ATTACHMENT A: DESIGN BUILDER CHECKLIST AND CERTIFICATION

The undersigned, hereby acknowledges having received **Request for Qualification (RFQu) No.27-752-811 Design/Build Services for Elevator Cab Modernization at Cedar Grove HS, Champion Theme MS, Columbia ES, Druid Hills HS, Dunwoody HS, Lithonia HS, Martin Luther King Jr. HS, Montgomery ES, Rock Chapel ES, Shadow Rock ES, Snapfinger ES, Southwest DeKalb HS, and Woodward ES (703-36)** containing a full set of documents:

Owner's Project Specific Information

Appendix A1:	Owner's Narrative and Scope of Work- Cedar Grove High School (2 pages)
Appendix A2:	Owner's Narrative and Scope of Work – Champion Theme Middle School (2 pages)
Appendix A3:	Owner's Narrative and Scope of Work – Columbia Elementary School (2 pages)
Appendix A4:	Owner's Narrative and Scope of Work -Dunwoody High School (2 pages)
Appendix A5:	Owner's Narrative and Scope of Work -Lithonia High School (2 pages)
Appendix A6:	Owner's Narrative and Scope of Work -Martin Luther King Jr. High School (2 pages)
Appendix A7:	Owner's Narrative and Scope of Work - Montgomery. Elementary School (2 pages)
Appendix A8:	Owner's Narrative and Scope of Work - Rockbridge Elementary School (2 pages)
Appendix A9:	Owner's Narrative and Scope of Work – Rock Chapel Elementary School (2 pages)
Appendix A10	Owner's Narrative and Scope of Work – Shadow Rock Elementary School (2 pages)
Appendix A11:	Owner's Narrative and Scope of Work - Snapfinger Elementary School (2 pages)
Appendix A12:	Owner's Narrative and Scope of Work – Southwest DeKalb High School (2 pages)
Appendix A13;	Owner's Narrative and Scope of Work – Woodward Elementary School (2 pages)
Appendix B:	Special Conditions (4 pages)
Appendix C:	Division 01 General Requirements (38 pages)
Appendix D:	DCSD Design Guidelines for Facility Construction Version 2018.04.04 (54 pages)
Appendix E:	DCSD 2026-2027 & 2027-2028 School Calendar (2 pages)
Appendix F:	Contract for Design and Construction Services with a Guaranteed Maximum Price (138 pages)
Appendix G:	Performance Bond (3 pages)
Appendix H:	Payment Bond (4 pages)
Appendix I:	Affidavit for Payment (2 pages)
Appendix J:	Elevator Cab Modern Facility List (1 page)

IMPORTANT NOTICE: The omission of any of the required items listed below shall cause the bid submission to be declared non-responsive and to be rejected.

Owner's Standard Forms:		**Include with Proposal**	**Check Box to Confirm Inclusion**
Attachment A	Design Builder Checklist and Certification (2 pages)	YES	☐
Attachment B1	Corporate Certificate (1 page)	B1 or B2 or B3 as applicable	☐
Attachment B2	Partnership Certificate (1 page)		☐
Attachment B3	Entity Certificate (1 page)		☐
Attachment C	Subcontractor Listing (1 page)	YES	☐
Attachment D	Offeror's and Individuals' Affidavit of Noncollusion (2 pages)	YES	☐
Attachment E	Subcontractor Affidavit of Noncollusion (1 page)	YES	☐
Attachment F	Conflict of Interest Disclosure Form (2 pages)	YES	☐
Attachment G	Consent to Release Information (1 page)	YES	☐
Attachment H	Immigration and Security Certification (2 pages)	YES	☐
Attachment I	No Submittal Response Form (1 page)	N/A	

Other Requirements:	Include with Proposal	Check Box to Confirm Inclusion
Copy of Business License, Valid GC License, and Insurance Certificates	YES	☐
Bonding Capacity Letter from Insurer or Surety	YES	☐

Indicate **Addenda(s) Nos.** _____ received **(none unless indicated here).** The Design/Build Firm is responsible for reading and understanding all sections of this RFQu and affirms that the Design/Build Firm shall be bound by all of the terms and conditions contained in this RFQu.

Further, the undersigned, being duly sworn, states on oath that no disclosures of ownership have been withheld from the Board, that the information provided herein is current, and Design/Build Firm and its officers and employees have not entered into any agreement with any other Design/Build Firm or prospective Design/Build Firm or with any other person, firm or corporation relating to any prices or other terms named in this RFQu or any other RFQu, nor has it entered into any agreement or arrangement under which a person, firm or corporation is to refrain from responding to this RFQu.

Name of Design/Build Firm: _____

Signature: _____

Printed Name: _____

Title: _____ Date: _____

Sworn to and subscribed before me this _____day of _____, 2_____.

Notary Public: _____ My commission expires: __/__/__.

(SEAL)

THE DEKALB COUNTY SCHOOL DISTRICT RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSALS AND TO WAIVE INFORMALITIES.

ATTACHMENT B1: CORPORATE CERTIFICATE
Proposals

STATE OF _____
COUNTY OF _____

I, _____, certify that I am the Secretary of the corporation named as offeror in the foregoing proposal; that _____ who signed said proposal on behalf of the offeror was then _____ of said corporation; that said proposal was duly signed for and in behalf of said corporation by authority of its Board of Directors, and is within the scope of its corporate powers; and that said corporation is organized under the laws of the State of _____.

_____
[signature]

_____
[typed name]

Subscribed and sworn to
before me this ___ day of
_____, 2_____.

(SEAL)

_____
Notary Public

My Commission Expires:
___/___/___

ATTACHMENT B2: PARTNERSHIP CERTIFICATE
Proposals

STATE OF _____
COUNTY OF _____

On this ____ day of _____, 20_____, personally appeared _____, who executed the above proposal, and being first duly sworn, deposes and says that he or she is a general partner in the firm of _____ and that said firm consists of himself or herself and _____ and that he or she executed the foregoing proposal on behalf of said firm for the uses and purposes stated therein, and that no one except the above named members of the firm have any financial interest whatsoever in said proposed contract.

_____
[Affiant's Signature]

_____ _____
Partner *Partner*

_____ _____
Partner *Partner*

Subscribed and sworn to
before me this ___ day of
_____, 2____.

(seal)

_____
Notary Public

My Commission Expires:
___/___/___

NOTE: If only one partner signs, a Power of Attorney executed by all other partners authorizing him or her to act in the name of the partnership must be attached; otherwise, all partners must sign.

ATTACHMENT B3: ENTITY CERTIFICATE
Proposals

STATE OF _____
COUNTY OF _____

I, _____, certify that I am the Secretary of the entity named as offeror in the foregoing proposal; that _____ who signed said proposal in behalf of the offeror was then _____ of said entity; that said proposal was duly signed for and on behalf of said entity by due authority, and is within the scope of its legal powers; and that said entity is a _____ organized under the laws of the State of _____.

_____
[signature]

_____
[typed name]

Subscribed and sworn to
before me this ___ day of
_____, 2____.

(SEAL)

_____
Notary Public

My Commission Expires:
___/___/___

ATTACHMENT C: SUBCONTRACTOR LISTING
(Proposals)

TO: DEKALB COUNTY BOARD OF EDUCATION RFP No. 27-752-811
hereinafter called "Owner" Project Nos.:703-36

Pursuant to proposal requirements for the Projects known as Design/Build Services for Elevator Cab Modernization at Various Facilities, the undersigned proposals to use the following subcontractors for principal portions of the Project:

PORTION OF THE WORK	SUBCONTRACTOR NAME CONTACT PERSON	ADDRESS TELEPHONE NUMBER

Use Additional Sheets If Necessary
Provide Signature Identical To That Shown On The Proposal Form

OFFEROR: _____
[typed proper name of Offeror]

By: _____
[signature]

_____
[name and title]

ATTACHMENT D: OFFEROR'S and INDIVIDUALS' AFFIDAVIT OF NONCOLLUSION

(This affidavit to be executed in accordance with O.C.G.A. § 36-91-21(e))

STATE OF _____

COUNTY OF _____

COMES NOW,
_____("Offeror"),
[name of Offeror]

appearing by and through _____ , it's _____
[insert name of individual with authority to bind Offeror] *[title]*

(averring both individually and in his or her representative capacity on behalf of Offeror) (the "Individual And Representative Affiant"), and
_____
[in these blanks insert the names of all those required to give the oath. under O.C.G.A. § 36-91-21(e)]

_____

_____

_____

_____

_____

_____

_____

(collectively, the "Individual Affiants"), and each of the Individual And Representative Affiant and the Individual Affiants, after first being duly sworn, deposes and says that:

1. He, she or it, as applicable, has not directly or indirectly violated subsection (d) of the Official Code of Georgia Annotated Section 36-91-21, which subsection provides as follows:

> (d) Whenever a public works construction contract for any governmental entity subject to the requirements of this chapter is to be let out by competitive sealed bid or proposal, no person, by himself or herself or otherwise, shall prevent or attempt to prevent competition in such bidding or proposals by any means whatever. No person who desires to procure such work for himself or herself or for another shall prevent or endeavor to prevent anyone from making a bid or proposal therefor by any means whatever, nor shall such person so desiring the work cause or induce another to withdraw a bid or proposal for the work.

2. If the Offeror is a partnership, then the Individual And Representative Affiant, together with the Individual Affiants, constitute all of the partners and any officer, agent or other person who may have represented or acted for them in bidding or proposing for or procuring the contract for the DeKalb County

Board of Education for DCSD Project No.703-36 Design/Build Services for Elevator Cab Modernization at Cedar Grove High School, Champion Theme Middle School, Columbia Elementary School, Dunwoody High School, Lithonia High School, Martin Luther King Jr, High School, Montgomery Elementary School, Rockbridge Elementary School, Rock Chapel Elementary School, Shadow Rock Elementary School, Snapfinger Elementary School, Southwest DeKalb High School, and Woodward Elementary School. (the "Project").

3. If the Offeror is a corporation or other entity, then the Individual And Representative Affiant, together with the Individual Affiants, constitute all officers, agents, or other persons who may have acted for or represented the corporation or other entity in bidding for or procuring the contract for the Project.

Further, the Individual And Representative Affiant and the Individual Affiants sayeth not.

This _____ day of _____, 2____

_____
[insert name of Offeror]

and _____
[insert name of Individual And Representative Affiant]

By: _____, both individually and on behalf of Offeror as its
[signature]

_____
[insert title]

Individual Affiants' signatures and names:

x_____	x_____
Name:	Name:
x_____	x_____
Name:	Name:
x_____	x_____
Name:	Name:
x_____	x_____
Name:	Name:
x_____	x_____
Name:	Name:
x_____	x_____
Name:	Name:

Sworn to and subscribed before me this ___ day of _____, 2____.

Notary Public: _____ My commission expires: __/__/__.

(SEAL)

ATTACHMENT E: SUBCONTRACTOR'S AFFIDAVIT OF NONCOLLUSION

STATE OF _____
COUNTY OF _____

COMES NOW, _____ ("Subcontractor"),
[name of Subcontractor]

appearing by and through _____, it's _____
[insert name of individual with authority to bind Subcontractor] *[title]*

(averring both individually and in his or her representative capacity on behalf of Subcontractor), having submitted a bid or proposal to one or more offerors in respect of the DeKalb County Board of Education

DCSD Project No.703-36 for Design/Build Services for Elevator Cab Modernization at Cedar Grove HS, Champion Theme MS, Columbia ES, Dunwoody HS, Lithonia HS, Martin Luther King Jr HS, Montgomery ES, Rockbridge ES, Rock Chapel ES, Shadow Rock ES, Snapfinger ES, Southwest DeKalb HS, and Woodward ES.

and after first being duly sworn, deposes and says that:

1. He, she, or it, as applicable, has not directly or indirectly violated subsection (d) of the

Official Code of Georgia Annotated Section 36-91-21, which subsection provides as follows:

(d) Whenever a public works construction contract for any governmental entity subject to the requirements of this chapter is to be let out by competitive sealed bid or proposal, no person, by himself or herself or otherwise, shall prevent or attempt to prevent competition in such bidding or proposals by any means whatever. No person who desires to procure such work for himself or herself or for another shall prevent or endeavor to prevent anyone from making a bid or proposal therefor by any means whatever, nor shall such person so desiring the work cause or induce another to withdraw a bid or proposal for the work.

Further, the affiants sayeth not.

This _____ day of _____, 2____

_____
[insert name of Subcontractor]

and _____
[insert name of individual named above]

By: _____, both individually and on behalf of Subcontractor as its
[signature]

_____
[insert title]

Sworn to and subscribed before me this ___ day of _____, 2_____.

Notary Public: _____ My commission expires: __/__/__.
(SEAL)

ATTACHMENT F: CONFLICT OF INTEREST DISCLOSURE AFFIDAVIT

I HEREBY CERTIFY, UNDER OATH, that

1. I (*Printed Name*), _____ am the (*Title)* _____ and I am the duly authorized representative of the firm of *(Firm Name)* _____ _____ (the "Firm") for purposes of this Affidavit, whose address is (*Firm Address)* _____ _____, and I possess the legal authority to make this Affidavit on behalf of myself and the Firm, as follows:

2. The following employee(s), officer(s) or agent(s) of the Firm (collectively, "Firm Representative") is/are related, by blood or marriage, to an employee, agent or Board Member of the DeKalb County Board of Education (collectively, "Owner Representative"), as indicated below:

Firm Representative	Owner Representative	Relation
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Except as listed below under "EXCEPTIONS", neither the Firm nor any Firm Representative have any conflicts of interest, whether real or potential, due to kinship, ownership, other clients, other contracts, interests, or otherwise concerning the DeKalb County Board of Education, the Project or any Owner Representative:

   EXCEPTIONS (*fully disclose and completely explain)*

[Continued on Next Page]

4. This disclosure is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a bid, proposal or qualification statement for the same contract or project, and is in all respects without collusion or fraud.

Wherefore, the foregoing disclosure is fully complete and true, and may be relied upon by the DeKalb County Board of Education:

Signature: _____

Printed Name: _____

Firm Name: _____

Date: _____

Sworn to and described before me this _____ day of _____

Personally known: _____

OR Produced Identification: _____

Type of Identification: _____

Notary Public – State of _____

My Commission Expires _____

Affix Notary Seal Here:

ATTACHMENT G: CONSENT TO RELEASE INFORMATION

The undersigned, having submitted a competitive sealed Proposal to the DeKalb County Board of Education in respect of a local government entity public works construction project (or being a partner in a joint venture that has submitted such proposal), hereby authorizes any person or entity having in its possession, custody or control any information regarding the undersigned to fully disclose and make available such information to the DeKalb County Board of Education, its agents, attorneys and other representatives.

This ___ day of _____, 2_____.

_____
[Printed name of person or entity consenting to release of information]

By: _____

Printed name: _____

Printed Title: _____

ATTACHMENT H: IMMIGRATION AND SECURITY CERTIFICATION

If you are providing service, performing work, or delivering goods to the DeKalb County Board of Education/DeKalb County School District including, but not limited to schools, warehouses and central offices, the applicable Georgia Security and Immigration Compliance documents found here must be completed, signed, notarized and submitted with your bid/proposal. Failure to provide this document with your bid/proposal will result in the disqualification of the bid/proposal.

1) Offeror/Bidder shall at all times comply with the Georgia Security and Immigration Compliance Act, as amended, O.C.G.A. § 13-10-90 et. seq.

2) In order to insure compliance with the Immigration Reform and Control Act of 1986 (IRCA), D.L. 99-603 and the Georgia Security and Immigration Compliance Act, as amended by the Illegal Immigration Reform Act of 2011, O.C.G.A. § 13-10-90 et. seq. (collectively the "Act"), the Offeror **MUST INITIAL** the statement applicable to Offeror below:

(a) _____ ***(Initial here):*** Offeror declares under penalties of perjury that, Offeror has registered at https://e-verify.uscis.gov/enroll/ to verify information of all new employees in order to comply with the Act; is authorized to use and uses the federal authorization program under the federal work authorization user identification number issued on the date of authorization below; will continue to use the authorization program throughout the contract period; Offeror further warrants and agrees Offeror shall execute and return any and all affidavits required by the Act and the rules and regulations issued by the Georgia Department of Labor as set forth at Rule 300-10-1-.01 et. seq. [**Offerors who initial (a) must attach and return a signed, notarized Contractor Affidavit and Agreement with the Contract if awarded]**;

or

(b) _____ ***(Initial here):*** Offeror/Bidder warrants that he/she does not employ any other persons, and he/she does not intend to hire any employees or to perform the Contract. [**Offerors/Bidders who initial (b) must attach and return a signed, notarized Affidavit of Exception with the Contract if awarded]**;

or

(c) _____ ***(Initial here)*** Offeror/Bidder is an individual who is licensed pursuant to Title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for services to be rendered by such individual and thus does not have to provide an affidavit.

3) _____ ***(Initial here)*** Offeror/Bidder will not employ or contract with any subcontractor in connection with a covered contract unless the subcontractor is registered, authorized to use, and uses the federal work authorization program; and provides Offeror/Bidder with all affidavits required by the Act and the rules and regulations issued by the Georgia Department of Labor as set forth at Rule 300-10-1-.01 et. seq.

4) _____***(Initial here)*** Offeror/Bidder agrees that, if Offeror/Bidder employs or contracts with any sub-contractor in connection with the covered contract under the Act and DOL Rules 300-10-1-.01, et seq that Offeror/Bidder will secure from each sub-contractor at the time of the contract the sub-contractor's name and address, the employee-number applicable to the sub-contractor, the date the

authorization to use the federal work authorization program was granted to sub-contractor; the subcontractor's attestation of the subcontractor's compliance with the Act and Georgia Department of Labor Rule 300-10-1-.01, et seq.; and the subcontractor's agreement not to contract with sub-subcontractors unless the sub-subcontractor is registered, authorized to use, and uses the federal work authorization program; and provides subcontractor with all affidavits required by the Act and the rules and regulations issued by the Georgia Department of Labor as set forth at Rule 300-10-1-.01 et. seq.

5) _____***(Initial here)*** Offeror/Bidder agrees to provide the DeKalb County School District with all affidavits of compliance as required by O.C.G.A. § 13-10-90 *et seq*. and Georgia Department of Labor Rules 300-10-1-.01, et seq within five (5) business days of receipt.

_____ _____
Signature Date

_____ _____
EEV/Basic Pilot Program User Identification Number
Date of Authorization

Firm Name: _____

Street/Mailing Address: _____

City, State, Zip Code: _____

Telephone Number: _____

Email Address: _____

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

_____ DAY OF_____, 20____

_____
Notary Public

My Commission Expires:_____

ATTACHMENT I: NO SUBMITTAL RESPONSE FORM

RFP Number: **27-752-811** DCSD Project No.: **703-36**

Title: **Design/Build Elevator Cab Modernization Services at Ceder Grove HS, Champion Theme MS, Columbia ES, Dunwoody HS, Lithonia HS, Martin Luther King JR. HS, Montgomery ES, Rockbridge ES, Rock Chapel ES, Shadow Rock ES, Snapfinger ES, Southwest DeKalb HS, Woodward ES.**

If your company will not be submitting a proposal in response to this Request for Proposal, please complete this form and return prior to the RFP due date established within to:

DeKalb County Board of Education (the "Board")
Procurement Services
Attention: Director of Procurement
Email: Weyman_F_Christopher@dekalbschoolsga.org

This information will assist Procurement Services in the preparation of future RFPs.

Company Name: _____

Contact: _____

Address: _____

Telephone: _____ Fax: _____

Email: _____

Please check reason for a "no submittal."

_____ Specifications 'too tight," geared toward one brand or manufacturer (explain below)

_____ Insufficient time to respond

_____ Specifications unclear (explain below)

_____ We do not offer this service or an equivalent

_____ Our schedule does not permit us to perform

_____ Unable to meet specifications

_____ Unable to meet bond requirements

_____ Unable to hold prices respondent throughout the term of the contract period

_____ Unable to meet insurance requirements

_____ Other_____

Explanation: _____

_____

If submitting this form, only this form needs to be returned