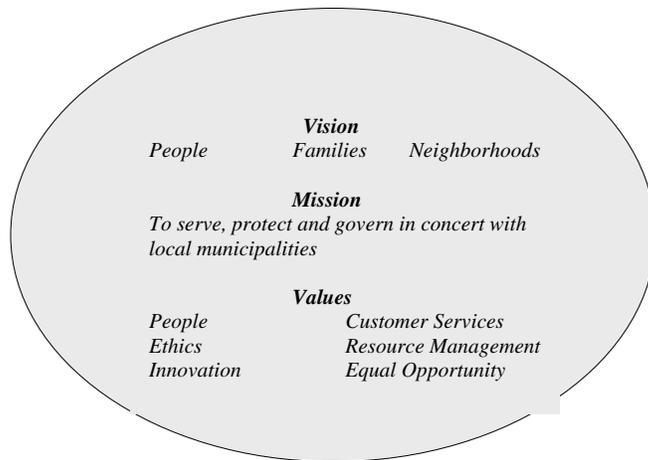




# FULTON COUNTY



## INVITATION TO BID NO. 06ITB51262YC

### Multi Conductor Television Inspection System For Public Works Department

Last Day to Submit Questions: July 7, 2006

Due Date: July 19, 2006 11:00 A.M.

PURCHASING CONTACT: Al Micah Phillips at (404)-730-4214

E-MAIL: [almicah@co.fulton.ga.us](mailto:almicah@co.fulton.ga.us)

LOCATION: FULTON COUNTY PURCHASING DEPARTMENT  
130 PEACHTREE STREET, S.W., SUITE 1168  
ATLANTA, GA 30303

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## INVITATION TO BID

### Multi Conductor Television Inspection System

### SECTION 1

#### 1.0 **Purpose:**

Fulton County is soliciting bids from qualified vendors to provide Multi Conductor Television Inspection System for the Public Works Department during a twelve (12) month calendar period.

#### 1.1 **Bid Document**

This document and supporting documents can be downloaded at the Fulton County Website, <http://www.co.fulton.ga.us/> under "Bid Opportunities".

#### 1.2 **Term of Contract:**

Any award made as a result of this bid shall be for twelve (12) months from the date of award by the Board of Commissioners. The County reserves the right for an option of two (2) additional twelve (12) month renewal period pending approval by the Board of Commissioners, vendor satisfactory performance and the availability of departmental appropriated funding. Renewal year price increase(s) in this contract, if exercised by Fulton County, shall be limited to the bid prices offered under this solicitation and subsequent contract unless otherwise specifically accepted by Fulton County, but in no instance shall exceed the consumer price index. The term "consumer price index" shall mean the consumer price index published by the Bureau of Labor statistics of the U.S. Department of Labor with particular reference to the average shown on such index for all terms.

#### 1.3 **No Contact Provision**

It is the policy of Fulton County that the evaluation and award process for County contracts shall be free from both actual and perceived impropriety, and that contacts between potential vendors and County officials, elected officials and staff regarding pending awards of County contracts shall be prohibited.

- A. No person, firm, or business entity, however situated or composed, obtaining a copy of or responding to this solicitation, shall initiate or continue any verbal or written communication regarding this solicitation with any County officer, elected official, employee, or designated County representative, between the date of the issuance of this solicitation and the date of the County Manager's recommendation to the Board of Commissioners for award of the subject contract, except as may otherwise

be specifically authorized and permitted by the terms and conditions of this solicitation.

- B. All verbal and written communications initiated by such person, firm, or entity regarding this solicitation, if same are authorized and permitted by the terms and conditions of this solicitation, shall be directed to the Purchasing Agent.
- C. Any violation of this prohibition of the initiation or continuation of verbal or written communications with County officers, elected officials, employees, or designated County representatives shall result in a written finding by the Purchasing Agent that the submitted Bid or proposal of the person, firm, or entity in violation is “non-responsive”, and same shall not be considered for award.

#### **1.4 Bid Contact**

Information regarding the bid, either procedural or technical, may be obtained by contacting AlMicah Phillips, Assistant Purchasing Agent: [almicah.phillips@co.fulton.ga.us](mailto:almicah.phillips@co.fulton.ga.us), at (404) 730-4214, Fulton County Department of Purchasing. Information regarding the bid requirements may be obtained by using the following procedure. Inquiries must be submitted in writing to;

**Fulton County Purchasing Department  
Attn: Al Micah Phillips  
130 Peachtree Street, S.W. Suite 1168  
Atlanta, GA 30303  
Phone: (404) 730-4214  
Fax: (404) 893-1736  
Reference Bid # 06ITB51262YC**

#### **1.5 Bid Opening**

Bids will be opened in public and read aloud on **July 19, 2006 at 11:00 A.M., local time** in the Fulton County Purchasing Department’s bid room, located at 130 Peachtree Street, S.W., Atlanta, Georgia 30303. Bids received after 11:00 A.M., will be considered late and will be returned to the bidder unopened. Bidders may, at their discretion, attend the bid opening. **Bidders are to submit three (3) copies, one (1) originally signed and two (2) copies.**

#### **1.6 Proposal Due Date**

All Bids are due in the Purchasing Department of Fulton County located in the Public Safety Building, Suite 1168, and 130 Peachtree Street, S.W., Atlanta, Georgia 30303 on or before June 28, 2006 at 11:00 A.M., legal prevailing time. All submitted bids will be time and date stamped according to the clock at the front

desk of the Fulton County Purchasing Department. Any bid received after this appointed schedule will be considered late and subject to be returned unopened to the bidder. The bid due date can be changed only by addendum.

Bids shall clearly indicate the legal name, address, and telephone number of the proposer (company, firm, partnership, individual). Bids shall be signed above the typed or printed name and title of the signer. The signer shall have the authority to bind the proposer to the submitted proposal. ***The bid number must be clearly visible on all bid packages submitted.***

#### **1.7 Delivery Requirements**

Any bid received after the above stipulated due date and time will not be considered and will be rejected and returned. It shall be the sole responsibility of the bidder to have his/her bid delivered to the Fulton County Department of Purchasing for receipt on or before the above stipulated due date and time. If a bid is sent by U.S. Mail, the bidder shall be responsible for its timely delivery to the Department of Purchasing.

#### **1.8 Basis of Award**

The Contract will be awarded to the lowest responsive, responsible bidder(s), if awarded.

All Bids must be made on the Bid forms contained herein. The Bid shall be enclosed in a sealed envelope, addressed to Department of Purchasing, Fulton County Public Safety Building, 130 Peachtree Street, S.W., Suite 1168 Atlanta, Georgia 30303 and labeled "Bid for 06ITB51262YC.

## SECTION 2

### FULTON COUNTY PURCHASING DEPARTMENT

#### BID GENERAL REQUIREMENTS

##### Multi Conductor Television Inspection System

- 2.0** The following information pertains to the submission of a Bid to Fulton County, and contains instructions on how Bids must be presented in order to be considered. Listed below are the requirements for all Bidders interested in doing business with Fulton County.
1. The Bid sheets included in this Invitation to Bid ("Bid") must be fully completed and returned with the Bid unless otherwise specified in writing by the Purchasing Department. Type or neatly print the date, company name, and the full legal name and title of the person(s) signing the Bid in the place provided at the bottom of each Bid sheet. Any additional sheets submitted must contain the same signature and Bidder information.
  2. Original signature(s) must appear on each page of the Bid document. All signatures must be executed by person(s) having contracting authority for the Bidder
  3. Absolutely no fax Bids or reproduction Bids will be accepted, except that photocopies may be submitted in addition to the original when multiple copies of the Bid are specifically requested in the solicitation
  4. The envelope in which the Bid response is submitted must be sealed and clearly labeled with the bid number, project title, due date and time, and the name of the company or individual submitting the proposal. Bids must be received by the opening date and time shown on this Bid in order to be considered. The Purchasing Agent has obligation to consider Bids which are not in properly marked envelopes. Contract Compliance submittals shall be submitted in a separated sealed envelope or package.
  5. The original and the required number of copies of the Bid must be returned to:

Fulton County Purchasing Agent  
Fulton County Purchasing Department  
130 Peachtree Street, S.W., Suite 1168  
Atlanta, Georgia 30303

Any inquiries, questions, clarifications or suggestions regarding this solicitation should be submitted in writing to the Purchasing Contact Person. Contact with any other County personnel in regard to a current

solicitation is strictly prohibited in accordance with Fulton County "No Contact" Show information and prices in the format requested. Prices are to be quoted F.O.B. Destination, and must include all costs chargeable to the Contractor executing the Contract, including taxes. Unless otherwise provided in the Contract, Fulton County shall have no liability for any cost not included in the price. The Contractor shall provide Fulton County the benefit through a reduction in price of any decrease in the Contractor's costs by reason of any tax exemption based upon Fulton County's status as a tax-exempt entity.

6. All prices Bid must be audited by the Bidder to ensure correctness before the Bid is submitted. The Bidder is solely responsible for the accuracy of information placed on a Bid sheet, including prices. Clerical or mathematical error is insufficient to void a successful Bid but a Bidder may withdraw a sealed Bid prior to opening without a penalty.
7. All prices must be submitted in the format requested and less all trade discounts. When multiple items are being Bid, Bidder must show both the unit price and the total extended price for each item. When applicable, the Bidder must include an additional lump sum Bid for groups or items. In the event a Bidder is offering an additional discount on groups of items, Bidder must indicate the total lump sum Bid for the particular group of items before any extra discount, the amount of extra discount, and the net total for the particular group. In the event of an extension error, unit pricing shall prevail.
8. By submitting a signed Bid, Bidder agrees to accept an award made as a result of that Bid under the terms and conditions spelled out in the Bid documents. In the event of a conflict between the different Bid documents, the County's cover Contract (if used) shall have precedence, followed in order by the Invitation to Bid Purchase Order, Bid, Contractor's Warranty Agreement, Maintenance Agreement, and/or other Contractor provided agreements.
9. A Bidder may submit only one (1) Bid response for each specific Bid solicitation unless otherwise authorized in the specifications.
10. All prices submitted by the Bidder to Fulton County must be guaranteed by the authorized person(s) against any price increase for the time period designated in the Bid specifications, and Fulton County must be given the benefit of any price decrease occurring during such designated time period.
11. All items Bid must be new. Used, rebuilt and refurbished items will not be considered unless specifically authorized by Fulton County in the written specifications.

12. All Bidders must specify in the Bid response the earliest actual delivery date for each item unless otherwise specified in writing by Fulton County. The delivery date may be a factor in deciding the Bidder's capability to perform.
13. A successful Bidder's delivery ticket(s) and invoice(s) must list each item separately and must show Fulton County's purchase order number as well as the proper department and address to which delivery was made, as listed on the purchase order or in the Bidder's contract with Fulton County.
14. Unless clearly shown as "no substitute" or words to that effect, any items in this invitation to Bid which have been identified, described or referenced by a brand name or trade name are for reference only. Such identification is intended to be descriptive but not restrictive, and is to indicate the general quality and characteristics of products that may be offered. Each item Bid must be individually identified as to whether it is a specified item or an equivalent item by typing or printing after the item(s): The brand name; model or manufacturer's number, or identification regularly used in the trade. Deviations from the specifications must be clearly and fully listed on the Bid sheet, including photographs or cuts, specifications, and dimensions of the proposed "alternate". Fulton County is the sole judge of "exact Equivalent: or "alternate". The factors to be considered are function, design, materials, construction, workmanship, workmanship finishes, operating features, overall quality, local services facilities, warranty terms and service and other relevant features of item(s) Bid.
15. For all Bids, Fulton County reserves the right to request representative samples. If requested, samples must be delivered at the Bidder's cost within three (3) business days. Samples are submitted at the risk of the Bidder and may be subjected to destructive tests by Fulton County. Samples must be plainly tagged with Fulton County's Bid number, item name, manufacturer, and the name of the Bidder.
16. Item(s) Bid must be complete and ready to operate. No obvious omissions of components or necessary parts shall be made even though the specifications may not detail or mention them. Unit(s) must be furnished with factory installed equipment and must be comparable with the basic form, fit, and functional requirements which are all to be included in the base price as well as any other equipment included as standard by the manufacturer or generally provided to the buying public.
17. All successful Bidders must assume full responsibility for all item(s) damaged prior to F.O.B. Destination delivery and agree to hold harmless Fulton County of all responsibility for prosecuting damage claims.

18. All successful Bidders must assume full responsibility for replacement of all defective or damaged goods within thirty (30) days of notice by Fulton County of such defect or damage.
19. All successful Bidders must assume full responsibility for providing or ensuring warranty service on any and all items including goods, materials, or equipment provided to the County with warranty coverage. If a successful Bidder is not the manufacturer, all manufacturers' warranties must be passed through to Fulton County. The Bidder and not Fulton County is responsible for contacting the manufacturer of the warranty service provided during the warranty period and supervising the completion of the warranty service to the satisfaction of Fulton County.
20. As a successful Bidder providing any equipment which requires fitting and assembly the Bidder shall be solely responsible for such installation being performed by a manufacturer's authorized or approved servicer an experienced worker, utilizing workmanship of the highest caliber. The Bidder must verify all dimensions at the site, shall be responsible for their correctness, and shall be responsible for the availability of replacement parts when specified in writing by Fulton County in the specifications, purchase order, or other contract.
21. A successful Bidder is solely responsible for disposing of all wrappings, crating, and other disposable material upon deliver of item(s).
22. All Bidders are required to be authorized distributors or regularly engaged in the sale or distribution of the type of goods, materials, equipment or services for which the Bidder is submitting a Bid response in addition, all Bidders are required to provide Fulton County with three (3) written references documenting the successful completion of Bids or contracts for the types of items including goods, materials, equipment, or services for which the Bidder is submitting a Bid response. In instances where a Bidder has never supplied such goods, material, equipment, or services before, the Bidder must submit with the Bid response a statement and supporting documentation demonstrating such expertise, knowledge, or experience to establish the Bidder as a responsible Bidder, capable of meeting the Bid requirements should an award be made. No exceptions to this provision will be made unless authorized in the Bid specifications.
23. Bidders may be required to furnish evidence that they maintain permanent places of business of a type and nature compatible with their Bid proposal, and are in all respects competent and eligible vendors to fulfill the terms of the specifications. Fulton County may make such investigations as it deems necessary to determine the ability of the Bidder to perform such work, and reserves the right to reject any Bidder if evidence fails to

indicate that the Bidder is qualified to carry out the obligation of the Contract and to complete the work satisfactorily.

24. All Bidders must comply with all Fulton County Purchasing laws, policies, and procedures, non-discrimination in contracting and procurement ordinances, and relevant state and federal laws including but not limited to compliance with EEOC hiring guidelines and requirements under the Americans with Disabilities Act. Successful Bidder must obtain all permits, licenses, and inspections as required and furnish all labor, materials, insurance, equipment, tools, supervision, and incidentals necessary to accomplish the work in these specifications.
25. If a successful Bidder is unable or unwilling to enter into a Contract with Fulton County subsequent to being granted an award, or who fails to perform in accordance with the Bid specifications the Bidder will be subject to damages and all other relief allowed by law.
26. Successful Bidders contract directly with Fulton County and are the party or parties obligated to perform. Contracts may not be assigned and any failure to perform the Contract in accordance with the specifications will constitute a breach of Contract and may result in a Bidder being found to be “non-responsive” in the future.
27. In case of default by the successful Bidder, Fulton County may procure the articles for services from another source and hold the successful Bidder responsible for any resulting excess cost.
28. The County may award any Bid in whole or in part to one or more vendors or reject all Bids and/or waive any technicalities if it is in the best interests of the County to do so. In the event that all Bids are not rejected, Bids for items including goods, materials, equipment, and services will be awarded to the lowest “responsible” Bidder(s) as determined by Fulton County. Submitting the lowest Bid, as published at the Bid opening, does not constitute an award or the mutual expectation of an award of a Contract and purchase order. For purposes of this notice and the attached Bid sheets, a purchase order is a Contract to provide items including goods, materials, equipment, and services and is intended to have the full force and effect of a Contract. A breach of the terms and conditions of a purchase order constitutes a breach of Contract.
29. Bids for projects that are solicited pursuant to the Georgia Local Government Public Works Construction Law ( O.C.G.A 36-91-1 et seq) may withdrawn as follows:

Competitive sealed Bids (Bid) may not be revoked or withdrawn until 60 days after the time set by the governmental entity for opening of Bids. At

the end of this time period the Bid will cease to be valid, unless the Bidder provides written notice to the County prior to the scheduled expiration date that the Bid will be extended for a time period specified by the County.

30. In the evaluation of the Bids, any award will be subject to the Bid being:
  - A. Compliant to the specification – meets form, fit, and function requirements stated or implied in the specification.
  - B. Lowest cost to the County over projected useful life.
  - C. Administratively Compliant – Including all required bonds, insurance, established quality of work and general reputation, financial responsibility, relevant experience, and related criteria.
31. All bids and Bids submitted to Fulton County are subject to the Georgia “Open Records Act”, Official Code of Georgia, Annotated (O.C.G.A.) §50-18-70 et seq.
32. All bids and Bids submitted to Fulton County involving Utility Contracting are subject to the Georgia law governing licensing of Utility Contractors, O.C.G.A. §43-14-8.2(h). The Utility Contractor License number of the person who will perform the utility work shall be written on the face of the Bid envelope.
33. The apparent silence of this specification, and any supplement thereto, as to details, of the omission from it of a detailed description concerning any point, will be regarded as meaning only the best commercial practices are to prevail. Only materials of the highest quality, correct type, size, and design are to be used. All interpretations of this specification will be made upon the basis of this statement, with Fulton County interpretation to prevail.
34. It is the policy of Fulton County that the evaluation and award process for County contracts shall be free from both actual and perceived impropriety, and that contacts between potential vendors and County officials, elected officials and staff regarding pending awards of County contracts shall be prohibited.
  - A. No person, firm, or business entity, however situated or composed, obtaining a copy of or responding to this solicitation, shall initiate or continue any verbal or written communication regarding this solicitation with any County officer, elected official, employee, or designated County representative, between the date of the issuance of this solicitation and the date of the County Manager’s recommendation to the Board of Commissioners for award of the subject contract, except as may otherwise be specifically

authorized and permitted by the terms and conditions of this solicitation.

- B. All verbal and written communications initiated by such person, firm, or entity regarding this solicitation, if same are authorized and permitted by the terms and conditions of this solicitation, shall be directed to the Purchasing Agent.
  - C. Any violation of this prohibition of the initiation or continuation of verbal or written communications with County officers, elected officials, employees, or designated County representatives shall result in a written finding by the Purchasing Agent that the submitted Bid or proposal of the person, firm, or entity in violation is “non-responsive”, and same shall not be considered for award.
35. Any Bidder intending to respond to this solicitation as a Joint Venture must submit an executed Joint Venture Agreement with this Bid. This agreement must designate those persons or entities authorized to execute documents or otherwise bind the Joint Venture in all transactions with Fulton County, or are accompanied by a document, binding upon the Joint Venture and its constituent members, making such designation. Bids from Joint Ventures that do not include these documents will be rejected as being “non-responsive”.
36. Any Bidder intending to respond to this solicitation must complete all of the Procurement Affidavit Forms provided in this solicitation. Bids that do not include these completed documents will be rejected as being “non-responsive”.

## 2.1 Definition of Purchasing Terms

**Addenda** - the plural of addendum.

**Addendum** - a written or graphic change to the contract documents issued prior to bid opening which becomes a part of the specifications for the project.

**Advertisement** - public notice inviting bids shall be published for two (2) consecutive weeks. All projects shall be published on the Fulton County's website @ [www.co.fulton.ga.us](http://www.co.fulton.ga.us) , under "Bid Opportunities".

**Amendment** – a change, addition, alteration, correction or revision to a bid or proposal or contract document.

**Award** - approval by the Board of Commissioners, to begin the contracting process with the lowest most responsive and responsible bidder.

**Bid** - the formal process allowing prospective vendors to compete for goods and services sought by the County.

**Bid acceptance** - the acceptance of bids delivered to the Purchasing Agent at the time, place, and under the conditions contained in the invitation for bids and as further stipulated in the specifications document.

**Bid opening** - the public opening of bids received and accepted and the reading aloud of the name of each bidder and the amount of bid in the presence of one (1) or more witnesses at the time and place designated in the invitation to bid. For RFP openings only the name of the proponents are read aloud.

**Brand name or equal specification** – means a specification limited to one or more items by manufacturer's names or catalogue numbers to describe the standard of quality, performance and other salient characteristics needed to meet County requirements and which provides for the submission of equivalent products from any manufacturer.

**Brand name specifications** – means a specification limited to one or more items by manufacturer's names or catalogue numbers.

**Collusion** – a secret agreement, whether expressed or implied, to commit a fraudulent, deceitful, unlawful, or wrongful act.

**Collusive bidding** – a violation of antitrust statutes that consists of a response to a solicitation by two or more persons who have secretly agreed to circumvent laws and rules regarding independent and competitive bidding.

**County** - "County" shall mean the Fulton , Georgia, a political subdivision of the State of Georgia, and shall include all agencies, establishments or officials of the government of the .

**Contractor** - any person or entity having a contract with the County.

**Days** - "Days" shall mean calendar days.

**Debarment** – the exclusion of a person or company from participating in a procurement activity for an extended period of time, as specified by law, because of previous illegal or irresponsible action.

**Designee** - an authorized representative of a person holding superior position of responsibility.

**Invitation to bid (ITB)** - all documents, whether attached or incorporated by reference, utilized for soliciting sealed bids.

**Inspection** - an authorized representative of the County, or of the County's architect/engineer, assigned to make all necessary inspections, test, and reports of the work performed or being performed.

**May** - denotes permissive.

**Offer** - a proposal by an offeror submitted when procurement is made by a source selection method other than competitive sealed bidding.

**Offeror** – a person making an offer.

**Procurement** - buying, purchasing, renting, leasing or otherwise acquiring any supplies, services or construction. Also includes all functions that pertain to the obtaining of any supply, service or construction, including a description of requirements, selection and solicitation of sources, preparation and award of contracts, and all phases of contract administration.

**Purchasing Agent** - the Director of the Fulton County Department of Purchasing the principal purchasing official for the County.

**Responsible bidder or responsible offeror** – means a person or entity that has the capability in all respects to perform fully and reliably the contract requirements.

**Scope of work** - means the work that is required by the contract documents.

**Shall** - denotes imperative.

**Solicitation** - an invitation for bid, a request for proposal, a request for quotation, or any other document issued by the County for the purpose of soliciting bids or bids to perform a County contract.

**Specifications** – means any description of the physical or functional characteristics or of the nature of a supply, service or construction item. It may include a description of any requirement for inspecting, testing or preparing a supply, service or construction item for delivery.

## **2.2 Clarification and Interpretations**

Bidders may submit requests for clarifications or interpretations regarding this ITB. Bidders must prepare such requests in writing for the County's consideration as set forth in this section of this ITB. While the County has not placed an initial limitation on the number of requests which can be submitted, Bidders are cautioned that if Bidders do not request meaningful clarifications or interpretations in an organized manner (e.g., limited frequency of requests), the County will set restrictions on the frequency and number of requests permitted. The County will not respond to requests received after **July 7, 2006 at 5:00 PM**, local prevailing time. Bidders are advised that this section places no obligation on the part of the County to respond to any or all requests for clarification or interpretation, and that the County's failure to respond to any such request will not relieve the bidder of any obligations or conditions required by this ITB.

Request for clarification or interpretation regarding this ITB shall only be submitted in writing (letter, fax or email) to:

Al Micah Phillips, Assistant Purchasing Agent  
Department of Purchasing  
Fulton County Public Safety Building  
130 Peachtree Street, S.W., 1168  
Atlanta, GA 30303  
Fax: (404) 893-1736  
[almicah.phillips@co.fulton.ga.us](mailto:almicah.phillips@co.fulton.ga.us)

All responses to written requests for clarification, interpretation, or additional information will be distributed as addenda to this ITB to all persons registered with the County to have received a copy of the ITB.

No oral interpretation, instruction, or information concerning this ITB given by any employee or agent of the County shall be binding on the County. Bidders who submit a bid in reliance on any such oral information risk having their response to this ITB deemed non-responsive by the County. Only written responses issued by addendum to this ITB should be considered by the bidders.

During the period provided for the preparation of bids, the County may issue addenda to this ITB. These addenda will be numbered consecutively and will be distributed to those who have been issued a copy of this ITB. Additionally, the addenda will be posted on the Fulton County website, [www.co.fulton.ga.us](http://www.co.fulton.ga.us). these addenda will be issued by, or on behalf of, the County and will constitute a part of this ITB. Each bidder is required to acknowledge by submitting an executed acknowledgment form included with this bid. This acknowledgment shall include all addenda distributed prior to the bid submission date. All responses to this ITB shall be prepared with full consideration of the addenda issued prior to the bid submission date.

### **2.3 Right to Reject Bids**

The County reserves the right to reject any or all bids and to waive informalities. No bids will be received after the time set for opening bids. Any unauthorized conditions, limitations or provisions attached to the Bid, except as provided herein, will render it informal and may cause its rejection. Unbalanced bids will be subject to rejection. Any bidder may withdraw his/her bid, either personally or by telegraphic or written request, at any time prior to the scheduled closing time for receipt of bids. Telegraphic or written requests for withdrawal must be in the possession of the County prior to the closing time for receipt of bids.

### **2.4 Disqualification of Bidders**

The submission of more than one (1) bid to the County as the primary Bidder or member of a joint venture for the same bid by an individual firm, partnership or corporation under the same or different names may be considered as sufficient for disqualification of a bidder and the rejection of the bid.

### **2.5 Applicable Laws**

All applicable laws and regulations of the State of Georgia and ordinances and regulations of Fulton County shall apply. Protestors shall seek resolution of their complaints in the manner provided in the Fulton County Code of Laws §2-324, which is incorporated by reference herein.

### **2.6 Examination of Contract Documents**

Prospective bidders shall examine the contract documents and before submitting a bid, shall make a written request to the County for an interpretation or correction of any ambiguity, in consistency or error therein which could be discovered by a bidder. At the bid opening each bidder shall be presumed to have read and be familiar with the contract documents.

## **2.7 Termination**

The County may terminate the contract resulting from this solicitation at any time the vendor fails to carry out the contract provisions, if in the opinion of the County, the performance of the contract is unreasonably delayed, or the vendor is in direct violation of the contract conditions. The County shall provide the vendor with notice of any conditions which violate or endanger the performance of the contract and, if after such notice the contractor fails to remedy such conditions within thirty (30) days, to the satisfaction of the County, the County may exercise their option in writing to terminate the Contract without further notice to the Contractor and order the Contractor to stop work immediately and vacate the premises. Vendor agrees by its bid submission that the County's decision is final and valid.

## **2.8 Indemnification and Hold Harmless Agreement**

Contractor/Vendor hereby agrees to release, indemnify, defend and hold harmless the County, its Commissioners, officers, employees, subcontractors, successors, assigns and agents, from and against any and all losses (including death), claims, damages, liabilities, costs and expenses (including but not limited to all actions, proceedings, or investigations in respect thereof and any costs of judgments, settlements, court costs, attorney's fees or expenses, regardless of the outcome of any such action, proceeding, or investigation), caused by, relating to, based upon or arising out of any act or omission by contractor, its directors, officers, employees, subcontractors, successors, assigns or agents, or otherwise in connection with its acceptance, or the performance, or nonperformance, of its obligations under this agreements.

## **2.9 Irrevocable Offer**

No bid may be modified, withdrawn, or cancelled by the bidder for sixty (60) days following the date and time designated for receipt of bids, and each bidder so agrees in submitting its bid. All adjustment factors shall remain valid during this time period unless noted otherwise.

Prior to the date and time designated for receipt of bids, a bid may be withdrawn on written or facsimile (fax) request, provided that written confirmation of any fax withdrawal over the signature of the bidder must have been mailed and postmarked on or before the date and time set for receipt of bids. A withdrawn bid may be resubmitted up to the date and time designated for receipt of bids, provided that it is then fully in conformance with these Instructions to Bidders.

## SECTION 3

### PURCHASING FORMS & INSTRUCTIONS

#### 3.1 Introduction

To be deemed responsive to this ITB, Bidders must provide the information requested and complete in detail all Bid Forms. The appropriate individual(s) authorized to commit the Bidder must sign the Bid Forms. Bidders should reproduce each Bid Form, as required, and complete the appropriate portions of the forms provided in this section.

#### Procurement Affidavits

Procurement Affidavit Form 1	Certification Regarding Debarment
Procurement Affidavit Form 2 (Prime)	Form A: Non-Collusion Affidavit  Form B: Sub-Contractor Non-Collusion Affidavit
Procurement Affidavit Form 3	Certificate of Acceptance of Invitation to Bid Requirements

#### 3.2 Procurement Affidavit Forms Description

The following paragraphs present an overview of each Procurement Affidavit Form required.

##### 3.2.1 Certification Regarding Debarment

Bidder shall complete and submit Form 1, which certifies that neither it nor its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency.

##### 3.2.2 Non-Collusion Affidavit

The Bidder shall include a copy of Proposal Form 2A, executed by an authorized officer of the corporation. Bids developed by a joint venture shall be similarly executed by all joint venture participants. Additionally, all sub-contractors shall execute a copy of Bid Form 2B which shall also be submitted with the bid.

### **3.2.3 Certificate of Acceptance of Invitation to Bid Requirements**

Bidder shall complete and submit Form 3, which certifies that Bidder has read the solicitation including all addenda, exhibits, attachments and appendices.

### **3.2.4 Contractor and Proposer's Disclosure Questionnaire**

#### **CERTIFICATION REGARDING DEBARMENT**

- (1) The Offeror certifies that neither it or its subcontractors is presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency. Any such exclusion may cause prohibition of your firm from participating in any procurement by the Fulton County Government.
- (2) If the Offeror is unable to certify to any of the statements in this certification, such Offeror or subcontractor shall attach an explanation to this bid or proposal.

#### **INSTRUCTIONS FOR CERTIFICATION**

By signing and submitting this certification, the Offeror is providing the certification set out below:

- (1) The certification in this clause is a material representation of fact upon which reliance will be placed. If it is later determined that the prospective vendor knowingly rendered a false certification, the Purchasing Agent may pursue all available remedies, including suspension and/or debarment, for withdrawal of award or termination of a contract.
- (2) The prospective Offeror shall provide immediate written notice to the Purchasing Agent if at anytime the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- (3) Offeror shall be under a continuing duty to immediately inform the Purchasing Agent in writing of any changes, if as a result of such changes, the Offeror certification regarding debarment is affected.

## **DEBARMENT ORDINANCE**

The following SECTION 2-322 of Fulton County Code of Laws establishes the procedure for the debarment of contractors.

(a) *Authority to suspend.*

After reasonable notice to the entity involved and reasonable opportunity for that entity to be heard, the Purchasing Agent, after consultation with user department, the County Manager and the County Attorney shall have the authority to suspend an entity for cause from consideration for award of County contracts. As used in this SECTION, the term entity means any business entity, individual, firm, contractor, subcontractor or business corporation, partnership, limited liability corporation, firm, contractor, subcontractor or business structured; provided, further, that any such entity shall also be subject to suspension under this SECTION if any of its constituents, members, subcontractors at any tier of such entity's and the entity, or any constituent or member, knew or should have known of the commission of the act. The suspension shall be for a period not to exceed three (3) years unless cause is based on a felony conviction for an offense related or associated with fraudulent contracting or misappropriation of funds wherein the suspension shall not exceed seven (7) years.

(b) *Causes for Suspension.* The causes for suspension include:

- (1) Conviction for commission of a criminal offense as an incident to obtain or attempting to obtain a public or private contract or subcontract, or in performance of such contract or subcontract;

- (2) Conviction of state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property or other offense indicating a lack of business integrity or business honesty which currently, seriously and directly affects responsibility as a County contractor.
- (3) Conviction of state or federal anti-trust statutes arising out of the solicitation and submission of bids and bids;
- (4) Violation of contract provisions, as set forth below, of a character which is regarded by the Purchasing Agent to be so serious as to justify suspension action:
  - a. Failure to perform in accordance with the specifications within a time limit provided in a County contract;
  - b. A recent record of failure to perform or unsatisfactory performance in accordance with the terms of one or more contracts; provided, that failure to perform or unsatisfactory performance caused by acts beyond the control of the contractor shall not be considered to be a basis for suspension;
  - c. Material representation of the composition of the ownership or workforce or business entity certified to the County as a minority business enterprise; or
  - d. Falsification of any documents.
- (5) For violation of the ethical standards set forth in Fulton County Code Chapter 9, Code of Ethics.
- (6) Knowing misrepresentation to the County, of the use which a majority owned contractor intends to make a minority business enterprise (a business entity at least 51 percent of which is owned and controlled by minority persons, as defined in Fulton County Code Chapter 6, Article B,

Minority Business Enterprise Affirmative Action Program and certified as such by the County), as a sub-contractor or a joint venture partner, in performing work under contract with the County.

Failure to fully and truthfully provide the information required, may result in the disqualification of your bid/proposal from consideration or termination of the Contract, once awarded. This document must be completed and included as a part of the bid/proposal package along with other required documents.

Under penalty of perjury, I declare that I have examined this certification and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this \_\_\_\_\_ day of \_\_\_\_\_, 2006

\_\_\_\_\_  
(Legal Name of Offeror) (Date)

\_\_\_\_\_  
(Signature of Authorized Representative) (Date)

\_\_\_\_\_  
(Title)

**STATE OF GEORGIA  
COUNTY OF FULTON**

*NON-COLLUSION AFFIDAVIT OF PRIME BIDDER/OFFEROR*

I, \_\_\_\_\_ certify that pursuant to Fulton County Code SECTION 2-320 (11), this bid or proposal is made without prior understanding, agreement or connection with any corporation, firm or person submitting a bid for the same work, labor or service to be done or the supplies, materials or equipment to be furnished and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences and civil damages awards. I agree to abide by all conditions of this bid or proposal and certify that I am authorized to sign this bid or proposal for the bidder.

Affiant further states that pursuant to O.C.G.A. SECTION 36-91-21 (d) and (e), \_\_\_\_\_ has not, by itself or with others, directly or indirectly, prevented or attempted to prevent competition in such bidding or bids by any means whatsoever. Affiant further states that (s)he has not prevented or endeavored to prevent anyone from making a bid or offer on the project by any means whatever, nor has Affiant caused or induced another to withdraw a bid or offer for the work.

Affiant further states that the said offer of \_\_\_\_\_ is bona fide, and that no one has gone to any supplier and attempted to get such person or company to furnish the materials to the bidder only, or if furnished to any other bidder, that the material shall be at a higher price.

\_\_\_\_\_  
(COMPANY NAME)

\_\_\_\_\_  
(PRESIDENT/VICE PRESIDENT)

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

\_\_\_\_\_  
(SECRETARY/ASSISTANT SECRETARY)

(Affix corporate seal here, if a corporation)

Notary Public: \_\_\_\_\_

County: \_\_\_\_\_

Commission Expires: \_\_\_\_\_

**NOTE:**

**IF THE OFFEROR IS A PARTNERSHIP, ALL OF THE PARTNERS AND ANY OFFICER, AGENT, OR OTHER PERSON WHO MAY HAVE REPRESENTED OR ACTED FOR THEM IN BIDDING FOR OR PROCURING THE CONTRACT SHALL ALSO MAKE THIS OATH.**

**IF THE OFFEROR IS A CORPORATION, ALL OFFICERS, AGENTS, OR OTHER PERSONS WHO MAY HAVE ACTED FOR OR REPRESENTED THE CORPORATION IN BIDDING FOR OR PROCURING THE CONTRACT SHALL MAKE THE OATH.**

**STATE OF GEORGIA  
COUNTY OF FULTON**

**NON-COLLUSION AFFIDAVIT OF SUBCONTRACTOR**

I, \_\_\_\_\_ certify that pursuant to Fulton County Code SECTION 2-320 (11), this bid or proposal is made without prior understanding, agreement or connection with any corporation, firm or person submitting a bid for the same work, labor or service to be done or the supplies, materials or equipment to be furnished and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences and civil damages awards. I agree to abide by all conditions of this bid or proposal and certify that I am authorized to sign this bid or proposal for the bidder.

Affiant further states that pursuant to O.C.G.A. SECTION 36-91-21 (d) and (e), \_\_\_\_\_ has not, by itself or with others, directly or indirectly, prevented or attempted to prevent competition in such bidding or bids by any means whatsoever. Affiant further states that (s)he has not prevented or endeavored to prevent anyone from making a bid or offer on the project by any means whatever, nor has Affiant caused or induced another to withdraw a bid or offer for the work.

Affiant further states that the said offer of \_\_\_\_\_ is bona fide, and that no one has gone to any supplier and attempted to get such person or company to furnish the materials to the bidder only, or if furnished to any other bidder, that the material shall be at a higher price.

\_\_\_\_\_  
(COMPANY NAME)

\_\_\_\_\_  
(PRESIDENT/VICE PRESIDENT)

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

\_\_\_\_\_  
(SECRETARY/ASSISTANT SECRETARY)

(Affix corporate seal here, if a corporation)

Notary Public: \_\_\_\_\_

County: \_\_\_\_\_

Commission Expires: \_\_\_\_\_

**NOTE:**

**IF THE OFFEROR IS A PARTNERSHIP, ALL OF THE PARTNERS AND ANY OFFICER, AGENT, OR OTHER PERSON WHO MAY HAVE REPRESENTED OR ACTED FOR THEM IN BIDDING FOR OR PROCURING THE CONTRACT SHALL ALSO MAKE THIS OATH.**

**IF THE OFFEROR IS A CORPORATION, ALL OFFICERS, AGENTS, OR OTHER PERSONS WHO MAY HAVE ACTED FOR OR REPRESENTED THE CORPORATION IN BIDDING FOR OR PROCURING THE CONTRACT SHALL MAKE THE OATH.**

**CERTIFICATE OF ACCEPTANCE OF INVITATION TO BID**  
**REQUIREMENTS**

This is to certify that on this day, offeror acknowledges that he/she has read this solicitation document, pages # \_\_\_\_\_ to # \_\_\_\_\_ inclusive, including any addenda # \_\_\_\_\_ to # \_\_\_\_\_ exhibit(s) # \_\_\_\_\_ to # \_\_\_\_\_, attachment(s) # \_\_\_\_\_, and/or appendices # \_\_\_\_\_ to # \_\_\_\_\_ in its entirety, and agrees that no pages or parts of the document have been omitted, that he/she understands, accepts and agrees to fully comply with the requirements therein, and that the undersigned is authorized by the offeror to submit the proposal herein and to legally obligate the offeror thereto.

Company: \_\_\_\_\_

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

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

Title: \_\_\_\_\_ Date: \_\_\_\_\_

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

**(Affix Corporate Seal)**

CONTRACTOR OR PROPOSER'S DISCLOSURE FORM AND  
QUESTIONNAIRE

1. Please provide the names and business addresses of each of the Contractor or Proposer's officers, directors, affiliates and other employees, agents or representative of this form, the subject project **Multi Conductor Television Inspection System**.

For the purposes of this form, the term "affiliate" of any Contractor or Proposer shall mean any person or entity that directly or indirectly controls or is controlled by, or is under common control with, such Contractor or Proposer. "Control" means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through ownership of voting securities, by entreat, or otherwise.

Describe accurately, fully and completely, their respective relationships with said Contractor or Proposer, including their ownership interests and their anticipated role in the management and operations of said Contractor or Proposer.

2. Please describe the general development of said Contractor or Proposer's business during the past five (5) years, or such shorter period of time that said Contractor or Proposer has been in business.
3. Please state whether any employee, agent or representative of said Contractor or Proposer who is or will be directly involved in the subject project has or had within the last five (5) years: (i) directly or indirectly had a business relationship with Fulton County; (ii) directly or indirectly received revenues from Fulton County; or (iii) directly or indirectly receives revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County. Please describe in detail any such relationship.

**LITIGATION DISCLOSURE:**

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Contractor or Proposer. If any answer is yes, explain fully the following:
  - (a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Contractor or Proposer, or a receiver

fiscal agent or similar officer was appointed by a court for the business or property of said Contractor or Proposer;

(b) whether Contractor or Proposer was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Contractor or Proposer from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

(c) whether said Contractor's or Proposer's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said Contractor or Proposer, which directly arose from activities conducted by the business unit or corporate division of said Contractor or Proposer which submitted a bid or proposal for the subject project. If so please explain.

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a felony or misdemeanor greater than a Class C in the last five (5) years?

Circle One:            YES                            NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government, or

Circle One:            YES                            NO

4. Have you or any member of your firm or team been involved in any claim or litigation with Fulton County or any other federal, state or local government, or private entity during the last ten

Circle One:            YES                            NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

**NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Contractor's or Proposer's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Contractor or Proposer should correlate its responses with the exhibits by identifying the exhibit and its relevant text.**

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Contractor or Proposers, joint venture partners and first-tier subcontractors or Proposers.

Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this \_\_\_\_\_ day of \_\_\_\_\_, 2006

\_\_\_\_\_  
(Legal Name of Proponent) (Date)

\_\_\_\_\_  
(Signature of Authorized Representative) (Date)

\_\_\_\_\_  
(Title)

**Sworn to and subscribed before me,**

this \_\_\_\_\_ day of \_\_\_\_\_, 2006

\_\_\_\_\_  
(Notary Public)

\_\_\_\_\_  
(Seal)

Commission Expires \_\_\_\_\_  
(Date)

## SECTION 4

### CONTRACT COMPLIANCE REQUIREMENTS

#### 4.1 NON-DISCRIMINATION IN CONTRACTING AND PROCUREMENTS

It is the policy of Fulton County Government that discrimination against businesses by reason of the race, color, gender or national origin of the ownership of any such business is prohibited. Furthermore, it is the policy of the Board of Commissioners ("Board") that Fulton County and all vendors and contractors doing business with Fulton County shall provide to all businesses the opportunity to participate in contracting and procurement paid, in whole or in part, with monetary appropriations of the Board. Similarly, it is the policy of the Board that the contracting and procurement practices of Fulton County should not implicate Fulton County as either an active or passive participant in the discriminatory practices engaged in by private contractors or vendors seeking to obtain contracts with Fulton County.

**Equal Business Opportunity Plan (EBO Plan):** In addition to the proposal submission requirements, each vendor **must** submit an Equal Business Opportunity Plan (EBO Plan) with their bid/proposal. The EBO Plan is designed to enhance the utilization of a particular racial, gender or ethnic group by a bidder/proposer, contractor, or vendor or by Fulton County. The respondent **must** outline a plan of action to encourage and achieve diversity and equality in the available procurement and contracting opportunities with *this solicitation*.

The EBO Plan **must** identify and include:

1. Potential opportunities within the scope of work of *this solicitation* that will allow for participation of racial, gender or ethnic groups.
2. Efforts that will be made by the bidder/proposer to encourage and solicit minority and female business utilization in *this solicitation*.

Fulton County encourages joint ventures, teaming, partnering and mentor-protégé relationships with minority and female businesses in an effort to achieve contracting and procurement diversity.

**Prompt Payment:** The prime contractor **must** certify in writing and **must** document on the Exhibit G Form (Prime Contractor/Subcontractor Utilization Report) that all subcontractors, sub-consultants and suppliers have been promptly paid for work and materials, (less any retainage by the prime contractor prior to receipt of any further progress payments). In the event the prime contractor is unable to pay subcontractors, sub-consultants or suppliers until it has received a progress payment from Fulton County, the prime contractor shall pay all subcontractors, sub-consultants or suppliers funds due from said progress payment within forty-eight (48) hours of receipt of payment from Fulton County. In no event shall a subcontractor, sub-consultant or supplier be paid later than fifteen (15) days as provided for by state law.

## 4.2 REQUIRED FORMS AND EBO PLAN

In order to be compliant with the intent and provisions of the Fulton County Non-Discrimination in Purchasing and Contracting Ordinance (99-0960), bidders/proposers **must** submit the following completed documents. Failure to provide this information **shall** result in the proposal being deemed non-responsive.

- **Exhibit A** – Promise of Non-Discrimination
- **Exhibit B** – Employment Report
- **Exhibit C** – Schedule of Intended Subcontractor Utilization
- **Exhibit D**– Letter of Intent to Perform as a Subcontractor or Provide Materials or Services
- **Exhibit E** – Declaration Regarding Subcontractors Practices
- **Exhibit F** – Joint Venture Disclosure Affidavit
- **Equal Business Opportunity Plan (EBO Plan)** – This document is not a form. It is a statement created by the bidder/proposer on its company letter head addressing the EBO Plan requirements.

All Contract Compliance documents (Exhibits A – F and EBO Plan) are to be placed in a **separate sealed envelope** clearly marked “Contract Compliance”. The EBO Plan must be submitted on company letterhead. These documents are considered part of and should be submitted with the Technical Proposal.

The following document must be completed as instructed if awarded the project:

- **Exhibit G** – Prime Contractor’s Subcontractor Utilization Report

**EXHIBIT A – PROMISE OF NON-DISCRIMINATION**

“Know all persons by these presents, that I/We ( \_\_\_\_\_ ),  
Name

\_\_\_\_\_ Title Firm Name

Hereinafter “Company”, in consideration of the privilege to bid on or obtain contracts funded, in whole or in part, by Fulton County, hereby consent, covenant and agree as follows:

- 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 Fulton County for the performance of any resulting there from,
- 2) That it is and shall be the policy of this Company to provide equal opportunity to all businesses seeking to contract or otherwise interested in contracting with this Company without regard to the race, color, gender or national origin of the ownership of this business,
- 3) That the promises of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption,
- 4) That the promise of non-discrimination as made and set forth herein shall be made a part of, and incorporated by reference into, any contract or portion thereof which this Company may hereafter obtain,
- 5) 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 Board 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; and
- 6) That the bidder shall provide such information as may be required by the Director of Contract Compliance pursuant to SECTION 4.4 of the Fulton County Non-Discrimination in Purchasing and Contracting Ordinance.

**SIGNATURE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**TELEPHONE NUMBER:** \_\_\_\_\_

**EXHIBIT B – EMPLOYMENT REPORT**

The demographic employment make-up for the bidder **must** be identified and submitted with this bid/proposal. In addition, if subcontractors will be utilized by the bidder/proposer to complete this project, then the demographic employment make-up of the subcontractor(s) must be identified and submitted with this bid.

**EMPLOYEES**

CATEGORY	NATIVE INDIAN		AFRICAN AMERICAN		ASIAN AMERICAN		HISPANIC AMERICAN		CACUSIAN AMERICAN		OTHER	
	M	F	M	F	M	F	M	F	M	F	M	F
Mgmt/Official												
Professional (Arch., P.E., etc.)												
Supervisors												
Office/ Clerical												
Craftsmen												
Laborers												
Others (Specify)												
<b>TOTALS</b>												

**FIRM'S NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**TELEPHONE NUMBER:** \_\_\_\_\_

This completed form is for (Check one)  Bidder/Proposer  Subcontractor

**Submitted by:** \_\_\_\_\_ **Date Completed:** \_\_\_\_\_

**EXHIBIT C – SCHEDULE OF INTENDED SUBCONTRACTOR UTILIZATION**

If the bidder/proposer intends to subcontract any portion of this scope of work/service(s), this form **must be** completed and **submitted with the bid/proposal**. All prime bidders/proposers **must** include Letter(s) of Intent (Exhibit D) in the bid document for all subcontractors who will be utilized under the scope of work/services.

**Prime Bidder/Proposer:** \_\_\_\_\_

**ITB/RFP NUMBER:** \_\_\_\_\_

**Project Name or Description of Work/Service(s):** \_\_\_\_\_  
\_\_\_\_\_

1. My firm, as Prime Bidder/Proposer on this scope of work/service(s) is \_\_\_\_\_ is not \_\_\_\_\_ a minority or female owned and controlled business. (Please indicate below the portion of work, including, percentage of bid amount that your firm will carry out directly):  
\_\_\_\_\_

If the Prime Bidder/Proposer is a Joint Venture, please complete Exhibit F: Joint Venture Disclosure Affidavit and attach a copy of the executed Joint Venture Agreement.

2. Sub-Contractors (Including suppliers) to be utilized in the performance of this scope of work/service(s), if awarded, are:

SUBCONTRACTOR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ETHNIC GROUP\*: \_\_\_\_\_ COUNTY CERTIFIED\*\* \_\_\_\_\_

WORK TO BE PERFORMED: \_\_\_\_\_  
\_\_\_\_\_

DOLLAR VALUE OF WORK: \$ \_\_\_\_\_ PERCENTAGE VALUE \_\_\_\_\_ %

**\*Ethnic Groups: African American (AABE); Asian American (ABE); Hispanic American (HBE); Native American (NABE); White Female American (WFBE); \*\*If yes, attach copy of recent certification letter.**

**EXHIBIT C – SCHEDULE OF INTENDED SUBCONTRACTOR UTILIZATION**

SUBCONTRACTOR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ETHNIC GROUP\*: \_\_\_\_\_ COUNTY CERTIFIED\*\* \_\_\_\_\_

WORK TO BE PERFORMED: \_\_\_\_\_

\_\_\_\_\_

DOLLAR VALUE OF WORK: \$ \_\_\_\_\_ PERCENTAGE VALUE \_\_\_\_\_ %

\_\_\_\_\_  
SUBCONTRACTOR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ETHNIC GROUP\*: \_\_\_\_\_ COUNTY CERTIFIED\*\* \_\_\_\_\_

WORK TO BE PERFORMED: \_\_\_\_\_

\_\_\_\_\_

DOLLAR VALUE OF WORK: \$ \_\_\_\_\_ PERCENTAGE VALUE \_\_\_\_\_ %

\_\_\_\_\_  
SUBCONTRACTOR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ETHNIC GROUP\*: \_\_\_\_\_ COUNTY CERTIFIED\*\* \_\_\_\_\_

WORK TO BE PERFORMED: \_\_\_\_\_

\_\_\_\_\_

DOLLAR VALUE OF WORK: \$ \_\_\_\_\_ PERCENTAGE VALUE \_\_\_\_\_ %

DOLLAR VALUE OF WORK: \$ \_\_\_\_\_ PERCENTAGE VALUE \_\_\_\_\_ %

PHONE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ETHNIC GROUP\*: \_\_\_\_\_ COUNTY CERTIFIED\*\* \_\_\_\_\_

WORK TO BE PERFORMED: \_\_\_\_\_

DOLLAR VALUE OF WORK: \$ \_\_\_\_\_ PERCENTAGE VALUE: \_\_\_\_\_

\_\_\_\_\_

%

\_\_\_\_\_  
SUBCONTRACTOR NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_  
ETHNIC GROUP\*: \_\_\_\_\_ COUNTY CERTIFIED\*\* \_\_\_\_\_  
WORK TO BE PERFORMED: \_\_\_\_\_  
DOLLAR VALUE OF WORK: \$ \_\_\_\_\_ PERCENTAGE VALUE: \_\_\_\_\_ %

---

SUBCONTRATOR NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

---

PHONE: \_\_\_\_\_  
CONTACT PERSON: \_\_\_\_\_  
ETHNIC GROUP\*: \_\_\_\_\_ COUNTY CERTIFIED\*\* \_\_\_\_\_  
WORK TO BE PERFORMED: \_\_\_\_\_  
DOLLAR VALUE OF WORK: \$ \_\_\_\_\_ PERCENTAGE VALUE: \_\_\_\_\_ %

**EXHIBIT C – SCHEDULE OF INTENDED SUBCONTRACTOR UTILIZATION**

**Total Dollar Value of Subcontractor Agreements: (\$)**

**Total Percentage Value: (%)**

**CERTIFICATION:** The undersigned certifies that he/she has read, understands and agrees to be bound by the Bid provisions, including the accompanying Exhibits and other terms and conditions regarding sub-contractor utilization. The undersigned further certifies that he/she is legally authorized by the Bidder to make the statement and representation in this Exhibit and that said statements and representations are true and correct to the best of his/her knowledge and belief. The undersigned understands and agrees that if any of the statements and representations are made by the Bidder knowing them to be false, or if there is a failure of the intentions, objectives and commitments set forth herein without prior approval of the County, then in any such event the Contractor's acts or failure to act, as the case may be, shall constitute a material breach of the contract, entitling the County to terminate the Contract for default. The right to so terminate shall be in addition to, and in lieu of, any other rights and remedies the County may have for other defaults under the contract.

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

Firm or Corporate Name: \_\_\_\_\_

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

Telephone: (     ) \_\_\_\_\_

Fax Number: (     ) \_\_\_\_\_

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

**EXHIBIT D**

**LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR  
OR  
PROVIDE MATERIALS OR SERVICES**

This form **must** be completed by **ALL** known subcontractor and submitted with the bid/proposal. The Prime Contractor **must** submit Letters of Intent for **ALL** known subcontractors at time of bid submission.

To: \_\_\_\_\_  
(Name of Prime Contractor Firm)

From: \_\_\_\_\_  
(Name of Subcontractor Firm)

ITB/RFP Number: \_\_\_\_\_

Project Name: \_\_\_\_\_

The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount

\_\_\_\_\_  
(Prime Bidder)

\_\_\_\_\_  
(Subcontractor)

Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

**EXHIBIT E - DECLARATION REGARDING SUBCONTRACTING PRACTICES**

If the bidder/proposer **does not intend to subcontract** any portion of the scope of work services(s), this form **must be** completed and submitted with the bid/proposal.

\_\_\_\_\_ hereby declares that it is my/our intent to  
**(Bidder)**

perform 100% of the work required for \_\_\_\_\_  
**(ITB/RFP Number)**

\_\_\_\_\_  
**(Description of Work)**

In making this declaration, the bidder/proposer states the following:

1. That the bidder/proposer does not customarily subcontract elements of this type project, and normally performs and has the capability to perform and will perform **all elements** of the work on this project with his/her own current work forces;
2. If it should become necessary to subcontract some portion of the work at a later date, the bidder/proposer will comply with all requirements of the County's Non-Discrimination Ordinance in providing equal opportunities to all firms to subcontract the work. The determination to subcontract some portion of the work at a later date shall be made in good faith and the County reserves the right to require additional information to substantiate a decision made by the bidder/proposer to subcontract work following the award of the contract. Nothing contained in this provision shall be employed to circumvent the spirit and intent of the County's Non-Discrimination Ordinances;
3. The bidder will provide, upon request, information sufficient for the County to verify Item Number one.

**AUTHORIZED COMPANY REPRESENTATIVE**

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

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

**Signature:** \_\_\_\_\_

**Firm:** \_\_\_\_\_

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

**Phone Number:** \_\_\_\_\_

**Fax Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**EXHIBIT F - JOINT VENTURE DISCLOSURE AFFIDAVIT**

**ITB/RFP No.** \_\_\_\_\_

**Project Name** \_\_\_\_\_

This form must be completed and submitted with the bid/proposal if a joint venture approach is to be undertaken.

In order to evaluate the extent of small, minority and female business involvement being proposed by a Bidder/Proposer, certain relevant information must be provided prior to contract award. The information requested below is to clearly identify and explain the extent of small business participation in the proposed joint venture. All items must be properly addressed before the business entity can be evaluated.

**1. Firms:**

1) **Name of Business:** \_\_\_\_\_  
**Street Address:** \_\_\_\_\_  
**Telephone No.:** \_\_\_\_\_  
**Nature of Business:** \_\_\_\_\_

2) **Name of Business:** \_\_\_\_\_  
**Street Address:** \_\_\_\_\_  
**Telephone No.:** \_\_\_\_\_  
**Nature of Business:** \_\_\_\_\_

3) **Name of Business:** \_\_\_\_\_  
**Street Address:** \_\_\_\_\_  
**Telephone No.:** \_\_\_\_\_  
**Nature of Business:** \_\_\_\_\_

**NAME OF JOINT VENTURE (If applicable):** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**PRINCIPAL OFFICE:** \_\_\_\_\_

**OFFICE PHONE:** \_\_\_\_\_

**Note:** Attach additional sheets as required

1. Describe the capital contributions by each joint venturer and accounting thereof.
2. Describe the financial controls of the joint venture, e.g., will a separate cost center be established? Which venturer will be responsible for keeping the books? How will the expense therefore be reimbursed? What is the authority of each joint venture to commit or obligate the order?
3. Describe any ownership, options for ownership, or loans between the joint ventures. Identify terms thereof.
4. Describe the estimated contract cash flow for each joint venturer.
5. To what extent and by whom will the on-site work be supervised?
6. To what extent and by whom will the administrative office be supervised?
7. Which joint venturer will be responsible for material purchases including the estimated cost thereof? How will the purchase be financed?
8. Which joint venturer will provide equipment? What is the estimated cost thereof? How will the equipment be financed?
9. Describe the experience and business qualifications of each joint venturer.
10. Submit a copy of all joint venture agreements and evidence of authority to do business in the State of Georgia as well as locally, to include all necessary business licenses.
11. Percent of Minority/Female Business Enterprises ownership by each joint venture in terms of profit and loss sharing: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
12. The authority of each joint venturer to commit or obligate the other: \_\_\_\_\_  
\_\_\_\_\_
13. Number of personnel to be involved in project, their crafts and positions and whether they are employees of the Minority/Female Business Enterprises enterprise, the majority firm or the joint venture: \_\_\_\_\_  
\_\_\_\_\_

14. Identification of control and participation in venture; list those individuals who are responsible for day-to-day management and policy decision-maker, including, but not limited to, those with prime responsibility for areas designated below; (use additional sheets if necessary)

<u>Name</u>	<u>Race</u>	<u>Sex</u>	<u>Decisions</u>	<u>Financial Field Operation</u>	<u>Supervision</u>
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—
—	—	—	—	—	—

In connection with any work that these firms, as a joint venture, might be authorized to perform in connection with above captioned contract, we each do hereby authorize representatives of the Fulton County Department of Contract Compliance, Departments of Purchasing and Finance, under the direction of the County Manger's Office, to examine, from time to time, the books, records and files to the extent that such relate to this County project.

**WE DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THE FOREGOING DOCUMENT ARE TRUE AND CORRECT, AND THAT WE ARE AUTHORIZED, ON BEHALF OF THE ABOVE FIRMS, TO MAKE THIS AFFIDAVIT AND GRANT THE ABOVE PRIVILEGE.**

FOR \_\_\_\_\_  
(Company)

Date: \_\_\_\_\_  
(Signature of Affiant)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Company)

Date: \_\_\_\_\_  
(Signature of Affiant)

\_\_\_\_\_  
(Printed Name)

State of \_\_\_\_\_:

County of \_\_\_\_\_:

On this \_\_\_\_\_ day of \_\_\_\_\_ 20\_, before me, appeared

\_\_\_\_\_, the undersigned known to me to be the person described in the foregoing Affidavit and acknowledge that he (she) executed the same in the capacity therein stated and for the purpose therein contained.

**EXHIBIT – G PRIME CONTRACTOR/SUB-CONTRACTOR UTILIZATION REPORT**

This report **must** be submitted by the **tenth day** of each month, along with a copy of your monthly invoice (schedule of values/payment application) to Contract Compliance. Failure to comply **shall** result in the County commencing proceedings to impose sanctions to the prime contractor, in addition to pursuing any other available legal remedy. Sanctions may include the suspending of any payment or part thereof, termination or cancellation of the contract, and the denial of participation in any future contracts awarded by Fulton County.

<b>REPORTING PERIOD</b>		<b>PROJECT NAME:</b>				
<b>FROM:</b>		<b>PROJECT NUMBER:</b>				
<b>TO:</b>		<b>PROJECT LOCATION:</b>				
<b>PRIME CONTRACTOR</b>		<b>Contract Award Date</b>	<b>Contract Award Amount</b>	<b>Change Order Amount</b>	<b>Contract Period</b>	<b>% Complete to Date</b>
<b>Name:</b>						
<b>Address:</b>						
<b>Telephone #:</b>						

**AMOUNT OF REQUISITION THIS PERIOD: \$** \_\_\_\_\_  
**TOTAL AMOUNT REQUISITION TO DATE: \$** \_\_\_\_\_

**SUBCONTRACTOR UTILIZATION** (add additional rows as necessary)

Name of Sub-Contractor	Description of Work	Contract Amount	Amount Paid To Date	Amount Requisition This Period	Contract Period	
					Starting Date	Ending Date
<b>TOTALS</b>						

Executed By: \_\_\_\_\_

*(Signature)*

*(Printed Name)*

Notary: \_\_\_\_\_

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

My Commission Expires: \_\_\_\_\_

## SECTION 5

### INSURANCE INFORMATION/REQUIREMENTS

This section should contain the appropriate insurance information, forms and requirements for this project.

#### Insurance and Risk Management Provisions

It is Fulton County Government's practice to obtain Certificates of Insurance from our Contractors and Vendors. Insurance must be written by a licensed agent in a company licensed to write insurance in the State of Georgia. Respondents shall submit with the bid/proposal evidence of insurability satisfactory to Fulton County Government as to form and content. Either of the following forms of evidence is acceptable:

- A letter from an insurance carrier stating that upon your firm/company being the successful Bidder/Respondent that a Certificate of Insurance shall be issued in compliance with the Insurance and Risk Management Provisions outlined below.
- A Certificate of Insurance complying with the Insurance and Risk Management Provisions outlined below (Request for Bid/Proposal number and Project Description must appear on the Certificate of Insurance).

Upon award, the Contractor/Vendor must maintain at their expense, insurance with policy limits equal to or greater than the limits described below. Any and all Insurance Coverage(s) and Bonds required under the terms and conditions of the contract shall be maintained during the entire length of the contract, including any extensions or renewals thereto, and until all work has been completed to the satisfaction of Fulton County Government.

Accordingly the Respondent shall provide a certificate evidencing the following:

1. **WORKERS COMPENSATION/EMPLOYER'S LIABILITY INSURANCE – STATUTORY (In compliance with the Georgia Workers Compensation Acts and any other State or Federal Acts or Provisions in which jurisdiction may be granted)**

Employer's Liability Insurance	BY ACCIDENT - EACH ACCIDENT
\$500,000	
Employer's Liability Insurance	BY DISEASE - POLICY LIMIT
\$500,000	
(Aggregate)	BY DISEASE - EACH EMPLOYEE
\$500,000	

2. **COMMERCIAL GENERAL LIABILITY INSURANCE (Including contractual Liability Insurance)**

Bodily Injury and Property Damage Liability	Each Occurrence	-
\$1,000,000		

(Other than Products/Completed Operations)	General Aggregate	-
\$2,000,000		
Products\Completed Operation	Aggregate Limit	-
\$1,000,000		
Personal and Advertising Injury	Limits	-
\$1,000,000		
Fire Damage	Limits	-
\$ 100,000		
<b>3. BUSINESS AUTOMOBILE LIABILITY INSURANCE</b>		
<b>Combined Single Limits</b>	Each Occurrence	-
\$1,000,000		
(Including operation of non-owned, owned, and hired automobiles).		
<b>4. ELECTRONIC DATA PROCESSING LIABILITY</b>		
(Required if computer contractor)	Limits	-
\$1,000,000		
<b>5. UMBRELLA LIABILITY</b>		
(In excess of above noted coverage's)	Each Occurrence	-
\$2,000,000		
<b>6. PROFESSIONAL LIABILITY</b>		
\$1,000,000	Each Occurrence	-
(Required if respondent providing bid/quotation for professional services).		
<b>7. FIDELITY BOND</b>		
(Employee Dishonesty)	Each Occurrence	-
\$ 100,000		

**8. BUILDERS RISK: *If the bid/quotation involves construction-related services the respondent will provide*** "All-risk" form of builder's risk insurance providing coverage against loss or damage by fire or other peril on an "all-risk" form, including demolition and increased cost of construction, debris removal and the full replacement cost of the Project foundations and containing an agreed amount endorsement, and, until Final Completion and Acceptance of the Project. Such policy of insurance shall contain at least the following sub-limits of insurance and deductibles:

**Sub-limits:**

Property in Transit	\$1,000,000
Property in Offsite Storage	\$1,000,000
Plans & Blueprints	\$25,000
Debris Removal	25% of Insured Physical Loss
Delay in Completion / Soft Cost	TBD

**Deductibles:**

Flood and Earthquake	\$25,000
Water Damage other than Flood	\$100,000
All other Perils	\$10,000

Owner and Contractor waive all rights against each other and any of their subcontractors, sub-subcontractors, agents and employees, each of the other, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to this Section, or other property insurance applicable to the Work, accept such rights as they have to the proceeds of such insurance.

Certificates shall state that the policy or policies shall not expire, be cancelled or altered without at least thirty (30) days prior written notice to Fulton County Government. Policies and Certificates of Insurance are to list Fulton County Government as an Additional Insured (except for Workers' Compensation) and shall conform to all terms and conditions (including coverage of the indemnification and hold harmless agreement) contained in the Insurance and Risk Management Provisions.

If Fulton County Government shall so request, the Respondent, Contractor or Vendor will furnish the County for its inspection and approval such policies of insurance with all endorsements, or confirmed specimens thereof certified by the insurance company to be true and correct copies.

Such certificates and notices shall be sent to:

Fulton County Government – Purchasing Department  
130 Peachtree Street, S.W.  
Suite 1168  
Atlanta, Georgia 30303-3459

It is understood that **Insurance in no way limits the Liability of the Contractor/Vendor.**

#### **USE OF PREMISES**

**Contractor shall confine its apparatus, the storage of materials and the operations of its workers to limits/requirements indicated by law, ordinance, permits and any restrictions of Fulton County Government and shall not unreasonably encumber the premises with its materials.**

#### **PROTECTION OF PROPERTY**

**Contractor will adequately protect its own work from damage, will protect Fulton County Government's property from damage or loss and will take all necessary precautions during the progress of the work to protect all persons and the property of others from damage or loss.**

**Contractor shall take all necessary precautions for the safety of employees of the work and shall comply with all applicable provisions of the Federal, State and local safety laws and building codes to prevent accidents or injury to persons on, about, or adjacent to the premises where work is being performed.**

Contractor shall erect and properly maintain at all times as required by the conditions and progress of the work, all necessary safeguards for the protection of its employees, Fulton County Government employees and the public and shall post all applicable signage and other warning devices to protect against potential hazards for the work being performed.

#### INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

Contractor/Vendor hereby agrees to release, indemnify, defend and hold harmless Fulton County, its Commissioners, officers, employees, subcontractors, successors, assigns and agents, from and against any and all losses (including death), claims, damages, liabilities, costs and expenses (including but not limited to all actions, proceedings, or investigations in respect thereof and any costs of judgments, settlements, court costs, attorney's fees or expenses, regardless of the outcome of any such action, proceeding, or investigation), caused by, relating to, based upon or arising out of any act or omission by Contractor/Vendor, its directors, officers, employees, subcontractors, successors, assigns or agents, or otherwise in connection (directly or indirectly) with its acceptance, or the performance, or nonperformance, of its obligations under these agreements. Such obligations shall not be construed to negate, abridge or otherwise reduce any other rights or obligations of indemnity which would otherwise exist as to any party or person as set forth in this paragraph.

Contractor/Vendor's obligation to protect, defend, indemnify and hold harmless, as set forth hereinabove, shall also include, but is not limited to, any matter arising out of any actual or alleged infringement of any patent, trademark, copyright, or service mark, or other actual or alleged unfair competition disparagement of product or service, or other tort or any type whatsoever, or any actual or alleged violation of trade regulations.

Contractor/Vendor further agrees to protect, defend, indemnify and hold harmless Fulton County, its Commissioners, officers, employees, subcontractors, successors, assigns and agents from and against any and all claims or liability for compensation under the Worker's Compensation Act, Disability Benefits Act, or any other employee benefits act arising out of injuries sustained by any employees of Contractor/Vendor. These indemnities shall not be limited by reason of the listing of any insurance coverage.

*If the bid/quotation involves construction services Contractor/Vendor will be responsible fully for any and all damage to the work during the course of construction, until the point of Final acceptance by Fulton County.*

FULTON COUNTY ACKNOWLEDGES THAT ALL PROVISIONS OF THIS INDEMNITY AGREEMENT MAY NOT BE APPLICABLE TO THE CONTRACTOR/VENDOR'S BUSINESS. TO THE EXTENT THAT CONTRACTOR/VENDOR MAY DEMONSTRATE SUCH NONAPPLICABILITY, FULTON COUNTY MAY NEGOTIATE AMENDMENTS TO THIS AGREEMENT AS THE CIRCUMSTANCES DICTATE.

CONTRACTOR/VENDOR ACKNOWLEDGES HAVING READ, UNDERSTANDING, AND AGREEING TO COMPLY WITH THIS INDEMNIFICATION AND HOLD HARMLESS AGREEMENT, AND THE REPRESENTATIVE OF THE CONTRACTOR/VENDOR IDENTIFIED BELOW IS AUTHORIZED TO SIGN CONTRACTS ON BEHALF OF THE RESPONDING CONTRACTOR/VENDOR.

COMPANY: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_  
\_\_\_\_\_

NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**SPECIFICATIONS**

**SPECIFICATIONS FOR A MULTI CONDUCTOR TV INSPECTION SYSTEM OR EQUAL.**

**VENDOR INFORMATION:** This Multi Conductor Television Inspection System offered shall be comparable with the detailed requirements listed below. All bidders shall indicate exactly what they are offering in the following blanks under **“Bidders Response”** Do not use **“Comply”**, **“Yes”**, or **“OK”**, unless you are supplying exactly as described. All exemptions or non-complying detailed features must be identified and fully explained on a separate sheet of paper.

Make & Model Proposed \_\_\_\_\_

Price per unit: \_\_\_\_\_

Price for three (3) Units: \_\_\_\_\_

Delivery Time after Receipt of Order (ARO): \_\_\_\_\_

**A. GENERAL INFORMATION:**

This Multi-Conductor Television Inspection System called for in this specification shall be the standard product of one (1) manufacturer. The selling dealer or manufacturer shall provide the parts and service facility within a fifty (50) mile radius to properly service each Multi Conductor Television Inspection System and assure its performance. Each camera, camera transporter, and external light head to be supplied on this specification must be labeled and listed as a minimum by a Nationally Recognized Testing Laboratory (NRTL) to the applicable Standard for Safety for Closed Circuit Television Equipment, UL 2044, 2nd edition, 11/9/01. A listing report must be supplied that certifies the aforementioned equipment is acceptable as defined by 29 CFR 1910.339 and required by 29 CFR 1910.303(a). Self certification or certification by a laboratory that is not an NRTL will be deemed unacceptable. NRTL labeled and listed equipment shall be supplied as required by the FEDOSHA memorandum, dated September 25, 2003, page 3, Section on Compliance, prepared by John L Henshaw, Assistant Secretary of Occupational Safety and Health."

**B. PROVISIONS INFORMATION:**

1. Each Lateral Launcher offered shall be supplied with a 6" set up and 7" set up for the purpose of operating in 6" and 8" relined pipe.

Bidders Response \_\_\_\_\_

2. Fulton County shall reserve the right to require a demonstration of any equipment that is included on this bid within two (2) weeks of the bid opening.

Bidders Response \_\_\_\_\_

3. Each specified Lateral Launcher must be able to inspect laterals when traversing and launching with the flow or against the flow: Upstream or Downstream. The length of the lateral launcher assembly including the front camera assembly and rear connector from front to rear will not exceed 36.5".

Bidders Response \_\_\_\_\_

4. Each Lateral Launcher shall be supplied with a push cable with a protective stainless steel sheath. Fiber- glass push cables that are subject to cracking and breaking shall be deemed not acceptable.

Bidders Response \_\_\_\_\_

5. Each Lateral Launcher shall be optically centered via a system of weighted adapters in 6" through 30" pipe in order to increase bottom clearance as pipe size increases and to keep the camera centered to optimize lighting and position the camera above most flow and debris as pipe diameter increases.

Bidders Response \_\_\_\_\_

6. The Sonde shall be built directly inside each of the Lateral Launch Systems camera housing.

Bidders Response \_\_\_\_\_

7. Each mainline Optical Zoom Camera shall have built in directional lighting for 6" through 72" diameter lines. Any cameras requiring external lighting in 30" and larger lines shall be deemed not acceptable.

Bidders Response \_\_\_\_\_

8. The perspective supplier shall have a service center within a 50 mile range that includes loaner equipment such as cameras, transporters, and power supplies, and a full service camera repair facility with proper instrumentation to fix and test cameras. Fulton County reserves the right to audit this facility.

Bidders Response \_\_\_\_\_

9. "All bidders must supply a minimum of 20 references with the exact aforementioned equipment. This equipment must be in production and in service for a minimum of one year or the equipment will be deemed unacceptable." Failure to require this information will result in your bid being deemed unacceptable. **"NO EXCEPTIONS"**

Bidders Response \_\_\_\_\_

C.

**COMPONENT LIST SPECIFICATIONS:**

**1. THE RESPECTIVE SUPPLIER SHALL RETROFIT FULTON COUNTY'S EXISTING PEARPOINT TV TRAILERS TO A MULTI CONDUCTOR TV SYSTEM WITH A LATERAL LAUNCHER AND MAINLINE TV INSPECTION EQUIPMENT. FULTON COUNTY WILL SUPPLY THE EXISTING GENERATOR AND THE ROOF TOP A/C IN OPERATING CONDITION.**

Bidders Response \_\_\_\_\_

2. The components for this Multi Conductor Television System with a Lateral Launcher and Mainline Television Inspection Equipment shall include the following:

One (1) Color TV Power Control Unit-Multi Conductor Rack Mount, NTSC Color Standard to include:

- 1 TV Camera Remote Optical Focus Control
- 1 TV Camera Automatic Iris Remote Control
- 1 TV Camera Lighthouse Intensity Control w/Meter
- 1 Camera Test Cable Assembly

3. The power control unit shall provide all the necessary power and controls to operate and monitor the television inspection system. The power control unit shall operate off of 120 volts AC current. The PCU shall contain a solid state light head power source whose input shall be through isolation, variable voltage transformer and whose output shall be from 0 volts to 120 volts DC.

Bidders Response \_\_\_\_\_

4. All circuits shall be of solid-state design, assembled in a rack-mounted chassis for installation in a built in control console.

Bidders Response \_\_\_\_\_

5. The faceplate shall be of the heavy gauge aluminum type finished with an industrial grade finish and shall have permanent labels designating the function or purpose of the various switches, readouts and controls. The PCU shall have a back plate for all cable connectors each separately indexed and locking, and labeled as to purpose.

Bidders Response \_\_\_\_\_

6. Each camera system shall be equipped with a test cable to allow for the direct bypass of slip rings, TV cable and any applicable connectors for testing purposes.

Bidders Response \_\_\_\_\_

7. A light intensity adjustment control and DC volt readout shall be provided on the front panel. Input and output of both the camera and light head power shall be protected by circuit breakers with indicators to identify open circuits. Circuits shall be isolated to provide operator protection from electrical shock hazards.

Bidders Response \_\_\_\_\_

8. The power control unit will be equipped with the following remote camera adjustments:

**Focus Control:** A two-pole switch spring loaded to off permit's the operator to adjust the camera focus for changes in pipe diameter or different views of defect conditions. In the neutral position, the camera focus will be electronically locked.

Bidders Response \_\_\_\_\_

**Automatic Iris Control:** This control allows the operator to override the camera's automatic light compensating circuitry-operating range in the event an excess of light or lack of light produces a poor picture response. With the proper adjustment, the operator can change the iris opening to compensate for the light level available thereby improving the picture response.

Bidders Response \_\_\_\_\_

**9. ANY SYSTEMS REQUIRING MANUAL EXTERNAL CAMERA SETTINGS OR THE REMOVAL OF THE CAMERA FROM THE SEALED HOUSING IN THE FIELD TO MAKE THESE ADJUSTMENTS SHALL BE DEEMED NOT ACCEPTABLE.**

Bidders Response \_\_\_\_\_

10. The Electrical Specifications and Camera Requirements for this Multi Conductor Television Inspection System shall meet the following minimum requirements:

**Video Output:** The Multi-Conductor Version shall be 1 V, S/N 46dB or greater.

Bidders Response \_\_\_\_\_

**Integrated Lights:** The integrated lights shall be of the 4 x 12W xenon lamps, with a power consumption of 48W max 12V, the Illumination shall be 80 mscp (1000 lumens), with a lamp life of 200 hours. The Color temperature shall be 3000°K

Bidders Response \_\_\_\_\_

**Image Pick-up Device:** Shall be of the interline transfer 1/4 inch CCD color type.

Bidders Response \_\_\_\_\_

**Picture Elements (pixels):** Shall be of the solid state 1/4" diagonal pixels type not to exceed 768 (H) x 494 (V) = 379,392 elements (NTSC)

Bidders Response \_\_\_\_\_

**Lens:** Shall be of the 10x Zoom f=4.2mm to 42mm (F1.8 to F2.9) type. The Digital Zoom shall be of the 4x type (40x with optical zoom)

Bidders Response \_\_\_\_\_

**Field of View:** Shall be 56° diagonal, 46° (H) wide, 4.6° (H) tele-end

Bidders Response \_\_\_\_\_

**Resolution Lines:** Shall have a minimum of 470 TV lines horizontal.

Bidders Response \_\_\_\_\_

**Electronic Shutter:** Shall be a minimum of 1/4 s to 1/10,000 s, 20 steps.

Bidders Response \_\_\_\_\_

**Minimum Illumination:** Shall be 3 lux @ F/1.4

Bidders Response \_\_\_\_\_

**Input Camera Voltage:** For the Multi-Conductor Version: minimum 20-72 volts from controller

Bidders Response \_\_\_\_\_

**Head and Axial Rotation:** Shall be 360 degrees, with a rotation optical viewing angle of 400 degrees. The lateral pan shall rotate 285 degrees.

Bidders Response \_\_\_\_\_

**Pan Viewing Angle Range:** Shall be 331 degrees

Bidders Response \_\_\_\_\_

**Rotational Diameter:** Shall be 4½ inches

Bidders Response \_\_\_\_\_

11. This camera must be able to operate in a six (6) inch relined pipe.

Bidders Response \_\_\_\_\_

12. The internal diagnostics shall consist of the humidity sensor, CCD temperature, camera voltage, light head voltage, serial number identification, and the operating hour meter.

***Cameras without the aforementioned diagnostics will be deemed unacceptable.***

Bidders Response \_\_\_\_\_

13. The working pressure shall be a minimum of 50 PSI

Bidders Response \_\_\_\_\_

14. The operating temperature shall be zero (0) degrees C to fifty (50) degrees C.

Bidders Response \_\_\_\_\_

15. The Compatible Power Control Units (PCU) for the Multi-conductor Version shall be the 1208 Mainline PCU and Inspector General portable PCU

Bidders Response \_\_\_\_\_

16. The Compatible Cables shall be of the Multi-Conductor Version type, up to 4000'

Bidders Response \_\_\_\_\_

17. The dimensions for this camera shall consist of the following minimum requirements

**Overall length:** 17.7",

**Head length:** 6.6",

**Body tube diameter:** 3",

**Head rotational diameter,** 4 ½"

Bidders Response \_\_\_\_\_

18. Lighting for the lateral inspection camera shall be suitable to allow for a clear picture in the pipe, and shall consist of the minimum:

**Light Rings:** A built in light ring containing (12) each solid state light emitting diodes shall be provided for each camera. To ensure adequate lighting for larger diameter pipe inspections, a large pipe light source containing (36) each solid state light emitting diodes shall be provided for the mainline camera only. The light intensity of the large pipe light source shall be variable and controlled by the operator. A unique over-voltage protection circuit shall be installed to prevent burnout of LED's.

Bidders Response \_\_\_\_\_

19. One (1) Data Display System, Rack Mount, to include:
- 2 Alphanumeric Information Displays, with Multi Paging and Defect Coding (55 preprogrammed, and 200 User definable defect codes minimum)
  - 1 Remote "QWERTY" Keyboard for Data Entry
  - 1 Printer, Inkjet with-Connecting Cable

Bidders Response \_\_\_\_\_

20. Each unit shall have a video data generator, equipped with a serial RS-232 port for computer communication that must be supplied. It shall be used with a Lateral Inspection System (LIS) to generate the alphanumeric information for display on a system monitor and recording on a VCR to include the following:

**INPUTS:** Shall consist of the following:

- 1V p-p Video Signal
- Dual Distance (Footage/Metric) Count
- Pressure/Inclination Input
- Standard IBM "QWERTY" Keyboard

Bidders Response \_\_\_\_\_

**OUTPUTS:** Shall consist of the following:

- 1 V p-p to Monitor & VCR
- Parallel Printer Output Port
- Serial RS-232 Port

Bidders Response \_\_\_\_\_

**DISPLAY LINES:** Shall consist of the following:

- Footage (7 characters), +/- 0 to 9999.9
- Alpha Numeric (12 lines, 40 Characters Each)
- Arrow (Adjustable Position)

Bidders Response \_\_\_\_\_

**SOFTWARE FEATURES:** Shall consist of the following:

- Bar Code Defect Selection
- Sub Menus with a minimum of 10 groups, and 200 Observation Codes, and must be user defined.

- DISPLAY MODE: Shall be in White & Black Text
- CONTROLS Power ON/OFF
- HARD COPY DATA Parallel Printer Output (Ink Jet driver)
- POWER 110V, 60 Hz / 220V, 50Hz
- BATTERY BACKUP Memory

Bidders Response \_\_\_\_\_

21. The video data generator with parallel printer output shall have the capability to print a hard copy inspection report using a standard ink jet data printer. The rack mount control panel shall contain a 1" LED footage display for off line confirmation of footage. The inspection report shall include the following minimum information:

Tape  
Upstream and Downstream Access Location  
Date of Inspection  
Pipe Size  
Material  
Total Length  
Name of Line  
Defect Codes that must be a minimum of 200 user definable codes.  
Observations and Comments must be a minimum of six (6) lines.  
Corresponding Tape Number Direction Of Inspection (N-S-E-W and  
upstream/downstream)  
Bidders Response \_\_\_\_\_

22. The Distance Counters shall consist of the following minimum requirements:

Distance can be preset to a desired value.  
Non-standard distance counters can be calibrated.  
Distance scaling must be in English or Metric.  
The cable distance counter shall have 10 pulses per revolution (minimum) to provide the most accurate footage readings possible.  
Bidders Response \_\_\_\_\_

23. *The character intensity display options shall be of the adjustable black to white type and must be able to be positioned anywhere within the visible viewing area. The video data generator shall be able to overlay on the video the following information, **all at once, individually, or in any combination** and must comply with the following minimum requirements:*

**General Information**

Distance, Footage & Lateral Footage, Manhole Numbers

**POINTING ARROW**

Used To Point to Features on the running screen

**ONSCREEN COMMENTS:**

Normal Mode – Distance plus up To 3 lines Of Text Displayed

Predefined Mode: – Ability to select from up to 200 predefined three letter codes

**Free Format Mode:**

Characters Shall Be Able To Be Positioned Anywhere On the Screen

**DATE & TIME:**

Date Can Be Displayed In 3 Different Formats

Automatically tracks date & time even when the power is off

**PRESSURE:**

Can Be Displayed in PSI, Bars, or Millibars

Can Be Individually Reset To A 'Zero' Reference Point

**INCLINATION:**

Can be displayed in degrees or percent gradient

Displays the incline of the site inspection from –5 to +5 Degrees (-8.7 to + 8.7 % gradient)

Can be individually reset to a 'zero' reference point

**DEFECT CODES:** 55 preprogrammed defect codes and 200 used defined codes

Capability to enter numeric severity modifier after defect/observation

Defect/Observation/Severity Is Automatically Removed From Screen When Camera Moves

Bidders Response \_\_\_\_\_

24. One (1) Pan, Tilt, and Zoom Camera System to include:

- 1 Solid State Color Sewer TV Camera with a Pan & Rotate Camera Head, 40:1 Zoom Ratio, 10x Optical Zoom, 4x Digital Zoom, NTSC Color Standard, 4x Light Integration
- 1 Stand Alone Camera Controller
- 1 Camera Lighting System
- 1 Camera Transportation and Storage Case

Bidders Response \_\_\_\_\_

25. The Pan, Tilt, and Zoom Camera shall be designed for use in 6" diameter relined pipe and larger. The unit will be designed to provide close-up views of pipe walls during inspection including minute defects and voids. The unit will be color, shall operate optimally through a maximum of 4000' multi conductor or 2000' single conductor cable, and shall consist of the following (minimum) requirements:

**Camera:** The chassis construction shall include 100% solid-state circuitry designed to withstand shocks and vibration normally sustained while being pulled through a pipe.

Bidders Response \_\_\_\_\_

The camera module shall be an industrial model only. ***Repackaged consumer grade cameras (i.e. Camcorders) will be deemed unacceptable for use in a pipeline television inspection system.***

Bidders Response \_\_\_\_\_

The operating temperature ranges of the camera shall be 0 degrees C to 50 degrees C. ***Cameras incorporating built in lighting systems that generate heat exceeding the operating temperature parameters listed by the base stock camera manufacturer will not be acceptable.***

Bidders Response \_\_\_\_\_

The camera shall develop a true color and transmit a sharp image picture on the video bandwidths only. ***Picture transmission systems that require the use of R.F. suppressors and are subject to local transmitter interference shall not qualify as being equal.***

Bidders Response \_\_\_\_\_

Full color video bandwidths shall be provided with no sacrifice of low frequency response. ***There shall be no visible streaking of the low frequency test bars when viewing a standard EIA Test Chart.***

Bidders Response \_\_\_\_\_

The camera shall not exceed an overall length of 17.7", a head length of 6.6", and a camera barrel diameter of 3".

Bidders Response \_\_\_\_\_

**Camera Optical & Digital Zoom:** The optical & digital zoom and zoom & focus speeds shall be selectable from the maintenance terminal. Remote control of pan, tilt, pan and

tilt homing, optical zoom, manual focus, automatic focus, shutter speed, frame integration, manual iris, diagnostics and internal lights shall be provided.

Bidders Response \_\_\_\_\_

The optical zoom range shall be a minimum of 10x

Bidders Response \_\_\_\_\_

The Digital Zoom Range shall be a minimum of 4x (40x with optical zoom)

Bidders Response \_\_\_\_\_

The total effective zoom ratio shall be a minimum of 40:1

Bidders Response \_\_\_\_\_

The lens shall be an automatic iris type with a manual override (controlled from the control console) to control the illumination range for an acceptable picture between 3 and 10,000 lux.

Bidders Response \_\_\_\_\_

**Pan and Rotate Speeds:** The pan and rotation speeds for this camera shall be a minimum of the following requirements:

Full Pan (no load): 56 deg/sec, full pan in 5-7 seconds

Full Rotation (no load): 31 deg/sec, full rotation in 11-13 seconds

Bidders Response \_\_\_\_\_

**Camera Housing:** The camera mechanics and electronics shall be housed in a high strength, damage resistant, aluminum housing with a stainless steel tube. The rear portion of the camera shall not exceed 3 inches in diameter to allow for operation in skids and self-propelled units that are designed for 3-inch diameter cameras.

Bidders Response \_\_\_\_\_

The housing shall be 1/8" minimum wall thickness. ***Housings with thinner stainless steel walls or aluminum walls that easily dent on impact will not be considered equal.***

Bidders Response \_\_\_\_\_

The front of the camera head housing shall have a view port of optical grade sapphire.

Bidders Response \_\_\_\_\_

The rear of the housing shall have a recessed bell to protect the indexed cable connector.

Bidders Response \_\_\_\_\_

**Mounting Fork:** The mounting fork shall be in the forward portion of the camera shall not exceed 4.5 inches in diameter and will include the mounting fork, camera head and lighting. The camera forks must be rounded or chamfered and be the same diameter as the forward portion of the camera to eliminate any sharp corners that can become caught on obstructions. ***Camera forks that exceed the diameter of the camera housing that are subject to damage inside the pipe are not acceptable.***

Bidders Response \_\_\_\_\_

The mounting fork will rotate 360 degrees with an optical viewing angle of 400 degrees and shall allow the camera head to pan mechanically 285 degrees with a pan-viewing angle of 331 degrees.

Bidders Response \_\_\_\_\_

**Camera Lighting:** The camera lighting shall be remotely controlled from the control console. The camera lighting shall be integrated into the camera and include four 12W xenon lamps equaling 48 watts. The camera lighting shall provide adequate lighting in pipe sizes from 6" – 72" in diameter. ***Cameras that require external mounted non-directional lighting for 36" through 72" pipe are not acceptable.***

Bidders Response \_\_\_\_\_

**Camera Controller:** Shall be located on the mounting surface for the joystick. The joystick shall be mounted in the middle of the controller's front panel. The joystick shall have the ability to move the camera head in four directions: up, down, left, and right. All switches and LED shall be angled for ease of operator use. The camera controller shall have an RS-232 maintenance port that must be included.

Bidders Response \_\_\_\_\_

The pushbuttons mounted on the controller's panel shall provide the following switch positions: Focus: Near and Far,  
Zoom: In and Out,  
Iris: Open and Close  
Auto focus and Lamps  
Shutter: Fast and Slow,  
Pan and Tilt  
Focus and Zoom Home, and Diagnostics.

Bidders Response \_\_\_\_\_

26. One (1) 17" LCD Flatscreen Color Industrial TV Monitor, NTSC/PAL Color Standards, Built-in Speakers

27. One (1) Combination TV Transmission & Tow Cable Assembly to include:

- 1 1000' Gold-Multi Conductor Kevlar Fiber Armored Cable, .450" Diameter
- 1 Kevlar Armored Cable Terminal Connector
- 1 Y Eliminator Cable
- 1 5-Pin Dummy Protector Plug
- 1 4-Pin Dummy Protector Plug
- 1 Cable Strain Relief

Bidders Response \_\_\_\_\_

28. A TV cable reel assembly will be supplied with a minimum storage capacity for 1000' of 1/2" or 5/8" maximum diameter video transmission cable.

Bidders Response \_\_\_\_\_

29. The reel shall be chain driven and properly reinforced to withstand 200% of the maximum motor torque to insure trouble-free operation. The reel shall be powered by a variable speed electric motor and driven through a multi-gear ratio transmission.

Bidders Response \_\_\_\_\_

30. The transmission will have multiple speeds to limit the motor load during varying towing conditions. The reel shall be equipped with an automatic level wind assembly to evenly pay out or rewind the cable to prevent pile-ups, entanglements and burying.  
Bidders Response \_\_\_\_\_

31. The reel shall be built into a rugged frame designed for fixed mounting into a unit. The reel drum and level wind shall be open to view to allow for inspection during operation. **TV REEL SYSTEMS THAT ARE NOT CONTROLLED REMOTELY OR DO NOT HAVE A MULTI RATIO TRANSMISSION WILL NOT BE ACCEPTABLE.**  
Bidders Response \_\_\_\_\_

32. The reel shall be equipped with a continuous contact rotary slip ring assembly. The assembly will be equipped with a minimum of twelve (12) slip rings to conduct the necessary current and signals through the reel.  
Bidders Response \_\_\_\_\_

**33. SLIP RING ASSEMBLIES WITH LESS THAN TWELVE (12) RINGS WILL NOT BE ACCEPTABLE.**  
Bidders Response \_\_\_\_\_

34. The slip ring assembly shall be fully enclosed in a dust and weatherproof high strength aluminum housing.  
Bidders Response \_\_\_\_\_

**35. Systems equipped with the high maintenance copper slip ring assemblies shall not be considered acceptable.**  
Bidders Response \_\_\_\_\_

**36. Systems equipped with Mercury Slip Rings shall not be considered acceptable.**  
Bidders Response \_\_\_\_\_

37. The units shall be equipped with a distance counting meter designed to accurately measure cable travel in feet and tenths of feet.  
Bidders Response \_\_\_\_\_

38. The metering head shall be constructed of machined cast aluminum parts and shall include the necessary sheaves, wheels and guides.  
Bidders Response \_\_\_\_\_

39. The counter shall be equipped with a meter for use at the rear of the unit and an electronic counter, which is connected to the Data Display System at the operator's station.  
Bidders Response \_\_\_\_\_

40. A single combined controller shall be furnished to operate either the TV Cable Reel Motor or Power Winch Motor if supplied. It will be designed for mounting at the control console in an angular panel.  
Bidders Response \_\_\_\_\_

41. The controller shall be equipped with an ON/OFF switch, an ON indicator light, clutch control (forward/reverse switch) and speed control with built in automatic off positioning for safety when the operator releases the speed control.

Bidders Response \_\_\_\_\_

**42. CONTROLLERS THAT DO NOT INCLUDE A SAFETY OFF SWITCH WILL NOT BE ACCEPTABLE.**

Bidders Response \_\_\_\_\_

43. A gearshift selector and linkage shall be provided at the control console to operate the reel mounted transmission.

Bidders Response \_\_\_\_\_

44. The combination of the reel motor controller and transmission gearshift selector will maximize the efficiency of the television inspection operation and minimize the load on the reel and motor.

Bidders Response \_\_\_\_\_

45. A speed controller, gearshift selector and on/off switch shall be provided at the reel for local control during set up.

Bidders Response \_\_\_\_\_

46. A combined video and towing cable shall be furnished in a continuous length of 1000 feet (minimum) and shall consist of the following (minimum):

**Cable:** The cable shall consist of a coaxial core wrapped with a braided wire shield ground return. An additional braided wire shield shall encircle both the coax and ground return and shall act as a Faraday shield. **Cables with only a single braided wire shield acting as a ground return shall be deemed unacceptable.**

Bidders Response \_\_\_\_\_

A total of 10 separately insulated and color-coded 18/20 gage standard copper conductors shall be bundled and twisted in groups of 3 with one conductor remaining single.

Bidders Response \_\_\_\_\_

To prevent cable breakage when placed under load, all wire bundles, wires, and the coax shall twist in a serpentine pattern for the entire length of the cable so that all wires, including the coax, are the same total lengths. **Cables that have a 'center' coax, making it the shortest and therefore the most easily broken conductor, shall be deemed unacceptable.**

Bidders Response \_\_\_\_\_

The cable diameter shall be no greater than .450 inches and shall be able to withstand external pressures of up to 400 psi.

Bidders Response \_\_\_\_\_

**The cable weight shall not exceed 110 lbs. per 1000 feet.**

Bidders Response \_\_\_\_\_

**Cable Jacket:** The exterior of the cable shall consist of a minimum 1/16" thick abrasion resistant high-density nylon composite outer jacket embedded with Kevlar fibers to provide the cable with the required towing tensile strength.

Bidders Response \_\_\_\_\_

Shall provide a lower coefficient of friction to reduce drag and therefore increase its resistance to wear.

Bidders Response \_\_\_\_\_

**Cable Connection:** The end of the multi-conductor cable shall be equipped with a waterproof scotch cast splice to allow for the direct wiring of the female connectors.

Bidders Response \_\_\_\_\_

An adjustable strain relief shall be provided to transfer the cable towing strength from the cable to the camera skids or transporter.

Bidders Response \_\_\_\_\_

The termination shall consist of the necessary connectors and dummy plugs.

Bidders Response \_\_\_\_\_

47. One (1) Electric Motor Drive Television Cable Reel to include:

- 1 Power Level Wind & Multi-Ratio Manual Transmission
- 1 Footage Meter with Local Counter and Remote Electronic Counter
- 1 Transmission Control at Viewing Station
- 1 Local Reel Mount Electrical & Mechanical Control
- 1 Sealed Continuous Contact Collector Assembly
- 1 Controller Cable Reel/Power Winch Motor
- 1 Reel Wire Harness
- 1 PCU to Slipping Cable

Bidders Response \_\_\_\_\_

48. One (1) Self-Propelled Camera Transporter to include:

- 1 Transmission Coupling and weighted spacer set for 6" - 15" Pipe Sizes with Freewheel and Powered Reverse
- 1 Spare Parts Kit to include Additional Chain Links and Rubber Cleats
- 1 Stand Alone Transporter Controller w/Automatic Safety Off

Bidders Response \_\_\_\_\_

49. A self-propelled camera transporter shall be provided for inspecting pipelines ranging from 6" to 15" in diameter. The transporter assembly shall be designed with the ability to automatically position the camera and lighting system to the centerline of the pipe being inspected while providing protection from offsets and in-line obstructions.

Bidders Response \_\_\_\_\_

50. Each self-propelled camera transporter shall consist of the following:

**Transporter:** Shall include the following (minimum) equipment:

- Weighted Track Width Adjustment Bars
- Transporter Controller
- Spare Parts Kit, to include additional chain links

Dual Fastened, Rubber Cleat  
 Power Track Drive System designed to maximize traction in each pipe size.  
 Self-Propelled power forward, power reverse, and free wheel capabilities.  
 Self-cleaning, agricultural type, steel sprockets to prevent chain binding  
 Bidders Response \_\_\_\_\_

51. The Transporter shall have full, variable speed in power forward or power reverse modes.  
 Bidders Response \_\_\_\_\_

52. The Transporter shall be capable of inspecting pipes 6” – 15” in diameter with the weighted track width adjustment bars. The Weighted Track Width Adjustment Bars are shaft extenders & pipe adapters that must be provided to position the camera and lighting system to the centerline of the pipe being inspected. The Transporter weights shall increase for each pipe size as follows:

Pipe Size (Inches)	6”	8”	10”
12”	15”		
Weight w/Camera (Lbs)	40	42	46
50	52		
Weight w/o Camera (Lbs)	26	28	32
36	38		

Bidders Response \_\_\_\_\_

53. The transporter shall have speed and direction control capabilities from the control console.  
 Bidders Response \_\_\_\_\_

54. The drive motor for this transporter shall be specifically designed to meet the power requirements of the system, regardless of size of pipe being inspected and must be retrievable in the free wheel mode by the video cable reel to reduce the normal wear on the drive motor and drive train by 50%.  
 Bidders Response \_\_\_\_\_

55. When the transporter is being used with the pan and tilt optical zoom camera, it shall fit into a six (6) inch diameter relined pipe and will have the ability to operate in 6” or 8” diameter pipe with offsets. **All transporter / optical zoom camera combinations that are unable to operate in 6” diameter pipe will be deemed unacceptable.**  
 Bidders Response \_\_\_\_\_

56. The combined length of the transporter / optical zoom camera assembly shall not exceed 28” with the camera in the home position to allow the inspection and traversal of 6” diameter pipe. **Optical Zoom Camera / transporter assemblies exceeding 28” in length will be deemed unacceptable**  
 Bidders Response \_\_\_\_\_

57. **Transporter Controller:** Shall be controlled via a desk-mounted controller and shall include the following indications and controls:  
 Fused Output Power  
 “ON / OFF” Switch with Indicator  
 Fuse Socket  
 Amp Meter

Directional switch and speed control with automatic off.

Bidders Response \_\_\_\_\_

**58. Powered reverse only transporters, which have the potential of running over the cable termination during retrieval operation, thus requiring the operator to coordinate the speed of the transporter with the speed of the video cable reel, shall be deemed unacceptable. However, powered reverse shall be supplied to facilitate precise inspections and backing out of dropped manholes.**

Bidders Response \_\_\_\_\_

59. The Self Propelled Lateral Inspection / Pan and Tilt Mainline Inspection System shall be designed to operate in 6" – 30" mainline sewer pipes and lateral pipes 2" and larger in diameter. *The system shall be able to accomplish pan and tilt inspection of the mainlines and view the lateral services, and a second camera will be supplied to enter the lateral service from the mainline to inspect up a maximum of 80 ft. into the lateral. The multi-conductor system shall operate on 0'- 1000' cable utilizing dual cable reels only and shall have the ability to simultaneously display both mainline and lateral footage.*

Bidders Response \_\_\_\_\_

60. The Self-Propelled Lateral Inspection / Pan and Tilt Mainline Inspection system under this specification shall consist of the following:

Self propelled lateral launcher

Two (2) interchangeable color mini cameras, one for pan & tilt operations and one for lateral launching.

Camera lighting system – (1) integral light ring per camera – external auxiliary light ring provided for mainline pan and tilt mini / mainline camera

Camera centering ball

Controller for cameras and self propelled lateral launcher

Optional 50 ft. or 80 ft. push cable assembly

Reel with electric retrieve, automatic level wind, variable speed control, and clutch for lateral push cable / camera

All necessary interconnect cables

Bidders Response \_\_\_\_\_

61. The self propelled launcher carrier shall be a variable weight design and shall consist of the following (minimum):

**Weighted Adapters** Weighted adapters will be supplied to optically center the mainline pan and tilt camera in the pipe. ***Systems that do not use weighted adapters to optically center the mainline pan & tilt camera within the pipe will be deemed unacceptable.***

Bidders Response \_\_\_\_\_

62. The same weighted adapters will be used to increase traction and bottom clearance of the unit as pipe diameter increases. The weighted adapters shall be used to achieve variable weight per the configuration table below:

**PIPE ADAPTER CONFIGURATION TABLE**

DESCRIPTION	P/N	PIPE SIZES / QUANTITY				
		8"	10"	12"	15"	
Pipe Adapter, 3x Width	MC221	-	-	-	1	2
Pipe Adapter, 1x Width	MC222	1	3	5	5	1
Pipe Adapter, 1x Width, Brass	MC222B	1	1	1	1	1
Bidders Response _____						

**WEIGHT BREAKDOWN BY CONFIGURATION**

Pipe Size (Inches)	6"	8"	10"	12"	15"
Weight w/Camera (Lbs.)	65	67	71	75	77
Bidders Response _____					

63. One (1) Self Propelled Lateral Inspection / Evaluation System to include:
- 1 Mini Mainline Inspection Camera, 1.50" Maximum Diameter x 3.5" Maximum Length Color Camera With Light head, 200 Degree Optical Pan Angle, 270 Degree Optical Rotate Angle, Built In Light Ring With Solid State White LED Lighting
  - 1 Mini Fixed Orientation Color Camera, 1.50" Maximum Diameter x 3.5" Maximum Length, Built In Light Ring With Solid State White LED Lighting, built In Sonde Transmitter and Auto Upright
  - 1 Lateral Launcher Assembly With Rotation / Extend / Retract Camera Positioning
  - 1 Push Cable Drive Assembly – Installed In Lateral Launcher
  - 1 Self Propelled Launcher Robot With Freewheel, Forward, and Power Reverse
  - 1 Set of Weighted Adapters For Self Propelled Lateral Launcher Robot For 6" – 30" Pipe
  - 1 Optional 50 ft. or 80 ft. Push Cable Assembly
  - 1 Electric Reel with Automatic Level wind, Slip ring and Clutch for Powered Retrieve of Push Cable / Control System to Include Launcher / Self Propelled Robot Control with Extend / Retract, Left / Right Rotation, Camera Selection and Picture In Picture Selection / Cable Drive Speed
  - 1 Transporter Control With Forward, Freewheel, and Power Reverse / Variable Speed Control For Self Propelled Launcher Robot
  - Interconnect Cable for Launcher to Push Cable
  - 1 Interconnect Cable For Control System To Power Control Unit
  - 1 Set of Skids For Push / Inspection Camera
  - 1 Cable storage reel
- Bidders Response \_\_\_\_\_

64. A self propelled launching robot shall be furnished to propel the small diameter pipe push camera from inside the mainline pipe a minimum of 80 lineal feet up to the lateral. The Launcher shall consist of the following (*minimum*):

65. The launcher shall fit the shape of the pipe and perform the rotation, extend and retract camera-positioning functions.  
Bidders Response \_\_\_\_\_

66. The launcher will be provided with an optional 50' or 80' of combination push cable/TV cable with powered retrieve electric reel and the necessary connecting cables. The push cable will be provided with a stainless steel outer sheath to maximize cable protection upon impact with off set joints, protruding laterals, risers, pipe walls, debris, and roots. **Systems using push cable constructed with fiberglass push rod that is subject to wear and breakage will be deemed unacceptable.**  
Bidders Response \_\_\_\_\_

67. The reel shall include an automatic level wind designed to wrap the cable in layers around the spool evenly, therefore preventing the cable from overlapping in one area and possibly becoming entangled and/or clearing the flange. **Systems that operate without an automatic level wind cable handling system shall be deemed unacceptable.**  
Bidders Response \_\_\_\_\_

68. The launcher shall be able to fully function within a 6" diameter mainline sanitary sewer.  
Bidders Response \_\_\_\_\_

69. The self-propelled transportation platform for the launcher shall have forward, reverse and free wheel functions with a maximum speed of 60 feet per minute.  
Bidders Response \_\_\_\_\_

70. **When utilized in 8" diameter pipe, the Lateral & Mainline Probe shall not exceed the following dimensions: 6"W x 4.75"H x 36.5"L.**  
Bidders Response \_\_\_\_\_

71. The Self Propelled Lateral / Pan & Tilt Mainline Inspection System shall be designed to be compatible with an Inspector General to operate as a 'stand-alone system'. To perform all Self Propelled Lateral /Pan & Tilt Mainline functions as part of an Inspector General system, the following shall be supplied in addition to the fore mentioned equipment: Interconnect Box Assembly, Pro data Interconnect Cable, Reel Interconnect Cable Assembly, Interconnect Cable Assembly, Control/Control Panel Cable, 1000' IGGY/LAMP Cable with 12-pin end & 12/5/4 Cable Adapter.  
Bidders Response \_\_\_\_\_

72. The Self-Propelled Lateral Inspection System shall include two cameras. One small diameter Mini Mainline camera shall be provided to provide pan and tilt viewing of the mainline pipe and one to monitor the push camera operation.  
Bidders Response \_\_\_\_\_

73. The pan & tilt camera shall be mounted on the front of the Self Propelled Lateral Launcher, and the other camera shall attach to the 80 foot push cable designed to operate in 2" and greater house lateral pipes.  
Bidders Response \_\_\_\_\_

74. Self-Propelled Lateral Inspection Systems without pan and tilt mainline inspection capabilities shall be deemed unacceptable.

Bidders Response \_\_\_\_\_

75. Each Self-Propelled Lateral Inspection System Controller shall be furnished with a control system to include the following:

**Controller:** Shall be manufactured using ergonomic controls and indicators. Shall function as a stand-alone, desktop unit and shall include launcher/self propelled robot control with extend/retract, left/right rotation, camera selection, picture in picture selection, and cable drive speed.

Bidders Response \_\_\_\_\_

**76. This Mainline Pan & TILT AND LATERAL PUSH INSPECTION COLOR CAMERAS SHALL CONSIST OF THE FOLLOWING (MINIMUM):**

**Color Mini Camera (Lateral)** Shall be designed to operate through a maximum of 80 feet of combination push rod and TV cable shall be fixed to the insertion cable, and shall include a set of extensions for use in larger pipe.

Bidders Response \_\_\_\_\_

**Color Mini Camera (Pan & Tilt):** Shall have an optical visual range of 270 degrees rotate and 200 degrees pan. This color mini camera shall be fully capable of mainline inspection and viewing of lateral services accomplished by a one-pass inspection with or against the flow, and shall have the ability to monitor the insertion of the lateral inspection camera into the lateral service.

Bidders Response \_\_\_\_\_

**Both Cameras:** Shall be 'waterproofed' with the ability to operate in underwater conditions up to 5psi. Both cameras shall utilize white LED lighting and have variable light intensity. Both cameras shall be manufactured with solid state circuitry to withstand shocks and vibrations. Both cameras shall have fixed focus, fixed iris, and auto speed shutter, and shall be capable of providing greater than 450 lines of resolution.

Bidders Response \_\_\_\_\_

77. Both Cameras scanning capabilities shall be 525 lines, 60 fields, 30 frames and 2:1 interface. The power consumption shall be 175 mA at 15 volts DC, and both cameras must be of the interchangeable type with the minimum dimensions of 1.5" diameter x 3.5" length. The geometric distortion of the image shall not exceed 2%.

Bidders Response \_\_\_\_\_

**PiP Capability:** The camera/monitoring system shall be designed to allow for the live television picture of either the mainline or lateral camera for picture in picture display.

Bidders Response \_\_\_\_\_

78. One (1) Equipment Retrieval tool to include:

- 1 Retrieval Hook
- 3 Fiberglass poles

79. One (1) Installation of all equipment.

Bidders Response \_\_\_\_\_

80. Fulton County will deliver trailers to the Local Repair Center of the chosen supplier and pickup when completed.

Bidders Response \_\_\_\_\_

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