

# Gym Floor Maintenance and Refinish for Fayette County Public Schools

Request for Proposals No. 24-027-075

Georgia Procurement Registry Event No. PE-65615-NONST-2024-000000017

## Objective

Fayette County Public Schools (hereinafter FCPS or the District) is soliciting proposals via this Request for Proposals (hereinafter RFP) from interested and qualified respondents to provide gym floor maintenance and refinish, as specified within this solicitation, for multiple facilities within the Fayette County School District.

As is more fully explained in this RFP, an award, if made, will be made to the responsible and responsive respondent who provides the best solution to the described need, taking into consideration multiple evaluation factors as determined by the FCPS and defined herein.

It is the respondent's responsibility to address all elements of this RFP. Any respondent failing to meet the terms and conditions herein may suffer a reduction in their evaluation score up to a complete rejection of their proposal.

## Responses Due

Responses to this request for proposals are due no later than the date and time specified in the timeline of events either physically or electronically to the FCPS Purchasing Department located at Facilities Services, 939 Goza Road, Fayetteville, Georgia 30215. Proposals received after the specified date and time will not be considered.

## Section A: Instructions to Respondents

### 1. Designated Representative

- 1.1. The FCPS Purchasing Department has designated the following staff member as the representative of the Department and District during the solicitation process: Jamie Marrero ([marrero.jamie@fcboe.org](mailto:marrero.jamie@fcboe.org))

### 2. Respondent Registration

- 2.1. Respondents are encouraged to register with the designated representative listed above via email after reviewing this solicitation.
- 2.2. Respondents who register will automatically receive an email update with additional documents such as addenda and be notified of award issuance, even if they choose not to submit a proposal.

3. Schedule of Events

- 3.1. RFP Released: Tuesday, February 13, 2024
- 3.2. Respondent Questions Due: Friday, March 1, 2024
- 3.3. Addenda Issued (if applicable): Wednesday, March 6, 2024
- 3.4. Respondent Proposals Due: Before 10:00AM (EST), Wednesday, March 13, 2024
- 3.5. Anticipated Project Start: Late June 2024

4. Georgia Open Records Act Compliance ([O.C.G.A. § 50-18-70](#))

- 4.1. This solicitation and any resulting responses, evaluations, contracts, agreement, or purchase orders are subject to the [Georgia Open Records Act](#) and may be released publicly.
- 4.2. Pursuant to the act, for any records or documents marked as “confidential” or “trade secrets” the respondent must submit and attach to the records an affidavit affirmatively declaring that specific information in the records constitutes trade secrets according to [O.C.G.A. § 10-1-761](#).
  - 4.2.1. Failure to attach such an affidavit will result in the record being considered public and subject to release under the Georgia Open Records Act.
  - 4.2.2. If FCPS determines that the specifically identified information does not constitute a trade secret, it shall notify the entity submitting the affidavit of its intent to disclose the information within ten days unless prohibited from doing so by an appropriate court order.
  - 4.2.3. In the event the entity wishes to prevent disclosure of the requested records, the entity may file an action in superior court to obtain an order that the requested records are trade secrets exempt from disclosure. The entity filing such action shall serve the requestor with a copy of its court filing.
  - 4.2.4. If the agency determines that the specifically identified information does constitute a trade secret, the agency shall withhold the records, and the requester may file an action in superior court to obtain an order that the requested records are not trade secrets and are subject to disclosure.

5. Solicitation Documents and Forms

- 5.1. Documents and forms required for submission as part of this RFP can be found on the FCPS [Purchasing Department website](#).
- 5.2. Failure to include required submissions listed herein may result in a rejection of the proposal.
- 5.3. A list of required forms is contained herein and additional submissions may be required per the specifications contained herein.

6. Proposal Delivery

- 6.1. Proposals should be sent to the FCPS Purchasing Department and must be received before the proposal due date and time specified in the solicitation.
- 6.2. Proposals may be submitted electronically, by mail, or hand-delivered to Facilities Services, 939 Goza Road, Fayetteville, Georgia 30215, Attention: Purchasing Department.
- 6.3. No faxed or telephone proposals will be accepted or considered.
- 6.4. Proposals may be emailed to the designated representative if meeting the following guidelines:
  - 6.4.1. Emailed proposals must be in a consistent, clear, and readable format and complete. (Adobe PDF format is preferred unless specified otherwise)
  - 6.4.2. All proposal documents should be bound in one document. Multiple separate documents may result in evaluation score reductions.

7. Attachments

- 7.1. Any specification listed with “Must Include Attachment” should include a document within the proposal conforming to standards set forth.
- 7.2. All attachments must be clearly marked and labeled using the following format: Attachment #, Solicitation Reference, Respondent Name, Solicitation Title, and Number.

8. Proposal Format Requirements

- 8.1. The proposal should be typed and legible as well as formatted to comply with accessibility standards (refer to ADA and Section 508 compliance).
- 8.2. The solicitation document has been carefully organized. All sections, specifications/requirements, and appendices are numbered; therefore proposals

should be organized in the same manner referencing the solicitation document when necessary.

8.3. Proposals must be submitted with the following sections clearly identified and delineated:

- 8.3.1. Letter of Interest
- 8.3.2. Technical Proposal
- 8.3.3. Qualifications and Experience
- 8.3.4. References
- 8.3.5. Price/Cost

9. Multiple Proposals from the Same Respondent

- 9.1. Respondents may submit more than one proposal when offering multiple alternatives.
- 9.2. Proposals must be separate and each should conform to all terms and conditions within the solicitation.
- 9.3. Proposals must be labeled separately so as to easily identify different proposals from the same respondent.

**Section B: Scope of Work and Specifications**

10. Background and Project Overview

10.1. The purpose and intent of this request for proposal is to evaluate and select a vendor to provide gym floor maintenance and refinish (as needed) for multiple facilities within the Fayette County School District. Gym floor maintenance will be done on an annual basis. Gym floors that need to be refinished will be placed on a rotating schedule based on the condition of the current floor and budget allotment. Pricing must be provided for both annual maintenance and refinish for all sites listed within this solicitation.

10.2. Site Visit(s): **REQUIRED**

10.2.1. Site visits are required to bid on this project and must be scheduled with Harold Sullivan, Facilities Supervisor, or his designee. Site visits can be scheduled by phone at 770-460-3522 or via email at [sullivan.harold@fcboe.org](mailto:sullivan.harold@fcboe.org).

11. Design/Technical Requirements and Specifications

11.1. Design services may be needed if contractor does not have the ability to produce school logos on the gym floor without the use of design services. Contractor will be responsible for supplying and providing any design services needed to complete a gym floor refinish.

11.1.1. Designs that can be added by the school during a refinish includes but is not limited to;

11.1.1.1. School and/or mascot logos

11.1.1.2. Four (4) Square

11.1.1.3. Dashing

11.1.1.4. Additional lines

11.2. Technical Specifications

11.2.1. Maintenance (Screen and Recoat)

11.2.1.1. The floors are to be screened using a dust free method.

11.2.1.2. Screening process will remove black scuff marks and other damage on the floors.

11.2.1.3. Product application specifications must be submitted as a separate attachment. Respondent must include the number of coats to be applied. Recommendation must be (at minimum) within the manufacturer's standards.

11.2.1.4. Gym floor finish and coats applied must be compatible with existing gym floor finish and specifications provided by the respondent must be correct for this application.

11.2.2. Refinish (Full Sand, Stain, Paint, and Coat)

11.2.2.1. Specifications must be submitted as a separate document.

11.2.2.2. Respondent must include floor preparations, design services, staining, painting, and product application. These specifications must be (at minimum) within the manufacturer's standards.

11.2.3. Sanding and Screening

11.2.3.1. Dry sanding/screening is Fayette County School Districts preferred method. Any wet sanding must have prior approval from Mike Satterfield, Director of Facilities Services.

11.2.3.2. If respondents' gym floor maintenance and/or refinish specifications consist of wet sanding, respondent must include an attachment of the wet sanding process they are proposing.

11.2.4. Gym Floor Finish Coat Application

11.2.4.1. No applicator streaks, ridge lines, or alligating will be left on the floor when finished work is completed.

11.2.4.1.1. Alligating defined; the finish pulls away from itself, causing ridges in the finish similar to an alligator's skin. This condition can occur in both water-based and oil-modified finishes.

11.2.5. Repairs

11.2.5.1. Repairs will be requested and/or needed through the duration of this contract.

11.2.5.1.1. If a contractor is onsite performing a maintenance or refinish and sees that repairs are needed; contractor must contact the Facilities Supervisor immediately.

11.2.5.2. Repair requests must be approved by the Director of Facilities Services or his designee.

11.2.5.3. Repairs may include but are not limited to; wood plank replacement, touch up, reinstallation of loose wood planks, etc.

12. Performance and Service Requirements

12.1. Quality Assurance

12.1.1. An experienced service provider who has provided gym floor maintenance or refinish services (similar in work) with a record of no less than five (5) years of successful in-service performance.

12.1.2. All completed work must be signed off by the Facilities Supervisor or Director of Facilities Services stating that the work has been completed and is in satisfactory standing.

12.1.2.1. Vendor will be responsible for making any requested corrections and/or repairs of the gym floor finish to the satisfaction of the Fayette County School District.

12.1.3. Contactor must confirm the schedule of all gym floor maintenance and/or refinish with the Facilities Services Department.

12.1.3.1. To guarantee that the gymnasium room temperature is acclimated to the temperature needed per the product specifications, you must confirm maintenance and refinish schedule. The gymnasiums are temperature controlled using an energy management system, Facilities Services will require notice to make modifications to the schedule providing central air to the space. (72 hour minimum)

12.1.3.2. Vendor will be responsible for any condensation damage done to the gym floor if;

12.1.3.2.1. Vendor does not provide enough notice to Facilities Services to modify the energy management system.

12.1.3.2.2. Vendor leaves exterior doors open during the maintenance and/or refinishing process, causing room temperature to be uncontrolled.

12.1.3.3. Logo modifications, stain, and paint line colors must be confirmed by the Principal (at each location) and the Director of Facilities Services prior to complete sanddown and refinish. Final approval must be completed before work can be performed.

## 12.2. Maintenance and Service Requirements

12.2.1. Specifications for the gym floor maintenance and/or repair submitted by the respondent must be accurate.

12.2.1.1. If contractor modifies or changes the specifications in any way, without prior written approval, the contractor will be found in breach of contract and contract will be terminated immediately.

12.2.1.1.1. Written approval can only be signed off on by the Director of Facilities Services.

12.2.2. Respondent must provide detailed requirements of maintenance and service of requested gym floor solicitation, as well as warranty-specific repair/maintenance policies.

12.2.2.1. Respondent will be responsible for providing annual gym floor maintenance and must adhere to the schedule provided by Facilities Services Director and/or his designee; as well as the technical specifications listed within this solicitation.

12.2.2.2. Respondent must supply Fayette County School District with recommended monthly maintenance to assure that the gym floor finish is maintained properly between maintenance and/or refinishing. This includes but is not limited to;

12.2.2.2.1. Cleaning of the gym floor. (What should be used to clean the floor and how often should it be cleaned)

12.2.2.2.2. Interior/exterior mat recommendation for high traffic areas.

12.3. Estimated Square Footage of Gym

- 12.3.1. Bennett's Mill Middle School: 12,700
- 12.3.2. Booth Middle School: 11,000
- 12.3.3. Center of Innovations: 8,748
- 12.3.4. Fayette County High School: 15,000
- 12.3.5. Fayette County High School (Auxiliary Gym): 6,000
- 12.3.6. Fayette Life Academy: 8,640
- 12.3.7. Flat Rock Middle School: 10,000
- 12.3.8. LaFayette Educational Center: 7,930
- 12.3.9. McIntosh High School: 17,864
- 12.3.10. McIntosh High School (Auxiliary Gym): 6,000
- 12.3.11. Rising Starr Middle School: 10,500
- 12.3.12. Sandy Creek High School: 16,000
- 12.3.13. Sandy Creek High School (Auxiliary Gym): 6,000
- 12.3.14. Starr's Mill High School: 13,464
- 12.3.15. Starr's Mill High School (Auxiliary Gym): 6,000
- 12.3.16. Whitewater High School: 16,500



12.3.17. Whitewater High School (Auxiliary Gym): 6,000

12.3.18. Whitewater Middle School: 10,000

### **Section C: Evaluation of Proposals**

#### **13. Evaluation Committee**

13.1. All proposals deemed responsive will be evaluated by a review committee composed of project administrators and end-users.

13.2. Criteria based on qualifications and experience, a submitted proposal, and price/cost will be used in the evaluation process.

#### **14. Evaluation Methodology**

14.1. The committee will perform a complete evaluation and verification process on a rating system of required proposal components contained herein based on an "Excellent", "Good", "Fair", or "Poor" rating.

14.1.1. Excellent ratings will be issued four (4) points.

14.1.2. Good ratings will be issued three (3) points.

14.1.3. Fair ratings will be issued two (2) points.

14.1.4. Poor ratings will be issued zero (0) points.

#### **15. Interviews and Presentations**

15.1. Post-proposal interviews and presentations may be required, in person at the committee's direction or desire.

15.2. Submission of a proposal does not guarantee an interview or presentation.

15.3. Selection for interviews and presentations is at the sole discretion of the evaluation committee.

#### **16. Contract Award and Negotiations**

16.1. The evaluation committee will issue a recommendation to award following the outcome of its evaluation process.

16.2. The committee reserves the right to reject any or all bids.

16.3. A recommendation to award does not guarantee a contract. Final approval from the Superintendent and/or Board of Education may be required.

- 16.4. Following a recommendation to award, the Superintendent or their designee may engage in final negotiations with the selected respondent.

#### **Section D: General Terms and Conditions**

The FCPS General Terms and Conditions are posted on the Purchasing Department website under the heading of [Vendor Terms, Conditions, and Forms](#) and attached to this solicitation. By submission of a proposal, the respondent acknowledges they have read and understood these General Terms and Conditions as well as any terms and conditions contained herein.

#### **Section E: Special Terms and Conditions**

##### 17. Contract Incorporation

- 17.1. This solicitation will be incorporated into any resulting contract.
- 17.2. When this solicitation and any resulting contract are in conflict, Fayette County Public Schools will determine the controlling method.
- 17.3. Only the Superintendent or his direct designee may sign or enter into a contract on behalf of Fayette County Public Schools.

##### 18. Term

- 18.1. The proposal term will begin from the time of award through June 30, 2025, with an option to renew for four (4) additional terms.
  - 18.1.1. Terms are defined as the fiscal year from July 1st to June 30th of each calendar year.

##### 19. Substitutions and Alternates

- 19.1. Products similar to or other than specified may be acceptable if in compliance with all requirements of these specifications and are of the same or better quality.
- 19.2. The respondent must provide substantiation that proposed substitution or alternate does not violate any other manufacturer's patents, patents allowed, or patents pending and that the alternate proposed meets the same specifications contained herein.
- 19.3. The FCPS shall be the sole determiner of specification compliance and alternate acceptability.
- 19.4. No pre-proposal approval will be given for a proposed alternative.

20. Insurance Requirements

- 20.1. Respondents are required to submit a current and valid Certificate of Insurance (COI) per the General Terms and Conditions and any specification contained herein.
- 20.2. Should the respondent choose to utilize subcontractors for installation or other matters, the respondent must provide a valid COI for the subcontractor per the requirements of the General Terms and Conditions.

**Section F: Required Forms and Submissions**

21. Required Respondent Submissions

- 21.1. Product Data: Fayette County School District must receive all product data that pertains to solicitations work scope, this includes but is not limited to;
- 21.2. Product Data Sheet: Manufacturers product data sheet
- 21.3. Product Certification: Submit manufacturer's certification that products and materials comply with the requirements of the specifications.
- 21.4. Submit manufacturer's catalog cuts, material safety data sheets (MSDS), brochures, specifications;
- 21.5. Preparation, maintenance, and installation instructions and recommendations;
- 21.6. Storage, handling requirements, and recommendations.
- 21.7. Warranties: Submit warranty documents according to specifications (if applicable).
  - 21.7.1. Include any and all manufacturer's warranties for each item.

22. Cost Proposal

- 22.1. All respondents must include a separate cost proposal.
- 22.2. Pricing not entered in the cost proposal form will not be considered.
- 22.3. If pricing variations exist for different finishes/materials/options the respondent must include an attachment describing variations and associated costs.
- 22.4. Costs should be in line-item format detailing all costs applicable to the proposed solution and a grand total cost to execute the proposed solution fully.

23. Letters of Recommendation

- 23.1. The respondent must include a minimum of three (3) letters of recommendation dated within the previous two (2) calendar years.
- 23.2. Letters must be from clients/customers who have engaged the respondent in previous services and must include details such as a description/scope of work, timeline and budget parameters, and assessment of the respondent's ability to complete work/service as specified.
- 23.3. Each letter must contain contact information including organization/firm, contact name, telephone, and email.
- 23.4. Letters from organizations and projects similar to the scope and size of Fayette County Public Schools are preferred.

24. Solicitation Response Form

- 24.1. Respondents must complete a Solicitation Response Form attached hereto and available online at the Purchasing Department website.
- 24.2. This form must be placed on top, or as the first page of your proposal.
- 24.3. Failure to attach could result in a reduction in score or a rejection of your proposal.

25. Certificate of Insurance

- 25.1. The respondent must submit a current certificate of insurance detailing coverage limits as defined in this RFP and the FCPS General Terms and Conditions.
- 25.2. Failure to attach could result in a reduction in score or rejection of your proposal.
- 25.3. The selected respondent will be required to submit a COI naming Fayette County Public Schools as an additional insured party.

26. W-9 Form

- 26.1. The respondent must submit a current [Internal Revenue Service W-9 Form](#) complete with proper signature.
- 26.2. Failure to attach could result in a reduction in score or rejection of your proposal.

27. E-Verify Documentation

- 27.1. The respondent must submit a completed E-Verify Compliance Form and Affidavit as attached below.

27.2. Failure to attach could result in a reduction in score or rejection of your proposal.

## Cost Proposal

***\*High School Auxiliary Gyms are currently being constructed and should be completed by the summer of 2026\****

School/Facility Name	Finish Type	Maintenance Cost	Refinish Cost
Bennett's Mill Middle School		\$	\$
Booth Middle School		\$	\$
Fayette County High School		\$	\$
Fayette County High Aux Gym		\$	\$
Fayette Life Academy		\$	\$
Flat Rock Middle School		\$	\$
LaFayette Educational Center		\$	\$
McIntosh High School		\$	\$
McIntosh High Aux Gym		\$	\$
Rising Starr Middle School		\$	\$
Sandy Creek High School		\$	\$
Sandy Creek High Aux Gym		\$	\$
Starr's Mill High School		\$	\$
Starr's Mill High Aux Gym		\$	\$
Whitewater High School		\$	\$
Whitewater High Aux Gym		\$	\$
Whitewater Middle School		\$	\$

<b>Square Footage Cost</b>		
Maintenance: Oil Based Finish	\$	/Square Foot
Maintenance: Water Based Finish	\$	/Square Foot
Refinish: Oil Based Finish	\$	/Square Foot
Refinish: Water Based Finish	\$	/Square Foot

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

## Respondent Information Form

Place this form on top of your response.

### Gym Floor Maintenance and Refinish for Fayette County Public Schools (RFP 24-027-075)

Company Name:	
Point of Contact:	
Street Address:	
City:	
State:	
Zip Code:	
Telephone:	
Email:	
Website:	

#### Authority to Act

The undersigned states that he/she has the requisite authority to act on behalf of his/her employer in these matters and has offered to provide the products/services in accordance with the terms and conditions herein.

#### Terms, Conditions, and Specifications

Through the submission of response and signature below, the respondent verifies that their solution, if applicable, complies fully, or complies with an exception, to all stated general and special terms, conditions, and specifications. See the FCPS General Terms and Conditions for further information and directions on notating exceptions to stated specifications.

#### Addenda

Through the submission of response and signature below the respondent verifies that they have read and understood any addenda issued for this solicitation if issued.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**FAYETTE COUNTY PUBLIC SCHOOLS - PURCHASING DEPARTMENT**  
**GEORGIA SECURITY & IMMIGRATION COMPLIANCE ACT FORM**

**GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT OF 2006, AS AMENDED BY  
THE ILLEGAL IMMIGRATION REFORM ACT OF 2011, OCGA 13-10-90, ET SEQ.**

**TO ALL PROSPECTIVE CONTRACTORS:**

If you are providing services to Fayette County Public Schools, this completed document, as well as the applicable Georgia Security and Immigration Compliance forms and affidavits referenced herein must be completed, signed, notarized and submitted with your bid, proposal or contract.

Fayette County Public Schools shall comply with the Georgia Security and Immigration Compliance Act, as amended, O.C.G.A., ~13-10-90 et seq. In order to ensure compliance with the Immigration Reform and Control Act of 1986 (IRCA, P.L. 99-603 and the Georgia Security and Immigration Compliance Act of 2006, as amended by the Illegal Immigration Reform Act of 2011, O.C.G.A. ~ 13-10-90 et seq. (collectively the "Act") the contractor ("Contractor") **MUST INITIAL** the statement applicable to Contractor below:

**INITIAL ONLY ONE CHOICE BELOW**

\_\_\_\_ (Initial here) Contractor represents and warrants that Contractor 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; and will continue to use the authorization program throughout the contract period. Contractor further represents, warrants and agrees that it 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. In accordance with the terms thereof; (Complete and submit the Contractor Affidavit and Agreement); **OR**

\_\_\_\_ (Initial here) Contractor represents and warrants that it has no employees and does not intend to hire employees to perform contractual services, and that Contractor has therefore provided a U.S. state-issued Driver's license or ID card in lieu of an affidavit and that such license or ID card was issued by a State that verifies lawful Immigration status before issuing the license or ID card. If my status changes I will, before hiring any employees, immediately notify the School District in writing and provide all affidavits required under the Act; **OR**

\_\_\_\_ (Initial here) Contractor represents and warrants that it does not physically perform any service within the State of Georgia as defined in the Act and thus does not have to comply with foregoing Georgia law; **OR**

\_\_\_\_ (Initial here) Contractor is a foreign company and therefore not required to provide the affidavit as required by the Act. The Contractor must comply with any other laws required to perform services in the United States, including but not limited to having an appropriate visa.

USE OF SUBCONTRACTOR(S) and COMPLIANCE AS ABOVE

\_\_\_\_(Initial here) Contractor will not employ or contract with any subcontractor in connection with a covered contract unless the subcontractor is registered, is authorized to use, and uses the Federal Work Authorization Program and provides Contractor with all affidavits required by the Act and the rules and regulations issued by the Georgia Department of labor as set forth at Rule 300-10-01 et seq.

\_\_\_\_(Initial here) Contractor covenants and agrees that, if Contractor employs or contracts with any Subcontractor in connection with the covered contract under the Act and DOL Rule 300-10-1-02, then in such event Contractor will secure from each subcontractor at the time of the subcontract, the subcontractor's name and address, the employer identification number/taxpayer identification number applicable to the subcontractor; the date the authorization to use the Federal Work Authorization Program was granted to subcontractor; the subcontractor's attestation of the subcontractor's compliance with the Act and Georgia Department of Labor Rule 300-10-1-.2.; and the subcontractor's agreement not to contract with subcontractors unless the 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. (Complete and submit the Subcontractor Affidavit and Agreement)

\_\_\_\_(Initial here) Contractor agrees to provide Fayette County Public Schools with all affidavits of compliance as required by the Act and Georgia Department of Labor Rule 300-10-1-02, 300-10-1-03, 300-10-1-07 and 300-10-1-08 within five (5) business days of its receipt of any such documents.

Company Name: \_\_\_\_\_

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

DATE: \_\_\_\_\_

**FAYETTE COUNTY PUBLIC SCHOOLS - PURCHASING DEPARTMENT**  
**CONTRACTOR AFFIDAVIT PROVIDED PURSUANT TO O.C.G.A. § 13-10-91(b)(2)**

(Rev. 4/18/2019)

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 under a contract with Fayette County Public Schools, 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 covenants that it will continue to use the federal work authorization program throughout the contract period, that the undersigned contractor will contract for the physical performance of services in the performance 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), and that the contractor shall forward any subcontractor's affidavit to the School District within five (5) days of its receipt of the same.

Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

**EEV User Identification  
Number (4 to 6 Digit Number)** \_\_\_\_\_

**Date of Authorization** \_\_\_\_\_

**Contractor/Company** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**Telephone Number** \_\_\_\_\_

**Name of Project** \_\_\_\_\_

**Project Number** \_\_\_\_\_

**Name of Public Employer** \_\_\_\_\_

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, 20\_\_ in \_\_\_\_\_ (city), \_\_\_\_\_ (state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

\_\_\_\_\_  
Title of Authorized Officer or Agent

**NOTARY INFORMATION**

Sworn to before me this \_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public Signature

My Commission Expires: \_\_\_\_\_

Affix Notarial Seal Here

**FAYETTE COUNTY PUBLIC SCHOOLS - PURCHASING DEPARTMENT  
SUBCONTRACTOR AFFIDAVIT PURSUANT TO O.C.G.A. § 13-10-91(b)(3)**

(Rev. 4/18/2019)

By executing this affidavit, the undersigned subcontractor 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 under a contract with \_\_\_\_\_, which has a contract with Fayette County Public Schools, 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 subcontractor covenants that it will continue to use the federal work authorization program throughout the contract period, that the undersigned subcontractor will contract for the physical performance of services in the performance of such contract only with sub-subcontractors who present an affidavit to the subcontractor with the information required by O.C.G.A. § 13-10-91(b), and that the subcontractor shall forward any sub-subcontractors affidavit to the contractor and School District within five (5) days of its receipt of the same.

Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

**EEV User Identification  
Number (4 to 6 Digit Number)** \_\_\_\_\_

**Date of Authorization** \_\_\_\_\_

**Subcontractor/Company** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**Telephone Number** \_\_\_\_\_

**Name of Project** \_\_\_\_\_

**Project Number** \_\_\_\_\_

**Name of Public Employer** \_\_\_\_\_

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on \_\_\_\_\_, 20\_\_ in \_\_\_\_\_ (city), \_\_\_\_\_ (state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name of Authorized Officer or Agent

\_\_\_\_\_  
Title of Authorized Officer or Agent

**NOTARY INFORMATION**

Sworn to before me this \_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public Signature

My Commission Expires: \_\_\_\_\_

Affix Notarial Seal Here