# Floyd County Board of Commissioners
# Invitation to Bid

## BID #26-038

# TURF MAINTENANCE SERVICES
# ROME/FLOYD PARKS & REC

**Issue Date: October 22, 2026**

***All communication concerning this project must be directed to the Purchasing Office until the bid is awarded. Vendors should not have contact with the Departments.***

**FLOYD COUNTY BOARD OF COMMISSIONERS**
**PURCHASING DEPARTMENT**
**#12 East 4th Ave. Ste. 106**
**ROME, GA 30161**
**(706) 291-5118**

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# INVITATION TO BID

## #26-038

**Date Issued: October 22, 2026**

The Floyd County Board of Commissioners will be receiving bids from vendors through the Purchasing Department of Floyd County Georgia, at #12 East Fourth Ave, Suite 106 Rome, Georgia 30161, until **11:00 A.M.** legally prevailing time on **November 17, 2026**, for the purpose of:

**TURF MAINTENANCE SERVICE**
**ROME/FLOYD PARKS & REC**

Sealed bids for Turf Maintenance Services are subject to the conditions and provisions set forth in this bid package. The bids will be publicly opened and read in the Purchasing Department, located at 12 E. 4th Ave., Suite 106. **No extension of the bidding period will be made, and late bids will not be accepted.** Bid tabulations will be posted upon awarding of the project.

**PRE-BID AND SITE VISIT A Pre-Bid/Site Visit is scheduled for November 3, 2026 beginning at 9:00 AM. All interested bidders should attend the site visit tour to become familiar with what is expected and the exact areas to be serviced. We plan to meet at the Levy (Riverview Park) in Rome to begin the tour. An address for reference is 255 Jewell Frost Drive, Rome, GA 30165. It is the responsibility of the contractor to obtain their own measurements, pictures, etc. in order to provide an accurate submission.**

Provided below is the following bid schedule:

- Pre-Bid / Site Visit: 11/3/26 @ 9:00 AM Local Time
- Last day for questions: 11/10/26 @ 5:00 PM local time
- Last day for addenda: 11/12/26 @ 12:00 PM local time
- Bid opening: 11/17/26 @ 11:00 AM local time

The work will be awarded in one contract and shall conform in all respects to the Specifications contained in this bid package. The Bid Package is available for review in the office of the Purchasing Director of the Board of Commissioners of Floyd County, which is also the office of the undersigned. Said specifications and general conditions are open to the inspection of the public.

All forms, certifications and compliance documents required by Floyd County must accompany each bid. Including, but not necessarily limited to, compliance with the Georgia Security and Immigration

Compliance Act OCGA 13-10-90 et. seq. Contractor must complete and submit with bid, the Contractor Affidavit under OCGA 13-10-91(b)(1) included with contract documents.

Complete sets of documents and information may be downloaded from the
**https://floydcountyga.bonfirehub.com**
**All questions regarding this bid must be sent via email to Randy E. Self at randy.self@floydcountyga.org. Verbal questions and answers are not binding.**

The right is reserved to the Board of Commissioners of Floyd County, Georgia to delay the award of the Contract for a period not to exceed sixty (90) days from the date of opening of bids, during which time bids shall remain open and not subject to withdrawal. The right is also reserved to the Board of Commissioners of Floyd County, Georgia to reject any and all bids and to waive any and all technicalities or informalities. Any contract executed pursuant to this notice shall be binding upon the Board of Commissioners of Floyd County, Georgia, as such, but will not create a liability expressed or implied, against any members of the Board of Commissioners of Floyd County, the Chairman of the Board, or employee of said County, in his or her individual capacity.

Contract, if awarded, will be on a lump sum basis **or** on an individual item basis, whichever is in the best interest of the County. No bid may be withdrawn for a period of 90 days after time has been called on the date of opening.

The County reserves the right to waive compliance by any applicant with any provision contained in this request whenever the County in its sole discretion believes such waiver is in the County's best interests.

**Bids should be submitted electronically using https://floydcountyga.bonfirehub.com**

**Randy E. Self, CPPB, MBA**
**Purchasing Director**
**Floyd County Board of Commissioners**

# FLOYD COUNTY GEORGIA
# GENERAL TERMS AND CONDITIONS
# INVITATION TO BID

**Required Document for Submission**

**1. CHANGES: No** changes will be made to this invitation except by written modification by the County Purchasing Office. Requests for interpretation or changes must be in writing, to **randy.self@floydcountyga.org** directed to the Floyd County Purchasing Department and received at least (5) Five Calendar Days prior to the time set for opening of the bids. Phone (706) 291-5118. ***All communication concerning this project must be directed to the Purchasing Office until the bid is awarded. Vendors should not have contact with the Departments.***

**2. FOB POINT:** Bid Price to include shipping, packing, crating, and unloading at address in BID INSTRUCTIONS. Title to remain with vendor until fully accepted by the County. Goods damaged or not meeting specifications will be rejected and removed at the vendor's expense. Concealed damaged goods to remain the property of vendor until replaced or removed at County's direction.

**3. RISK OF LOSS:** Vendor agrees to bear all risk of loss, injury, and destruction of goods and materials ordered herein which occur prior to delivery to include concealed damage; and such loss, injury, or destruction shall not release vendor from any obligation.

**4. BID ACCEPTANCE TIME:** Bids requiring acceptance by the County in less than Sixty (60) calendar days could be rejected, unless so stated on **BIDDER'S RESPONSE PAGE** and accepted by the County.

**5. BID IDENTIFICATION:** All bids submitted as a result of this invitation must be submitted electronically via **https://floydcountyga.bonfirehub.com .**

**6. WITHDRAWAL OF BIDS:** Bids may be withdrawn by written request only, if the request is received prior to the time and date set for the opening of bids. Negligence on the part of the bidder in preparing his bid confers no right of withdrawal or modification of his bid after bid has been opened. No bid may be withdrawn for a period of Ninety (90) days after time has been called on the date of opening.

**7. BONDS:** No Bonds required for this Invitation.

**8. SITE INSPECTIONS: A Pre-Bid/Site Visit is scheduled for November 3, 2026 beginning at 9:00 AM. All interested bidders should attend the site visit tour to become familiar with what is expected and the exact areas to be serviced. We plan to meet at the Levy (Riverview Park) in Rome to begin the tour. An address for reference is 255 Jewell Frost Drive, Rome, GA 30165. The tour will take several hours to get to all the locations. It is the responsibility of the contractor to obtain their own measurements, pictures, etc. in order to provide an accurate submission.**

**9. AWARD OF CONTRACT:** Award will be made to that responsible bidder whose bid, conforming to the Invitation for Bid, will be most advantageous to the County; Price and other factors considered. The County reserves the right to waive compliance from any applicant with any provision contained in this request whenever the County in its sole discretion believes such waiver is in the County's best interests. A written award mailed (or otherwise furnished) shall be deemed to result in a binding contract without further action by either party. Contract (s), if awarded, will be on a lump sum basis **or** individual item basis, whichever is found to be in the best interest of FLOYD COUNTY.

**9.1:** The vendor, in accepting this contract, attests that he is in compliance with the Nondiscrimination Clause contained in Section 202 of Executive Order 11246, as amended, relative to equal employment opportunity for all persons without regard to race, color, religion, sex, or national origin, and the implementing rules and prescribed by the Secretary of Labor, which is incorporated herein by reference.

**10. EXCEPTIONS TO SPECIFICATIONS:** Any award resulting from this invitation shall bind the bidder to all Terms, Conditions, and Specifications set forth in this invitation. Bidders whose bids do not conform should so note on separate pages if necessary and/or on the **BID SCHEDULE**. While the County reserves the right to make an award to a nonconforming bidder, when in the best interest of the County, such awards will not be readily made, and bidders are urged to conform to the greatest extent possible. No exceptions will be considered to have been taken by the bidder unless it is properly set out as provided above. No exception will be deemed to have been taken by the County unless incorporated in an award resulting from this invitation and so stated.

**11. BID RESULTS:** Interested parties may review and/or print **BID TABULATION @ https://floydcountyga.bonfirehub.com 24 hours after bid opening** or contact Randy E. Self at **randy.self@floydcountyga.org** should the tabulation not be available on the website.

**12. PAYMENT:** Payments will be made upon all items completed each month or completion of all work and acceptance by county on invoices submitted and approved by the proper county representative within **thirty (30) days** receipt of invoice unless paragraph 14 applies. Invoices are to be submitted to: Floyd County Purchasing, P. O. Box 946, Rome, Ga. 30162 or emailed to invoices@floydcountyga.org .

**12.1** Itemize all invoices in full. Mail the original invoice to the address above. A shipping or receiving ticket will be signed and a copy left with each delivery. Each invoice including receiving/shipping ticket is to include the following minimum information:

1. Date invoice is submitted;
2. Purchase order number;
3. Payment terms;
4. Date of transaction;
5. County department;
6. Item(s) or service
7. Quantity of each item or service
8. Bid price of each item or service with any discounts

**Invoices received with any of the required information listed above missing may not be considered as a "correct invoice". All invoices submitted will be closely monitored for accuracy. Any invoice found to be incorrect will be returned to the vendor for correction. Invoices should be submitted to invoices@floydcountyga.org for payment processing.**

**12.2** Vendor must furnish delivery receipt with invoice identifying that this order has been delivered in accordance with Specifications, Quantities, and Price as set forth on the purchase order. A Floyd County employee's signature must appear on the delivery receipt or invoice.

**12.3** Items on this order are exempt from Federal Excise Tax and Georgia Sales and Use Tax. A certificate will be furnished if requested. FLOYD COUNTY is exempt from taxes, but the successful bidder shall pay all taxes required of him by law and FLOYD COUNTY cannot exempt others from tax.

**12.4** Payment terms and provisions herein or otherwise found within the contract documents supersede all provisions of the Georgia Prompt Pay Act (House Bill 837; 13 O.C.G.A. Chapter 11 **ET**. **SEQ**.).

**13. INQUIRIES REGARDING PAYMENT:** All inquiries regarding payment of invoices are to be directed to Accounts Payable (706) 291-5113 or Floyd County Commissioners, Attn: Accounts Payable, P.O. BOX 946, Rome, Georgia 30162. Electronic submission should be directed to **invoices@floydcountyga.org** for payment processing.

**14. DISCOUNTS:** Prompt payment discounts offered for a period of less than Fifteen (15) Days will not be considered in determining the low bidder on this invitation. However, such discounts, when offered, will be taken provided payment is made within the time specified. Time, in connection with discounts for prompt payments, will be computed from the date of acceptance of work for which payment is claimed, or the date the correct invoice is received by the County, whichever is later.

**15. EXECUTION OF CONTRACT:** Subsequent to the award, the successful bidder will be presented with a contract which may be in the form of a purchase order. Contract is to be executed within Ten (10) calendar days of **"NOTICE OF AWARD"** together with the required payment and performance bonds prescribed in Paragraph 7B. If the contract document is mailed, the date of the presentation shall be deemed to be the postmark date. The successful bidder's proposal and this Invitation for Bid shall be incorporated into the contract, except to the extent that this invitation conflicts with the contract, in which case the provisions of the contract shall take precedent.

**16. CERTIFICATE OF INSURANCE:** A Certificate of Insurance (COI) will be required from the winning contractor within Ten (10) days of award. Successful bidder will be required to furnish a Certificate of Liability insurance in an amount not less than One Hundred Thousand Dollars ($100,000.00) per occurrence to protect the County throughout the life of the contract against **"ALL RISKS"**. Coverage includes but is not limited to General Liability: Comprehensive Form, Premises/Operations, Products/Completed Operations, Broad Form Property Damage, Personal Injury, and Automobile/Vehicle Liability. Worker's compensation and Employer's Liability are to be statutory amounts. On all contracts for vehicle repair of any kind, the successful shall provide at least Five Hundred Thousand Dollars ($500,000.00) of Garage Liability insurance in addition to the insurance stated above

**17. INCLUSION:** All items and/or services standard, expected, necessary, and/or routine to such a project as this and not actually stated in this Invitation for Bid will be the responsibility of the successful bidder to provide at no other cost to the County unless so stated on the successful bidder's proposal as additional cost items and accepted by the County at the time of the award and/or contract.

**18. REGULATORY AGENCIES:** Successful bidder will be responsible for all required permits or license required by regulatory agency of the City, County, State, or Federal Governments. Further, successful bidder will be responsible for meeting all requirements of any regulation (s) or guideline (s) of any of the said Governments or any independent agency recognized by said Governments as publisher of any such regulation (s) or guideline (s).

**19. INDEPENDENT CONTRACTORS:** The bidder will represent to FLOYD COUNTY that he is fully experienced and properly qualified to perform the functions provided herein and that he is properly equipped, organized, and financed to perform such functions. The bidder shall finance his own operations hereunder, shall operate as an independent contractor and not as an agent of FLOYD COUNTY and nothing contained in this Invitation for Bid or a contract resulting from same shall be construed to constitute the bidder or any of his employees, servants, agents, or subcontractors as a partner, employee, servant, or agent of the County nor shall either party have any authority to bind the other in any respect; it being intended that each shall remain an independent contractor.

**20. ASSIGNMENT OF CONTRACTUAL RIGHTS:** It is agreed that the successful bidder will not assign, transfer, convey, or otherwise dispose of a contract that results from this invitation or his right, title, or interest in or to the same, or any part thereof, without written consent of the County.

**21. STARTING TIME:** Work will commence within stated calendar days after being issued a Purchase Order or a **"NOTICE TO PROCEED"** on the project and commence in a routine, orderly manner until completion and acceptance by the County.

**22. INDEMNITY:** Successful bidder agrees, if entering into a contract as a result of this invitation, to defend, indemnify, and hold harmless FLOYD COUNTY from any and all courses of action or claims of damages arising out of or related to bidder's performance or actions or those of his employees or agents, under said contract.

**23. TERMINATION:** Pursuant to O.C.G.A. 36-60-13, if applicable, any contract resulting from this Invitation for Bid, if not sooner terminated pursuant to the provisions of termination contained herein, is terminable by the Board of Commissioners of FLOYD COUNTY, Georgia on December 31 of each calendar year during the term of said contract, except that said contract shall be renewed automatically on such date, and without any lapse, unless positive action is taken to terminate said contract by the Board in a public meeting and such action entered in the Official Minutes of the FLOYD COUNTY Commission.

**24. APPROPRIATION OF FUNDS:** Initial contract and any continuation contract (s) will terminate immediately and absolutely at any such time as there are no appropriated and otherwise unobligated funds available to satisfy the County's obligations under said contract (s).

**25. CANCELLATION FOR CAUSE:** Should either party fail to comply with the Terms and Conditions of this contract, the aggrieved party must give, in writing, to the other party any complaint for non-compliance to the Terms and Conditions of this contract. The other party shall have Fifteen (15) calendar days to correct the matter. If corrected to the satisfaction of both parties within the Fifteen (15) calendar days and stated in writing, then the contract will continue uninterrupted. Failure to correct the matter will result in termination of this contract at the end of Thirty (30) calendar days following the date of the initial letter of complaint.

**26. LIQUIDATED DAMAGES:** NONE FOR THIS BID.

**27. ANTI-DISCRIMINATION CLAUSE:** "FLOYD COUNTY does not discriminate against any person because of race, color, religion, national origin, or handicap in employment or service provided."

**28. COMMODITY STATUS:** It is understood and agreed that materials delivered shall be new, of the latest design, and in first quality condition, that all bags, containers, etc., shall be new and suitable for storage, unless otherwise stated by FLOYD COUNTY.

**29: CONTRACT ITEMS:** Items or services not listed in this contract need to be purchased according to purchasing rules and regulations of the county.

- County departments are not authorized to order any item or service not listed without satisfying said rules and regulations and having a separate purchase order issued to cover such a purchase.
- Vendors receiving contracts as a result of this invitation are expected to consider this when accepting orders.

**Payment will not be made for any item not covered by this contract unless the Purchasing Rules and Regulations stated have been met.**

**30: CHANGES TO CONTRACT:** No change will be made to this contract except by written modification by the Contracts Administrator whose name appears on the cover page. Additional items of the same brand and similar products required during the course of the contract will be provided at like discounts to similar items on contract.

**31: LOCATION FOR DELIVERY OF GOODS OR EQUIPMENT:** Purchase Order or as specified by location

**32.: LITIGATION:** The validity, interpretation and performance of this Agreement shall be governed and construed in accordance with the laws of the State of Georgia without regard to its conflict of laws rules and each party hereby submits to the exclusive jurisdiction of the state and federal courts of the State of Georgia and the Superior Court of Floyd County for purposes of any such proceeding relating to any claim or dispute arising hereunder.

33.: **TERMS:** The service term will be for a one-year period with additional annual extensions for up to 4 years after initial year. Number of possible years of the term would be 5 years. Service years will begin on January 1 and will end on December 31 of the year. Extension notices will be issued 30 days before the end of the term. Price increases should be submitted no later than 60 days before the end of the term. Agreement may be terminated by either party with a 30-day notice to terminate.

**33: Bid Submissions: Complete and return all forms as required by publication on https://floydcountyga.bonfirehub.com .**

I acknowledge that I have read and understand the General Terms and Conditions as stated above:

| CONTRACTOR | FLOYD COUNTY COMMISSIONERS |
|---|---|
| _____ | _____ |
| Signature | Signature |
| _____ | _____ |
| Printed Name | Printed Name |
| _____ | _____ |
| Title | Title |
| _____ | _____ |
| Date | Date |

# CHECK LIST

**Required Document for Submission**

**All documents listed below are required to be completed and submitted as one attachment under Required Documents and scope of work on https://floydcountyga.bonfirehub.com. The pricing sheet should be submitted separately under Bid Pricing and not included with the required documentation.**

___ **Bidders Declaration Page**

___ **Vendor Information**

___ **Certificate of Non-Discrimination**

___ **Certificate of Non-Collusion**

___ **Contractor's Affidavit/E-Verify (if you have 10 or more employees) (This is not an FID Number)**

___ **S.A.V.E. Compliance (if you have 10 or less employees)**

___ **Drug Free Workplace Certificate**

___ **W-9**

___ **Bidders Addenda Acknowledgement**

___ **Appendix A – Subcontractors (**Contractor is responsible for providing the E-Verify/S.A.V.E. forms from their subcontractor(s). The subcontractor must provide a COI as well.

___ **Certificate of Insurance (COI) to be provided within 10 days of award**

___ **Copy of Pesticide Contractor License and Commercial Applicator License (Category 24) issued by The Georgia Department of Agriculture.**

___ **Pricing Sheet (to be scanned as a separate sheet in Bonfire)**

**The documents above are included within this Invitation to bid with the exception of the COI and the Licenses. Addendums will be available when issued.**

# BIDDERS DECLARATION

**Required Document for Submission**

The bidder understands, agrees and warrants:

- That the bidder has carefully read and fully understands the full scope of the specifications.
- That the bidder has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.
- That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to **November 17, 2026 at 11:00 AM (local time)** but may not be withdrawn after such date and time.
- That Floyd County reserves the right to waive compliance from any applicant with any provision contained in this request whenever the County in its sole discretion believes such waiver is in the County's best interests
- That by submission of this quote the bidder acknowledges that Floyd County has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the bidder.
- That the accompanying bid is not the result of or affected by, any act of collusion with another person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Georgia or United States law.

BIDDER:

Company Name: _____

Phone: _____

Name Print: _____

Signature: _____

Email: _____

Date: _____

# VENDOR INFORMATION

**Required Document for Submission**

PROPOSAL FORM

TO: Floyd County Board of Commissioners – Purchasing Department
12 E 4th Ave. Rome, GA 30161 - via https://floydcountyga.bonfirehub.com/

BID PKG. 26-038 "Turf Maintenance Services – Rome/Floyd Parks & Rec"

Firm Name: _____

All proposals submitted shall be subject to acceptance or rejection and the Floyd County Board of Commissioners specifically reserves the right to accept or reject any or all proposals, to waive any technicalities and formalities in the Bid process.

The undersigned understands that any conditions stated above, clarifications made to the above or information other than that requested should be under separate cover and to be considered only at the discretion of the Purchasing Department.

Contractor: _____

Address: _____

City, State, Zip Code: _____

Phone Number: _____

Email Address: _____

Print Name: _____

Signature: _____

This proposal shall be signed by a representative who is authorized to contractually bind the contractor

Please Attach Company Contact's Business Card (if possible):

# CERTIFICATE OF NON-DISCRIMINATION

**Required Document for Submission**

In connection with the performance of work under this contract, the bidder agrees as follows:

The bidder agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, ancestry, or disability. The vendor shall take affirmative action to ensure that employees are treated without regard to their race, creed, color, sex, national origin, ancestry, or disability. Such actions shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruiting, or recruitment, advertising, lay-off or termination, rates of pay or other compensation and selection for training, including apprenticeship.

In the event of the bidder's non-compliance with this non-discrimination clause, the contract may be canceled or terminated by Floyd County Board of Commissioners. The bidder may be declared, by Floyd County, ineligible for further contracts with Floyd County until satisfactory proof of intent to comply shall be made by the vendor.

The bidder agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

BIDDER _____

SIGNATURE _____

TITLE _____

# CERTIFICATE OF NON-COLLUSION

**Required Document for Submission**

By responding to this Solicitation, the supplier understands and agrees to the following:

1. That the submitted response constitutes an offer, which when accepted in writing by Floyd County, and subject to the terms and conditions of such acceptance, will constitute a valid and binding contract between the undersigned and Floyd County; and

2. That the supplier has read the specifications and requirements shown or referenced in the solicitation and that the supplier's response is made in accordance with the provisions of such specifications and requirements except as expressly stated otherwise in the supplier's response; and

3. That the supplier guarantees and certifies that all items included in the supplier's response meet or exceed all such stated specifications and requirements of the solicitation except as expressly stated otherwise in the supplier's response; and

4. That, if awarded a contract, the supplier will deliver goods and or services that meet or exceed the specifications and requirements of the solicitation except as expressly stated otherwise in the supplier's response, and

5. That the response submitted by the supplier shall be valid and held open for a period of one hundred and twenty (120) days (or such other period as identified in the solicitation) from the final solicitation closing date and that the response may be held open for an additional period subject to the supplier's consent; and

6. That the supplier's response is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. The supplier understands and agrees that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and

7. That the provisions of the Official Code of Georgia Annotated, Sections 36-91 have not been violated and will not be violated in any respect.

DO NOT MODIFY THE BID/PROPOSAL CERTIFICATION TERMS IN ANY WAY. THIS FORM MUST BE COMPLETED, SIGNED AND SUBMITTED WITH YOUR RESPONSE.

**(PLEASE PRINT OR TYPE)**:

Contractor's Full Legal Name _____

Authorized Signature: _____

Name and Title of Person Signing: _____

Company Address: _____

Phone: _____ E-MAIL: _____

## Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

**Required Document for Submission**

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of Floyd County Georgia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

_____
Federal Work Authorization User Identification Number
(Please note this is NOT an FID number)

_____
Date of Authorization of your Federal Work Authorization Number

_____ _____
Name of Contractor

_____
Address of Contractor

_____
Name of Project

___FLOYD COUNTY GEORGIA_____
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.
Executed on _____, ___ in 202__ in_____(city), _____(state).

_____
Signature of Authorized Officer or Agent

_____
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____DAY OF_____, 202__.

_____
NOTARY PUBLIC

My Commission Expires:

_____
(Notary Seal or Stamp Required)

# SAVE COMPLIANCE AFFIDAVIT

## O.C.G.A § 50-36-1(e) (2) Affidavit

**Required Document for Submission**

By executing this affidavit under oath, as an applicant for a (n) Contract or Services, as referenced O.C.G.A. C. § 50-36-1, for Floyd County Board of Commissioners, Georgia, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

1) _____ I am a United State citizen.
1)
2) _____ I am a legal permanent resident of the United States
2)
3) _____ I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency.
My alien number issued by the Department of Homeland Security or other federal immigration agency is: _____.

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided a copy at least one secure and verifiable document, as required by O.C.G.A. § 50-36-1(e) (1), with this affidavit.
The secure and verifiable document provided with this affidavit can best be classified as:
___ Valid Driver's License ___ Passport ___ Other: please list _____

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. § 16-10-20, and face criminal penalties as allowed by such criminal statute.

Executed in _____ (city), _____ (state).

_____ _____
Signature of Applicant Name of Company

_____ _____
Printed Name of Applicant Street Address of Company

_____ _____
Title of Applicant City, State, Zip Code of Company

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE
_____DAY OF _____, 20_____

_____
NOTARY PUBLIC
My Commission Expires:

**FLOYD COUNTY BOARD OF COMMISSIONERS**
**DRUG-FREE WORKPLACE CERTIFICATE**
**Required Document for Submission**

By signature on this certificate, the Vendor certifies that the provisions of O.C.G.A. Section 50-24-1 through 50-24-6 related to the "Drug-Free Workplace Act" have been complied with in full. The Vendor further certifies that:

1. A drug-free workplace will be provided for the Vendor's employees during the performance of the contract; and

2. Each Vendor who hires a sub-Vendor to work in a drug-free workplace shall secure from that sub-vendor the following written certification: "As part of the subcontracting agreement with (Vendor's name), (sub-Vendor's name) certifies to the Vendor that a drug-free workplace will be provided for the sub-Vendor's employees during the performance of this contract pursuant to O.C.G.A. Section 50-24-3(b)(7)."

By signature on this certificate, the Vendor further certifies that it will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of this contract.

Vendor: _____

By: _____

Name Printed: _____

Title: _____

Date: _____

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

# Request for Taxpayer Identification Number and Certification

**Go to *www.irs.gov/FormW9* for instructions and the latest information.**

**Give form to the requester. Do not send to the IRS.**

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . .

**Note:** Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

*(Applies to accounts maintained outside the United States.)*

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

5 Address (number, street, and apt. or suite no.). See instructions.

Requester's name and address (optional)

6 City, state, and ZIP code

7 List account number(s) here (optional)

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

**Social security number**

___ – ___ – ____

**or**

**Employer identification number**

__ – _____

## Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign Here** | **Signature of U.S. person** | **Date**

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

### What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

**SCOPE OF WORK AND SPECIFICATION REQUIREMENTS**
**BID #26-038**

**Turf Maintenance Services – Rome/Floyd Parks & Rec**

The Floyd County Board of Commissioners is soliciting bids from qualified contractors to provide all labor, tools, equipment, and products necessary to perform Turf Maintenance for the Rome/Floyd Parks & Rec. This will involve approximately 76 acres of turf (see attachment A) and includes all fields and common areas at the parks/playgrounds. This is an approximation and it is the responsibility of the contractor to obtain their own measurements for pricing purposes. Change orders are not acceptable.

The County will be responsible for mowing and watering of the areas to be treated.

The Contractor will be responsible for:

1. No less than 6 sprays per year to consist of all pre-emergent, weed control, and fertilizer for Bermuda turf grasses:
    a) Prodiamine at 1.5lbs Al
    b) 3-way 64.5 oz./AC, Surfactant, 28-0-0 liquid 10.07 Gal/AC
    c) Nitroform UF 1 lbs., Arkon 43 oz Ac
    d) Nitroform UF 1 lbs., Arkon 43 oz Ac
    e) Specticle Flo 9 oz./Ac, MSM herbicide, 23-3-5 50% xcu 2.25lb Ac
    f) Simazine 43 oz. Ac, Tribute total for poa post 1.72 oz./Ac
2. Common areas may be treated with less fertilizer than the fields to deter mowing schedules and labor costs.
3. All products applied are to be people and pet friendly.
4. The contractor must be willing to spot treat for escape weeds such as Poa, Goose, Nut Sedges, etc.

**The contractor must provide a copy of their Pesticide Contractor License and a copy of the Commercial Applicator License (Category 24) of at least one full-time certified applicator who has passed the General Standard and Category 24 (Ornamental & Turf) exams.**

Please note that an option for advertising for your company in the form of signage may be available on some of the fields. Please indicate on the pricing form if a discount on these services will be offered and what the amount of the discount would be.

Floyd County is an **NET 30** entity and will process invoices accordingly. All invoices will be paid within 30 days of date on invoice. If there is an issue with this process, it should be discussed before submitting your bid.

My signature below indicates that I understand the scope of work as stated.

_____ _____
Signature Date

# ATTACHMENT A

The following chart shows the proposed sights for the service with an approximate acreage.

| **Parks to be Treated** | | | |
|---|---|---|---|
| **Park Name** | **Address** | **Areas to Treat** | **Acres** |
| Alto Park | 1014 Burnett Ferry Rd. Rome, GA 30165 | 8 fields and all commons in and around the complexes | 18 |
| Garden Lakes Park | 2903 Garden Lakes Blvd. NW Rome, GA 30165 | 2 soccer fields, 2 baseball fields, commons around mini pitch | 6 |
| North Floyd Park | 102 North Floyd Park Rd. Rome, GA 30165 | 2 soccer fields, 4 baseball fields, all common areas with Bermuda grass in the park. This includes all of the islands and around the Thornton Center. | 15.5 |
| Shag Williams Park | 40 Minshew Rd. NE Rome, GA 30172 | 1 multi use field, 2 baseball fields and all common areas with Bermuda grass around the buildings and common areas | 7.5 |
| Wolfe Park | 106 Park Ave. Lindale, GA 30147 | 1 multi use field, 2 baseball fields and all common areas with Bermuda grass around the buildings and common areas | 8 |
| E.S. Brown Park | 38 Mill St. Cave Spring, GA 30124 | 2 baseball fields and all common areas with Bermuda grass. | 3 |
| Midway Park | 125 Midway Park Rd. SE, Silver Creek, GA 30173 | 3 baseball fields and all common areas with Bermuda grass. | 4.5 |
| Etowah Park | 1325 Kingston Hwy. Rome, GA 30165 | 1 outfield sprayed and all Bermuda grass around complex. | 1.5 |
| Riverview Park | 255 Jewell Frost Dr. Rome, GA 30165 | 2 football fields and 4 baseball fields and all the common areas inside and outside of each complex. | 11 |
| Parks Division Headquarters | 170 North Ave NE Rome, GA 30161 | Front lawn | 0.5 |
| Main Office/Gymnastics Center | 1 Shorter Ave. Rome, GA 30165 | Front lawn | 0.5 |
| **Total Acreage** | | | **76** |

## BIDDERS ADDENDA ACKNOWLEDGEMENT

**Required Document for Submission**

Bidder acknowledges receipt of the following addenda:

| Addendum No. | Date |
|---|---|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Signed this _____day of _____ 202_____

Signature: _____

Title: _____

Company: _____

# APPENDIX A - LIST OF SUBCONTRACTORS

**Required Document for Submission**

The following is the list of Subcontractors referenced in the Bid Form submitted by:

Bidder: _____

Date: _____

and which is an integral part of the Bid Form.

The following work will be performed (or provided) by Subcontractors and coordinated by us:

| WORK SUBJECT | NAME |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| | |