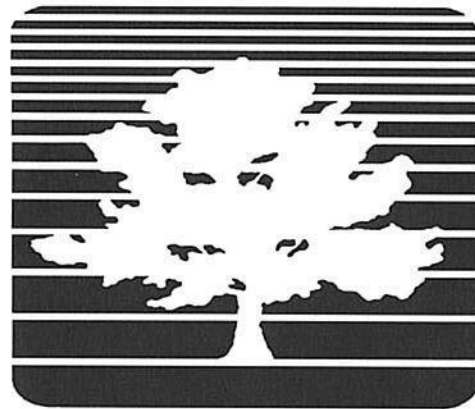


COPY



FULTON COUNTY

CONTRACT DOCUMENTS FOR

#17RFP022117K-DB

**Space Programming & Bridging Document Services
for the Central Library Atlanta – Fulton Public Library
System**

For

ATLANTA – FULTON PUBLIC LIBRARY

[Agenda](#) | [Action Summary](#)


FULTON CC



Fult

POST AGENDA MINUTES

**This document is tentative,
has not been ratified or
approved by the Board of
Commissioners, and is not
binding on the County or
any officer.**

**Scheduled date for
ratification: July 19, 2017**

CALL TO ORDER: Chairman Jol

ROLL CALL: Tonya R. Grier, Inte

John H. Eaves, Chairman (District
Liz Hausmann, Commissioner (Di
Bob Ellis, Vice-Chairman (District
Lee Morris, Commissioner (Distric
Vacant, (District 4)
Marvin S. Arrington, Jr., Commiss
Emma I. Darnell, Commissioner (I

INVOCATION: Reverend Clifton

Share

To share this item click the button below:

Share

Supporting Materials

Request the approval of recommended proposal – Atlanta-Fulton Public Library System, RFP #17RFP022117K-DB, Space Programming & Bridging Document Services for the Atlanta-Fulton Public Library System Library Capital Improvement Program, Phase II, (AFPLS-CIP), for the amount of \$2,520,000.00 with Cooper Carry, Inc., to provide Space Programming, Architectural and Engineering Design, Bridging Documents and Construction Administration Services for the renovation of the Central Library. The requested amount of \$2,520,000.00 includes an owner contingency amount of \$150,000.00. Effective upon date of contract execution for three (3) years or until contract completion as determined by the County. (APPROVED)

Files

No files found.

Index of Articles

ARTICLE 1.	<u>CONTRACT DOCUMENTS</u>
ARTICLE 2.	<u>SEVERABILITY</u>
ARTICLE 3.	<u>DESCRIPTION OF PROJECT</u>
ARTICLE 4.	<u>SCOPE OF WORK</u>
ARTICLE 5.	<u>DELIVERABLES</u>
ARTICLE 6.	<u>SERVICES PROVIDED BY COUNTY</u>
ARTICLE 7.	<u>MODIFICATIONS/CHANGE ORDERS</u>
ARTICLE 8.	<u>SCHEDULE OF WORK</u>
ARTICLE 9.	<u>CONTRACT TERM</u>
ARTICLE 10.	<u>COMPENSATION AND PAYMENT FOR CONSULTANT SERVICES</u>
ARTICLE 11.	<u>PERSONNEL AND EQUIPMENT</u>
ARTICLE 12.	<u>SUSPENSION OF WORK</u>
ARTICLE 13.	<u>DISPUTES</u>
ARTICLE 14.	<u>TERMINATION OF AGREEMENT FOR CAUSE</u>
ARTICLE 15.	<u>TERMINATION FOR CONVENIENCE OF COUNTY</u>
ARTICLE 16.	<u>WAIVER OF BREACH</u>
ARTICLE 17.	<u>INDEPENDENT CONSULTANT</u>
ARTICLE 18.	<u>PROFESSIONAL RESPONSIBILITY</u>
ARTICLE 19.	<u>COOPERATION WITH OTHER CONSULTANTS</u>
ARTICLE 20.	<u>ACCURACY OF WORK</u>
ARTICLE 21.	<u>REVIEW OF WORK</u>
ARTICLE 22.	<u>INDEMNIFICATION</u>
ARTICLE 23.	<u>CONFIDENTIALITY</u>
ARTICLE 24.	<u>OWNERSHIP OF INTELLECTUAL PROPERTY AND INFORMATION</u>
ARTICLE 25.	<u>COVENANT AGAINST CONTINGENT FEES</u>
ARTICLE 26.	<u>INSURANCE</u>
ARTICLE 27.	<u>PROHIBITED INTEREST</u>
ARTICLE 28.	<u>SUBCONTRACTING</u>
ARTICLE 29.	<u>ASSIGNABILITY</u>
ARTICLE 30.	<u>ANTI-KICKBACK CLAUSE</u>
ARTICLE 31.	<u>AUDITS AND INSPECTORS</u>
ARTICLE 32.	<u>ACCOUNTING SYSTEM</u>
ARTICLE 33.	<u>VERBAL AGREEMENT</u>
ARTICLE 34.	<u>NOTICES</u>
ARTICLE 35.	<u>JURISDICTION</u>
ARTICLE 36.	<u>EQUAL EMPLOYMENT OPPORTUNITY</u>
ARTICLE 37.	<u>FORCE MAJEURE</u>
ARTICLE 38.	<u>OPEN RECORDS ACT</u>
ARTICLE 39.	<u>CONSULTANT'S COMPLIANCE WITH ALL ASSURANCES OR PROMISES MADE IN RESPONSE TO PROCUREMENT</u>
ARTICLE 40.	<u>INVOICING AND PAYMENT</u>
ARTICLE 41.	<u>TAXES</u>
ARTICLE 42.	<u>PERMITS, LICENSES AND BONDS</u>
ARTICLE 43.	<u>NON-APPROPRIATION</u>
ARTICLE 44.	<u>WAGE CLAUSE</u>

ARTICLE 45. PROHIBITION ON FUTURE CONTRACTS

Exhibits

EXHIBIT A:	<u>GENERAL REQUIREMENTS</u>
EXHIBIT B:	<u>SPECIAL CONDITIONS (Not-Applicable)</u>
EXHIBIT C:	<u>SCOPE OF WORK</u>
EXHIBIT D:	<u>PROJECT DELIVERABLES</u>
EXHIBIT E:	<u>COMPENSATION</u>
EXHIBIT F:	<u>PURCHASING FORMS</u>
EXHIBIT G:	<u>CONTRACT COMPLIANCE FORMS</u>
EXHIBIT H:	<u>INSURANCE AND RISK MANAGEMENT FORMS</u>
EXHIBIT I:	<u>DESIGN-BUILD LEED IMPLEMENTATION PLAN</u>

CONTRACT AGREEMENT

Consultant: **Cooper Carry, Inc.**

Contract No.: **#17RFP022117K-DB; Space Programming & Bridging Document Services for the Central Library of the Atlanta-Fulton Public Library System**

Address: **191 Peachtree Street NE, Suite 2400**
City, State **Atlanta, Georgia 30303**

Telephone: **404-237-2000**

Email: **timfish@coopercarry.com**

Contact: **C. Timothy Fish,**
Principal

This Agreement made and entered into effective the _____ day of _____, 2017 by and between **FULTON COUNTY, GEORGIA**, a political subdivision of the State of Georgia, hereinafter referred to as "**County**", and **Cooper Carry, Inc.**, hereinafter referred to as "**PBDT**", authorized to transact business in the State of Georgia.

WITNESSETH

WHEREAS, County through its Atlanta-Fulton Public Library System hereinafter referred to as the "Department", desires to retain a qualified and experienced Consultant to perform all space programming; production of Bridging Documents through 50% Design Development, and construction administration for compliance with bridging document intent for the Central Library., hereinafter, referred to as the "Project".

WHEREAS, Consultant has represented to County that it is experienced and has qualified and local staff available to commit to the Project and County has relied upon such representations.

NOW THEREFORE, for and in consideration of the mutual covenants contained herein, and for other good and valuable consideration, County and Consultant agree as follows:

ARTICLE 1. CONTRACT DOCUMENTS

County hereby engages Consultant, and Consultant hereby agrees, to perform the services hereinafter set forth in accordance with this Agreement, consisting of the following contract documents:

- I. Form of Agreement;
- II. Addenda;
- III. Exhibit A: General Requirements;
- IV. Exhibit B: Special Conditions [where applicable];
- V. Exhibit C: Scope of Work
- VI. Exhibit D: Project Deliverables;
- VII. Exhibit E: Compensation;
- VIII. Exhibit F: Purchasing Forms
- IX. Exhibit G: Office of Contract Compliance Forms;
- X. Exhibit H: Insurance and Risk Management Forms
- XI. Exhibit I: Design-Build LEED Implementation Plan

The foregoing documents constitute the entire Agreement of the parties pertaining to the Project hereof and is intended as a complete and exclusive statement of promises, representations, discussions and agreements oral or otherwise that have been made in connection therewith. No modifications or amendment to this Agreement shall be binding upon the parties unless the same is in writing, conforms to Fulton County Purchasing Code §102-420 governing change orders, is signed by the County's and the Consultant's duly authorized representatives, and entered upon the meeting minutes of the Fulton County Board of Commissioners.

If any portion of the Contract Documents shall be in conflict with any other portion, the various documents comprising the Contract Documents shall govern in the following order of precedence: 1) the Agreement, 2) the RFP, 3) any Addenda, 4) change orders, 5) the exhibits, and 6) portions of Consultant's proposal that was accepted by the County and made a part of the Contract Documents.

The Agreement was approved by the Fulton County Board of Commissioners on June 21, 2017; BOC Item #17-0529.

ARTICLE 2. SEVERABILITY

If any provision of this Agreement is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of the Agreement, which shall remain in full force and effect, and enforceable in accordance with its terms.

ARTICLE 3. DESCRIPTION OF PROJECT

County and Consultant agree the Project is to perform all space programming; production of Bridging Documents through 50% Design Development, and construction administration for compliance with bridging document intent for the Central Library. All exhibits referenced in this agreement are incorporated by reference and constitute an integral part of this Agreement as if they were contained herein.

ARTICLE 4. SCOPE OF WORK

Unless modified in writing by both parties in the manner specified in the agreement, duties of Consultant shall not be construed to exceed those services specifically set forth herein. Consultant agrees to provide all services, products, and data and to perform all tasks described in Exhibit C, Scope of Work.

ARTICLE 5. DELIVERABLES

Consultant shall deliver to County all reports prepared under the terms of this Agreement that are specified in Exhibit D, Project Deliverables. Consultant shall provide to County all deliverables specified in Exhibit D, Project Deliverables. Deliverables shall be furnished to County by Consultant in a media of form that is acceptable and usable by County at no additional cost at the end of the project.

ARTICLE 6. SERVICES PROVIDED BY COUNTY

Consultant shall gather from County all available non-privileged data and information pertinent to the performance of the services for the Project. Certain services as described in Exhibit C, Scope of Work, if required, will be performed and furnished by County in a timely manner so as not to unduly delay Consultant in the performance of said obligations. County shall have the final decision as to what data and information is pertinent.

County will appoint in writing a County authorized representative with respect to work to be performed under this Agreement until County gives written notice of the appointment of a successor. The County's authorized representative shall have complete authority to transmit instructions, receive information, and define County's policies, consistent with County rules and regulations. Consultant may rely upon written consents and approvals signed by County's authorized representative that are consistent with County rules and regulations.

ARTICLE 7. MODIFICATIONS

If during the course of performing the Project, County and Consultant agree that it is necessary to make changes in the Project as described herein and referenced exhibits, such changes will be incorporated by written amendments in the form of Change Orders to this Agreement. Any such Change Order and/or supplemental agreement shall not become effective or binding unless approved by the Board of Commissioners and entered on the minutes. Such modifications shall conform to the requirements of Fulton County Purchasing Code §102-420 which is incorporated by reference herein.

ARTICLE 8. SCHEDULE OF WORK

Consultant shall not proceed to furnish such services and County shall not become obligated to pay for same until a written authorization to proceed (Notice to Proceed) has been sent to Consultant from County. The Consultant shall begin work under this Agreement no later than five (5) days after the effective date of notice to proceed.

ARTICLE 9. CONTRACT TERM

The initial term of the contract shall be effective upon date of contract execution for three (3) years or until contract completion as determined by the County.

ARTICLE 10. COMPENSATION

Compensation for work performed by Consultant on Project shall be in accordance with the payment provisions and compensation schedule, attached as Exhibit E, Compensation.

The total contract amount for the Project shall not exceed \$2,520,000.00 (Two Million Five Hundred Twenty Thousand Dollars and No Cents, which is full payment for a complete scope of work.

ARTICLE 11. PERSONNEL AND EQUIPMENT

Consultant shall designate in writing a person(s) to serve as its authorized representative(s) who shall have sole authority to represent Consultant on all matters pertaining to this contract.

Consultant represents that it has secured or will secure, at its' own expense, all equipment and personnel necessary to complete this Agreement, none of whom shall be employees of or have any contractual relationship with County. All of the services required hereunder will be performed by Consultant under his supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under law to perform such services.

Written notification shall be immediately provided to County upon change or severance of any of the authorized representative(s), listed key personnel or sub-consultant performing services on this Project by Consultant. No changes or substitutions shall be permitted in Consultant's key personnel or sub-consultant as set forth herein without the prior written approval of the County. Requests for changes in key personnel or sub-consultants will not be unreasonably withheld by County.

ARTICLE 12. SUSPENSION OF WORK

Suspension Notice: The County may by written notice to the Consultant, suspend at any time the performance of all or any portion of the services to be performed under this Agreement. Upon receipt of a suspension notice, the Consultant must, unless the notice requires otherwise:

- 1) Immediately discontinue suspended services on the date and to the extent specified in the notice;
- 2) Place no further orders or subcontracts for material, services or facilities with respect to suspended services, other than to the extent required in the notice; and
- 3) Take any other reasonable steps to minimize costs associated with the suspension.

Notice to Resume: Upon receipt of notice to resume suspended services, the Consultant will immediately resume performance under this Agreement as required in the notice.

ARTICLE 13. DISPUTES

Except as otherwise provided in this Agreement, any dispute concerning a question of fact arising under this contract which is not disposed of by agreement shall be decided by the County. The representative shall reduce the decision to writing and mail or otherwise furnish a copy thereof to the Consultant. The Consultant shall have 30 days from date the decision is sent to appeal the decision to the County Manager or his designee by mailing or otherwise furnishing to the County Manager or designee, copy of the written appeal. The decision of the County Manager or his designee for the determination of such appeal shall be final and conclusive. Pending any final decision of a dispute hereunder, Consultant shall proceed diligently with performance of the Agreement and in accordance with the decision of the County's designated representative.

ARTICLE 14. TERMINATION OF AGREEMENT FOR CAUSE

- (1) Either County or Consultant may terminate work under this Agreement in the event the other party fails to perform in accordance with the provisions of the Agreement. Any party seeking to terminate this Agreement is required to give thirty (30) days prior written notice to the other party.
- (2) Notice of termination shall be delivered by certified mail with receipt for delivery returned to the sender.
- (3) **TIME IS OF THE ESSENCE** and if the Consultant refuses or fails to perform the work as specified in Exhibit C, Scope of Work and maintain

with such diligence as will insure completion of the work within the specified time period, or any extension or tolling thereof, or fails to complete said work within such time, the County may exercise any remedy available under law or this Agreement. Failure to maintain the scheduled level of effort as proposed or deviation from the aforesaid proposal without prior approval of County shall constitute cause for termination.

- (4) The County may, by written notice to Consultant, terminate Consultant's right to proceed with the Project or such part of the Project as to which there has been delay. In such event, the County may take over the work and perform the same to completion, by contract or otherwise, and Consultant shall be required to provide all copies of finished or unfinished documents prepared by Consultant under this Agreement to the County as stated in Exhibit D, "Project Deliverables".
- (5) Consultant shall be entitled to receive compensation for any satisfactory work completed on such documents as reasonably determined by the County.
- (6) Whether or not the Consultant's right to proceed with the work has been terminated, the Consultant shall be liable for any damage to the County resulting from the Consultant's refusal or failure to complete the work within the specified time period, and said damages shall include, but not be limited to, any additional costs associated with the County obtaining the services of another Consultant to complete the project.

ARTICLE 15. TERMINATION FOR CONVENIENCE OF COUNTY

Notwithstanding any other provisions, the County may terminate this Agreement for its convenience at any time by a written notice to Consultant. If the Agreement is terminated for convenience by the County, as provided in this article, Consultant will be paid compensation for those services actually performed. Partially completed tasks will be compensated for based on a signed statement of completion to be submitted by Consultant which shall itemize each task element and briefly state what work has been completed and what work remains to be done.

If, after termination, it is determined that the Consultant was not in default, or that the default was excusable, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the government.

ARTICLE 16. WAIVER OF BREACH

The waiver by either party of a breach or violation of any provision of this Agreement, shall not operate or be construed to be, a waiver of any subsequent breach or violation of the same or other provision thereof.

ARTICLE 17. INDEPENDENT CONSULTANT

Consultant shall perform the services under this Agreement as an independent Consultant and nothing contained herein shall be construed to be inconsistent with such relationship or status. Nothing in this Agreement shall be interpreted or construed to constitute Consultant or any of its agents or employees to be the agent, employee or representative of County.

ARTICLE 18. PROFESSIONAL RESPONSIBILITY

Consultant represents that it has, or will secure at its own expenses, all personnel appropriate to perform all work to be completed under this Agreement;

All the services required hereunder will be performed by Consultant or under the direct supervision of Consultant. All personnel engaged in the Project by Consultant shall be fully qualified and shall be authorized or permitted under applicable State and local law to perform such services.

None of the work or services covered by this Agreement shall be transferred, assigned, or subcontracted by Consultant without the prior written consent of the County.

ARTICLE 19. COOPERATION WITH OTHER CONSULTANTS

Consultant will undertake the Project in cooperation with and in coordination with other studies, projects or related work performed for, with or by County's employees, appointed committee(s) or other Consultants. Consultant shall fully cooperate with such other related Consultants and County employees or appointed committees. Consultant shall provide within his schedule of work, time and effort to coordinate with other Consultants under contract with County. Consultant shall not commit or permit any act, which will interfere with the performance of work by any other consultant or by County employees. Consultant shall not be liable or responsible for the delays of third parties not under its control nor affiliated with the Consultant in any manner.

ARTICLE 20. ACCURACY OF WORK

Consultant shall be responsible for the accuracy of his work and shall promptly correct its errors and omissions without additional compensation. Acceptance of the work by the County will not relieve Consultant of the responsibility of

subsequent corrections of any errors and the clarification of any ambiguities. Consultant shall prepare any plans, report, fieldwork, or data required by County to correct its errors or omissions. The above consultation, clarification or correction shall be made without added compensation to Consultant. Consultant shall give immediate attention to these changes so there will be a minimum of delay to others.

ARTICLE 21. REVIEW OF WORK

Authorized representatives of County may at all reasonable times review and inspect Project activities and data collected under this Agreement and amendments thereto. All reports, drawings, studies, specifications, estimates, maps and computations prepared by or for Consultant, shall be available to authorized representatives of County for inspection and review at all reasonable times in the main office of County. Acceptance shall not relieve Consultant of its professional obligation to correct, at its expense, any of its errors in work. County may request at any time and Consultant shall produce progress prints or copies of any work as performed under this Agreement. Refusal by Consultant to submit progress reports and/or plans shall be cause for County, without any liability thereof, to withhold payment to consultant until Consultant complies with County's request in this regard. County's review recommendations shall be incorporated into the plans by Consultant.

ARTICLE 22. INDEMNIFICATION

22.1 Professional Services Indemnification. With respect to liability, damages, costs, expenses (including reasonable attorney's fees and expenses incurred by any of them), claims, suits and judgments that arise or are alleged to arise out of the Consultant/Contractor's acts, errors, or omissions in the performance of professional services, the Consultant/Contractor shall indemnify, release, and hold harmless Fulton County, its Commissioners and their respective officers, members, employees and agents (each, hereinafter referred to as an "Indemnified Person"), from and against liability, damages, costs, expenses (including reasonable attorney's fees and expenses incurred by any of them), claims, suits and judgments only to the extent such liability is caused by the negligence of the Consultant/Contractor in the delivery of the Work under this Agreement, but such indemnity is limited to those liabilities caused by a Negligent Professional Act, as defined below. This indemnification survives the termination of this Agreement and shall also survive the dissolution or to the extent allowed by law, the bankruptcy of Consultant/Contractor.

For the purposes of the Professional Services Indemnity above, a "Negligent Professional Act" means a negligent act, error, or omission in the performance of Professional Services (or by any person or entity, including joint ventures, for whom Consultant/Contractor is liable) that causes liability and fails to meet the applicable professional standard of care, skill and ability under similar conditions and like surrounding circumstances, as is ordinarily employed by

others in their profession.

Consultant/Contractor obligation to indemnify and hold harmless, as set forth hereinabove, shall also include, but is not limited to, any matter arising out of any actual or alleged infringement of any patent, trademark, copyright, or service mark, or other actual or alleged unfair competition disparagement of product or service, or other tort or any type whatsoever, or any actual or alleged violation of trade regulations.

Consultant/Contractor further agrees to indemnify and hold harmless Fulton County, its Commissioners, officers, employees, subcontractors, successors, assigns and agents from and against any and all claims or liability for compensation under the Worker's Compensation Act, Disability Benefits Act, or any other employee benefits act arising out of injuries sustained by any employees of Consultant/Contractor. These indemnities shall not be limited by reason of the listing of any insurance coverage.

22.2 Notice of Claim. If an Indemnified Person receives written notice of any claim or circumstance which could give rise to indemnified losses, the receiving party shall promptly give written notice to Consultant/Contractor, and shall use best efforts to deliver such written notice within ten (10) Business Days. The notice must include a copy of such written notice of claim, or, if the Indemnified Person did not receive a written notice of claim, a description of the indemnification event in reasonable detail and the basis on which indemnification may be due. Such notice will not stop or prevent an Indemnified Person from later asserting a different basis for indemnification. If an Indemnified Person does not provide this notice within the ten (10) Business Day period, it does not waive any right to indemnification except to the extent that Consultant/Contractor is prejudiced, suffers loss, or incurs additional expense solely because of the delay.

22.3 Defense. Consultant/Contractor, at Consultant/Contractor's own expense, shall defend each such action, suit, or proceeding or cause the same to be resisted and defended by counsel designated by the Indemnified Person and reasonably approved by Consultant/Contractor (provided that in all instances the County Attorney of Fulton County Georgia shall be acceptable, and, for the avoidance of doubt, is the only counsel authorized to represent the County). If any such action, suit or proceedings should result in final judgment against the Indemnified Person, Consultant/Contractor shall promptly satisfy and discharge such judgment or cause such judgment to be promptly satisfied and discharged. Within ten (10) Business Days after receiving written notice of the indemnification request, Consultant/Contractor shall acknowledge in writing delivered to the Indemnified Person (with a copy to the County Attorney) that Consultant/Contractor is defending the claim as required hereunder.

22.4 Separate Counsel.

22.4.1 Mandatory Separate Counsel. In the event that there is any potential conflict of interest that could reasonably arise in the representation of any Indemnified Person and Consultant/Contractor in the defense of any action, suit or proceeding pursuant to Section 22.3 above or in the event that state or local law requires the use of specific counsel, (i) such Indemnified Person may elect in its sole and absolute discretion whether to waive such conflict of interest, and (ii) unless such Indemnified Person (and, as applicable, Consultant/Contractor) elects to waive such conflict of interest, or in any event if required by state or local law, then the counsel designated by the Indemnified Person shall solely represent such Indemnified Person and, if applicable, Consultant/Contractor shall retain its own separate counsel, each at Consultant/Contractor's sole cost and expense.

22.4.2 Voluntary Separate Counsel. Notwithstanding Consultant/Contractor's obligation to defend, where applicable pursuant to Section 22.3, a claim, the Indemnified Person may retain separate counsel to participate in (but not control or impair) the defense and to participate in (but not control or impair) any settlement negotiations, provided that for so long as Consultant/Contractor has complied with all of Consultant/Contractor's obligations with respect to such claim, the cost of such separate counsel shall be at the sole cost and expense of such Indemnified Person (provided that if Consultant/Contractor has not complied with all of Consultant/Contractor's obligations with respect to such claim, Consultant/Contractor shall be obligated to pay the cost and expense of such separate counsel). Consultant/Contractor may settle the claim without the consent or agreement of the Indemnified Person, unless the settlement (i) would result in injunctive relief or other equitable remedies or otherwise require the Indemnified Person to comply with restrictions or limitations that adversely affect or materially impair the reputation and standing of the Indemnified Person, (ii) would require the Indemnified Person to pay amounts that Consultant/Contractor or its insurer does not fund in full, (iii) would not result in the Indemnified Person's full and complete release from all liability to the plaintiffs or claimants who are parties to or otherwise bound by the settlement, or (iv) directly involves the County (in which case the County of Fulton County, Georgia shall be the only counsel authorized to represent the County with respect to any such settlement).

22.5 Survival. The provisions of this Article will survive any expiration or earlier termination of this Agreement and any closing, settlement or other similar event which occurs under this Agreement.

ARTICLE 23. **CONFIDENTIALITY**

Consultant agrees that its conclusions and any reports are for the confidential information of County and that it will not disclose its conclusions in whole or in part to any persons whatsoever, other than to submit its written documentation to County, and will only discuss the same with it or its authorized representatives,

except as required under this Agreement to provide information to the public. Upon completion of this Agreement term, all documents, reports, maps, data and studies prepared by Consultant pursuant thereto and any equipment paid for by County as a result of this Agreement, shall become the property of the County and be delivered to the User Department's Representative.

Articles, papers, bulletins, reports, or other materials reporting the plans, progress, analyses, or results and findings of the work conducted under this Agreement shall not be presented publicly or published without prior approval in writing of County.

It is further agreed that if any information concerning the Project, its conduct results, or data gathered or processed should be released by Consultant without prior approval from County, the release of the same shall constitute grounds for termination of this Agreement without indemnity to Consultant, but should any such information be released by County or by Consultant with such prior written approval, the same shall be regarded as Public information and no longer subject to the restrictions of this Agreement.

ARTICLE 24. OWNERSHIP OF INTELLECTUAL PROPERTY AND INFORMATION

Consultant agrees that Fulton County is the sole owner of all information, data, and materials that are developed or prepared subject to this Agreement. Consultant or any sub-consultant is not allowed to use or sell any information subject to this contract for educational, publication, profit, research or any other purpose without the written and authorized consent of the County. All electronic files used in connection to this Agreement, which are by definition, any custom software files used in connection to this Agreement, (collectively, the "Software"), shall be turned over to the County for its use after termination hereof and Consultant shall have no interest of any kind in such electronic files. Any required licenses and fees for the Software or other required materials shall be purchased and/or paid for by Consultant and registered in the name of the County, if possible. The Software as defined hereunder, specifically excludes all software, documentation, information, and materials in which Consultant has pre-existing proprietary rights and/or has otherwise been licensed to Consultant prior to this Agreement, and any upgrades, updates, modifications or enhancements thereto. Consultant agrees to provide at no cost to County any upgrades to any software used in connection with this Agreement which may be subsequently developed or upgraded for a period of three (3) years from the date of completion of the work under the Agreement, except in the case of commercial Software licensed to the County. Any information developed for use in connection with this Agreement may be released as public domain information by the County at its sole discretion.

ARTICLE 25. COVENANT AGAINST CONTINGENT FEES

Consultant warrants that no person or selling agency has been employed or retained to solicit or secure this Agreement upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide employees maintained by Consultant for the purpose of securing business and that Consultant has not received any non-County fee related to this Agreement without the prior written consent of County. For breach or violation of this warranty, County shall have the right to annul this Agreement without liability or at its discretion to deduct from the Contract Price or consideration the full amount of such commission, percentage, brokerage or contingent fee.

ARTICLE 26. INSURANCE

Consultant agrees to obtain and maintain during the entire term of this Agreement, all of the insurance required as specified in the Agreement documents, Exhibit H, Insurance and Risk Management Forms, with the County as an additional insured and shall furnish the County a Certificate of Insurance showing the required coverage. The cancellation of any policy of insurance required by this Agreement shall meet the requirements of notice under the laws of the State of Georgia as presently set forth in the Georgia Code.

ARTICLE 27. PROHIBITED INTEREST

Section 27.01 Conflict of interest:

Consultant agrees that it presently has no interest and shall acquire no interest direct or indirect that would conflict in any manner or degree with the performance of its service hereunder. Consultant further agrees that, in the performance of the Agreement, no person having any such interest shall be employed.

Section 27.02 Interest of Public Officials:

No member, officer or employee of County during his tenure shall have any interest, direct or indirect, in this Agreement or the proceeds thereof.

ARTICLE 28. SUBCONTRACTING

Except as expressly contemplated as set forth in Exhibit C, Consultant shall not subcontract any part of the work covered by this Agreement or permit subcontracted work to be further subcontracted without prior written approval of County.

ARTICLE 29. ASSIGNABILITY

Consultant shall not assign or subcontract this Agreement or any portion thereof without the prior expressed written consent of County. Any attempted assignment or subcontracting by Consultant without the prior expressed written consent of County shall at County's sole option terminate this Agreement without any notice to Consultant of such termination. Consultant binds itself, its successors, assigns, and legal representatives of such other party in respect to all covenants, agreements and obligations contained herein.

ARTICLE 30. ANTI-KICKBACK CLAUSE

Salaries of engineers, surveyors, draftsmen, clerical and technicians performing work under this Agreement shall be paid unconditionally and not less often than once a month without deduction or rebate on any account except only such payroll deductions as are mandatory by law. Consultant hereby promises to comply with all applicable "Anti-Kickback" Laws, and shall insert appropriate provisions in all subcontracts covering work under this Agreement.

ARTICLE 31. AUDITS AND INSPECTORS

At any time during normal business hours and as often as County may deem necessary, Consultant shall make available to County and/or representatives of the County for examination all of its records with respect to all matters covered by this Agreement.

It shall also permit County and/or representative of the County to audit, examine and make copies, excerpts or transcripts from such records of personnel, conditions of employment and other data relating to all matters covered by this Agreement. Consultant's records of personnel, conditions of employment, and financial statements (hereinafter "Information") constitute trade secrets and are considered confidential and proprietary by Consultant. To the extent County audits or examines such Information related to this Agreement, County shall not disclose or otherwise make available to third parties any such Information without Consultant's prior written consent unless required to do so by a court order. Nothing in this Agreement shall be construed as granting County any right to make copies, excerpts or transcripts of such information outside the area covered by this Agreement without the prior written consent of Consultant. Consultant shall maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred on the Project and used in support of its proposal and shall make such material available at all reasonable times during the period of the Agreement and for eight years from the date of final payment under the Agreement, for inspection by County or any reviewing agencies and copies thereof shall be furnished upon request and at no additional cost to County. Consultant agrees that the provisions of this Article shall be included in any Agreements it may make with any sub-consultant, assignee or transferee.

ARTICLE 32. ACCOUNTING SYSTEM

Consultant shall have an accounting system, which is established, and maintaining in accordance with generally accepted accounting principles. Consultant must account for cost in a manner consistent with generally accepted accounting procedures, as approved by Fulton County.

ARTICLE 33. VERBAL AGREEMENT

No verbal agreement or conversation with any officer, agent or employee of County either before, during or after the execution of this Agreement, shall affect or modify any of the terms of obligations herein contained, nor shall such verbal agreement or conversation entitle Consultant to any additional payment whatsoever under the terms of this Agreement. All changes to this shall be in writing and the form of a change order in supplemental agreement, approved by the County, and entered on the Minutes of the Board of Commissioners.

ARTICLE 34. NOTICES

All notices shall be in writing and delivered in person or transmitted by certified mail, postage prepaid.

Notice to County, shall be addressed as follows:

Department of Real Estate and Asset Management
Assistant Director, Building Engineering/Library Projects
One Margaret Mitchell Square, 6th Floor
Atlanta, Georgia 30303
Telephone: 404-730-1822
Email: Alfred.Collins@fultoncountyga.gov
Attention: Alfred Collins

With a copy to:

Department of Purchasing & Contract Compliance
Director
130 Peachtree Street, S.W. Suite 1168
Atlanta, Georgia 30303
Telephone: (404) 612-5800
Email: felicia.strong-whitaker@fultoncountyga.gov
Attention: Felicia Strong-Whitaker

Notices to Consultant shall be addressed as follows:

Cooper Carry, Inc.
191 Peachtree Street, NE, Suite 2400

Atlanta, Georgia 30303
Telephone: 404-237-2000
Email: timfish@coopercarry.com
Attention: C. Timothy Fish, Principal-in-Charge

ARTICLE 35. **JURISDICTION**

This Agreement will be executed and implemented in Fulton County. Further, this Agreement shall be administered and interpreted under the laws of the State of Georgia. Jurisdiction of litigation arising from this Agreement shall be in the Fulton County Superior Courts. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall be in full force and effect.

Whenever reference is made in the Agreement to standards or codes in accordance with which work is to be performed, the edition or revision of the standards or codes current on the effective date of this Agreement shall apply, unless otherwise expressly stated.

ARTICLE 36. **EQUAL EMPLOYMENT OPPORTUNITY**

During the performance of this Agreement, Consultant agrees as follows:

Section 36.01 Consultant will not discriminate against any employee or applicant for employment because of race, creed, color, sex or national origin;

Section 36.02 Consultant will, in all solicitations or advertisements for employees placed by, or on behalf of, Consultant state that all qualified applicants, will receive consideration for employment without regard to race, creed, color, sex or national origin;

Section 36.03 Consultant will cause the foregoing provisions to be inserted in all subcontracts for any work covered by the Agreement so that such provision will be binding upon each sub-consultant, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

ARTICLE 37. **FORCE MAJEURE**

Neither County nor Consultant shall be deemed in violation of this Agreement if either is prevented from performing its obligations hereunder for any reason beyond its control, including but not limited to acts of God, civil or military authority, act of public enemy, accidents, fires, explosions, earthquakes, floods or catastrophic failures of public transportation, provided however, that nothing herein shall relieve or be construed to relieve Consultant from performing its obligations hereunder in the event of riots, rebellions or legal strikes.

ARTICLE 38. OPEN RECORDS ACT

The Georgia Open Records Act, O.C.G.A. Section 50-18-70 et seq., applies to this Agreement. The Consultant acknowledges that any documents or computerized data provided to the County by the Consultant may be subject to release to the public. The Consultant also acknowledges that documents and computerized data created or held by the Consultant in relation to the Agreement may be subject to release to the public, to include documents turned over to the County. The Consultant shall cooperate with and provide assistance to the County in rapidly responding to Open Records Act requests. The Consultant shall notify the County of any Open Records Act requests no later than 24 hours following receipt of any such requests by the Consultant. The Consultant shall promptly comply with the instructions or requests of the County in relation to responding to Open Records Act requests.

ARTICLE 39. CONSULTANT'S COMPLIANCE WITH ALL ASSURANCES OR PROMISES MADE IN RESPONSE TO PROCUREMENT

Where the procurement documents do not place a degree or level of service relating to the scope of work, M/FBE participation, or any other matter relating to the services being procured, should any Consultant submit a response to the County promising to provide a certain level of service for the scope of work, M/FBE participation, or any other matter, including where such promises or assurances are greater than what is required by the procurement documents, and should this response containing these promises or assurances be accepted by the County and made a part of the Contract Documents, then the degree or level of service promised relating to the scope of work, M/FBE participation, or other matter shall be considered to be a material part of the Agreement between the Consultant and the County, such that the Consultant's failure to provide the agreed upon degree or level of service or participation shall be a material breach of the Agreement giving the County just cause to terminate the Agreement for cause, pursuant to ARTICLE 14 of the Agreement.

ARTICLE 40. INVOICING AND PAYMENT

Consultant shall submit monthly invoices for work performed during the previous calendar month, in a form acceptable to the County and accompanied by all support documentation requested by the County, for payment and for services that were completed during the preceding phase. The County shall review for approval of said invoices. The County shall have the right not to pay any invoice or part thereof if not properly supported, or if the costs requested or a part thereof, as determined by the County, are reasonably in excess of the actual stage of completion.

Time of Payment: The County shall make payments to Consultant within thirty (30) days after receipt of a proper invoice. Parties hereto expressly agree that

the above contract term shall supersede the rates of interest, payment periods, and contract and subcontract terms provided for under the Georgia Prompt Pay Act, O.C.G.A. 13-11-1 et seq., pursuant to 13-11-7(b), and the rates of interest, payment periods, and contract and subcontract terms provided for under the Prompt Pay Act shall have no application to this Agreement; parties further agree that the County shall not be liable for any interest or penalty arising from late payments.

Submittal of Invoices: Invoices shall be submitted as follows:

Via Mail:

Fulton County Government
141 Pryor Street, SW
Suite 7001
Atlanta, Georgia 30303
Attn: Finance Department – Accounts Payable
OR

Via Email:

Email: Accounts.Payable@fultoncountyga.gov

At minimum, original invoices must reference all of the following information:

- 1) Vendor Information
 - a. Vendor Name
 - b. Vendor Address
 - c. Vendor Code
 - d. Vendor Contact Information
 - e. Remittance Address
- 2) Invoice Details
 - a. Invoice Date
 - b. Invoice Number (uniquely numbered, no duplicates)
 - c. Purchase Order Reference Number
 - d. Date(s) of Services Performed
 - e. Itemization of Services Provided/Commodity Units
- 3) Fulton County Department Information (needed for invoice approval)
 - a. Department Name
 - b. Department Representative Name

Consultant's cumulative invoices shall not exceed the total not-to-exceed fee established for this Agreement.

County's Right to Withhold Payments: The County may withhold payments, not to exceed the total of two months' fees of the applicable SOW, for services that involve disputed costs, involve disputed audits, or are otherwise performed in an inadequate fashion. Payments withheld by the County will be released and

paid to the Consultant when the services are subsequently performed adequately and on a timely basis, the causes for disputes are reconciled or any other remedies or actions stipulated by the County are satisfied. If there is a good faith dispute regarding a portion of an invoice, Consultant will notify County and detail the dispute before the invoice date. The County shall promptly pay any undisputed items contained in such invoices. Upon resolution of the dispute, any disputed amounts owed to Consultant will be promptly paid by County.

Payment of Sub-consultants/Suppliers: The Consultant must certify in writing that all sub-consultants of the Consultant and suppliers have been promptly paid for work and materials and previous progress payments received. In the event the prime Consultant is unable to pay sub-consultants or suppliers until it has received a progress payment from Fulton County, the prime Consultant shall pay all sub-consultants or supplier funds due from said progress payments within forty-eight (48) hours of receipt of payment from Fulton County and in no event later than fifteen days as provided for by State Law.

Acceptance of Payments by Consultant; Release. The acceptance by the Consultant of any payment for services under this Agreement will, in each instance, operate as, and be a release to the County from, all claim and liability to the Consultant for work performed or furnished for or relating to the service for which payment was accepted, unless the Consultant within five (5) days of its receipt of a payment, advises the County in writing of a specific claim it contends is not released by that payment.

ARTICLE 41. TAXES

The Consultant shall pay all sales, retail, occupational, service, excise, old age benefit and unemployment compensation taxes, consumer, use and other similar taxes, as well as any other taxes or duties on the materials, equipment, and labor for the work provided by the Consultant which are legally enacted by any municipal, county, state or federal authority, department or agency at the time bids are received, whether or not yet effective. The Consultant shall maintain records pertaining to such taxes as well as payment thereof and shall make the same available to the County at all reasonable times for inspection and copying. The Consultant shall apply for any and all tax exemptions which may be applicable and shall timely request from the County such documents and information as may be necessary to obtain such tax exemptions. The County shall have no liability to the Consultant for payment of any tax from which it is exempt.

ARTICLE 42. PERMITS, LICENSES AND BONDS

All permits and licenses necessary for the work shall be secured and paid for by the Consultant. If any permit, license or certificate expires or is revoked, terminated, or suspended as a result of any action on the part of the Consultant, the Consultant shall not be entitled to additional compensation or time.

ARTICLE 43. NON-APPROPRIATION

This Agreement states the total obligation of the County to the Consultant for the calendar year of execution. Notwithstanding anything contained in this Agreement, the obligation of the County to make payments provided under this Agreement shall be subject to annual appropriations of funds thereof by the governing body of the County and such obligation shall not constitute a pledge of the full faith and credit of the County within the meaning of any constitutional debt limitation. The Director of Finance shall deliver written notice to the Consultant in the event the County does not intend to budget funds for the succeeding Contract year.

Notwithstanding anything contained in this Agreement, if sufficient funds have not been appropriated to support continuation of this Agreement for an additional calendar year or an additional term of the Agreement, this Agreement shall terminate absolutely and without further obligation on the part of the County at the close of the calendar year of its execution and at the close of each succeeding calendar year of which it may be renewed, unless a shorter termination period is provided or the County suspends performance pending the appropriation of funds.

ARTICLE 44. WAGE CLAUSE

Consultant shall agree that in the performance of this Agreement the Consultant will comply with all lawful agreements, if any, which the Consultant had made with any association, union, or other entity, with respect to wages, salaries, and working conditions, so as not to cause inconvenience, picketing, or work stoppage.

ARTICLE 45. PROHIBITION ON FUTURE CONTRACTS

45.1 Prime Contractor

The Program Management Team and any team members of the Joint Venture shall not be eligible to perform any other services, including but not limited to; design services, construction and construction management under the Program, during the term of this Contract and any extension(s) thereof.

45.1 Sub-Contractor/Consultant

Subcontractor(s)/Sub-consultant(s) to the Prime Contractor on the Program Management Services project, shall not be eligible to perform design services under any circumstances where a conflict exists or may potentially exist. A conflict shall be defined as a review function of any

work performed under the oversight of the Program Management Team. In these circumstances you shall not propose to work on that project.

45.2 Employee

Employees of the Prime Contractor or Sub-Contractor(s)/Sub-Consultant(s) are advised to avoid conflicts. Full disclosure of their involvement in the Project shall be made, should they decide to propose on projects independently in the Program.

ARTICLE 46. SUBSTITUTION OF APPROVED PROPOSER KEY TEAM MEMBERS

The County selected the PMT to perform the services contemplated under this solicitation based, in part, on the past successful experience and expertise of the PMT and its proposed team members. Accordingly, PMT shall not, absent good cause, replace or remove the team members presented to the County during the solicitation process, or the County approved PMT key team members during the terms of the Contract, without the prior written approval of the County. If any key member of the County approved PMT shall retire, resign, or otherwise cease employment with PMT, PMT shall promptly appoint a replacement team member who shall be subject to prior approval by the County. County reserves the right to reject any replacement team member.

If the County, at its sole discretion, determines that any key team member is performing their responsibilities under the PMT in an unsatisfactory manner or if irreconcilable differences or an unworkable relationship shall arise, PMT shall, within five (5) days after receipt of written notice from the County of such circumstance, replace such key team member with a successor acceptable to the County; provided, however, the County represents that it will not give such notice to PMT unless and until the County, in its sole determination, has exercised reasonable efforts to rectify to its satisfaction, the adverse circumstances regarding the key team member. Any changes in the staffing of Contractor will require written notification to the County and the County's written approval of the replacement team member.

IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and their corporate seals to be hereunto affixed as of the day and year date first above written.

OWNER:

FULTON COUNTY, GEORGIA

JH H.E.

John H. Eaves, Commission Chair
Board of Commissioners

CONSULTANT:

COOPER CARRY, INC.

C. Timothy Fish

C. Timothy Fish,
Principal-in-Charge

ATTEST:

Tonya R. Grier
TONYA R. GRIER
INTERIM CLERK TO THE COMMISSIONERS



ATTEST:

Mark E. Fisher
Secretary/
Assistant Secretary



APPROVED AS TO FORM:

Patricia A. Smith
Office of the County Attorney

APPROVED AS TO CONTENT:

Gabriel Morley
Gabriel Morley, Executive Director
Atlanta Fulton Public Library System

Ellis Kirby
Ellis Kirby, Director
Department of Real Estate and Asset
Management

ITEM # 17-0529 RCS 06/21/2017
RECESS MEETING



GEORGIA
CORPORATIONS DIVISION

GEORGIA SECRETARY OF STATE
BRIAN P. KEMP

[HOME \(/\)](#)

BUSINESS SEARCH

BUSINESS INFORMATION

Business Name: **COOPER CARRY INTERNATIONAL, INC.** Control Number: **K842359**

Business Type: **Domestic Profit Corporation** Business Status: **Active/Compliance**

Business Purpose:

Principal Office Address: **191 PEACHTREE STREET NE, SUITE 2400, ATLANTA, GA, 30303, USA** Date of Formation / Registration Date: **11/19/1998**

State of Formation: **Georgia** Last Annual Registration Year: **2017**

REGISTERED AGENT INFORMATION

Registered Agent Name: **KEVIN R. CANTLEY**

Physical Address: **191 Peachtree St NE, Suite 2400, Fulton, ATLANTA, GA, 30303, USA**

OFFICER INFORMATION

Name	Title	Business Address
EDGAR F. MUSE	Secretary	191 PEACHTREE STREET NE SUITE 2400, ATLANTA, GA, 30303, USA
KEVIN R. CANTLEY	CEO	191 PEACHTREE STREET NE SUITE 2400, ATLANTA, GA, 30303, USA
SHERRY WILSON	CFO	191 PEACHTREE STREET NE SUITE 2400, ATLANTA, GA, 30303, USA

[Back](#)

[Filing History](#)

[Name History](#)

[Return to Business Search](#)

Office of the Georgia Secretary of State Attn: 2 MLK, Jr. Dr. Suite 313, Floyd West Tower Atlanta, GA 30334-1530, Phone: (404) 656-2817 Toll-free: (844) 753-7825, WEBSITE: <http://www.sos.ga.gov/>

© 2015 PCC Technology Group. All Rights Reserved. Version 2.1.2a

[Report a Problem?](#)

ADDENDA

#17RFP022117K-DB; Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System
Addendum No. 1
Page Three

ACKNOWLEDGEMENT OF ADDENDUM NO. 1

The undersigned bidder acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the RFP due date and time **Monday, April 17, 2017 @ 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 1, 20th day of March, 2017.

Cooper Carry

Legal Name of Proposer


Signature of Authorized Representative

Principal

Title

#17RFP022117K-DB; Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System
Addendum No. 2
Page Twenty-Three


ACKNOWLEDGEMENT OF ADDENDUM NO. 2

The undersigned bidder acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the RFP due date and time **Monday, April 24, 2017 @ 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 2, 3rd day of April, 2017.

Cooper Carry

Legal Name of Proposer


Signature of Authorized Representative

Principal
Principal

Title

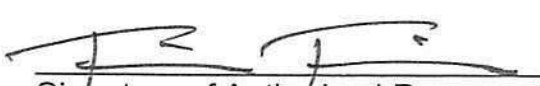
ACKNOWLEDGEMENT OF ADDENDUM NO. 3

The undersigned bidder acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the RFP due date and time **Monday, April 24, 2017 @ 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 3, 5th day of April, 2017.

Cooper Carry

Legal Name of Proposer



Signature of Authorized Representative

Principal

Title

EXHIBIT A

GENERAL REQUIREMENTS

GENERAL REQUIREMENTS

1. Proposals may be withdrawn upon receipt of a written request prior to the stated due date and time. If a firm seeks to withdraw a proposal after the due date and time, the firm must present a notarized statement indicating that an error was made, with an explanation of how it occurred. The withdrawal request must be accompanied by documentation supporting the claim. Prior to approving or disapproving the request, an opinion will be obtained from Fulton County's Legal Counsel indicating whether the firm is bound by its proposal.

Proposals for projects that are solicited pursuant to the Georgia Local Government Public Works Construction Law (O.C.G.A. § 36-91-1 et seq.) may be withdrawn as follows:

The County must advise Offerors in the request for proposals of the number of days that Offerors will be required to honor their proposals. If an Offeror is not

selected within 60 days of opening the proposals, any Offeror that is determined by the governmental entity to be unlikely of being selected for contract award will be released from the proposal.

2. Fulton County shall be the sole judge of the quality and the applicability of all proposals. Design, features, overall quality, local facilities, terms and other pertinent considerations will be taken into account in determining acceptability.
3. The successful Offeror must assume full responsibility for delivery of all goods and services proposed.
4. The successful Offeror must assume full responsibility for replacement of all defective or damaged goods and/or performance of contracted services within thirty (30) days notice by the County of such defect, damage or deficiency.
5. The successful Offeror must assume full responsibility for providing warranty service on all goods, materials, or equipment provided to the County with warranty coverage. Should a vendor be other than the manufacturer, the vendor and not the County is responsible for contacting the manufacturer. The Offeror is solely responsible for arranging for the service to be performed.
6. The successful Offeror shall be responsible for the proper training and certification of personnel used in the performance of the services proposed.

7. The successful Offeror shall not assign, transfer, convey, sublet, or otherwise dispose of any contract resulting from the RFP or of any of its rights, title or interest therein without prior written consent of the Fulton County Board of Commissioners.
8. In case of default by the successful Offeror, Fulton County may procure the articles or services from another source and hold the successful Vendor responsible for any resultant excess cost.
9. All proposals and bids submitted to Fulton County are subject to the Georgia "Open Records Act", Official Code of Georgia, Annotated (O.C.G.A.) § 50-18-70 et seq.
10. All proposals and bids submitted to Fulton County involving Utility Contracting are subject to the Georgia law governing licensing of Utility Contractors, O.C.G.A. §43-14-8.2(h).

EXHIBIT B

SPECIAL CONDITIONS

No Special Conditions were required for this Project

EXHIBIT C

SCOPE OF WORK

SCOPE OF WORK

The Consultant shall comply and complete the work outlined in the scope of work and supplement to the scope of work as stated in the solicitation and addenda. Information included on next page.

SCOPE OF WORK

The Programming & Bridging Document Team "PBDT" is responsible for providing all professional tasks associated with the development of a building space program and bridging documents and other related services necessary to provide the County with a design for renovating the Central Library. Tasks to be performed by the PBDT shall include, but not limited to the following:

I. SPACE PROGRAMMING SERVICES

- A. Building Space Program must be drafted by the Programming Team in order to document specific instructions for how to proceed with design. The programming process will generally follow these sequential steps:

Step 1 – Define Project Goals & Objectives
Step 2 – Gather Relevant Information
Step 3 – Define Reasonable Concepts / Identify Strategies
Step 4 – Determine Quantitative Requirements
Step 5 – Produce Program Document / Summarize the Space Program

The Proposer must be familiar with the role of a Central Library within an urban public library system. The programming process is described in more detail as follows:

1. Building Programming
 - a. State of the Art Technology
 - b. Special Features
 - c. Services
 - d. Furniture, Fixtures and Equipment requirements
 2. Purpose of a Central Library
 3. Community and Stakeholder Engagement / Input (includes but is not limited to: Library Staff and Administrators; Library Patrons; and Local Business Community).
- B. The Programming Team will produce a written space program document that will serve as a statement of design considerations for the project based on the above stated process. The space program documents must include the following:
- Design Considerations – including a description of parking, civil, exterior, plumbing, mechanical, electrical, and security improvements. Additionally, Phasing of the work coordinated with the extent of on-site library operation during construction must be described, if applicable.

- Existing Space Utilization Study - including a tabulation of net floor area/square footages for all assignable spaces and gross square footages for existing Central Library spaces. Programmer shall also document and tabulate existing shelving quantities for each book and non-book collection category for the Central Library.
- Space Allocations – including a tabulation of net floor area/square footages for all assignable spaces (including potential tenant spaces) and gross square footages for renovated and new construction, if applicable. Programmer shall also provide shelving requirements for each book and non-book collection category for the Central Library.
- Space Requirements – including finishes, electrical, data requirements for all assignable spaces and list of computers, Audio-Visual Equipment and furniture required in each space.
- Space Adjacencies – The Programming Team shall create space diagrams depicting all assignable spaces and their required adjacencies / relationships to all other spaces (including potential tenant spaces). These diagrams shall be descriptive of each level of the Central Library building and demonstrate appropriate stacking of spaces.
- Stakeholder & Community Input – The Programming Team shall compile and summarize results of the stakeholder and community (both library patron and local business community) input and describe how these are incorporated into the Program Document.

C. The Programming Team must assist the County with Library Stakeholder and Community Engagement/Input. The Programming/Bridging Document Team (PBDT) shall be responsible for soliciting stakeholder, Atlanta-Fulton Public Library System (AFPLS), and community engagement in developing the vision and for and defining the purpose of the Central Library. This will involve defining the potential of the Central Library as an asset to downtown Atlanta. The programmer will provide examples of the role, function, building program, and design of central libraries to illustrate the array of possibilities the community and stakeholders should consider. The PBDT will seek input through survey(s), focus groups, and meetings to define the role of the Central Library in serving those who live and work downtown as well as visitors and tourists. This process should involve the entire community to capture the Central Library's valuable role as a countywide resource and its value to all residents of Atlanta and Fulton County.

The PBDT shall take the lead in all stakeholder input sessions that include facilitation of meeting; sign-in sheets; producing materials to solicit stakeholder input and discussion; recording input; summarizing and reporting input received.

The PBDT shall also take the lead role in facilitating library patron community input and engagement meetings as well as local business community roundtable discussions regarding Central Library. The PBDT shall account for multiple input/engagement meetings for each category of stakeholders they are seeking (i.e. Library Administrators and Staff; Library Patrons; and Local Business Community) until sufficient data is received.

The PBDT shall assist the County staff in developing, administering and codifying the results of an appropriate survey tool crafted to elicit a comprehensive response from stakeholders and the community. Possible tasks include: developing, designing, producing and distributing printed materials; creating displays and presentations; setting up public forums and other special events; designing and implementing surveys; codifying, interpreting, and reporting on the results of the public engagement process.

- D. The PBDT shall develop a report of the public engagement process. This is to include: bi-weekly activity updates; summary data to illustrate progress in engaging the community; a monthly status report of the project acceptable to the County for the Board of Commissioners and Library Board of Trustees. The PBDT shall produce a final recommendation for consideration by the Library Board of Trustees and Board of Commissioners.
- E. The PBDT will synthesize the information gathered by the above mentioned investigations as a basis for developing the Building Space Program. The options must reconcile the programmatic needs within the project budget with a conceptual cost estimate included.
- F. In addition, the written building space program document will include quality images of similar Central Library projects built in others states or countries that highlight and support the proposed mission and use for the renovated Central Library.
- G. The PBDT shall provide the County with a draft of the final program and shall provide a presentation to the County on the draft of the final program. The Programming Team shall take County comments from the Draft Final Program review meeting and incorporate them into the Final Program Space Document.
- H. The PBDT shall have 90 calendar days from Notice to Proceed to produce the final Program Space Document.

II. BRIDGING DOCUMENT SERVICES

The PBDT shall prepare bridging documents including design criteria, performance specifications, site plans, building floor plans, elevations, sections, structural plans,

MEP plans, food service, furniture layouts and other project-specific material sufficient to provide the basis for competitive procurement.

- A. **PREPARE BRIDGING DOCUMENTS:** The PBDT will perform program verification, gather and verify project and site information, create project schedule that depicts delivery of services and milestones that lead to completion of 50% Design Development (DD) documents/plans and performance specifications in 120 calendar days from County approval of the Program Space Document.
- B. **DESIGN PHASE:** The PBDT shall include all services listed in the full design scope (Program Verification, Gather and Verify Project and Site Information, Project Schedule, Meetings, Construction Cost Estimates, County Approvals, and Regulatory Compliance) to prepare Bridging Documents through 50% Design Development. The Bridging Documents shall be of sufficient detail to illustrate design intent and correlate the program to the renovated Central Library, and to allow Design/Build Contractors to prepare a bid. In addition, the Bridging Documents shall specify the exact or minimum amount of usable floor area required in each programmed space; and, as appropriate, specific design directives and design configurations in specific programmed spaces and, more detailed design in specific spaces as determined by the County.

The PBDT shall include a Construction Cost Estimator that shall provide a detailed cost estimate at:

- Program Document (Conceptual Cost Estimate)
- 50% Schematic Design (SD)
- 100% SD
- 25% Design Development (DD)
- 50% DD

Detailed cost estimates shall include units costs broken out in CSI 2004 format, in a level of detail acceptable to the County – The PBDT shall provide a draft format of the construction cost estimate for the County's review and comment. It is the PBDT's responsibility to provide a design within the County's budget.

The PBDT must fully comply with Fulton County's Building Design Standards & Guidelines, see Section 9, Exhibit 3 of Solicitation.

The PBDT shall work with the County's Technology, Wayfinding and FF&E consultants during the Bridging Document phase. The Technology, Wayfinding and FF&E consultants will be contracted directly with the County, but will work with the Bridging Architect's team that creates the bridging documents. The Technology Consultant shall produce the bridging Technology drawings; Wayfinding Consultant shall produce the Wayfinding drawings; and the FF&E shall produce the bridging FF&E drawings that will be included within the Bridging Document package.

All work shall be done with Revit software. The PBDT shall provide both electronic files (.pdf and .rvt) and hard copies of documents for the County's use; County's vendors' use; including but not limited to the selected Design/Builders' to use.

- C. **REVIEWS:** The PBDT shall provide review meetings with the County at 50% Schematic Design (SD); 100% SD; 25% Design Development (DD); and 50% DD.

After each review meeting with the Owner, The PBDT shall incorporate Owner's Comments into revised bridging documents and re-issue to the Owner within 7 calendar days.

Provide review sets of drawings and specifications. Provide review drawings at 50% SD, at 100% SD, at 25%, and 50% DD, and one final proposed set of bridging plans and performance specifications after 50% DD review meeting and County approval.

Included with each review set of drawings and specifications shall be a detailed cost estimate verifying design is within the construction budget. A cost verification review meeting will also be included to reconcile design/estimates with approved budget at each design phase review.

All key members of the PBDT shall be made available during the review meetings.

- D. **COMMUNITY PRESENTATION:** The PBDT shall provide County Team with project data; renderings; site and floor plans to include in a Project Fact Sheet to be presented to the Library Board of Trustees and Commissioners (LBOT/BOC).

Following Schematic Design approval LBOT/BOC approval of Fact Sheet, the PBDT shall lead a Community presentation meeting that will provide the Community with highlights of design as well as identify and explain how community input shaped the design. The PBDT shall prepare all materials required for the presentation; including but not limited to renderings; and electronic presentations.

- E. **DESIGN / CONSTRUCTION ADMINISTRATION:** The PBDT shall provide the following Construction Administration services:

- Review Design Builders 100% DD Documents; 50% CD's; 95% CD's and 100% CD's developed by the Design/Builder. Attend review meetings for each document phase and provide written report within 10 calendar days. Bridging Architect shall review documents for compliance with design

intent and Bridging Documents.

- Submittal Review for compliance with design intent and Bridging Documents. Review shall take no longer than 7 calendar days.
- RFI answer review for compliance with intent of Bridging Documents. Review shall take no longer than 2 calendar days.
- Supplemental Document Review – Bridging Architect shall review any sketches, supplemental instructions, bulletins, etc. issued by Design/Builder for design intent and Bridging Documents.
- Attend bi-monthly Owner Architect Contractor (OAC) meetings for duration of the construction of the project. PBDT shall be copied on all meeting minutes and field reports generated by the Design Builder and reviewed. Comments from PBDT must be returned within 3 business days. Assume 24 month construction duration.

F. OTHER REQUIRED SERVICES: The PBDT shall hire a qualified surveyor to produce an ALTA survey that will be included in the Bridging Document Package.

The PBDT shall hire a laser scanning Survey Company to develop 3D laser scan of existing conditions including above ceiling conditions. The PBDT shall incorporate this information into their Bridging Documents.

The PBDT shall also hire a qualified consultant to perform a detailed parking survey/report. This Survey/Report would include detailed information on parking spaces/lots available within a four block radius of Central Library; information on number of parking lot spaces; addresses and contact information for public/private lots/decks; hourly/daily and monthly rates; and distances from Central Library. The Report shall include different potential off-site parking options for the County to consider for their patrons, programs and anticipated cost of implementing an off-site parking program.

The PBDT shall also hire a qualified environmental services consultant to perform inspections and testing to provide a detailed Hazardous Material Assessment Report for the Central Library.

- G. ARCHITECT'S SCHEDULE: Provide a schedule of the PBDT work and attend meetings as appropriate. Schedule shall include all architectural work required for the project and shall demonstrate a targeted completion date within 210 calendar days from notice to proceed for Programming (90 calendar days) and Bridging Document Services (120 calendar days).
- H. BUDGET: The order of magnitude for the budget for Design/Build Services from the completion of Bridging Documents until completion of construction is \$45,600,000.

Fulton County shall provide a final budget to the winning Proposer at time of PBDT Kick-Off Meeting.

- I. Schedule: The schedule below is estimated and may be adjusted by Fulton County.

TASKS	DATES
Procurement Schedule	Reference Section 1, 1.11
Programming	July 2017 – October 2017
Design Phases	October 2017-January 2018
Design Builder RFP	January 2018
Construction Start	August 2018
Construction Completion	February 2020

- J. The PBDT shall have an experienced and qualified LEED Administrator on the team to direct a LEED charette and formulate a strategy for documentation to LEED Platinum with the goal of achieving LEED Gold for the Project. The experienced and qualified LEED Administrator shall also provide direction, comment, input on the design and specific design issues through 50% Design Development documents. The LEED Administrator shall be responsible for providing an updated LEED Scorecard at 50% Design Development to be included in the Bridging Documents. The County has registered the Central Library Project with USGBC under Version 3.

The experienced and qualified LEED Administrator shall be responsible for setting up, all inputs and updates of LEED On-Line through 50% DD.

If requested by the County, The PBDT shall provide the County with Cost Estimates on construction cost impact of pursuing a potential LEED strategy that includes a pay-back schedule as a result of implementing the LEED strategy in question. The PBDT's LEED Administrator shall work closely with the County and Program Management Teams LEED Oversight Manager to ensure that the County's sustainability goals are being met.

Reference Exhibit I "Design-Build LEED Implementation Plan" in the Contract.

The Space Program Document must take into consideration the County's objectives for the project which must be incorporated into the Space Program Document:

- 286,600 square feet (Sub-Basement through 8th flr) maximum of gross interior space for the Central Library. Programming Team shall create a space program that is within the Central Libraries renovation budget.
- Inclusion of food/beverage service and retail space.

- Opportunities for the building to be a major canvas for public art.
- Allowing the possibility of creative partnerships with other institutions or County partners.
- Creatively weaving the library's virtual presence into the physical space; inclusion of new technologies.
- Cutting edge space and technologies for digitization and content creation by library patrons.
- Sustainable design; incorporation of cutting edge green technologies and landscapes. Projects goal is to achieve LEED Gold certification.
- Project would have major public input regarding the programmatic features of the building. Public input would be from library patrons and the local business community.
- The Programming & Bridging Document Team shall utilize the County's web-based project management system (Constructware) to communicate with the team members. All communication, RFI's, submittals, drawings, deliverables, etc. shall be housed in Constructware. The County shall provide two seats to the Programming & Bridging Document Team during Programming & Bridging Documents (Two (2) seats provided during Programming & Design and one (1) seat provided during Construction Administration). Any extra seats that the Programming & Bridging Document Team needs will be at the responsibility of the Programming & Bridging Document Team (Approx. cost - \$1,000/seat).
- The Programming & Bridging Document Team shall also post all updated drawings to Plangrid. The Programming & Bridging Document Team shall be responsible for their access to Plangrid.

GENERAL

1. The Architect shall utilize Revit, object based drawing formats for the preparation of the drawings. This format will be used for all disciplines.
2. The Architect shall continue collaboration and coordination with collision detection performed in each phase submittal beginning with Design Development documents. At a minimum, the Architectural, Civil, Structural, Plumbing, Mechanical, and Electrical and Fire Protection disciplines must be included in the BIM coordination. The CM and the County shall be provided with "read only" format BIM files as part of the Record Documents.
3. The Architect shall prepare each phase submittal in a comprehensive format including Coversheet, Index, Lists of Abbreviations and Code Narratives as appropriate for the document. The Architect will identify the PROJECT according to the name the County has determined at the time of submittal.
4. Drawings for each phase submitted as required in the scope of work, shall be printed on 30 inch x 42 inch paper drawing sheets for full size documents, to an

appropriate scale. Additionally, drawings must be transmitted electronically in PDF file format and shall be uploaded to both Constructware and Plangrid at the end of each design phase submittal. Specifications and reports required in this Scope of Work shall be 8 ½ inches X 11 inches except as indicated otherwise and must be transmitted in PDF file format when requested by the County.

5. The Architect shall designate a Project Manager to represent the Architect to the County and oversee the Architect's activities. The Architect's Project Manager shall represent the Architect on a full-time basis throughout the term of the Agreement. The Architect's Project Manager shall remain current with all project activity and shall have the authority to obligate the Architect to schedules, manpower loading, or other measures necessary to perform the services of this Agreement. The Architect's Project Manager shall remain assigned to this Project while in the employ of the Architect, unless permitted otherwise in writing by the County.
6. References to "days" in this scope of work relate to calendar days.
7. Refer to the LEED Implementation Plan attached as in Addendum 2 for details the regarding the Architect's responsibilities for LEED Certification of the project.
8. If needed, It is the County's intent to provide site specific geotechnical borings, soil testing, analysis, and reports early in design based on input from the Architect. These geotechnical services should not be included in the PBDT's cost proposal.
9. Negotiation with traffic/transportation authority's related to the development of the project should be included in the scope, including but not limited to curb cuts and required street improvements. Traffic signalization is not expected, and should not be considered part of the scope of work.

Code Requirements and Standards:

1. The PBDT shall have access to, and be familiar with all codes and requirements that are applicable to the project and shall document compliance as part of each design phase as described in this Scope of Work.
2. The PBDT shall coordinate with authorities having jurisdiction over the project including the Atlanta Urban Design Commission and any other authorities having jurisdiction, submit required documents and secure documented approvals of governmental authorities as required to proceed with each phase of design. The PBDT shall continually inform the County of the projects status relative to code requirements.
3. Revisions required by the County or other governmental authorities shall be

incorporated into the documents with cost estimate adjustments provided for the revisions where scope, quantity and/or unit costs are affected.

Coordination

1. The PBDT will coordinate fully with the County's selected consultants for Furniture, Fixtures and Equipment (FF&E) Standardization, Technology, and Wayfinding (Signage) consultants under separate contract with the County. Additionally, the PBDT will include documents from these consultants in their phase submittals.
2. **Fulton County Arts Program Coordination:** The PBDT shall coordinate the full participation of the professional public artist, selected by the Fulton County Arts Council.
 - Provide coordination with the Public Artist (who will be under separate contract with the County) to incorporate proposed artwork(s) for the building design and construction documents, which shall include working with the artist to provide technical assistance on issues that may include but are not limited to, structural engineering, lighting, mechanical conditions, permits; specifications; documentation.
 - Coordinate the full participation of the professional public artist, selected by the Fulton County Arts Council, after schematic design. The artist will collaborate with the design team in areas including, but not limited to, the identification of optimal sites for public artwork on the project; design elements such as flooring, colors, materials, textures and landscaping or site features. and other areas of the building design that can be aesthetically or functionally enhanced by the participation of the public artist.
3. The PBDT will use the County's web-based project management system, Constructware, during each phase of the work. The use of this system may include communication through project standard documents, review of schedule and cost information, correspondence, RFI's, submittals, etc.

The PBDT shall also be upload .pdf files of all documents at the end of each design submittal to Plangrid.

Training required to use the project management system and Constructware will be provided locally by the County. The PBDT time and expenses for participating in this training will not be reimbursed.

The PBDT shall be issued two seats on Constructware, each additional seat requested by the PBDT shall be the responsibility of the PBDT at the rate of \$1,000.00/seat. The PBDT shall be responsible for the cost of their seats on Plangrid.

4. Local or Urban design reviews may be required as part of the design for this library.
5. The PBDT agrees to provide all coordinated professional architectural and engineering services including the necessary documents conferences, presentations and presentation materials required by the County and indicated in the Scope of Work and within the Agreement. The architectural and engineering services shall include:
 1. Building Programming
 2. Architectural and Life Safety Design
 3. LEED Consultant
 4. Interior Design
 5. Civil Engineering
 6. Landscape and Irrigation Design
 7. Structural Engineering
 8. Plumbing Engineering
 9. Mechanical Engineering
 10. Electrical Engineering
 11. Fire Alarm and Fire Protection Design
 12. Acoustical Engineer
 13. Food Service Consultant (Allowance)

SCHEMATIC DESIGN

- I. The PBDT will investigate existing project conditions including:
 - Verify drawings of the building relative to existing conditions
 - Assessment of structural, plumbing, electrical systems
 - Site utilities and drainage
 - Building parking, and transportation resources
 - Accessibility
- J. The PBDT will identify the specific improvements that need to be included in the project based on;
 - Deficiencies noted in building assessment and their investigation of existing conditions
 - Parking and transportation
- K. The Architect will synthesize the information gathered by the above mentioned investigations as a basis for developing reasonable options for the project.
- L. The PBDT will provide Schematic design deliverable documents including the following:

Architectural

- Single-line drawings, scaled, showing complete building layout, identifying all/only programmed spaces and their relationships.
- Preliminary building cross section(s) and exterior elevations indicating location and size of fenestration and floor levels.
- Identify any additions or revisions to elevators, stairs, or other conveying systems.
- Identification of adjustments to roof system(s) and drainage technique(s).
- Identification of proposed finishes (includes all exterior surfaces, doors, windows, and type of hardware).
- Conceptual Life Safety Plan including a list of significant applicable code requirements; indicating egress path, and fire separations.

Civil

- Site plan with building located as well as any retaining walls, grading and drainage plan, with all major site development such as access road paving, walls and outside support buildings, and parking facility.
- Location of site utilities connections as a product of negotiation with utilities providers.
- Description of plans, including a milestone schedule, to acquire civil permits.

Structural

- Narrative description of structural design criteria and the proposed structural systems/modifications.
- Identification of foundation requirements (fill requirements, piles, caissons, spread, footings), if needed.

Plumbing

- Description of any modifications of additional utility connections required. A tabulation of quantity of new and existing pumps and fixtures related to the

code requirements (including International Plumbing Code).

Mechanical

- Description of heating, ventilating and cooling loads calculations and assumptions.
- Description of proposed mechanical systems including location of major equipment and area requirements.
- Humidity and environmental controls requirements for special collections and exhibition functions in the facility.

Electrical

- Preliminary electrical load calculations, one-line electrical distribution diagrams with indications of location of service entry, switchboards, motor control centers, panels, transformers, if required.

A. Additional Schematic Design Requirements:

1. Schematic Project Rendering and Character Sketches: The PBDT shall provide a preliminary project rendering and character sketches, in 30 inch x 42 inch format and dry-mounted on a board and a electronic JPEG format file in full color at minimum 2000 X 1500 pixel size, for use in making presentations to the public. As a minimum, character sketches shall be in color and include an architectural site plan with proposed landscape massing, building and landscape form shading, floor plans at one eighth inch (1/8") equal to one foot scale, minimum showing proposed furnishings, building elevations exhibiting proposed exterior finishes, and building section exhibiting proposed building volume and site slopes. The drawings submitted to the County shall become the property of the County upon submission by the PBDT. The PBDT shall attend and participate in public meetings when requested by the County.

The Schematic Design Documents shall include a construction cost estimate based on the schematic design. Any cost estimating assumptions that are not evident or inferable from the design are to be documented in writing as part of the estimate.

2. Life cycle cost analysis of mechanical, electrical, lighting systems.
3. A tabulation of room areas for existing and new spaces is to be provided as part of the Schematic Design including a summary of programmed versus actual square footage by room or area as well as a comparison of

the overall building area with the building program. Calculations of the spatial efficiency of the building shall be provided with the tabulation of room areas.

B. Design Review:

1. Review of Schematic Design Documents: Within seven (7) calendar days of receipt from the PBDT of a submittal considered generally complete and acceptable by the County, the County shall conduct a meeting to discuss the review comments with the PBDT. County review comments will be in writing or noted on drawings with a copy provided to the PBDT. The PBDT shall document the proceedings of the discussion within three (7) calendar days of the meeting.
 - a. If the PBDT's submittal is considered unacceptable in the sole opinion of the County, the submittal shall be returned to the PBDT for revision and resubmission, before a second review meeting is scheduled.
 - b. Response to Review Comments:
 - a) The PBDT and its consultants shall consider the review comments provided by the County at the review meeting, respond to the County's review comments in writing and indicate final resolution of each comment, and incorporate the County's review comments into the drawings and specification.
 - b) The County's comments shall be incorporated into the design documents within seven calendar (7) days of agreement as to their resolution. Insofar as the PBDT and the County are in agreement as to the resolution of the County's comments, the PBDT shall not be required to resubmit Schematic design documents.

PHASE 2: DESIGN DEVELOPMENT

- A. Based on the mutually agreed upon Programming & Schematic Design, and construction budget, the PBDT shall proceed with the process required to complete Design Development. The primary focus of this phase of design will be to address constructability issues as needed to confirm that design concepts can be achieved within the project requirements. The PBDT will work with representatives of the County, AFPLS, and the Program Management Team (PMT) during Design Development.
- B. The PBDT shall provide the appropriate quantity of sets of documents to all regulatory agencies for reviews of this phase, and to utility companies to coordinate project required utility connections.

C. The Design Development Documents will include the following to 50% completion:

Architectural

- Dimensioned floor plans with final locations of all rooms/programmed spaces (named consistent with the program) including all openings.
- Project phasing diagrams, explaining the sequential order of construction operations including demolition, additions, renovations and portions of the library that may remain open to the public.
- Building elevations and sections indicating construction materials and building systems.
- Life Safety Plan illustrating occupancy classification, construction types, fire resistance/separations and means of egress. Egress plans for each phase of the work.
- Wall sections showing dimensional relationships, identifying materials and component relationships.
- Coordination of all fixed and loose equipment, furniture, and furnishings to be installed in separate contract.
- Finish schedule and/or plan identifying all interior finishes.
- Door and hardware schedule shall be coordinated with the Technology Consultant showing quantity, type and quality levels with cut sheets illustrating the type and standard of quality of products specified.
- Preliminary development of details and large-scale blow-ups required to determine a means of construction.
- Specifications with manufacturer's literature and/or material samples illustrating the standard of quality for the materials and finishes to be installed in the project.
- Reflected ceiling plans including ceiling grid and all devices that are mounted on or penetrate ceilings (i.e., light fixtures, sprinkler heads, ceiling register or diffusers, etc.). Also show locations of IT, telecommunications, security, AV systems equipment on

Technology Consultant's drawings.

- Acoustical treatments.
- Description of any blocking, lighting, building or structural accommodation for installations of Public Art.
- Demolition drawings will be **completed through 100% Design Development.**

Civil

- Complete site geometry, drainage, utilities plans, and maintenance of traffic.
- Location of site signage.
- Preliminary development of site details.
- Documents required for civil permitting at this phase including erosion control plan.
- Specifications for paving, erosion control and drainage, site furniture with product literature for manufactured items, if needed.

Landscape

- Tree protection plans and details.
- Planting Plan; identifying all plant types and locations
- Irrigation plan; showing locations and proposed material for of sleeves and major components of the irrigation system, if needed.

Structural – Structural Plans shall be completed through 100% Design Development

- Plan drawings with structural members located and sized. including foundation plan(s), framing plan(s), slab openings and expansion joints

- Footing, beam, column and connection schedules.
- Building slab and framing member elevations.
- Outline specifications and product literature for manufactured items.

Plumbing

- Plumbing plans indicating quantity and layout of fixtures
- Specification and manufacturer's cut sheets indicating the standard of quality of the fixtures to be specified for the project.
- Description of maintenance access requirements including locations.

Mechanical

- Heating and cooling load calculations for each space and major duct or pipe runs sized to coordinate with structural design.
- Mechanical equipment schedule indicating size and capacity.
- Ductwork and piping location and size indicated on plans.
- Control device description and location.
- Specifications with manufacturer's literature indicating the standard of quality of the equipment to be specified for the project.
- Completed energy analysis data per ASHRAE 90.1.

Electrical

- Schedule of all power consuming equipment and load characteristics coordinated with consultants under separate contract. Total calculated electrical load.
- Major electrical equipment (location/orientation of site transformers and utilities cabinets, switchgear, distribution panels, emergency generator, transfer switches, UPS system, etc.) dimensioned and drawn to scale into the space allocated.

- Site lighting design with photometric analysis.
- Specifications and manufacturer's literature indicating the standard of quality and finish selection options for exposed equipment.
- Lighting, power, telecommunications and office automation devices and receptacles shown in plan.
- Final light fixture schedule

Fire Alarm & Fire Protection

- Plan with location of fire alarm system components, such as strobes, horns, pull stations and controllers.
- Sprinkler system plans indicating conceptual layout of system and location of major components.

Commissioning

- The PBDT written verification of the mechanical and electrical basis of design relative to the Commissioning Plan.
- D. The PBDT shall coordinate with FF&E Standards Consultant, Technology Consultant and Wayfinding Consultant that are contracted directly with the County. Separate documents from these consultants (not defined in this document) are to be included in the Design Development submittals.
- E. A detailed cost estimate organized according to CSI 2004 format shall be provided with the Design Development submittals. This estimate is to be a detailed statement of probable construction cost base on quantities of specific of materials used to compose the project and current market labor costs. The PBDT will participate in discussions with the County, and the PMT regarding the estimate and about how to get the most value with the construction budget.
- F. The PBDT shall provide the County with no less than ten (10) sets of the design development documents described above for review. Electronic files in PDF format will be transmitted to the County, the PM and the CM at the same the printed material is delivered. The drawings and related information submitted to the County shall become the property of the County upon submission by the Architect.
1. Review of Design Development Documents: Within seven (7) calendar days of receipt from the PBDT of a submittal considered

generally complete and acceptable by the County, the County shall conduct a meeting to discuss the review comments with the PBDT. County review comments will be in writing or noted on drawings with a copy provided to the PBDT. The PBDT shall document the proceedings of the discussion within three (7) calendar days of the meeting.

2. If the PBDT's submittal is considered unacceptable in the sole opinion of the County, the submittal shall be returned to the PBDT for revision and resubmission, before a second review meeting is scheduled.
3. Response to Review Comments:
 - a. The PBDT and its consultants shall consider the review comments provided by the County at the review meeting, respond to the County's review comments in writing and indicate final resolution of each comment, and incorporate the County's review comments into the drawings and specification.
 - b. The County's comments shall be incorporated into the design documents within seven calendar (7) days of agreement as to their resolution. Insofar as the PBDT and the County are in agreement as to the resolution of the County's comments, the PBDT shall not be required to resubmit Design Development documents.
 - c. Comments from the County review shall be incorporated into the Schematic Design and Design Development documents at no additional cost to the County and the cost estimate shall be adjusted accordingly at no additional cost to the County.

EXHIBIT D

PROJECT DELIVERABLES

PROJECT DELIVERABLES

- > Space Programming and Bridging Document Timeline Schedule with major tasks identified
- > Draft Building Space Programming Document including Preparation of a Power Point presentation
- > Final Building Space Programming Document including Conceptual Construction Cost Estimate. Written program document that will serve as a statement of design considerations for the project. The Program documents must include:
 - Design Considerations
 - Existing Space Utilization Study
 - Space Allocations
 - Space Requirements
 - Space Adjacencies
 - Stakeholder & Community Input
 - Quality images of similar Downtown Library projects build in other states or countries.
 - A report of the public engagement process.
- > Space Program Verification Document by Bridging Architect
- > 50% Schematic Design Documents (including Construction Cost Estimate)
- > 100% Schematic Design Documents (including Construction Cost Estimate)
- > 25% Design Development Documents (including Construction Cost Estimate)
- > 50% Design Development Documents (including Construction Cost Estimate)
- > ALTA Survey
- > 3D Scan Survey of existing conditions at Central Library
- > Parking Survey/Report
- > BIM Project Execution Plan
- > Hazardous Materials Assessment Report

EXHIBIT E

COMPENSATION

COMPENSATION

The County agrees to compensate the Consultant as follows:

County agrees to compensate Consultant for all services performed under this Agreement in an amount not to exceed \$2,520,000.00. The detailed costs are provided below.

Space Programming Services Fees (A)	
Space Programming Services	\$ 460,000
Reimbursables	\$ 28,000
TOTAL (A)	\$ 488,000
Bridging Document Fees (B)	
Design Fees	\$ 1,410,000
Acoustic Design for work outside of Auditorium (Allowance)	\$25,000.00
Food Service Consultant (Allowance)	\$25,000.00
ALTA Survey	\$ 11,000
3D Scan of Central	\$ 84,000
Parking Lot Survey/Report	\$ 17,000
LEED Administration	\$ 13,000
Hazardous Material Assessment Inspection, Testing & Report	\$ 15,000
Construction Administration Services	\$ 282,000
TOTAL (B)	\$ 1,882,000
Owner Controlled Contingency (C)	\$150,000.00
TOTAL AWARD (A+B+C)	\$ 2,520,000
*Design fees do not include estimated reimbursables in the amount of \$112,000	

Direct Payroll Hourly Rates Schedule

Employee Classification	Base Rate per Hour	Multiplier	Profit	Actual Billing Rate (Hourly Rate)
Cooper Carry Architect				
Principal in Charge	\$73.00	3.5	15%	\$294
Project Designer	\$61.00	3.5	15%	\$246
Interior Designer/Programmer	\$61.00	3.5	15%	\$246
Project Manager	\$51.00	3.5	15%	\$205
Planner	\$38.00	3.5	15%	\$153
Staff Architect	\$31.00	3.5	15%	\$125
Intern Architect	\$26.00	3.5	15%	\$105
Specifications	\$38.00	3.5	15%	\$153
Specifications Assistant	\$16.00	3.5	15%	\$64
Newcomb & Boyd MEPFP Engineer				
Project Engineer (blended rate)	\$50.00	2.7	10%	\$149
Sykes Consulting Structural Engineer				
Principal	\$69.71	2.25	10%	\$173
Associate	\$57.70	2.25	10%	\$143
Engineer III	\$51.92	2.25	10%	\$129
Engineer II	\$42.79	2.25	10%	\$106
Engineer I	\$40.87	2.25	10%	\$101
CAD Drafting	\$30.00	2.25	10%	\$74
Palacio Collaborative Cost Estimator				
Chief Cost Manager	\$96.15	1.69	10%	\$178.74
Senior Cost Manager	\$67.31	1.98	10%	\$146.60
Cost Manager	\$28.85	3.3	10%	\$104.73
Surveyor				
3D Scan Surveyor				
Parking Consultant				
Epsten Group LEED Administrator				
Principal-in-Charge				\$195
Design & Consulting Department Manager				\$165
Commissioning Department Manager				\$165
Project Manager				\$125
Energy Modeler				\$125
LEED Specialty Professional	\$41.67	3		\$125
Commissioning Technician				\$115
Research Assistant				\$80

EXHIBIT F

PURCHASING FORMS

STATE OF GEORGIA

COUNTY OF FULTON

**FORM A: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT
AND AGREEMENT**

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 services¹ under a contract with [insert name of prime contractor] Cooper Carry on behalf of Fulton County Government has registered with and is participating in a federal work authorization program*,² in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services to this contract with Fulton County Government, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the Fulton County Government at the time the subcontractor(s) is retained to perform such service.

122329

EEV/Basic Pilot Program* User Identification Number

Cooper Carry

BY: Authorized Officer of Agent
(Insert Contractor Name)

Principal

Title of Authorized Officer or Agent of Contractor

C. Timothy Fish, AIA, LEED AP

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 21st day of April, 2017

Notary Public: [Signature]

County: Cobb

Commission Expires: 6/11/2017



¹O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals 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 service to be rendered by such individual.

²[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

STATE OF GEORGIA

COUNTY OF FULTON

FORM B: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

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 services³ under a contract with [insert name of prime contractor] **COOPER CARRY** behalf of **Fulton**

County Government has registered with and is participating in a federal work authorization program*,⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

434073

EEV/Basic Pilot Program* User Identification Number

VINES ARCHITECTURE, INC.

BY: Authorized Officer of Agent
(Insert Subcontractor Name)

PRESIDENT

Title of Authorized Officer or Agent of Subcontractor

VICTOR VINES

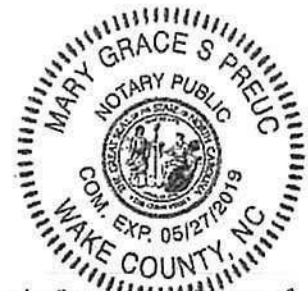
Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 17th day of April, 2017.

Notary Public: Mary Grace S. Preuc

County: Wake

Commission Expires: 05/27/2019



³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals 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 service to be rendered by such individual.

⁴*[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

STATE OF GEORGIA

COUNTY OF FULTON

FORM B: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

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 services³ under a contract with [insert name of prime contractor] Goode Van Slyke Architects behalf of Fulton County Government has registered with and is participating in a federal work authorization program⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

59294

EEV/Basic Pilot Program* User Identification Number

J. Ellen Long Long Engineering, Inc.
BY: Authorized Officer of Agent
(Insert Subcontractor Name)

President

Title of Authorized Officer or Agent of Subcontractor

J. Ellen Long, PE, LEED AP

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 10th day of April, 2017.

Notary Public Dana Butterworth

County: Cobb

Commission Expires: 3/11/18



³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals 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 service to be rendered by such individual.

⁴[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

STATE OF GEORGIA

COUNTY OF FULTON

FORM B: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

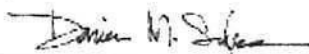
By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services³ under a contract with [insert name of prime contractor] Cooper Cary _____ behalf of Fulton County Government has registered with and is participating in a federal work authorization program*,⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

107974

EEV/Basic Pilot Program* User Identification Number

Sykes Consulting, Inc.

BY: Authorized Officer of Agent
(Insert Subcontractor Name)



President

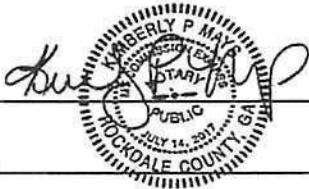
Title of Authorized Officer or Agent of Subcontractor

Darien M. Sykes

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 22 day of March,
2017.

Notary Public: _____



County: Rockdale

Commission Expires: 7-14-2017

³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals 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 service to be rendered by such individual.

⁴*[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

STATE OF GEORGIA

COUNTY OF FULTON

FORM B: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

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 services³ under a contract with [insert name of prime contractor] Newcomb & Boyd on behalf of Fulton County Government has registered with and is participating in a federal work authorization program*,⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

65440

EEV/Basic Pilot Program* User Identification Number

[Signature]
BY: Authorized Officer of Agent
(Insert Subcontractor Name)

Partner

Title of Authorized Officer or Agent of Subcontractor

William W. Dean

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 30th day of March, 2017.

Notary Public: Teresa M. Williams

County: Fulton

Commission Expires: May 29, 2019



³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals 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 service to be rendered by such individual.

⁴[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

STATE OF GEORGIA

COUNTY OF FULTON

FORM B: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

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 services³ under a contract with [insert name of prime contractor] Cooper Carry on behalf of Fulton County Government has registered with and is participating in a federal work authorization program⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

351022

EEV/Basic Pilot Program* User Identification Number

BY: [Signature]
Authorized Officer of Agent

Michael D. Martindill

Principal Vice President

Title of Authorized Officer or Agent of Subcontractor

Michael D. Martindill

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 20th day of March, 2017.

Notary Public: Donna Marie Floyd

County: Cherokee

Commission Expires: 2/27/20



³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals 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 service to be rendered by such individual.

⁴[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].
Section 5 #17RFP02217/K-DB; Space Programming & Bridging Document Services for the Central Library of the Atlanta-Fulton Public Library System

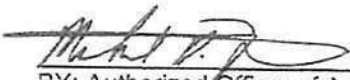
STATE OF GEORGIA

COUNTY OF FULTON

FORM B: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

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 services³ under a contract with [insert name of prime contractor] Palacio Collaborative, Inc. behalf of Fulton County Government has registered with and is participating in a federal work authorization program⁴, in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

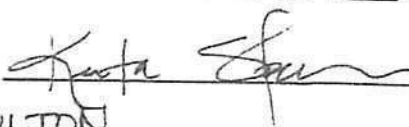
E-Verify Company ID Number 118948
EEV/Basic Pilot Program* User Identification Number


BY: Authorized Officer of Agent
(Palacio Collaborative, Inc.)

President and Chief Cost Manager
Title of Authorized Officer or Agent of Subcontractor

Michael D. Palacio
Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 12th day of April,
2017.

Notary Public: 

County: FULTON

Commission Expires: 1/8/2019



³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,199.99, except for those individuals 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 service to be rendered by such individual.

⁴[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

Section 5

#17RFP022117K-DB; Space Programming & Bridging Document Services for the Central Library of the Atlanta-Fulton Public Library System

STATE OF GEORGIA

COUNTY OF FULTON

FORM B: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

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 services³ under a contract with [insert name of prime contractor] Cooper & Carry on behalf of Fulton

County Government has registered with and is participating in a federal work authorization program*,⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

289544

EEV/Basic Pilot Program* User Identification Number

[Signature] The Epstein Group, Inc.
BY: Authorized Officer of Agent
(Insert Subcontractor Name)

Principal, Director of Design
Title of Authorized Officer or Agent of Subcontractor

Pete Choquette, AIA, USGBC Faculty, LEED AP BD+C, ID+C, O+M, WELL AP
Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 31 day of March,
2017

Notary Public: [Signature]

County: Clayton

Commission Expires: 10/4/18



³O.C.G.A. § 13-10-90(f), as amended by Senate Bill 160, provides that "physical performance of services" means the performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals 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 service to be rendered by such individual.

⁴[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

STATE OF GEORGIA

COUNTY OF FULTON

FORM B: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

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 services³ under a contract with [insert name of prime contractor] Cooper Carry inc. behalf of Fulton County Government has registered with and is participating in a federal work authorization program⁴, in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

974391

EEV/Basic Pilot Program* User Identification Number

Pattern Research and Design, LLC

BY: Authorized Officer of Agent
(Insert Subcontractor Name)

CEO

Title of Authorized Officer or Agent of Subcontractor

SANDEEP AHUJA

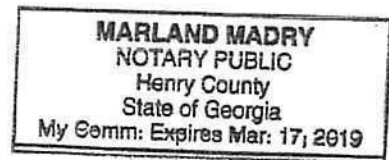
Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 13th day of April 2017

Notary Public: *Marland Madry*

County: *Henry*

Commission Expires: *March 17, 2019*



³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals 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 service to be rendered by such individual.

⁴[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

STATE OF GEORGIA

COUNTY OF FULTON

FORM B: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

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 services³ under a contract with [insert name of prime contractor] Coast 2 Coast Survey Corporation behalf of Fulton County Government has registered with and is participating in a federal work authorization program⁴, in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

CDAL9909

EEV/Basic Pilot Program* User Identification Number

Jude Hachert
BY: Authorized Officer of Agent

(Insert Subcontractor Name) Coast 2 Coast Survey Corporation

CFO

Title of Authorized Officer or Agent of Subcontractor

Jude Hachert

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 10 day of April, 2014.

Notary Public: Amanda Jordan

County: Hamilton

Commission Expires: 2/1/20



³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals 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 service to be rendered by such individual.

⁴[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

STATE OF GEORGIA

COUNTY OF FULTON

FORM B: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

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 services³ under a contract with [Insert name of prime contractor] Copper Canyon behalf of Fulton County Government has registered with and is participating in a federal work authorization program⁴, in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

71554

EEV/Basic Pilot Program* User Identification Number

[Signature]
BY: Authorized Officer or Agent
(Insert Subcontractor Name)

VP OPERATIONS
Title of Authorized Officer or Agent of Subcontractor

LARRY F. PREISS
Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 17th day of April, 2017.

Notary Public: Kim Johnson

County: Rockdale

Commission Expires: October 23, 2017



³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals 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 service to be rendered by such individual.

⁴[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

STATE OF GEORGIA

COUNTY OF FULTON

FORM B: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

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 services³ under a contract with COOPER CARRY behalf of Fulton County Government has registered with and is participating in a federal work authorization program*,⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

39082

EEV/Basic Pilot Program* User Identification Number

Alex Goharoon

BY: Authorized Officer of Agent

(Insert Subcontractor Name) Terracon Consultants, Inc.

Senior Vice President / Senior Principal

Title of Authorized Officer or Agent of Subcontractor

Alex Goharoon

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 11 day of April, 2017.

Notary Public: *Laura McDonald*

County: Gobb

Commission Expires: 9/30/19



³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals 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 service to be rendered by such individual.

⁴[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

STATE OF GEORGIA

COUNTY OF FULTON

FORM B: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

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 services³ under a contract with [insert name of prime contractor] Cooper Carry

behalf of Fulton County Government has registered with and is participating in a federal work authorization program⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

166278

EEV/Basic Pilot Program* User Identification Number

[Signature]

of Coffman Engineers, Inc.

BY: Authorized Officer of Agent
(Insert Subcontractor Name)

Vice President, Marketing

Title of Authorized Officer or Agent of Subcontractor

George Bourgeois III

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 14th day of April, 2017.

Notary Public: [Signature]

County: Anchorage

Commission Expires: 2/8/18



³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals 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 service to be rendered by such individual.

⁴[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

STATE OF GEORGIA

COUNTY OF FULTON

FORM B: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT

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 services³ under a contract with [insert name of prime contractor] _____ behalf of Fulton

County Government has registered with and is participating in a federal work authorization program*,⁴ in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

878906

EEV/Basic Pilot Program* User Identification Number

Thorburn Associates Inc.

BY: Authorized Officer of Agent
(Insert Subcontractor Name)

President

Title of Authorized Officer or Agent of Subcontractor

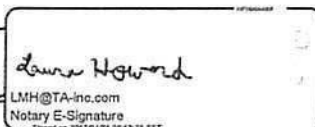
Lisa A. Thorburn

Printed Name of Authorized Officer or Agent

Sworn to and subscribed before me this 21st day of April,
2017

Notary Public:

County: Wak



Commission Expires: 6/24/18

³O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals 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 service to be rendered by such individual.

⁴[Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603].

Form C: OFFEROR'S DISCLOSURE FORM AND QUESTIONNAIRE

1. Please provide the names and business addresses of each of the Offeror's firm's officers and directors.

For the purposes of this form, the term "Offeror" means an entity that responds to a solicitation for a County contract by either submitting a proposal in response to a Request for Proposal or a Request for Qualification or a Bid in response to an Invitation to Bid. Describe accurately, fully and completely, their respective relationships with said Offeror, including their ownership interests and their anticipated role in the management and operations of said Offeror.

Please find our response on the following page.

2. Please describe the general development of said Offeror's business during the past five (5) years, or such shorter period of time that said Offeror has been in business.

COOPER CARRY is a Georgia corporation formed in 1960. We have a conservative, fifty seven year financial management strategy that continues serving the Firm well. We match revenue projections with expense projections on an ongoing, monthly basis. Our policy is to build appropriate retained earnings during economic expansions in order to have adequate reserves during contractions. As a result, we have the ability to weather difficult economic conditions without adding long-term debt. Our financial strength should not be a concern relating to your Project. We will provide you with the quality leadership, staff, solutions and services that our Clients have come to expect from us. The Firm commits itself, for the duration required, to complete our professional services for your Project.

3. Please state whether any employee, agent or representative of said Offeror who is or will be directly involved in the subject project has or had within the last five (5) years: (i) directly or indirectly had a business relationship with Fulton County, (ii) directly or indirectly received revenues from Fulton County, or (iii) directly or indirectly receives revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County. Please describe in detail any such relationship.

We worked with Fulton County on the Alpharetta Library.

Names and business addresses of each firm's officers and principals

Atlanta – Headquarters 191 Peachtree Street, NE, Suite 2400 Atlanta, GA 30303	Washington, D.C. 625 North Washington Street Suite 200 Alexandria, VA 22314	New York 75 Broad Street, Suite 2210 New York, NY 10004
Jerome M. Cooper, FAIA Chairman	David W. Kitchens, AIA Vice President	J. Ben Wauford, AIA Principal
Roger L. Miller, AIA Vice President	Stephen M. Smith, AIA Principal	
Kevin R. Cantley, AIA President, Chief Executive Officer	Robert F. Uhrin, AIA Principal	
Sherry M. Wilson Vice President	Andrea Schaub, AIA Principal	
Mark Kill, AIA Chief Operating Officer		
Gar Muse, AIA Secretary/Treasurer		
Angelo A. Carusi, AIA Principal		
C. Timothy Fish, AIA Principal		
Mark D. Jensen, AIA Principal		
M. Sean McLendon, AIA Principal		
Gregory A. Miller, AIA Principal		
E. Pope Bullock, AIA Principal		
C. Robert Neal, AIA Principal		
Keith A. Simmel, AIA Principal		
Richmond Cogburn, AIA Principal		
Manny Dominguez, AIA Principal		
William R. Halter, AIA Principal		
Robert A. Just, AIA Principal		
Kimberly E. Rousseau, NCDIQ Principal		

LITIGATION DISCLOSURE:

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Offeror. If any answer is yes, explain fully the following:

- (a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Offeror, or a receiver fiscal agent or similar officer was appointed by a court for the business or property of said Offeror;

Circle One: YES

NO

- (b) whether Offeror was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Offeror from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

Circle One: YES

NO

- (c) whether said Offeror's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said Offeror, which directly arose from activities conducted by the business unit or corporate division of said Offeror which submitted a bid or proposal for the subject project. If so please explain.

Circle One: YES

NO

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a criminal offense within the last five (5) years?

Circle One: YES

NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government?

Circle One: YES

NO

-
4. Have you or any member of your firm or team been involved in any claim or litigation adverse to Fulton County or any other federal, state or local government, or private entity during the last three (3) years?

Circle One: YES NO

5. Has any Offeror, member of Offeror's team, or officer of any of them (with respect to any matter involving the business practices or activities of his or her employer), been notified within the five (5) years preceding the date of this offer that any of them are the target of a criminal investigation, grand jury investigation, or civil enforcement proceeding?

Circle One: YES NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

- Hensel Phelps Construction Co. vs. Cooper Carry, Inc. The Design-Builder for a hotel and convention project asserted a claim for additional construction related costs due to certain alleged design issues by the Design Team. The lower court granted Cooper Carry's Motion to Dismiss, or in the Alternative, Motion for Summary Judgement and dismissed the lawsuit in its entirety. Hensel Phelps is currently appealing this ruling.
- Batson-Cook Company vs. Sarasota Renaissance II, Limited Partnership, and subsequent counterclaim of Sarasota Renaissance II, Limited Partnership vs. Batson-Cook Company, Federal Insurance Company and Cooper Carry, together with companion case Renaissance I Association, Inc. vs. Sarasota Renaissance II et al. The owner of a high-rise condominium project, in Sarasota, Florida, alleged water intrusion damage due to Hurricane Gordon and later Tropical Storm Gabrielle. All litigation has been settled.

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this 21 day of April, 2017

Cooper Carry

April 21, 2017

(Legal Name of Proponent)

(Date)

[Signature]

4-21-17

(Signature of Authorized Representative)

(Date)

Principal

(Title)

Sworn to and subscribed before me,

This 21st day of April, 2017

[Signature]

(Notary Public)

(Seal)



Commission Expires 2/11/2017

(Date)

Form C: OFFEROR'S DISCLOSURE FORM AND QUESTIONNAIRE

1. Please provide the names and business addresses of each of the Offeror's firm's officers and directors.

For the purposes of this form, the term "Offeror" means an entity that responds to a solicitation for a County contract by either submitting a proposal in response to a Request for Proposal or a Request for Qualification or a Bid in response to an Invitation to Bid. Describe accurately, fully and completely, their respective relationships with said Offeror, including their ownership interests and their anticipated role in the management and operations of said Offeror.

2. Please describe the general development of said Offeror's business during the past five (5) years, or such shorter period of time that said Offeror has been in business.
3. Please state whether any employee, agent or representative of said Offeror who is or will be directly involved in the subject project has or had within the last five (5) years: (i) directly or indirectly had a business relationship with Fulton County; (ii) directly or indirectly received revenues from Fulton County; or (iii) directly or indirectly receives revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County. Please describe in detail any such relationship.

LITIGATION DISCLOSURE:

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Offeror. If any answer is yes, explain fully the following:

- (a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Offeror, or a receiver fiscal agent or similar officer was appointed by a court for the business or property of said Offeror;

Circle One: YES

☒ NO

- (b) whether Offeror was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Offeror from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

Circle One: YES

☒ NO

- (c) whether said Offeror's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said or Offeror, which directly arose from activities conducted by the business unit or corporate division of said Offeror which submitted a bid or proposal for the subject project. If so please explain.

Circle One: YES

☒ NO

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a criminal offense within the last five (5) years?

Circle One: YES

☒ NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government?

Circle One: YES

☒ NO

4. Have you or any member of your firm or team been involved in any claim or litigation adverse to Fulton County or any other federal, state or local government, or private entity during the last three (3) years?

Circle One: YES

☒ NO

5. Has any Offeror, member of Offeror's team, or officer of any of them (with respect to any matter involving the business practices or activities of his or her employer), been notified within the five (5) years preceding the date of this offer that any of them are the target of a criminal investigation, grand jury investigation, or civil enforcement proceeding?

Circle One: YES

☒ NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this 19th day of APRIL, 2017

VICTOR VINTAS 4/19/17
(Legal Name of Proponent) (Date)

[Signature]
(Signature of Authorized Representative) (Date)

PRESIDENT
(Title)

Sworn to and subscribed before me,

This 19th day of April, 2017

Mary Grace S. Preuc
(Notary Public) (Seal)

Commission Expires 05/27/2019
(Date)



Form C: OFFEROR'S DISCLOSURE FORM AND QUESTIONNAIRE

1. Please provide the names and business addresses of each of the Offeror's firm's officers and directors.

For the purposes of this form, the term "Offeror" means an entity that responds to a solicitation for a County contract by either submitting a proposal in response to a Request for Proposal or a Request for Qualification or a Bid in response to an Invitation to Bid. Describe accurately, fully and completely, their respective relationships with said Offeror, including their ownership interests and their anticipated role in the management and operations of said Offeror.

Long Engineering, Inc.: 2550 Heritage Court SE, Suite 250, Atlanta, Georgia 30339
President, Treasurer & 100% Ownership: J. Ellen Long, PE, LEED AP - None
Sr. Vice President: Joe Severin, PE, LEED AP - Project Manager
Vice Presidents: Mike Thurman and Sammy Powell, PE - None
Secretary and Assistant Treasurer: Dana Butterworth - Administrative Support if needed
All officers are located at the Heritage Court corporate address.

2. Please describe the general development of said Offeror's business during the past five (5) years, or such shorter period of time that said Offeror has been in business.

Long Engineering, Inc. was founded in 1997 and was primarily involved with land development engineering and surveying services. In 2012, LONG opened a new division (Infrastructure & Surveying) to offer additional services in the transportation engineering arena and for construction engineering & inspection services. Since 2012, Long has grown to over 80 employees and provides engineering design, survey services, construction inspections and subsurface utility engineering to clients across Georgia.

3. Please state whether any employee, agent or representative of said Offeror who is or will be directly involved in the subject project has or had within the last five (5) years: (i) directly or indirectly had a business relationship with Fulton County; (ii) directly or indirectly received revenues from Fulton County; or (iii) directly or indirectly receives revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County. Please describe in detail any such relationship.

No employee who has been, or will be, involved with this project has (i) had a business relationship with Fulton County, (ii) directly or indirectly received revenues from Fulton County, or (iii) directly or indirectly received revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County.

LITIGATION DISCLOSURE:

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Offeror. If any answer is yes, explain fully the following:

- (a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Offeror, or a receiver fiscal agent or similar officer was appointed by a court for the business or property of said Offeror;

Circle One: YES ☒ NO

- (b) whether Offeror was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Offeror from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

Circle One: YES ☒ NO

- (c) whether said Offeror's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said or Offeror, which directly arose from activities conducted by the business unit or corporate division of said Offeror which submitted a bid or proposal for the subject project. If so please explain.

Circle One: YES ☒ NO

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a criminal offense within the last five (5) years?

Circle One: YES ☒ NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government?

Circle One: YES ☒ NO

-
4. Have you or any member of your firm or team been involved in any claim or litigation adverse to Fulton County or any other federal, state or local government, or private entity during the last three (3) years?

Circle One: YES ☒ NO

5. Has any Offeror, member of Offeror's team, or officer of any of them (with respect to any matter involving the business practices or activities of his or her employer), been notified within the five (5) years preceding the date of this offer that any of them are the target of a criminal investigation, grand jury investigation, or civil enforcement proceeding?

Circle One: YES ☐ NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this 10th day of April, 2017

Long Engineering, Inc. 4/10/2017
(Legal Name of Proponent) (Date)

J. Ellen Long 4/10/17
(Signature of Authorized Representative) (Date)

President
(Title)

Sworn to and subscribed before me,

This 10th day of April, 2017

Dana Butterworth
(Notary Public)

Commission Expires 3/11/18



Form C: OFFEROR'S DISCLOSURE FORM AND QUESTIONNAIRE

1. Please provide the names and business addresses of each of the Offeror's firm's officers and directors.

For the purposes of this form, the term "Offeror" means an entity that responds to a solicitation for a County contract by either submitting a proposal in response to a Request for Proposal or a Request for Qualification or a Bid in response to an Invitation to Bid. Describe accurately, fully and completely, their respective relationships with said Offeror, including their ownership interests and their anticipated role in the management and operations of said Offeror.

Darien M. Sykes, P.E.
1175 Peachtree Street
100 Colony Square, Ste. 2300
Atlanta, GA 30361

2. Please describe the general development of said Offeror's business during the past five (5) years, or such shorter period of time that said Offeror has been in business.

Sykes Consulting, Inc. has seen an increase in revenue and number of projects awarded consistently for the past 5 years.

3. Please state whether any employee, agent or representative of said Offeror who is or will be directly involved in the subject project has or had within the last five (5) years: (i) directly or indirectly had a business relationship with Fulton County; (ii) directly or indirectly received revenues from Fulton County; or (iii) directly or indirectly receives revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County. Please describe in detail any such relationship.

Sykes Consulting did perform the structural engineering services for Alpharetta Library, Auburn Avenue Research Library, Metropolitan Library, Milton Branch Library, Northwest Library, Palmetto Library.

LITIGATION DISCLOSURE:

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Offeror. If any answer is yes, explain fully the following:

- (a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Offeror, or a receiver fiscal agent or similar officer was appointed by a court for the business or property of said Offeror;

Circle One: YES

☒ NO

- (b) whether Offeror was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Offeror from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

Circle One: YES

☒ NO

- (c) whether said Offeror's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said or Offeror, which directly arose from activities conducted by the business unit or corporate division of said Offeror which submitted a bid or proposal for the subject project. If so please explain.

Circle One: YES

☒ NO

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a criminal offense within the last five (5) years?

Circle One: YES

☒ NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government?

Circle One: YES

☒ NO

4. Have you or any member of your firm or team been involved in any claim or litigation adverse to Fulton County or any other federal, state or local government, or private entity during the last three (3) years?

Circle One: YES

NO

5. Has any Offeror, member of Offeror's team, or officer of any of them (with respect to any matter involving the business practices or activities of his or her employer), been notified within the five (5) years preceding the date of this offer that any of them are the target of a criminal investigation, grand jury investigation, or civil enforcement proceeding?

Circle One: YES

NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

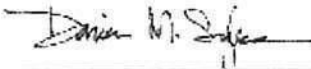
Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this 18 day of April, 2017

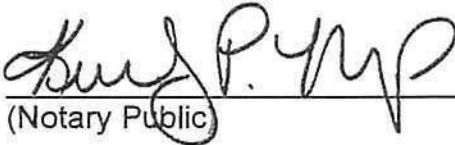
Darien M. Sykes 4-18-2017
(Legal Name of Proponent) (Date)

 4-18-2017
(Signature of Authorized Representative) (Date)

President
(Title)

Sworn to and subscribed before me,

This 18th day of April, 2017


(Notary Public)



Commission Expires 7-14-2017
(Date)

Form C: OFFEROR'S DISCLOSURE FORM AND QUESTIONNAIRE

1. Please provide the names and business addresses of each of the Offeror's firm's officers and directors.

For the purposes of this form, the term "Offeror" means an entity that responds to a solicitation for a County contract by either submitting a proposal in response to a Request for Proposal or a Request for Qualification or a Bid in response to an Invitation to Bid. Describe accurately, fully and completely, their respective relationships with said Offeror, including their ownership interests and their anticipated role in the management and operations of said Offeror.

PARTNERS

303 Peachtree Center Avenue, NE, Suite 525, Atlanta, GA 30303

Adam R. Bare, PE	Jeffrey L. Linde, PE
Steven F. Bruning, PE	Theodore Mowinski, PE
H. David Chandler, PE	Christopher P. Rousseau, PE
William W. Dean, PE	Steven C. Severini, PE, CEM
Robert A. Howell, PE	Donald L. Walker, PE
Gregory R. Johnson, PE	

701 East Bay Street, Suite 508, Charleston, SC 29403
Andrew A. Dymek, PE

OFFEROR

William W. Dean, PE will serve as the Partner-in-Charge (PIC) in the management and operations of Newcomb & Boyd's project team. As PIC he will actively represent the engineering team, providing support, including conceptual design and serving as a technical resource. He will supervise the project status and progress, monitor submittals and support the Project Manager.

2. Please describe the general development of said Offeror's business during the past five (5) years, or such shorter period of time that said Offeror has been in business.

The general development of Newcomb & Boyd over the past five years has been progressive growth in the Consulting Engineering Community, serving clients in the City, State, and Nationwide, and continuation of business for our 93 year old firm.

3. Please state whether any employee, agent or representative of said Offeror who is or will be directly involved in the subject project has or had within the last five (5) years: (i) directly or indirectly had a business relationship with Fulton County; (ii) directly or indirectly received revenues from Fulton County; or (iii) directly or indirectly receives revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County. Please describe in detail any such relationship.

No such employee has individually had a business relationship, or has received revenues directly or indirectly from a business or contract involving Fulton County. Newcomb & Boyd, as a company, has provided design services on Fulton County projects, including the renovation of the Auburn Avenue Research Library, Renovation of the Fulton County Jail, and the Southeast Atlanta Branch of the Atlanta-Fulton Public Library System.

LITIGATION DISCLOSURE:

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Offeror. If any answer is yes, explain fully the following:

- (a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Offeror, or a receiver fiscal agent or similar officer was appointed by a court for the business or property of said Offeror;

Circle One: YES

☒ NO

- (b) whether Offeror was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Offeror from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

Circle One: YES

☒ NO

- (c) whether said Offeror's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said or Offeror, which directly arose from activities conducted by the business unit or corporate division of said Offeror which submitted a bid or proposal for the subject project. If so please explain.

Circle One: YES

☒ NO

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a criminal offense within the last five (5) years?

Circle One: YES

☒ NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government?

Circle One: YES

☒ NO

-
4. Have you or any member of your firm or team been involved in any claim or litigation adverse to Fulton County or any other federal, state or local government, or private entity during the last three (3) years?

Circle One: YES

☒ NO

5. Has any Offeror, member of Offeror's team, or officer of any of them (with respect to any matter involving the business practices or activities of his or her employer), been notified within the five (5) years preceding the date of this offer that any of them are the target of a criminal investigation, grand jury investigation, or civil enforcement proceeding?

Circle One: YES

☒ NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this 14th day of April, 2017

~~William W. Dean~~ Robert S. Howell April 14, 2017
(Legal Name of Proponent) (Date)

[Signature]
(Signature of Authorized Representative) (Date)

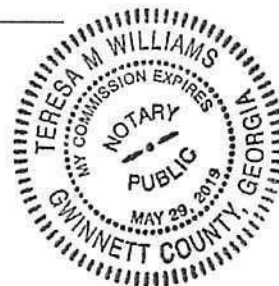
Partner
(Title)

Sworn to and subscribed before me,

This 14th day of April, 2017

Teresa M. Williams
(Notary Public) (Seal)

Commission Expires May 29, 2019
(Date)



LITIGATION DISCLOSURE:

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Offeror. If any answer is yes, explain fully the following:

(a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Offeror, or a receiver fiscal agent or similar officer was appointed by a court for the business or property of said Offeror;

Circle One: YES

NO

(b) whether Offeror was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Offeror from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

Circle One: YES

NO

(c) whether said Offeror's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said Offeror, which directly arose from activities conducted by the business unit or corporate division of said Offeror which submitted a bid or proposal for the subject project. If so please explain.

Circle One: YES

NO

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a criminal offense within the last five (5) years?

Circle One: YES

NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government?

Circle One: YES

NO

4. Have you or any member of your firm or team been involved in any claim or litigation adverse to Fulton County or any other federal, state or local government, or private entity during the last three (3) years?

Circle One: YES

NO

5. Has any Offeror, member of Offeror's team, or officer of any of them (with respect to any matter involving the business practices or activities of his or her employer), been notified within the five (5) years preceding the date of this offer that any of them are the target of a criminal investigation, grand jury investigation, or civil enforcement proceeding?

Circle One: YES

NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this 20th day of April, 2017

Timothy Hanks & Associates, Inc.

(Legal Name of Proponent)

(Date)

[Signature]

(Signature of Authorized Representative)

(Date)

Vice President

(Title)

Sworn to and subscribed before me,

This 20th day of April, 2017

Donna Marie Floyd

(Notary Public)

(Seal)

Commission

Expires

(Date) 2/27/20



LITIGATION DISCLOSURE:

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Offeror. If any answer is yes, explain fully the following:

- (a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Offeror, or a receiver fiscal agent or similar officer was appointed by a court for the business or property of said Offeror;

Circle One: YES

☒ NO

- (b) whether Offeror was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Offeror from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

Circle One: YES

☒ NO

- (c) whether said Offeror's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said or Offeror, which directly arose from activities conducted by the business unit or corporate division of said Offeror which submitted a bid or proposal for the subject project. If so please explain.

Circle One: YES

☒ NO

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a criminal offense within the last five (5) years?

Circle One: YES

☒ NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government?

Circle One: YES

☒ NO

4. Have you or any member of your firm or team been involved in any claim or litigation adverse to Fulton County or any other federal, state or local government, or private entity during the last three (3) years?

Circle One: YES

☒ NO

5. Has any Offeror, member of Offeror's team, or officer of any of them (with respect to any matter involving the business practices or activities of his or her employer), been notified within the five (5) years preceding the date of this offer that any of them are the target of a criminal investigation, grand jury investigation, or civil enforcement proceeding?

Circle One: YES

☒ NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

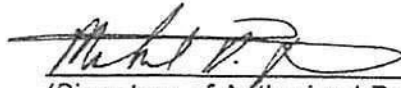
Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this 12th day of April, 2017

Michael D. Palacio April 12, 2017
(Legal Name of Proponent) (Date)

 April 12, 2017
(Signature of Authorized Representative) (Date)

President and Chief Cost Manager
(Title)

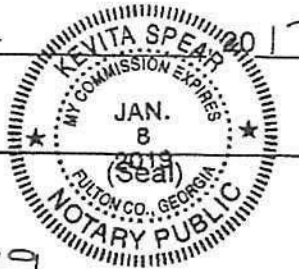
Sworn to and subscribed before me,

This 12th day of April


(Notary Public)

Commission Expires 1/8/2019

(Date)



Form C: OFFEROR'S DISCLOSURE FORM AND QUESTIONNAIRE

1. Please provide the names and business addresses of each of the Offeror's firm's officers and directors.

For the purposes of this form, the term "Offeror" means an entity that responds to a solicitation for a County contract by either submitting a proposal in response to a Request for Proposal or a Request for Qualification or a Bid in response to an Invitation to Bid. Describe accurately, fully and completely, their respective relationships with said Offeror, including their ownership interests and their anticipated role in the management and operations of said Offeror.

1. Bill D' Onofrio, Principal, Director of Operations
2. Pete Choquette, Principal, Director of Design
3. Darren Draper, Director of Commissioning
4. Lauren Wallace, Director of Certifications & Consulting
All of the above at same business address:
399 Edgewood Avenue, Atlanta, Georgia 30312 404-577-0370

2. Please describe the general development of said Offeror's business during the past five (5) years, or such shorter period of time that said Offeror has been in business.

Established in 1991 in Atlanta, Georgia, Epsten Group, Inc. has grown from a Small Disadvantaged Business (SDB), and an 8(m) Economically Disadvantaged Woman-Owned Small Business (EDWOSB) of five employees to 55-person firm recognized as a global leader in sustainable design services.

In July 2016 Epsten Group transitioned to new ownership as William D'Onofrio, AIA; Pete Choquette, AIA; Darren Draper, PE; and Lauren Wallace, assumed ownership of the firm on July 1.

3. Please state whether any employee, agent or representative of said Offeror who is or will be directly involved in the subject project has or had within the last five (5) years: (i) directly or indirectly had a business relationship with Fulton County; (ii) directly or indirectly received revenues from Fulton County; or (iii) directly or indirectly receives revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County. Please describe in detail any such relationship.

(i) Epsten Group has indirectly had a business relationship with Fulton County for consulting work for the Atlanta-Fulton Public Library System Phase 1 projects (Auburn Avenue research Library and Southeast Library)

(ii) Epsten Group has indirectly received revenues from Fulton County for the above-mentioned projects

(iii) Epsten Group has indirectly received revenues pursuant to a contract with Fulton County as noted above for Atlanta-Fulton Public Library System Phase 1 projects

LITIGATION DISCLOSURE:

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Offeror. If any answer is yes, explain fully the following:

- (a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Offeror, or a receiver fiscal agent or similar officer was appointed by a court for the business or property of said Offeror;

Circle One: YES ☒ NO

- (b) whether Offeror was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Offeror from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

Circle One: YES ☒ NO

- (c) whether said Offeror's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said or Offeror, which directly arose from activities conducted by the business unit or corporate division of said Offeror which submitted a bid or proposal for the subject project. If so please explain.

Circle One: YES ☒ NO

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a criminal offense within the last five (5) years?

Circle One: YES ☒ NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government?

Circle One: YES ☒ NO

-
4. Have you or any member of your firm or team been involved in any claim or litigation adverse to Fulton County or any other federal, state or local government, or private entity during the last three (3) years?

Circle One: YES NO

5. Has any Offeror, member of Offeror's team, or officer of any of them (with respect to any matter involving the business practices or activities of his or her employer), been notified within the five (5) years preceding the date of this offer that any of them are the target of a criminal investigation, grand jury investigation, or civil enforcement proceeding?

Circle One: YES NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this 7th day of April, 2017

Epsten Group, Inc. April 7, 2017
(Legal Name of Proponent) (Date)

[Signature] April 7, 2017
(Signature of Authorized Representative) (Date)

Principal, Director of Operations
(Title)

Sworn to and subscribed before me,

This 7th day of April, 2017

[Signature]
(Notary Public)

(Seal)

Commission Expires 10/4/18
(Date)



Form C: OFFEROR'S DISCLOSURE FORM AND QUESTIONNAIRE

1. Please provide the names and business addresses of each of the Offeror's firm's officers and directors.

For the purposes of this form, the term "Offeror" means an entity that responds to a solicitation for a County contract by either submitting a proposal in response to a Request for Proposal or a Request for Qualification or a Bid in response to an Invitation to Bid. Describe accurately, fully and completely, their respective relationships with said Offeror, including their ownership interests and their anticipated role in the management and operations of said Offeror.

Sandeep Ahuja, 50 Hurt Plaza, Suite 0655, Atlanta, Georgia 30303
Patrick Chopson, 50 Hurt Plaza, Suite 0655, Atlanta, Georgia 30303

2. Please describe the general development of said Offeror's business during the past five (5) years, or such shorter period of time that said Offeror has been in business.

In business since 2014

3. Please state whether any employee, agent or representative of said Offeror who is or will be directly involved in the subject project has or had within the last five (5) years: (i) directly or indirectly had a business relationship with Fulton County; (ii) directly or indirectly received revenues from Fulton County; or (iii) directly or indirectly receives revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County. Please describe in detail any such relationship.

We have not been involved in any work with Fulton County and not recieved any revenue from Fulton County

LITIGATION DISCLOSURE

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Offeror. If any answer is yes, explain fully the following:

- (a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Offeror, or a receiver fiscal agent or similar officer was appointed by a court for the business or property of said Offeror;

Circle One: YES

NO

- (b) whether Offeror was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Offeror from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

Circle One: YES

NO

- (c) whether said Offeror's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said or Offeror, which directly arose from activities conducted by the business unit or corporate division of said Offeror which submitted a bid or proposal for the subject project. If so please explain.

Circle One: YES

NO

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a criminal offense within the last five (5) years?

Circle One: YES

NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government?

Circle One: YES

NO

4. Have you or any member of your firm or team been involved in any claim or litigation adverse to Fulton County or any other federal, state or local government, or private entity during the last three (3) years?

Circle One: YES

☒ NO

5. Has any Offeror, member of Offeror's team, or officer of any of them (with respect to any matter involving the business practices or activities of his or her employer), been notified within the five (5) years preceding the date of this offer that any of them are the target of a criminal investigation, grand jury investigation, or civil enforcement proceeding?

Circle One: YES

☒ NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this 6TH day of APRIL, 2017

Pattern Research and Design

4/6/2017

(Legal Name of Proponent) (Date)

Sandeep Ahuja

4/6/2017

(Signature of Authorized Representative) (Date)

CEO

(Title)

Sworn to and subscribed before me,

This 13th day of April, 2017

Marland Madry
(Notary Public)

(Seal)



Commission Expires March 17, 2019
(Date)

Form C: OFFEROR'S DISCLOSURE FORM AND QUESTIONNAIRE

1. Please provide the names and business addresses of each of the Offeror's firm's officers and directors.

For the purposes of this form, the term "Offeror" means an entity that responds to a solicitation for a County contract by either submitting a proposal in response to a Request for Proposal or a Request for Qualification or a Bid in response to an Invitation to Bid. Describe accurately, fully and completely, their respective relationships with said Offeror, including their ownership interests and their anticipated role in the management and operations of said Offeror.

D Scott Aaron (President and 85% owner) and Jude M Hacherl (CFO and 15% owner) are the officers of Coast2Coast Survey Corporation which has offices at 7704 Basswood Dr, Chattanooga, TN 37416.

As president, Scott Aaron oversees the Operations dept which will fulfill our contract responsibilities. As CFO, Jude Hacherl, will review and execute contracts and ensure that all employees are paid in accordance with FLSA.

2. Please describe the general development of said Offeror's business during the past five (5) years, or such shorter period of time that said Offeror has been in business.

Over the past five years, Coast2Coast has continued to build upon our industry-leading as-built documentation processes. Laser scanners and 3D modeling software have improved tremendously thus allowing the scan-to-model process to be accomplished in much less time and at a much more compelling cost. We currently have eleven laser scanners in service for clients nationwide. Please visit our website for further descriptions and samples of recent projects ... coast2coast.net.

3. Please state whether any employee, agent or representative of said Offeror who is or will be directly involved in the subject project has or had within the last five (5) years: (i) directly or indirectly had a business relationship with Fulton County; (ii) directly or indirectly received revenues from Fulton County; or (iii) directly or indirectly receives revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County. Please describe in detail any such relationship.

None

LITIGATION DISCLOSURE:

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Offeror. If any answer is yes, explain fully the following:

- (a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Offeror, or a receiver fiscal agent or similar officer was appointed by a court for the business or property of said Offeror;

Circle One: YES

NO

- (b) whether Offeror was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Offeror from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

Circle One: YES

NO

- (c) whether said Offeror's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said or Offeror, which directly arose from activities conducted by the business unit or corporate division of said Offeror which submitted a bid or proposal for the subject project. If so please explain.

Circle One: YES

NO

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a criminal offense within the last five (5) years?

Circle One: YES

NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government?

Circle One: YES

NO

-
4. Have you or any member of your firm or team been involved in any claim or litigation adverse to Fulton County or any other federal, state or local government, or private entity during the last three (3) years?

Circle One: YES

NO

5. Has any Offeror, member of Offeror's team, or officer of any of them (with respect to any matter involving the business practices or activities of his or her employer), been notified within the five (5) years preceding the date of this offer that any of them are the target of a criminal investigation, grand jury investigation, or civil enforcement proceeding?

Circle One: YES

NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this 10th day of April, 2017

Coast 2 Coast Survey Corporation
(Legal Name of Proponent) (Date)

[Signature]
(Signature of Authorized Representative) (Date)

CFO
(Title)

Sworn to and subscribed before me,

This 10 day of April, 2017

Amanda Jordan
(Notary Public) (Seal)

Commission Expires 2/1/20
(Date)



Form C: OFFEROR'S DISCLOSURE FORM AND QUESTIONNAIRE

1. Please provide the names and business addresses of each of the Offeror's firm's officers and directors.

For the purposes of this form, the term "Offeror" means an entity that responds to a solicitation for a County contract by either submitting a proposal in response to a Request for Proposal or a Request for Qualification or a Bid in response to an Invitation to Bid. Describe accurately, fully and completely, their respective relationships with said Offeror, including their ownership interests and their anticipated role in the management and operations of said Offeror.

Raymond Ramos, Chief Executive Officer, 1224 Royal Drive, Conyers, GA 30094
Brent Iverson, Chief Operating Officer, 1224 Royal Drive, Conyers, GA 30094
Margaret Ramos, Secretary, Chief Financial Officer, 1224 Royal Drive, Conyers, GA 30094

2. Please describe the general development of said Offeror's business during the past five (5) years, or such shorter period of time that said Offeror has been in business.

During the past 5 years, Raymond Engineering has grown from a small roofing and waterproofing engineering firm working with a group of local clients in Georgia. Since our founding in 1992, we have grown to become a leading building envelope engineering and consulting firm with architectural, structural engineering and program/project management capabilities to serve our clients throughout the United States and Puerto Rico.

3. Please state whether any employee, agent or representative of said Offeror who is or will be directly involved in the subject project has or had within the last five (5) years: (i) directly or indirectly had a business relationship with Fulton County; (ii) directly or indirectly received revenues from Fulton County; or (iii) directly or indirectly receives revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County. Please describe in detail any such relationship.

Raymond Engineering has performed work for Fulton County in 2016 under Williams Russell & Johnson, Inc. A roof assessment was performed at the Sandy Springs Library.

LITIGATION DISCLOSURE:

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Offeror. If any answer is yes, explain fully the following:

- (a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Offeror, or a receiver fiscal agent or similar officer was appointed by a court for the business or property of said Offeror;

Circle One: YES

NO

- (b) whether Offeror was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Offeror from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

Circle One: YES

NO

- (c) whether said Offeror's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said or Offeror, which directly arose from activities conducted by the business unit or corporate division of said Offeror which submitted a bid or proposal for the subject project. If so please explain.

Circle One: YES

NO

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a criminal offense within the last five (5) years?

Circle One: YES

NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government?

Circle One: YES

NO

4. Have you or any member of your firm or team been involved in any claim or litigation adverse to Fulton County or any other federal, state or local government, or private entity during the last three (3) years?

Circle One: YES

☒ NO

5. Has any Offeror, member of Offeror's team, or officer of any of them (with respect to any matter involving the business practices or activities of his or her employer), been notified within the five (5) years preceding the date of this offer that any of them are the target of a criminal investigation, grand jury investigation, or civil enforcement proceeding?

Circle One: YES

☒ NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this 17 day of April, 2017

LARRY F. PREISS
(Legal Name of Proponent) (Date)

[Signature]
(Signature of Authorized Representative) (Date)

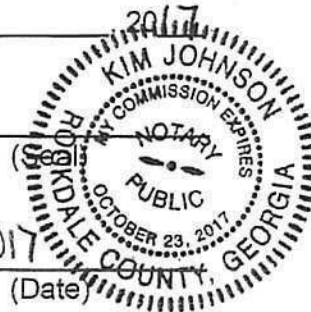
VP OPERATION
(Title)

Sworn to and subscribed before me,

This 17th day of April, 2017

Kim Johnson
(Notary Public)

Commission Expires October 23, 2017
(Date)



Form C: OFFEROR'S DISCLOSURE FORM AND QUESTIONNAIRE

1. Please provide the names and business addresses of each of the Offeror's firm's officers and directors.

For the purposes of this form, the term "Offeror" means an entity that responds to a solicitation for a County contract by either submitting a proposal in response to a Request for Proposal or a Request for Qualification or a Bid in response to an Invitation to Bid. Describe accurately, fully and completely, their respective relationships with said Offeror, including their ownership interests and their anticipated role in the management and operations of said Offeror.

CEO: David R. Gaboury, 18001 W 106th Street, Suite 300, Olathe, KS 66061
President: Swaminathan "Vasan" Swaminathan, 18001 W 106th Street, Suite 300, Olathe, KS 66061
Executive VP/Treasurer: Donald J. Vrana, 18001 W 106th Street, Suite 300, Olathe, KS 66061
Senior VP/General Council/Secretary: Michael J. Yost, 18001 W 106th Street, Suite 300, Olathe, KS 66061
VP/Asst. Secretary/Asst. Treasurer: Douglas D. Loveridge, 18001 W 106th Street, Suite 300, Olathe, KS 66061
Division Manager: Alex Goharioon, 4040 Royal Drive, Suite 100, Kennesaw, GA 30144

2. Please describe the general development of said Offeror's business during the past five (5) years, or such shorter period of time that said Offeror has been in business.

Terracon has developed a thorough, well designed internal Strategic Plan for future growth and development. Terracon grows its business both internally, and through acquisitions.

3. Please state whether any employee, agent or representative of said Offeror who is or will be directly involved in the subject project has or had within the last five (5) years: (i) directly or indirectly had a business relationship with Fulton County; (ii) directly or indirectly received revenues from Fulton County; or (iii) directly or indirectly receives revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County. Please describe in detail any such relationship.

Terracon is not aware of any direct business relationships with Fulton County within the last 5 years.

LITIGATION DISCLOSURE:

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Offeror. If any answer is yes, explain fully the following:

- (a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Offeror, or a receiver fiscal agent or similar officer was appointed by a court for the business or property of said Offeror;

Circle One: YES

☒ NO

- (b) whether Offeror was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Offeror from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

Circle One: YES

☒ NO

- (c) whether said Offeror's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said or Offeror, which directly arose from activities conducted by the business unit or corporate division of said Offeror which submitted a bid or proposal for the subject project. If so please explain.

Circle One:

☒ YES

NO

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a criminal offense within the last five (5) years?

Circle One: YES

☒ NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government?

Circle One: YES

☒ NO

-
4. Have you or any member of your firm or team been involved in any claim or litigation adverse to Fulton County or any other federal, state or local government, or private entity during the last three (3) years?

Circle One: YES

☒ NO

5. Has any Offeror, member of Offeror's team, or officer of any of them (with respect to any matter involving the business practices or activities of his or her employer), been notified within the five (5) years preceding the date of this offer that any of them are the target of a criminal investigation, grand jury investigation, or civil enforcement proceeding?

Circle One: YES

☒ NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]



Litigation Statement

Terracon is a large engineering firm specializing primarily in geotechnical, environmental, and construction materials testing and we perform tens of thousands of projects nationwide. Given the large volume of projects we perform annually, we are subject to periodic claims and litigation. The number of claims received annually is a very small percentage of the overall number of projects performed, well less than 0.5% of the total.

As a large firm performing many projects, on very rare occasions we have terminated services on our projects prior to project completion. These situations usually arise from a failure to pay for those services, or from decisions to reduce our scope of service to the point where we are no longer comfortable, from a professional perspective, with the continuation of our services on a project. Again, we would stress that we perform several thousand projects annually and these situations arise very rarely and only after thorough efforts to reasonably resolve these issues.

Terracon carries a robust program of insurance to protect us and our clients when applicable against claims arising out of our services. The majority of our reported claims are not ultimately pursued against Terracon. In the claims that are pursued, Terracon has been very successful in defending itself against claims and in many of these cases, has been able to be completely vindicated. None of our claims have in the past impacted or are estimated in the future to impact either the financial strength of our company or the ability to provide quality services to our clients.

Due to the confidentiality and sensitivity of claim information, Terracon does not provide specific information on individual claims or litigation. If you have any specific questions or concerns about this disclosure, feel free to contact us to discuss further.

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this 11 day of April, 2017

Alex Goharioon
(Legal Name of Proponent) (Date)

Alex Goharioon
(Signature of Authorized Representative) (Date)

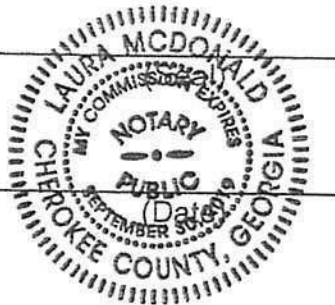
Senior Vice President / Senior Principal
(Title)

Sworn to and subscribed before me,

This 11 day of April, 2017

Laura McDonald
(Notary Public)

Commission Expires 9/30/19



Form C: OFFEROR'S DISCLOSURE FORM AND QUESTIONNAIRE

1. Please provide the names and business addresses of each of the Offeror's firm's officers and directors.

For the purposes of this form, the term "Offeror" means an entity that responds to a solicitation for a County contract by either submitting a proposal in response to a Request for Proposal or a Request for Qualification or a Bid in response to an Invitation to Bid. Describe accurately, fully and completely, their respective relationships with said Offeror, including their ownership interests and their anticipated role in the management and operations of said Offeror.

See attached document for the names and business addresses of Coffman Engineers' officers and directors.

Coffman Engineers is serving as subconsultant to Cooper Carry for their response to the Request for Proposal for "Space Programming & Bridging Document Svcs for the Central Library" (17RFP022117K-DB). Coffman Engineers has no ownership interests in Cooper Carry. Coffman Engineers is providing Cooper Carry with subconsultant engineering services for this pursuit and any awarded work.

2. Please describe the general development of said Offeror's business during the past five (5) years, or such shorter period of time that said Offeror has been in business.

Coffman Engineers has provided clients with multidiscipline engineering services since 1979. Coffman Engineers' general development of business during the last five years has included growth in staffing, office locations, services provided, clients served.

3. Please state whether any employee, agent or representative of said Offeror who is or will be directly involved in the subject project has or had within the last five (5) years: (i) directly or indirectly had a business relationship with Fulton County; (ii) directly or indirectly received revenues from Fulton County; or (iii) directly or indirectly receives revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County. Please describe in detail any such relationship.

Not applicable.

Coffman Engineers Directors and Officers (as-of February, 2017):

Located at:

800 F Street, Anchorage, AK 99501

Skip Bourgeois
Vice President

Dave Gardner
CEO/Director

Jeff Gries
Vice President

Tom Looney
Vice President

Dan Stears
Vice President

Will Veelman
Chair of the Board

Located at:

1601 5th Ave #900, Seattle, WA 98101

Timber Chinn
Vice President

Dave Coffman
Founder/Director

Jim Ivers
CFO/Vice President

Arvind Nerurkar
Vice President/Director

Dave Olson
Director

Brion Wise
Director

Located at:

10 N Post St #500, Spokane, WA 99201

Traci Hanegan
Secretary/Director

Karl Koib
Vice President

Dave Ruff
President/Director

Located at:

851 Fort St #300, Honolulu, HI 96813

Sam Dannaway
Vice President

John Thielst
Vice President

Located at:

**4000 Faber Place Dr. #300, North Charleston,
SC 29405:**

Bob Libby
Vice President/Director

Located at:

**414 West Soledad Ave #903, Hagatna, Guam
96910**

Scott Thompson
Vice President

Located at:

16133 Ventura Blvd #1010, Encino, CA 91436

Paul Van Benschoten
Vice President

Located at:

1939 Harrison St. #320, Oakland, CA 94612

Jeffrey Weber
Vice President

LITIGATION DISCLOSURE:

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Offeror. If any answer is yes, explain fully the following:

- (a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Offeror, or a receiver fiscal agent or similar officer was appointed by a court for the business or property of said Offeror;

Circle One: YES

☒ NO

- (b) whether Offeror was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Offeror from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

Circle One: YES

☒ NO

- (c) whether said Offeror's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said or Offeror, which directly arose from activities conducted by the business unit or corporate division of said Offeror which submitted a bid or proposal for the subject project. If so please explain.

Circle One: YES

☒ NO

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a criminal offense within the last five (5) years?

Circle One: YES

☒ NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government?

Circle One: YES

☒ NO

4. Have you or any member of your firm or team been involved in any claim or litigation adverse to Fulton County or any other federal, state or local government, or private entity during the last three (3) years?

Circle One: YES

☒ NO

5. Has any Offeror, member of Offeror's team, or officer of any of them (with respect to any matter involving the business practices or activities of his or her employer), been notified within the five (5) years preceding the date of this offer that any of them are the target of a criminal investigation, grand jury investigation, or civil enforcement proceeding?

Circle One: YES

☒ NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this 14th day of April, 2017

Coffman Engineers, Inc.

(Legal Name of Proponent)

4-14-2017

(Date)

[Signature]

(Signature of Authorized Representative)

4-14-2017

(Date)

Vice President, Marketing

(Title)

Sworn to and subscribed before me,

This 14th day of April, 2017

Karie Vix

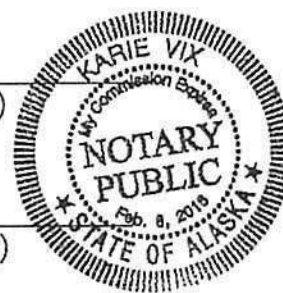
(Notary Public)

(Seal)

Commission Expires

2/8/18

(Date)



Form C: OFFEROR'S DISCLOSURE FORM AND QUESTIONNAIRE

1. Please provide the names and business addresses of each of the Offeror's firm's officers and directors.

For the purposes of this form, the term "Offeror" means an entity that responds to a solicitation for a County contract by either submitting a proposal in response to a Request for Proposal or a Request for Qualification or a Bid in response to an Invitation to Bid. Describe accurately, fully and completely, their respective relationships with said Offeror, including their ownership interests and their anticipated role in the management and operations of said Offeror.

President - Lisa A. Thorburn 20880 Baker Rd. Castro Valley CA 94546
Secretary - Steven J. Thorburn 20880 Baker Rd. Castro Valley CA 94546
BOD Paul Lapham 20880 Baker Rd. Castro Valley CA 94546
BOD Fern Thorburn 20880 Baker Rd. Castro Valley CA 94546

2. Please describe the general development of said Offeror's business during the past five (5) years, or such shorter period of time that said Offeror has been in business.

Thorburn Associates (TA) is an acoustical consulting, technology engineering, and lighting design firm. Started in 1992, TA has been active on over 2800 projects across the United States.

3. Please state whether any employee, agent or representative of said Offeror who is or will be directly involved in the subject project has or had within the last five (5) years: (i) directly or indirectly had a business relationship with Fulton County; (ii) directly or indirectly received revenues from Fulton County; or (iii) directly or indirectly receives revenues from the result of conducting business on Fulton County property or pursuant to any contract with Fulton County. Please describe in detail any such relationship.

N/A

LITIGATION DISCLOSURE:

Failure to fully and truthfully disclose the information required, may result in the disqualification of your bid or proposal from consideration or termination of the Contract, once awarded.

1. Please state whether any of the following events have occurred in the last five (5) years with respect to said Offeror. If any answer is yes, explain fully the following:

- (a) whether a petition under the federal bankruptcy laws or state insolvency laws was filed by or against said Offeror, or a receiver fiscal agent or similar officer was appointed by a court for the business or property of said Offeror;

Circle One: YES

NO

- (b) whether Offeror was subject of any order, judgment, or decree not subsequently reversed, suspended or vacated by any court of competent jurisdiction, permanently enjoining said Offeror from engaging in any type of business practice, or otherwise eliminating any type of business practice; and

Circle One: YES

NO

- (c) whether said Offeror's business was the subject of any civil or criminal proceeding in which there was a final adjudication adverse to said Offeror, which directly arose from activities conducted by the business unit or corporate division of said Offeror which submitted a bid or proposal for the subject project. If so please explain.

Circle One: YES

NO

2. Have you or any member of your firm or team to be assigned to this engagement ever been indicted or convicted of a criminal offense within the last five (5) years?

Circle One: YES

NO

3. Have you or any member of your firm or team been terminated (for cause or otherwise) from any work being performed for Fulton County or any other Federal, State or Local Government?

Circle One: YES

NO

-
4. Have you or any member of your firm or team been involved in any claim or litigation adverse to Fulton County or any other federal, state or local government, or private entity during the last three (3) years?

Circle One: YES

NO

5. Has any Offeror, member of Offeror's team, or officer of any of them (with respect to any matter involving the business practices or activities of his or her employer), been notified within the five (5) years preceding the date of this offer that any of them are the target of a criminal investigation, grand jury investigation, or civil enforcement proceeding?

Circle One: YES

NO

If you have answered "YES" to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, the name of the court and the file or reference number of the case, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your proposal.

NOTE: If any response to any question set forth in this questionnaire has been disclosed in any other document, a response may be made by attaching a copy of such disclosure. (For example, said Offeror's most recent filings with the Securities and Exchange Commission ("SEC") may be provided if they are responsive to certain items within the questionnaire.) However, for purposes of clarity, Offeror should correlate its responses with the exhibits by identifying the exhibit and its relevant text.

Disclosures must specifically address, completely respond and comply with all information requested and fully answer all questions requested by Fulton County. Such disclosure must be submitted at the time of the bid or proposal submission and included as a part of the bid/proposal submitted for this project. Disclosure is required for Offerors, joint venture partners and first-tier subcontractors.

Failure to provide required disclosure, submit officially signed and notarized documents or respond to any and all information requested/required by Fulton County can result in the bid/proposal declared as non-responsive. This document must be completed and included as a part of the bid/proposal package along with other required documents.

[SIGNATURES ON NEXT PAGE]

Under penalty of perjury, I declare that I have examined this questionnaire and all attachments hereto, if applicable, to the best of my knowledge and belief, and all statements contained hereto are true, correct, and complete.

On this 21st day of April, 2017

Thorburn Associates
(Legal Name of Proponent) (Date)

(Signature) Lisa A. Thorburn (LAT) (Representative) (Date)
Signed on 20170421 08:12:28 PST

President
(Title)

Sworn to and subscribed before me,

This 21st day of April, 2017

(Notary Signature) Laura M. Howard
LMH@TA-inc.com
Notary E-Signature
Signed on 20170421 08:12:28 PST

Commission Expires 6/24/18 (Date)

Laura M. Howard
Electronic Notary Public - North Carolina
Wake County
My Commission Expires Jun 24, 2018
Notary Stamp 20170421 08:12:28 PST

FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: Cooper Carry/C. Timothy Fish, AIA, LEED AP

Performing work as: Prime Contractor X Sub-Contractor

Professional License Type: Architectural

Professional License Number: RA006298

Expiration Date of License: 6/30/2017

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: 

Date: April 21, 2017

(ATTACH COPY OF LICENSE)

	STATE OF GEORGIA	
	Brian P. Kemp, Secretary of State Board of Architects and Interior Designers Registered Architect	
	License No. RA006298	Status: Active
	C Timothy Fish 191 Peachtree St NE Suite 2400 Atlanta GA 30303	
Expires: 6/30/2017 Issued: 11/6/1986		
		
Real-time license verification is available at sos.georgia.gov/PLB		

FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: **VINES ARCHITECTURE**

Performing work as: Prime Contractor _____ Sub-Contractor **X**

Professional License Type: **ARCHITECTURE - NORTH CAROLINA**

Professional License Number: **52289**

Expiration Date of License: **12.31.2017**

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: _____

Date: **4.17.2017**

The North Carolina Board of Architecture

certifies that

VINES Architecture, Inc.

is registered and authorized to practice
Architecture in the State of North Carolina.

In testimony whereof this certificate has been issued
by the authority of this Board.

Registration number: 52289
Initial registration: 1/5/2009
Expires on: 12/31/2017

Sec



Catherine M. Evans
Executive Director

FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: Long Engineering, Inc.

Performing work as: Prime Contractor ☐ Sub-Contractor ☒

Professional License Type: Professional Engineering Firm and Land Surveying Firm

Professional License Number: PEF003237 & LSF000744

Expiration Date of License: Both expire 6/30/2018

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: J. Ellar Long

Date: 4/10/17

	STATE OF GEORGIA	
	Brian P. Kemp, Secretary of State State Board of Engineers and Land Surveyors Engineer Firm	
	License No. PEF003237	Status: Active
	Long Engineering, Inc. 2550 Heritage Court Suite 250 Atlanta GA 30339	
	Expires: 6/30/2018 Issued: 5/7/1999	
	Real-time license verification is available at sos.georgia.gov/PLB	

	STATE OF GEORGIA	
	Brian P. Kemp, Secretary of State State Board of Engineers and Land Surveyors Land Surveyor Firm	
	License No. LSF000744	Status: Active
	Long Engineering, Inc. 2550 Heritage Court Suite 250 Atlanta GA 30339	
	Expires: 6/30/2018 Issued: 4/24/2001	
	Real-time license verification is available at sos.georgia.gov/PLB	

FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: Sykes Consulting, Inc.

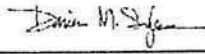
Performing work as: Prime Contractor ☐ Sub-Contractor ☒

Professional License Type: Professional Engineer / Engineering Firm

Professional License Number: PE026746 / PEF004682

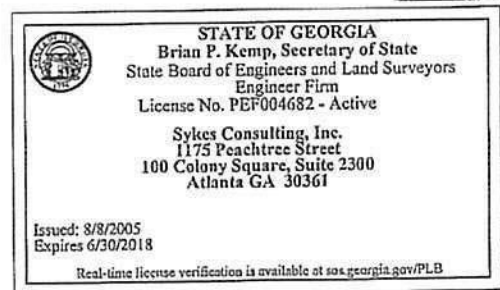
Expiration Date of License: 12/31/2018 / 6/30/2018

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: 

Date: 3/14/2017

(ATTACH COPY OF LICENSE)



FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: William W. Dean, PE, Partner of Newcomb & Boyd, LLC

Performing work as: Prime Contractor ☐ Sub-Contractor ☒

Professional License Type: PE Mechanical Engineer

Professional License Number: 13089

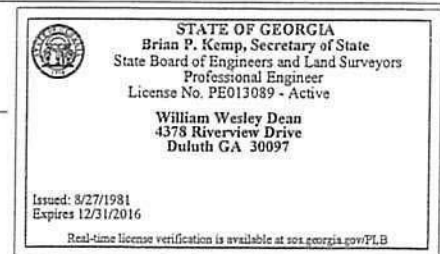
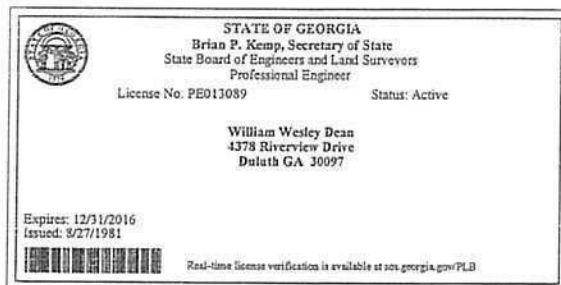
Expiration Date of License: 12/31/2018

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: Robert G. Hummel, Partner, for William W. Dean, PE

Date: 4/14/17

(ATTACH COPY OF LICENSE)



FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: TIMOTHY HAAHS & ASSOCIATES, INC. Performing work as: Prime

Contractor _____ Sub-Contractor X

Professional License Type: Professional Engineer

Professional License Number: PE026365

Expiration Date of License: 12/31/2017

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: _____

Date: 3/20/2017



PROFESSIONAL LICENSING

GEORGIA SECRETARY OF STATE BRIAN P. KEMP

Licensee Details

Licensee Information

Name: Marion Kuhn Parker

Address: 12725 morris road extension
deerfield point 100, suite 150
alpharetta GA 30004

Primary Source License Information

Lic #:	PE026365	Profession:	Engineers & Land Surveyors	Type:	Professional Engineer
Secondary:		Method:	Examination	Status:	Active
Issued:	7/7/2000	Expires:	12/31/2018	Last Renewal Date:	12/28/2016

Associated Licenses

Relationship: Employment

Licensee: Timothy Haahs & Associates, Inc.

License Type: Engineer Firm

License #: PEF005044

License Status: Active

Established: 2/8/2007

Association Date:

Expiry:

Type: Prerequisite

Public Board Orders

Please see Documents section below for any Public Board Orders

Other Documents

No Other Documents

Data current as of: March 10, 2017 12:42:40

This website is to be used as a primary source verification for licenses issued by the Professional Licensing Boards. Paper verifications are available for a fee. Please contact the Professional Licensing Boards at 478-207-2440.

Sec

18

FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: Palacio Collaborative, Inc.

Performing work as: Prime Contractor ☐ Sub-Contractor ☒

Professional License Type: Susan M. Smith, AIA, CPE - American Society of Professional Estimators

Professional License Number: 1.4 General Construction 1.4-000307-1101

Expiration Date of License: Lifetime Certification

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: 

Date: March 13, 2017

(ATTACH COPY OF LICENSE)

American Society of Professional Estimators

In recognition of a Lifetime Commitment to the profession of Estimating,
the ASPE National Certification Committee
hereby confers upon

Susan M. Smith, CPE

The status of

Lifetime Certified Professional Estimator

Presented May 2015

In the discipline of

1.4 General Construction

Certification Number: 1.4-000307-1101

Mark D. Pitts, CPE

Mark Pitts, CPE
National Certification Committee Chair



Doyle T. Phillips

Doyle T. Phillips, FCPE
National President

FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: Palacio Collaborative, Inc.

Performing work as: Prime Contractor ☐ Sub-Contractor ☒

Professional License Type: Michael D. Palacio, CPE - American Society of Professional Estimators

Professional License Number: 1.4 General Construction 1.4-000306-1101

Expiration Date of License: July 31, 2017

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: 

Date: March 13, 2017

(ATTACH COPY OF LICENSE)

American Society of Professional Estimators

This is to certify that

Michael D. Palacio

*having given satisfactory evidence of the necessary qualifications as required by the
Certifying Body of the American Society of Professional Estimators has achieved the
highest level of recognition as a*

Certified Professional Estimator

**In the Discipline of
General Estimating Knowledge
1.4 General Construction**


Certification Committee Chairman


President



CPE Number 1.4-000306-1101

CPE Original Grant Date 30 November 2011

Recertify by July 31, 2018

CEEA
Accredited Program



FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: The Epstein Group, Inc.

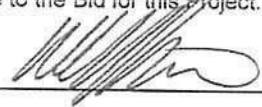
Performing work as: Prime Contractor ☐ Sub-Contractor ☒

Professional License Type: Architecture

Professional License Number: RA011261

Expiration Date of License: 6/30/2017

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed:  William D'Onofrio

Date: 3/15/2017



PROFESSIONAL LICENSING

GEORGIA SECRETARY OF STATE BRIAN P. KEMP

Licensee Details

Licensee Information

Name: William A D'Onofrio

Address: 880 Glenwood Ave SE

Apt 2247

Atlanta GA 30316

Primary Source License Information

Lic #: RA011261 Profession: Architect & Interior Designer Type: Registered Architect

Secondary: Method: Reciprocity Status: Active

Issued: 1/7/2005 Expires: 6/30/2017 Last
Renewal 4/24/2015
Date:

Associated Licenses

No Prerequisite Information

Public Board Orders

Please see Documents section below for any Public Board Orders

Other Documents

No Other Documents

Data current as of: March 15, 2017 13:35

This website is to be used as a primary source verification for licenses issued by the Professional Licensing Boards. Paper verifications are available for a fee. Please contact the Professional Licensing Boards at 478-207-2440.

FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: Patrick Chopson

Performing work as: Prime Contractor ☐ Sub-Contractor ☒

Professional License Type: Architecture

Professional License Number: RA014463

Expiration Date of License: 6/30/2017

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: 

Date: 03.15.2017



FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: Coast 2 Coast Survey Corporation

Performing work as: Prime Contractor ☐ Sub-Contractor ☒

Professional License Type: N/A - There is no licensure

Professional License Number: for as-built documentation

Expiration Date of License: _____

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: 

Date: 4/10/2017

(ATTACH COPY OF LICENSE)

FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: Raymond Engineering - Georgia, Inc.

Performing work as: Prime Contractor ☐ Sub-Contractor ☒

Professional License Type: Engineering

Professional License Number: PEF001327

Expiration Date of License: 6/30/2018

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: [Signature]

Date: 4/17/2017

	STATE OF GEORGIA	
	Brian P. Kemp, Secretary of State State Board of Engineers and Land Surveyors Professional Engineer	
	License No. PE039531	Status: Active
	Anthony Keith Dukes 1224 Royal Drive, Suite 100 Conyers GA 30094	
Issued: 12/22/2014 Expires: 12/31/2018		
		
Real-time license verification is available at sos.georgia.gov/PLB		

Section

	STATE OF GEORGIA	
	Brian P. Kemp, Secretary of State State Board of Engineers and Land Surveyors Professional Engineer	
	License No. PE039531 - Active	
	Anthony Keith Dukes 1224 Royal Drive, Suite 100 Conyers GA 30094	
Issued: 12/22/2014 Expires: 12/31/2018		
		
Real-time license verification is available at sos.georgia.gov/PLB		

Services for the
Library System

FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: Terracon Consultants, Inc.

Performing work as: Prime Contractor ☐ Sub-Contractor ☒

Professional License Type: State of Georgia State Board of Engineers and Land Surveyors: Engineer Firm

Professional License Number: PEF003599

Expiration Date of License: June 30, 2018

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: Alex Johnson

Date: April 7, 2017



FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: Eric Apolenis, P.E., Coffman Engineers, Inc.

Performing work as: Prime Contractor ☐ Sub-Contractor ☒

Professional License Type: Fire Protection Engineer

Professional License Number: PE030629

Expiration Date of License: 12/31/18

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: 

Date: 4-14-2017



FORM D: GEORGIA PROFESSIONAL LICENSE CERTIFICATION

NOTE: Please complete this form for the work your firm will perform on this project.

Contractor's Name: Steven J. Thorburn

Performing work as: Prime Contractor ☐ Sub-Contractor ☒

Professional License Type: Professional Engineer

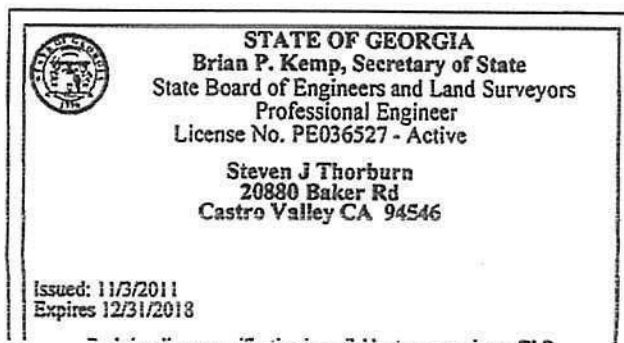
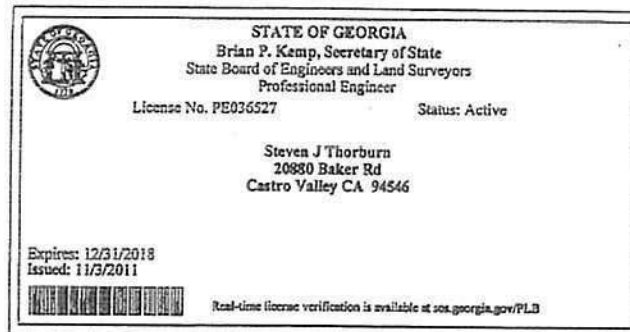
Professional License Number: PE 036527

Expiration Date of License: 12/31/18

I certify that the above information is true and correct and that the classification noted is applicable to the Bid for this Project.

Signed: Steven J. Thorburn (SJT)

Date: 04/21/2017



STATE OF GEORGIA

COUNTY OF FULTON

FORM E: LOCAL PREFERENCE AFFIDAVIT OF BIDDER/OFFEROR

I hereby certify that pursuant to Fulton County Code Section 102-377, the Bidder/Offeror Cooper Carry is eligible to receive local preference points and has a staffed, fixed, physical, place of business located within Fulton County and has had the same for at least one (1) year prior to the date of submission of its proposal or bid and has held a valid business license from Fulton County or a city within Fulton County boundaries for the business at a fixed, physical, place of business, for at least one (1) year prior to the date of submission of its proposal or bid.

Affiant further acknowledges and understands that pursuant to Fulton County Code Section 102-377, in the event this affidavit is determined to be false, the business named herein shall be deemed "non-responsive" and shall not be considered for award of the applicable contract.

Cooper Carry (Affix corporate seal here, if a corporation)
(BUSINESS NAME)

191 Peachtree Street NE, Suite 2400 Atlanta, GA 30303
(FULTON COUNTY BUSINESS ADDRESS)

Principal
(OFFICIAL TITLE OF AFFIANT)

C. Timothy Fish, AIA, LEED AP
(NAME OF AFFIANT)

[Signature]
(SIGNATURE OF AFFIANT)

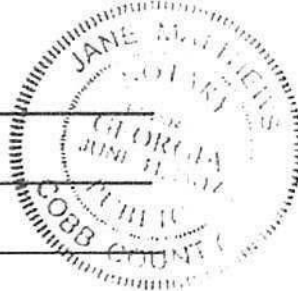


Sworn to and subscribed before me this 20th day of April, 2017.

Notary Public: [Signature]

County: Cobb

Commission Expires: 6/11/2017



STATE OF GEORGIA N/A

COUNTY OF FULTON

FORM F: SERVICE DISABLED VETERAN PREFERENCE AFFIDAVIT OF
BIDDER/OFFEROR

I hereby certify that pursuant to Fulton County Code Section 102-378, the Bidder/Offeror _____ is eligible to receive Service Disabled Veteran Business Enterprise preference points and is independent and continuing operation for profit, performing a commercially useful function, and is 51 percent owned and controlled by one or more individuals who are disabled as a result of military service who has been honorably discharged, designated as such by the United States Department of Veterans Affairs.

Affiant further acknowledges and understands that pursuant to Fulton County Code Section 102-378, in the event this affidavit is determined to be false, the business named herein shall be deemed "non-responsive" and shall not be considered for award of the applicable contract.

(BUSINESS NAME) (Affix corporate seal here, if a corporation)

(FULTON COUNTY BUSINESS ADDRESS)

(OFFICIAL TITLE OF AFFIANT)

(NAME OF AFFIANT)

(SIGNATURE OF AFFIANT)

Sworn to and subscribed before me this _____ day of _____, 20____.

Notary Public: _____

County: _____

Commission Expires: _____

EXHIBIT G

OFFICE OF CONTRACT COMPLIANCE FORMS

EXHIBIT A – PROMISE OF NON-DISCRIMINATION


"Know all persons by these presents, that I/We (C. Timothy Fish, AIA, LEED AP),
Name

Principal Cooper Carry
Title Firm Name

Hereinafter "Company", in consideration of the privilege to bid on or obtain contracts funded, in whole or in part, by Fulton County, hereby consent, covenant and agree as follows:

- 1) No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, color, national origin or gender in connection with any bid submitted to Fulton County for the performance of any resulting there from,
- 2) That it is and shall be the policy of this Company to provide equal opportunity to all businesses seeking to contract or otherwise interested in contracting with this Company without regard to the race, color, gender or national origin of the ownership of this business,
- 3) That the promises of non-discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption,
- 4) That the promise of non-discrimination as made and set forth herein shall be made a part of, and incorporated by reference into, any contract or portion thereof which this Company may hereafter obtain,
- 5) That the failure of this Company to satisfactorily discharge any of the promises of non-discrimination as made and set forth herein shall constitute a material breach of contract entitling the Board to declare the contract in default and to exercise any and all applicable rights and remedies, including but not limited to cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and/or forfeiture of compensation due and owing on a contract; and
- 6) That the bidder shall provide such information as may be required by the Director of Purchasing & Contract Compliance pursuant to Section 102.436 of the Fulton County Non-Discrimination in Purchasing and Contracting Policy.

NAME: C. Timothy Fish, AIA, LEED AP TITLE: Principal

SIGNATURE: 

ADDRESS: 191 Peachtree Street NE, Suite 2400 Atlanta, GA 30303

PHONE NUMBER: 404-237-2000 EMAIL: timfish@coopercarry.com

EXHIBIT B – EMPLOYMENT REPORT

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS	31	6	4		27	6			3				1					
FIRST/MID LEVEL OFFICIALS and MANAGERS	5	8		2	5	6		2										
PROFESSIONALS	58	32	12	8	46	24	6	2	1	1			3	4			2	1
TECHNICIANS	32	42	9	16	23	26	1	2	3	2			4	11			1	1
SALES WORKERS																		
ADMINISTRATIVE SUPPORT WORKERS	1	26	1	12		14	1	8	1					2				1
CRAFT WORKERS																		
OPERATIVES																		
LABORERS & HELPERS																		
SERVICE WORKERS																		
TOTAL	127	114	26	38	101	76	8	14	8	3			8	17			3	3

FIRM'S NAME: Cooper Carry

ADDRESS: 191 Peachtree Street, Suite 2400, Atlanta, Georgia 30303

CONTACT NAME: Judy Simmons

EMAIL: judysimmons@coopercarry.com

PHONE NUMBER: 404-240-9587

SUBMITTED BY: Christopher Bivins

EXHIBIT B – EMPLOYMENT REPORT

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS	4	1	1	1									1	1				
FIRST/MID LEVEL OFFICIALS and MANAGERS																		
PROFESSIONALS	12	2																
TECHNICIANS	12	7	6	4			1		2				3	4				
SALES WORKERS																		
ADMINISTRATIVE SUPPORT WORKERS		4		3									3					
CRAFT WORKERS																		
OPERATIVES																		
LABORERS & HELPERS																		
SERVICE WORKERS																		
TOTAL	28	14	7	8														

FIRM'S NAME: Timothy Haahs & Associates

ADDRESS: 12725 Morris Road, Bldg 100, Suite 150, Alpharetta, GA 30004

CONTACT NAME: Mike Martindill

EMAIL: mmartindill@timhaahs.com PHONE NUMBER: 770-850-3065

SUBMITTED BY: Mike Martindill, Principal

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS	2	2	2	1		1	1	1	1									
FIRST/MID LEVEL OFFICIALS and MANAGERS																		
PROFESSIONALS	1	2	1	2			1	2										
TECHNICIANS																		
SALES WORKERS																		
ADMINISTRATIVE SUPPORT WORKERS																		
CRAFT WORKERS																		
OPERATIVES																		
LABORERS & HELPERS																		
SERVICE WORKERS																		
TOTAL	3	4	3	3		1	2	3	1									

FIRM'S NAME: PALACIO COLLABORATIVE, INC.

ADDRESS: 400 Galleria Parkway SE, Suite 1500, Atlanta, GA 30339

CONTACT NAME: Michael D. Palacio, CPE

EMAIL: mpalacio@palaciocollaborative.com PHONE NUMBER: (404) 609-9006

SUBMITTED BY: Michael D. Palacio 

EXHIBIT B – EMPLOYMENT REPORT

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS	12	0	0	0														
FIRST/MID LEVEL OFFICIALS and MANAGERS	0	0	0	0														
PROFESSIONALS	91	13	15	3														
TECHNICIANS	16	6	5	3														
SALES WORKERS	0	0	0	0														
ADMINISTRATIVE SUPPORT WORKERS	5	15	2	9														
CRAFT WORKERS	0	0	0	0														
OPERATIVES	0	0	0	0														
LABORERS & HELPERS	0	0	0	0														
SERVICE WORKERS	0	0	0	0														
TOTAL	124	34	22	15														

FIRM'S NAME: Newcomb & Boyd

ADDRESS: 303 Peachtree Center Avenue, NE, Suite 525, Atlanta, Georgia 30303-1277

CONTACT NAME: William W. Dean, PE, Partner

EMAIL: wdean@nwecomb-boyd.com PHONE NUMBER: 404-730-8400

SUBMITTED BY: _____

EXHIBIT B – EMPLOYMENT REPORT

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS	3	1			3	1												
FIRST/MID LEVEL OFFICIALS and MANAGERS	2	3	2	1		2	1	1					1					
PROFESSIONALS	16	29	6	11	10	18	3	2	1	1			2	8				
TECHNICIANS																		
SALES WORKERS																		
ADMINISTRATIVE SUPPORT WORKERS	1	4	1	3		1		3							1			
CRAFT WORKERS																		
OPERATIVES																		
LABORERS & HELPERS																		
SERVICE WORKERS																		
TOTAL	22	38	9	15	13	21	4	6	1	1			3	8	1			

FIRM'S NAME: Epsten Group, Inc.

ADDRESS: 399 Edgewood Ave NE

CONTACT NAME: Lauren Wallace, Principal & Director of certifications: consulting

EMAIL: lwallace@epstengroup.com PHONE NUMBER: 404.577.0370

SUBMITTED BY: _____

EXHIBIT B – EMPLOYMENT REPORT

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS	2	1	1		1	1	1											
FIRST/MID LEVEL OFFICIALS and MANAGERS	4				4													
PROFESSIONALS	3	3			3	3												
TECHNICIANS																		
SALES WORKERS																		
ADMINISTRATIVE SUPPORT WORKERS	1	1			1	1												
CRAFT WORKERS																		
OPERATIVES																		
LABORERS & HELPERS																		
SERVICE WORKERS																		
TOTAL	10	5	1	0														

FIRM'S NAME: Vines Architecture, Inc.

ADDRESS: 530 Hillsborough Street Raleigh, NC 27603

CONTACT NAME: Jessica Jones

EMAIL: jjones@vinesarc.com PHONE NUMBER: 919-755-1975

SUBMITTED BY: Victor Vines , President Vines Architecture

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS		1				1												
FIRST/MID LEVEL OFFICIALS and MANAGERS																		
PROFESSIONALS	18	2	2	1	16	1				1							2	
TECHNICIANS	58	8	24	3	34	5	14	2	2				4				4	1
SALES WORKERS																		
ADMINISTRATIVE SUPPORT WORKERS	1	3			1	3												
CRAFT WORKERS																		
OPERATIVES																		
LABORERS & HELPERS																		
SERVICE WORKERS																		
TOTAL	77	14	26	4	51	10	14	2	2	1			4				6	1

FIRM'S NAME: Long Engineering, Inc.

ADDRESS: 2550 Heritage Ct, Suite 250, Atlanta, GA 30339

CONTACT NAME: Joe Severin, P.E.

EMAIL: jseverin@longeng.com PHONE NUMBER: 770-951-2495

SUBMITTED BY: Joe Severin, P.E.

EXHIBIT B – EMPLOYMENT REPORT

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS	2		2				2											
FIRST/MID LEVEL OFFICIALS and MANAGERS	1		1				1											
PROFESSIONALS	2	2	1	1		2	1	1										
TECHNICIANS	1		1				1											
SALES WORKERS																		
ADMINISTRATIVE SUPPORT WORKERS		1		1				1										
CRAFT WORKERS																		
OPERATIVES																		
LABORERS & HELPERS																		
SERVICE WORKERS																		
TOTAL	6	3	5	2		2	5	2										

FIRM'S NAME: Sykes Consulting, Inc.

ADDRESS: 1175 Peachtree Street, NE, 400 Colony Square, Suite 2300, Atlanta, Georgia, 30361

CONTACT NAME: Darien Sykes

EMAIL: dsykes@sykes-consulting.com

PHONE NUMBER: (404) 249-1538

SUBMITTED BY: Darien Sykes

EXHIBIT B – EMPLOYMENT REPORT

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS	1	1		1	1									1				
FIRST/MID LEVEL OFFICIALS and MANAGERS	1				1													
PROFESSIONALS	2	1	1	1	1					1			1					
TECHNICIANS																		
SALES WORKERS																		
ADMINISTRATIVE SUPPORT WORKERS																		
CRAFT WORKERS																		
OPERATIVES																		
LABORERS & HELPERS																		
SERVICE WORKERS																		
TOTAL	4	2	1	2	3					1			1	1				

FIRM'S NAME: Pattern Research and Design, LLC

ADDRESS: 50 Hurt Plaza, Suite 655, Atlanta, GA 3030

CONTACT NAME: Sandeep Ahuja

EMAIL: sandeep.ahuja@patternarch.com

PHONE NUMBER: 404-583-0924

SUBMITTED BY: Sandeep Ahuja

EXHIBIT B – EMPLOYMENT REPORT

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS	2	3			2	3												
FIRST/MID LEVEL OFFICIALS and MANAGERS	14	5	3		11	5			1								2	
PROFESSIONALS	3	2		1	3	1												1
TECHNICIANS	35	11	4	3	31	8	4			1				1				1
SALES WORKERS	6	1			6	1												
ADMINISTRATIVE SUPPORT WORKERS		1				1												
CRAFT WORKERS																		
OPERATIVES																		
LABORERS & HELPERS																		
SERVICE WORKERS																		
TOTAL	60	23	7	4	53	19	4		1	1				1			2	2

FIRM'S NAME: Coast2Coast Survey Corporation

ADDRESS: 7704 Basswood Dr, Chattanooga, TN 37416

CONTACT NAME: Jude Hacherl

EMAIL: Jhacherl@c2csurveys.net PHONE NUMBER: 423 826-1386

SUBMITTED BY: Jude Hacherl

EXHIBIT B – EMPLOYMENT REPORT

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS	7	0	2	0	5	0	0	0	2	0	0	0	0	0	0	0	0	0
FIRST/MID LEVEL OFFICIALS and MANAGERS	3	1	3	0	0	1	1	0	1	0	0	0	0	0	1	0	0	0
PROFESSIONALS	13	0	0	0	10	0	1	0	2	0	0	0	0	0	0	0	0	0
TECHNICIANS	9	2	4	2	5	0	1	1	2	0	0	0	1	1	0	0		0
SALES WORKERS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ADMINISTRATIVE SUPPORT WORKERS	0	8	0	3	0	5	0	0	0	2	0	0	0	1	0	0	0	0
CRAFT WORKERS	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
OPERATIVES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LABORERS & HELPERS	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
SERVICE WORKERS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	33	11	9	5	21	6	3	1	7	2	0	0	1	2	1	0	0	0

FIRM'S NAME: Raymond Engineering-Georgia, Inc

ADDRESS: 1224 Royal Drive, Conyers, GA 30094

CONTACT NAME: Raymond Ramos or Brent Iverson

EMAIL: ray.ramos@raymondllc.com Or brent.iverson@raymondllc.com PHONE NUMBER: 770-483-9592

SUBMITTED BY: Kim Johnson kim.johnson@raymondllc.com

EXHIBIT B - EMPLOYMENT REPORT

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS																		
FIRST/MID LEVEL OFFICIALS and MANAGERS	8	1	1										1					
PROFESSIONALS	34	9	8	1			5		1	1			2					
TECHNICIANS	32	2	12				8		3				1					
SALES WORKERS																		
ADMINISTRATIVE SUPPORT WORKERS		6		3				1		1				1				
CRAFT WORKERS																		
OPERATIVES																		
LABORERS & HELPERS																		
SERVICE WORKERS																		
TOTAL	74	18	21	4			13	1	4	2			4	1				

FIRM'S NAME: Terracon Consultants, Inc.

ADDRESS: 2105 Newpoint Place, Suite 600, Lawrenceville, Georgia 30043

CONTACT NAME: David DeSavigny

EMAIL: David.DeSavigny@terracon.com PHONE NUMBER: (770) 623-3855

SUBMITTED BY: David DeSavigny / Senior Industrial Hygienist

EXHIBIT B – EMPLOYMENT REPORT

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS	1	1			1	1												
FIRST/MID LEVEL OFFICIALS and MANAGERS																		
PROFESSIONALS	5	3			5	3												
TECHNICIANS																		
SALES WORKERS		2			0	2												
ADMINISTRATIVE SUPPORT WORKERS		3			0	3												
CRAFT WORKERS																		
OPERATIVES																		
LABORERS & HELPERS																		
SERVICE WORKERS																		
TOTAL	6	9																

FIRM'S NAME: Thorburn Associates

ADDRESS: 20880 Baker Rd, Castro Valley, CA 94546

CONTACT NAME: Lisa Thorburn

EMAIL: LAT@TA-inc.com PHONE NUMBER: 510-886-7826 ext 1201

SUBMITTED BY: Lisa Thorburn 

EXHIBIT B – EMPLOYMENT REPORT

The demographic employment make-up for the bidder and all subcontractors performing work on this project must be submitted prior to the execution of the contract.

JOB CATEGORIES	TOTAL EMPLOYED		TOTAL MINORITIES		WHITE (Not Hispanic Origin)		BLACK or AFRICAN AMERICAN (Not of Hispanic Origin)		HISPANIC or LATINO		AMERICAN INDIAN or ALASKAN NATIVE (AIAN)		ASIAN		NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER (NHOP)		TWO or MORE RACES	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F
EXECUTIVE/SENIOR LEVEL OFFICIALS and MANAGERS																		
FIRST/MID LEVEL OFFICIALS and MANAGERS																		
PROFESSIONALS	3		1		2				1									
TECHNICIANS	1				1													
SALES WORKERS																		
ADMINISTRATIVE SUPPORT WORKERS																		
CRAFT WORKERS																		
OPERATIVES																		
LABORERS & HELPERS																		
SERVICE WORKERS																		
TOTAL	4		1		3				1									

FIRM'S NAME: Coffman Engineers

ADDRESS: 8171 Maple Lawn Blvd, Suite 230, Fulton, MD

CONTACT NAME: Renato R. Molina

EMAIL: molina@coffman.com **PHONE NUMBER:** 202-871-8185

SUBMITTED BY: Renato R. Molina

EXHIBIT C - SCHEDULE OF INTENDED SUBCONTRACTOR UTILIZATION

If the bidder/proposer intends to subcontract any portion of this scope of work/service(s), this form **must be completed and submitted with the bid/proposal**. All prime bidders/proposers **must** submit Letter(s) of Intent (Exhibit D) for all subcontractors who will be utilized under the scope of work/services prior to contract execution.

Prime Bidder/Proposer Company Name Cooper Carry

ITB/RFP Name & Number: Space Programming & Bridging Document Services for the Central Library
of the Atlanta-Fulton Public Library System
#17RFP022117K-DB

1. My firm, as Prime Bidder/Proposer on this scope of work/service(s) is ☐, is not ☒ a minority or female owned and controlled business enterprise. (Please indicate below the portion of work, including, percentage of bid/proposal amount that your firm will carry out directly):
\$ _____ or _____ % 42.4% Cooper Carry / 57.6% Subcontractors
2. This highlighted information below must be completed and submitted with the bid/proposal if a **joint venture (JV)** approach is to be undertaken. Please provide JV breakdown information below and attach a copy of the executed Joint Venture Agreement.

JV Partner(s) information:

Business Name	Business Name	Business Name
% of JV _____	% of JV _____	% of JV _____
Ethnicity _____	Ethnicity _____	Ethnicity _____
Gender _____	Gender _____	Gender _____
Phone# _____	Phone# _____	Phone# _____

3. Sub-Contractors (including suppliers) to be utilized in the performance of this scope of work/service(s), if awarded, are:

SUBCONTRACTOR NAME: Tim Haahs

ADDRESS: 12725 Morris Rd #150 Alpharetta, Georgia 30004

PHONE: 484-342-0200

CONTACT PERSON: Michael Martindill

ETHNIC GROUP*: APABE COUNTY CERTIFIED** City of Atlanta

WORK TO BE PERFORMED: Parking Planning

DOLLAR VALUE OF WORK: \$ 12,500 PERCENTAGE VALUE: 0.53 %

*Ethnic Groups: African American (AABE); Asian American (ABE); Hispanic American (HBE); Native American (NABE); White Female American (WFBE); **If yes, please attach copy of recent certification.

SUBCONTRACTOR NAME: Palacio Collaborative
ADDRESS: 400 Galleria Parkway SE, Suite 1500 Atlanta, Georgia 30339
PHONE: 404-609-9006
CONTACT PERSON: Michael Palacio, CPE - President
ETHNIC GROUP*: HBE COUNTY CERTIFIED** GA DOT MBE
WORK TO BE PERFORMED: Cost Management
DOLLAR VALUE OF WORK: \$ 100,000 PERCENTAGE VALUE: 4.22 %

SUBCONTRACTOR NAME: Newcomb & Boyd
ADDRESS: 303 Peachtree Center Avenue, NE, Suite 525
Atlanta, Georgia 30303
PHONE: 404-730-8400
CONTACT PERSON: William W. Dean
ETHNIC GROUP*: COUNTY CERTIFIED**
WORK TO BE PERFORMED: MEP
DOLLAR VALUE OF WORK: \$ 335,000 PERCENTAGE VALUE: 14.14 %

SUBCONTRACTOR NAME: Epsten Group
ADDRESS: 399 Edgewood Avenue, Atlanta, Georgia 30312
PHONE: 404-577-0370
CONTACT PERSON: Lauren Wallace, LEED AP BD + C
ETHNIC GROUP*: MBE / WBE COUNTY CERTIFIED** Fulton
WORK TO BE PERFORMED: Sustainability
DOLLAR VALUE OF WORK: \$ 12,000 PERCENTAGE VALUE: 0.51 %

SUBCONTRACTOR NAME: Vines Architecture
ADDRESS: 530 Hillsborough Street, Raleigh, NC 27603
PHONE: 919-755-1975
CONTACT PERSON: Victor Vines
ETHNIC GROUP*: MBE COUNTY CERTIFIED** Fulton
WORK TO BE PERFORMED: Associate Architect
DOLLAR VALUE OF WORK: \$ 481,960 PERCENTAGE VALUE: 20.34 %

*Ethnic Groups: African American (AABE); Asian American (ABE); Hispanic American (HBE); Native American (NABE); White Female American (WFBE); **If yes, please attach copy of recent certification.

SUBCONTRACTOR NAME: Long Engineering
ADDRESS: 2550 Heritage Court, Suite, 100, Atlanta, Ga 30339
PHONE: 770-951-2495
CONTACT PERSON: Joe Severin
ETHNIC GROUP*: FBE, GDOT DBE COUNTY CERTIFIED** Fulton
WORK TO BE PERFORMED: Civil Engineering
DOLLAR VALUE OF WORK: \$ 24,250 PERCENTAGE VALUE: 1.02 %

SUBCONTRACTOR NAME: Sykes Consulting
ADDRESS: 1175 Peachtree Street NE, 100 Colony Square. Suite
Atlanta, Georgia 30361
PHONE: 404-249-1538
CONTACT PERSON: Darien Sykes
ETHNIC GROUP*: MBE COUNTY CERTIFIED** City of Atlanta
WORK TO BE PERFORMED: Structural Engineering
DOLLAR VALUE OF WORK: \$ 150,000 PERCENTAGE VALUE: 6.33 %

SUBCONTRACTOR NAME: Pattern r+d
ADDRESS: 215 Akers Ridge Dr SE, Atlanta, GA 30339
PHONE: 770-307-6607
CONTACT PERSON: Patrick Chopson
ETHNIC GROUP*: ABE COUNTY CERTIFIED** Fulton
WORK TO BE PERFORMED: Daylight Modeling
DOLLAR VALUE OF WORK: \$ 19,000 PERCENTAGE VALUE: 0.80 %

SUBCONTRACTOR NAME: Coast 2 Coast
ADDRESS: 7704 Basswood Drive, Chattanooga, Tennessee, 37416
PHONE: 423-296-9000
CONTACT PERSON: Wayne Groover
ETHNIC GROUP*: _____ COUNTY CERTIFIED** _____
WORK TO BE PERFORMED: Laser 3D
DOLLAR VALUE OF WORK: \$ 79,900 PERCENTAGE VALUE: 3.37 %

*Ethnic Groups: African American (AABE); Asian American (ABE); Hispanic American (HBE); Native American (NABE); White Female American (WFBE); **If yes, please attach copy of recent certification.

SUBCONTRACTOR NAME: Raymond Engineering
ADDRESS: 1224 Royal Drive, Suite 100, Conyers, GA 30094
PHONE: 770-483-9592
CONTACT PERSON: Raymond Ramos
ETHNIC GROUP*: HBE COUNTY CERTIFIED** Rockdale
WORK TO BE PERFORMED: Envelope/Waterproofing
DOLLAR VALUE OF WORK: \$ 10,000 PERCENTAGE VALUE: 0.42 %

SUBCONTRACTOR NAME: Terracon
ADDRESS: 2855 Premeire Parkway, Suite C, Duluth, GA 30097
PHONE: 770-623-0755
CONTACT PERSON: Alex Goharioon
ETHNIC GROUP*: COUNTY CERTIFIED**
WORK TO BE PERFORMED: Hazardous Material Assessment
DOLLAR VALUE OF WORK: \$ 13,850 PERCENTAGE VALUE: 0.58 %

SUBCONTRACTOR NAME: Thorburn
ADDRESS: 2500 Gateway, Centre Blvd, Suite 800, Morrisville, NC 27560
PHONE: 919.463.9995
CONTACT PERSON: Steven Thorburn
ETHNIC GROUP*: HUB/WBE COUNTY CERTIFIED**
WORK TO BE PERFORMED: Acoustics
DOLLAR VALUE OF WORK: \$ 35,000 PERCENTAGE VALUE: 1.47 %

SUBCONTRACTOR NAME: Coffman
ADDRESS: Atlanta, Georgia
PHONE: 404-317-6363
CONTACT PERSON: Eric J. Apolenis
ETHNIC GROUP*: COUNTY CERTIFIED**
WORK TO BE PERFORMED: Code Consultant
DOLLAR VALUE OF WORK: \$ 62,000 PERCENTAGE VALUE: 2.62 %

*Ethnic Groups: African American (AABE); Asian American (ABE); Hispanic American (HBE); Native American (NABE); White Female American (WFBE); **If yes, please attach copy of recent certification.

Total Dollar Value of Subcontractor Agreements: (\$) \$1,360,460

Total Percentage of Subcontractor Value: (%) 57.40%

CERTIFICATION: The undersigned certifies that he/she has read, understands and agrees to be bound by the Bid/Proposer provisions, including the accompanying Exhibits and other terms and conditions regarding sub-contractor utilization. The undersigned further certifies that he/she is legally authorized by the Bidder/Proposer to make the statement and representation in this Exhibit and that said statements and representations are true and correct to the best of his/her knowledge and belief. The undersigned understands and agrees that if any of the statements and representations are made by the Bidder/Proposer knowing them to be false, or if there is a failure of the intentions, objectives and commitments set forth herein without prior approval of the County, then in any such event the Contractor's acts or failure to act, as the case may be, shall constitute a material breach of the contract, entitling the County to terminate the Contract for default. The right to so terminate shall be in addition to, and in lieu of, any other rights and remedies the County may have for other defaults under the contract.

Signature:  **Title:** C. Timothy Fish, AIA, LEED AP, Principal

Business or Corporate Name: Cooper Carry

Address: 191 Peachtree Street NE, Suite 2400 Atlanta, GA 30303

Telephone: (404) 237-2000

Fax Number: (404) 237-0276

Email Address: timfish@coopercarry.com

EXHIBIT D

LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR OR PROVIDE MATERIALS OR SERVICES

This form **must** be completed by **ALL** known subcontractors and submitted only by subs of awarded Prime prior to contract execution.

To: Cooper Carry, Inc.
(Name of Prime Contractor Firm)

From: Timothy Haahs & Associates
(Name of Subcontractor Firm)

ITB/RFP Number: #17RFP022117K-DB

Project Name: Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System

The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount
Parking Study	2017	2018	12,500

(Prime Bidder)

Signature [Signature]

Title C. Timothy Fish, Principal, Cooper Carry, Inc.

Date 6/30/17

Timothy Haahs & Assoc's.
(Subcontractor)

Signature [Signature]

Title Principal (Michael D. Martin)

Date 6/30/17

EXHIBIT D**LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR
OR
PROVIDE MATERIALS OR SERVICES**

This form **must** be completed by **ALL** known subcontractors and submitted only by subs of awarded Prime prior to contract execution.

To: Cooper Carry, Inc.
(Name of Prime Contractor Firm)

From: Palacio Collaborative, Inc.
(Name of Subcontractor Firm)

ITB/RFP Number: #17RFP022117K-DB

Project Name: Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System

The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount
Construction Cost Management (Estimating)	2017	2018	\$100,000

(Prime Bidder)
Signature 

Title C. Timothy Fish, Principal, Cooper Carry, Inc.

Date 6/29/17

PALACIO COLLABORATIVE, INC.
(Subcontractor)

Signature 

Title President and Chief Cost Manager

Date June 29, 2017

EXHIBIT D

LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR OR PROVIDE MATERIALS OR SERVICES

This form **must** be completed by ALL known subcontractors and submitted only by subs of awarded Prime prior to contract execution.

To: Cooper Carry, Inc.
(Name of Prime Contractor Firm)

From: Newcomb & Boyd, LLP
(Name of Subcontractor Firm)

ITB/RFP Number: #17RFP022117K-DB

Project Name: Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System

The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount
MEP/FP Engineering	2017	2020	335,000

Cooper Carry, Inc.
(Prime Bidder)

Signature 

Title C. Timothy Fish, Principal, Cooper Carry, Inc.

Date 27 June 2017

Newcomb & Boyd
(Subcontractor)

Signature 

Title William W. Dean, Partner

Date 27 June 2017

EXHIBIT D

LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR
OR
PROVIDE MATERIALS OR SERVICES

This form **must** be completed by ALL known subcontractors and submitted only by subs of awarded Prime prior to contract execution.

To: Cooper Carry, Inc.
(Name of Prime Contractor Firm)

From: Epsten Group, Inc.
(Name of Subcontractor Firm)

ITB/RFP Number: #17RFP022117K-DB

Project Name: Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System

The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount
Sustainability Consulting	2017	2018	\$12,000.00

(Prime Bidder)
Signature [Signature]

Title C. Timothy Fish, Principal, Cooper Carry, Inc.

Date 6.29.17

(Subcontractor)
Signature [Signature]
Title Lauren Wallace, Principal & Director
of Certifications & Consulting
Date 6/29/2017

EXHIBIT D

LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR OR PROVIDE MATERIALS OR SERVICES

This form **must** be completed by **ALL** known subcontractors and submitted only by subs of awarded Prime prior to contract execution.

To: Cooper Carry, Inc.
(Name of Prime Contractor Firm)

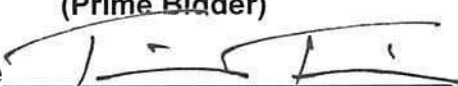
From: Vines Architecture, Inc.
(Name of Subcontractor Firm)

ITB/RFP Number: #17RFP022117K-DB

Project Name: Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System

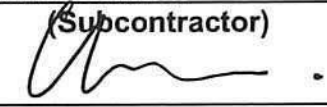
The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount
Architectural Design Services	2017	2020	\$482,000

(Prime Bidder)
Signature 

Title C. Timothy Fish, Principal, Cooper Carry, Inc.

Date 6/30/17

Vines Architecture
(Subcontractor)
Signature 

Title Victor Vines, President, Vines Architecture, Inc.

Date June 30, 2017

EXHIBIT D

LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR OR PROVIDE MATERIALS OR SERVICES

This form **must** be completed by ALL known subcontractors and submitted only by subs of awarded Prime prior to contract execution.

To: Cooper Carry, Inc.
(Name of Prime Contractor Firm)

From: Long Engineering, Inc.
(Name of Subcontractor Firm)

ITB/RFP Number: #17RFP022117K-DB

Project Name: Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System

The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount
Civil Design and Surveying Services	2017	2020	\$24,250

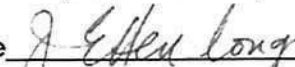
(Prime Bidder)

Signature 

Title C. Timothy Fish, Principal, Cooper Carry, Inc.

Date 6/29/17

Long Engineering, Inc.
(Subcontractor)

Signature 

Title J. Ellen Long, P.E., President

Date June 29, 2017

EXHIBIT D

LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR OR PROVIDE MATERIALS OR SERVICES

This form **must** be completed by ALL known subcontractors and submitted only by subs of awarded Prime prior to contract execution.

To: Cooper Carry, Inc.
(Name of Prime Contractor Firm)

From: Sykes Consulting, Inc.
(Name of Subcontractor Firm)

ITB/RFP Number: #17RFP022117K-DB

Project Name: Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System

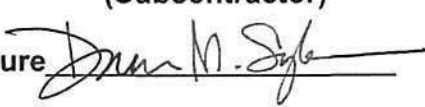
The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount
Structural Engineering Services	2017	2020	150,000

(Prime Bidder)
Signature 

Title C. Timothy Fish, Principal, Cooper Carry, Inc. Title President

Date 6/30/17

(Subcontractor)
Signature 

Date June 30, 2017

EXHIBIT D

LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR OR PROVIDE MATERIALS OR SERVICES

This form **must** be completed by **ALL** known subcontractors and submitted only by subs of awarded Prime prior to contract execution.

To: Cooper Carry, Inc.
(Name of Prime Contractor Firm)

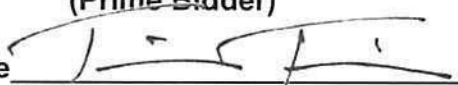
From: Pattern Research and Design
(Name of Subcontractor Firm)

ITB/RFP Number: #17RFP022117K-DB

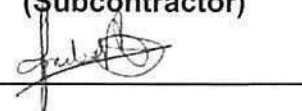
Project Name: Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System

The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount
	2017	2018	
Daylight Modeling			\$10000
Glare mitigation Modeling			\$5000
Shadow Analysis			\$2000
Radiation and Heat Gain Analysis			\$2000

(Prime Bidder)
Signature 

Title C. Timothy Fish, Principal, Cooper Carry, Inc.

(Subcontractor)
Signature 

Title Sandeep Ahuja, CEO,
Pattern Research and Design, LLC

Date 6/29/17

Date 6/29/2017

EXHIBIT D

LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR OR PROVIDE MATERIALS OR SERVICES

This form **must** be completed by ALL known subcontractors and submitted only by subs of awarded Prime prior to contract execution.

To: Cooper Carry, Inc.
(Name of Prime Contractor Firm)

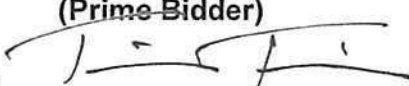
From: Coast2Coast Survey Corporation
(Name of Subcontractor Firm)

ITB/RFP Number: #17RFP022117K-DB

Project Name: Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System

The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount
Survey and Produce Revit Model of Existing Building	2017	2017	\$79,900.00

(Prime Bidder)
Signature 

Title C. Timothy Fish, Principal, Cooper Carry, Inc.

Date 6/30/17

Coast2Coast Survey Corporation
(Subcontractor)

Signature 

Title Jude Hacherl, CFO

Date 6/30/2017

EXHIBIT D

LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR OR PROVIDE MATERIALS OR SERVICES

This form **must** be completed by ALL known subcontractors and submitted only by subs of awarded Prime prior to contract execution.

To: Cooper Carry, Inc.
(Name of Prime Contractor Firm)


From: Raymond Engineering-Georgia, Inc.
(Name of Subcontractor Firm)


ITB/RFP Number: #17RFP022117K-DB

Project Name: Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System

The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount
Evaluation of existing skin to identify any deficiencies and to assist with waterproofing details during design portion of project.	2017	2018	\$10,0000

(Prime Bidder)
Signature 

(Subcontractor)
Signature 

Title C. Timothy Fish, Principal, Cooper Carry, Inc. Title Brent Iverson, COO Raymond Engineering-Georgia, Inc

Date 6/30/17

Date 6/30/2017

EXHIBIT D

LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR OR PROVIDE MATERIALS OR SERVICES

This form **must** be completed by **ALL** known subcontractors and submitted only by subs of awarded Prime prior to contract execution.

To: Cooper Carry, Inc.
(Name of Prime Contractor Firm)

From: Terracon Consultants, Inc.
(Name of Subcontractor Firm)

ITB/RFP Number: #17RFP022117K-DB

Project Name: Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System

The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount
Asbestos Sampling and Hazardous Materials Assessment	2017	2017	\$13,850.00


Cooper Carry, Inc.
(~~Prime Bidder~~)

Signature 

Title C. Timothy Fish
Principal, Cooper Carry, Inc.

Date 6/29/17

Terracon Consultants, Inc.
(Subcontractor)

Signature 

Title Timothy A. Brown, P.E.
Senior Principal / Office Manager

Date 6/29/17

EXHIBIT D

LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR
OR
PROVIDE MATERIALS OR SERVICES

This form **must** be completed by ALL known subcontractors and submitted only by subs of awarded Prime prior to contract execution.

To: Cooper Carry, Inc.
(Name of Prime Contractor Firm)

From: Thorburn Associates
(Name of Subcontractor Firm)

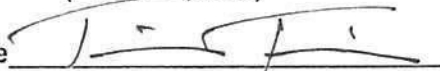
ITB/RFP Number: #17RFP022117K-DB

Project Name: Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System

The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount
Acoustical Consulting	2017	2018	35,000

(Prime Bidder)

Signature 

Title C. Timothy Fish, Principal, Cooper Carry, Inc.

Date 6/29/17

Thorburn Associates
(Subcontractor)

Signature 

Title Lisa Thorburn, President

Date 6/29/17

EXHIBIT D

LETTER OF INTENT TO PERFORM AS A SUBCONTRACTOR OR PROVIDE MATERIALS OR SERVICES

This form **must** be completed by ALL known subcontractors and submitted only by subs of awarded Prime prior to contract execution.

To: Cooper Carry, Inc.
(Name of Prime Contractor Firm)

0

From: Coffman Engineers, Inc
(Name of Subcontractor Firm)

ITB/RFP Number: #17RFP022117K-DB

Project Name: Space Programming & Bridging Document Services for the
Central Library of the Atlanta-Fulton Public Library System

The undersigned is prepared to perform the following described work or provide materials or services in connection with the above project (specify in detail particular work items, materials, or services to be performed or provided):

Description of Work	Project Commence Date	Project Completion Date	Estimated Dollar Amount
Fire Protection Engineering Services	2017	2018	\$62,000

Cooper Carry, Inc

(Prime Bidder)

Signature



Title C. Timothy Fish, Principal, Cooper Carry, Inc.

Date 6/30/17

Coffman Engineers, Inc

(Subcontractor)

Signature



Title Eric Apolenis, Sr. Discipline Manager

Date June 30, 2017

EXHIBIT E - PRIME CONTRACTOR/SUB-CONTRACTOR UTILIZATION REPORT

This report **must** be submitted by the **tenth day** of each month, along with a copy of your monthly invoice (schedule of values/payment application) to Contract Compliance. Failure to comply **shall** result in the County commencing proceedings to impose sanctions to the prime contractor, in addition to pursuing any other available legal remedy. Sanctions may include the suspending of any payment or part thereof, termination or cancellation of the contract, and the denial of participation in any future contracts awarded by Fulton County.

REPORTING PERIOD	PROJECT NAME:	
FROM:	PROJECT NUMBER:	
TO:	PROJECT LOCATION:	

PRIME CONTRACTOR		Contract Award Date	Contract Award Amount	Change Order Amount	Contract Period	% Complete to Date
Name:						
Address:						
Phone #:						
Email:						

AMOUNT OF PAY APPLICATION THIS PERIOD: \$
 TOTAL PAYMENT(S) RECEIVED FROM COUNTY THIS PERIOD): \$
 TOTAL AMOUNT PAID YEAR TO DATE: \$

SUBCONTRACTOR UTILIZATION (add additional rows as necessary)

Name of Sub-Contractor	Description of Work	Contract Amount	Amount Paid To Date	Amount of Pay Application This Period	Contract Period	
					Starting Date	Ending Date
TOTALS						

Executed By: _____
(Signature)

(Printed Name)

Notary: _____

Date: _____

My Commission Expires: _____

EXHIBIT H

INSURANCE AND RISK MANAGEMENT FORMS


PROTECTION OF PROPERTY

Contractor/Vendor will adequately protect its own work from damage, will protect Fulton County Government's property from damage or loss and will take all necessary precautions during the progress of the work to protect all persons and the property of others from damage or loss.

Contractor/Vendor shall take all necessary precautions for the safety of employees of the work and shall comply with all applicable provisions of the Federal, State and local safety laws and building codes to prevent accidents or injury to persons on, about, or adjacent to the premises where work is being performed.

Contractor/Vendor shall erect and properly maintain at all times as required by the conditions and progress of the work, all necessary safeguards for the protection of its employees, Fulton County Government employees and the public and shall post all applicable signage and other warning devices to protect against potential hazards for the work being performed (Where applicable).

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

COMPANY: Cooper Carry, Inc. SIGNATURE: 

NAME: Timothy Fish TITLE: Principal

DATE: July 7, 2017



COOPCAR-02

KCOLLINS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/12/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ames & Gough 8300 Greensboro Drive Suite 980 McLean, VA 22102	CONTACT NAME: PHONE (A/C, No, Ext): (703) 827-2277 E-MAIL ADDRESS: admin@amesgough.com FAX (A/C, No): (703) 827-2279														
INSURED Cooper Carry Inc. 191 Peachtree Street NW Ste. 2400 Atlanta, GA 30303	<table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A : National Fire Insurance Company of Hartford A(XV)</td><td>20478</td></tr><tr><td>INSURER B : Continental Insurance Company A(XV)</td><td>35289</td></tr><tr><td>INSURER C : American Casualty Co of Reading, PA A(XV)</td><td>20427</td></tr><tr><td>INSURER D : Continental Casualty Company (CNA) A, XV</td><td>20443</td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : National Fire Insurance Company of Hartford A(XV)	20478	INSURER B : Continental Insurance Company A(XV)	35289	INSURER C : American Casualty Co of Reading, PA A(XV)	20427	INSURER D : Continental Casualty Company (CNA) A, XV	20443	INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : National Fire Insurance Company of Hartford A(XV)	20478														
INSURER B : Continental Insurance Company A(XV)	35289														
INSURER C : American Casualty Co of Reading, PA A(XV)	20427														
INSURER D : Continental Casualty Company (CNA) A, XV	20443														
INSURER E :															
INSURER F :															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER			2095995051	07/01/2017	07/01/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 EBL AGGREGATE \$ 1,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			2095995079	07/01/2017	07/01/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			2095995065	07/01/2017	07/01/2018	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A	2095995082	07/01/2017	07/01/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E L EACH ACCIDENT \$ 1,000,000 E L DISEASE - EA EMPLOYEE \$ 1,000,000 E L DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liab.			AEH008213446	07/01/2017	07/01/2018	Per Claim \$ 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Professional Liability Aggregate Limit: \$10,000,000

RE: #17RFP022117K-DB Atlanta-Fulton Public Library

Additional Insured is provided per Blanket Additional Insured - Owners, Lessees or Contractors - with Products-Completed Operations Coverage
Endorsement CNA75079XX 01/15. Notice of Cancellation for Certificate Holders applies per Changes - Notice of Cancellation or Material Restriction
Endorsement CNA74702XX 01/15.

CERTIFICATE HOLDER

CANCELLATION

Fulton County, Georgia
ATTN: Alfred Collins
One Margaret Mitchell Square
6th Floor
Atlanta, GA 30303

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

EXHIBIT I

DESIGN-BUILD LEED IMPLEMENTATION PLAN



LEED 2009 for New Construction and Major Renovations

Project Checklist

Project Name: AFPLS Phase II Prototype Ideas

Date: March 24, 2016

19 1 Sustainable Sites Possible Points: 26

Y	2	11			
Y			Prereq 1	Construction Activity Pollution Prevention	
1			Credit 1	Site Selection	1
5			Credit 2	Development Density and Community Connectivity	5
			Credit 3	Brownfield Redevelopment	1
6			Credit 4.1	Alternative Transportation—Public Transportation Access	6
1			Credit 4.2	Alternative Transportation—Bicycle Storage and Changing Rooms	1
3			Credit 4.3	Alternative Transportation—Low-Emitting and Fuel-Efficient Vehicles	3
2			Credit 4.4	Alternative Transportation—Parking Capacity	2
			Credit 5.1	Site Development—Protect or Restore Habitat	1
			Credit 5.2	Site Development—Maximize Open Space	1
			Credit 6.1	Stormwater Design—Quantity Control	1
			Credit 6.2	Stormwater Design—Quality Control	1
			Credit 7.1	Heat Island Effect—Non-roof	1
1			Credit 7.2	Heat Island Effect—Roof	1
1			Credit 8	Light Pollution Reduction	1

8 2 Water Efficiency Possible Points: 10

Y					
Y			Prereq 1	Water Use Reduction—20% Reduction	
4			Credit 1	Water Efficient Landscaping	2 to 4
	2		Credit 2	Innovative Wastewater Technologies	2
4			Credit 3	Water Use Reduction	2 to 4

18 11 6 Energy and Atmosphere Possible Points: 35

Y					
Y			Prereq 1	Fundamental Commissioning of Building Energy Systems	
Y			Prereq 2	Minimum Energy Performance	
Y			Prereq 3	Fundamental Refrigerant Management	
10	9		Credit 1	Optimize Energy Performance	1 to 19
	1	6	Credit 2	On-Site Renewable Energy	1 to 7
2			Credit 3	Enhanced Commissioning	2
2			Credit 4	Enhanced Refrigerant Management	2
2	1		Credit 5	Measurement and Verification	3
2			Credit 6	Green Power	2

10 2 2 Materials and Resources Possible Points: 14

Y					
Y			Prereq 1	Storage and Collection of Recyclables	
3			Credit 1.1	Building Reuse—Maintain Existing Walls, Floors, and Roof	1 to 3
1			Credit 1.2	Building Reuse—Maintain 50% of Interior Non-Structural Elements	1
2			Credit 2	Construction Waste Management	1 to 2
2			Credit 3	Materials Reuse	1 to 2

Materials and Resources, Continued

Y	2	11			
2			Credit 4	Recycled Content	1 to 2
2			Credit 5	Regional Materials	1 to 2
	1		Credit 6	Rapidly Renewable Materials	1
	1		Credit 7	Certified Wood	1

13 2 Indoor Environmental Quality Possible Points: 15

Y					
Y			Prereq 1	Minimum Indoor Air Quality Performance	
Y			Prereq 2	Environmental Tobacco Smoke (ETS) Control	
1			Credit 1	Outdoor Air Delivery Monitoring	1
1			Credit 2	Increased Ventilation	1
1			Credit 3.1	Construction IAQ Management Plan—During Construction	1
1			Credit 3.2	Construction IAQ Management Plan—Before Occupancy	1
1			Credit 4.1	Low-Emitting Materials—Adhesives and Sealants	1
1			Credit 4.2	Low-Emitting Materials—Paints and Coatings	1
1			Credit 4.3	Low-Emitting Materials—Flooring Systems	1
1			Credit 4.4	Low-Emitting Materials—Composite Wood and Agrifiber Products	1
1			Credit 5	Indoor Chemical and Pollutant Source Control	1
1			Credit 6.1	Controllability of Systems—Lighting	1
1			Credit 6.2	Controllability of Systems—Thermal Comfort	1
1			Credit 7.1	Thermal Comfort—Design	1
1			Credit 7.2	Thermal Comfort—Verification	1
	1		Credit 8.1	Daylight and Views—Daylight	1
	1		Credit 8.2	Daylight and Views—Views	1

6 Innovation and Design Process Possible Points: 6

1					
1			Credit 1.1	Innovation in Design: MRc5 Exemplary Performance	1
1			Credit 1.2	Innovation in Design: Green Housekeeping/Pest Control Policy	1
1			Credit 1.3	Innovation in Design: Education and Outreach	1
1			Credit 1.4	Innovation in Design: Green Power Exemplary Performance	1
1			Credit 1.5	Innovation in Design: GPRO O&M LEED Pilot Credit #81	1
1			Credit 2	LEED Accredited Professional	1

1 2 1 Regional Priority Credits Possible Points: 4

		1			
		1	Credit 1.1	Regional Priority: SS c6.1	1
	1		Credit 1.2	Regional Priority: SSC4.1 Transportation	1
	1		Credit 1.3	Regional Priority: EA c1 (30%)	1
	1		Credit 1.4	Regional Priority: EA c2 Renewable Energy 1%	1

75 16 13 Total Possible Points: 110

Certified 40 to 49 points Silver 50 to 59 points Gold 60 to 79 points Platinum 80 to 110



Atlanta-Fulton Public Library Capital Improvement Program

2016 Program-Wide Design-Build LEED Implementation Plan



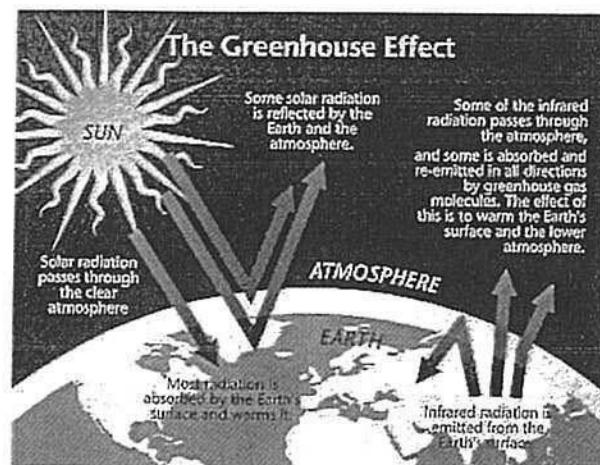
heery/russell • a joint venture

Shaping the Structures that Shape our Lives.

HEERY/RUSSELL - a joint venture

SUSTAINABILITY

*Meeting the needs and
desires of the present
without compromising our
ability to meet the needs of
the future*



September 7, 2016 by

2M Design Consultants, Inc. (2M)
3130 Hartridge Drive
Johns Creek, Georgia 30022



M: 404-931-3888

Email: bmorrow@2Mdesignconsultants.com

I. TABLE OF CONTENT

I.	Table of Contents.....	2
II.	Purpose.....	3
III.	Program Description and Scope	4
IV.	LEED Requirements and Goals.....	5
V.	Step-By-Step Implementation Plan.....	5
	A. The Project's LEED Accredited Professional	
	B. LEED Checklist Tracking Document	
	C. Coordination of Project Meetings	
	D. Project's Document Review	
	E. Construction Credits and Tracking	
	F. Project Specifications	
	G. Project Phase Deliverables	
	H. Project's Energy Model	
	I. Project's Commissioning	
	J. Final Preparation and Review of LEED Documentation	
	K. Summary	
VI.	Appendix A.....	
	▪ LEED-NC v3.0 Prototype Scorecard – Phase II	
	▪ Create a LEED Responsibility Task Matrix – Phase II	



II. PURPOSE

On July 16, 2008 the Fulton County Board of Commissioners voted to place a \$275 million bond referendum on the November 4, 2008 ballot to implement the Library's Facility Master Plan. The referendum was approved with 65% support. On September 1, 2010 the Atlanta-Fulton Public Library System received approval to engage the Heery/Russell JV, Program Management Team (PMT) to provide program management services for Phase I of the library's capital improvement program and on September 21, 2016 2010 the Atlanta-Fulton Public Library System received approval to engage the Heery/Russell JV, Program Management Team (PMT) to provide program management services for Phase II.



Fulton County Government, is seeking proposals from qualified Design-Build Firms to provide sustainable design-build (DB) services for twenty-three (23) existing branch libraries. These twenty-three (23) libraries are part of the Atlanta-Fulton Public Library System Capital Improvement Program (Phase-II). Each of the projects will be redesigned and renovated to meet the requirements of the U.S. Green Building Council's (USGBC) Leadership in Energy and Environmental Design (LEED), New Construction version 3.0 (i.e., LEED NC v3.0).

The projects will be registered by the PMT with the Green Building Certification Institute (GBCI) and transferred to the team that wins the bid for Group 1-4. Each Design-Build team will have an experienced LEED Administrator to guide the team to LEED Silver Certification for each project that qualifies for certification. The County intends that the building's redesign meet high performance design and construction standards and practices that maximally achieve the County's three most important capital improvement goals and remain within budget:

1. Energy Performance

Accomplished by using an energy conscious approach to issues such as the building's orientation, the thermal efficiency of the building's envelope, equipment sizing, reduction of heat island effect by designing the site and landscaping using light reflective surfaces, the use of lighting controls, and the use of high performance windows that all work together to reduce building heat loads;

2. Water Efficiency Measures

Accomplished by incorporating the use of water-conserving fixtures such as low-flow water closets, water efficient cooling towers, and landscape irrigation efficiency;

3. Improved Indoor Environment Quality

Appropriate approaches include choosing non-toxic materials that minimize any adverse environmental impact. Provide a mix of natural daylighting and sensors that allow artificial lighting to be dialed on and turned up as needed. Provide appropriate acoustical designs throughout the library to absorb sound as necessary. Finally, provide for excellent indoor air quality and natural ventilation that achieves proper thermal comfort for occupants.

The Heery/Russell Program Management Team (PMT) will have LEED Administration oversight for all twenty-three (23) library projects. Each design-build team will assign a LEED AP who is responsible for performing LEED Administration on the library projects that their team is awarded. Each DB's LEED AP will coordinate with all team members to make sure that their project is documented beyond LEED Silver certification ensuring that LEED Silver is achieved.

By coordinating LEED Administration efforts among all twenty-three (23) projects the PMT will take advantage of program standardization and economies of scale and share LEED documentation that attempts the same points. For example, the PMT might recommend that all teams use the County's existing waste hauling vendor on all projects, and share the back-up documentation to save time and leverage the uniformity of LEED Credits as modeled under the "LEED Volume Program".

III. PROGRAM DESCRIPTION AND SCOPE

PROGRAM DESCRIPTION

Fulton County and its residents are committed to sustainability. In July 2005 Fulton County Government's eight thousand square foot East Atlanta Library became Georgia's first LEED™ Silver library, completed on time and within budget. The Phase 1 capital library projects are achieving their mandatory LEED Silver Certifications. The Phase II capital library projects must also be community focused sustainable spaces that are aesthetically pleasing, cost-efficient to maintain, and healthy places for employees to work in and for the public to enjoy. The intent of this LEED Implementation Plan is to honor the County's and the public's commitment to environmental stewardship.

The PMT will oversee; check, review, and comment on design work and LEED documentation performed by the DB project teams. The PMT, along with the assigned County staff, will maintain responsibility for program coordination, and implement controls to ensure projects stay on schedule and within budget, and implement approved sustainability goals. There will also be two specialty consultants engaged to provide library program standards for Information Technology/Building Security; and Furniture, Fixtures and Equipment (FF&E) on select library furniture, fixtures and equipment. These specialty consultants will provide library standards that represent "sustainable products". Product manufacturers and installers will have demonstrated sustainable practices in their delivery, installation and handling of waste. This sustainable uniformity of design standards will offer opportunities for the creation of LEED prototypes that can be used to leverage uniformity of LEED Credits, and save time in the documentation of each library project. The PMT will coordinate these shared LEED documentation opportunities for all ten projects.

The PMT understands that communication and working relationships are integral to achieving LEED Certification for this program. Our work will use existing project budgets to achieve as many LEED points as possible and ensure that each of the twenty-three (23) project listed below is as eco-friendly as possible.

PROGRAM SCOPE

The County will solicit proposals from qualified DB teams to design and renovate a total of twenty-three (23) existing libraries.

Group 1 Consist of the following library branches: Roswell Library: 23,716 s. f.; Sandy Springs Library: 25,000 s. f.; Kirkwood Library: 7,500 s. f.; Southwest Library 27,270 s. f.; Dogwood Library: 6,200 s.f.; Washington Park Library: 8,120 s.f.; West End Library: 7,980s.f.

Group 2 consist of the following library branches:

Group 3 consist of the following library branches:

Group 4 consist of the following library branches:

IV. LEED REQUIREMENTS AND GOALS

These twenty-three (23) library projects will be redesigned and renovated to meet the requirements of the United States Green Building Council's (USGBC) Leadership in Energy and Environmental Design, New Construction version 3.0 (LEED-NC v3.0) LEED Silver rating level as required in the Request for Proposal (RFP).

Each library project shall will be registered with the Green Building Certification Institute (GBCI) by the PMT prior to October 31, 2016 and then turned over to the DB for their LEED AP to follow the LEED-online documentation process for each library project. GBCI will provide validation of LEED credit achievements using the documentation prepared by the DB's team. The DB's LEED Administrator may recommend that each project purchase a split design review from GBCI to receive early verification that the team is on track with their LEED "design phase" documentation, and then have the final construction review when the project has been completed, this process will provide four GBCI review opportunities, two for design and two for construction. Or the team may elect to purchase only a combined design/construction review for each project that has one early submission and one final submission when the project has been completed.

V. STEP-BY-STEP IMPLEMENTATION PLAN

A. LEED Accredited Professional

Provide a copy of the DB's LEED Accredited Professional's certificate and list of LEED certified projects that were oversee by this LEED AP.

B. LEED Checklist Tracking Document

The PMT will schedule a charrette with each DB team to develop a LEED Checklist, tracking documentation based on general information about the project including: any special circumstances, the team's decisions about individual credits, and required Action Items. This LEED Checklist includes, but is not limited to the following items for each prerequisite and credit:

- Design or construction submittal designation
- Credit requirement and available options (if applicable)
- Status of credit pursuit (yes, probable, maybe, not probable, no)
- Designation of the project team member(s) primarily responsible for implementing the each credit
- Project-specific remarks/tasks providing background information; comments on decisions made by the team; any special credit documentation requirements due to use of Credit Interpretation Requests (CIRs), the LEED-NC Application Guide for

Multiple Buildings and On-Campus Building Projects, or other reference documents; and all outstanding Action Items

In addition, LEED documents will include specific information regarding Innovation in Design credits attempted for each project including the intent of the credit, requirements for compliance, and documentation required to demonstrate proper compliance. **LEED documents will be continuously updated throughout the project's design and construction process.** This provides a method of communication for all team members to stay informed of their LEED responsibilities for each library project. These documents are included in Appendix A.

C. Coordination of Project Meetings

Each project's LEED-AP will provide ongoing document review and **LEED support to all disciplines during design and construction.** The project's LEED AP will coordinate with the PMT's LEED Administrator concerning their project's monthly progress toward LEED Silver. Any outstanding items or changes to the LEED approach will be discussed monthly to ensure that all team members are fully aware of the LEED status for each project and that the team is on track for LEED Silver certification.

D. Project's Document Review

The project's LEED-AP will conduct full reviews of the project documents to ensure compliance with pursued LEED credits at the milestone submittals and will keep the PMT's LEED Administrator updated. Comments stemming from these reviews will be distributed to the team via a **formal monthly report** addressing all disciplines LEED responsibilities. The group's LEED-AP will ensure that documentation for all LEED credits will be completed and submitted to LEED Online.

E. Construction Credits Tracking and Documentation

The DB's LEED AP will assist their team in preparing LEED documentation and will review both design and construction documentation prepared by the assigned team member. For example, the team's LEED AP will also review the required construction documents for the team: construction waste management plan, construction Indoor Air Quality Management Plan and perform site visits during the renovations to verify and document that Green Housekeeping practices are in place. These site visits may occur following the OAC meetings during the construction phase.

F. Project Specifications

Each project's specifications will include appropriate information required to meet the targeted LEED credits and will be reviewed by the project's LEED-AP and the PMT's LEED Administrator to seek opportunities to use uniformity of design standards for the creation of possible **LEED prototypes that can be used by each of the twenty-three library projects to save time and leverage uniformity of LEED Credits.** The library program's two specialty consultants engaged to develop library program standards for Information Technology/Building Security; and Furniture, Fixtures and Equipment (FF&E) standards for select library furniture, fixtures and equipment will provide library standards that

represent “sustainable products” and whose manufacturers and installers have demonstrated sustainable practices in their delivery, installation and handling of waste. The PMT will coordinate these shared LEED documentation opportunities for all projects.

G. Project Phase Deliverables

There are five project phases for each library. The phases are: Schematic Design Phase, Design Development Phase, Construction Document Phase, Construction Phase and Post Construction Phase.

I. SCHEMATIC DESIGN PHASE – (30% LEED DELIVERABLES):

- Site Orientation if photovoltaics are possible , plan for building shading (with calculated overhangs or other shading devices), take advantage of prevailing summer breezes for placement of possible porches, or patios, provide winter wind protection and determine if the use of earth berms or vegetation would be useful to mitigate temperature extremes. If applicable map shadow patterns from existing buildings. Show existing vegetation that would remain and plan for wide sidewalks to encourage “live-walk” community usage where possible.
- Review the project’s Phase I & Phase II Environmental documents for a Brownfield Credit Opportunity if applicable.
- Plan for durable, salvaged recycled and recyclable materials where appropriate.
- Plan to use local, indigenous and easy to maintain materials and methods to avoid high transportation cost and, high energy operating costs, and that create local jobs which support the local economy.
- SD Phase Plans/Drawings should address the project’s LEED Checklist Credits that are appropriate for this phase.
- Water and Energy conservation are sustainable goals of Fulton County
- LEED Progress Report to align with existing design/construction meetings

II. DESIGN DEVELOPMENT PHASE (60% LEED DELIVERABLES):

- DD Layout /Drawings and color boards
- DD Table of Sustainable Products/Materials
- DD Phase Plans/Drawings should address continued development of the project’s LEED Checklist Credits that are appropriate for this phase.
- Monthly LEED Progress Report & Current LEED Scorecard
- GBCI Design Review Submission (Attempt a minimum of 30 LEED Points)

III. CONSTRUCTION DOCUMENT PHASE (90% LEED DELIVERABLES)

- Final Drawings, Details, Products and Finishes
- CD Phase Plans/Drawings should address continued development of the project’s LEED Checklist Credits that are appropriate for this phase.
- Monthly LEED Progress Report & Current LEED Scorecard
- Bid and Supporting Documentation

IV. CONSTRUCTION PHASE (100% LEED DELIVERABLES)

2016 Design-Build LEED Implementation Plan for AFPLS

- Final Products, Delivery, and Installation Documentation
- Specified Product Submittals and Warranties
- Supporting LEED Documentation
- Final LEED Progress Report & Current LEED Scorecard
- LEED Construction Review Submission (Attempt 30 LEED Points minimum)

V. POST CONSTRUCTION PHASE(LEED Silver Certification Achieved)

- Final LEED Progress Report
- Green Housekeeping & Green Pest Control MSDS Sheets
- Final Sustainable Costs Report for LEED MR Template
- Final LEED On-Line Submission and Certification Process
- Within 45 Days after Re-Grand Opening Submit for project's final Construction Review

H. Project's Energy Model Requirements

An energy analysis will be performed by the project's engineering team to ensure that the project meets the energy simulation requirements for LEED Energy and Atmosphere Prerequisite and Credit 1 under LEED-NC v3.0 listed below:

Prerequisite 1: Fundamental Commissioning of Building Energy Systems

Prerequisite 2: Minimum Energy Performance

Prerequisite 3: Fundamental Refrigerant Management

Credit 1: Optimize Energy Performance (EAc1) – Achieve a minimum of 4 LEED Points

Annual building energy usage for the proposed building design and code-compliance is forecast by the project's engineer based on DOE-2's three-dimensional computer software or similar software to model and calculate the building's energy use.

The energy modeling process shall begin as early as possible in the design process to use the predicted energy savings to inform design decisions concerning building envelope, HVAC system design, and electrical (primary lighting) system design. Multiple iterations of the building energy model will be completed as the design progresses, with the final model serving as the basis for the EA Prerequisite 2 and Credit 1 LEED documentation. LEED-NC v3.0 evaluates savings in energy cost based on an ASHRAE 90.1-2014 or current code compliance. The following savings calculation will be used to determine the number of points achieved under EAc1:

Percent savings = (Baseline annual energy cost – Proposed annual energy cost)/ (Baseline annual energy cost).

I. Commissioning the Project to Comply with LEED NC v 3.0

2016 Design-Build LEED Implementation Plan for AFPLS

The Commissioning Agent will be hired by the DB team but must not be the engineer of record. The Commissioning Agent will perform the project's oversight of building systems testing and start-up in compliance with LEED EA Prerequisite 1, Fundamental Commissioning of Building Energy Systems. The Owner's Project Requirements (OPR) and Basis of Design (BOD) documents will be created by the project's team and will be reviewed for clarity and completeness by the Commissioning Agent. The Commissioning Agent will review the design documents and submittals to verify compliance with the OPR and BOD documents.

Green Buildings may include special systems and equipment that are not familiar to the owner, maintenance staff, or some members of the design and construction team. Consulting an independent, qualified commissioning agent during the programming phase can save time and money, and perhaps most importantly, ensure that the building functions properly and is easy to maintain and operate as designed. ASHRAE defines commissioning as, "the process of ensuring that systems are designed, installed, functionally tested, and capable of being operated and maintained to conform to the design intent." The process begins with planning and includes design, construction, start-up, acceptance, and training, and can be applied throughout the life of the building. The Owner's O&M staff must be invited to all commissioning meetings.

LEED protocol includes two levels of commissioning. The basic commissioning activities that are a prerequisite to achieving any rating are:

- Engaging a commissioning authority
- Collecting and reviewing the design intent and basis of design documentation.
- Including commissioning requirements in the construction documents
- Developing and using a commissioning plan
- Verifying the installation, function performance, operational training, and maintenance documentation of each commissioned system
- Completing a commissioning report

To receive an additional credit for commissioning, the following additional activities must be performed:

- Conduct a focused review of the design prior to the construction documents phase
- Conduct a focused review of the construction documents when close to completion
- Conduct a selective review of contractor equipment submittal documents for equipment to be commissioned
- Develop a recommissioning management manual
- Have a contract in place for a near warranty end or post occupancy review

The above building commissioning activities are performed during each project's design and/or construction phase. These phases include: Programming, Design, Construction Acceptance and Post occupancy (10 months following occupancy).

STEP-BY-STEP CONSTRUCTION IMPLEMENTATION PLAN

J. IMPLEMENTATION PLAN FOR THE CONSTRUCTION PHASE

The DB's LEED AP is responsible for LEED Administration oversight for each project's LEED Online documentation process. The team's LEED Administrator will make sure that all LEED Templates with its corresponding back-up documents have been uploaded correctly for each of the LEED points attempted as per the most current LEED Project Scorecard. The LEED Implementation Plan for the Construction Phase includes, but is not limited to these items:

SUSTAINABLE SITES (SS)

PREREQUISITE 1 & CREDITS 1-8:

Construction Activity Pollution Prevention – Prerequisite 1:

The project's goal is not only to reduce the negative impacts on water and air quality as detailed in the United States Environmental Protection Agency (EPA) Document No. EPA 833-R-92-001, chapter 3 or the local stormwater ordinances, but to eliminate all negative construction impacts. The Quality Control Manager and Site Superintendent will locate and document lay down areas that allow for the best work flow for staging of materials by construction phase and by trades. These staging sites should be labeled on the site plan and included in the Contractor's on-site LEED Project Notebook.

- ✓ Surround the site with Owner approved silt fences for any parking lot or landscaping renovations.
- ✓ Major Parking Lot Renovations: strategically place straw bales if necessary to trap sediment on the down slope side of the site and place #4 stone at the construction entrance/exit to prevent vehicles from tracking dirt or mud onto the street or nearby parking lots.
- ✓ If applicable set up clean staging/lay down areas to minimize damage to site and construction materials by using #57 stone as a ground cover to keep construction materials clean. Construction materials will be elevated slightly above the stone.
- ✓ Moisture absorbing construction materials will be kept in their original packaging and will be covered with protective plastic covering before and after installation for as long as possible to prevent unintended moisture or VOC absorption.
- ✓ Protect existing trees and any perimeter vegetative buffers that are to remain in place.
- ✓ Leave in place and reuse if possible any existing curbing.
- ✓ The project's design fits the site's topography, soils, and drainage patterns for new landscaping.

The DB is to use specific methods or strategies that facilitate compliance with each prerequisite or credit by employing systems or products that achieve each measure.

WATER EFFICIENCY (WE)

CREDITS 1 - WATER EFFICIENT LANDSCAPING

This is a water efficient strategy that applies to site development during construction.

Credit 1: - Option 2 No Potable Water Use or Irrigation (4 Points) Install new landscaping that does not require permanent irrigation systems. Temporary drip irrigation systems used for plant establishment are allowed if removed within 18 months of installation.

ENERGY & ATMOSPHERE (EA)

PREREQUISITE: 1 -3 & CREDITS 1- 6

Credit 6: Green Power – This is an easy credit to document and achieve. The Contractor may elect to purchase two (2) Green Power Credits for this project at a special Fulton County Government rate of \$600.00. This is a program-wide discount opportunity that achieves one Innovation in Design Credit giving the project a total of three (3) LEED points. This offer has been made by Sterling Planet, a Green-E Certified Company approved by USGBC.

MATERIALS & RESOURCES (MR)

PREREQUISITE 1 & CREDITS 1.1 - 7

Prerequisite - Storage & Collection of Recyclables. Provide recyclable containers for collection and storage of non-hazardous materials for recycling including, paper, cardboard, glass, plastic, paper, and metals or Comingled waste by a state certified waste hauler.

Credit 2: - Construction Waste Management. Divert a minimum of 50% from the landfill. DB will divert construction demolition and waste from entering local landfills. A copy of all tickets and reports from the project's waste hauler will be uploaded to LEED Online.

Credit 4: Recycled Content 20%. The team's strategy is to purchase new materials that are designed with a cost effective, low maintenance criteria, yet flexible to allow for use of recycled components that would reduce the impact from extraction and processing of new virgin materials.

Credit 5: Regional Materials 20%. The team's strategy is to purchase materials that are developed around locally available products. Use of local materials reduces the environmental impact due to less transportation required.

Credit 7: Certified Woods. Uses only Forest Stewardship Council (FSC) Criteria. The Contractor's strategy is to install millwork cabinetry in accordance with FSC. This should meet the minimum 50% requirement. The DB may elect to not attempt this credit in Georgia.

INDOOR ENVIRONMENTAL QUALITY (IEQ)

PREREQUISITE 1-2 & CREDITS 1 – 8.2

- 11. Minimum IEQ Performance – Prerequisite 1**
- 12. Environmental Tobacco Smoke (ETS) – Prerequisite 2 –** Fulton County to provide a "No Smoking Policy" in order to meet this prerequisite.
- 13. Credit 3: Construction IAQ Management Plan.** The filters used during construction should be MERV – 8 rated and replace all air filters immediately prior to occupancy with appropriate MERV rated filters.
- 14. Credit 4: Low-Emitting Materials.** Low – VOC (volatile organic compounds) are being specified to reduce the quantity of indoor air contaminants in buildings (i.e., adhesives, sealants, paints, coatings, carpet, composite wood products). The Contractor will evaluate VOC's for the following products: construction adhesives, flooring adhesives, fire-stopping sealants, caulking, duct sealants, plumbing adhesives and cove base adhesives. The Contractor shall provide the LEED AP with cut sheets and MSDS sheets, and MapQuest documents showing products that have been harvested and manufactured within a 500 mile radius of the site for the above listed materials used on the project.
- 15. Credit 5: Indoor Chemical & Pollutant Source Control.** Provide built-in walk off grilles / grates at high traffic areas. If possible provide separate ventilation system at janitor's closets. Maintain a great housekeeping program during daily construction cleaning.

INNOVATION & DESIGN (ID) & REGIONAL PRIORITY (RP)

- 16.** 2M has prepared an approved "Green Housekeeping Plan" to be used as an Innovation in Design Credit. The DB team will determine the best RP Credits to attempt.

NOTE: LEED Documentation is a Living Process

The LEED documentation occurs throughout the process and the final LEED close out occurs when all documents have been uploaded to LEED On-Line and have been approved by the team's LEED Administrator. On-line templates for each point attempted will list Submittals and Supporting Documents obtained from the DB Team during construction or the manufacturer's representative. **The project submittals, cut sheets, MSDS and material**

costs will be included under the Materials and Resources category as required by USGBC/GBCI and will be uploaded to LEED On-Line by the Construction manager once the submittal has been approved by the Owner.

The Materials and Resource Category's fixed formula spreadsheet for Credits 3-10, 31 & 32 covers the following areas: CSI division, Description of Materials, Total Construction Cost, Labor Cost, Equipment Cost, and Material Cost less equipment costs, Resource Reuse, Post-Consumer, Post Industrial, Value, Local/Regional Materials, Rapidly Renewable Materials, Wood Base Materials and Certified Wood.

M&R Credit 2 Construction Waste Management Plan for 50% - 75% Diversion

On-Site Source Separation Recycling Storage & Reuse

Where possible the construction team will store, recycle and reuse construction materials on site and save transportation, storage, and some processing costs.

On-Site Source Separation Combined with Segregated Recycling

If applicable, subcontractors will participate in on-site source separation of construction materials for possible reuse to reduce tipping fees. Areas of separation will be given for each type of materials used to allow for the items to be stored, pulled, and reused as necessary or to be removed, salvaged or placed in attic stock. Time-based removal of construction materials will be implemented as an effective method of segregating materials. Left over materials will be removed before becoming mixed or contaminated with materials from another phase.

Green Waste Opportunities

Where possible leave perimeter vegetation undisturbed and/or plant new grass to stabilize the soil. Use GAB and/or 57 stone to keep the site clean in high traffic areas prior to the installation of hard surface paving materials.

Steel

All left over steel from the project will be collected on site, removed and reused by the project's steel fabricator.

Brick

Reuse left over brick if applicable.

Gypsum Board

Grind left over gypsum board and reuse on site for an enhanced soil admixture

Concrete

If applicable, Grind concrete to be reused on site as a base.

Carpet

Carpet remaining from the new renovation will be placed in attic stock.

Roofing

Remaining roofing material will be put in attic stock, or recycled by the construction haulers.

Packaging, Cardboard & Plastic

Packaging materials are abundant during construction. Reuse them on site to protect materials, components and finishes from dust and moisture. Packaging can later be recycled by the construction haulers. 100% of the corrugated cardboard can be recycled. Packaging and protective covers will be reused or left in place to protect building materials and later recycled by the construction haulers. Plastics will be reused on site to protect materials, and finishes from dust and moisture and later recycled again by the construction haulers.

MR Credit 2.1 and 2.2 Conclusions

At the end of the project all stakeholders will be impressed that the above diversion strategies are achieved and beneficial. Credit generally goes to the site superintendent for being willing to carry out this plan, and a desire to keep a clean and organized site.

Tracking Recycling Efforts

Each month during the construction phase the construction haulers and recyclers produced a monthly spreadsheet summarizing how the waste was handled that got diverted from the site. The monthly summaries listed below included: the ticket/slip numbers, items received, the receiving company, the action verifying how the waste was handled, the weight of the waste and the percentage of the waste that was recycled. Individual trip tickets are available if the GBCI review team would like to have them uploaded to LEED On-line.

SAMPLE RECYCLE ACTIVITIES DOCUMENTATION:

Ticket No.s Standard	Receiver	Matter	Receiving Company	Action	Weight	Recycle %
970174	50919	wood	Hood Timber Company 203 W Mitchell St Adel, GA 31620 229-896-4942	wood grind for decorative ground cover	7640	100
990467	51319	wood	Hood Timber Company 203 W Mitchell St Adel, GA 31620 229-896-4942	wood grind for decorative ground cover	6160	100
---	14115	comlngfe	Marpan Recycling, LLC. PO Box 6025 Tallahassee FL 32305 850-216-1006	recycle center	4580	
970176	15629	comingfe	Marpan Recycling, LLC. PO Box 6025 Tallahassee FL 32305 216-1006	recycle center	4400	63.5
959280	69865	concrete	Reames and Son Construction 1208 Cypress Street Valdosta GA 31501 229-244-9286	grind concrete for base	27280	100
			Veolia Environmental Services 2995 Weatherington lane			

970175	P4460863	garbage	Valdosta GA. 31601	landfill	7500	0
--------	----------	---------	--------------------	----------	------	---

CONSTRUCTION INDOOR AIR QUALITY (IAQ) MANAGEMENT PLAN

During Construction - IEQ Credit 3.1

The DB will follow the current SMACNA IAQ Guidelines for Occupied Building under Construction, chapter 3 (also listed in the Construction IAQ Management Plan). The DB will provide photos of construction IAQ management measures such as protection of ducts and on-site stored or installed absorptive materials. Contractor will provide cut sheets of filtration media used during construction and installed immediately prior to occupancy with MERV values highlighted. Areas requiring high ventilation will have walls installed to the deck and ventilation to the outside as detailed under SMACNA Guidelines. DB will show drawing of entry walk-off mat and cut sheets of materials

Monitoring the Construction Process: DB to monitor field orders, shop drawings, and change orders that could impact IAQ specifications and designs. Check deviations from construction documents, and check that products and materials specified are being used. Contractor shall:

- Avoid obstacles or construction debris in ventilation airflow paths.
- Inspect proper installation of insulation, HVAC equipment, ductwork
- Monitor HVAC system testing and balancing as it occurs.
- Monitor contaminant isolation and control strategy during construction/finishing.

Emission Control during Construction: Protect current and future occupants during construction.

- Accelerate emissions of wet products by using high ventilation.
- During high emission periods, protect workers and increase ventilation.
- Delay installation of adsorbent (fleecy) materials such as carpet, furniture, or ceiling tiles until emissions from other construction contaminants (e.g. wet product emissions) have dissipated. Otherwise, these materials will adsorb the contaminants and later release them during occupancy.
- Protect ducts from construction dust and debris. Keep ducts clean.
- Provide a building flush out period according to LEED requirements prior to occupancy. Allow occupancy after emissions have subsided. Continue high ventilation rates for a significant period after occupancy.

Isolation of Construction Contaminants - *IAQ isolation strategy*: Where specified establish a complete physical enclosure to the construction zone.

- Seal return ducts to insure that contaminants do not enter the HVAC system.
- When necessary use existing and temporary exhaust fans (negative air machines) establish a containment zone under significant negative pressure. The supply air to the construction area may also need to be shut down.

- Insure that exhausted contaminants do not re-enter the building through open windows or the air intake of the HVAC system.
- Maintain the occupied spaces under positive pressure relative to the outside.

End of IAQ Credit 3.1

CONSTRUCTION IAQ MANAGEMENT PLAN Before Occupancy - IEQ Credit 3.2

Check the Building Envelope

Check integrity of the entire building envelope by performing the following applicable test:

- Flood test roof systems for leaks (not exceeding design live loads).
- Inspect flashing for signs of leakage.
- Inspect doors and windows for operation and weather-stripping.
- Inspect windows and solar equipment (e.g. solar shades) for proper installation and solar angle.
- Verify that outdoor air is not entering the building through openings near loading dock or other sources of pollution.

Commissioning of HVAC System (Construction Phase)

Commissioning in the construction phase insures that the building is built correctly and that it works right before occupancy as per ASHRAE Guideline 1-1996 *HVAC Commissioning Process and NEBB requirements*:

- Test and balance system.
- Test system performance under full and part load conditions.
- Test outdoor airflow at breathing zone in the occupied spaces under full and part load conditions.
- Review system operation and documentation.
- Test pressure relationships consistent with an air pressure map showing areas of planned positive and negative pressure.
- Assemble all relevant parties to discuss system; answer any questions about system sequences, set points, and operation; and review all documentation prior to submittal.
- Insure that part of the documentation includes operating and maintenance procedures, and an air pressure map if required.
- Submit documentation.
 - Train operational and maintenance personnel on all the operating and maintenance practices required for the particular HVAC system and other systems in the building.

End of Report

k. Final Preparation and Review of LEED Credit Documentation

The project's LEED AP will help the project team as needed in the preparation of their LEED templates and supporting documentation. The PMT's LEED Administrator will review the entire LEED documentation process through design and construction via the LEED-online process. The project's LEED AP will ensure that final preparation of LEED documentation is complete for review by the PMT's LEED Administrator and by required Fulton County staff.

Summary

Detailed LEED programming is essential to understanding the goals and limits of each project, and to resolve issues by involving users and decision-makers throughout the process. The program defines the constraints, amenities, and environmental needs associated with the project. The team will explore a range of sustainable ideas and Innovation in Design Credits for each project through interactive work sessions. These ideas are developed, refined, and result in a comprehensive listing of needs, market demands, space requirements, and budgets. The project begins with a kickoff meeting/charrette of stakeholders, proposing a sustainable scope of work and a method of exchanging pertinent information related to project goals and visions resulting in an increased understanding for both the project team and the Owner for the following important issues:

- ✓ Refine and define each project's LEED certification feasibility and then register each project under LEED NC v3. Set LEED Silver as a goal but document enough points for LEED Gold certification to insure Silver certification.
- ✓ Manage the process via LEED Online and assist the team in using LEED Online and preparing submittals.
- ✓ The team and the Owner choose the preferred sustainable alternatives for each project. Development guidelines are addressed, zoning requirements applied, and landscape development concepts considered.
- ✓ Capture credit synergies and strategies for projects to share opportunities for LEED credits.
- ✓ Review Community Overlay District requirements and Neighborhood sustainable land use and urban design opportunities, as well as Historic Districts and cultural activities.
- ✓ Transportation Corridors and Pathway Accessibility for each library. This information will be incorporated under the LEED Sustainable Site implementation strategies:
 - Public Transportation
 - Vehicular Transportation
 - Bike Transportation
 - Pedestrian safety

Successful LEED implementation begins when the team has an understanding of the issues associated with their library project's sustainability plan; they have studied existing and ongoing sustainability efforts; they understand program requirements, and have identified opportunities and constraints. The project's collective dreams and visions are now couched in reality. LEED Documentation is a living process of gathering information, then organizing it into a LEED Checklist and Scorecard framework that assists the project team in making timely and appropriate decisions over the project's life, including:

- ✓ Identifying “project stopper” issues that could delay the implementation of possible LEED points. All LEED prerequisites, achievable credits and achievable regional environmental goals will be targeted and have effective communication with the project team and stakeholders.
- ✓ Gathering, organizing, analyzing, and disseminating relevant LEED information from a diverse range of sustainability sources in a timely manner, including Credit Interpretation Requests (CIR) from USGBC/GBCI.
- ✓ Considering the project’s purchase of a Design Review from GBCI so the team can know they are on the right track, allowing it time to recover if tactical changes are needed.
- ✓ Balancing the project requirements with available funding to ensure feasibility of LEED points prior to initiating design.
- ✓ Incorporating client sustainability objectives, existing conditions, ideals for achieving the goals, and project requirements in a concise and comprehensive document that can be easily reviewed and approved by the client. This is accomplished via the LEED Task Matrix that identifies and outlines what is required for each LEED point. It lists opportunities for Innovation in Design Credits such as creating a Green Procurement Plan, a Green Jobs Initiative, Life Cycle Analysis, and purchasing Renewable Energy to offset the projects carbon emissions. The LEED Task Matrix identifies the team member responsible for each point as well as the submittal phase under which the points should be completed.
- ✓ The last 15 years within the sustainable construction industry have witnessed training of the architectural/design community, manufactures, and end users to think green. By contrast the trades in the field responsible for erecting high performance buildings have not received this same level of green training that allows the design intent to be easily transferred and realized. To help solve this disparity the team will participate in the County’s 1st Source Jobs Program. The County’s 1st Source Jobs Program requires that 50% of all entry level positions filled by the A/E and CM teams be filled with County residents from Fulton County’s Workforce Development Program. By participating in this County program we show the Owner and the community that they are the most important members of the library team!

TRACKING PROJECT MILESTONES

Track Project Status

Tracking Project Dates

Planning /Programming
 BOC Approval
 Design-Build NTP
 Design Phase
 Const. Bidding
 Construction Phase
 Closeout & Warranty Period
 Owner Training/ Document Green Jobs Created – First Source Jobs Program
 Georgia Power Rebate Program



Atlanta-Fulton Public Library Capital Improvement Program

2016 Program-Wide Design-Build LEED Implementation Plan



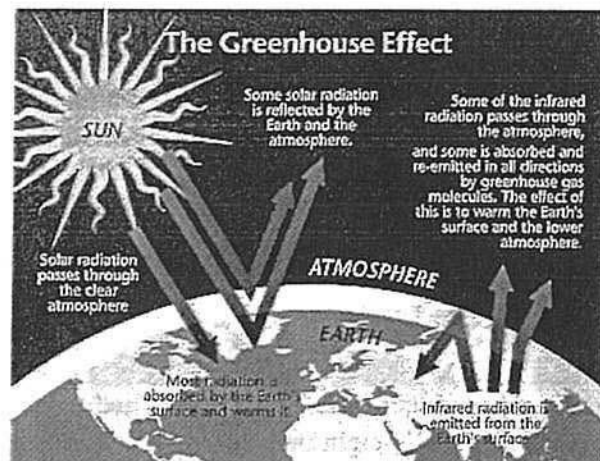
heery/russell • a joint venture

Shaping the Structures that Shape our Lives.

HEERY/RUSSELL - a joint venture

SUSTAINABILITY

*Meeting the needs and
desires of the present
without compromising our
ability to meet the needs of
the future*



October 28, 2016 by

2M Design Consultants, Inc. (2M)
3130 Hartridge Drive
Johns Creek, Georgia 30022
M: 404-931-3888
Email: bmorrow@2Mdesignconsultants.com



PROGRAM PURPOSE

Fulton County Government, is selecting qualified design-build firms to provide sustainable design-build (DB) services for twenty-three (23) existing branch libraries. These twenty-three (23) libraries are part of the Atlanta-Fulton Public Library System Capital Improvement Program



(Phase-II). Each of the projects will be redesigned and renovated to meet the requirements of the U.S. Green Building Council's (USGBC) Leadership in Energy and Environmental Design (LEED), New Construction version 3.0 (i.e., LEED NC v3.0). The projects have been registered by the Project Management Team (PMT) with the Green Building Certification Institute (GBCI) and will be transferred to the team that wins the bid for Group 1-4. Each design-build team will have an experienced LEED Administrator to guide the team to LEED Silver Certification for each project that qualifies for certification under LEED NCv3.0. The County intends that the building's

redesign meet high performance design and construction standards and practices that maximally achieve the County's three most important capital improvement goals and, remain within budget:

1. Energy Performance

Accomplished by using an energy conscious approach to issues such as the building's orientation, the thermal efficiency of the building's envelope, equipment sizing, reduction of heat island effect by designing the site and landscaping using light reflective surfaces, the use of lighting controls, and the use of high performance windows that work together to reduce building heat loads;

2. Water Efficiency Measures

Accomplished by incorporating the use of water-conserving fixtures such as low-flow water closets, water efficient cooling towers, and landscape irrigation efficiency.

3. Improved Indoor Environment Quality

Appropriate approaches include choosing non-toxic materials that minimize any adverse environmental impact. Provide a mix of natural daylighting and sensors that allow artificial LED lighting to be dialed on and turned up as needed. Provide appropriate acoustical designs throughout the library to absorb sound as necessary. Finally, provide for excellent indoor air quality and natural ventilation that achieves proper thermal comfort for occupants.

PROGRAM DESCRIPTION AND SCOPE

Fulton County and its residents are committed to sustainable design practices. In July 2005 Fulton County Government's eight thousand square foot East Atlanta Library became Georgia's first LEED™ Silver library, completed on time and within budget. The Phase I capital library projects are achieving their mandatory LEED Silver Certifications. The Phase II capital library projects must also be community focused sustainable spaces that are aseptically pleasing, cost-efficient to maintain, and healthy places for employees to work in and for the public to enjoy. The intent of this LEED Implementation Plan is to honor the County's and the public's commitment to environmental stewardship.

PROGRAM SCOPE

The County will solicit proposals from qualified DB teams to design and renovate a total of twenty-three (23) existing libraries.

LEED GOALS AND SUMMARY

Twenty-three (23) library projects will be redesigned and renovated to meet the requirements of the United States Green Building Council's (USGBC) Leadership in Energy and Environmental Design, New Construction version 3.0 (LEED-NC v3.0) LEED Silver rating level as required in the Request for Proposal (RFP). Each LEED registered library project will be turned over to the DB for their LEED AP to follow the LEED-online documentation process for each library project. GBCI will provide validation of LEED credit achievements using the LEED Online documentation prepared by the DB's team. The DB's LEED Administrator may recommend that each project purchase a split design review from GBCI to receive early verification that the team is on track with their LEED "design phase" documentation, and then have the final construction review when the project has been completed, this process will provide four GBCI review opportunities, two for design and two for construction. Alternatively, the team may elect to purchase only a combined design/construction review for each project that has one early submission and one final submission when the project has been completed.

LEED SUMMARY

Detailed LEED programming is essential to understand the goals and limits of each project, and to resolve issues by involving users and decision-makers throughout the process. The program defines the constraints, amenities, and environmental needs associated with the project. The team will explore a range of sustainable ideas and Innovation in Design Credits for each project through interactive work sessions. These ideas are developed, refined, and result in a comprehensive listing of needs, market demands, space requirements, and budgets. The project begins with a kickoff meeting/charrette of stakeholders, proposing a sustainable scope of work and a method of exchanging pertinent information related to project goals and visions resulting in an increased understanding for both the project team and the Owner for the following important issues:

- Refine and define each project's LEED certification feasibility and then register each project under LEED NC v3. Set LEED Silver as a goal but document enough points for LEED Gold certification to insure Silver certification. (Central Library LEED Gold is the goal, but document to LEED Platinum).
- Manage the process via LEED Online and assist the team in using LEED Online and preparing submittals.
- The team and the Owner choose the preferred sustainable alternatives for each project. Development guidelines are addressed, zoning requirements applied, and landscape development concepts considered.
- Capture credit synergies and strategies for projects to share opportunities for LEED credits.
- Review Community Overlay District requirements and neighborhood sustainable land use and urban design opportunities, as well as Historic Districts and cultural activities.
- Transportation Corridors and Pathway Accessibility for each library. This information will be incorporated under the LEED Sustainable Site implementation strategies:

- > Public Transportation
- > Vehicular Transportation
- > Bike Transportation
- > Pedestrian safety

Successful LEED implementation begins when the team understands the issues associated with their library project's sustainability plan; they have studied existing and ongoing sustainability efforts; they understand program requirements, and have identified opportunities and constraints. The project's collective dreams and visions are now couched in reality. LEED Documentation is a living process of gathering information, then organizing it into a LEED Checklist and Scorecard framework that assists the project team in making timely and appropriate decisions over the project's life, including:

- Identifying "project stopper" issues that could delay the implementation of possible LEED points. All LEED prerequisites, achievable credits and achievable regional environmental goals will be targeted and have effective communication with the project team and stakeholders.
- Gathering, organizing, analyzing, and disseminating relevant LEED information from a diverse range of sustainability sources in a timely manner, including Credit Interpretation Requests (CIR) from USGBC/GBCI.
- Considering the project's purchase of a Design Review from GBCI so the team can know they are on the right track, allowing it time to recover if tactical changes are needed.
- Balancing the project requirements with available funding to ensure feasibility of LEED points prior to initiating design.
- Incorporating client sustainability objectives, existing conditions, ideals for achieving the goals, and project requirements in a concise and comprehensive document that can be easily reviewed and approved by the client. This is accomplished via the LEED Task Matrix that identifies and outlines what is required for each LEED point. It lists opportunities for Innovation in Design Credits such as creating a Green Procurement Plan, a Green Jobs Initiative, Life Cycle Analysis, and purchasing Renewable Energy to offset the projects carbon emissions. The LEED Task Matrix identifies the team member responsible for each point as well as the submittal phase under which the points should be completed.
- The last 15 years within the sustainable construction industry have witnessed training of the architectural/design community, manufactures, and end users to think green. By contrast the trades in the field responsible for erecting high performance buildings have not received this same level of green training that allows the design intent to be easily transferred and realized. To help solve this disparity the team will participate in the County's 1st Source Jobs Program that requires that 50% of all entry level positions filled by the DB teams be filled with County residents from Fulton County's Workforce Development Program. By participating in this County program we show the Owner and the community that they are the most important members of the library team!
- Fulton County Government's Capital Improvement representatives have identified 70 potential LEED points under LEED-NC v3.0 that could apply to our Phase 2 Capital Improvement Program renovation projects, (see the attached LEED Scorecard).