

# **City of Dawsonville Bid #24-RFB-006**

## **Purchase and Installation of Audio/Video Upgrades**



**January 3, 2024**

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## I. INTRODUCTION

The City of Dawsonville (hereinafter referred to as “City” or “Owner”) is soliciting Bids from qualified contractors to provide all necessary service and materials for the purchase and installation of Audio/Video Upgrades at the City of Dawsonville GRHOF building, 415 Hwy 53 E, Dawsonville, GA 30534.

## II. PROJECT INFORMATION

The City of Dawsonville has planned to install these Audio/Video Upgrades for the enjoyment of the residents and promote tourism. The following is the scope of the work requested by contractors to purchase and install the Audio/Video Upgrades.

## III. SCOPE OF SERVICES

**A. OBJECTIVE:** To purchase and install Audio/Video Upgrades.

**B. INTERPRETATION:** All questions about the definition and intent of these specifications shall be directed to the Finance Director, Robin Gazaway, so designated by City of Dawsonville.

**C. EXAMINATION OF SITE AND SPECIFICATIONS:** Before submitting a Bid, each Company must:

1. Examine the specifications and scope of work thoroughly.
2. Familiarize themselves with all local laws, ordinances, rules and regulations affecting the performance of the work.
3. Carefully correlate observations with the requirements of the specifications.

Any cost incurred or implied in the preparation of this Bid will be at the expense of the Company. The City of Dawsonville will not honor any request for reimbursement of costs incurred.

The submission of a Bid will constitute an incontrovertible representation by the Company that they have complied with all the above requirements.

**D. SPECIFICATIONS:** Provide and install Audio/Video Upgrades (Attachment “A”), which shall include, *but is not limited to*:

### PORTABLE AUDIO SYSTEM

Includes 2 powered-1000 watt speakers, with 100’ cables that will connect to a portable audio cart. Audio cart includes a digital audio mixer, 4 Sennheiser Digital Wireless Mics, lockable rack drawer for storage, cable for connecting to laptop/iPad/Phone for music playback. Cart is completely portable and will cover audio for several hundred people. Padded bags are included for speakers and stands.

### ROLLING TV ON STAND

Portable 75” TV on rolling Chief Stand w/mounted sound bar, to be used anywhere inside or outside for temporary A/V presentations.

**REPLACE "3 SLICE TV DISPLAY" IN HOF**

5000 lumens laser projector w/mount and external speaker, connected to digital media player, to display on screen to be made of plywood painted white. Museum to provide video screen, which can be a smooth plywood 16:9 shaped surface with any type of trim, painted white.

**MOUNTED TV OVER ENTRANCE TO HALL OF FAME LOOP AREA**

55" TV w/mount and digital media player, mounted over Hall of Fame Loop area, playing a loop of video produced by Due South Productions.

**UPGRADE VIDEO DISTRIBUTION SYSTEM TO INCLUDE FRONT LOBBY AREA**

Retrofit the existing A/V system near the Pirkle Room with a larger A/V distribution amplifier and run ethernet cables to front area to supply video signal to 86" tv mounted in the front museum area.

**DIRECTIONAL SPEAKERS, 12, MOUNTED OVER SPECIFIC AREAS FOR AUDIO PLAYBACK**

Includes 12 speakers, mounted over areas in the museum that will have motion-activated audio players, which will play back voiceover content, recorded at Due South Productions, and will start over each time someone walks under the area covered by the 20" dome directional speaker. Content to be written by Cindy Elliott and Steve Thomason, and can be easily updated in the future, and placed on SD cards.

Including all gear & labor

- E.** The successful bidder will be responsible for providing an executed E-Verify S.A.V.E. document.
- F.** The successful bidder will provide safety measures such as fencing, barriers, signs, etc. that are required to ensure the public's safety during this project.

**IV. CONTENT AND FORMAT OF BIDS**

The City will evaluate all written submittals. It is incumbent upon the bidders to demonstrate within their Bids how each requirement will be satisfied. All Bids must meet the specification as outlined in this invitation to Bid. The City reserves the right to investigate the qualifications and experience of the bidders, or to obtain new Bids. Bids not sufficiently detailed or are in an unacceptable form may be rejected by the City. Dates and documentation included in the Bid become public information upon opening the Bids. Interested firms must follow the process outlined in the following pages in submitting their Bid. City of Dawsonville prefers to accept Bids from vendors with (3) three years' experience minimum; however, this factor may be waived in the discretion of the City. City of Dawsonville will review and approve plans. The following must be submitted for the bidder to be qualified:

- A.** A discussion of the History of the firm including number of years in business;
- B.** Documentation of three (3) similar or comparable projects completed within the past five (5) years, including photographs of each project;
- C.** Firm's proposed project team including qualifications and experience of each member with projects of this nature; provide a minimum of 3 projects;
- D.** Provide at least three (3) references for similar projects (including numbers and addresses);

- E. Proposed Methodology for the development and completion of the project. Describe in detail your approach and scope and how the Bid will satisfy all criteria of the project;
- F. Proposed Project Timeline;
- G. Provide Itemized pricing based upon your proposed methodology.
- H. Completed Contractor Registration Forms

**BID SELECTION CRITERIA: the qualified Bid which offers the lowest cost to the City will be selected. The City reserves the right to reject all bids and go through the bid invitation process again.**

**DEADLINE: All bids must be submitted by no later than 10:00 AM on the 18<sup>th</sup> day of January 2024. Any bid submitted after that time will be rejected.**

**CITY OF DAWSONVILLE  
415 HWY 53 E, SUITE 100  
DAWSONVILLE, GA 30534  
OFFICE: (706) 265-3256**

**[robin.gazaway@dawsonville-ga.gov](mailto:robin.gazaway@dawsonville-ga.gov)**

**CONTRACTOR REGISTRATION**

**Date:** \_\_\_\_\_

**Name of Contractor:** \_\_\_\_\_

Does your company have employees:  Yes  No How Many: \_\_\_\_\_

Is your company licensed to do business in Georgia:  Yes  No

City or County of Business License: \_\_\_\_\_

**Business information:**

Contact Name: \_\_\_\_\_

Complete Street Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Mailing address (if different from above): \_\_\_\_\_

City/state/zip: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

Website: \_\_\_\_\_ Fax: \_\_\_\_\_

Organized As:  Individual  Partnership  Corporation  Limited Liability Company  Other

Federal EIN: \_\_\_\_\_

Summary Of Products/Services Provided To The City: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

The City of Dawsonville prefers to accept Bids from vendors with (3) three years' experience, however, this factor may be waived in the discretion of the City.

A. Number of years in construction business: \_\_\_\_\_

B. Firm's facilities and equipment:

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Equipment: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

C. Firm's experience with similar projects; Provide a minimum of 3 projects:

List (3) three agencies:

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

D. References (including numbers and addresses):

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

D. Number of professional staff available for this contract: \_\_\_\_\_

- E. Describe in detail your approach and scope and how the Bid will satisfy all criteria of the project. List separately.
- F. Include list of subcontractors and their contact information to be used during completion of this project. List separately.

Please attach your Bid addressing all items A through F. Failure to include any of these items may result in disqualification.

**V. BID PREPARATION EXPENSES**

City of Dawsonville accepts no responsibility for any expense incurred by Bidders responding to this bid, such expenses to be borne exclusively by the Bidder.



**VI. BID SCHEDULE**

- A. For furnishing all labor, materials and equipment necessary to purchase and install Audio/Video Upgrades.

See BID SCHEDULE: *Include additional line items and amounts as necessary.*

<b>BID SCHEDULE</b>					
<b>BID #24-RFB-006</b>					
<b>Purchase and installation of Audio/Video Upgrades</b>					
ITEM NO.	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT AMOUNT	AMOUNT
0001	PORTABLE AUDIO SYSTEM Includes 2 powered-1000 watt speakers, with 100' cables that will connect to a portable audio cart. Audio cart includes a digital audio mixer, 4 Sennheiser Digital Wireless Mics, lockable rack drawer for storage, cable for connecting to laptop/iPad/Phone for music playback. Cart is completely portable and will cover audio for several hundred people. Padded bags are included for speakers and stands.				
0002	ROLLING TV ON STAND Portable 75" TV on rolling Chief Stand w/mounted sound bar, to be used anywhere inside or outside for temporary A/V presentations.				
0003	REPLACE "3 SLICE TV DISPLAY" IN HOF 5000 lumens laser projector w/mount and external speaker, connected to digital media player, to display on screen to be made of plywood painted white. Museum to provide video screen, which can be a smooth plywood 16:9 shaped surface with any type of trim, painted white.				
0006	MOUNTED TV OVER ENTRANCE TO HALL OF FAME LOOP AREA 55" TV w/mount and digital media player, mounted over Hall of Fame Loop area, playing a loop of video produced by Due South Productions.				
0005	UPGRADE VIDEO DISTRIBUTION SYSTEM TO INCLUDE FRONT LOBBY AREA Retrofit the existing A/V system near the Pirkle Room with a larger A/V distribution amplifier and run ethernet cables to front area to supply video signal to 86" tv mounted in the front museum area.				
0006	DIRECTIONAL SPEAKERS, 12, MOUNTED OVER SPECIFIC AREAS FOR AUDIO PLAYBACK				

	Includes 12 speakers, mounted over areas in the museum that will have motion-activated audio players, which will play back voiceover content, recorded at Due South Productions, and will start over each time someone walks under the area covered by the 20" dome directional speaker. Content to be written by Cindy Elliott and Steve Thomason, and can be easily updated in the future, and placed on SD cards.				
0007	Including all gear & labor				
	<b>TOTAL</b>				

**Questions:** For all questions, clarifications, further information should be directed to the Finance Director at [robin.gazaway@dawsonville-ga.gov](mailto:robin.gazaway@dawsonville-ga.gov) or 706-851-7688.

**VII. BIDDERS RESPONSE:**

**Date of Bid:** \_\_\_\_\_

**BID #24-RFB-006**

The undersigned agrees, if this bid is accepted within sixty (60) calendar days after date of opening, to furnish all supplies or services in strict accordance with provisions of this Invitation for Bid at the price in the Bid Schedule.

Prices to remain firm for sixty (60) calendar days or \_\_\_\_\_calendar days after date of opening. Vendor must initial here if he changes the 60-day requirement:\_\_\_\_\_

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same supplies or services and is in all respects fair and without collusion or fraud. I understand that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.

**Bids not signed must be declared as “non-responsive” and not considered for award.**

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Printed Name: \_\_\_\_\_

## VIII. Terms and Conditions

1. Changes: No change will be made to this request for Bids except by written modification by the City. Requests for interpretation or changes must be in writing and received at least (10) ten calendar days prior to the time set for opening of the Bids.
2. Signing of Bid: Failure to sign your Bid in “original form” will force your bid to be declared as “non-responsive” and not considered for award.
3. Bid Acceptance Time: Bids requiring acceptance by the City in less than sixty (60) calendar days could be rejected, unless so stated and accepted by the City.
4. Bid Identification: All bids submitted as a result of this request for bids must be returned in a sealed envelope with the following information in the lower left-hand corner of the envelope:

### **BID #24-RFB-006 / Purchase and Installation of Audio/Video Upgrades**

*Sealed bids will be accepted until 10:00 a.m. local time on Thursday, January 18, 2024 at City Hall, 415 Highway 53 East, Dawsonville, GA 30534.*

5. Withdrawal of Bids: Bids may be withdrawn by written request only if the request is received prior to the time and date set for the opening of bids. Negligence on the part of the bidder in preparing his bid confers no right of withdrawal or modification of his bid after bid has been opened. No bid may be withdrawn for a period of sixty (60) days after time has been called on the date of opening.
6. Bonds: Construction bidders are required to post performance and payment bonds in an amount equal to the contract award unless the contract is under \$40,000.00.
  - 6.1 Bid Bond: Construction bidders are also required to post a 5% bid bond at the time of bid submission if the projected budget for the work exceeds \$40,000.00
7. Site Inspections: The City will assume no responsibility for representations or understandings concerning conditions made by its officers or employees unless included in this request for Bid. The site inspection is a mandatory requirement to submit a Bid.
8. Award of Contract: Award will be made to that responsible bidder whose bid, conforming to the request for Bids, will be most advantageous to the City; price and other factors considered. The City reserves the right to reject any and/or all bids submitted and to waive any technicalities or minor irregularities in bids received. A written award mailed (or otherwise furnished) shall be deemed to result in a binding contract without further action by either party. Contract (s), if awarded, will be on a lump sum basis or individual item basis, whichever is found to be in the best interest of the City.
9. Non-Discrimination: The vendor assures to provide services in a manner that does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, veteran

or military status, sexual orientation, gender expression or identity, disability, or the use of a trained service animal.

10. **Exceptions to Specifications:** Any award resulting from this request for Bids shall bind the bidder to all terms, conditions, and specifications set forth in this request for Bids. Bidders whose Bids do not conform should so note on separate page if necessary and/or on the bid schedule. The City reserves the right to waive minor technicalities, the determination of which is in the discretion of the City.
11. **Bid Results:** Interested parties may request, in writing, a bid tabulation after award of bid has been approved by the City of Dawsonville City Council by sending a self-addressed, stamped envelope with their request to: City of Dawsonville City Clerk, 415 Hwy 53 E, Suite 100, Dawsonville, GA 30534.
12. **Payment:** Payments will be made upon all items completed each month or completion of all work and acceptance by City on invoices submitted and approved by the appropriate City representative(s). All invoices must have a Purchase Order (PO) number. Invoices are to be submitted to:

[robin.gazaway@dawsonville-ga.gov](mailto:robin.gazaway@dawsonville-ga.gov) or mail to

**City of Dawsonville  
Attn: Finance Director  
415 Hwy 53 E, Suite 100  
Dawsonville, GA 30534**

12.1. All Invoices should be made out to: **The City of Dawsonville.**

12.2. Itemize all invoices in full. E-mail or mail the original and one copy of your invoice to the address above. Each invoice is to include the following minimum information:

- |                               |                                      |
|-------------------------------|--------------------------------------|
| 1. Date Invoice is Submitted; | 5. City Department;                  |
| 2. Purchase Order Number;     | 6. Item (s) or Service;              |
| 3. Payment Terms;             | 7. Quantity of each Item or Service; |
| 4. Date of Transaction;       | 8. Bid Price of each Item or Service |

Invoices received with any of the required information listed above missing will not be considered as a “correct invoice”. All invoices submitted will be closely monitored for accuracy. Any invoice found to be incorrect will be returned to vendor for correction.

12.3. Vendor must furnish delivery receipt with invoice identifying that this order has been delivered in accordance with specifications, quantities, and price as set forth on the purchase order. A City employee’s signature must appear on the delivery receipt or invoice.

12.4. Items on this order are exempt from Federal Excise Tax and Georgia Sales and Use tax. A certificate will be furnished if requested. The City is exempt from taxes, but the successful bidder shall pay all taxes required of him by law and City cannot exempt others from tax.

- 12.5. Payment terms and provisions herein or otherwise found within the contract documents supersede all provisions of the Georgia Prompt Pay Act (House Bill 837; 13 O.C.G.A. Chapter 11 Et. Seq.).
13. Retainage: The Owner shall retain 10% of the amount of each payment until final completion and acceptance of all work covered by the contract documents.
14. Inquiries Regarding Payment: All inquiries regarding payment of invoices are to be directed to Accounts Payable, (706) 265-3256 or: City of Dawsonville, Attn: Accounts Payable, 415 Hwy 53 E, Suite 100, Dawsonville, GA 30534
15. Execution of Contract: Subsequent to the award, the successful Bidder will be presented with a contract. Contract is to be executed within ten (10) calendar days of “**Notice of Award**”. The date of presentation shall be deemed to be the postmark date. The successful Bidder’s Bid and this request for Bids shall be incorporated into the contract, except to the extent that this request for Bids conflicts with the contract, in which case the provisions of the contract shall take precedent.
16. Certificate of Insurance: The Contractor agrees to procure all of the insurance specified below:
- 16.1. Workers’ Compensation Insurance for all employees who are engaged in the work under the contract.
  - 16.2. Public Liability and Motor Vehicle Liability Insurance: The Contractor shall take out and maintain during the life of this contract, such public liability and motor vehicle liability insurance as shall protect him while performing work covered by this contract from claims for damages which may arise from operations by himself or by any other person directly or indirectly employed by him and the amounts of such insurance shall be as follows:
    - 16.2.1. Public Liability Insurance in an amount not less than \$1,000,000.00 with an aggregate of \$2 million on account of one occurrence.
    - 16.2.2. Motor Vehicle Liability Insurance on all motor vehicles owned, leased or otherwise used by the Contractor in an amount not less than \$500,000.00 (combined single limit) for bodily injury including death and property damage combined.
  - 16.3 Intentionally Omitted.
  - 16.4. The insurance company must be licensed to do business in the state of Georgia.
  - 16.5. The Contractor shall furnish to City of Dawsonville a certificate of insurance covering the work as required above as evidence that the insurance required will be maintained in force for the entire duration of the work performed under this agreement.

- 16.6. The cancellation of any policy of insurance required by this agreement shall meet the requirements of notice under the laws of the State of Georgia as presently set forth in OCGA 33-24-44.
- 16.7. Each policy of insurance required under this agreement shall provide for notice requirements under the laws of the State of Georgia as set forth in OCGA 33-24-44 and by endorsement shall provide that the City will receive a copy of said notice of cancellation.
- 16.8. A certificate of insurance with a cancellation provision which provides for less notice than that required by OCGA 33-24-44, or which provides that failure to give the written notice will not impose any responsibility upon the insurer, shall constitute a basis for insurance rejection of the insurance by the city.
- 16.9. In addition to its agreement to obtain and maintain the insurance as set forth herein above, the Contractor agrees to indemnify and hold harmless the City, its officers, agents and employees from any and all claims against the city, its officers, agents, and employees, which arise out of any negligent, reckless, or intentionally wrongful act or omission of the Contractor or any consultant employed by the Contractor or any of their officers, agents or employees, and any and all claims which result from any condition created or maintained by the Contractor or any consultant employed by the Contractor or any of their officers, employees or agents, which condition which a result of negligent, reckless, or intentionally wrongful acts performed under the contract.
17. Cancellation of Insurance: If the insurance is canceled, the contractor shall deliver to the Owner new policies of insurance. Should the Contractor neglect to obtain and maintain in force such insurance and deliver such policy or policies, then it shall be lawful for the Owner to obtain and maintain such insurance.
18. Inclusion: All items and/or services standard, expected, necessary, and/or routine to such a project as this and not actually stated in this request for Bids will be the responsibility of the successful Bidder to provide at no other cost to the City unless so stated on the successful Bidder's Bid as additional cost items and accepted by the county at the time of the award and/or contract.
19. Regulatory Agencies: Successful Bidder will be responsible for all required permits or license required by regulatory agency of the city, county, state, or federal governments. Further, successful Bidder will be responsible for meeting all requirements of any regulation (s) or guideline (s) of any of the said governments or any independent agency recognized by said governments as publisher of any such regulation(s) or guideline(s).
20. Independent Contractors: The Bidder represents to City of Dawsonville that he is fully experienced and properly qualified to perform the functions provided herein and that he is properly equipped, organized, and financed to perform such functions. The Bidder shall finance his own operations hereunder, shall operate as an independent contractor and not as an agent of City of Dawsonville and nothing contained in this request for Bids or a contract resulting from same shall be construed to constitute the Bidder or any of his employees, servants, agents, or subcontractors as a partner, employee, servant, or agent of the city nor

shall either party have any authority to bind the other in any respect; it being intended that each shall remain an independent contractor.

21. Assignment of Contractual Rights: It is agreed that the successful Bidder will not assign, transfer, convey, or otherwise dispose of a contract that results from this request for Bids or his right, title, or interest in or to the same, or any part thereof, without written consent of the City.
22. Starting Time: Work will commence within ten (10) calendar days after being issued a “**Notice to Proceed**” on the project and commence in a routine, orderly manner until completion and acceptance by the City.
23. Change Orders: Any and all change order requests by the successful bidder must be approved through the City’s Financial Policy. For any work performed outside the contract agreement for which compensation over and above the agreement occurs, there must be an accompanying approved change order. If work is done before change order approval, the change may be rejected or denied for compensation.
24. Indemnity: Successful bidder agrees, if entering into a contract as a result of this request for Bids, to defend, indemnify, and hold harmless City of Dawsonville from any and all causes of action or claims of damages arising out of or related to bidder’s negligent, reckless, or intentionally wrongful performance or actions or those of his employees, subcontractors, or agents, under said contract.
25. Termination: Pursuant to O.C.G.A. 36-60-13, if applicable, any contract resulting from this request for Bids, if not sooner terminated pursuant to the provisions of termination contained herein, is terminable by the City of Dawsonville City Council on December 31 of each calendar year during the term of said contract, except that said contract shall be renewed automatically on such date, and without any lapse, unless positive action is taken to terminate said contract by the board in a public meeting and such action entered in the official minutes of the City of Dawsonville.
26. Appropriation of Funds: Initial contract and any continuation contract(s) will terminate immediately and absolutely at any such time as there are no appropriated and otherwise unobligated funds available to satisfy the City’s obligations under said contract(s).
27. Cancellation for Cause: Should either party fail to comply with the terms and conditions of this contract, the aggrieved party must give, in writing, to the other party any complaint for non-compliance to the terms and conditions of this contract. The other party shall have fifteen (15) calendar days to correct the matter. If corrected to the satisfaction of both parties within the fifteen (15) calendar days and stated in writing, then the contract will continue uninterrupted. Failure to correct the matter will result in termination of this contract at the end of thirty (30) calendar days following the date of the initial letter of complaint.
28. Anti-Discrimination Clause: “City of Dawsonville does not discriminate against any person because of race, color, religion, national origin, or handicap in employment or service provided.”



29. Liquidated Damages: Contractor shall complete all work in the time stated as the “completion time”. In the event that the contract is not completed within the specified time, the Contractor agrees to default of contract and by reason of this default, contractor shall pay to City, not as a penalty, but as liquidated damages, in the sum of:

Schedule of Liquidated Damages for Each Day of Overrun in Contract Time

<u>Original Contract Amount</u>	<u>Daily Charge</u>
\$ 0 - \$ 49,999	\$ 500
\$ 50,000 - \$ 99,999	\$ 550
\$ 100,000 - \$499,999	\$ 650
\$ 500,000 - \$999,999	\$ 800
\$ 1,000,000 > greater	\$ 1,000

30. Substantial Completion Date: The substantial completion date is the stage in the progress of the project when the project or designated portion thereof is sufficiently complete in accordance with the general documents so the Owner can occupy or utilize the project for its intended use. It is understood that the requirements for substantial completion will not be met until a “Certificate of Occupancy” from the proper Inspection Agency has been obtained by the Contractor and/or, in the event the project does not require a “Certificate of Occupancy” the City has determined in its discretion that the project is substantially complete. The foregoing notwithstanding, Contractor shall be responsible for obtaining any other necessary approval of any regulatory agency having jurisdiction over the project as a prerequisite to substantial completion. The City will have sole discretion for determination of substantial completion. Should the Contractor fail to achieve the substantial completion date, the Contractor shall be assessed liquidated damages in the amount as stated in Terms & Conditions Item 30.

31. Weather Days: Completion time will not be extended for normal bad weather. The time for completion as stated in the Contract Documents includes due allowance for calendar days on which work cannot be performed out-of-doors. For the purpose of this Contract, the Contractor agrees that he may expect to lose calendar days due to weather in accordance with the following table. \*

Jan. 22 days	May 4 days	Sept. 4 days
Feb. 16 days	June 6 days	Oct. 5 days
Mar. 11 days	July 8 days	Nov. 9 days
April 7 days	Aug. 6 days	Dec. 15 days

The Contractor agrees an extreme weather day shall be defined as a day that rain exceeds one tenth (0.10) of an inch **and** the average temperature fails to exceed 40 degrees F, **and** the maximum temperature does not exceed 50 degrees F. The temperature and rain data should come from appropriate local weather stations. A weather day will also be defined as a day in which less than seventy-five percent (75%) of the normal labor and equipment force can operate for five (5) hours due to weather-related site conditions. Contract time will be extended by the number of days in which actual weather days in a given month exceed the number of weather days given in the table above.

Delays caused by acts of God, (e.g., fire, unusual storms, floods, tidal waves, earthquakes,) strikes, labor disputes, freight embargos and shortages of materials shall be considered as unavoidable delays insofar as they prevent the Contractor from proceeding with at least seventy-five percent (75%) of the normal labor and equipment force for at least five (5) hours per day toward completion of the current controlling item on the accepted work schedule.

Should abnormal conditions prevent the work from beginning at the usual starting time, or prevent the Contractor from proceeding with seventy-five percent (75%) of the normal labor and equipment force for a period of at least five (5) hours per day, and the crew is dismissed as a result thereof, the Contractor will not be charged for a working day whether or not conditions change so that the major portion of the day could be considered to be suitable for work on the controlling item.

For delays which the Contractor considers to be unavoidable he/she shall submit to the City of Dawsonville Finance Director complete information demonstrating the effect of the delay on the controlling operation in his construction schedule. The submission shall be made within three (3) calendar days of the occurrence claimed to be responsible for the unavoidable delay.

\*Based on a study of NOAA records from Dallas, Texas and Alpharetta, Georgia and Atlanta, Georgia Airport Weather Reporting Stations from 1967 through 1972 by the Cobb County School District. Reporting records were reviewed again in 1977 and 1982. Changes were not significant, and no changes have been made in the original schedule, which is now based on a 15-year weather record.

32. Changes to Contract: No change will be made to this contract except by written modification by the Contracts Administrator.
33. Questions: All questions concerning this Request for Bid should be directed to the buyer whose name appears on the cover page unless otherwise directed.

**Attachment A: Sample of Contract**

**(Note: This sample form will be filled out at time of Award. Do not submit at this time)**

**STATE OF GEORGIA  
CITY OF DAWSONVILLE**

**CONTRACT BID #24-RFB-006**

**City of Dawsonville Purchase and Installation of Audio/Video Upgrades for GRHOF**

This agreement made and entered into this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the City Council of City of Dawsonville, Georgia (Hereinafter referred to as "City") and \_\_\_\_\_ hereafter referred to as "Contractor").

Witnesseth:

Whereas the City intends to contract to provide for the purchase and installation of three (3) Gen 6 Audio/Video Upgrades at the City of Dawsonville's GRHOF building BID #24-RFB-006, herein referred to as the "Project" and has entered into an agreement for the necessary services provided by the project and whereas, the Contractor desires to perform the project and for the contract costs as detailed.

City of Dawsonville's BID #24-RFB-006 issued on January 3, 2024, the Bidder's response (All originals are on file in the office of the City Clerk for City of Dawsonville, 415 Hwy 53 E, Suite 100 GA 30534), and this contract are all incorporated into and made a part of this agreement by reference.

Attachment A: All terms and conditions  
Attachment C: Contractors cost data

Attachment B: Contractor's response  
Attachment D: Any other documents

If any paragraph, sub-paragraph, sentence, clause, phrase or any portion of this agreement shall be declared invalid or unconstitutional by any Court of competent jurisdiction or if the provisions of any part of this agreement as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be constructed to affect the portions of this agreement not so held to be invalid or the application of this agreement to other circumstances not so held to be invalid. It is hereby declared to be the intent of the parties to this agreement to provide for separate and divisible parts, and to hereby adopt any and all parts hereof as may not be held invalid for any reason.

In witness whereof, the parties hereto have hereunto set their hands and affixed their seals the day and year first above written.

**City of Dawsonville, Georgia**

By: \_\_\_\_\_  
Mayor

Subscribed and sworn to in our presence this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Notary Public Signature  
Notary Comm. Exp: \_\_\_\_\_

**Contractor**

By: \_\_\_\_\_  
Name, Title

Subscribed and sworn to in our presence this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Notary Public Signature  
Notary Comm. Exp: \_\_\_\_\_



## Attachment B

# CITY OF DAWSONVILLE PURCHASING DIVISION DAWSONVILLE, GEORGIA

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## **S.A.V.E Program Affidavit**

*Systematic Alien Verification for Entitlements (SAVE) Program  
Office of U.S. Citizenship and Immigration Service (USCIS).*

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### Background

Pursuant to the “Georgia Security and Immigration Compliance Act,” City of Dawsonville cannot contract for the physical performance of services unless the contractor registers and participates in the federal work authorization program to verify information of all new employees. Neither may any contractor or sub-contractor enter a contract with the County in connection with the physical performance of services unless the contractor or sub-contractor registers and participates in the federal work authorization program to verify information of all new employees. O.C.G.A. § 13-10-91. **Each contractor is urged to fill out the affidavit below stating they comply with this Georgia Compliance Act before City of Dawsonville can legally accept the bids from each contractor/vendor.**

To register for the E-Verify Program visit [www.uscis.gov](http://www.uscis.gov). Your bid will not be accepted without this E-Verify Number.

### Procedure

Affirmative language will be set forth in contracts for the performance of services regarding the above requirement. The County will require an affidavit from a contractor showing its compliance with the requirements of O.C.G.A. § 13-10-91 at the time a contract for the performance of physical services is executed. The contract shall include language referencing this obligation and providing that failure to supply an affidavit evidencing such compliance (or to continue to meet the statutory obligation during the life of the contract) shall constitute a material breach of the contract. Upon notice of such breach, the contractor shall be entitled to cure the breach within ten (10) days and provide evidence of such cure. Should the breach not be cured, the County should be entitled to all available remedies, including termination of the contract and damages.

*See affidavit on following page*



CITY OF DAWSONVILLE  
PURCHASING DIVISION  
DAWSONVILLE, GEORGIA

**S.A.V.E Program Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)**

*Systematic Alien Verification for Entitlements (SAVE) Program  
Office of U.S. Citizenship and Immigration Service (USCIS).*

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 contracting with Habersham County, Georgia, has registered and is participating in a federal work authorization program\* (an electronic verification of work authorization program operated by the U.S. Department of Homeland Security or any equivalent federal work authorization program operated by the U.S. Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform And Control Act of 1986 (IRCA), in accordance with the deadlines established in the referenced statute.

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 (E-Verify) number and date of authorization are as follows:

*\*The applicable federal work authorization program as of the effective date of the statute is the E-Verify Program of the Systematic Alien Verification for Entitlements (SAVE) Program Office of U.S. Citizenship and Immigration Service (USCIS). To register for the E-Verify Program visit [www.uscis.gov](http://www.uscis.gov). your bid will not be accepted without this E-Verify Number.*

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Contractor's/Vendor's E-Verify #

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Printed Name/Title of Authorized Officer

\_\_\_\_\_  
Name of Project

Subscribed and sworn before me on this the  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public  
My Commission Expires:\_\_\_\_\_



CITY OF DAWSONVILLE  
PURCHASING DIVISION  
DAWSONVILLE, GEORGIA

**S.A.V.E Program Sub-Contractor Affidavit under O.C.G.A. § 13-10-91(b)(4)**

*Systematic Alien Verification for Entitlements (SAVE) Program  
Office of U.S. Citizenship and Immigration Service (USCIS).*

By executing this affidavit, the undersigned sub-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 under a contract for \_\_\_\_\_ on behalf of Habersham County, Georgia, has registered and is participating in a federal work authorization program (an electronic verification of work authorization program operated by the U.S. Department of Homeland Security or any equivalent federal work authorization program operated by the U.S. Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform And Control Act of 1986 (IRCA), in accordance with the deadlines established in the referenced statute.

Furthermore, the undersigned sub-contractor will continue to use the federal work authorization program throughout the contract period and the undersigned sub-contractor will contract for the physical performance of services in satisfaction of such contract only with sub-contractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). The undersigned sub-contractor shall submit, at the time of such contract, this affidavit to Contractor. Additionally, the undersigned sub-contractor will forward notice of the receipt of any affidavit from a sub-subcontractor to sub-contractor. Sub-contractor hereby attests that its federal work authorization user identification (E-Verify) number and date of authorization are as follows:

\_\_\_\_\_  
Name of Sub-Contractor

\_\_\_\_\_  
Sub-Contractor's/Vendor's E-Verify #

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Printed Name/Title of Authorized Officer

\_\_\_\_\_  
Name of Project

Subscribed and sworn before me on this the  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_