare to conditions "on the ground" today. Identify the status of each item listed in the LCI action plan;
- Review current and historical plans' proposals for future land uses, development patterns (specifically the "Village Concept"), zoning, transportation, and public facilities and

compare to conditions “on the ground” today. Plans to review include Peachtree City’s Comprehensive Plans (1972, 1985, and 2017), the recent Aberdeen Village Redevelopment Potential Concept (2018);

- Conduct assessment of existing conditions and issues (strengths, weaknesses, opportunities and challenges) related to land use, transportation network (railroads, roads, paths, and sidewalks), environmental constraints, housing, and infrastructure (sewer, water, and stormwater) within the study area.
- Conduct additional technical analysis which may include but are not limited to a walkability assessment, cart use and path use assessment, zoning code / land development code restrictions, and/ or a jobs/housing balance assessment;

Task 2 – Market Analysis

Prepare a market or fiscal feasibility analysis that supports the plan recommendations and ensures the proposed plan is realistic. The focus of the assessment will include, at a minimum, the following:

- Summarize current market conditions based on market-related data such as recent sales data, co-star, etc.
 - Include current vacancy rates, rental rates, and sale rates per square foot of retail, office, and residential uses in the LCI area and districts near to the LCI area.
 - Identify realistic future rates in the LCI area. Provide summary conclusions based on local data compared to Atlanta region generally and specifically the Southern Crescent of the Atlanta region.
- Demand and Feasibility Assessment for housing, retail, office, and other uses within the LCI area and assessment of competing uses in districts near to the LCI area;
 - Provide detailed housing type demands (attached, detached, size, amenities, etc.)
 - Provide retail insight (sizes, trends, over/under supply effect on rental rates, etc.)
 - Provide detailed office insight (age of existing stock, etc.)
- Identify location requirements for types of successful developments, (i.e. distance from interstate for big box retail, income and population requirements for successful ‘main street’ style retail, education levels and population demands for Class ‘A’ office or corporate headquarters, etc.)
- Identify where new development/ redevelopment can be located to most effectively catalyze further reinvestment.
- Prepare proformas for a select few catalytic redevelopment sites, and prepare a presentation or marketing materials highlighting the market potential based on these catalytic projects
- Develop customer profiles based on realistic population trends and forecasts in Peachtree City. The customer profile information should include detailed demographics, lifestyle segmentation data, actual customer spending habits, or other pertinent information;
- Identify best practice(s) and/or development incentives or financing mechanisms for including public and private sources of funding for workforce housing and economic

development (i.e. financial incentives, special districts, recruitment strategies, local government policies, etc.)

- Identify best practice(s) and/or development incentives for catalytic development.

Task 3 – Public Input

Peachtree City understands that the success of a plan depends on the community's involvement in its creation, and as such expects a robust community engagement program. The goal of this task is to develop a local planning outreach process that promotes the involvement of all stakeholders in the study area, with efforts and accommodations made to include low to moderate income, minority, ethnically diverse and elderly or disabled citizens.

Peachtree City will identify all stakeholders and facilitate their involvement in the study process. These tasks will be documented through meeting notices, meeting summaries and other written communications. A ledger of public comments and the plan's responses to those comments should be addressed in the study reports and recorded in Appendices. The public involvement process shall, at a minimum, include the following components:

Project Management Team

Peachtree City shall establish a Project Management Team that includes a representative from the City, the consultant, and ARC. This team shall meet or hold a conference call monthly to discuss the study progress and advise on public involvement and other planning process issues.

Core Team

A core team shall be established that includes the members of the Project Management Team along with representatives from key stakeholder groups in the study area. The Core Team must include representatives from relevant state, regional and local government departments responsible for land use planning, transportation and housing (including applicable housing authorities/agencies).

The key responsibility of the Core Team is to review and comment on materials to be presented at public meetings, help advertise meetings, provide strategic direction to the plan, and distribute information to the larger community.

General Public Engagement

During the study process, Peachtree City shall make a reasonable effort to involve all stakeholders in the study area, including property owners, residents, business owners and employers/employees. The public involvement process should include a variety of methods, times, and techniques to reach the broadest range of stakeholders possible (i.e. workshops, charrettes, forums, surveys, open houses, etc). The Project Management Team, including the representative from ARC, and the Core Team must be notified of all meetings taking place in a timely manner.

A minimum of **three (3) public engagement activities**, in a format determined by the project team, following topics/milestones should be covered by the public meetings (at a minimum):

- Provide overview of study process, the goals of the study, key dates, and opportunities for public input;
- Solicit opinions on goals and objectives of the study, stakeholder needs, strengths, weaknesses, opportunities and threats in the study area;
- Review preliminary findings, present draft plan and gather comments;
- Seek approval for final plan documents.

Final Plan Review and Transportation Coordination Meeting

A transportation project coordination meeting, and final plan review by ARC, is required to be conducted prior to finalizing the LCI plan recommendations. A single combined meeting can be held in lieu of two separate meetings if feasible. To ensure the transportation projects are feasible, the coordination meeting should include all affected organizations (such as GDOT, Fayette County, City Public Works, etc.) to discuss potential projects prior to the transportation improvement list being finalized.

Task 4 – Updated Plan

Review the existing plan and update the goals, policies and action strategies based on the findings of Task 1, 2, and 3 and prepare a detailed development concept plan. At a minimum, this plan will assess and update the subject area's current land use patterns, environmental constraints, transportation patterns and urban design elements, including pedestrian, bicycle and cart access; access to jobs, retail and neighborhood services; diversity of dwelling types; and design for healthy living and social interaction. This analysis should be coordinated with other completed studies, programs, developments and organizations. At a minimum, this plan and study will contain the following components:

- 1) Summary of existing conditions and issues identified in Task 1. This includes land use, zoning, transportation, housing, environmental constraints, and infrastructure conditions.
- 2) Assessment of current LCI plan and other relevant plans that have had an impact on the City's development and the plan update, also covered in Task 1.
- 3) Vision and goals for the LCI Study area that address the following:
 - a) Mix of land uses appropriate for future growth including new and/or revised land use regulations needed to complete the development program
 - b) Mixed-income housing, job/housing match and social issues such as access to healthy foods, placemaking, and aging in place
- 4) Recommended policies and programs to implement community vision.
- 5) Recommended revisions to the zoning ordinance and development of regulations to support the vision including street design standards.
- 6) Detailed implantation strategy and action plan to assist City officials in moving the plan forward.
- 7) Site-specific recommendations for 2-3 catalytic sites in the area that include a detailed market analysis, regulatory recommendations, and visualization of key concepts.
- 8) Transportation assessment and recommendations which include:
 - a) Transportation demand reduction measures
 - b) Internal mobility improvements including traffic calming, pedestrian and bicycle circulation, cart circulation, and safety and security of all modes
 - c) Parking strategies including parking for carts.
 - d) Placemaking strategies including but not limited to public art, wayfinding, lighting, green infrastructure and streetscapes.
 - e) Continuity of local streets in study area and extension of the street grid
 - f) Conceptual renderings of the key transportation recommendations

Task 5 – Prepare Project Deliverables

The goal of this task is to compile the results of the overall work effort, the study process, relevant findings, and recommendations into a final study/plan document. The final study document shall include the following (not necessarily in this order) into an easy to read format:

Executive Summary

Assessment and summary of Existing Conditions from Task 1

Summaries of the plan development process

- 1) A description of the study process and methodology, data gathering techniques and findings, and general outcomes.
- 2) A description of the public participation process used to achieve a community-supported program of improvements.

Updated Plan and Study, including:

- 1) Maps, concept illustrations, and other graphic representations to support the plan including (but not limited to): the study area, existing land use, future land use, existing transportation facilities, and proposed transportation improvements.
- 2) Identify locations of Transportation recommendations.

Market/Fiscal Feasibility Analysis from Task 2:

Include a summary of the market analysis and economic development recommendations in the planning document and executive summary and provide the full market/fiscal feasibility report as an appendix.

Implementation Strategy:

- 1) Describe the organizational structure and process that will be used to ensure the action plan items are implemented. Focus should be given to collaboration opportunities with other organizations and strategies to ensure continued support from local elected officials, citizens and businesses.
- 2) A 100-day Action plan shall be developed to include no-cost or very low-cost actions and organizational steps needed to keep momentum going and the stakeholders involved and sharing responsibility for the plan's success.
- 3) An evaluation process used to monitor plan implementation and update the action plan every five years (or more often if need), should be identified.

Five-year Implementation Plan (aka Schedule of Actions):

Using the "5 Year Implementation Plan" template provided by ARC, create a list of all actions and projects that are planned in the study area to implement the study goals, programs, and projects. Schedules should include estimated start date, completion date, cost estimate and responsible party. This short-term implementation plan should include specific actions with start and end dates that implement the LCI plan, including, but not limited to:

- 1) A prioritized description of transportation improvement projects (local, state and federal) that will support the study area goals;
- 2) Description of housing strategies, particularly for work-force and mixed income housing developments, that support a job-housing match, aging in place, and efficient utilization of transportation facilities in the study area; and,
- 3) A description of the changes required within the comprehensive plan, zoning ordinance, development regulations and/or other locally adopted plans or policies to support the concept plan, with revised language for adoption, and including a committed schedule for adopting such changes.

Appendix

- 1) The full market/fiscal feasibility report
- 2) Detailed transportation assessment

- 3) Revised Land Development regulations to implement the concept plan including street design standards
- 4) Assessment of existing plan
- 5) Documentation of every public comment and plan response

Format of Final Deliverables:

- 1) One (1) printed copy of the complete final report and appendices (8.5"x11"). Plans and graphics may be 11"x17" format
- 2) PDF file of Final Report and all appendices
- 3) The 5-Year Implementation Plan in Excel using the ARC template.
- 4) All electronic files in their original formats (e.g. MS Word, Excel, InDesign, etc.) with supporting graphics and GIS shape files.

Proposal Format

Packaging of Proposal

Clearly label the outside of the shipping package/ envelope as follows:

- Name of Firm/ Team submitting the proposal
- Name Primary Point of Contact for lead firm
- RFP Number RFP #20-102PDS
- Due no later than September 30, 2019, 5:00 p.m. EST

Number of Proposal Copies

The Offeror shall submit one original (conspicuously marked "Original"), five (5) copies, and one CD or flash drive containing an electronic copy in a single PDF document of their written proposal

Submittal Requirements

Proposals must be submitted no later than Monday, **September 30, 2019 at 5:00 p.m. EST** to:

Peachtree City

Attn: Purchasing Agent, Angela Egan

151 Willowbend Road

Peachtree City, GA 30269

All proposals must be received by the City by the due date; it is not sufficient to show that the submittal was mailed in time to be received before the scheduled RFP closing time.

Preparation of Proposal

Each proposal should be prepared simply and economically, avoiding the use of elaborate promotional materials beyond those sufficient to provide a complete presentation. Provide a written proposal that presents their qualifications and understanding of the work to be performed. Include all information requested, organized in tabbed sections clearly identified in a table of contents as described in the paragraphs that follow. Any other information thought to be relevant but not applicable to the enumerated categories, may be provided as a separate appendix to the proposal.

A. Agents and Address

Identify who will be the project manager and key staff assigned if awarded. Provide resumes summarizing the qualifications and experience of the individuals who will be conducting the study. Include specific information on the staff's experience with planning, market analysis, and community engagement.

Identify any sub-consultants and provide a summary of their scope of services. List the address, email address, and telephone number of the offices from which the services are to be provided.

F. Similar or Related Projects and References

For the consultant and any sub-consultants, describe at least three (3) similar or related projects successfully completed within the last five (5) years and include the name, address, telephone number, and an e-mail address for reference checks.

B. Project Approach

Provide a statement describing the Scope of Work as you understand it. Describe the approach, means, methods, and procedures to be used to gather data, analyze findings, perform community engagement tasks, and develop recommendations as requested. Include any information demonstrating understanding and insights related to the Projects Scope of Work.

E. Project Timeline

Provide a proposed schedule of tasks including key milestones for deliverables. It is expected that the work will commence as soon as possible after the contract is awarded; and that the project will be completed within the timeframe established by the Atlanta Regional Commission.

G. Cost of Services

Provide a proposed cost approach and fee itemized by each work task as outline in the Scope of Work that identifies standard hourly billing rate for each staff member anticipated to work on the Project; estimated reimbursable expenses; and a rate schedule for computing any extra work not specified in the contracted Scope of Work.

I. Additional Services (Optional)

Provide any other related and recommended products or services not specified in this RFP which may be considered essential or beneficial by the firm. These services should be priced separately from the "Cost of Services" above.

J. Required Forms

The completed required forms listed below shall be initialed, and signed as required. Sample forms are attached at the end of the document.

- (1) Certification of RFP and Acknowledgement of Addenda
- (2) Georgia Illegal Immigration Reform and Enforcement Act Form
- (3) Terminations Form

Forms and affidavits required by this subsection shall be considered an open public record once a public employer has entered into a contract for services; provided, however, that any information protected from public disclosure by federal law shall be redacted.

K. Draft Contract

In order to facilitate the condensed contract execution timeline requested by the ARC, we are requesting that all Offerors include a draft contract in their Proposal. The City will review of the standard contract language immediately

upon selection of the winning Proposal. Your draft contract language will not be reviewed during the selection process nor be used for selecting the winning Proposal.

Selection Criteria

The selection will be based on the qualifications of the consultant team and the quality of the Proposal. However, Peachtree City reserves the right to call references provided in the submittal and to require phone or personal interviews with firms requiring additional evaluation. The following criteria will be used for the evaluation:

Weight	Item
15	Quality and thoroughness of the proposal. Consultant understanding and approach to the required tasks and needs
30	Related experience of the firm/team with similar projects comparable in type, size, and complexity. Overall experience in planning, real estate market analysis and forecasts, development proformas, and community engagement.
25	Demonstration of understanding and commitment to execute creative, contextual, and engaging approaches to community engagement. Ability to reach under-represented citizens and their successful inclusion into the engagement process.
15	Demonstrated ability to perform high quality work, to control costs, and to meet project schedules.
15	Pricing approach related to the tasks listed

Evaluation

Peachtree City reserves the right, in its sole discretion, to reject or accept any submittal it considers to be non-responsive. Should Peachtree City fail to reach agreement with any firm or teams initially selected, the City reserves the right to commence negotiations with the next highest ranked firm or team. Peachtree City may select a firm without an interview or may choose to interview all or a limited number of applicants.

Terms and Conditions

- No person or business entity shall on the grounds of race, color, national origin, sex, age, or handicap/disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the City.
- The City reserves the right to reject any and all proposals, to waive any and all irregularities or informality in a proposal, and to accept or reject any item or combination of items, when to do so would be to the advantage of the City. It is also within the right of the City to reject proposals that do not contain all elements and information requested in the RFP.
- The City reserves the right to cancel this RFP at any time.
- Ownership of all data, materials, and documentation prepared for and submitted to the City in response to this request for proposal shall belong exclusively to the City and will be considered a record prepared and maintained or received in the course of operations of a public office or agency and subject to public inspection in accordance with the Georgia Open

Records Act, Official Code of Georgia Annotated, Section 50-18-70, et. seq., unless otherwise provided by law.

- Proposals will not be accepted from any person, firm, or corporation who is in arrears in any debt or obligation to Peachtree City or any other governmental entity.
- Compliance with Laws: In connections with the furnishing of supplies or performance of work under the contract, the Offeror agrees to comply with the Fair Labor Standards Act, Equal Opportunity Employment Act, Georgia Security and Immigration Compliance Act, and all other applicable Federal and State laws, regulations, and executive orders to the extent that the same may be applicable and further agrees to insert the foregoing provision in all subcontractors awarded hereunder.
- Right to negotiation: The City reserves the right to negotiate with the selected Offeror the fee for the proposed scope of work and the exact terms and conditions of the contract.
- The logo of Peachtree City is protected and may not be used in submissions to the City. When using a logo, proposers should use their corporate logos only.
- Proposal Withdrawal: A submitted proposal may be withdrawn prior to the due date by a written request to the Purchasing Agent. No proposals may be withdrawn for a period of sixty (60) days after the scheduled time to receive the proposal.
- Cost of Preparing Proposals: The cost for developing the proposal is the sole responsibility of the Offeror. Peachtree City will not provide reimbursement for such costs
- The City's policy and procedures for this process are available in the Purchasing Department for inspection.

Other Information

RFP Information Webpage

The City's website is www.peachtree-city.org

RFP postings are available at [Home > Government > Finance > Purchasing > Bids and RFPs](#)

Financial Standing

The contractor selected must be able, if requested, to provide proof that they are in good financial standing. All records submitted by the Contractor may be subject to the Georgia Open Records Act, O.C.G.A. § 50-18-70 et seq. As such, the Contractor should be careful to not provide any proprietary information. In addition, the City may require contact information with the contractor's financial institution(s), along with the necessary consent for the City to contact the institution to inquire as to the financial status of the contractor.

Multiple Vendors

The City encourages free and open competition among offerors. Whenever possible, the City will design specifications, proposal requests, and conditions to accomplish this objective, consistent with the necessity to satisfy the City's need to procure technically sound, cost-effective services and supplies. While the City expects to make only one award, multiple vendors may form a team to submit a joint proposal. All firms and individuals involved in each team must be identified in the proposal. A single individual and firm must be designated as having overall responsibility for services. The lead individual and firm will serve as the City's primary contact and will be responsible for ensuring agreed-upon timelines and work requirements are met.

Insurance Requirements

Prior to the award of a contract, the Contractor shall furnish a Certificate of Coverage or other proof that it has the following insurance with the City named as additional insured that must remain in force for a period of at least one year after completion of the work:

- Commercial General Liability, Contractual Liability, Products/Complete Operations Liability, Owners and Contractors Protective Liability, Errors and Omissions, and Personal Injury Liability Insurance - \$2,000,000 Combined Single Limit Bodily Injury and Property Damage – each occurrence.
- Comprehensive Automobile Liability Insurance - \$1,000,000 Combined Single Limit Injury and Property Damage Liability – each occurrence.
- Umbrella - \$1,000,000
- Workers' Compensation Insurance - \$100,000 Bodily Injury by Accident – each accident; \$500,000 Bodily Injury by Disease – policy limit; and \$100,000 Bodily Injury by Disease – each employee.

Required Forms

Certification of RFP Submittal and Acknowledgement of Addenda

See Attachment B

The person that signs the RFP shall have the authority to negotiate the full scope of services on behalf of the organization and shall be authorized to bind the contract to the terms and conditions of this RFP.

Georgia Illegal Immigration Reform and Enforcement Act (IIREA) Form

See Attachment C

In compliance with Georgia Security & Immigration Compliance Act of 2006 – O.C.G.A. 13-10-91, no public employer shall enter into a contract pursuant to this chapter for the physical performance of services within this state unless the contractor registers and participates in the federal work authorization program to verify information of all newly hired employees or subcontractors. Before a bid for any such service is considered by a public employer, the bid shall include a signed, notarized affidavit from the contractor attesting to the following:

- (A) The affiant has registered with and is authorized to use the federal work authorization program;
- (B) The user identification number and date of authorization for the affiant; and
- (C) The affiant is using and will continue to use the federal work authorization program throughout the contract period.

Terminations Form

See Attachment D

Interested Offerors are required to list each and every project within the previous five (5) years on which it was terminated or failed to complete the project.

Attachment A - LCI Study Area



Attachment B – RFP Certification Form

The undersigned declares that she or he is an authorized agent of the company or firm listed as the primary offeror; has carefully examined all the documents contained in this Request for Proposals (RFP) solicitation for the project; and certifies to the best of her/his knowledge that this Proposal fully complies with the requirements of the RFP and all addenda and clarifications issued in regard to the RFP.

The undersigned also hereby certifies that no person acting for or employed by Peachtree City is directly or indirectly interested in this Proposal or any subsequent proposal, or in any contract which may be made under it, or in expected profits to arise therefrom; that the undersigned Offeror has not influenced or attempted to influence any other person or corporation to file a Proposal or any subsequent proposal or any other person or corporation; and that this submission is made in good faith without collusion or connection with any other person or corporation applying for the same work under a different Proposal.

The undersigned states that she or he has the necessary licenses, certifications, and professional credentials necessary to practice their respective professions within the State of Georgia.

Acknowledgement of Addenda. By Signing below, the interested Offerors acknowledges receipt of the following addenda to this RFP:

Addenda No. (if any) _____

SIGNED UNDER THE PENALTY OF PERJURY:

Signature: _____
(Signature of Authorized Agent)

Print Name: _____

Title: _____

Firm Name: _____

Date: _____

Project Number: _____

Project Name: _____

Attachment C – E-Verify Form

Revised 08-01-2011

CONTRACTOR AFFIDAVIT UNDER O.C.G.A. § 13-10-91(b) (1)

By executing this affidavit, the undersigned contractor verifies its compliance with § O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation (“Contractor”) which is engaged in the physical performance of services on behalf of the **City of Peachtree City** has registered with, is authorized to use and uses federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in § O.C.G.A. 13-10-91.

Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by § O.C.G.A. 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number Date of Authorization

Company Name / Contractor Name

Name of Project

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, 20____ in _____
(City) (State)

BY: _____
Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent of Contractor

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

_____ DAY OF _____, 20____

Notary Public
My Commission Expires: _____

Attachment D – Terminations Form

Project Name			
Contracted With		Contract Amount	
Start & End Dates		Percent Complete	
Scope of Work			
Reason for Termination or Failure to Complete			
Project Name			
Contracted With		Contract Amount	
Start & End Dates		Percent Complete	
Scope of Work			
Reason for Termination or Failure to Complete			
Project Name			
Contracted With		Contract Amount	
Start & End Dates		Percent Complete	
Scope of Work			
Reason for Termination or Failure to Complete			
Project Name			
Contracted With		Contract Amount	
Start & End Dates		Percent Complete	
Scope of Work			
Reason for Termination or Failure to Complete			