



City of Newnan, Georgia Police Department

Request for Proposal (RFP) for High Visibility Crime Suppression Camera System



Issue Date:	November 23, 2009
Issued By:	City of Newnan Finance Department 25 LaGrange Street PO Box 1193 Newnan, GA 30264
Inquiries:	Chief D.L. Meadows Police Department 770-254-2386 dlmeadows@cityofnewnan.org
Proposals Due:	Tuesday, JANUARY 19, 2010 by 10:00 AM, EST
Bid Opening:	Tuesday, JANUARY 19, 2010 by 10:00 AM, EST

CITY OF NEWNAN, GEORGIA

High Visibility Crime Suppression Camera System

A. PURPOSE

The **City of Newnan**, Georgia, located 35 miles southwest of downtown Atlanta, on Interstate 85 South, and county seat of Coweta County, Georgia, The City of Newnan, GA Police Department (Department) is seeking a qualified and responsible vendor to install a portable wireless camera system for use by the Police Department and other designated public safety security agencies. The camera system should provide universal, robust and secure portable wireless surveillance and video that will be available throughout the City to support public safety and other government use.

This system will allow the Department to monitor and gather information in the event of a criminal incident or other public safety concern. This system will allow the Department to observe and collect visual evidence in the event of an incident related to the public safety within the City. The Department desires a portable system to allow relocation as areas of incidents/crime migrate. The Department desires to utilize wireless RF as its transmission mode to reduce recurring costs and assist in the security of the system.

B. SCOPE

It is the intent of the Department to request up to Thirty (30) cameras during the course of this contract. The ultimate scope of this deployment will be determined, in part, by the cost of the solution and the speed of the deployment.

C. INTRODUCTION

The City of Newnan, GA, is a mid-size city that covers approximately 19 square miles of territory and is located within the County of Coweta. The Newnan Police Department is the primary law enforcement agency within the city limits and thus is the sole provider of police services to a nighttime population base of approximately 30,000. The Public Safety Building, located in the central business district, houses the headquarters of the Newnan Police Department. The Department also maintains three satellite offices that house patrol sections, traffic units, and support operations. The Department employs approximately 76 sworn members and 13 non-sworn employees. The Department answers approximately 58,000 calls for service annually.

System Concepts – General

The purpose of this RFP is to identify a prime contractor solution for the complete design, procurement, installation and initial maintenance of the required portable wireless video surveillance equipment. The proposed equipment shall allow for live monitoring by authorized staff at a centralized location (head end) and other decentralized locations (other offices and/or vehicles). Archiving of video must be accomplished at a central location. Respondents shall propose to supply portable surveillance camera units, all accompanying equipment, installation labor and operator training necessary for a fully functioning system.

Additionally, Respondents shall propose certain models and/or systems that it believes will best fit the City's needs. The proposed equipment shall allow for video monitoring by the department throughout the City at established locations and/or from police support vehicles over a secure portable wireless connection. The surveillance system should consist of high-resolution color digital cameras, monitoring and recording equipment, along with all associated hardware and software.

The entire system shall be guaranteed for a minimum of two years from acceptance. A cost for any future system maintenance shall be included in this proposal. Respondents shall propose certain models and/or systems that it believes will best fit the City's needs. Respondents to this RFP are expected to describe their proposed scope of services relative to the installation, operation and maintenance of this network. Respondents must integrate all aspects into one offering.

The proposed solution can be viewed as consisting of these major components:

1. Portable Wireless Surveillance Video Cameras Units
2. Wireless Access to Live "Real-Time" Camera Video.
3. Video Capture, Storage and Retrieval with a Command and Control Center
4. System Support, Training and Maintenance.
5. Hot spot at each camera location, for software upgrade download into patrol car laptop.

Respondents must propose a solution to all of these components. Responses must integrate all aspects of this RFP into one offering. Vendors are allowed to collaborate but only one proposal may be submitted.

D. GENERAL INFORMATION AND SCHEDULE

This RFP has been issued on November 23, 2009. Questions and requests for clarifications relating to this RFP must be directed to Chief D.L. Meadows at 770-254-2386 or dlmeadows@cityofnewnan.org no later than December 9, 2009 and written responses to all questions submitted will be emailed to all recipients of this RFP no later than December 16, 2009.

Delivery of one (1) original and one (1) copy of the bid, with original signatures, to the City of Newnan (at the address below) is due by 10:00 A.M. on Tuesday, JANUARY 19, 2010 at which time there will be a public bid opening in the City Manager's Office. Bids received by the City of Newnan after this date and time will be rejected, without exception. No provisions are made for extenuating circumstances in this RFP.

Proposals shall be submitted in a sealed envelope marked "**High Visibility Crime Suppression Camera System / January 19, 2010.**" The letter of transmittal accompanying the original proposal must be signed by a representative of the vendor who is authorized to commit the vendor to the statements in the proposal and the associated prices. The transmittal should also provide an e-mail address that will serve as the address for any response to questions of this RFP. All proposals must be firm until six months from the closing date of January 19, 2010.

Packages containing the proposals should be in a separate sealed envelope or box marked only "Camera Proposal", and contained within the mailer or shipping container.

Mail Bid Packages to: Richard Bolin
 City Manager
 City of Newnan
 PO Box 1193
 Newnan, GA 30264

An order will be awarded to the vendor whose bid is determined to be the most advantageous for the City of Newnan, considering all the conditions set forth in this RFP. While price will be an important factor, it alone will not be the deciding factor in the selection process. Issuance of this RFP does not constitute a commitment on the part of the City of Newnan to award a contract pursuant to this RFP. The City of Newnan reserves the right to reject any and all proposals submitted in response to this RFP, in whole or in part, and to award a contract pursuant to this RFP or cancel this RFP if it is considered to be in the best interests of the City of Newnan. The City of Newnan further reserves the right to make changes to this RFP at any time by issuance of written addendum/addenda, amendment(s) or clarification(s) and to negotiate the final terms with the selected vendor.

E. EQUAL OPPORTUNITY

The City of Newnan prohibits discrimination on the basis of race, color, gender, religion, national origin, or disability in connection with employment of any person, or the award of any contract with the corporation. The City of Newnan will provide equal opportunities without regard to race, color, gender, religion, national origin, or disability, by requiring that any bank doing business with the corporation provide equal opportunity to persons and businesses employed by, or contracting with the supplier of products and services to the Corporation.

F. ACCESS TO PUBLIC RECORDS ACT NOTICE

Each vendor should give specific attention to the identification of those portions of its proposal that it considers confidential, proprietary commercial information or trade secrets, and provide justification as to why such materials, upon request, should not be disclosed.

G. COSTS OF PROPOSALS

The City of Newnan is not responsible or liable for any of the costs incurred by any vendor in preparing and/or submitting a proposal pursuant to this RFP.

H. ORAL PRESENTATIONS AND QUESTIONS

Any vendor that submits a proposal may be requested to provide additional information to the City of Newnan. Such information is only for the purpose of clarification and in no way changes the vendor's proposal as originally submitted. The City of Newnan reserves the right to ask any or all vendors to clarify any portion of their proposals after submission. The City of Newnan will not be responsible for any costs or expenses incurred by a bank in its response to such inquiries.

I. BID FORMAT

Bids shall be submitted on the specifications sheet/bid sheet attached. Bidders shall indicate in the appropriate column if their bid complies **on each item** specified. Utilization of the specifications sheets will allow the proposals submitted to be evaluated consistently and efficiently. **No exception to this requirement will be tolerated.**

If there is a need for additional information or clarification for an item or items, please list on a separate sheet referencing the page number and item from the specifications sheets. See **Exceptions to Specifications** section for further information.

J. SHIPPING/FREIGHT CHARGES

All shipping/freight shall be **FOB Newnan, Georgia 30263**. Shipping costs shall be included in the total price unless otherwise stated in the bid document. If shipping is not FOB Newnan, the shipping/freight cost shall be shown as a separate line item on the bid for evaluation purposes.

K. EVALUATION OF BIDS

Awarding of the bid shall be based upon, but not limited to, the factors listed below, not necessarily in the order of their importance:

1. Price of bid;
2. Quality of the bid and proposal;
3. Prior business experience with the bidder;
4. Ability of the bidder to fulfill contract and specifications;
5. Reputation of bidder and service to other local municipalities/clients;
6. Responsiveness to specifications and special terms and conditions set

- forth in this Request for Proposal and attachments;
7. Estimated delivery date of the finished product; and
 8. Staff recommendation and award of the order by Council.

L. GENERAL CONDITIONS

Upon submission of a bid, the bidder hereby certifies on behalf of his company or organization that:

1. This bid is genuine and not made in the interest of, or on behalf of, an undisclosed person, firm or corporation.
2. This bid is not submitted in conformity with any agreement or rules of any group, association, organization or corporation.
3. The bidder has not directly or indirectly induced or solicited any other bidder to submit a false or sham bid.
4. The bidder has not solicited or induced any person, firm or corporation to refrain from bidding.
5. The bidder has not sought by collusion to obtain for itself any advantages over any other bidder or over the City of Newnan.

SECTION 1

PROPOSAL REQUIREMENTS

1. 1 PROPOSAL PREPARATION

Proposals should be prepared simply and economically, providing a concise description of the proposal and the company's capabilities to satisfy the requirements set forth in this RFP. Emphasis should be placed on completeness and clarity of content. The City of Newnan is not liable for any costs incurred in responding to this RFP, including in the preparation of proposals, carrying out studies or designs required for the preparation of same, or preparing for or conducting on-site demonstrations.

1.1.1 EXCEPTIONS TO RFP

Respondents who are unable or unwilling to meet any of the RFP requirements should include, as part of their response, written exceptions to those requirements.

1.2 PROPOSAL OWNERSHIP

All material submitted by Respondents in response to this RFP shall be considered the property of the City, unless a written request is made to return the entire proposal, supporting materials, or both. In any event, no cost shall be borne by the City for the return of any portion of any proposal. Any information of a proprietary nature should be identified as such. All such information will be kept confidential unless disclosure is required by law.

1.3 PRIME CONTRACTOR RESPONSIBILITIES

The Respondent chosen will be required to assume responsibility for delivery, supervision of installation and or construction, and maintenance of all hardware, software, and support services; such as training, offered in their proposal, whether or not the Respondent is the manufacturer or producer of these products and services.

1.3.1

Each Respondent is expected to provide a signed statement as to its capacity to engineer, manufacture, install, and implement a system as described below.

1.3.2

The selected Respondent must comply with all local and State permitting requirements, building codes, OSHA procedures, and EPA and FCC requirements relative to the installation of all system elements.

Conform to State mandated E-Verify requirements.

1.4 PROJECT MANAGEMENT AND QUALITY CONTROL

The Respondent shall be solely responsible for the performance of all project management functions necessary to assure the successful performance of all phases of this project. Such functions will include, but will not be limited to, responsibility for:

Project personnel management, project team organizational structure, and status reporting to the Department and other authorized entities or personnel of the Department. The tasks to be managed include, but are not limited to, system architecture and design, equipment procurement, site engineering, site preparation, equipment installation and testing, training, operations and maintenance.

The Respondent shall establish an on-site project manager. The Project Manager shall be an employee of the Respondent who shall be assigned to facilitate and oversee the complete project, and be the sole contact for the Department for all items concerning the services under this project. The City of Newnan reserves the right to review and approval of the Project Manager. Any changes to the Project Manager will need the department's approval.

The Project Manager must be on site during critical points of the installation of this service and shall perform the following tasks as a minimum to meet the requirements of this specification:

- Review all RFP specifications and familiarize himself/herself with the requirements.
- Be the sole contact for the Department, after the award of the contract.
- Be the sole person able to commit for the Respondent.
- Be responsible for coordinating any required system design.
- Perform all site visitations with the Department representative as well as any installation subcontractors.
- Coordinate all site preparation required for the successful installation of the Service and applications.
- Have full authority to perform all subcontracting functions required to complete this installation within the guidelines of this RFP.
- Provide to the Department all installation documentation, wiring diagrams and as-built documentation.
- Track and manage documents to maintain historical record.
- Provide all integration services.
- Be available via phone or page during business hours, and return calls within four (4) hours outside of business hours.
- Coordinate the entire effort until accepted by the Department.

1.5 MINIMUM QUALIFICATIONS

Respondent must have two (2) years experience in installing, operating and maintaining portable wireless video cameras and associated services in a large geographical area.

Respondent must have three (3) installations where the system they propose has been installed and is functioning currently in an efficient and effective manner and provide references.

Respondent must list all cities, counties, government agencies that have installed their product. Failure to list all agencies may result in disqualification.

Respondent should provide in their proposal a description of their firm or company. The description should include the following:

- a) Type of Corporate Entity
- b) Location of Headquarters
- c) History of Respondent's Firm
- d) Technical qualifications and expertise to meet the City's telecommunications needs (include copies of relevant federal and City licenses and certificates)

SECTION 2

2.1 GENERAL PRICING INSTRUCTIONS

All prices submitted by the Respondent shall be the Respondent's final prices based upon its proposal as presented. Increases in any prices to and/or subsequent to an award shall be at the Respondent's sole expense. Nothing in any existing contract between the City and the Respondent shall be construed as affecting the Respondent's response to this RFP. Therefore, the Respondent's response will represent the total actual proposed prices inclusive of all applicable discounts or incentives and independent of any existing agreements between the Respondent and the City should one exist.

2.2 EQUIPMENT, SOFTWARE, FIRMWARE ISSUES

In the event that any hardware, firmware or software associated with any initial system, extension/addition referenced in the Respondent's response is discontinued prior to system acceptance, the Respondent will provide equivalent hardware, firmware and/or software at no additional charge to the Department, at the price provided in the Respondent's responses to this RFP, subject to the approval of the equivalents by the Department.

2.3 RECURRING COST

Prices for the systems engineering, software, hardware, firmware, training, technical support, installation, life cycle, recurring costs and documentation shall be separately detailed in the proposal.

2.4 LIFE CYCLE

Respondent is required to elaborate, in its proposal, the life cycle estimates, to include costs, in this RFP. Areas must include, but may not be limited to, growth, training, network evolution and software fee waivers.

2.5 FUTURE EXPANSION

The Department is concerned about prices for future expansion/additions due to system growth requirements and/or technological enhancements including technical support expenses, which it may purchase as a result of this RFP. Accordingly the Respondent is requested to provide proposals for stabilizing such prices. At a minimum, Respondent should respond to the availability and pricing of future expansion/additions to the system for provisioning one portable wireless camera unit to include the transmission of the video signal and all applicable applications from said unit to the Command and Control Center including additional storage as defined in this RFP.

2.6 TIMETABLE

RFP mailed:	November 23, 2009
Deadline for questions	December 9, 2009
Responses to all questions	December 16, 2009
Proposals Due	January 19, 2010 at 10:00 A.M.
Review of Proposals	January 19, 2010 – February 9, 2010

The City will make every effort to adhere to the timetable, but reserves the right to make changes as circumstances dictate without formal notification to Respondents who are part of the process. The dates for the events in the period between contract approval and the beginning of live operation are tentative. Inability to present in those time frames may result in disqualification of a Respondent from the process. Respondents shall provide a time line as part of the response to this RFP. It should reference specific dates for milestone events in the period between contract approval and the beginning of live operation for each phase of the project.

The existence of this timetable with a specific reference to contract approval is not a representation that a contract will be awarded on the date indicated or at any other time.

SECTION 3

3.0 DESIGN AND IMPLEMENTATION

The City's concept as described in this RFP should in no way force the recommendation of an inappropriate solution. Therefore the Respondent is expected to evaluate and comment on the feasibility of the City's concept. The selected Respondent will be expected to describe any improvements and/or

modifications to this concept and propose a substantially detailed proposal. The Respondent will describe how these modifications are related to (1) the City's requirements, (2) compare to the best practices in the industry, and (3) are more practical to implement than the City's concept.

The City is willing to consider proposals regarding methods whereby, at the City's option, its costs may be reduced if the System(s) infrastructure (e.g., pole-tops, rooftops) is used, without adverse impact upon the City's System(s) and applications, for possible commercial applications. Any such suggestion should be proposed as an alternative pricing method, not as the Respondent's only offer.

SECTION 4

COMPONENTS

4.1 CAMERA UNITS

Several different types of cameras housings may be deployed as part of an overall strategy to reduce violent crime. All units should have the following abilities and/or functions;

- Camera(s) will be high resolution color cameras with an option to remotely switch the camera to black and white, and a minimum capability of 28x optical; Pan, Tilt, Zoom
- The PTZ will pan, tilt, and zoom manually or upon alarm activation, the PTZ will allow multiple presets and have the ability to set multiple tours
- The fixed cameras will be capable of obtaining vehicle registration plates.
- Camera must be low light capable in color mode
- Unit will contain a local DVR (30 fps, 4 cif, and full motion) capable of storing at least 14 days of video. This is in addition to the head end main network video recorder.
- Capability to attached additional storage device to system is required
- Uninterrupted power supply to maintain operation for 3-4 hours in the event of a power failure
- RF transmission devices as specified below
- The 20 enclosures that the department owns will be utilized for this system to reduce additional cost.
- Include price for additional enclosures.
- The enclosure *will be* designed to withstand the climate and environmental issues for Newnan, GA
- The system will be designed to prevent vandalism and damage to the unit
- Camera unit mounting system designed to ease mounting process

The Department anticipates that several different physical configurations may be necessary or logical.

4.2 TRANSMISSION COMPONENTS

While wireless technology is a quickly emerging technology, the Department envisions utilizing RF transmission on a 4.9 GHz public safety band. Proposals should include;

- System should be capable of transmitting 30 FPS at 4 CIF
- Wireless infrastructure should allow camera units to be deployed throughout the city's geographic area to allow the ease of movement of camera units
- System must transmit to the head end, the use of repeaters or other technology to address topography and other signal degradation issues is expected.
- Repeater units should be described in detail
- System should allow for local area wireless access from mobile devices
- System should utilize appropriate 128 bit encryption and security protocols
- Communication from camera unit to head end should be transparent to the end user
- Respondent will be responsible to secure all FCC licenses if necessary, for the Department

4.3 COMMAND AND CONTROL/HEAD END, VIDEO CAPTURE<amp STORAGE AND RETRIEVAL

As part of this project the Department wishes to establish a Command and Control center as the Head End that will serve as one monitoring location for the camera system. The Department has identified a location within its Public Safety Building for this purpose. The location will be provided to the successful Respondent for development of this purpose.

4.3.1 GENERAL CONTROL SYSTEM CAPABILITIES

- Be capable of performing as the default NTP server for the entire camera system including all components
- Have ability to restrict users via software to logical configurable groups of cameras, monitors and system operations
- Be capable of authenticating video produced by any part of the system and include date/time stamp
- Manage rights and permissions for all devices, video, data and users
- Provide multi-level diagnostics, reportable for processing
- Provide digital video matrix switch
- Provide camera selection and PTZ operation through PC keyboard/mouse and joystick
- Maintain a database of device errors, system alarms and other events
- Be able to perform configuration of all system devices (encoders, workstations, cameras, monitors, etc.)
- Allow for unlimited number of operators with appropriate priority levels, system roles, camera and monitor groupings, to include remote locations
- Allow creation and execution of system scripting that allows for easy configuration of PTZ cameras, monitors and recorders.

- Allow operator to override system sequence control of cameras
- System status display on the operator GUI
- Be capable of integrating within the command center third party systems such as computer aided dispatch, gunshot detection systems to facilitate the call up of nearby cameras
- All equipment must be Part 15 compliant
- The main system Network Video Recorder (NVR) will be able to store digital video data at 30 FPS 4 CIF for 15 days per camera
- The NVR will allow the digital video images to be transferred to DVD.
- The NVR should be designed to allow expansion up to 40 cameras

SECTION 5

5.0 RELAY ANTENNA AND CAMERA MOUNTING SITES

Newnan Police Department plans to utilize water tanks owned by Newnan Utilities for mounting transmission antennas. The water tank locations are:

Bullsboro Drive, Elevation – 1124.5

Coordinates, Northing - 1230871.3482 Easting - 2106265.3945

Coordinates, Latitude – 33d 22m 56.09s Longitude - 84d 47m 24.53s

Garland Street, Elevation – 1124.6

Coordinates, Northing - 1236755.6685 Easting - 2102805.2710

Coordinates, Latitude – 33d 23m 53.63s Longitude - 84d 48m 6.14s

Boone Drive, Elevation – 1124.62

Coordinates, Northing - 1228718.4291 Easting - 2099744.5495

Coordinates, Latitude – 33d 22m 35.77s Longitude - 84d 48m 44.34s

5.1 ACTUAL CAMERA SITES: (All cameras are Pan, Tilt and zoom unless otherwise noted)

1. Bullsboro Drive, east of I-85
2. Bullsboro Drive, west of I-85
3. North bound entrance ramp, north side of Bullsboro Drive-Fixed Camera
4. North bound entrance ramp, south side of Bullsboro Drive-Fixed Camera
5. South bound entrance ramp, north side of Bullsboro Drive-Fixed Camera
6. South bound entrance ramp, south side of Bullsboro Drive-Fixed Camera
7. Newnan Crossing Blvd. and Lower Fayetteville Road
8. Bullsboro Drive and Newnan Crossing By-Pass-Southwest corner
9. Bullsboro Drive and Newnan Crossing By-Pass-Northeast corner
10. Jackson Street (U.S. 29 N) and The Boulevard
11. Bullsboro Drive and Greison Trail-Southwest corner

12. Bullsboro Drive and Greison Trail-Northeast corner
13. Bullsboro Drive and Farmer Street
14. Jefferson Street and Clark Street
15. Temple Avenue and Hospital Road-Southeast corner—Fixed Camera
16. Temple Avenue and Hospital Road-Southwest corner
17. Temple Avenue and Dixon Street
18. Westgate Park Lane and Central Avenue
19. Highland Apartments
20. Summit Apartments
21. Armory Road
22. Salbide Avenue and Robinson Street
23. Greenville Street and Spence Avenue
24. Martin Luther King Drive and Dodson Street
25. Greenville Street and Savannah Street
26. First Avenue Street Park
27. Pinson Street and Gay Street
28. Belt Road and West Washington Street

SECTION 6

6.0 SYSTEM SUPPORT AND MAINTENANCE (SSMA)

All proposals shall **include a two year** system support and maintenance agreement (SSMA). The SSMA shall describe in detail what is covered under this service.

At a minimum the department requires support 8x7x365 to critical network issues. A technical expert will be available by telephone or pager 8x7x365 and respond if necessary.

The department also requires a maximum 2 hr response to phone calls and pages for non-critical issues M-F 7am-7pm.

Respondent must include procedures for classification of the severity of the issues and response and “fix” times based on the classifications.

Also include in the system support the cost to move a camera unit and projected lead time to have a unit moved.

6.1 TRAINING

This proposal shall include training for three (3) Network Video Administrators. Describe in detail through documentation the proposal for this training and what this training will include and the anticipated training time required.

This proposal will also include training for twelve (12) trains the trainer for end users at a minimum of four different time slots. Describe in detail what training will be necessary to perform these duties and the necessary time required to conduct such training.

BID COVER SHEET

High Visibility Crime Suppression Camera System

We/I have thoroughly examined the specifications and agree to furnish the City of Newnan with a High Visibility Crime Suppression Camera System, according to the specifications. Any deviation from the specifications shall be listed as an exception on the bid sheet and explained.

Total Bid Price for all items: _____

Price good through: _____

Note: If additional information is required, please attach separate sheet along with any required literature and warranty information.

Date: _____

Company: _____

Address: _____

Phone: _____

Fax: _____

Signature: _____

Print: _____

Title: _____

Estimated Delivery Date: _____ days after receipt of purchase order from City of Newnan.

Note: Please complete and return this sheet to the City of Newnan, along with completed bid sheet attached for your use.

**High Visibility Crime Suppression Camera System
Bid Sheet
City of Newnan, GA**

25 LaGrange Street
P.O. Box 1193
Newnan, GA 30264
770-254-2351 Fax: 770-254-2353

Vendor:

Estimated Shipping Charges:

Quantity	Description	Bid Price Each	Total Bid
Grand Total			

Printed Name

Title

Signature

Date

Georgia Security and Immigration Compliance Act of 2006

The City of Newnan complies with the requirements of O.C.G.A. 13-10-19 and requires that all contractors and subcontractors comply with Rule 300-10-1-.02 as a condition of awarding contracts.

1. The contractor certifies that the following employee-number category is applicable to the contractor: (initial one only)

_____ 500 or more employees

_____ 100 or more employees

_____ fewer than 100 employees

2. The contractor agrees that in the event the contractor employs or contracts with any subcontractor(s) in connection with the covered contract, the contractor will secure from the subcontractor(s) such subcontractor(s) indication of the employee-number category applicable to the subcontractor.
3. In the event the contractor employs or contracts with any subcontractor(s) in connection with the covered contract, the contractor will secure from such subcontractor(s) attestation of the subcontractor(s) compliance with O.C.G.A. 13-10-91 and Rule 300-10-1-.02 by the subcontractor's execution of the subcontractor affidavit shown in Rule 300-10-1-.08 or a substantially similar subcontractor affidavit and will maintain records of such attestation for inspection by the public employer at an time. Such subcontractor affidavit shall become part of the contractor/subcontractor agreement.

By: Authorized Officer or Agent (Contractor Name)

Title of Authorized Officer or Agent

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

_____ DAY OF _____ 20

Notary Public
My Commission Expires

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 the City of Newnan 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 States Department of Homeland Security or any equivalent federal work authorization program operated by the 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], 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 pursuant to this contract with the City of Newnan, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G. A. 13-10-91 on 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 City of Newnan at time the subcontractor(s) is retained to perform such service.

EEV / Basic Pilot Program* User Identification Number

BY: Authorized Officer or Agent
(Contractor Name)

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

____ 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 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).

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 services under a contract with _____

(Name of contractor)

on behalf of the City of Newnan 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 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], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

EEV / Basic Pilot Program* User Identification Number

BY: Authorized Officer or Agent
(Subcontractor Name)

Date

Title of Authorized Officer or Agent of Subcontractor

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ 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).