



TOWN OF THUNDERBOLT
REQUEST FOR PROPOSAL
TO PROVIDE
CONSTRUCTION SERVICES
FOR
W.E. HONEY PARK
BATHROOM CONSTRUCTION
RFP NO. 25-1101

Request for Proposal (RFP) to provide Construction Services for W.E. Honey Park Bathrooms



PURPOSE:

The Town of Thunderbolt is now accepting proposals from experienced and qualified construction firms, herein referred to as Contractor, whom are interested in providing engineering services required for both the design services and construction administration from concept for the W.E. Honey Park Bathroom Project. The selected firm will be responsible for the construction and other related items including design, permitting, specification and drawing preparation, demolition of existing facility, overseeing construction services and other items that may be required by local, state or federal regulations.

Sealed bid proposals for the W.E. Honey Park Bathroom Project will be publicly opened and read aloud in the Council Chamber at Thunderbolt Town Hall located at 2821 River Drive, Thunderbolt, GA 31404 at 6:30PM on December 12, 2025.

All sealed bids shall be delivered to the Office of the Town Administrator located at the above address Monday - Friday during normal business hours from 8:00AM to 5:00PM. Proposals not received in the Office of the Town Administrator by the time and date specified will not be considered. It is the bidder's responsibility to ensure that the bid is delivered to the appointed location prior to the deadline for bids. A bidder submitting by mail does so at their own risk.

Instructions for the preparation and submission of a proposal are presented in Section I, or may be acquired at the Office of the Town Administrator at Town Hall located at 2821 River Drive, Thunderbolt, GA 31404, Monday - Friday during normal business hours from 8:00AM to 5:00PM.

Owner reserves the right to reject any or all Bids, including without limitation, the rights to reject any or all nonconforming, nonresponsive, unbalanced or conditional Bids and to reject the Bid of any Bidder if Owner believes that it would not be in the best interest of the Town to make an award to that Bidder, whether because the Bid is not responsive or the Bidder is unqualified or of doubtful financial ability or fails to meet any other pertinent standard or criteria established by the Owner.



SECTION I - INFORMATION & INSTRUCTIONS

1.0 SUBMISSION REQUIREMENTS

1.1 The complete original proposal must be submitted in a sealed package and received in accordance with the instructions detailed on pay 2 of 20. All proposals shall be marked “W.E. Honey Park Bathroom Project”. Bidders shall file all documents necessary to support their proposal and include them with their proposal. Bidders shall be responsible for the actual delivery of proposals during business hours to the address indicated above. It shall not be sufficient to show that the proposal was mailed in time to be received before scheduled closing time.

1.2 Proposals shall be submitted in the following format and include the following information.

- (A) Acknowledgement of RFP (page 13).
- (B) Fee Proposal with an itemized hourly project breakdown in separate envelope (pages 14-15).
- (C) Non-discrimination Statement (page 16).
- (D) Contractor Affidavit and Agreement (page 17).
- (E) Affidavit Verifying Status for Town Benefit Application (page 18).
- (F) Contractor Statement of Qualifications.
- (G) Hourly Rate Schedule.
- (H) Project Team Organization Chart and Resumes.
- (I) Detailed Project Approach.
- (J) Detailed Bar Chart Schedule.

1.3 All proposals shall be:

- (A) Submitted in sealed opaque envelope, plainly marked with the project name and number as listed above.
- (B) Mailed, express mailed, or delivered in sufficient time to ensure receipt by the Office of the Town Administrator on or before 5:00PM on December 12, 2025.



- (C) Bids that are mailed or express mailed are done so at the Bidder's own risk.
 - (D) Bids not received in the Office of the Town Administrator by the time and date specified above will not be opened.
- 1.4 It is the sole responsibility of the Bidder to assure that they have received the entire RFP.
- 1.5 Bidders will be notified in writing of any change in the specifications contained in this RFP.
- 1.6 No verbal or written information which is obtained other than through this RFP or its addenda shall be binding on Town. No employee of Town is authorized to interpret any portion of this RFP or give information as to the requirements of the RFP in addition to that contained in or amended to this written RFP document.
- 1.7 The Town reserves the right to reject any and all proposals and to request clarification of information from any Bidder. The Town is not obligated to enter into a contract on the basis of any proposal submitted in response to this document.
- 1.8 Prior to the final selection, Bidders may be required to submit additional information which the Town may deem necessary to further evaluate the Bidder's qualifications.
- 1.9 The Town will not reimburse Bidders for any costs associated with the preparation and submittal of any proposal, or for any travel and/or per diem costs that are incurred.
- 1.10 Bidders shall not offer any gratuities, favors, or anything of monetary value to any official, employee, or agent of the Town for the purpose of influencing consideration of this proposal.
- 1.11 A proposal may not be withdrawn before the expiration of ninety (90) days from the proposal due date.



1.12 The Town reserves the right to negotiate with the selected Contractor the exact terms and conditions of the contract.

1.13 The Town is under no obligation to award this project to the Contractor offering the lowest fee proposal. Evaluation criteria included in this document shall be used in evaluating proposals.

1.14 Bidders may find instances where they must take exception with certain requirements or specifications of the RFP. All exceptions shall be clearly identified, and written explanations shall include the scope of the exceptions, the ramifications of the exceptions for the Town and a description of the advantage to be gained or disadvantages to be incurred by the Town as a result of these exceptions.

1.15 Bidder, at its own expense and without exception, shall indemnify, defend and pay all damages, costs, expenses, including attorney fees, and otherwise hold harmless the Town, its employees, and agents, from any liability of any nature or kind in regard to the delivery of these services.

1.16 All proposals, responses, inquiries, or correspondence relating to or in reference to this RFP, and all reports, charts, and other documentation submitted by Bidders shall become the property of the Town once received.

1.17 Proposals will subjectively be evaluated according to the following criteria and weight at a minimum:

- Concept Design
- Construction Documentation
- Cost
- Qualifications

1.18 One (1) bound, printed and signed original; and two (2) identical bound, printed copies of the proposal and supporting documents must be submitted in response to the RFP. All responses must relate to the specifications as outlined.

1.19 Contractors must submit proposals in accordance with the instructions contained in this RFP. All requested information must be submitted with the proposal. Instructions for preparation and submission of proposals are contained in this package. All questions regarding this RFP will be shared with all Bidders and should be submitted in writing in electronic format and emailed to:

Matthew D. Walker

Town Administrator

mwalker@thunderboltga.org



1.20 Contractors should submit experience and qualifications as described below. Additional information may be submitted as appropriate to further describe vendor and provide product capabilities.

- (A) List of similar projects completed in the last ten (10) years with respective owner contact information (i.e. names, email address, phone numbers).
- (B) Location and number of support personnel including experience and education.
- (C) List of four (4) references with contact information

1.21 The contract between the Town and the Contractor shall consist of (1) the Request for Proposal (RFP) and any amendments thereto, and (2) the proposal submitted by the Contractor in response to the RFP. In the event of a conflict in language between the two documents referenced above, the provisions and requirements set forth and/or referenced in the RFP shall govern. However, the Town reserves the right to clarify any contractual relationship in writing with the concurrence of the Contractor, and such written clarification shall govern in case of conflict with the applicable requirements stated in the RFP or the Contractor's proposal. In all other matters not affected by the written clarifications the RFP shall govern.

1.22 The Town may cancel the contract at any time for breach of contractual obligations by providing the Contractor with a written notice of such cancellation. Should the Town exercise its right to cancel the contract for such reasons, the cancellation shall become effective on the date as specified in the notice of cancellation sent to the Contractor.

1.23 In connection with the furnishing of supplies or performance of work under the contract, the Contractor agrees to comply with the Fair Labor Standard Act, Equal Opportunity Employment 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 subcontracts awarded hereunder. Bidders certify that all equipment, services and or goods provided to the Town comply with the Department of Justice ADA Title III Regulations.

1.24 Employment Eligibility Verification and Systematic Alien Verification for Entitlements (SAVE):

As required under Senate Bill 529 – “Georgia Security and Immigration Compliance Act” of 2006, O.C.G.A. Section 2, Article 3 13-10-91, public employers, their contractors and subcontractors are required to verify the work eligibility of all newly hired employees through an electronic federal work authorization program. The Georgia Department of Labor has added a new Chapter 300-10-1, entitled "Public Employers, Their Contractors and Subcontractors



Required to Verify New Employee Work Eligibility Through a Federal Work Authorization Program," to the Rules and Regulations of the State of Georgia. (See website: http://www.dol.state.ga.us/pdf/rules/300_10_1.pdf.) The new rules designate the "Employment Eligibility Verification (EEV) Basic Pilot Program" operated by the U.S. Citizenship and the Town.

Immigration Services Bureau of the U.S. Department of Homeland Security as the electronic federal work authorization program to be utilized for these purposes. The EEV/Basic Pilot Program can be accessed at: <https://e-verify.uscis.gov/enroll/StartPage.aspx?JS=YES>.

O.C.G.A. § 50-36-1, requires Georgia's counties to comply with the federal Systematic Alien Verification for Entitlements (SAVE) Program. SAVE is a federal program used to verify that applicants for certain "public benefits" are legally present in the United States. Contracts with the Town are considered "public benefits." Therefore, the successful bidder will be required to provide the Affidavit Verifying Status prior to receiving any Town contract. The affidavit is included as part of this RFP but is only required of the successful bidder.

1.27 The responses will become part of the Town's official files without any obligation on the Town's part. Ownership of all data, materials and documentation prepared for and submitted to the Town in response to a solicitation, regardless of type, shall belong exclusively to the Town and will be considered a record prepared and maintained or received in the course of operation of public office of agency and is subject to public inspection in accordance with the Georgia Open Records Act, Official Code of Georgia Annotated 50-18-70, et Seq., unless otherwise provided by law. The project includes design and construction services for one bathroom. The new bathroom will be constructed on Town owned property within W.E. Honey Park.

2.1 Scope of Services

The consultant's responsibilities shall include, but shall not be limited to, the following:

A. General

- (1) The consultant shall be responsible for reading the Standard Consultant Agreement and shall agree to provide the services as outlined.
- (2) The consultant shall be responsible for working with the Development Services, Design and Construction Management Group, and Cemetery staff as needed throughout all phases of the project.
- (3) The consultant shall be responsible for all liability with respect to the full project and shall be the Architect of Record for the project.
- (4) The consultant shall be responsible for becoming familiar with all existing conditions that may affect the design and construction of the project.



- (5) The consultant shall be responsible for providing design documents for review at each phase of design, as outlined in sections 2.1B, C, D, and E, that are in compliance with all applicable codes, the program, the budget, and the schedule as set forth by the Town. Each design phase submittal shall be dated with the actual submission date and all drawings/documents shall have the same date. Any changes to the schedule must be approved by the Town in advance.
- (6) The consultant shall perform a complete review of the documents prior to each phase submission for accuracy, consistency, and compliance with the requirements of this agreement. Submissions that contain obvious errors and omissions, lack coordination between drawings and sub-consultants, and/or do not appear to have been reviewed by someone other than the person preparing the documents may be returned to the consultant and shall be considered incomplete.
- (7) The consultant shall provide a full, 100 percent (%) complete design document for bidding and construction as outlined in section 2.1 E, signed and sealed architectural and engineering drawings, and specifications for all aspects of the construction, including but not limited to, civil design, demolition, the HVAC system, lighting, electrical system, plumbing, structural system, and fire protection. All construction documents shall be signed by a Georgia licensed professional. Bid alternates, if requested by the Town, shall be included in the final construction documents. Each alternate shall be clearly delineated in the construction documents.
- (8) In the construction documents, no manufacturer or product brand shall be explicitly specified without allowing for approved equals, subject to review by the consultant, unless sole-sourcing is reasonably justified and pre-approved by the Town.
- (9) The consultant shall be responsible for securing all necessary approvals and permits for the project, including, but not limited to, the building permit.

B. Concept Design

- (1) The consultant shall be responsible for producing all schematic design documents.
- (2) Concept Submittal (20%): The consultant shall submit the following documents, at a minimum:
 - (a) Drawings: This submittal shall include preliminary architectural floor plans, building sections and key interior/exterior elevations and sections to adequately describe the design concept, structural concept layouts, as well as an outline of site, HVAC, electrical, and plumbing plans. Alternative concepts for Town consideration may be provided as sketched layouts. The drawings shall be



clearly marked “CONCEPTUAL DESIGN - NOT FOR CONSTRUCTION.” The consultant shall meet with the Town to discuss the concept design.

(b) Project Cost Estimate: This submittal shall include a preliminary cost estimate, including demolition, site, and building costs, along with a contingency for amounts not yet determined.

C. Construction Documents to be issued for Permitting and Plan Review

(1) The consultant shall be responsible for producing all construction documents for the project.

(2) The consultant shall provide any requested information, including, but not limited to, specifications, plans, or additional documentation, required for all applicable reviews and approvals. Any requested revisions by way of the permitting and/or plan review(s) shall be approved by the Town in writing and included in the final submittal.

(3) Construction Documents to be issued for Permitting, (100%): The consultant shall submit the following documents:

(a) Drawings: This submittal shall include all drawings and details with each sheet clearly marked “APPROVED FOR PERMITTING AND CONSTRUCTION,”

sealed, signed, and ready for reproduction for issuing to permitting.

(b) Project Cost Estimate: This submittal shall include a comprehensive cost estimate, including demolition costs, building costs, the consultant’s fees, permits and connection fees, and construction contingency. The estimate shall include a breakdown of estimated direct construction cost as well as contractor overhead and profit. The consultant shall assist in developing cost estimate breakdown utilizing NIGP commodity codes for the development of Minority and Women Owned Business Participation goals.

(c) Construction Schedule: This submittal shall recommend a construction schedule and identify construction sequencing alternatives. The schedule shall include activities for mobilization, submittals and approvals, fabrication and delivery of materials, construction activities, substantial and final inspections, correction of punch list items, and submittal of record drawings and close-out documents.

(d) Specifications: This submittal shall include all technical specifications for all materials required by the design and shall be camera ready for reproduction. The consultant shall coordinate with the entire design team to include a submittal register as an attachment. The submittal register shall list all of the submittals



required in the technical specifications, in the format provided by the Town. The register shall clearly describe the material required, cross referenced to the applicable section or subsection, and the type of submittal, whether for information or approval. Submittals shall be listed in the same order as the technical specifications.

(e) Special Inspections: This submittal shall include a complete special inspections statement with schedule. The consultant shall perform all duties assigned to the Design Professional in Responsible Charge, in accordance with the Georgia Special Inspections Guidelines issued by American Council of Engineering Companies of Georgia (ACEC/SEAOG SI, current edition).

(f) Key Product Information: This submittal shall include product literature (i.e. cut sheets, etc.) for key building components, including, but not limited to lighting, appliances, mechanical equipment, specialty equipment, and cabinetry.

(g) Warranty Information: This submittal shall include a list/matrix of all warranties being requested at the close of the project. The matrix shall include a reference to the applicable specification section, a brief description of the warranty, the duration of the warranty, etc.

D. Construction Documents to be issued for Bidding and Construction

(1) The consultant shall be responsible for producing all construction documents for the project. This is the final submission ready for construction. All approved comments and changes from the previous design phase shall be incorporated.

(2) Construction Documents to be issued for Bidding and Construction: The consultant shall submit the following documents:

(a) Drawings: This submittal shall include all drawings and details with each sheet clearly marked “APPROVED FOR CONSTRUCTION,” sealed, signed by a Georgia licensed professional, and ready for reproduction for issuing to bidders.

(b) Project Cost Estimate: This submittal shall include a final comprehensive cost estimate, including demolition costs, building costs, the consultant’s fees, permits and connection fees, and construction contingency. The estimate shall include a breakdown of estimated direct construction cost as well as contractor overhead and profit. The consultant shall assist in developing cost estimate breakdown utilizing NIGP commodity codes for the development of Minority and Women Owned Business Participation goals.

(c) Construction Schedule: This submittal shall recommend a final construction schedule and identify construction sequencing alternatives. The schedule shall include activities for mobilization, submittals and approvals,



fabrication and delivery of materials, construction activities, substantial and final inspections, correction of punch list items, and submittal of record drawings and close-out documents.

(d) Specifications: This submittal shall include a final version of all technical specifications for all materials required by the design and shall be camera ready for reproduction. The consultant shall coordinate with the entire design team to include a submittal register as an attachment. The submittal register shall list all the submittals required in the technical specifications, in the format provided by the Town. The register shall clearly describe the material required, cross referenced to the applicable section or subsection, and the type of submittal, whether for information or approval. Submittals shall be listed in the same order as the technical specifications. This submittal shall also include project descriptions and information as required by the Town for the preparation of bidding and front-end documents. The Town shall add the front-end specifications.

(e) Special Inspections: This submittal shall include a complete Special Inspections Statement with Schedule. Consultant shall perform all duties assigned to the Design Professional in Responsible Charge, in accordance with the Georgia Special Inspections Guidelines issued by American Council of Engineering Companies of Georgia (ACEC/SEAOG SI, current edition).

(g) Warranty Information: This submittal shall include a final list/matrix of all warranties being requested at the close of the project. The matrix shall include a reference to the applicable specification section, a brief description of the warranty, the duration of the warranty, etc.

E. Bidding Abstract & Addenda

(1) The consultant shall be responsible for answering all questions, including revising or adding additional drawings or clarifications, within 48 hours of receipt in the form of draft addenda. Multiple addenda may be required during bidding.

(2) The consultant shall review, compare, and analyze bids as well as assist in contractor selection, negotiation, and award process.

(3) The consultant shall update, prior to construction, all drawings and specifications to clearly indicate any additions, deletions, clarifications, or changes that occurred during the bidding and/or value engineering process.

F. Construction Administration

(1) The consultant shall be responsible for attending the pre-bid for construction services meeting and the pre-construction meeting.



- (2) The consultant shall be responsible for final approval of and ensuring compliance with the construction documents of all construction submittals including shop drawings, product specifications, and samples.
- (3) The consultant or its representative shall make as many visits to the site as necessary to observe as an experienced and qualified design professional the progress and quality of the various aspects of the contractor(s) work and shall keep the Town informed of the progress of the work. Each visit to the site shall be documented in a written report.
- (4) The consultant shall be responsible for all contract administration services during construction of the project including, but not limited to, preparing, issuing, and reviewing addenda, responding to requests for additional information, changing order request review and approval, issuing supplemental drawings and specifications, evaluation of the work, and submittal review.

G. Project Management and Administration

- (1) The consultant shall assign a project manager responsible for coordination of all of the design work for the project including development and maintenance of a production schedule for all documents through all phases of design.
- (2) The consultant shall be responsible for all project administration services related to the project including, but not limited to, cost estimating, scheduling, document management, progress meetings, and regulatory approvals.

2.2 Proposal Format

Format: Proposals shall be submitted in the following format and include the information outlined below.

- A. Cover Letter: The cover letter should serve as an Introduction to the Respondent and the Project, and must include the following:
 - Identification of the firm who will be executing the agreement with the Town,
 - Acknowledgement of all addenda(s) by date. Proposers are responsible for acknowledging any and all addenda(s) issued in connection with this event. Proposers must acknowledge all issued addenda in the cover letter to be considered.
 - A statement of the respondent's availability of personnel, and commitment to provide services on a timely basis.
- B. Table of Contents: There shall be a Table of Contents for material included in the Proposal and submittals shall include page numbers.



- C. Detailed description of methodology regarding the services as requested.
- D. Response to the Statement of Qualification: Each proposer shall answer all the questions and provide information as requested.

2.3 Basis of Award

Proposals shall be evaluated according to the following criteria and weight at a minimum:

Qualifications & Experience		38
• Professionalism of proposal		2
• Education, knowledge, and skills of principal consultant		10
• Relevant experience and qualifications of principal consultant		20
• Outstanding characteristics		3
• Relevant experience of sub-consultants		3
Methodology		25
• Documentation of existing conditions		5
• Design phase		5
• Construction administration		5
• Document quality/coordination		5
• Budget and cost control		5
References	7	7
Local Vendor (Within the Town Limits of Savannah/Thunderbolt)	5	5
Fees		25
Total Points		100

In evaluating proposals submitted pursuant to this request, the Town of Thunderbolt requires the following minimum qualifications of the Consultant submitting proposals to be considered for evaluation:

- Experience on three (3) projects of a similar nature and scale completed within the past seven (7) years.



- Proposals must have scored a minimum of 56 out of the 70 available points allocated for Qualifications & Experience, Methodology, and References to be deemed qualified to have fees opened.

2.4 Copies

One (1) unbound, printed and signed original and five (5) identical, bound, printed copies of the proposal and supporting documents must be submitted in response to the RFP. All responses must relate to the specifications as outlined. Please include an electronic copy on a flash drive as well.

2.5 Contacts

Proposers must submit proposals in accordance with the instructions contained in this RFP. All requested information must be submitted with the proposal. Instructions for preparation and submission of proposals are contained in this package. All questions regarding this request for proposal shall be submitted in writing and emailed to the person listed on the summary event page.

2.6 Qualifications

Each proposer shall submit a summary of its qualifications and experience as requested in the attached Statement of Qualifications. Additional information such as agency brochures, resumes, etc. may be submitted as appropriate.

In evaluating proposals submitted pursuant to this request, the Town of Thunderbolt places high value on the following factors, not necessarily in order of importance:

(1) Work samples that demonstrate:

- (a) Experience designing projects of a similar scope, scale, and visibility
- (b) Quality of work product
- (c) Client satisfaction
- (d) Ability of the consultant to complete projects with design schedules and to maintain project budgets.
- (e) Risk Assessment/Management: solution of design and construction problems, including those that may have arisen during construction reflecting on the constructability and coordination of the design drawings
- (f) Experience working with multiple clients/institutions
- (g) The consultant meets or exceeds the minimum qualifications listed under



- (2) Experience of firm and employees to be assigned to the project in general and providing consulting services to municipalities, economic development organizations, or other governmental entities.
- (3) Commitment of principals to lead the team and devote time to the project.
- (4) Innovative or outstanding work by the consultant demonstrates the firm's unique qualifications to provide consulting services.
- (5) Approaches in methodology with respect to the anticipated scope of services that demonstrate maximum comprehension of and ability to provide such services to the Town.
- (6) Selected consultant's staff ability, availability, and facility for working with the Town directors, officers, staff, consultants, and providing time-sensitive, on-site visits.
- (7) Ability of the consultant to identify potential sub-consultants with the necessary qualifications for a project of this nature and the experience of the architectural firm in working with sub-consultants with the necessary qualifications.
- (8) The consultant's prior working experience with the Town, including, but not limited to, project communication, documentation of existing conditions, adherence to schedule and budget, quality of construction documents, and construction administration.
- (9) Ability of the consultant to identify project risks from initial design through construction. This includes the ability of the consultant to work with sub-consultants, contractors, and clients to identify and resolve risks at each level of the project.

2.9 Schedule

Each proposer shall submit a proposed time schedule for the project, including both design and construction phases. The consultant shall submit design documents according to the schedule as outlined in Exhibit A. The schedule shall show that the consultant can provide immediate service after the signed agreement. The schedule shall include anticipated dates for the commencement of the work and for substantial completion of the work.

2.10 Disclaimer

Any and all documentation provided by the Town shall be field verified by the consultant. The Town neither certifies nor claims that the information shown represents the existing site conditions. The information shown shall not be used without field verification. In no event shall the Town be liable for any direct, special, or consequential damages from the use of the drawings.



2.11 INSURANCE REQUIREMENTS

Insurance and Certificate of Insurance Requirements:

Basic Commercial General Liability

Limits (or higher):

General Aggregate: \$1,000,000

Products Completed Operations Aggregate: \$1,000,000

Each Occurrence Limit: \$1,000,000

Personal Injury Limit: \$1,000,000

Damage To Premises Rented To You \$1,000,000 Any One Event

Medical Expenses \$ 5,000 Any One Person

Required Endorsements and Certificate of Insurance:

- This policy provides a Waiver of Subrogation endorsement in favor of Mayor and Aldermen of the Town of Thunderbolt its agents and / or employees and must be attached to the Certificate of Insurance.
- No exclusions on Products Completed / Operations for either ongoing and / or completed projects / operations.
- Coverage is for no less than Period of Repose for The State of Georgia.

Commercial Auto:

Limits: \$1,000,000 per Occurrence & Aggregate (Minimum)

Required Endorsements and Certificate of Insurance:

- This policy provides a Waiver of Subrogation endorsement in favor of Mayor and Aldermen of the Town of Thunderbolt its agents and / or employees and must be attached to the Certificate of Insurance.
- This policy provides a thirty (30) day cancellation endorsement in favor of Mayor and Aldermen of the Town of Thunderbolt its agents and / or employees and must be attached to the Certificate of Insurance.

Workers Compensation & Employers Liability (includes coverage of all employees, volunteers and others under your direction and supervision)

Limits:



Part A: Workers Compensation: Statutory

Part B: Bodily Injury By Accident: \$500,000 each accident Bodily Injury By Disease:
\$500,000 Policy Limit

Bodily Injury By Disease: \$500,000 Each Employee

Required Endorsements and Certificate of Insurance:

This policy provides a Waiver of Subrogation endorsement in favor of Mayor and Aldermen of the Town of Thunderbolt its agents and / or employees and must be attached to the Certificate of Insurance.

- This policy provides a thirty (30) day cancellation endorsement in favor of Mayor and Aldermen of the Town of Thunderbolt its agents and / or employees and must be attached to the Certificate of Insurance

Professional Liability:

Per Project Occurrence Limit: \$1,000,000

Required Endorsements and Certificate of Insurance:

This policy provides a Waiver of Subrogation endorsement in favor of Mayor and Aldermen of the Town of Thunderbolt its agents and / or employees and must be attached to the Certificate of Insurance.

This policy provides a thirty (30) day cancellation endorsement in favor of Mayor and Aldermen of the Town of Thunderbolt its agents and / or employees and must be attached to the Certificate of Insurance.

No exclusions for either ongoing and / or completed projects / operations.

No “sunset provisions or clauses” for either ongoing and / or completed projects / operations.

Other Items Required:

- Notice of Cancellation: No less than thirty (30) day notice provided to certificate holder.
- All insurance carriers in the policy / COI are required to have an AM Best Rating of A-, IX or better.
- The Town of Thunderbolt is not responsible for any of the property used in the project or owned by the designer.
- All deductibles in the coverage are the responsibility of Named Insured on policy.
- Indemnify & Hold Harmless wording required in contract: This contract requires the Consultant to indemnify and hold harmless the Owner in all consulting work, projects and



services provided. The Consultant also agrees to indemnify for costs of preparing and defending lawsuits from consulting work, projects and services provided.

NON-DISCRIMINATION STATEMENT

The Bidder certifies that:

- (1) No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, color, national origin, or gender in connection with any bid submitted to the Town of Thunderbolt or the performance of any contract resulting there from;
- (2) That it is and shall be the policy of this Company to provide equal opportunity to all business persons seeking to contract or otherwise interested in contracting with this Company, including those companies owned and controlled by racial minorities, cultural minorities, and women;
- (3) In connection herewith, we hereby acknowledge and warrant that this Company has been made aware of, understands, and agrees to take affirmative action to provide such companies with the maximum practicable opportunities to do business with this Company;
- (4) That this promise of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;
- (5) That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made as part of and incorporated by reference into any contract or portion thereof which this Company may hereafter obtain with the Town of Thunderbolt and;
- (6) That the failure of this Company to satisfactorily discharge any of the promises of non-discrimination as made and set forth herein shall constitute a material breach of contract entitling the Town of Thunderbolt to declare the contract in default and to exercise any and all applicable rights and remedies including but not limited to cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and or forfeiture of compensation due and owing on a contract.

Authorized Agent: _____

Signature: _____



2.13 Attachments

Attachment A – Fee Schedule

Attachment B - Consultant Agreement



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 which is engaged in the physical performance of services on behalf of (name of public employer) has registered with, is authorized to use and uses the 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

Name of Contractor

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct. Executed on _____, 202 in _____ (city), (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY OF _____, 202 .

NOTARY PUBLIC

My Commission Expires:



O.C.G.A. § 50-36-1(e)(2) Affidavit Verifying Status for Town of Thunderbolt Benefit Application By executing this affidavit under oath, as an applicant for the Town of Thunderbolt, Georgia, Business License or Occupation Tax Certificate, Alcohol License, Contract or other public benefit as reference in

O.C.G.A. Section 50-36-1, I am stating the following with respect to my bid for a Town contract for

. [Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity]

- 1) I am a United States citizen.
- 2) I am a legal permanent resident of the United States.
- 3) I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency.

My alien number issued by the Department of Homeland Security or other federal immigration agency is: .

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A.

§ 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

In making the above representation 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 O.C.G.A. § 16-10-20, and face criminal penalties as allowed by such criminal statute.

Executed in (city), (state).

Signature of Applicant

Printed Name of Applicant

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

NOTARY PUBLIC

My Commission Expires:



TOWN OF THUNDERBOLT, CHATHAM COUNTY, GEORGIA- RFP NUMBER: 26-0101