



## MEMORANDUM

TO: Prospective Bidders

FROM: Johnna M. Allen, Purchasing Director

RE: Request for Bid 034-17

DATE: September 19, 2017

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Enclosed you will find the necessary information for preparing and submitting your bid for **One (1) 4 x 4 F550 w/ Maintainer Service Body** for the City of Rome Water Department.

The deadline for submitting your bid is **October 24, 2017 at 11:00 a.m.**

If you have further questions, please e-mail any inquiries to Johnna Allen at [jallen@romega.us](mailto:jallen@romega.us). All questions and answers will be posted on the website [www.romefloyd.com](http://www.romefloyd.com). It will be the responsibility of interested parties to visit the website frequently to insure receipt of any new information that may be made available.

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Johnna M. Allen  
Purchasing Director

## INSTRUCTIONS FOR BIDDERS

I. Bids must be received by **October 24, 2017 at 11:00 a.m.**

II. Bids must be delivered to:

City of Rome  
Attn: JOHNNA M. ALLEN  
601 Broad Street  
P.O. Box 1433  
Rome, Georgia 30162

III. Bids must be sealed and marked:

**“034-17 One (1) 4 x 4 F550 w/ Maintainer Service Body”**

IV. Bids must be complete and include:

- A. Completed Bid Proposal Form
- B. Executed Bidder's Declaration
- C. Executed Certificate of Non-Discrimination
- D. Executed Affidavit of Non-Collusion
- E. Prompt Payment Affidavit
- F. Request for Taxpayer I.D. Number
- G. Drug-Free Workplace Certification
- H. E-Verify Compliance Affidavit
- I. SAVE Compliance Affidavit

All bids submitted shall be subject to acceptance or rejection and the City of Rome specifically reserves the right to accept or reject any or all bids, to waive any technicalities and formalities in the bidding.

Bidder shall submit all required forms and information simultaneously with sealed bids, which forms and information become a part of the property of the City of Rome and will not be returned to bidders unless a written request to withdraw is received prior to **October 24, 2017 @ 11:00 a.m.**

V. Payment:

When contracts are awarded, payment by the City of Rome will be the normal 30-day cycle. However, the City does make every effort to honor all discounts.

## REQUIREMENTS FOR BIDDERS

These items apply to and become a part of the terms and conditions of the bidders bid. Any exceptions must be in writing.

Notice is hereby given that the City of Rome will receive sealed bids from interested parties until **October 24, 2017 at 11:00 a.m.** at its offices located at 601 Broad Street, Rome, Georgia 30162-1433.

Any bids received thereafter will not be considered.

Bids will be publicly opened and read at the City of Rome Purchasing Department located at 601 Broad Street on the day and at the hour specified.

The purchaser may be consider as non-responsive, any bid in which there is an alteration of, or departure from the bid form hereto attached.

The bid will be awarded to the lowest reliable bidder complying with the conditions of the invitation for bid. The bidder to whom award is made will be notified at the earliest possible date. The purchaser reserves the right to reject the bid of a bidder who has previously failed to perform properly or complete on time, contracts of a similar nature, or the bid of a bidder who, in the sole opinion and discretion of the purchaser is not in a position to perform the contract, or whose name appears on the United States Comptroller General's list of ineligible contractors.

Bids may be withdrawn by written or faxed request, provided such withdrawals are received prior to bid opening date.

NOTE: Unless stated on the bid form the bid submitted will assume all specifications will be met. Please note on the bid form all exceptions.

**SPECIFICATIONS**  
**Bid 034-17**  
**Water Department**  
**One (1) 4x4 F550 w/ Maintainer Service Body**

The purpose of this specification is to describe a new, current production model; Pumps and Tanks service and maintenance vehicle. The truck should be a 4 wheel drive F550 with Maintainer bed and 24ft. remote control crane or equal. The use of a brand name does not indicate a preference for that brand. It is intended to establish a level of quality, function, and reliability. The vehicle should be delivered complete and ready to operate.

**GENERAL INFORMATION**

The 4x4 Maintainer bed with 24ft. crane must be a new unused and current production model. It shall have all standard equipment as shown in the manufacturer's printed literature. Modifications of existing models to meet these specifications will not be permitted.

**Bidder's**  
**Response**

**TRUCK INFORMATION**

1. 330 hp 6.7L OHV 32 valve intercooled turbo V-8 engine with diesel direct injection.
2. TorqShift 6 speed automatic transmission with overdrive
3. Part-time limited slip differential
4. Four wheel drive
5. Automatic Locking Hubs
6. Transmission PTO provision

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**DIMENSIONS**

1. Based on Body Need

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**CONVENIENCE**

1. Manual Air Conditioning with air filter
2. Manual front windows

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**Bidder's  
Response**

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3. Manual door locks

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4. Manual tilt steering wheel

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5. Manual telescopic steering wheel

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6. Day-Night rearview mirror

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7. 1st row LCD monitor

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8. Front cup holders

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9. Passenger visor mirror

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10. Seating capacity of 3 Front 40-20-40 split-bench seat

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11. 4-way driver seat adjustment

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12. Manual driver lumbar support

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13. 4-way passenger seat adjustment

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14. Center front armrest with storage

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15. AM/FM stereo radio, 4 speakers, fixed antenna

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16. Lighting, Visibility and Instrumentation

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17. Halogen aero-composite headlights; delay-off

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18. Fully automatic headlights

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19. Variable intermittent front windshield wipers

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20. Light tinted windows

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21. Front reading lights

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22. Tachometer Outside temperature display

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23. Trip Computer

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**Bidder's  
Response**

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24. Trip Odometer

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25. 4-wheel ABS Brakes

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26. Brake assist 4-wheel disc brakes

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27. Driveline traction control

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28. Dual front impact airbag

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29. Supplemental restraint system with passenger cancel

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30. Dual seat mounted side impact airbag

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31. Supplemental restraint system

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32. Safety Canopy system curtain

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33. 1st Row Overhead Airbag

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34. Manually adjustable front head restraints

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35. Manually adjustable front head restraints

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**MAINTAINER BODY:**

1. MTS-1-084

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2. 52" High X 32" Deep Compartments

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3. 11' Long Body

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4. 14/12 Ga. Body

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5. 44" X 21" wheel well opening

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6. Fuel Fill(s) recessed into body side rail

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7. Galvanneal body includes Cabinets with reinforced floors

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8. Clean out Drains and adjustable shelving package (250 lb. capacity)

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**Bidder's  
Response**

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9. 3/16" Aluminum doors with Three Point D-ring Door Latches

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10. Gas spring door holders

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11. 49" W center deck floor is 1/8" diamond plate

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12. Wheel Skirting

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13. Front Body Bulkhead

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14. Rear 10" tall hinge down tailgate

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15. Mud Flaps

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16. Rear body Grab Handles

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17. ICC recessed LED Lights & Reflectors

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18. 97dB backup alarm

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19. Mini I.C.C. safety kit (2.5 lb ABC fire extinguisher &  
hazard reflectors)

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20. Body primed and undercoated

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21. Splatter-coating on compartment interiors

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22. Tall Tower Crane reinforcement for MTS 1 or 2 ton service  
body (up to 75,000 ft.\*lb)

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Factory Installation of body on a chassis

**COMPARTMENT EQUIPMENT & ACCESSORIES:**

1. Tall Oxy / Act bottle storage w/ratchet strap, vents, "J" hooks,  
and reinforced floor

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**Bidder's  
Response**

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**OUTRIGGERS & ACCESSORIES:**

1. Outriggers for cranes up to 45,100 ft\*lb, hydraulic up/down rear outriggers (2) with manual extend in/out on crane side (30" extend)

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**CHASSIS EQUIPMENT & ACCESSORIES:**

1. Spring or spacer leveling package added to one side of chassis suspension (1-ton)
2. Standard PTO package for electric-over-hydraulic required on chassis with automatic transmission.
3. Electronic engine speed control - computer set- electronic engine
4. Camera at rear of body

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**WELDER/GENERATOR/INVERTER/POWER EQUIPMENT:**

1. Mounting angles

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**AIR COMPRESSOR EQUIPMENT & ACCESSORIES:**

1. Vanair Reliant RC40 reciprocating hydraulic driven 40 CFM air compressor with cover 40 CFM @ 100 PSI/40 CFM @ 150 PSI w/17 gallon air tank with moisture drain and integral hydraulic oil cooler

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**LIGHTING / ELECTRICAL EQUIPMENT & ACCESSORIES:**

1. Exterior 12v LED flood light pkg. 1-perm / 1-remote (2010-RAW/ 1350-Effective Lumens)
2. 4 Exterior 12v LED flood light (2010-RAW / 1350-Effective Lumens)
3. 7 Interior 12v LED strip light (can be used in O/A compartments)

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**PAINTING EQUIPMENT & ACCESSORIES:**

1. 11 Feet of unit painted urethane "White" color. Not a base coat/ clear coat or Metallic.

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**Bidder's  
Response**

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2. Protective spray covering on compartment fronts, bottom door frames, outside area around wheel wells, outer vertical outrigger tubes, rear bumper face and step surface.
3. 11 feet of Protective Spray Covering - MTS - cargo center deck, compartment tops and sides, front bulkhead, tail gate and extension, bumper and/or workbench area.

**ROLL-OUT DRAWER AND TRAY EQUIPMENT AND ACCESSORIES:**

1. DuaLock (5) drawer aluminum set 18" W x 18"D x (5)-4"H, (300 lb. cap. Per drawer) includes top shelf; overall height 30" installed
2. Permanent Front-to-Back divider and (4) removable side-to-side dividers
3. DuaLock (7) drawer aluminum set 29"W x 18"D x (1)-7", (3)-5", (3)-3"H, (300 lb. cap. Per drawer) includes top shelf; overall height 41.5" installed
4. (2) Permanent Side-to-Side Dividers, Removable Front-to-Back Dividers.

**CENTER DECK EQUIPMENT & ACCESSORIES:**

1. (4) Flush mount "D: ring tie-downs in bed floor #003217, each

**PRODUCT PUMP KITS:**

1. (1) Hydra Kit #11 High Pressure Washer - Pace 430 pump 3,000 PSI @ 4 GPM pump output / auto low level shut-off & indicator
2. Hannay 3/8" x 50' spring rewind reel w/rollers, high pressure swivel gun, wand and tip
3. Include tank drain before pump, and 12 volt / air purge system after pump.
4. Include reel with stainless steel internal parts and corrosion resistant fittings (brass or stainless steel).

**Bidder's  
Response**

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**LUBE EQUIPMENT & ACCESSORIES:**

1. Air Purge System for pump kit plumbing, to drain product lines includes 3-way ball valve and regulator

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**REAR BUMPER & ACCESSORIES:**

1. 26" steel workbench bumper with 2-side storage compartments and two mounting pockets for an optional vise/grinder mounting plate
2. Stainless steel rear bumper shell
3. Hitch and trailer plug
4. Transverse bar storage compartment in workbench bumper
5. Class IV hitch receiver - 2" receiver- rated at 1,500 lbs. vert. 10,000 lbs. MGTW
6. Trailer plug-in 7-prong flat blade #007486 (RV Style)

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**MISCELLANEOUS EQUIPMENT & ACCESSORIES:**

1. Vise/Grinder removable mounting plate, includes drain slots in plate.
2. Pressurized Storage System (PSS), 2-blowers with filters.
3. 11 feet of Master Compartment Locking System for steel body, spring loaded with padlock guards for both side packs.

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**BID FORM**

TO: City of Rome – Purchasing Department  
ATTN: JOHNNNA M. ALLEN  
P.O. Box 1433  
601 Broad Street  
Rome, Georgia 30162-1433

**BID PKG. “034-17 One (1) 4 x 4 F550 w/ Maintainer Service Body”**

Quantity	Description	Unit Price	Total Cost
1	4 x 4 F550 w/ Maintainer Service Body	_____	_____

Standard Warranty:

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Expected Delivery Date: \_\_\_\_\_

All bids submitted shall be subject to acceptance or rejection and the City of Rome specifically reserves the right to accept or reject any or all bids, to waive any technicalities and formalities in the bidding.

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

\_\_\_\_\_  
Name of Individual, Partner  
or Corporation

\_\_\_\_\_  
Company

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Company phone number

Please Attach a Business Card for Company Contact:

BIDDERS DECLARATION

The bidder understands, agrees and warrants:

That the bidder has carefully read and fully understands the full scope of the specifications.

That the bidder has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.

That the bidder has liability insurance and a declaration of insurance form is included in the bid package.

That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to **October 24, 2017 at 11:00 a.m.** but may not be withdrawn after such date and time.

That the City of Rome reserves the right to reject any or all bids and to accept that bid which will, in its opinion, best serve the public interest. The City of Rome reserves the right to waive any technicalities and formalities in the bidding.

That by submission of this bid the bidder acknowledges that the City of Rome has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the bidder.

If a partnership, a general partner must sign.

If a corporation, the authorized corporate officer(s) must sign and the corporate seal must be affixed to this bid.

BIDDER:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

AFFIX CORPORATE SEAL (If Applicable)

CERTIFICATE OF NON-DISCRIMINATION

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

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

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

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

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BIDDER

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SIGNATURE

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TITLE

NON-COLLUSION AFFIDAVIT

The following affidavit is to accompany the bid:

STATE OF

COUNTY OF

Owner, Partner or Officer of Firm

Company Name, Address, City and State

Being of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the bidder to submit the attached bid. Affidavit further states as bidder, that they have not been a party to any collusion among bidders in restraint of competition by agreement to bid at a fixed price or to refrain from bidding; or with any office of the City of Rome or any of their employees as to quantity, quality or price in the prospective contract; or any discussion between bidders and any official of the City of Rome or any of their employees concerning exchange of money or other things of value for special consideration in submitting a sealed bid for:

FIRM NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC



**CITY OF ROME**

**DRUG-FREE WORKPLACE CERTIFICATE**

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

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

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

Bidder: \_\_\_\_\_

By: \_\_\_\_\_

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

Title: \_\_\_\_\_

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

CITY OF ROME, GEORGIA  
**E-VERIFY COMPLIANCE AFFADAVIT**

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

\_\_\_\_\_  
Federal Work Authorization User Identification number  
(Not Required if Less than 10 Employees)

\_\_\_\_\_  
Signature (if less than 10 employees)

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

\_\_\_\_\_  
Name of Contractor/Company

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

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

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

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

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

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

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC  
My Commission Expires:

CITY OF ROME, GEORGIA  
**SAVE COMPLIANCE AFFADAVIT**  
**O.C.G.A § 50-36-1(e)(2) Affidavit**

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

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

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A. § 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as: \_\_\_\_\_.

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

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

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Printed Name of Applicant

SUBSCRIBED AND SWORN  
BEFORE ME ON THIS THE  
\_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC  
My Commission Expires: