



AGREEMENT FOR PROFESSIONAL ADMINISTRATION SERVICES

Grant administration agreement.

BETWEEN

City of Loganville, Georgia and Gregory STC, LLC

GRANT

Gwinnett County FY2026 CDBG · Subrecipient Agreement No. _____

PROJECT

Breckenridge Subdivision Sanitary Sewer Pump Station and Sewer Improvements (Phase I)

PREPARED

September 28, 2026

This Agreement is entered into by and between the City of Loganville, Georgia, a municipal corporation and a subrecipient of Gwinnett County's Community Development Block Grant program (hereinafter called the "CITY"), and Gregory STC, LLC, a Georgia limited liability company (hereinafter called the "CONSULTANT").

The CITY has been awarded Community Development Block Grant (CDBG) funds by Gwinnett County, Georgia, through its Housing and Community Development Division ("Gwinnett County HCD"), from the County's FY2026 CDBG entitlement grant from the U.S. Department of Housing and Urban Development (HUD), under a Subrecipient Agreement between Gwinnett County and the CITY (the "Subrecipient Agreement"), for the purpose of replacing and upgrading two sanitary sewer pump stations and other sewer improvements in the Breckenridge subdivision (hereinafter called the "PROJECT"), and is desirous of competent and capable administration services for said grant.

The CONSULTANT is staffed with professional administrators, is competent in grant administration, and will adhere to all applicable requirements of 24 CFR Part 570, 2 CFR Part 200, the Subrecipient Agreement, and the Gwinnett County HCD Public Facilities Project Guide (the "Guide"), as well as to other directives issued by Gwinnett County HCD or HUD.

The CONSULTANT's compensation under this Agreement will be paid solely from the CITY's local funds and will not be charged to the CDBG grant. Because no CDBG funds will be used to pay for these services, the CITY selected the CONSULTANT under its own purchasing policies, and the federal procurement standards at 2 CFR 200.317 through 200.327 do not apply to this selection.

The CITY and CONSULTANT, in consideration of their mutual covenants herein, agree on performance of professional administrative services by the CONSULTANT, and the payment for such services by the CITY, as set forth herein and in the attachments hereto:

SECTION 1.0**Grant administration services.**

The CONSULTANT shall provide administrative services for the PROJECT as defined herein and is limited to those services specifically set forth herein. The CONSULTANT will work within Gwinnett County HCD's reporting and reimbursement procedures and will assist the CITY in preparing all submittals required under the Subrecipient Agreement.

A. The CONSULTANT shall provide administrative services for the PROJECT as follows:

1. Establish and maintain the PROJECT file for the CITY, organized in accordance with the Record Keeping Requirements of the Guide (Section IV), and deliver it to the CITY as provided in Exhibit A;
2. Assist in maintaining a record of funds and their applicability, and make same available to the CITY, Gwinnett County HCD, and/or HUD on request;
3. Assist to record the reasonableness, allocability, and allowability of all costs pertaining to the PROJECT in accordance with 2 CFR Part 200, Subpart E, and 24 CFR Part 570;
4. Assist Gwinnett County HCD, as the Responsible Entity under 24 CFR Part 58, by compiling the PROJECT information it needs for the environmental review record and, if Gwinnett County HCD requests, by preparing draft review documents for its independent evaluation; and advise the CITY against any choice-limiting action on the PROJECT until Gwinnett County HCD confirms in writing that HUD has released the funds;
5. Serve as liaison between the ENGINEER, Gwinnett County HCD, CONTRACTOR, and the CITY on matters related to grant compliance;
6. Assist in maintaining files of all source documents supporting financial transactions and administrative actions, including procurement processes documented in accordance with the Gwinnett County CDBG Procurement Checklist;
7. Assist the CITY in satisfying any general and special conditions of the Subrecipient Agreement;
8. Coordinate and attend any public meetings or hearings that Gwinnett County HCD or the Subrecipient Agreement requires of the CITY for the PROJECT;
9. Assist the ENGINEER in assembling, and review before advertisement, the bid documents to confirm that they include the CDBG Certifications, the current Federal Labor Standards Provisions (form HUD-4010), the applicable Davis-Bacon wage decision, the Section 3 clause and plan, and the bid guarantee and payment and performance bond requirements;
10. Prepare the Invitation for Bids advertisement, or review it if the ENGINEER prepares it, and coordinate its publication in the legal section of the Gwinnett Daily Post for a minimum of thirty (30) days before bid opening and in any other publication the CITY requires;
11. Attend the pre-bid conference, held at least two (2) weeks before bid opening, and present the CDBG items for discussion listed in Exhibit D of the Guide;
12. Review the ENGINEER's bid tabulation and recommendation of award for the apparent low bidder's responsiveness, including its executed CDBG Certifications and

- acknowledgement of addenda, and verify in the System for Award Management (SAM.gov) that the apparent low bidder is not suspended or debarred;
13. Submit the Notice of Contract Award to Gwinnett County HCD within ten (10) days after the construction contract is awarded;
 14. Schedule and conduct the pre-construction conference, using the items for discussion in Exhibit E of the Guide, and prepare minutes;
 15. Before construction begins, submit to Gwinnett County HCD the executed construction contract, the Contractor and Subcontractor Certifications, the Contractor and Subcontractor Information Forms, and the executed Confirmation of Materials Form, and confirm that the required job-site postings are in place;
 16. Prepare the CITY's requests for reimbursement to Gwinnett County HCD, with the supporting invoices, proof of payment, and other documentation Gwinnett County HCD requires;
 17. Obtain the applicable Davis-Bacon wage decision from Gwinnett County HCD for inclusion in the bid documents, confirm that it remains current in the ten (10) days before bid opening, and process any request for additional classifications (form HUD-4230-A);
 18. Coordinate construction contract award with the ENGINEER and the CITY to ensure compliance with labor standards laws;
 19. Review the weekly certified payrolls (form WH-347 or equivalent) of the contractor and all subcontractors for compliance with applicable labor standards;
 20. Assist contractors and subcontractors with corrections and revisions to certified payrolls for compliance with applicable labor standards;
 21. Conduct on-site employee interviews of the contractor and subcontractors using form HUD-11, Record of Employee Interview, for compliance with applicable labor standards;
 22. Collect the contractor's and subcontractors' monthly Section 3 reports, due by the tenth (10th) day of the following month, and submit them to Gwinnett County HCD; and assist the CITY in adopting Gwinnett County's Section 3 Plan or its own, as the Guide permits;
 23. Prepare and submit the monthly activity reports, quarterly reports, and final close-out report required by Gwinnett County HCD;
 24. Coordinate and attend all monitoring visits by Gwinnett County HCD, HUD, or other agencies, as necessary;
 25. Assist in keeping the PROJECT schedule on track with the ENGINEER and the CITY;
 26. Assist in all phases of the PROJECT to adhere to the requirements of the Subrecipient Agreement and the Guide, as well as to other directives issued by Gwinnett County HCD;
 27. Review change orders for CDBG eligibility, cost reasonableness, and consistency with the Subrecipient Agreement before the CITY approves them, and obtain any required approval from Gwinnett County HCD;
 28. Obtain and document the records supporting the PROJECT's national objective, together with its outputs, outcomes, and beneficiary demographics, for the PROJECT files and monitoring by Gwinnett County HCD;

29. Prepare all closeout documentation, required of the PROJECT to close the grant, and deliver the complete PROJECT file to the CITY.

B. Items specifically not included in the basic fee are as follows:

1. Negotiations for permits;
2. Any required legal surveys relating to land and/or easement acquisition;
3. Amendments to change the original scope of the grant, and supporting documents relating thereto;
4. Advertising, legal, fiscal, auditing, and permit fees;
5. Negotiation of lease agreements;
6. Preparation of requests to extend the term of the Subrecipient Agreement;
7. Negotiation with property owners for the acquisition of property, easements, or rights-of-way;
8. Coordination and attendance of public meetings related to the PROJECT beyond those described in Section 1.A;
9. Coordination and preparation for meetings with Gwinnett County HCD if the PROJECT is selected to be monitored by HUD;
10. Preparation of legal or engineering required documents;
11. Engineering and design services, including plans and technical specifications, and construction engineering and observation services of the ENGINEER.

C. Shared responsibilities:

1. Several tasks in Section 1.A are shared with, or belong in part to, the ENGINEER under its contract with the CITY or Gwinnett County HCD under the Subrecipient Agreement, particularly during bidding and construction. For those tasks, the CONSULTANT's role is to assist, coordinate, review, and document CDBG compliance. The CONSULTANT is not responsible for the performance, accuracy, or timeliness of work that is the responsibility of the ENGINEER, the construction contractor, or Gwinnett County HCD, or for decisions made by the CITY.
2. At the kick-off meeting, the CITY, the CONSULTANT, and the ENGINEER will complete Exhibit B – Goals and Milestones, which assigns responsibility for each task in the start-up, design, bid, construction, and closeout phases and sets a target date for each. Dates that depend on HUD's release of funds will be added when Gwinnett County HCD confirms that release. Exhibit B allocates tasks only and does not change the compensation of any party.
3. The CONSULTANT may rely in good faith on written guidance, forms, and determinations issued by Gwinnett County HCD or HUD, and will adapt its services to any new or revised guidance Gwinnett County HCD or HUD issues during the PROJECT.
4. If Gwinnett County HCD or HUD does not approve a submittal prepared by the CONSULTANT, or raises a question, concern, or finding about any matter within the CONSULTANT's services, the CONSULTANT will work with the CITY and Gwinnett County HCD until the issue is resolved.

SECTION 2.0**City's responsibilities.**

The CITY's responsibilities to the CONSULTANT shall specifically include, but may not be limited to, those items set forth herein.

A. Responsibilities to the CONSULTANT shall be:

1. To provide full information as to the CITY's requirements for the PROJECT, and to provide copies of all correspondence pertaining to the PROJECT;
2. To make available from the CITY's files any data and information necessary to provide continuity and accountability of PROJECT funds and/or materials;
3. To provide originals or copies of original studies, reports, proposals, and other documents necessary to provide an audit trail of all monies expended and received;
4. To designate, in writing, a person to act as representative with respect to the work to be performed under this Agreement; and such person shall have complete authority to transmit instructions, receive information, and interpret and define policies and decisions with respect to materials, equipment, elements, and systems pertinent to the services covered by this Agreement;
5. To give prompt written notice to the CONSULTANT whenever the CITY observes or otherwise becomes aware of any defect in the PROJECT or changed circumstances affecting the PROJECT;
6. To be responsible for compliance with such conditions of the grant as may be imposed by Gwinnett County HCD or the Subrecipient Agreement;
7. To designate the CONSULTANT in writing to Gwinnett County HCD as the CITY's grant administrator for the PROJECT, and to provide the CONSULTANT a copy of the executed Subrecipient Agreement and any amendments;
8. To maintain the written standards of conduct governing conflicts of interest required by 2 CFR 200.318(c)(1), and to retain the PROJECT file delivered by the CONSULTANT for the period required by the Subrecipient Agreement, which the Guide sets at a minimum of five (5) years.

SECTION 3.0**Period of service.**

- A. The CONSULTANT's services shall commence immediately upon the written authorization of the CITY and shall be completed in a timely manner to facilitate completion of the PROJECT within the term of the Subrecipient Agreement, including any extension thereof. Goals and milestones, along with dates and deadlines, will be established at the kick-off meeting and followed by all parties involved in the PROJECT. See Exhibit A – Terms and Conditions of this Agreement.
- B. It is understood that the CONSULTANT shall not be held liable or responsible to the CITY if the CONSULTANT is delayed in or prevented from performing the services specified herein because

of any cause or causes beyond the control of the CONSULTANT, and not due to the CONSULTANT's own fault or negligence, including but not limited to acts of God, inclement weather conditions, floods, fires, acts of government, epidemics, or failure of the CITY, the CITY's attorney, the PROJECT ENGINEER, Gwinnett County HCD, or HUD to fulfill any of their responsibilities.

SECTION 4.0

Fees for professional services.

The CITY agrees to pay, and the CONSULTANT agrees to accept, for the services described in Section 1.0, the following amount:

TOTAL FEE FOR GRANT ADMINISTRATIVE SERVICES: \$30,000.00

(Thirty Thousand and 00/100 Dollars)

A. Payment schedule:

1. No payment due to the CONSULTANT shall be withheld as a result of project delays related to circumstances described in, but not limited to, Section 3.B of this Agreement. The CONSULTANT will invoice the CITY for the total fee stated in this Section 4.0 in the following installments:
 - a) 15 percent (\$4,500.00) upon execution of this Agreement, for the CONSULTANT's commitment of time to the PROJECT;
 - b) 25 percent (\$7,500.00) upon completion of the pre-construction conference, for services during the kick-off, bid, award, and pre-construction phases;
 - c) 35 percent (\$10,500.00) in equal monthly installments during construction, beginning with the month after the Notice to Proceed and spread over the construction period shown in Exhibit B. If construction is completed sooner, the unpaid portion of this installment will be invoiced upon substantial completion. If construction takes longer, this installment does not increase; and
 - d) the remaining 25 percent (\$7,500) upon final closeout of the PROJECT.
2. The CITY shall pay the CONSULTANT's invoices from its local funds. No part of the CONSULTANT's compensation will be charged to the CDBG grant or included in the CITY's reimbursement requests to Gwinnett County HCD.
3. Additional services:
 - a) In the event the PROJECT continues beyond the expiration of the Subrecipient Agreement and all grant administration fees have been invoiced, the CONSULTANT will bill the CITY on an hourly basis at \$200.00 per hour as work is performed until the PROJECT is closed out.
 - b) In the event the PROJECT requires the CONSULTANT to perform additional professional services beyond the scope of services contained in Section 1.A, the CONSULTANT will bill the CITY on an hourly basis at \$200.00 per hour as work is performed until the PROJECT is closed out. See Section 1.B for items considered

“additional.” No payment due to the CONSULTANT shall be withheld as a result of project delays related to circumstances described in, but not limited to, Section 3.B of this Agreement.

SECTION 5.0

General conditions.

A. Successors and assigns:

1. The CONSULTANT and the CITY are each bound in all respects by the covenants of this Agreement.
2. Neither the CONSULTANT nor the CITY will assign, sublet, or transfer any interest in this Agreement without the consent of the other. Nothing herein shall be construed as giving any rights or benefits hereunder to anyone other than the CONSULTANT and the CITY.

B. Agreement documents and references:

1. The executed agreement documents shall consist of the following:
 - a) This Agreement;
 - b) Addenda signed by both parties, as necessary;
 - c) Exhibit A – Terms and Conditions;
 - d) Exhibit B – Draft Goals and Milestones;
 - e) Exhibit C – Source and Use Table for Project;
 - f) Exhibit D – Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1), as executed by the CONSULTANT.
2. This Agreement, together with the other documents enumerated in this Article — which said other documents are as fully a part of this Agreement as if attached hereto or repeated herein — forms the agreement between the parties hereto.
3. The CONSULTANT shall comply with those provisions of the Subrecipient Agreement that apply to contractors of the CITY. The CITY shall provide the CONSULTANT a copy of the Subrecipient Agreement, and in the event of a conflict between this Agreement and the Subrecipient Agreement or applicable federal law, the more stringent requirement governs.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the 29th day of September, 2026.

CITY

City of Loganville, Georgia

By: _____

Branden Whitfield, Mayor

Attest: _____

Date: _____

CONSULTANT

Gregory STC, LLC

By: _____

Tyler Gregory, Principal

Attest: _____

Date: 9-29-26



EXHIBIT B · TO BE COMPLETED AT THE KICK-OFF MEETING

Goals and milestones.

CITY City of Loganville, Georgia
GRANT Gwinnett County FY2026 CDBG · Subrecipient Agreement No. _____
PROJECT Breckenridge Subdivision Sanitary Sewer Pump Station and Sewer Improvements (Phase I)

ACTIVITY	RESPONSIBILITY	DATE
Execute Subrecipient Agreement with Gwinnett County	City / Gwinnett County HCD	
Execute Engineering and Grant Administration Agreements	City	Admin: Engineering:
Subrecipient orientation, if offered by Gwinnett County	GSTC	
Kick-off meeting with all parties	City, Gwinnett County HCD, GSTC and Engineer	
Public hearings, only if required by Gwinnett County	GSTC / City / Gwinnett County HCD	
Environmental review (Part 58) and HUD release of funds	Gwinnett County HCD / Engineer / City / GSTC	Review: Release of funds:
Survey and design	Engineer	Survey: Design:
Request Davis-Bacon wage rates and forward to Engineer	GSTC / Gwinnett County HCD	
Final design approval, including Georgia EPD	City / Engineer / GSTC / EPD	
Bid package assembly and CDBG review	Engineer / GSTC / City	
Advertisement for bids, pre-bid conference, and bid opening	Engineer / GSTC / City	Advertise: Pre-bid: Bid opening:
Contract award, Notice of Contract Award to Gwinnett County, and pre-construction conference	City / Engineer / GSTC	Award: Notice: Pre-con:
Construction	Contractor / Engineer	Start: End:
Final inspection and project closeout	GSTC / City / Engineer / Gwinnett County HCD	Final inspection: Closeout:

Dates that depend on HUD's release of funds are added once Gwinnett County HCD confirms the release (Agreement Section 1.C.2).

EXHIBIT A**Terms and conditions.**

In this Exhibit, “Contract” means the Agreement to which this Exhibit is attached, and “CITY,” “CONSULTANT,” “PROJECT,” “Gwinnett County HCD,” and “Subrecipient Agreement” have the meanings given in the Agreement.

- 1. Termination of Contract for Cause (Provision for Remedies).** If, through any cause, the CONSULTANT shall fail to fulfill in timely manner and proper manner any material obligations under this Contract, or if the CONSULTANT shall violate any of the covenants, agreements, or stipulations of this Contract, the CITY shall thereupon give written notice to the CONSULTANT of such failure, violation or breach. If the CONSULTANT has not or cannot remedy such failure, violation or breach within ten (10) days of the giving of such notice by the CITY, the CITY shall thereupon have the right to terminate this Contract by giving written notice to the CONSULTANT of such termination and specifying the effective date thereof, at least ten (10) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, photographs and reports prepared by the CONSULTANT under this Contract shall, at the option of the CITY, become its property and the CONSULTANT shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.
- 2. Termination by Mutual Consent.** This Contract may be terminated at any time by mutual written consent of the Parties hereto, the effective date thereof to be at least thirty (30) days from the date of such mutual written consent. If the Contract is terminated as provided herein, the CONSULTANT will be paid for the fees provided and expenses incurred up to the termination date.
- 3. Changes.** The CITY may, from time to time, request changes in the scope of services of the CONSULTANT to be performed hereunder. Such changes, including any increase or decrease in the amount of the CONSULTANT’s compensation, which are mutually agreed upon by and between the CITY and the CONSULTANT, shall be incorporated in written amendments to this Contract.
- 4. Personnel.**
 - a. The CONSULTANT represents that he/she has, or will secure at his/her own expense, all personnel required in performing the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the CITY.
 - b. All of the services required hereunder will be performed by the CONSULTANT or under his/her supervision and all personnel engaged in the work shall be authorized or permitted under State and Local Law to perform such services.
- 5. Equal Employment Opportunity.** During the performance of this Contract, the CONSULTANT agrees as follows:
 - a. The CONSULTANT will not discriminate against any employee or applicant for employment because of race, creed, color, sex, or national origin. The CONSULTANT will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, creed, color, sex, or national

origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The CONSULTANT agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the CITY setting forth the provisions of this non-discrimination clause.

- b. The CONSULTANT will, in all solicitations or advertisements for employees placed by or on behalf of the CONSULTANT, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, and national origin.
 - c. The CONSULTANT will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Contract so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
 - d. The CONSULTANT will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the Secretary of Labor.
 - e. The CONSULTANT will furnish all information and reports required by Executive Order 11246, of September 24, 1965, and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his/her books, records, and accounts by the compliance with such rules, regulations and orders.
 - f. In the event of the CONSULTANT's noncompliance with the compliance clauses of this Agreement or with any of such rules, regulations or orders, this Contract, may be canceled, terminated or suspended in whole or in part and the CONSULTANT may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulations, or order of the Secretary of Labor, or as otherwise provided by law.
 - g. The CONSULTANT will include the provisions of paragraphs (a) through (g) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor.
- 6. Civil Rights and Fair Housing.** Under Title VI of the Civil Rights Act of 1964, no person shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The CONSULTANT shall also comply with the Fair Housing Act (42 U.S.C. 3601–3620), Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as implemented for the CDBG program at 24 CFR 570.602.
- 7. Section 109 of the Housing and Community Development Act of 1974.** No person in the United States shall on the ground of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title.
- 8. “Section 3” Compliance in the Provision of Training, Employment and Business Opportunities.** The work to be performed under this Contract is on a project assisted under a program providing direct Federal financial assistance from the Department of Housing and

Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u. Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing. Failure to fulfill these requirements shall subject the CITY, its contractors and subcontractors, its successor and assigns to those sanctions specified by the grant or loan agreement or contract through which federal assistance is provided, and to such sanctions as are specified by 24 CFR Part 135. The CONSULTANT shall cooperate with the CITY's Section 3 reporting to Gwinnett County HCD.

9. **Georgia Energy Code.** The CONSULTANT does hereby acknowledge and agree that the provisions of the Georgia Energy Code will be considered and included, where applicable.
10. **Architectural Barriers.** The CONSULTANT hereby acknowledges and agrees that provisions of State and Federal law pertaining to Architectural Barriers will be considered and included, where applicable.
11. **Conflict of Interest.** No member, officer, or employee of the CITY, or its designees or agents, no member of the CITY's governing body, and no other public official of the CITY who exercises any functions or responsibilities with respect to the PROJECT during his or her tenure, or for one (1) year thereafter, shall have any interest, direct or indirect, in this Contract or the proceeds thereof, except as permitted by 24 CFR 570.611. The CONSULTANT covenants that it presently has no interest, and shall not acquire any interest, direct or indirect, that would conflict in any manner with the performance of its services, and shall disclose any potential conflict to the CITY in writing.
12. **Debarment and Suspension.** The CONSULTANT certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any federal department or agency, as provided in 2 CFR Part 180 and 2 CFR Part 2424, and shall give the CITY immediate written notice if this certification becomes inaccurate.
13. **Access to Records; Retention.** The CITY, Gwinnett County, HUD, the Comptroller General of the United States, the HUD Office of Inspector General, and any of their authorized representatives shall have access to any books, documents, papers, and records of the CONSULTANT that are directly pertinent to this Contract, for the purpose of making audits, examinations, excerpts, and transcriptions. The CONSULTANT shall retain such records for three (3) years after final payment under this Contract, or, if any litigation, claim, or audit is started before that period expires, until it is resolved. At closeout the CONSULTANT shall deliver the complete PROJECT file to the CITY, which shall retain it for the period required by the Subrecipient Agreement, which the Guide sets at a minimum of five (5) years.
14. **E-Verify.** The CONSULTANT shall comply with O.C.G.A. § 13-10-91 throughout the term of this Contract and with the affidavit attached as Exhibit D.

EXHIBITS B AND C

Reserved.

Exhibit B – Draft Goals and Milestones Table, and Exhibit C – Source and Use Table for Project, will be prepared by the CONSULTANT and inserted here before execution.

ATTACHMENT TO DCA-8

SOURCE AND USE OF FUNDS CITY OF LOGANVILLE - FY2026 CDBG PUMP STATION REPLACEMENT				
USES		SOURCES		
BUDGET ACTIVITY	TOTAL COST	CDBG FUNDS	CITY CASH	CITY IN-KIND
Construction of Breck PS 1 and Brek PS 2	\$ 561,000.00	\$ 532,400.00	\$ 28,600.00	
Construction Contingencies	\$ 56,000.00	\$ 56,000.00		
Construction SUBTOTAL	\$ 617,000.00	\$ 588,400.00	\$ 28,600.00	\$ -
Design Engineering	\$ 49,500.00		\$ 49,500.00	
Topographic survey	\$ 8,000.00		\$ 8,000.00	
Bid Phase Management	\$ 4,000.00		\$ 4,000.00	
Engineering During Construction	\$ 6,000.00		\$ 6,000.00	
Construction Observation	\$ 12,000.00		\$ 12,000.00	
Cost Estimate SUBTOTAL	\$ 696,500.00	\$ 588,400.00	\$ 108,100.00	\$ -
PER	\$ 5,500.00		\$ 5,500.00	
Grant Writing	\$ 3,500.00		\$ 3,500.00	
Administration	\$ 30,000.00		\$ 30,000.00	
TOTALS	\$ 735,500.00	\$ 588,400.00	\$ 147,100.00	\$ -
	Total Local Contribution:			\$ 147,100.00

EXHIBIT D**Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)**

I and any entity I represent:

- 1) Comply with O.C.G.A. § 13-10-91, and have registered with, are authorized to use, and use a federal work authorization program (any of the Electronic Verification of Work Authorization Programs operated by the U.S. Department of Homeland Security to verify information of newly hired employees) per the applicable provisions and deadlines of O.C.G.A. § 13-10-91 (E-Verify User Identification Number **3022865**), and will continue to use such program throughout the contract period;
- 2) Agree that, should I/we employ or contract with any subcontractor(s) in connection with the services for the City, we will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91 on a subcontractor affidavit meeting the requirements of O.C.G.A. § 13-10-91(b)(3);
- 3) Agree to maintain records of such compliance and provide a copy of each such verification to the City at the time the subcontractor(s) is retained to perform such service;
- 4) Agree to keep records of compliance and present a copy thereof to the City immediately upon demand; and
- 5) Contractor warrants that Contractor has included a similar provision in all written agreements with any subcontractors engaged to perform services under its Contract with the City.

NAME OF CONTRACTOR Gregory STC, LLC

NAME OF PROJECT Breckenridge Subdivision Sanitary Sewer Pump Station and Sewer Improvements (Phase I), Gwinnett County FY2026 CDBG

NAME OF PUBLIC EMPLOYER City of Loganville, Georgia

In making the above sworn certification, under oath, I understand that any person who knowingly and willfully makes a false, fictitious or fraudulent statement or representation in an affidavit shall be guilty of a violation of code section 16-10-20 of the Official Code of Georgia.

Sworn to and subscribed before me

this 29th day of September,
2026.



Gregory STC, LLC

By: [Signature]
Authorized Officer or Agent

Title: Principal

Print Name: Tyler Gregory