



DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

REQUEST FOR QUOTE NUMBER:  
WILL BE RECEIVED UNTIL

08CT62015YA  
05/28/08 at 2:00 p.m. EST.

**DESCRIPTION: Janitorial Equipment Repair Services**

( General Services Department ) **\*\*\* (This quote is accessible through Fulton County website.)\*\*\***

Return to:  
FAX QUOTES ARE \* ACCEPTABLE  
[Direct Fx# \(404\) 893-1727](tel:4048931727)  
(404) 893-6587 OR  
(404) 893-6588

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: Carolyn Towns	E-Mail Address : Carolyn.Towns@fultoncountygga.gov.	Telephone Number: (404) 730 4208
--------------------------------	--	-------------------------------------

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:

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 SPECIFICATIONS**  
**Quote Number: 08CT62015YA**  
**Opening Date: May 28, 2008 @ 2:00p.m. EST.**

**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.fultonvendorelfselfservice.co.ga.us](http://www.fultonvendorelfselfservice.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

**REQUEST FOR QUOTE SPECIFICATIONS**  
**Quote Number: 08CT62015YA**  
**Opening Date: May 28, 2008 @ 2:00p.m. EST.**

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, it's directors, officers, employees, subcontractors, successors, assigns or agents, or otherwise in connection with it's acceptance, of the performance, or nonperformance, of it's 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

**REQUEST FOR QUOTE SPECIFICATIONS**  
**Quote Number: 08CT62015YA**  
**Opening Date: May 28, 2008 @ 2:00p.m. EST.**

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: 08CT62015YA**  
**Opening Date: May 28, 2008 @ 2:00p.m. EST.**

**Janitorial Equipment Repair Services**  
**General Services Department**

**1. DESCRIPTION**

The Fulton County Department of Purchasing & Contract Compliance is soliciting quotes from qualified vendors to provide **Janitorial Equipment Repair Services** for the General Services Department.

**2. CONTACT PERSON**

Please contact Carolyn Towns at (404) 730-4208 or by e-mail [Carolyn.Towns@fultoncounty.ga.gov](mailto:Carolyn.Towns@fultoncounty.ga.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](http://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 on line and in real time on this website.

**3. PRODUCT/SERVICE SPECIFICATIONS**

**SCOPE OF WORK**

Provide shop repair on janitorial equipment owned by Fulton County. Work will be provided on an "as needed, when needed, if needed" basis and shall include, but is not limited to, the following: picking up unserviceable equipment from a designated location, providing estimates of repair prior to performing repairs, furnishing all parts and labor necessary to make repairs, testing equipment after repair to ensure proper operation, and returning repaired equipment to the pick-up point.

The services provided shall be, unless otherwise stated in the contract, in accordance with the methods and procedures of the original manufacturer's operations, maintenance and repair manuals, and shall conform to the industry's

**REQUEST FOR QUOTE SPECIFICATIONS**  
**Quote Number: 08CT62015YA**  
**Opening Date: May 28, 2008 @ 2:00p.m. EST.**

highest standards. All vendors are required to be authorized vendors regularly engaged in the application of the type services for which the vendor is submitting a quote response.

**4. PRICING SHEETS**

**Cost**

1. Shop Labor Rate: \$ \_\_\_\_\_/Hour
2. Pick-Up/Deliver: \$ \_\_\_\_\_/Round Trip
3. Percentage Discount on repair parts: \_\_\_\_\_%
4. Inspect current equipment on-site @ \_\_\_\_\_/Hour (if any cost)  
125 Willis Mill Road, SW, Atlanta, GA  
30311, determine serviceability and  
recommend replacement, repair or  
continue to use "as is"

\* Pickup @ 125 Willis Mill Road, SW, Atlanta, GA 30311

**5. SPECIAL CONDITIONS/INSTRUCTIONS**

Supplies, services and parts provided to Fulton County must be of the highest quality and must conform to any related state, municipal or federal standard and be consistent with top quality commercial practices. Only new parts will be used to repair County equipment submitted for repair under provisions of this solicitation.

**INVENTORY**

The vendor must certify below that he has a full inventory of parts and services required within a facility within a fifty (50) mile radius of the Fulton County Government Center, 141 Pryor Street, Atlanta, GA. 30303. Fulton County reserves the right to reject any vendor failing to meet these requirements.

Services Available within 50 mile radius: Yes \_\_\_\_\_ No \_\_\_\_\_

Location of Vendor's Facility: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**REQUEST FOR QUOTE SPECIFICATIONS**  
**Quote Number: 08CT62015YA**  
**Opening Date: May 28, 2008 @ 2:00p.m. EST.**

**DELIVERY**

The vendor must be capable of acknowledging all service calls within two (2) hours. The vendor must respond to request in accordance with the following criteria:

- A. Urgent Requests: Service and/or parts must be provided within twenty-four (24) hours.
- B. Routine Requests: Service and/or parts must be provided within seven (7) days.

Failure to adhere to this delivery schedule can be grounds for termination of services.

Service rates will be charged according to the basic hourly rates quoted. Parts will be billed as indicated on the vendor's price list for parts with the percentage discount applied as quoted. Prices will include all transportation charges fully prepaid to the Fulton County location specified under this RFQ.

**WORKING HOURS**

This contract is to provide services on an "as needed, when needed" basis. For the purpose of this contract normal working hours will be from 8:00 a.m. through 4:30 p.m., Monday through Friday, excluding Fulton County holidays. Overtime will not be paid for shop work unless specifically authorized in writing in advance of the work being done. The vendor is required to acknowledge a notification call within two (2) hours in order to make arrangements for services. Failure to respond within the two hour time period will not be basis for overtime payment.

**AUTHORIZATION TO PLACE CALLS**

The following is a list of personnel authorized to place calls against this contract and approve overtime. Failure to receive proper authorization prior to providing the service and/or parts can be grounds for nonpayment of the invoice.

Name	Phone
Verney Clarke Building Services Manager (Contract Administrator)	(404) 613-0850
Robert Jessup Area Manager Operations Support Service	(404)613-0851

**REQUEST FOR QUOTE SPECIFICATIONS**  
**Quote Number: 08CT62015YA**  
**Opening Date: May 28, 2008 @ 2:00p.m. EST.**

**MAXIMUM REPAIR ALLOWANCE:**

The successful vendor is responsible for submitting an estimate prior to performing any repairs. This estimate shall include an estimated cost for repair and also the estimated cost of replacing the item. The successful vendor must identify any item where the cost of repair is equal to or greater than seventy-five percent (75%) of the price of a new item. Failure to adhere to the requirements of this paragraph may be grounds for the termination of the contract.

**REFERENCES:**

The vendor is required to provide three (3) commercial or government references who can verify the vendor's capability to perform the services requested in this solicitation. At least one of the references must be from a customer currently being serviced and the remaining two (2) should be from customers serviced within the past three (3) years. Provide company name and address and contact person's name and telephone number for each reference (i.e., Cobb County Government, 2222 Northside Parkway, Marietta, Jim Thomas, 404-123-4567). Inability to contact reference due to faulty information will cause reference to be disregarded and may lead to vendor being declared non-responsive

**AWARD:**

The County may award in whole or in part to one or more vendor or reject all quotes and/or waive any technicalities if it is in the best interest of the County to do so. The award will be to the lowest "responsive and responsible" vendor. Period of award will be twelve (12) consecutive months from date of award.

**INVOICING:**

Original invoices should be sent to the address below for payment:

General Services Department  
Attn: Verney Clarke  
125 Willis Mill Road, S.W.  
Atlanta, GA 30311

Invoice submitted must include, as a minimum, the Fulton County Purchase Order number, item description(s), quantities, unit pricing, and net prices. Invoices will be returned unpaid to the vendor when one of the following conditions exists:

**REQUEST FOR QUOTE SPECIFICATIONS**  
**Quote Number: 08CT62015YA**  
**Opening Date: May 28, 2008 @ 2:00p.m. EST.**

- A. Invoices containing charges for items not referenced on the original quote schedule (i.e. trip charges, restocking fees, handling fees, mileage, taxes, etc.).
- B. Invoices do not contain all the minimum required information.
- C. The pricing on the invoice does not correspond to the quote price.

The vendor agrees to observe Fulton County's goal of paying all valid invoices within thirty (30) days of receipt by the General Services Department.

Fulton County shall make payment to Contractor by U.S. Mail approximately thirty (30) days after the receipt of a proper invoice by the Fulton County General Services Department. Parties hereto expressly agree that the above contract term shall supersede the rates of interest, payment periods, and contract and sub-contract terms provided for under the Georgia Prompt Pay Act, O.C.G.A. 13-11-1etseq, pursuant 13-11-7(b), and the rates of interest, payment periods, and contract and sub-contract terms provided for under the Prompt Pay Act shall have no application to this contract; parties further agree that Fulton County shall not be liable for any interest or penalty arising from late payments

**INSPECTION AND ACCEPTANCE:**

All work (which term includes but is not restricted to materials, workmanship) shall be subject to inspection by Fulton County at any reasonable time and place prior to acceptance. Any such inspection is for the sole benefit of Fulton County and shall not relieve the contractor of the responsibility of providing quality control measures to assure the work strictly complies with the contract requirements. No inspection by Fulton County shall be construed as constituting or implying acceptance. Inspection shall not relieve the contractor of responsibility for damage to or loss of property, material, etc., prior to final acceptance of services completed.

The contractor shall without charge, replace any material or correct any workmanship found by Fulton County not to conform to the contract requirements unless in the public interest, Fulton County consents to accept such material or workmanship with an appropriate adjustment in contract price. The contractor shall promptly segregate and remove rejected material from the premises at the contractor's expense.

If the contractor does not promptly replace rejected material or correct objected workmanship, Fulton County may, by contract or otherwise, replace such material or correct such workmanship and charge the cost thereof to the contractor.

Unless otherwise provided in this contract, acceptance by Fulton County Government shall be made as promptly as practicable after completion and inspection of all work required by this contract or that portion of the work that Fulton County determines can be accepted separately.

**REQUEST FOR QUOTE SPECIFICATIONS**  
**Quote Number: 08CT62015YA**  
**Opening Date: May 28, 2008 @ 2:00p.m. EST.**

**FINAL ACCEPTANCE:**

The Contract Administrator or his designated representative will make a determination that the work of the contractor is complete and acceptable in accordance with the provisions of the contract documents. In the event that the final inspection reveals deficiencies in meeting the contract requirements, the contractor shall complete all remaining items of work expeditiously, and make adjustments found to be necessary. Upon receipt of written notice from the contractor that the work is complete and ready for re-inspection, the Contract Administrator or his designated representative will make a final inspection.

**QUOTE EVALUATION**

Fulton County will consider the following criteria, where applicable, in determining the successful vendor for award:

- A. Cost of Labor
- B. Transportation charges
- C. Item pricing/percentage discount
- D. Documentation from equipment manufacturer attesting to vendor's qualifications must be included when responding to this submittal. Documentation may include, but is not limited to, certification by equipment manufacturer to service manufacturer's equipment or training certificates for vendor's staff demonstrating that they have been trained to repair manufacturer's equipment
- E. References, including service previously provided to Fulton County
- F. Compliance with all other terms and conditions required in specification.

**EQUIPMENT IN USE**

This section contains a list of equipment currently owned by the County which would be repaired under any contract emanating from this RFQ. This list is not all inclusive and is to be used to facilitate the quote process. Fulton County reserves the right to add or subtract from this listing at any time.

<u>Equipment</u>	<u>Model Number</u>
Kent Vacuum	KC-120K
Kent Wet VAC	KT-15
Sanitaire VAC	SC 450
Pullman Holt Buffer	GB 1500F
Clark Buffer	C-1800

**REQUEST FOR QUOTE SPECIFICATIONS**  
**Quote Number: 08CT62015YA**  
**Opening Date: May 28, 2008 @ 2:00p.m. EST.**

Eureka Commercial	OK
RX Express Carpet Cleaner	NA
Kent High Speed Buffer	KF-1500 SL
Pullman Holt High	F6-1007
Hoover Double Vacuum	C1119-C80
Kent Duravac	WD-16

Vendor certifies that vendor is capable of and qualified to make repairs on the equipment listed above: Yes \_\_\_\_\_ (Documentation attached) No \_\_\_\_\_

**REQUEST FOR QUOTE SPECIFICATIONS**  
**Quote Number: 08CT62015YA**  
**Opening Date: May 28, 2008 @ 2:00p.m. EST.**

**6. INSURANCE & 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 – 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.
\$500,000.	BY DISEASE - POLICY LIMIT	-	
(Aggregate)	BY DISEASE - EACH EMPLOYEE	-	\$500,000.

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

Bodily Injury and Property Damage Liability (Other than Products/Completed Operations)	Each Occurrence	-	\$1,000,000
	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

**3. BUSINESS AUTOMOBILE LIABILITY INSURANCE**

<b>Combined Single Limits</b>	Each Occurrence	-	\$1,000,000
-------------------------------	-----------------	---	-------------

(Including operation of non-owned, owned, and hired automobiles).

**REQUEST FOR QUOTE SPECIFICATIONS**  
**Quote Number: 08CT62015YA**  
**Opening Date: May 28, 2008 @ 2:00p.m. EST.**

- |   |                 |   |             |
|---|-----------------|---|-------------|
| 4. <b>ELECTRONIC DATA PROCESSING LIABILITY</b><br>(Required if computer contractor)                         | Limits          | - | \$1,000,000 |
| 5. <b>UMBRELLA LIABILITY</b><br>(In excess of above noted coverage's)                                       | Each Occurrence | - | \$2,000,000 |
| 6. <b>PROFESSIONAL LIABILITY</b><br>(Required if respondent providing quotation for professional services). | Each Occurrence | - | \$1,000,000 |
| 7. <b>FIDELITY BOND</b><br>(Employee Dishonesty)  | Each Occurrence | - | \$ 100,000  |

8. **BUILDERS RISK** Contractor will provide 'All-risk" form of builder's risk insurance providing coverage against loss or damage by fire or other peril on all "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:

**Sublimits:**

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	<b>TBD</b>

**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 4.2.5 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 Offeror, 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.

**REQUEST FOR QUOTE SPECIFICATIONS**  
**Quote Number: 08CT62015YA**  
**Opening Date: May 28, 2008 @ 2:00p.m. EST.**

Such certificates and notices shall be sent to:

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

The Contractor/Vendor shall insure that the Request for Bid/Proposal number and Project Description appears on the Certificate of Insurance.

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

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

**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 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, it's directors, officers, employees, subcontractors, successors, assigns or agents, or otherwise in connection with it's acceptance, or the performance, or nonperformance, of it's obligations under this agreements.**

THE OFFEROR ACKNOWLEDGES HAVING READ, UNDERSTANDING, AND AGREES TO COMPLY WITH THE ABOVE STATEMENTS, AND IS AUTHORIZED TO SIGN CONTRACTS ON BEHALF OF THE RESPONDING COMPANY.

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

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