The Baker County Board of Commissioners

**Request for Proposal #25-002**

For

Repairs/Restorations to the Baker County Historic Courthouse

**Due Date: Thursday, June 12th, 2025 at 11:00 A.M. EST**

**Project End Date: January 31st, 2026**

Bids are to be submitted to:

Johnny Duckworth, County Manager

439 NW Highway 91

P. O. Box 607

Newton, Georgia 39870

229-734-3000

comanager@bakercountyga.com

## INTRODUCTION

1. General Information

The Baker County Board of Commissioners is hereby soliciting competitive sealed proposals from qualified and experienced contractors to complete repairs and restorations to the Historic Baker County Courthouse located at 108 Main Street, Newton, Georgia 39870. The existing structure is a two-story load bearing masonry and wood frame structure constructed circa 1906 and is listed in the National Register of Historic Places. The foundations are a shallow foundation system consisting of multi-wythe brick masonry foundation walls at the perimeter and masonry pilasters within the interior of the building. The first floor is wood frame over a crawl space supported by exterior masonry foundation walls and interior masonry pilasters. The second floor is wood frame and is supported by exterior masonry walls and interior load bearing wood framed walls and posts. The roof is wood frame consisting of timber girder trusses and conventional beam and rafter framing. The main courtroom is located on the second floor and includes a balcony seating area that has been closed off from the courtroom.

1. Background

The Historic Baker County Courthouse was flooded by the flood waters from the Flint River in 1925 and 1929 with the most recent significant flood damage in 1994. Restoration work was completed after each of these events. Hurricane Michael spread his wrath on the structure on October 10th, 2018. This resulted in the east gable and dozens of windows being blown out. The building also sustained water damage which required mold remediation due to the length of time it took to complete the necessary repairs. The repairs to the damage caused by Hurricane Michael did not meet the original building construction quality with some repairs not being adequate to perform properly.

Work completed after Hurricane Michael includes re-roofing the building, replacing the masonry in the east roof gable, replacing window glazing, temporary repairs to window frames and interior painting, and mold mitigation and painting of all areas that had been encapsulated.

1. Subcontracting

No portion of the work shall be subcontracted without the prior written consent of Baker County. In the event the Contractor desires to subcontract some part of the work specified herein, the Contractor shall furnish Baker County the names, qualifications and experience of their proposed subcontractor(s). The Contractor shall remain fully liable and responsible for the work to be performed by subcontractor(s) and shall assure compliance with all requirements of the contract.

1. NATURE OF SERVICES REQUIRED
2. Scope of Work Standards

Funding for the project shall be through the Georgia Department of Community Affairs with funds from the U. S. Department of Interior. Development project work shall be carried out in conformance with the Secretary of Interior’s *Standards for Archaeology and Historic Preservation* which can be found at The Secretary of the Interior’s Standards for the Treatment of Historic Properties – Technical Preservation Services (U.S. National Park Service) (nps.gov). Development project work shall conform more specifically with the Secretary of Interior’s Standards for Rehabilitation, which can be found at The Secretary of the Interior’s Standards for the Treatment of Historic Properties: Rehabilitation as a Treatment and Standards for Rehabilitation (U.S. National Park Service) (nps.gov).

1. Scope of the Work to be performed

Foundation, structural, exterior siding, windows, plaster, flooring, interior trim

Foundation work to include:

* Replacing rotted wooden foundation boards to alleviate settlement at east and west entries.

 Flooring work to include:

* Remove and replace rotted floor and subfloor at east and west entries

 Structural masonry wall work to include:

* Remove and replace rotted inset wood blocking/headers above wall openings in the south clock tower.
* Add additional wood framing to stabilize the east gable. This will take place behind the sheathing in the attic.
	+ Install additional masonry veneer anchors to east roof gable to secure the masonry veneer sheathing.

 Exterior Siding work to include:

* Clean/remove efflorescence from exterior brick. The efflorescence is concentrated around the windows.
* Replace broken vents in the south clock tower.

All work will conform with the Secretary of the Interior’s Standards for Archeology and Historic Preservation and Preservation Brief 47: Maintaining the Exterior of Small and Medium Size Historic Buildings.

 Windows work to include:

* Stabilize and repair rotted window framing, sashes, and sills, if possible. For windows deteriorated beyond repair, remove rotted window framing, sashes, sills and replace with in-kind material that matches the appearance, size, and proportions of the existing windows.
* Replace glass in select windows
	+ Estimated that 10 windows in the building need new glass and new sills.
	+ Estimated that 33 windows just need repairs to the frame and sill, but do not need to replace any wood or glass
* Apply new sealant to all windows and repaint all windows.

All work will conform with the Secretary of Interior’s Standards for Archeology and Historic Preservation and Preservation Brief 9: Repair of Historic Wooden Windows.

 Plaster work to include:

* Repair water damaged plaster around east and west entries and on bottom-side of windows

All work will conform with the Secretary of Interior’s Standards for Archeology and Historic Preservation and Preservation Brief 21: Repairing Historic Flat Plaster – Walls and Ceilings.

 Interior Trim to include:

* Remove and replace rotted baseboards and trim at east and west entries. New materials should match existing.

 Door work to include:

* Correct any issues that hinder entrance doors on the south, east, west and north sides of the courthouse from being able to shut properly once the building’s settlement/foundation issues are corrected.

 Photo documentation:

* Photographic documentation of construction progress throughout the term of the contract.

## GENERAL CONDITION OF REQUEST FOR PROPOSAL

BID OPENING: Thursday, June 12th, 2025 @ 11:00 A.M. EST

BID AWARD: Monday, June 23rd, 2025 @ 1:00 P.M. EST

PROJECT END DATE: January 31st, 2026

LOCATION: Baker County Board of Commissioners

 439 NW Highway 91

 Newton, Georgia 39870

SEALED BID: All bids shall be sealed in an envelope and plainly marked: “**Proposal**

 **No. 25-002 – Baker County Historic Courthouse**

 **Repairs/Restorations”**

MAIL BID TO: Baker County Board of Commissioners

 Attention: Mr. Johnny Duckworth, County Manager

 439 NW Highway 91

 P. O. Box 607

 Newton, Georgia 39870

RIGHT OF REFUSAL: The Baker County Board of Commissioners reserves the right to accept or reject any or all bids submitted at its discretion.

INQUIRIES: May be obtained by writing or emailing no later than Thursday,

June 5th, 2025 at 4:00 P.M. EST to:

 Baker County Board of Commissioners

 Attention: Mr. Johnny Duckworth, County Manager

 P. O. Box 607

 Newton, Georgia 39870

 comanager@bakercountyga.com

SITE VISIT REQUEST: Please contact Mr. Johnny Duckworth, County Manager, at 229-734-3000 to schedule a time to view the site, if needed.

SUBMISSION OF RFP: Submit six (6) copies and one electronic copy (thumb drive) of the proposal.

**Baker County is an equal opportunity employer, including nondiscrimination in employment of the handicapped.**

 PROPOSAL REQUIREMENTS:

* Title Page – Business/Contractor name, address, telephone number, email address, primary point of contact and the date of the proposal
* Business/Contractor License – verification to perform work in Georgia
* Business/Contractor Qualifications and Experience
	+ List any completed similar projects, including project name, location, nature of work performed, begin date, completion date, project cost, owner’s name and contact information.
	+ Evidence of any professional qualifications
	+ Organizational history, years in business, resumes of key personnel who will be working on the project.
* Cost Proposal - General requirements – the Cost Proposal should include the following information minimally:
	+ Name of the Business/Contractor
	+ Certification that the person signing the proposal is entitled to represent the Business/Contractor, empowered to submit the proposal, and authorized to sign a contract with the County.
	+ The total all-inclusive maximum price being proposed is to contain all direct and indirect costs including all out-of-pocket expenses.

OTHER RELEVANT INFORMATION: Other information the applicant feels is important to demonstrating the ability to do the best job.

IV: ASSURANCES

The Contractor will comply with Title V of the Civil Rights Act of 1964, 42 U.S.C. 2000d et seq., and in accordance with Title V of that Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance. The Contractor will immediately take any measures necessary to effectuate this provision.

The Contractor will comply with Title VI of the Civil Rights Act of 1966 (42U.S.C. 2000q et seq.) prohibiting employment discrimination where (1) the primary purpose of a grant is to provide employment, or (2) discriminatory employment practices will result in unequal treatment of persons who are, or should be, benefiting from the grant-aided activity.

The Contractor will comply with Section 504 of the Rehabilitation Act (29 U.S.C. 794 et seq.) which requires that no qualified handicapped individual is solely, by reason of handicap, excluded from the participation in, denied the benefits of, or subjected to discrimination under any program or activity receiving Federal financial assistance.

The Contractor agrees to comply with the Americans with Disabilities Act (ADA) of 1990

(42 U.S.C. 12101 et seq.). This act prohibits discrimination on the basis of disability in services, programs, and activities provided by State and Local government entities.

The Contractor agrees to comply with all applicable regulations, laws, policies, guidelines, and requirements of the grant program, including OMB A-87 or A-122, A-102, or A-110, A 128, FMC 74-4 and 74-8, National Register Programs Guidelines, the Secretary of the Interior’s “Standards for Archeology and Historic Preservation,” and any special conditions or regulations relating to the application, acceptance, and use of Federal funds for a federally-assisted project.

V: INSURANCE COVERAGE

Insurance Requirements: The Contractor shall procure and maintain in full force and effect for the duration of this Agreement, insurance protecting against claims for injuries to persons or damages to property which may arise from or in connection with performance of the Work herein by the Contractor, its agents, representatives, employees, or subcontractor(s). **(Provide a copy of policy coverage with proposal)**

 Minimum Limits of Insurance: The Contractor shall maintain insurance policies with coverage and limits no less than:

 Commercial General Liability: $1,000,000.00 combined single limit per occurrence for comprehensive coverage including bodily and personal injury, sickness, disease or death, injury to or destruction of property, including loss of use resulting there from. This coverage may be achieved by using an excess or umbrella policy. The policy or policies must be on “an occurrence” basis (“claims made” coverage is not acceptable.)

 Workers’ Compensation and Employer’s Liability: Workers’ Compensation limits as required by the State of Georgia and Employers Liability of $1,000,000.00 per occurrence or disease.

 Professional Liability (Errors and Omissions Coverage: $1,000,000.00 combined single limit per loss is required, in the event Contractor is performing design, engineering or other professional services.

VI: INDEMNIFICATION

Hold Harmless, Indemnification Provisions and Limitations of Damages:

Subject to the limitations hereinafter set forth, the Contractor agrees to and shall defend, indemnify and hold harmless Baker County, its officers, and county employees from and against all claims, damages, losses and expenses, including reasonable attorney’s fees, litigation costs and expenses, arising out of the performance of services or additional services, caused solely by any act or omission actionable at law on the part of the Contractor, Contractor’s employees or agents, or any subcontractor(s) of Contractor. Lack of insurance coverage shall not negate Contractor’s obligation under this paragraph.

This obligation to indemnify, defend and hold harmless the indemnified Party and Indemnified Parties shall survive the expiration or termination of this Agreement provided that the claims are based upon or arise out acts or omissions that occurred during the performance of this Agreement.

VII. Right to Reject Proposal

Submission of a proposal indicates acceptance by the Contractor of the conditions contained in this request for proposal unless clearly and specifically noted in the proposal submitted and confirmed in the contract between Baker County and the Contractor selected.

Baker County reserves the right without prejudice to reject any or all proposals, to waive irregularities and technicalities, and to request resubmission. Any proposal, which does not include all the required statements and affirmations call for this RFP, will be automatically rejected as not being responsive.

## **Business/Contractor Information**

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

Business/Contractor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Physical Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fax Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is your business on any State or Federal Debarment list? Yes \_\_\_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Representative: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Representative Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tax ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or SS #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Professional Reference Information**

Please list the name and contact information of at least three (3) professional references that may be contacted concerning the quality of service provided by your business.

1. Name of Business, Contact Individual, address and phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Name of Business, Contact Individual, address and phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Name of Business, Contact Individual, address and phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT O.C.G.A 13-10-90

TO ALL PROSPECTIVE VENDORS:

If you are providing service, or performing work for Baker County, Georgia, the applicable Georgia Security and Immigration Compliance documents found here must be completed, signed, notarized and submitted with your bid/proposal.

1. Baker County, Georgia shall comply with the Georgia Security and Immigration Compliance Act O.C.G.A. 13-10-90 et.seq.,
2. In order to insurance compliance CONTRACTOR agrees to comply with all of the contractor requirements of the “Georgia Security and Immigration Compliance Act: of 2006 as codified in O.C.G.A. Sections 13-10-90 and 13-10-91 and regulated in Chapter 300-10-1 of the Rules and Regulations of the State of Georgia, “Public Employers, Their Contractors and Subcontractors Required to Verify New Employee Work Eligibility Through a Federal Work Authorization Program,” accessed at htt://www.dol.state.ga.us, as further set forth below.
	1. Contractor Agreement to Verify the Work Eligibility of its New Hires through the U.S. Department of Homeland Security’s “Employment Eligibility Verification (EEV)/Basic Pilot Program.” Contractor agrees to verify the work eligibility of all of CONTRACTOR’S newly hired employees through the U. S. Department of Homeland Security’s Employment Eligibility Verification (EEV)/Basic Pilot Program, accessed through the Internet at <http://www.vis-dhs.com/EmployerRegistration>, in accordance with the provisions and timeline found in O.C.G.A. 13-10-91 and Rule 300-10-1-.02 of the Rules and Regulations of the State of Georgia. As of July 1, 2007, the verification requirement applies to contractors and subcontractors with five-hundred (500) or more employees.
	2. Contracts affected by the “Georgia Security and Immigration Compliance Act.” CONTRACTOR agrees that the contractor and subcontractor requirements of the “Georgia Security and Immigration Compliance Act” of 2006 apply to contracts for, or in connection with, the physical performance of services within the State of Georgia.
	3. Timeline for Application of the Worker Eligibility Verification Requirements to Contractors and Subcontractors. CONTRACTOR agrees that the following Georgia Security and Immigration Compliance Act contract compliance dates apply to the contract, pursuant to O.C.G.A. 13-10-91:

On or after July 1, 2007, to public employers, contractors, or subcontractors of 500 or more employees;

On or after July 1, 2008, to public employers, contractors, or subcontractors of 100 or more employees; and

On or after July 1, 2009, to all other public employers, contractors, and subcontractors.

The prospective CONTRACTOR must initial one of the sections below:

\_\_\_\_\_ Contractor has 500 or more employees (CONTRACTOR must register with the Employment Eligibility Verification/Basic Pilot Program and begin work eligibility verification on July 1, 2007, and execute and send to DEPARTMENT a “Contractor Affidavit and Agreement” attesting to registration with the EEV/Basic Pilot Program);

\_\_\_\_\_ Contractor has 100-499 employees (CONTRACTOR must register with the Employment Eligibility Verification/Basic Pilot Program and begin work eligibility verification by July 1, 2008);

\_\_\_\_\_ Contractor has 99 or fewer employees (CONTRACTOR must begin work eligibility verification by July 1, 2009).

1. In the event that the contractor employs or contracts with any subcontractor in connection with a covered contract the contractor will secure from the subcontractor attestation of the subcontractor’s compliance with O.C.G.A. § 13-10-90 et.seq. and Georgia Department of Labor Rule 300-10-1-.02 by the subcontractor’s execution of the subcontractor affidavit shown in Georgia Department of Labor Rule 300-10-1-.02 or a substantially similar affidavit.
2. Contractor agrees that, in the event (insert business name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ employs or contracts with any subcontractor in connection with the covered contract to require “Georgia Security and Immigration Compliance Act” compliance of its subcontractors connected with the contract. CONTRACTOR agrees to require O.C.G.A Section 13-10-90 and 13-10-91 compliance in all written agreements with any subcontractor employed by CONTRACTOR to provide services connected with this contract, as required pursuant to O.C.G.A. 13-10-91., that the (insert business name)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

will secure from each subcontractor the employee number applicable to subcontractor.

CONTRACTOR agrees to obtain from any subcontractor that is employed by CONTRACTOR to provide services connected with this contract, the subcontractor’s indication of the employee number category applicable to the subcontractor.

1. Contractor agrees to provide Baker County with and secure all affidavits from any subcontractor engaged to perform services under this contract an executed “Subcontractor Affidavit,” as required pursuant to O.C.G.A. 13-10-91 and Rule 300-10-1-.08 of the Rules and Regulations of the State of Georgia , which can be accessed at <http://www.dol.state.ga.us>.

Contractor agrees to maintain all records of the subcontractor’s compliance with O.C.G.A. Sections 13-10-90 and 13-10-91 and Chapter 300-10-1 of the Rules and Regulations of the State of Georgia

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 contracting with Baker County, has registered with, and is participating in, a federal work authorization program \*(any of the electronic verification of work authorization programs operated by the United Stated 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. 99-6031), in accordance with the applicability provisions and deadlines established in O.CG.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 pursuant to this contract with Baker County, 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 Baker County at the time the subcontractor(s) is retained to perform such service.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EEV/Basic Pilot Program User Identification Number

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By: Authorized Officer or Agent Date

(Contractor Name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of Authorized Officer or Agent of Contractor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name of Authorized Officer or Agent of Contractor

SUBSCRIBED AND SWORN BEFORE ME ON THIS

\_\_\_\_\_\_\_\_\_\_\_ DAY OF \_\_\_\_\_\_\_\_\_, 20\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notary Public

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

\*As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the “EEV/Basic Pilot Program” operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security in conjunction with the Social Security Administration (SSA).

Authority O.C.G.A. 13-10

SUBCONTRACTOR AFFIDAVIT

Contractors shall use the following affidavit form, or an affidavit that is substantially similar to that provided below, to document a subcontractor’s compliance with the requirements of O.C.G.A. 13-10-91::

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation which is engaged in the physical performance of services under a contract with (name of Contractor) \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ on behalf of Baker County, has registered with and is participating in a federal work authorization program \*(any of the electronic verification of work authorization programs operated by the United Stated 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. 99-6031), in accordance with the applicability provisions and deadlines established in O.CG.A. 13-10-91.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EEV/Basic Pilot Program User Identification Number

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

By: Authorized Officer or Agent Date

(Contractor Name)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title of Authorized Officer or Agent of Contractor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name of Authorized Officer or Agent of Contractor

SUBSCRIBED AND SWORN BEFORE ME ON THIS

\_\_\_\_\_\_\_\_\_\_\_ DAY OF \_\_\_\_\_\_\_\_\_, 20\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notary Public

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

\*As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the “EEV/Basic Pilot Program” operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security in conjunction with the Social Security Administration (SSA).

Authority O.C.G.A. 13-10-91