



Purchasing Department
140 Stonewall Avenue West, Ste 204
Fayetteville, GA 30214
Phone: 770-305-5420
www.fayettecountyga.gov

March 8, 2022

Subject: #2081-A HAULING SERVICES - Secondary Contractor

Gentlemen/Ladies:


Fayette County, Georgia invites you to submit a quote for the above listed solicitation in accordance with the information and specifications contained herein.

Address any questions you may have about this request for quotes to Sherry White via email to swhite@fayettecountyga.gov or fax to (770) 719-5544. Questions will be accepted until 2:00pm, Tuesday, March 15, 2022.

Quotes will be accepted until 3:00pm, Thursday, March 24, 2022. Please provide your quote and other information via email to Sherry White, Contract Administrator at swhite@fayettecountyga.gov or fax to (770) 719-5544.

Purchasing Department office hours are Monday through Friday 8:00 a.m. to 5:00 p.m. The office telephone number is (770) 305-5420.

Sincerely,



Ted L. Burgess
Director of Purchasing

GENERAL TERMS AND CONDITIONS
RFQ #2081-A HAULING SERVICES - Secondary Contractor

1. **Definitions:** The term “contractor” as used herein and elsewhere in these Terms and Conditions shall be used synonymously with the term “successful responder.” The term “county” shall mean Fayette County, Georgia.
2. **Quote is Offer to Contract:** Each quote constitutes an offer to become legally bound to a contract with the county, incorporating the request for quote and the responder’s quote. The binding offer includes compliance with all terms, conditions, special conditions, specifications, and requirements stated in the request for quote, except to the extent that a responder takes written exception to such provisions. All such terms, conditions, special conditions, specifications, and requirements will form the basis of the contract. The responder should take care to answer all questions and provide all requested information, and to note any exceptions in the quote submission. Failure to observe any of the instructions or conditions in this request for quote may result in rejection of the quote.
3. **Binding Offer:** Each quote shall constitute a firm offer that is binding for ninety (90) days from the received by date, unless the responder takes exception to this provision in writing.
4. **References:** Include with your quote a list of three (3) jobs that your company has done that are of the same or similar nature to the work described in this request for quote, on the form provided. Include all information as requested on the form.
5. **Preparation Costs:** The responder shall bear all costs associated with preparing the quote.
6. **More Than One Quote:** Do not submit alternate quotes or options, unless requested or authorized by the county in the request for quote. If a responder submits more than one quote without being requested or authorized to do so, the county may disqualify the quotes from that responder, at the county’s option.
7. **Prices Held Firm:** Prices quoted shall be firm for the period of the contract, unless otherwise specified in the quote. All prices for commodities, supplies, equipment, or other products shall be quoted FOB Destination, Fayette County or job site.
8. **Hours are Estimates:** Hours listed herein are estimates, based on available funding and other factors. The county reserves the right to order larger or smaller hours at the hourly prices stated in the bid of the successful bidder.
9. **Responder Substitutions:** Responders offering substitutions or deviations from specifications stated in the request for quote, shall list such substitutions or deviations on the “Exceptions to Specifications” sheet provided, or on a separate sheet to be submitted with the quote. The absence of such list shall indicate that the responder has taken no exception to the specifications. The evaluation of quotes and the determination as to equality and acceptability of products or services offered shall be the responsibility of the county.
10. **Non-Collusion:** By responding to this request for quote, the responder represents that the quote is not made in connection with any competing responder, supplier, or service provider submitting a separate response to this request for quote, and is in all respects fair and without collusion or fraud.
11. **Ethics – Disclosure of Relationships:** Before a proposed contract in excess of \$10,000.00 is recommended for award to the Board of Commissioners or the County Administrator, or before the County renews, extends, or otherwise modifies a contract after it has been awarded, the contractor must disclose certain relationships with any County Commissioner or County Official, or their spouse, mother, father, grandparent, brother, sister, son or daughter related by blood, adoption, or marriage

(including in-laws). A relationship that must be reported exists if any of these individuals is a director, officer, partner, or employee, or has a substantial financial interest in the business, as described in Fayette County Ordinance Chapter 2, Article IV, Division 3 (Code of Ethics).

If such relationship exists between your company and any individual mentioned above, relevant information must be presented in the form of a written letter to the Director of Purchasing. You must include the letter with any bid, proposal, or price quote you submit to the Purchasing Department.

In the event that a contractor fails to comply with this requirement, the County will take action as appropriate to the situation, which may include actions up to and including rejection of the bid or offer, cancellation of the contract in question, or debarment or suspension from award of a County contract for a period of up to three years.

12. **Evaluation:** Award will be made to the lowest responsive, responsible responder, taking into consideration payment terms, vendor qualifications and experience, quality, references, any exceptions listed, and/or other factors deemed relevant in making the award. The county may make such investigation as it deems necessary to determine the ability of the responder to perform, and the contractor shall furnish to the county all information and data for this purpose as the county may request. The county reserves the right to reject any item, any quote, or all quotes, and to re-solicit for pricing.
13. **Partial Award:** The county reserves the right to make award by item, by group of items, by any combination of items, or by lump sum award. The award will be made in the best interest of the county. Responders may restrict their offers to consideration of a lump sum award or other restriction only by so indicating on the pricing sheet or the "Exceptions to Specifications" sheet included in the request for quotes. Responders who do not restrict consideration of their offers in this manner shall be expected to accept any portion of the award. The county reserves the right to award multiple contracts for the products or services sought by this request for quotes.
14. **Payment Terms and Discounts:** The County's standard payment terms are Net 30. Any deviation from standard payment terms must be specified in the resulting contract, and both parties must agree on such deviation. Cash discounts offered will be a consideration in awarding the quote, but only if they give the county at least 15 days from receipt of invoice to pay. For taking discounts, time will be computed from the date of invoice acceptance by the County, or the date a correct invoice is received, whichever is the later date. Payment is deemed made, for the purpose of earning the discount, on the date of the check.
15. **Trade Secrets – Confidentiality:** If any person or entity submits a bid or proposal that contains trade secrets, an affidavit shall be included with the bid or proposal. The affidavit shall declare the specific included information which constitutes trade secrets. Any trade secrets must be either (1) placed in a separate envelope, clearly identified and marked as such, or (2) at a minimum, marked in the affidavit or an attached document explaining exactly where such information is, and otherwise marked, highlighted, or made plainly visible. See O.C.G.A. § 50-18-72 (A)(34).
16. **Trade Secrets – Internal Use:** In submitting a quote, the responder agrees that the county may reveal any trade secret materials contained in the quote to all county staff and officials involved in the selection process, and to any outside consultant or other third parties who may assist in the selection process. The responder agrees to hold harmless the county and each of its officers, employees, and agents from all costs, damages, and expenses incurred in connection with refusing to disclose any material which the responder has designated as a trade secret.
17. **Contract Execution & Notice to Proceed:** After an award is made, and all required documents are received by the county, and the contract is fully executed with signature of both parties, the county will issue a written Notice to Proceed. The county shall not be liable for payment of any work done or any

costs incurred by any responder prior to the county issuing the Notice to Proceed.

18. **Term of Contract:** The initial term of this agreement shall begin upon issuance of a Notice to Proceed, and continue through the end of FY2023, June 30, 2023. Thereafter, this agreement may be renewed by the county for two additional one-year renewal terms (each a "Renewal Term" and together with the Initial Term, the "Term"), which renewal will be by letter or other written correspondence from the county to the contractor ninety (90) days prior to expiration of the Initial Term or the then-current Renewal Term. If the county fails to provide notice of renewal, this Agreement will terminate at the end of the Initial Term or the then-current Renewal Term. This agreement is subject to the multi-year contractual provisions of O.C.G.A. 36-60-13(a).
19. **Unavailability of Funds:** This contract will terminate immediately and absolutely at such time as appropriated and otherwise unobligated funds are no longer available to satisfy the obligations of the county under the contract.
20. **Insurance:** The contractor shall procure and maintain the following insurance, to be in effect throughout the term of the contract, in at least the amounts and limits as follows:
 - a. **General Liability Insurance:** \$1,000,000 combined single limit per occurrence, including bodily and personal injury, destruction of property, and contractual liability.
 - b. **Automobile Liability Insurance:** \$1,000,000 combined single limit each occurrence, including bodily injury and property damage liability.
 - c. **Worker's Compensation & Employer's Liability Insurance:** Workers Compensation as required by Georgia statute.

Before a contract is executed, the Certificates of Insurance for all required coverage shall be submitted. The certificate shall list an additional insured as follows:

Fayette County, Georgia
140 Stonewall Avenue West
Fayetteville, GA 30214

21. **Unauthorized Performance:** The County will not compensate the contractor for work performed unless the work is authorized under the contract, as initially executed or as amended.
22. **Assignment of Contract:** Assignment of any contract resulting from this request for quotes will not be authorized, except with express written authorization from the county.
23. **Indemnification:** The contractor shall defend, indemnify and save the county and all its officers, agents and employees harmless from all suits, actions, or other claims of any character, name and description brought for or on account of any damages, losses, or expenses to the extent caused by or resulting from the negligence, recklessness, or intentionally wrongful conduct of the contractor or other persons employed or utilized by the contractor in the performance of the contract. The contractor shall pay any judgment with cost which may be obtained against the county growing out of such damages, losses, or expenses.
24. **Severability:** The invalidity of one or more of the phrases, sentences, clauses or sections contained in the contract shall not affect the validity of the remaining portion of the contract. If any provision of the contract is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision to the extent that the provision is unenforceable. In such case, the contract shall

be deemed amended to the extent necessary to make it enforceable while preserving its intent.

25. **Delivery Failures:** If the contractor fails to deliver contracted goods or services within the time specified in the contract, or fails to replace rejected items in a timely manner, the county shall have authority to make open-market purchases of comparable goods or services. The county shall have the right to invoice the contractor for any excess expenses incurred, or deduct such amount from monies owed the contractor. Such purchases shall be deducted from contracted quantities.
26. **Substitution of Contracted Items:** The contractor shall be obligated to deliver products awarded in this contract in accordance with terms and conditions specified herein. If a contractor is unable to deliver the products under the contract, it shall be the contractor's responsibility to obtain prior approval of the ordering agency to deliver an acceptable substitute at the same price quoted in the contractor's original bid. In the event any contractor consistently needs to substitute or refuses to substitute products, the County reserves the right to terminate the contract or invoke the "Delivery Failures" clause stated herein.
27. **Termination for Cause:** The county may terminate the contract for cause by sending written notice to the contractor of the contractor's default in the performance of any term of this agreement. Termination shall be without prejudice to any of the county's rights or remedies by law.
28. **Termination for Convenience:** The county may terminate the contract for its convenience at any time with 10 days' written notice to the contractor. In the event of termination for convenience, the county will pay the contractor for services performed. The county will compensate partially completed performance based upon a signed statement of completion.
29. **Force Majeure:** Neither party shall be deemed to be in breach of the contract to the extent that performance of its obligations is delayed, restricted, or prevented by reason of any act of God, natural disaster, act of government, or any other act or condition beyond the reasonable control of the party in question.
30. **Governing Law:** This agreement shall be governed in accordance with the laws of the State of Georgia. The parties agree to submit to the jurisdiction in Georgia, and further agree that any cause of action arising under this agreement shall be required to be brought in proper venue in Fayette County, Georgia.

Checklist of Required Documents

*(Be Sure to Return This Checklist and
the Required Documents in the order listed below)*

RFQ #2081-A HAULING SERVICES - Secondary Contractor

Company information – on the form provided _____

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

Pricing sheet _____

List of exceptions, if any – on the form provided _____

References – on form provided _____

Addenda, signed, if any are issued _____

COMPANY NAME: _____

COMPANY INFORMATION

RFQ #2081-A HAULING SERVICES - Secondary Contractor

A. COMPANY

Company Name: _____

Physical Address: _____

Mailing Address (if different): _____

Website (if applicable): _____

B. AUTHORIZED REPRESENTATIVE

Signature: _____

Printed or Typed Name: _____

Title: _____

E-mail Address: _____

Phone Number: _____ Fax Number: _____

C. PROJECT CONTACT PERSON

Name: _____

Title: _____

Office Number: _____ Cell Number: _____

E-mail Address: _____

REFERENCES
RFQ #2081-A HAULING SERVICES - Secondary Contractor

Please list three (3) references for current or recent customers who can verify the quality of service your company provides. Projects of similar size and scope are preferable.

1. Government/Company Name _____

City & State _____

Work or Service Provided _____

Approximate Completion Date _____

Contact Person and Title _____

Phone _____ Email _____

2. Government/Company Name _____

City & State _____

Work or Service Provided _____

Approximate Completion Date _____

Contact Person and Title _____

Phone _____ Email _____

3. Government/Company Name _____

City & State _____

Work or Service Provided _____

Approximate Completion Date _____

Contact Person and Title _____

Phone _____ Email _____

COMPANY NAME: _____

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(l)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- e) The Contractor will contract for the 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(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

Federal Work Authorization User Identification Number

Date of Authorization

Name of Contractor

RFQ #2081-A HAULING SERVICES-Secondary
Name of Project

Fayette County

Name of Public Employer

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

Executed on _____, _____, 20____ 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 _____, 20____.

NOTARY PUBLIC
My Commission Expires: _____

SCOPE AND SPECIFICATION
RFQ #2081-A HAULING SERVICES - Secondary Contractor

Fayette County Public Works Department is currently seeking quotes for a secondary supplier of tandem axle dump truck hauling services. Materials to be hauled are those regularly encountered in the construction and maintenance of County roads. Materials include, but are not limited to: asphalt, stone, graded aggregate base, and soil. The contract resulting from this request for quotes will begin the day after the Notice to Proceed is issued through June 30, 2022, with the option of two (2) twelve-month contract renewals.

SPECIFICATIONS

1. A minimum of 2 trucks shall be available for hauling services. Notification for the need of trucks will be made by 5:30pm the day before by e-mail. The number of trucks required will vary on a project by project basis.
2. The County reserves the right to give the hauling company a minimum one hour cancellation notice in the event of weather conditions or the asphalt plant being down.
3. The successful primary vendor will be utilized primarily, but in the event the primary vendor cannot meet the needs of the Fayette County Public Works Department, the secondary vendor shall be contacted to meet our hauling needs.
4. The successful contractor will supply one point of contact, in the event the County needs to give directions or instructions to the hauling company.
5. Description of truck: Standard 10-wheeled dump truck with tandem rear axles capable of legally hauling at least 16 tons.
6. Truck(s) must be able to travel to/from any asphalt plant, rock quarry or other supply source within Fayette, Clayton, Coweta, Henry, South Fulton and Spalding Counties.
7. Trucks shall fully comply with Georgia Department of Transportation (GDOT) asphalt hauling requirements regarding insulated bodies, full-cover tarps (not mesh type/debris tarps), temperature holes drilled into non-traffic side body panel, etc. All trucks shall be capable of being locked-in to the Road Department's asphalt paving machine (Leeboy 8616). Trucks with rear tow hooks or tailgate guards will not be accepted for hauling asphalt. Trucks must be equipped with the following: tail gate chains to facilitate the spreading of gravel; a CB radio capable of communicating with other trucks, asphalt plant and/or rock quarry plant; and rear tailgate lips. All loads need to be strapped down by using the truck's tarp when traveling through the County. The County reserves the right to discontinue the use of a particular driver for an improperly equipped truck.
8. Trucks shall meet all State road safety requirements. Trucks shall be in good reliable working condition and able to pass State inspections. Fayette County will not be held responsible for trucks being operated in an unsafe or illegal manner.

9. Truck drivers shall be capable of smoothly backing in their trucks to the asphalt paving machine road widener or similar equipment and following the operator's instructions. The County reserves the right to discontinue the use of any driver for failure to perform in a satisfactory manner. (Example: The driver cannot unload asphalt into the hopper of a paving spreader without dumping asphalt into the road way or does not follow the operator's instructions.) Drivers shall be productive and efficient when hauling for Fayette County.
10. All truck beds shall be thoroughly cleaned before the start of work, each day. The County has the right to inspect each truck bed. All trucks with dirt, debris, etc., in their bed will be asked to leave and the County will not be charged for any rejected truck(s). The driver's negligence to clean out the truck bed before hauling asphalt could result in the work being performed by Fayette County to fail meeting GDOT standards.
11. Any accidents or incidents involving the contracted truck(s) shall be the responsibility of the hauling company to resolve or correct. This includes traveling to or from the worksite, the worksite area or other area the trucks need to access for the work. The successful bidder shall hold Fayette County, its agents or representatives harmless from any claims relating to traffic accidents, citations, incidents or damages involving said truck(s).
12. Any truck damage caused as a result of Fayette County equipment operations (e.g. a busted tire from the lock-in arm of the paving machine) shall be coordinated for repair by Fayette County. Any other internal or external truck damage or breakdown (mechanical/hydraulic/engine/etc.) shall not be the responsibility of Fayette County.
13. A Fayette County Marshal shall be called to document all damages and determine the cause. Any damage done to Fayette County equipment shall be repaired by the hauling company as determined by the Fayette County Marshal's Office.
14. The successful bidder shall have at least the minimum insurance coverage as discussed elsewhere in this document.
15. Fayette County will provide a minimum of four (4) hours guaranteed hauling time per day when work has been initiated. The County in no way implies or guarantees an eight (8) hour workday or pay day. Fayette County will pay any additional hours actually worked above the four (4) hour minimum.
16. The hourly rate shall include truck, Operator, fuel, insurance, business licenses, pickup and delivery of materials and any other fees or permits required by state or local laws as needed to accomplish the hauling services covered by this contract.
17. The hourly rate for hauling services shall be based on the diesel fuel price indicated by Georgia Department of Transportation fuel price index published monthly. The index can be found at: www.dot.ga.gov/PS/Materials/AsphaltFuelIndex.
18. The Prime Contractor shall pay their sub-contractor for satisfactory performance of their contracts no later than 10 calendar days from receipt of payment made to them by Fayette County. Any delay or postponement of payment among the parties may take place only for a

good cause. If the Prime Contractor is found to be in noncompliance with these provisions, it may constitute a breach of contract and further payments of any work performed may be withheld until corrective action is taken by the Prime Contractor. If the corrective action is not taken, it may result in the termination of the contract.

19. Invoices shall be submitted within 30 days of performing the work.
20. Each driver shall fill out and submit A Daily Time Sheet that provides the following information: Truck number, driver's name, start and ending time for each day and total hours worked; material type of each load, load ticket number, destination for each load, and time of arrival at the destination.
21. Daily Time Sheets signed by a Fayette County Road Department employee must accompany the invoice.
22. Asphalt hauling experience is important in this bid. Failure to provide asphalt hauling references may result in disqualification.

PRICING SHEET
RFQ #2081-A HAULING SERVICES - Secondary Contractor

Responder agrees to perform all the work described in the Contract documents for the following prices:

THIS SECTION, COUNTY USE ONLY

<u>Price Range</u>	<u>Bid Actual Hourly Price</u>		<u>Weight</u>		<u>Weighted Price (For Award Purposes Only)</u>
\$1.00 to \$1.49		X	0.25	=	
\$1.50 to \$1.99		X	0.50	=	
\$2.00 to \$2.49		X	0.75	=	
\$2.50 to \$2.99		X	0.75	=	
\$3.00 to \$3.49		X	1.00	=	
\$3.50 to \$3.99		X	1.00	=	
\$4.00 to \$4.49		X	1.00	=	
\$4.50 to \$4.99		X	1.00	=	
\$5.00 to \$5.49		X	0.75	=	
\$5.50 to \$5.99		X	0.50	=	
\$6.00 to \$6.50		X	0.50	=	

Note:

- The "Weighted Hourly Price" is only for determining the bid that offers the best value for the county, assuming anticipated future GDOT diesel fuel price index averages. The contracted price will be the full "Bid Hourly Price." The weighted price section is for County use only.
- The hourly rate shall include truck, operator, fuel, insurance, business licenses, pickup and delivery of materials and any other fees or permits required by state or local laws as needed to accomplish the hauling services covered by this agreement.

STATE NUMBER OF TRUCKS AVAILABLE WITH 12 HOUR NOTICE _____.

STATE PAYMENT TERMS _____ DAYS

COMPANY'S NAME _____

Please list below any exceptions or clarifications to the specifications of this bid. Explain any exceptions in full.

[illegible]

COMPANY NAME: _____