



FULTON COUNTY PURCHASING DEPARTMENT

REQUEST FOR QUOTE NUMBER: 08CR61721C

WILL BE RECEIVED UNTIL 2:00 P.M.

MAY 8, 2008

DESCRIPTION: High Voltage and Switchgear Maintenance (GENERAL SERVICES)

For quicker respond on-line at www.fultonvendorelfservice.com
Or via Fax at 404-893-1740

Fulton County Purchasing Department
Public Safety Building, Suite 1168
130 Peachtree Street, S.W.
Atlanta, Georgia 30303
(404) 730-5800

ANY QUESTIONS REGARDING PURCHASING PROCEDURES OR THE SPECIFICATIONS SHOULD BE ADDRESSED ONLY TO THE PURCHASING CONTACT PERSON LISTED BELOW. BIDDERS MAY NOT HAVE CONTACT WITH COUNTY OFFICERS, ELECTED OFFICIALS OR COUNTY EMPLOYEES REGARDING THIS BID PRIOR TO AWARD OF PURCHASE ORDER. VIOLATION OF THIS INSTRUCTION WILL RESULT IN YOUR BID BEING FOUND NON-RESPONSIVE.

CONTACT NAME:
CYNTHIA RICHARDSON

E-Mail Address :
cynthia.richardson@fultoncountyga.gov

Telephone Number:
404-730-6959

All information requested on this sheet must be completed. The signature block and related information on each quote sheet must also be completed. Unless specifications indicate "NO SUBSTITUTE", items determined by Fulton County to be "EQUAL OR BETTER" will be given full consideration. All prices QUOTED must be "FOB DELIVERED" unless otherwise requested, and must be submitted in the format requested. The County reserves the right to cancel the solicitation and to reject any or all quotes in whole or in part and is not bound to accept any quote if rejection of that quote is determined to be contrary to the best interest of the County.

Company Name:

Company Address:

City

State

Zip Code

Telephone Number:

Fax Number:

E-Mail Address:

RESPONSES MUST BE DELIVERED TO THE PURCHASING OFFICE BY THE DATE INDICATED.

Person submitting QUOTE: (Please Print)

Date

Title

*Signature of the person submitting QUOTE:

*This person has binding authority to sign contracts on behalf of the responding company. By signing this form and all attachments, vendor agrees that their quote is an offer to sell. All bidders shall comply with all Fulton County purchasing laws, policies, and procedures, as well as relevant state and federal laws— including compliance with EEOC hiring guidelines and requirements under the Americans with Disabilities Act.

NO BID:

REASON: _____

**REQUEST FOR QUOTE
GENERAL TERMS AND CONDITIONS**

The following provisions are hereby made a part of this Request for Quote. Any contract or purchase order awarded as the result of this request shall be governed by these General Terms and Conditions. By signature in the space provided for vendor in these documents, vendor agrees to furnish the product(s) and/or service(s) pursuant to these conditions. The signed form must be submitted with your bid. Failure to do so may result in your bid being found non-responsive.

1. **GENERAL.** These provisions are standard for all County contracts. The County may delete or modify any of these standard provisions for a particular contract or purchase order by indicating a change in the special instructions or provisions. **Any vendor accepting a purchase order award as the result of this request agrees that the provisions included within this Request for Quote shall prevail over any conflicting provision within any standard form contract of the vendor.**
2. **SUBMISSION OF RESPONSES.** Responses may be submitted for quotes on the Vendor Self Service system at www.fultonvendorselfservice.co.ga.us, fax, or in person. Responses must be delivered to the Purchasing Office by the date indicated on the Request for Quote cover sheet. Quotes will be received until 2:00 p.m. on the date indicated. Quotes should be submitted on the forms provided by the County. Quotes must be signed by an authorized employee, if submitting a hardcopy.
3. **AMENDMENTS TO THE REQUEST FOR QUOTE.** Any amendment to pricing is valid only if in writing and issued by the County.
4. **NO BID.** Persons desiring not to submit a quote should return the acknowledgement marking it "No-Bid", not later than the stated submittal deadline.
5. **NON-COLLUSION.** Bidder certifies that this bid is made without prior understanding, agreement or connection with any other 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. Bidder further understands collusive bidding is a violation of state and federal law and can result in fines, prison sentences and civil damage awards. Bidder agrees to abide by all conditions of this bid and certifies that person signing is authorized to sign this bid or proposal for the bidder.
6. **CONFLICT OF INTEREST.** Vendor states that no County officer or employee, nor any business entity in which they have an interest: a) Has an interest in the contract awarded; b) Has been employed or retained to solicit or aid in the procuring of the resulting contract; c) Will be employed in the performance of such contract without immediate disclosure of such fact to the County.
7. **BASIS OF AWARD.** The County shall award to the overall lowest responsible and responsive vendor complying with the provisions of the Request for Quote. The following criteria may be considered by the County in selecting the most advantageous quote: a) Ability to perform the service required within the specified time; b) Conformance to specification; c) The quality of performance in previous contracts; d) Financial ability to perform the contract; e) Item pricing; f) vendor references. The County reserves the right to cancel the solicitation and to reject any or all quotes in whole or in part and is not bound to accept any quote if rejection of that quote is determined to be contrary to the best interest of the County.
8. **SAMPLES.** Samples of items when required, must be furnished free of expense to the County and upon request, be returned to the Vendor at the Vendor's expense. Samples of selected items may be retained for comparison purposes.
9. **BRAND NAME SPECIFICATIONS AND APPROVED EQUIVALENTS.** Unless otherwise specified, manufacturer's names, trade names, brand names, information and/or catalog numbers listed in the specifications are intended only to identify the quality and characteristics desired. They are not intended to limit competition. The Vendor may offer any equivalent product which meets or exceeds the specifications. If quotations are based on equivalent products, the quote must: a) Indicate the alternate manufacturer's name and catalog number; b) Include complete descriptive literature and/or specifications; c) Include proof that the proposed equivalent will meet the specifications. The County reserves the right to be the sole judge of what is equal and acceptable to meet its needs in all respects. If Bidder fails to name a substitute, goods identical to the published standard must be furnished.
10. **INDEMNIFICATION.** Contractor/Vendor hereby agrees to release, indemnify, defend and hold harmless the County, it's 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 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, of the performance, or nonperformance, of its obligations under this agreements.

11. **TAXES.** Fulton County is exempt from the State of Georgia sales tax and exemption certificate will be furnished upon request.
12. **DELIVERY.** All prices must be FOB Destination, unloaded inside and assembled unless otherwise indicated.
13. **RIGHTS AND REMEDIES OF COUNTY FOR DEFAULT.** If any item furnished by the Vendor fails to conform to specifications, or to the sample submitted by the Vendor, the County may reject it. Upon rejection, the Vendor must promptly reclaim and remove such item without expense to the County, and shall immediately replace all such rejected items with others conforming to such specification and samples. If the Vendor fails to do so, the County has the right to purchase in the open market a corresponding quantity of any such items and to deduct from any monies due the Vendor the difference between the prices named in the purchase order and the actual cost to the County. If the Vendor fails to make prompt delivery of any item, the County has the right to purchase such item in the open market and to deduct from any monies due the Vendor the difference between the prices named in the purchase order and the actual replacement cost to the County. The rights and remedies of the County identified above are in addition to any other rights and remedies provided by law or under the purchase order.
14. **INVOICES AND PAYMENT TERMS.** Invoices are to be mailed to the County department specified on the resulting purchase order or master agreement. All invoices must include the purchase order number or master agreement number. Failure to comply may result in delayed payments. The County payment terms are Net 30 days unless a cash discount is allowed for payment within not less than twenty (20) days. The payment term shall begin on the date the merchandise is inspected, delivered and accepted by the County and the correct invoice is received in the office specified on the purchase order.
15. **LEGAL REQUIREMENTS.** Federal, State, County and local ordinances, rules and regulations, and policies shall govern development, submittal and evaluation of quote and disputes about quotes. Lack of knowledge by any Vendor about applicable law is not a defense.
16. **ASSIGNMENT.** Any purchase order awarded shall not be assignable by the Vendor without the express written approval of the County, and shall not become an asset in any bankruptcy, receivership or guardianship proceedings.
17. **REJECTION OF BID.** Bids may be considered irregular and may be rejected if they show omissions, alternations of form, additions not called for, conditions, limitations, unauthorized alternate bids or other irregularities of any kind. The County reserves the right to waive minor technicalities or irregularities of bid.
18. **TERMINATION.** In the event any of the provisions of the purchase order are violated, the County may serve written notice of its intention to terminate the purchase order. Such notice will state the reason(s) for such intention, and unless within ten (10) days after serving notice upon the contractor, such violation has ceased and satisfactory arrangements for correction made, the purchase order shall, upon expiration of ten (10) days, be terminated. Further, the County reserves the right to terminate for its convenience any purchase order in whole or in part upon giving thirty (30) days prior written notice to the other party.
19. **DEBARMENT.** If a Bidder is presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency which prohibits your firm from participating in any procurement, the Bidder must provide the County with that information as part of its response to this solicitation. Failure to fully and truthfully provide the information required, may result in the disqualification of your bid from consideration or termination of the purchase order, once awarded.
20. **RIGHT TO PROTEST.** Any actual or prospective Bidder who is aggrieved in connection with a solicitation or award of a contract/purchase order must submit its protest in writing to the Director of Purchasing, 130 Peachtree St. S.W., Suite 1168, Atlanta, GA 30303. A protest must be submitted to the Director of Purchasing in writing within 14 days after such aggrieved entity knows or should have known of the solicitation, the award of contract/purchase order to another or other acts giving rise to a protest. An oral protest or a protest to an official, employee, user department, or other person apart from the Director of

Purchasing does not comply with Fulton County Code Section 2-324 and does not toll the protest time period.

SIGNATURE BELOW IS THAT OF A PERSON AUTHORIZED TO SIGN CONTRACTS FOR THE QUOTING COMPANY WHO HAS READ, UNDERSTANDS, AND AGREES TO COMPLY WITH THE ABOVE GENERAL TERMS AND CONDITIONS.

COMPANY: _____ **SIGNATURE:** _____

NAME: _____ **TITLE:** _____ **DATE:** _____

THIS SIGNED FORM MUST BE SUBMITTED WITH YOUR BID. FAILURE TO DO SO MAY RESULT IN YOUR BID BEING FOUND NON-RESPONSIVE.

REQUEST FOR QUOTE SPECIFICATIONS

Quote Number: 08CR61721C

Opening Date: May 8, 2008

**HIGH VOLTAGE AND SWITCHGEAR MAINTENANCE
General Services Department**

1. DESCRIPTION

The Fulton County Purchasing Department is soliciting quotes from qualified vendors to provide **High Voltage and Switchgear Maintenance Services** for the General Services Department for a period of twelve (12) consecutive months beginning date of award.

2. CONTACT PERSON

Please contact Cynthia Richardson, Procurement Officer at 404-730-6959 or by e-mail at cynthia.richardson@fultoncountyga.gov, with any procedural or technical questions. All questions should be submitted in writing to the Purchasing contact person. Any responses made by the County will be provided in writing to all Bidders by addendum. No verbal responses shall be authoritative.

You must be registered in the County's AMS System in order for the Department of Purchasing & Contract Compliance to issue your company a Purchase Order or to receive payments. If you are not a registered vendor you may access and complete the vendor application via the County's Vendor Registration website (www.fultonvendorelfservice.co.fulton.ga.us). You must provide a copy of your current Business License in order to complete the vendor registration process.

If your company is a registered vendor, you can respond to all quotes online and in real time on this website.

3. PRODUCT/SERVICE SPECIFICATIONS

3.1 SCOPE OF WORK

The successful vendor is to furnish all parts, labor, equipment, transportation and material necessary to repair and replace High Voltage Switch Gears, Transformers, Bus Ducts and Electrical Panels rated from 440 Volts up to 5,000 volts and 2,800 amps.

The scope work includes, but is not limited to the following type of work:

- 3.1.1 Preventive Maintenance and testing of high voltage circuit breakers and Motor Control Centers
- 3.1.2 Trouble shooting and repair of high voltage switchgear, including 4160 Vacuum Circuit (starter) breakers associated with Chillers in the Justice Tower and Automatic Transfer Switches associated with Stand-by Generators of rated voltage 440 Volts or more

FIRM NAME _____

SIGNATURE _____

- 3.1.3 Repair/Replacement of breakers of rating 440 volts and more, up to 4160 volts
- 3.1.4 Testing and calibration of relays associated with switchgear and starting circuits.

Work is to be performed within Fulton County to include on-site repairs whenever necessary during the currency of the contract.

All materials/supplies/services/parts requested by Fulton County must be of the highest quality and must conform to any related state, municipal or federal standard and be consistent with standard industrial

Quotes are required in the following category of works:

- Category A - Maintenance & Repair
- Category B - Testing Services
- Category C - Parts

Contractor shall not assign in whole or in part its interest in, rights to, or obligations under this contract to a third party without prior written consent of Fulton County.

3.2 WORKING HOURS

Any contract emanating from this invitation to bid is to provide services twenty-four (24) hours a day, seven (7) days a week. For contract purposes, normal working hours will be from 7:00 A.M. through 6:00 P.M., Monday through Friday, excluding Fulton County holidays. The bidder is required to respond to all Emergency calls within one (1) hour of notification. Failure to respond within the one (1) hour time period will not be a basis for overtime payment.

3.3 WARRANTY CLAUSE

The successful vendor will be responsible for providing a warranty on all parts and labor for a minimum period of ninety (90) days from the completion of the service. In the case of parts, if the manufacturer's standard warranty period is greater than ninety (90) days, the manufacturer's warranty period will prevail. Any additional repairs required within this ninety (90) day period will be at the expense of the vendor. Parts will be replaced during warranty period, at no additional cost to Fulton County.

3.4 TECHNICAL REPORTS

The vendor is required to submit a technical report on all service calls within five (5) days of completion. The report must contain the following information:

- 3.4.1 Start time & completion time.
- 3.4.2 Date service was performed.
- 3.4.3 Location of service.
- 3.4.4 Person requesting the service.
- 3.4.5 Itemized parts list.
- 3.4.6 Type of equipment repaired (make, model #, serial #).
- 3.4.7. A description of the work performed.

- 3.4.8. Classification of the call (i.e., emergency/urgent or routine).
- 3.4.9 Signed service call sheet.

3.5 VENDOR QUALIFICATIONS

- 3.5.1. The contractor shall employ licensed and certified electricians only. The electrician shall be certified to work as a journeyman at the time of service.
- 3.5.2 The electrician employed shall have full knowledge of NEC 2005 and subsequent revisions.
- 3.5.3 Vendor must have at least three (3) years experience in testing and repair of medium voltage and high voltage switchgear. Submit documents to support your experience.

3.6 DELIVERY

Delivery requirements will be determined by the individual Zonal Managers; however, the successful vendor must be capable of responding to all calls within one (1) hour. The successful vendor is required to maintain a point of contact for service twenty-four (24) hours per day, seven (7) days per week including Fulton County holidays. Failure to adhere to this paragraph can be grounds for termination of the contract. The successful vendor must respond to requests in accordance with the following criteria:

- A. Emergency requests: Services and/or parts must be provided within one (1) hour.
- B. Routine requests: Services and/or parts must be provided within three (3) days.

Service rates will be charged for emergency/urgent and routine requests according to the basic rates quoted. Parts will be billed as indicated on the manufacturer's price list with the discount rates applied as bid.

Prices quoted for supply of spare parts shall be inclusive of all freight charges pre-paid for delivery at:

Government Center Loading Dock	or	General Services Department
141 Pryor St.		Inventory Control
Atlanta, Ga. 30303		3923 Aviation Circle, Bldg C
		Atlanta, GA 30336

3.7 PRICE LISTS

The successful vendor agrees to supply three (3) complete sets of price lists containing, as a minimum, the items listed in Group C, parts. This list will be utilized to determine the cost of parts being offered to Fulton County. The price list must be submitted within ten (10) days of notice to award. Discount rates will be applied as indicated in the quote documents; however:

- A. Prices are subject to adjustment according to manufacturers' superseding published price list(s) and supplements.
- B. Such changes must be requested and must be proved by manufacturers' printed price list received by Fulton County General Services Department ten (10) business

days prior to the effective date shown on the price list.

- C. Such changes will be effective on the date shown on the price list. If the successful vendor fails to submit the revised price list in accordance with the above, prices will become effective on the date of approval by Fulton County.
- D. If during this contract, the parties cannot mutually agree on the extent of any change in the price lists, Fulton County reserves the right to terminate the contract without prejudice.

The vendor must indicate the price and product description column being used on price list(s). Photocopies of manufacturers' price lists and/or computer printouts must be clear and legible. Blurred copies and distributor inventory price lists are not acceptable. Pencil, typewritten, or pen and ink changes in price lists will not be acceptable. Failure to supply price lists within ten (10) days after a quote award will be cause for an immediate end of the award and appointment of the next lowest responsible vendor.

4. SPECIAL CONDITIONS/INSTRUCTIONS

4.1 AWARD

Award(s) will be made to the lowest, most responsive and responsible quote(s). Fulton County will consider the following criteria, in determining the lowest and most responsive quote.

- A. Average of labor charges quoted for items in Category A and Category B in the Price Sheet.
- B. Average of discount offered for items in Category C in the Price Sheet.
- C. Vendor's qualifications as required in Product/Service Specification Section, Scope of Work 3.5.
- D. Vendor's experience as required in Product/Service Specification Section, Scope of Work 3.5.

To determine the most responsible vendor Fulton County will also consider the following information that the vendors are required to furnish along with their quote.

- E. Ability of the vendor to meet delivery schedules as required in Section 3.6.
- F. Any other criteria that will materially affect the critical need of receiving products as/when needed.

4.2 INVOICES

Invoices submitted shall contain the information required in the technical report (paragraph 3.4).

Invoices will be sent to the requesting zone address below to expedite payment of invoices.

(A) CENTRAL ZONE
General Services Department
Central Zone Maintenance
Fulton County Justice Center Building
160 Pryor Street, Suite B-4
Atlanta, Ga. 30303

(B) NORTH ZONE
General Services Department
North Zone Maintenance
3929 Aviation Blvd., Bldg. B.
Atlanta, Ga. 30336

(C) SOUTH ZONE
General Services Department
South Zone Maintenance
5590 Stonewall Tell Road
College Park, Georgia 30349

5. INSURANCE REQUIREMENTS (SEE BELOW)

6. PRICING SHEET

Price quoted shall be all inclusive of all charges. Charges like freight, delivery, taxes etc are not to be shown as separate line items in the invoice. Fulton County will not recognize any charges in the invoice not quoted below.

CATEGORY - A

MAINTENANCE & REPAIR: LABOR CHARGES

	<u>Description</u>	<u>Labor rates per hr.</u>
1.	Automatic transfer switch maintenance & repair.	\$ _____
2.	Circuit breaker modifications.	\$ _____
3.	Switch gear overhaul up to 5,000 volts.	\$ _____
4.	Motor control centers maintenance	\$ _____
5.	Transformer maintenance including on-site testing, leak repair, oil filtering, oil analysis, oil sampling, cleaning and painting, ratio testing, and power factor testing.	\$ _____

6. Vendor's standard hourly rate for services not covered in 1 - 6 above. \$ _____

CATEGORY B

TESTING SERVICES

	<u>Description</u>	<u>Price per hr.</u>
7.	Circuit breaker testing using current injection faults up to 60,000 amps.	\$ _____
8.	Protective relay testing and metering using resistive loading to assure accurate calibration.	\$ _____
9.	Thermographic surveys.	\$ _____

CATEGORY C

PARTS

The vendor agrees to supply the following parts at the discounted rates listed. The discounted rate will be applied to the manufacturer's price list submitted by the vendor to determine the price for parts.

Please quote a price multiplier instead of percent discount.

Example: If the discount offered is 10% then the price multiplier will be 0.90

	Description	Price multiplier
10.	Automatic transfer switches	_____
11.	Circuit breakers	_____
12.	Switch gears	_____
13.	Motor controls	_____
14.	Transformers	_____
15.	Panel boxes	_____

Indicate manufacturer/brands quote: _____

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 communications 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 final contract award by the authorized and permitted by the terms and conditions of this solicitation.

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 Cynthia Richardson at 404-730-6959.

Any violation of this prohibition of the initiation or continuation of verbal or written communication 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 not responsive and same shall not thereafter be considered for award.

REMARKS AND EXCEPTIONS TO SPECIFICATIONS:

Vendor shall provide in the space below any additional remarks to be considered and/or a complete description of all exceptions to the terms, conditions, and specifications contained in this Request for Quote or else hereby agree to meet all requirements of the terms, conditions, and specifications. If additional space is needed, enter "See attached statement" (or words to that effect) and attach a complete statement on company letterhead.

SIGNATURE BELOW IS THAT OF A PERSON AUTHORIZED TO SIGN CONTRACTS FOR THE QUOTING COMPANY WHO HAS READ, UNDERSTANDS, AND AGREES TO COMPLY WITH THE ABOVE GENERAL TERMS AND CONDITIONS.

COMPANY: _____ SIGNATURE: _____
NAME: _____ TITLE: _____ DATE: _____

INSURANCE & RISK MANAGEMENT PROVISIONS

Insurance and Risk Management Provisions General (NOC)

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 Name and Description must appear on the Certificate of Insurance).
- A combination of specific policies written with an umbrella policy covering liabilities in excess of the required limits is acceptable to achieve the applicable insurance coverage levels.

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	\$1,000,000.
Employer's Liability Insurance	BY DISEASE - POLICY LIMIT	\$1,000,000.
(Aggregate)	BY DISEASE - EACH EMPLOYEE	\$1,000,000.

**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

To include Designated Per Project/Location Endorsement #CG2503/CG2504

Products\Completed Operation	Aggregate Limit	-	\$1,000,000
Personal and Advertising Injury	Limits	-	\$1,000,000
Fire Damage	Limits	-	\$100,000

3. **BUSINESS AUTOMOBILE LIABILITY INSURANCE**
Combined Single Limits Each Occurrence - \$1,000,000
(Including operation of non-owned, owned, and hired automobiles)

4. **UMBRELLA LIABILITY**
(In excess of Auto, GL and Employers Liability) Each Occurrence - \$2,000,000

5. **FIDELITY BOND and CRIME**
(Employee Dishonesty - Theft) Each Occurrence - \$100,000
Above to include 3rd Party Coverage

Certificates of Insurance

Certificates shall state that the policy or policies shall not expire, be cancelled or altered without at least sixty (60) 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. The General Liability Additional Insured language should apply to on-going and completed-operations, using ISO form CG 2010 (11/85 version) or equivalent.

The Contractor agrees to name the Owner and all other parties required of the Contractor/Vendor shall be included as insureds on the CGL, using ISO Additional Insured Endorsement forms CG 2010 11/85 or its equivalent coverage to the additional insureds. This insurance for the additional insureds shall be as broad as the coverage provided for the named insured Subcontractor. It shall apply as Primary Insurance before any other insurance or self-insurance, including any deductible, non-contributory, and Waiver of Subrogation provided to the Additional Insureds.

Additional Insured under the General Liability, Auto Liability, Umbrella Policies (with exception of Workers Compensation and Professional Liability), with no Cross Suits exclusion.

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 should be sent to Fulton County Government and must identify the "Certificate Holder" as follows:

Fulton County Government –Department of Purchasing & Contract Compliance
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: _____