



City of Savannah

Request for Statements of Qualification For STREET TREE PRUNING AND MAINTENANCE

RFSQ – Event No. 4306
Qualifications Due: Tuesday June 21, 2016 at 1:30PM EST.

City of Savannah
Purchasing Department
3rd floor, City Hall
2 East Bay Street
P.O. Box 1027
Savannah, Georgia 31401

Request for Statement of Qualifications (RFSQ)
STREET TREE PRUNING AND MAINTENANCE
Event #4306

The City of Savannah is accepting statements of qualification for street tree pruning and maintenance. Pre-qualification is mandatory for all contractors who wish to submit bids on various street tree maintenance services as needed for a period of one (1) year. Bids will only be accepted from contractors who are pre-qualified through this process. Electronic responses will not be accepted. All responses must be submitted manually.

Instructions for preparation and submission of the statement of qualifications are contained in this package.

All statements of qualification are due in the Office of the Purchasing Director, 3rd floor, City Hall, 2 East Bay Street, Savannah, Georgia 31401 (P.O. Box 1027, 31402) no later than 1:30 p.m. on Tuesday June 21, 2016. The names of the respondents will be read aloud at the public bid opening shortly thereafter.

All questions regarding this event must be received by 5 p.m. on Tuesday June 21, 2016, 2016. Questions must be submitted in writing to Brittany Gashi, buyer, at bgashi@savannahga.gov. The answers to all questions received will be published in addenda issued by the Purchasing Department. Companies must acknowledge all addenda issued in conjunction with this event in order for their responses to be considered.

Description of Work

1. Project Description

The City of Savannah is developing a list of pre-qualified vendors to bid on various street tree maintenance services as needed for a period of one year. Bids will only be accepted from pre-qualified vendors.

2. Qualified Vendors

- 2.1. Qualified vendors must continue to meet all of the specified qualifications throughout the term of the contract. Any vendors who fail to meet any of the specified qualifications at any time will be disqualified at that time.
- 2.2. Qualified vendors must have performed professional tree maintenance and /or removal services as their primary livelihood for the past five (5) years and provide documentation of that experience.
- 2.3. Qualified vendors must possess a current City of Savannah Business License. A license may be obtained through the City Revenue Department.
- 2.4. Qualified vendors must have in their employment, either full-time or under contract, at least one current International Society of Arboriculture (ISA) Certified Arborist. Their name(s) and certification number(s) must be included in the proposal. Any change in the status of the "certified" individual(s) during the term of this contract must be reported to the City at the time of occurrence. All certification numbers will be verified through the ISA's office.
- 2.5. Qualified vendors must provide three (3) references indicating past performance.
- 2.6. Qualified vendors must maintain with insurance underwriters satisfactory to the City of Savannah a standard form policy or policies of insurance as specified.
- 2.7. Qualified vendors, if awarded work under this contract, must perform satisfactory work according to these specifications to remain qualified. Unsatisfactory work performance will result in disqualification.
- 2.8. Qualified vendors must possess adequate equipment, tools and personnel to satisfactorily perform any work which they bid on within the specified time frame. All equipment must be in compliance with these specifications and all applicable federal, state and local rules and regulations. No day labor or temporary part-time workers/employees shall be used in the performance of the contract. Only qualified permanent full-time/part-time employees trained and experienced in doing the required

arboricultural work of this contract shall be used under this contract. The contractor shall provide the necessary crews made up of a combination of equipment and personnel to complete contract specifications as specified in completion schedule. Individuals found not to be following the intent of these specifications shall be removed from the work site at the request of the City. Subcontracting is allowed as long as all requirements of this contract can be met by said company and notification prior to commencing work is given to the Forestry Administrator.

- 2.9. All qualified vendors will be provided an opportunity to submit bids for tree pruning and maintenance in accordance with these specifications. Bidders shall inform themselves of all the conditions under which the work is to be performed concerning the site of the work, the obstacles which may be encountered, and all other relevant matters concerning the work to be performed and the type of pruning and maintenance required under this contract.
- 2.10. A specific time frame will be allowed for bids to be submitted (usually seven (7) to ten (10) calendar days) and a specific time frame will be allowed for successful bidder to complete work after purchase order based on the number of line items (usually six (6) weeks).
- 2.11. Any work will be awarded to the qualified vendor who submits the lowest total bid package in accordance with these specifications.

3. Scope of Work

The contractor shall provide all labor, supervision, materials, tools, equipment, services, utilities, insurance, transportation, consumables and expertise necessary to perform street tree maintenance work on specified trees on the City of Savannah right-of-way as specified herein. Since the urban forest is highly valued in Savannah, mature street tree maintenance is of a potentially dangerous nature, and requires special expertise, it is to be performed by a contractor that derives a majority of its annual income from arboricultural work and whose employees are highly trained and skilled in all phases of tree maintenance work. The contractor has the responsibility to:

- A. Prune and inspect designated street trees on the public right-of-way
- B. Prune portions of privately-owned trees which may overhang the public right-of-way
- C. Obtain all necessary permits from the Traffic Engineering Department to work within the right-of-way
- D. Reserve work space along any public streets or walkways
- E. Remove all debris and materials generated by work activities and restore work

site

- F. Guarantee that specifications be met
- G. Keep work site safe at all times
- H. Any work incidental to above

4. Standards

- A. All equipment to be used and all work to be performed must be in full compliance with the Occupational Safety and Health Administration (OSHA).
- B. All equipment to be used and all work to be performed must be in full compliance with the American National Safety Institute (ANSI), specifically, ANSI Z-133 (American Standard of Tree Worker Safety) and ANSI A300 (Standard Practices for Trees, Shrubs, and Other Woody Plant Maintenance).
- C. All traffic control must be in compliance with the Manual of Uniform Traffic Control Devices (MUTCD).

5. Work Locations

Trees to be maintained will be designated by the Forestry Administrator. The work location will be designated as a specified portion of street with defined boundaries. The designation may include trees on one or both sides of a designated street, and may or may not include any trees in medians or islands, if any. A description of the area will be included with each bidding opportunity. The City reserves the right to exclude any individual trees from the project.

6. Work Procedures

- A. Starting and Completion Requirements. Work shall begin under the contract within one (1) week of the date of notice to proceed. All contract work shall be completed within six (6) weeks of the purchase order unless specified otherwise. The contractor shall not be entitled to any claims against the City or damages for hindrances or delays, from any cause whatsoever, in the progress of the work or any portion thereof. The time for completion of the work may be extended upon written request from the contractor to the contract administrator, provided the request is based on delays or suspensions that are not of the contractor; and such delays shall include, but not be limited to acts or neglects of the City or others performing additional work, or to fires, floods, abnormal weather conditions, epidemics or other acts of nature; or the request is based upon a significant change in the scope of the work which has been approved by the City. Additional time allowed shall be the equivalent number of working days or lost hours, or in proportion to the amount of extra work compared to the amount of the original contract. Request for extensions in completion dates shall be made within twenty (20) days of occurrence. The contractor shall, at the time of

submitting a request for extension, also submit supporting documentation justifying the request. Time lost due to delays caused by subcontractors, an inadequate work force, or failure of the contractor to properly supply or place orders for equipment or materials will not be justification for extensions of time.

- B. Working Hours. The contractor will schedule work between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday, excluding government holidays, unless otherwise authorized by the Forestry Administrator.
- C. Traffic Control. The contractor shall be solely responsible for pedestrian and vehicular safety and control within the work site and shall provide the necessary warning devices, barricades, flag person(s), signs and/or warning devices during the performance of the contract to protect the motorists and pedestrians. All placements of cones, signs and barricades must conform to the MUTCD. Flashing lights mounted on a vehicle shall not be deemed as sufficient or adequate protection. The blocking of public streets shall not be permitted unless prior arrangements have been made with the Traffic Engineering Department. The contractor is responsible to have vehicles moved during arboriculture work.
- D. Supervision. The contractor shall consult with the Forestry Administrator concerning details of scheduling of all work. The contractor shall designate a competent person in charge of his work at all times to whom the Forestry Administrator may issue directives and who shall accept and act upon such directives. Failure for the supervisor to act on said directives shall be sufficient cause to give notice that the contractor is in default of contract unless such directives would create potential personal injury or safety hazards. A Certified Arborist must visit the job site regularly while work is being performed under this contract, and must be available to provide direction to workers. The Certified Arborist must inspect all trees within one day of completion.
- E. Inspection of Work. All work must be completed to the satisfaction of the Forestry Administrator, or representative, and any questions as to proper procedures or quality of workmanship will be resolved by same. No invoices will be paid until the work is completed as specified.
- F. Damage to Trees. Climbing irons, spurs, or spikes are not used on trees to be pruned. Any tree damage caused by contractor is repaired immediately at no additional expense to the satisfaction of the Forestry Administrator.
- G. Damage to Property. Any damage to property as the result of the contractor's operations shall be the responsibility of the contractor. Should the damage not be rectified within the time agreed upon or to the satisfaction of the Forestry Administrator, the City reserves the right to repair or replace that which was damaged, or assess the contractor such costs as may be reasonable and related to damage caused by the contractor, and deduct such costs from any payment due the contractor. The contractor shall inform the Forestry Administrator of any damage caused by the contractor's operation on the day such damage occurs.

- H. Discontinuance of Work. The City shall have the authority to suspend the work, wholly or in part by written order for such period as the City may deem necessary due to unsuitable weather, due to conditions unfavorable to work, or due to failure on the part of the contractor to carry out orders given or to comply with any provisions of the contract documents. Any practice obviously hazardous, as determined by the Forestry Administrator, or his/her representative, shall be immediately discontinued by the contractor upon receipt of either written or oral notice to discontinue such practice.
- I. Personnel and Equipment. The contractor shall supply all material, equipment and personnel necessary for the performance of this contract. All equipment must be in compliance with bid specifications and all applicable federal, state and local rules and regulations. All bidders must have in their possession or available to them by formal agreement at the time of bidding all necessary equipment, devices, tools, materials and supplies necessary to perform the work specified herein. Bidders shall derive all or a majority of their income from arboriculture work. No day labor or temporary part-time workers/employees shall be used in the performance of the contract. Only qualified permanent full-time/part-time employees trained and experienced in doing the required arboricultural work of this contract shall be used under this contract. The contractor shall provide the necessary crews made up of a combination of equipment and personnel to complete contract specifications as specified in completion schedule. Individuals found not to be following the intent of these specifications shall be removed from the work site at the request of the City.
- J. Work Crew Supervision. The contractor shall provide qualified supervision of each crew at all times while working under this contract. Each supervisor shall be authorized by the contractor to accept and act upon all directives issued by the City.
- K. Permission to Work on Private Property. It may be necessary for the contractor to enter private property to safely perform maintenance on City trees. It is the contractor's responsibility to secure permission from any property owner(s) before entering their property.
- L. Utility Agencies. The contractor must notify the appropriate utility agencies any time assistance is needed to work safely around overhead or underground installations. Tree trimming and removal operations may be conducted in areas where overhead electric, telephone, and cable television facilities exist. The contractor shall protect all utilities from damage, shall immediately contact the appropriate utility if damage should occur, and shall be responsible for all claims for damage due to his operations. The contractor shall make arrangements with the utility for removal of all necessary limbs and branches that may conflict with or create a personal injury hazard in conducting the operations of this contract.
- M. Clean Up. Clean-up procedures are completed within two hours after debris has been placed around the site of each tree requiring pruning or removal. The work site is left equal to or cleaner than pre-work conditions. It shall be the

responsibility of the contractor to remove and dispose in a proper and acceptable manner all logs, brush, and debris resulting from the tree maintenance operations. Wood may be left for residents at the residents' request, but that not taken must be disposed.

7. Street Tree Maintenance Procedures

- A. General Pruning Specifications. All tree pruning must conform to latest revision of ANSI A-300. Generally, trees are pruned to allow for development or maintenance of the trees' natural growth habit. All cuts shall be made as close as possible to the trunk or parent limb, without cutting into the branch collar or leaving a protruding stub. Stub cutting is only permitted with permission of the Forestry Administrator, on damaged trees where pruning as described above would remove an inordinate amount of wood from the tree. Bark at the edge of all pruning cuts should remain firmly attached. All branches too large to support with one hand shall be pre-cut to avoid splitting or tearing of the bark. Where necessary, ropes or other equipment should be used to lower large branches or stubs to the ground.
- B. Mature Street Tree Maintenance. Mature trees should be pruned to maintain healthy canopy over roadways, provide adequate clearance for traffic and to prevent obstructions of regulatory signs, signals and visibility of traffic.
1. Crown Cleaning - Remove all dead wood greater than 2" and smaller deadwood where practical to do so. Remove all included bark limbs up to 3" and notify Forestry Administrator of any included bark limbs greater than 3" in diameter. Clumps of water sprouts may be either thinned or removed, depending on the tree structure and the need for new foliage growth because of previous damage.
 2. Crown Raising/Clearance – Unless otherwise directed, all large, established trees should be pruned to maintain fourteen (14) feet clearance over travel lanes and 8-foot clearance over sidewalks, lawns and driveways. Trees should also be pruned six (6) feet away from all buildings or structures. A live crown ratio of at least 50% on each tree must remain after pruning. Forestry Administrator should be notified in advance of any limbs greater than six inches (6") to be removed.
- C. Juvenile Tree Maintenance. Juvenile trees should be pruned to develop a strong scaffold structure. The contractor should prune juvenile trees to maintain or develop a strong central leader (excurrent branch habit), and prune out crossing branches and limbs or stems with included bark. Juvenile trees should also be pruned to provide as much street and sidewalk clearance as possible without adversely affecting the vitality of the tree. A live crown ratio of at least 50% on each tree must remain after pruning. Only manual tools shall be used on trees less than 6 inches in diameter at breast height (4.5 feet). All saws must have a hollow ground, tri-cut blade. Only by-pass type pruners shall be used. Trees

recently pruned (within 2 years) may not be assigned to contractor.

- D. General Tree Maintenance. Pruning also includes removal of any branches infected with mistletoe or other parasitic plants. Poison ivy or other toxic plants should be completely severed at ground level and removed to height of at least six feet. Wisteria or other potentially girdling vines, or any plants which obstruct inspection of the trees should be completely severed. Spanish moss and resurrection fern need not be removed. Basal sprouts and epicormic sprouts should be removed. Foreign objects such as rope, wire, nails, hose, lumber, and signs should be removed unless removal will cause further injury to the tree. Unless otherwise directed, vines, weeds and wild growth within 3 feet of trunk should be removed.
- E. Tree Inspection. All trees serviced should be aerial inspected by a Certified Tree Worker or another tree worker under the supervision of a Certified Arborist. If any defects or conditions are found which indicate that a tree should be removed, the contractor shall stop work on that tree and notify the Forestry Administrator. Work shall not resume on that tree until directed by the Forestry Administrator.
- F. Tree Climbing. Use of aerial lift bucket truck does not excuse the contractor from climbing trees.
- G. Tree Wound Treatment. Tree wound dressings shall not be used.
- H. Pruning Tools. All pruning tools shall be cleaned thoroughly with alcohol, hydrogen peroxide, or chlorine bleach before working on a tree and, on trees known to be infected with diseases such as ceratocystis, hypoxylon canker, oak wilt, or verticillium wilt, after each and every cut. Equipment that will damage the bark and cambium layer should not be used on or in the trees. For example, the use of climbing spurs (hooks or irons) is not an acceptable work practice for pruning operations on live trees. Sharp tools shall be used so that clean cuts will be made at all times.
- I. Site Restoration. All cut limbs shall be removed from the crown upon completion of the pruning. Clean-up of branches, logs, or any other debris resulting from any tree pruning shall be promptly and properly accomplished. The work area shall be kept safe at all times until the clean-up operation is completed.

8. Additional Specifications for Municipal Cemeteries

- A. The municipal cemeteries include Colonial Park (201 East Oglethorpe Avenue), Bonaventure (330 Bonaventure Road), Greenwich (330 Greenwich Road), Laurel Grove North (802 West Anderson Street) and Laurel Grove South (2101 Kollock Street).
- B. All work performed in any municipal cemetery must be in accordance with the

Rules and Regulations of Municipal Cemeteries. Copies are available upon request from the Department of Cemeteries, 330 Bonaventure Road (telephone (912-651-6843). The standard work permit fee will be waived for any work performed under this contract.

- C. All work in the cemeteries must be performed between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding City Holidays.
- D. The contractor and his/her employees must be neat in appearance. Employees must wear uniforms with the contractor's logo clear and visible. Uniforms shall include shirts, long pants and safety shoes. No clothing with offensive print or designs will be allowed.
- E. Work operations shall not be performed in any area where a funeral is being held. Workers may move to another area not in conflict with funeral services.
- F. The contractor and his/her employees shall not lean or rest on monuments, tombstones, statues, etc. Gear, equipment or personal belongings shall not be placed on monuments, coping, or any structure within a cemetery lot.
- G. Loud conversation or offensive language is not permitted on cemetery property. The playing of electronic audio devices is not permitted on cemetery grounds. Firearms, alcohol or illegal drugs are not allowed in the cemetery.
- H. The Department of Cemeteries reserves the right to restrict work activities in any section or sections of the cemetery for any time and for any reason.
- I. The contractor must follow all federal, state and local laws, ordinances and requirements.

9. Basis of Payment

The contractor shall be paid for the work upon inspection of the Forestry Administrator and upon satisfactory completion of the work. No more than one work invoice will be processed per week.

10. Insurance Requirements

A. Comprehensive General Liability

The contractor shall carry comprehensive general liability on an occurrence form with no "x, c, or u" exclusions with the following minimum limits:

- Each occurrence - \$1,000,000
- Damage to Rented Premises - \$50,000
- Medical Expense - \$5,000
- Personal & Adv Injury - \$1,000,000
- General Aggregate - \$2,000,000

- Products – Completed Ops. Aggregate - \$2,000,000

General aggregate shall apply on a per project basis.

The contractor will provide a Certificate of Insurance reflecting required coverage.

A waiver of subrogation endorsement to the policy in favor of the City shall also be provided and attached to the certificate.

A (30) day notice of cancellation in favor of the City must be endorsed to policy and attached to the certificate.

B. Commercial Automobile Liability

The automobile policy must include coverage for owned, non-owned and hired automobiles.

Minimum limits are \$1,000,000.

The contractor will provide a Certificate of Insurance reflecting required coverage.

A waiver of subrogation endorsement to the policy in favor of the City shall also be provided and attached to the certificate.

A (30) day notice of cancellation in favor of the City must be endorsed to policy and attached to the certificate.

C. Workers Compensation

The contractor shall carry a workers compensation policy including all statutory coverage required by Georgia state law.

Minimum employers liability limits:

- \$500,000 each accident
- \$500, 000 each employee (disease)
- \$500, 000 policy limit (disease)

The contractor will provide a Certificate of Insurance reflecting required coverage.

A waiver of subrogation endorsement to the policy in favor of the City shall also be provided and attached to the certificate.

A (30) day notice of cancellation in favor of the City must be endorsed to policy

and attached to the certificate.

D. Umbrella/Excess Liability

The contractor shall carry an umbrella/excess liability policy which must follow form over underlying policies: general liability, auto liability and employer's liability.

Minimum limits: \$1,000,000 per occurrence, \$1,000,000 aggregate

The contractor will provide a Certificate of Insurance reflecting required coverage.

Waiver of subrogation endorsement to the policy in favor of the City shall also be provided and attached to the certificate.

A (30) day notice of cancellation in favor of the City must be endorsed to policy and attached to the certificate.

E. General

All insurance shall be placed with Georgia admitted carriers with a current Best's rating of A (minus), X, or better. Any modifications to specifications must be approved by the City.

The contractor shall secure and maintain during the term of this contract Workman's Compensation for all its employees connected with the work on this bid. Such insurance shall comply with the Georgia Workman's Compensation Law.

Proof of coverage must be provided within ten (10) days of the City's request.

A minimum of thirty (30) days' notice prior to cancellation shall be given to the City of Savannah, in writing, prior to cancellation by insurance carrier.

11. The contractor shall take all necessary precautions to protect existing structures and equipment from damage due to construction traffic or equipment. The contractor shall repair all items damaged during the construction at no additional cost to the owner.

12. The contractor shall comply with all local, state, and federal regulations as they pertain to construction activities.

13. General Specifications

A. The qualifications must include the following documents in this order:

- Exception Sheet
- Non-Discrimination Statement

- Proposed Schedule of M/WBE Participation
- Company Information Form
- Statement of Qualifications
- Other submittals as stated

All referenced documents must be completed and returned in their entirety to constitute a complete bid.

B. Original invoices should be sent to:

City of Savannah
Accounts Payable
P.O. Box 1027
Savannah, GA 31402

C. Vendor is responsible for determining and acknowledging any addenda issued in connection with this bid solicitation.

D. This is an annual contract and qualifications shall remain valid for a period of one (1) year (12 months). This agreement may be renewed for up to two (2) additional twelve (12) month periods, if all contracting parties so agree and services provided by the vendor have been satisfactory.

EXCEPTION SHEET

Event # 4306

If the commodity(ies) and/or services proposed in the response to this bid is in anyway different from that contained in this proposal or bid, the bidder is responsible to clearly identify by specification section number, all such differences in the space provided below. Otherwise, it will be assumed that bidder's offer is in total compliance with all aspects of the proposal or bid.

Below are the exceptions to the stated specifications:

Date

Signature

Company

Title

NON-DISCRIMINATION STATEMENT

The bidder certifies that:

- (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 the City of Savannah or the performance of any contract resulting therefrom;
- (2) That it is and shall be the policy of this company to provide equal opportunity to all business persons seeking to contract or otherwise interested in contracting with this company, including those companies owned and controlled by racial minorities, cultural minorities, and women;
- (3) In connection herewith, we acknowledge and warrant that this company has been made aware of, understands and agrees to take affirmative action to provide such companies with the maximum practicable opportunities to do business with this company;
- (4) That this promise of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;
- (5) That the promises of non-discrimination as made and set forth herein shall be and are hereby deemed to be made as part of and incorporated by reference into any contract or portion thereof which this company may hereafter obtain and;
- (6) 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 City of Savannah 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.

Signature

Title

PROPOSED SCHEDULE OF M/WBE PARTICIPATION

Any M/WBE listed in this completed form must be certified by the City of Savannah and/or other certifying agency such as USDOT, GDOT, SBA 8(a) or GMSDC prior to the due date of this bid. Proof of M/WBE certification such as a certificate or letter from the certifying agency is required to accompany the bid. A firm that has submitted an application for M/WBE certification or an application for M/WBE certification under review but has not been certified is not qualified as a certified M/WBE and will not be recognized as such during the City's evaluation process.

Name of Proposer: _____ Event No. _____

Project Title: _____

NOTE: Unless certified through the City of Savannah's MWBE Program, proof of MWBE certification must be attached to this completed form for all firms listed in the table below.

Name of M/WBE Participant	Name of Majority Owner	Telephone	Address (City, State)	Type of Work Sub-Contracted	Estimated Sub-contract Value	MBE or WBE	City Certified Y or N
					%		
					%		
					%		

MBE Participation Value: _____ % Women Participation Value: _____ %

The undersigned will enter into a formal agreement with the M/WBE Subcontractors/Proposers identified herein for work listed in this schedule conditioned upon executing of a contract with the Mayor and Aldermen of the City of Savannah. The Prime's subcontractors' subcontractors must enter into a formal agreement with the tier subcontractor identified herein for work listed in this schedule. It is the responsibility of the Prime contractor to ensure compliance by all subcontractors.

Joint Venture Disclosure

If the prime bidder is a joint venture, please describe below the nature of the joint venture and level of work and financial participation to be provided by the Minority/Female joint venture firm.

Joint Venture Firms	Level of Work	Financial Participation

Printed name (company officer or representative): _____

Signature: _____

Title: _____ Email: _____

Telephone: _____ Fax: _____

NOTE: The Minority/Women Owned Business Office is available to assist with identifying certified M/WBEs. Please contact the M/WBE Office at (912) 652-3582. The City of Savannah's certified M/WBE registry is posted at www.savannahga.gov

Company Information Form

City of Savannah Purchasing Department
3rd Floor, City Hall
P. O. Box 1027
Savannah, Georgia 31402
Attn: Purchasing Director

Event No.: 4306

Business Location: (Check One)

Chatham County
 City of Savannah
 Other

Name of Bidder: _____

Street Address: _____

City, State, Zip Code: _____

Phone: _____ Fax: _____

Email: _____

DO YOU HAVE A BUSINESS LICENSE IN THE STATE OF GEORGIA? (CHECK ONE)

YES: _____ NO: _____

LICENSED BY WHAT CITY/COUNTY _____

BUSINESS LICENSE #: _____ FED TAX ID #: _____

INDICATE LEGAL FORM OF OWNERSHIP OF BIDDER (STATISTICAL PURPOSES ONLY):

CHECK ONE:

CORPORATION PARTNERSHIP INDIVIDUAL
 OTHER (SPECIFY: _____)

INDICATE MINORITY OWNERSHIP STATUS OF BIDDER

(STATISTICAL PURPOSES ONLY):

CHECK ONE:

NON-MINORITY OWNED ASIAN AMERICAN
 AFRICAN AMERICAN AMERICAN INDIAN
 HISPANIC OTHER MINORITY
 WOMAN

Do you plan to subcontract any portion of this project? Yes _____ No _____

If yes, please complete the attached schedule of M/WBE participation. Also complete the schedule if you will be using any M/WBE suppliers.

THE UNDERSIGNED PROPOSES TO FURNISH THE FOLLOWING ITEMS IN STRICT CONFORMANCE TO THE BID SPECIFICATIONS AND BID INVITATION ISSUED BY THE CITY OF SAVANNAH FOR THIS BID. ANY EXCEPTIONS ARE CLEARLY MARKED IN THE ATTACHED COPY OF BID SPECIFICATIONS.

DO YOU HAVE THE REQUIRED INSURANCE? _____

CONFIRM RECEIPT OF ANY ADDENDA ISSUED FOR THIS BID:

ADDENDUM _____ #

DATE _____

Printed name (company officer or representative): _____

Signature: _____ Date: _____

Title: _____

Statement of Qualifications

References:

Company Name: _____
Contact: _____
Phone Number: _____
Brief Description of Work Performed: _____

Company Name: _____
Contact: _____
Phone Number: _____
Brief Description of Work Performed: _____

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