

**PROJECT MANUAL**

**FOR THE**

**BL086-24**

**Corrections Facility Millwork Improvements Project**

**GWINNETT COUNTY**  
**LAWRENCEVILLE, GEORGIA**

*The drawings, specifications, and other bidding documents for the Corrections Facility Millwork Improvements Project are provided for your use in offering bids in response to the Owner's invitation to bidders. Supplying these documents for bidding purposes does not convey any type of license for copying or transfer of ownership or intellectual property right, including copyright, to plan holders. No electronic devices, including photocopy, may be used to copy any part of these documents without the written permission of the Architect or other copyright holder.*

**OWNER**  
**GWINNETT COUNTY BOARD OF COMMISSIONERS**  
**75 LANGLEY DRIVE**  
**LAWRENCEVILLE, GEORGIA 30046-6900**

**6/13/2024**

**Gwinnett County Government**  
**Corrections Facility Millwork Improvements Project**  
**BL086-24**  
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June 13, 2024

**NOTICE OF BID  
FOR  
BL086-24  
Corrections Facility Millwork Improvements Project**

The Gwinnett County Board of Commissioners is soliciting competitive sealed bids from qualified contractors for the **Corrections Facility Millwork Improvements Project**. Sealed bids will be received by the Gwinnett County Purchasing Division, 75 Langley Drive, Lawrenceville, Georgia 30046 until **2:50 P.M. local time on Thursday, July 25, 2024** and then publicly opened and read aloud at 3:00 P.M. Any bid received after 2:50 P.M. will not be accepted. Bid envelope should be marked on the outside with Bid Number, name of Bidder, date and time of opening. One unbound original and two (2) copies should be submitted.

Work to be performed under this project include but is not limited to the demolition and installation of framing, millwork, electrical, plumbing, and associated operational components for the inmate dorm guard stations and drink stations in the Comprehensive Correctional Complex.

When applicable, the County shall obtain all rights of way and easements required for the project unless otherwise specified.

Bidding Documents are available for viewing at:

**Gwinnett County Purchasing Division  
75 Langley Drive, 2<sup>nd</sup> Floor  
Lawrenceville, Georgia 30046  
Attn: Alexis Holland  
alexis.holland@gwinnettcounty.com**

Bidding documents may be obtained at the above address free of charge, only complete sets will be issued.

A **pre-bid conference** is scheduled for **10:00 A.M. on Wednesday, July 10, 2024 at the Comprehensive Corrections Complex, 750 Hi Hope Rd. Lawrenceville, GA 30043. All bidders are strongly urged to attend.**

Questions regarding bids should be submitted to Alexis Holland , Purchasing Associate II, via email alexis.holland@gwinnettcounty.com no later than **3:00 P.M. local time, Wednesday, July 15, 2024.** Bids are legal and binding upon the bidder when submitted.

NOTICE TO BID  
000100-1

**Notice of Bid -Page 2**  
**Corrections Facility Millwork Improvements Project**  
**BID DUE DATE: Thursday, July 25, 2024**  
**Bid Number: BL086-24**  
**June 13, 2024**

Bids in the case of Corporations not chartered in Georgia, must be accompanied by proper certification stating that said Corporation is authorized to do business in the State of Georgia.

No Bidder may withdraw his Bid within sixty (60) days after the actual date of the opening thereof.

Bidder agrees to complete the Contract awarded within the "allowable calendar days for completion" from the date of the "Notice to Proceed".

Where Gwinnett County provides forms for bid or bond submissions, they should be submitted on forms provided by Gwinnett County. A five percent (5%) bid bond must be submitted with the bid. Successful contractor will be required to provide a one hundred percent (100%) payment and one hundred percent (100%) performance bond as well as an insurance certificate fulfilling requirements as stated in the bid documents. Surety and insurance companies must have an AM Best rating of A-5 or greater, be listed in the Federal Registry of Companies holding Certificate of Authority and acceptable sureties on Federal Bonds, be licensed by the Georgia Insurance Department and the Georgia Secretary of State to do business in the State of Georgia.

All bonds must be submitted on forms provided by Gwinnett County and agencies providing bonds and insurance should provide proof that they meet the criteria outlined in the bid and contract documents.

Gwinnett County does not discriminate on the basis of disability in the admission or access to its programs or activities. Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of Gwinnett County Government should be directed to the ADA Coordinator, Gwinnett County Justice and Administration Center, 770-822-8165.

Award will be made to the lowest responsive and responsible bid. Gwinnett County reserves the right to reject any or all bids to waive technicalities, and to make an award deemed in its best interest. Bids may be split or awarded in entirety. Gwinnett County reserves the option to negotiate terms, conditions and pricing with the lowest responsive, responsible bidder(s) at its discretion.

**GWINNETT COUNTY BOARD OF COMMISSIONERS**

**END OF SECTION 000100**

NOTICE TO BID  
000100-2

**SECTION I**  
**INSTRUCTIONS TO BIDDERS**

1. Each bidder must examine the Notice to Bid, Instructions to Bidders, Contract, Contract General Conditions, Specifications, Bid Schedule, Affidavits, Drawings, and Addenda. Failure to do so will be at the bidder's risk.
2. Each bidder shall furnish all information required by the bidding requirements. The authorized representative must sign the bid as well as print or type his/her name on the bid schedule. Erasures or other changes must be initialed by the authorized representative signing the bid. Bids can only be signed by a person authorized to commit company resources.
3. Questions regarding bids should be submitted to Alexis Holland , Purchasing Associate II, email [alexis.holland@gwinnettcountry.com](mailto:alexis.holland@gwinnettcountry.com) **no later than 3:00 p.m. local time, Wednesday, July 15, 2024.** Bids are legal and binding upon the bidder when submitted. Receipt of addenda should be acknowledged on the bid schedule. No oral interpretations or information can be considered as binding.
4. Bid envelope should be marked on the outside with Bid Number, name of Bidder, date and time of opening. One unbound marked original and two (2) copies should be submitted. Faxed bids cannot be considered.
5. Bidding Requirements will consist of the following:
  - a) Bid Schedule
  - b) Bid Bond
  - c) Non-Collusion Affidavit
  - d) References and Qualifications
  - e) Contractor Affidavit
  - f) Ethics Affidavit
6. One contract for work will be awarded, if award is made, to the lowest responsible and responsive Bidder. This project may be awarded by base bid or base bid plus selected alternates, if applicable, as deemed in the best interest of the County. The County reserves the right to make such investigations as it deems necessary to determine the ability of the bidder to perform, and the bidder shall furnish to the County, all such information for this purpose as the County may request. The County reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract.
7. Bids may be withdrawn only the case of mathematical error. The bidder shall give notice in writing of his claim of right to withdraw his bid without penalty due to an error within two (2) business days after the conclusion of the bid opening procedure. Bids may be withdrawn from consideration if the price was substantially lower that the other bids

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due solely to a mistake therein, provided the bid was submitted in good faith, and the mistake was a clerical mistake as opposed to a judgment mistake, and was actually due to an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of the bid, which unintentional arithmetic error or unintentional omission can be clearly shown by objective evidence drawn from inspection of original work papers, documents and material used in the preparation of the bid sought to be withdrawn. The bidder's original work papers shall be the sole acceptable evidence of error and mistake if he elects to withdraw his bid. If a bid is withdrawn under the authority of this provision, the lowest remaining responsive bid shall be deemed to be low bid.

No bidder who is permitted to withdraw a bid shall, for compensation, supply any material or labor or perform any subcontract or other work agreement for the person or firm to whom the contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn bid was submitted.

Bidder has up to forty-eight (48) hours to notify the Gwinnett County Purchasing Office of an obvious clerical error made in calculation of bid in order to withdraw a bid after bid opening. Withdrawal of bid for this reason must be done in writing within the forty-eight (48) hour period. Suppliers who fail to request withdrawal of bid by the required forty-eight (48) hours shall automatically forfeit bid bond. Bid may not be withdrawn otherwise.

Bid withdrawal is not automatically granted and will be allowed solely at Gwinnett County's discretion.

8. The Gwinnett County Board of Commissioners reserves the right to reject any or all bids, to waive technicalities, and to make an award as deemed in its best interest.
9. Gwinnett County is exempt from federal excise tax and Georgia sales tax with regard to goods purchased directly by Gwinnett County. Nevertheless, contractors are responsible for federal excise tax and Georgia sales taxes, including taxes for materials incorporated in County construction contracts. Bidders should contact the State of Georgia Sales Tax Division for additional information.
10. The successful Bidder shall provide evidence of a Gwinnett County occupational tax certificate if the Bidder maintains an office within the unincorporated area of Gwinnett County. Incorporated, out of County and out of State bidders are required to provide evidence of a certificate to do business in any town, County or municipality in the State of Georgia, or as otherwise required by County ordinance or resolution.
11. The attention of all bidders is directed to the fact that all applicable federal state laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though therein written.

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12. Information submitted by a bidder in the bidding process shall be subject to disclosure after bid award in accordance with the Georgia Open Records Act of Compulsory Process.
13. Failure to observe any of the Instructions to Bidders or conditions in the Invitation to Bid may constitute grounds for rejection of the bid. Failure to use County Bidding Form and to acknowledge applicable addenda may result in a bid being deemed non-responsive an automatic rejection.
14. CONTRACT TIME:

The Work shall be completed within 120 consecutive calendar days.

**PART II – BONDS AND INSURANCE**

- A) A Certified or Cashier's Check payable to the Gwinnett County Board of Commissioners or a Bid Bond in the amount of five percent (5%) of the total bid must be submitted with the bid. Successful bidder will be required to furnish a payment and performance bond each in the amount of one hundred percent (100%) of the bid amount.
- B) Bonding Company must be listed in the Federal Registry of Companies Holding certificates of authority as acceptable sureties on Federal bonds and must be listed in the AM Best catalog with a listing of A-5 or higher. Bonding company must also be licensed to do business by the Georgia Insurance Department.

The successful bidder, shall obtain, maintain and furnish to the County certificates or insurance for the entire duration of the contract period. Insurance requirements starting on the next page.

**STANDARD INSURANCE REQUIREMENTS**  
(For projects less than \$1,000,000)

1. Statutory Workers' Compensation Insurance
  - (a) Employers Liability:
    - ✓ Bodily Injury by Accident - \$100,000 each accident
    - ✓ Bodily Injury by Disease - \$500,000 policy limit
    - ✓ Bodily Injury by Disease - \$100,000 each employee
  
2. Commercial General Liability Insurance
  - (a) \$500,000 limit of liability per occurrence for bodily injury and property damage
  - (b) The following additional coverage must apply:
    - ✓ 1986 (or later) ISO Commercial General Liability Form
    - ✓ Dedicated Limits per Project Site or Location (CG 25 03 or CG 25 04)
    - ✓ Additional Insured Endorsement (Form B CG 20 10 with a modification for completed operations or a separate endorsement covering Completed Operations)
    - ✓ Blanket Contractual Liability
    - ✓ Broad Form Property Damage
    - ✓ Severability of Interest
    - ✓ Underground, explosion, and collapse coverage
    - ✓ Personal Injury (deleting both contractual and employee exclusions)
    - ✓ Incidental Medical Malpractice
    - ✓ Hostile Fire Pollution Wording
  
3. Auto Liability Insurance
  - (a) \$500,000 limit of liability per occurrence for bodily injury and property damage
  - (b) Comprehensive form covering all owned, non-owned, leased, hired, and borrowed vehicles
  - (c) Additional Insured Endorsement
  - (d) Contractual Liability
  
4. Umbrella Liability Insurance - \$1,000,000 limit of liability
  - (a) The following additional coverage must apply
    - ✓ Additional Insured Endorsement
    - ✓ Concurrency of Effective Dates with Primary
    - ✓ Blanket Contractual Liability
    - ✓ Drop Down Feature
    - ✓ Care, Custody, and Control - Follow Form Primary
    - ✓ Aggregates: Apply Where Applicable in Primary
    - ✓ Umbrella Policy must be as broad as the primary policy
  
5. Gwinnett County Board of Commissioners (and any applicable Authority) should be shown as an additional insured on General Liability, Auto Liability and Umbrella Liability policies.
  
6. The cancellation should provide 10 days' notice for nonpayment and 30 days' notice of cancellation.
  
7. Certificate Holder should read:

Gwinnett County Board of Commissioners  
75 Langley Drive  
Lawrenceville, GA 30046-6935
  
8. Insurance Company, except Worker' Compensation carrier, must have an A.M. Best Rating of A-5 or higher. Certain Workers' Comp funds may be acceptable by the approval of the Insurance Unit. European markets including those based in London and domestic surplus lines markets that operate on a non-admitted basis are exempt from this requirement provided that the contractor's broker/agent can provide



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financial data to establish that a market is equal to or exceeds the financial strengths associated with the A.M. Best's rating of A-5 or better.

9. Insurance Company should be licensed to do business by the Georgia Department of Insurance.
10. Certificates of Insurance, and any subsequent renewals, must reference specific bid/contract by project name and project/bid number.
11. The Contractor shall agree to provide complete certified copies of current insurance policy (ies) or a certified letter from the insurance company (ies) if requested by the County to verify the compliance with these insurance requirements.
12. All insurance coverages required to be provided by the Contractor will be primary over any insurance program carried by the County.
13. Contractor shall incorporate a copy of the insurance requirements as herein provided in each and every subcontract with each and every Subcontractor in any tier, and shall require each and every Subcontractor of any tier to comply with all such requirements. Contractor agrees that if for any reason Subcontractor fails to procure and maintain insurance as required, all such required Insurance shall be procured and maintained by Contractor at Contractor's expense.
14. No Contractor or Subcontractor shall commence any work of any kind under this Contract until all insurance requirements contained in this Contract have been complied with and until evidence of such compliance satisfactory to Gwinnett County as to form and content has been filed with Gwinnett County. **The Acord Certificate of Insurance or a preapproved substitute is the required form in all cases where reference is made to a Certificate of Insurance or an approved substitute.**
15. The Contractor shall agree to waive all rights of subrogation against the County, the Board of Commissioners, its officers, officials, employees, and volunteers from losses arising from work performed by the contractor for the County.
16. Special Form Contractors' Equipment and Contents Insurance covering owned, used, and leased equipment, tools, supplies, and contents required to perform the services called for in the Contract. The coverage must be on a replacement cost basis. The County will be included as a Loss Payee in this coverage for County owned equipment, tools, supplies, and contents.
17. The Contractor shall make available to the County, through its records or records of their insurer, information regarding a specific claim related to any County project. Any loss run information available from the contractor or their insurer relating to a County project will be made available to the County upon their request.
18. Compliance by the Contractor and all subcontractors with the foregoing requirements as to carrying insurance shall not relieve the Contractor and all Subcontractors of their liability provisions of the Contract.
19. The Contractor and all Subcontractors are to comply with the Occupational Safety and Health Act of 1970, Public Law 91-956, and any other laws that may apply to this Contract.
20. The Contractor shall at a minimum apply risk management practices accepted by the contractors' industry.

**Surety Bonds (If Required)**

All of the surety requirements will stay the same except the Surety Company must have the same rating as item 8 above.

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**PART III – CONTRACT AWARD AND EXECUTION**

- A. Within ten days from receipt of the Notice of Award from the County, the successful bidder is required to:
1. Return to the County's Purchasing Division contract documents executed by the authorized representative and attested by the corporate secretary of the bidder.
  2. Provide and insurance certificates as specified in the bidding documents throughout the contract period; and
  3. Provide a performance bond and a payment bond as specified in the bidding documents.

The County may extend this ten day period at its discretion.

- B. The successful bidder's failure to execute the contract, provide a performance bond and a payment bond and furnish satisfactory proof of coverage of the insurance required within a ten-day period or any extension thereof may be just cause for annulment of the award and forfeiture of the bid guaranty to Gwinnett County, not as a penalty but as liquidation of damages sustained. At the discretion of the County the award then may be made to the next lowest, responsible bidder, or the work may be re-advertised.
- C. Payment bond and performance bond forms are included in Section 00610, Bonds
- D. The contract documents, including the payment bond, performance bond, and insurance certificate, shall be executed and furnished to the County in duplicate.

**END OF SECTION 000200**

Bidder submits the following lump sum/unit prices for the **Corrections Facility Millwork Improvements Project** identified in Bid Form as part of this Bid. Failure to utilize and return this form as a part of the bidding documents may result in rejection of bid.

**BIDDING FORM**

**ITEM**

The undersigned agrees to provide all necessary labor, material, and equipment for the as defined in the Construction Documents for:

**A. BASE BID:** To demolish and rebuild all 8 inmate dorm guard stations on a 1'9" high decking composed of metal studs and 3/4" plywood with open shelf millwork the same shape as current. Add VCT flooring, steps, a gate, move electrical as needed and reinstall the existing storefront.

\_\_\_\_\_ Dollars and \_\_\_\_\_ Cents  
(\$ \_\_\_\_\_ )

**B. ALTERNATE BIDS, Corrections Facility Millwork Improvements Project**

Alternate Bids are provided in accordance with the Specification and Scope of Work. The pricing below fully implement the work described.

**Alternate No. 1:** To replace the storefront on all 8 dorm guard stations with polycarbonate Lexan glass panels, reusing the existing frame.

\_\_\_\_\_ Dollars and \_\_\_\_\_ Cents  
(\$ \_\_\_\_\_ )

**Alternate No. 2:** To replace all 8 inmate dorm drink stations with new millwork and reuse existing plumbing fixtures.

\_\_\_\_\_ Dollars and \_\_\_\_\_ Cents  
(\$ \_\_\_\_\_ )

**Alternate No. 3:** To replace all 6 work-release dayroom drink stations with new millwork, adding a new instant hot water dispenser and an electrical outlet.

\_\_\_\_\_ Dollars and \_\_\_\_\_ Cents  
(\$ \_\_\_\_\_ )

**NOTES**

\*Individuals, firms and businesses seeking an award of a Gwinnett County contract may not initiate or continue any verbal or written communications regarding a solicitation with any County officer, elected official, employee or other County representative without permission of the Purchasing Associate named in the solicitation between the date of the issuance of the solicitation and the date of the final contract award by the Board of Commissioners. Violations will be reviewed by the Purchasing Director. If determined that such communication has compromised the competitive process, the offer submitted by the individual, firm or business may be disqualified from consideration for award.

**BIDDING FORM CONTINUED**

(This Bid Form is part of the Bid Documents)

**BID NUMBER: BL086-24**

**BID DATE: Thursday, July 25, 2024**

**SUBMITTAL DATE:** \_\_\_\_\_

**BY:** \_\_\_\_\_  
**(Bidder)**

**PROJECT DESCRIPTION: Corrections Facility Millwork Improvements Project**

THIS BID IS SUBMITTED TO: Gwinnett County, Georgia (hereinafter called Owner)  
acting through its Board of County Commissioners

This bid is submitted to the Gwinnett County Board of Commissioners in accordance with the instructions, requirements, and forms included in the bidding documents, and the bidder agrees to complete all work for the bid price and substantially complete the work within 120 days from the written notice to proceed the Contractor shall be liable and hereby agrees to pay the County as liquidated damages and not as a penalty the amount of \$ per day for every calendar day that the work is not completed beyond said time, as liquidation for the extra expenses incurred by the County and liquidated damages to the County.

The bidder agrees if the bid is accepted by the Board of Commissioners within sixty (60) days of the date of bid opening, the bidder shall within ten days after receipt of notification of this acceptance execute a contract upon the terms, conditions, and prices set forth herein and in the form and manner required by Gwinnett County. The bidder further accepts the terms and conditions contained in the bidding requirements for disposition of bid security.

In submitting this bid, bidder makes representations required by Instructions to Bidders and further warrants and represents:

- a. Bidder has examined Bid Document Package, including Advertisement for Bids and Instructions to Bidders, and following addenda:

No. _____	Dated _____	No. _____	Dated _____
No. _____	Dated _____	No. _____	Dated _____
No. _____	Dated _____	No. _____	Dated _____
No. _____	Dated _____	No. _____	Dated _____

- b. Bidder has examined site and locality where the work is to be performed and legal requirements (federal, state, and local laws, ordinances, rules, and regulations)

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and conditions affecting work cost, difficulty, progress, or performance and has made independent investigations as bidder deems necessary.

- c. Bidder has carefully studied reports and drawings indicating subsurface conditions and drawings depicting physical conditions as identified in General Conditions and accepts determination concerning technical data contained in reports and drawings on which bidder is entitled to rely.
- d. Bidder has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) examinations, investigations, explorations, tests, and studies (in addition to or to supplement those referred to in "c." above) pertaining to subsurface or physical conditions at site or otherwise affecting cost, progress, performance, or furnishing work as bidder considers necessary for performing or furnishing work at contract price, within contract time, and in accordance with terms and conditions contained in bid document package, including specifically provisions stated in General Conditions and no additional examinations, investigations, explorations, tests, reports, or similar information or data are or will be required by bidder.
- e. Bidder has reviewed and checked plans and data shown or indicated on bid document package with respect to existing underground facilities at or contiguous to site and assumes responsibility for accurately locating underground facilities. No additional examinations, investigations, explorations, tests, reports, or similar information or data concerning underground facilities are or will be required by bidder in order to perform and furnish work at contract price, within contract time, and in accordance with terms and conditions contained in bid document package, including specifically provisions stated in General Conditions.
- f. Bidder has correlated results from observations, examinations, investigations, explorations, tests, reports, and studies with terms and conditions contained in bid document package.
- g. Bidder has given Owner written notice concerning conflicts, errors, or discrepancies discovered in bid document package and written resolution by Owner is acceptable to bidder.
- h. This bid is genuine and not made in interest of or for any undisclosed person, firm, or corporation and is not submitted in conformity with any agreement or rules produced by any group, association, organization, or corporation; bidder has not directly or indirectly induced or solicited any other bidder to submit false or sham bid; bidder has not solicited or induced any person, firm, or corporation to refrain from bidding; and bidder has not sought by collusion to obtain for itself any advantage over any other bidder or over Owner.

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- i. The County requires that all who enter into a contract for the physical performance of services with the County must satisfy O.C.G.A. §13-10-91, in all manner, and such are conditions of the contract.
- j. By submitting a bid to the County, contractor agrees that they are in compliance with O.C.G.A. §13-10-91. Such attestation(s) shall be maintained and may be inspected by the County at any time. Any such attestation shall become a part of the contractor/subcontractor agreement.
- k. An affidavit of such compliance with O.C.G.A. §13-10-91 will be initiated by the County, signed by the contractor, and will become part of the contract.
- l. State Law requires that all who enter into a contract for public works as defined by O.C.G.A. §36-91-2(12) for the County must satisfy the Illegal Immigration Reform and Enforcement Act, in all manner, and such are conditions of the contract.
- m. The Purchasing Division Director with the assistance of the Performance Analysis Division shall be authorized to conduct random audits of a contractor's or subcontractors' compliance with the Illegal Immigration Reform and Enforcement Act and the rules and regulations of the Georgia Department of Labor. The contractor and subcontractors shall retain all documents and records of its compliance for a period of three (3) years following completion of the contract. This requirement shall apply to all contracts for the public works as defined by O.C.G.A. §36-91-2(12) where any persons are employed on the County contract.

Whenever it appears that a contractor's or subcontractor's records are not sufficient to verify the work eligibility of any individual in the employ of such contractor or subcontractor, the Purchasing Director shall report same to the Department of Homeland Security.

COMPANY NAME\_\_\_\_\_

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A contractor's failure to participate in the federal work authorization program as defined by O.C.G.A. §13-10-90(2) may be sanctioned by termination of the contract. If it is determined that a subcontractor is not participating in the federal work authorization program as defined by O.C.G.A. §13-10-90(2), Gwinnett County may direct the contractor to terminate that subcontractor. A contractor's failure to follow Gwinnett County's instruction to terminate a subcontractor that is not participating in the federal work authorization program as defined by O.C.G.A. §13-10-90(2) may be sanctioned by termination of the contract.

- n. Bidder shall comply with the Georgia Local Government Public Works Construction Law. The above requirements shall be in addition to the requirements of state and federal law, and shall be construed to be in conformity with those laws.

In compliance with the attached specifications and O.C.G.A. §36-91-50, the undersigned offers and agrees, if this bid is accepted by the Board of Commissioners within sixty (60) days of the date of bid opening, to furnish any or all of the items upon which prices are quoted, at the price set opposite each item, delivered to the designated point(s) within the time specified in the bid schedule.

**Legal Business Name** \_\_\_\_\_

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

**Does your company currently have a location within Gwinnett County? Yes**  **No**

**Representative Signature** \_\_\_\_\_

**Print Authorized Representative's Name** \_\_\_\_\_

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

**E-Mail Address** \_\_\_\_\_



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**BIDDER'S ACKNOWLEDGEMENT**

The undersigned bidder acknowledges all requirements outlined in the above "Instructions to Bidders Package" and all documents referred to therein. This signed form must accompany the completed bid form submitted at the time of bid.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
(President, Vice President or Corporate Officer)

PRINTED NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

ATTESTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Secretary of Corporation)

PRINTED NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

SEAL

(Corporate Seal Required if Bidder is a Corporation)

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

TELEPHONE NO.: \_\_\_\_\_

**END SECTION 000410**

BIDDING FORM  
000410-7

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Gwinnett County, Georgia

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS: that

\_\_\_\_\_  
(Name of Contractor)

\_\_\_\_\_  
(Address of Contractor)

a \_\_\_\_\_  
(Corporation, Partnership or Individual)

hereinafter called Principal, and

\_\_\_\_\_  
(Name of Surety)

\_\_\_\_\_  
(Address of Surety)

a Corporation of the State of \_\_\_\_\_ and a surety authorized by law to do business in, the State of Georgia, hereinafter called Surety, are held and firmly bound unto

Gwinnett County Board of Commissioners  
(Name of Obligee)

75 Langley Drive, Lawrenceville, Georgia 30046  
(Address of Obligee)

Thereinafter referred to as Obligee: in the penal sum of (\$ \_\_\_\_\_ ) Dollars in lawful money of the United States, for the payment of which sum will and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents

WHEREAS, the Principal is about to submit, or has submitted, to Gwinnett County, Georgia, a proposal for furnishing materials, labor, and equipment for \_\_\_\_\_

**BL086-24**  
**Corrections Facility Millwork Improvements Project**

**BID BOND**  
**Page 2**

WHEREAS, the Principal desires to file this Bond in accordance with law in lieu of a certified Bidder's check otherwise required to accompany this Proposal.

NOW, THEREFORE, the conditions of this obligation are such that if the proposal be accepted, the Principal shall within ten days after receipt of notification of the acceptance, execute a Contract in accordance with the Proposal and upon the terms, conditions, and prices set forth in the form and manner required by Gwinnett County, Georgia, and execute a sufficient and satisfactory Performance Bond and Payment Bond payable to Gwinnett County, Georgia, each in the amount of 100% of the total Contract Price, in form and with security satisfactory to said Gwinnett County, Georgia, and otherwise, to be and remain in full force and virtue in law, and the Surety shall, upon failure of the Principal to comply with any or all of the foregoing requirements within the time specified above, immediately pay to Gwinnett County, Georgia, upon demand, the amount hereof in good and lawful money of the United States of America, not as a penalty, but as liquidated damages.

PROVIDED, FURTHER, that Principal and Surety agree and represent that this bond is executed pursuant to and in accordance with the applicable provisions of the Official Code of Georgia Annotated, as Amended, including, but not limited to, O.C.G.A. §36-91-1 et seq., and is intended to be and shall be constructed as a bond in compliance with the requirements thereof.

[Signatures Next Page]

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**Corrections Facility Millwork Improvements Project**

**BID BOND**  
**Page 3**

Signed, sealed and dated this \_\_\_\_\_ Day of \_\_\_\_\_, A.D., 20 \_\_\_\_\_

ATTEST: \_\_\_\_\_

\_\_\_\_\_  
(Principal)

\_\_\_\_\_  
Principal Secretary)

(SEAL)

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

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Witness to Principal)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Surety)

ATTEST:

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

(Attorney-in-Fact)

\_\_\_\_\_  
(Resident or Nonresident Agent)

\_\_\_\_\_  
(Address)

(SEAL)

\_\_\_\_\_  
(Witness as to Surety)

\_\_\_\_\_  
(Address)

**NOTE: If Contractor is Partnership, all partners should execute Bond. Surety Companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the Project is located. Principal Secretary, Principal and Witness as to Principal signature lines must be signed by three different individuals. Additionally, Resident or Nonresident Agent, Witness as to Surety, and Attorney-in-fact must be signed by three different individuals.**

**END SECTION 000430**

BID BOND  
000430-3

**Failure To Return Each Page Of This Section As Part Of Your Bid Documents May Result In Rejection Of Bid.**

**BL086-24**

**COMPANY NAME:** \_\_\_\_\_

**REFERENCES**

Gwinnett County requests a minimum of three (3) references where work of a similar size and scope has been completed. Note: References should be customized for each project, rather than submitting the same set of references for every project bid. The references listed should be of similar size and scope of the project being bid on. Do not submit a project list in lieu of this form.

1. Company Name \_\_\_\_\_  
Brief Description of Project \_\_\_\_\_  
Completion Date \_\_\_\_\_  
Contract Amount \$ \_\_\_\_\_ Start Dates \_\_\_\_\_  
Contact Person \_\_\_\_\_ Telephone \_\_\_\_\_  
E-Mail Address \_\_\_\_\_
  
2. Company Name \_\_\_\_\_  
Brief Description of Project \_\_\_\_\_  
Completion Date \_\_\_\_\_  
Contract Amount \$ \_\_\_\_\_ Start Date \_\_\_\_\_  
Contact Person \_\_\_\_\_ Telephone \_\_\_\_\_  
E-Mail Address \_\_\_\_\_
  
3. Company Name \_\_\_\_\_  
Brief Description of Project \_\_\_\_\_  
Completion Date \_\_\_\_\_  
Contract Amount \$ \_\_\_\_\_ Start Date \_\_\_\_\_  
Contact Person \_\_\_\_\_ Telephone \_\_\_\_\_  
E-Mail Address \_\_\_\_\_





BL086-24

Corrections Facility Millwork Improvements Project

BL086-24

Corrections Facility Millwork Improvements Project

**SAMPLE CONTRACT**

This **AGREEMENT** made and entered into this \_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_ by and between Gwinnett County, Georgia (Party of the First Part, hereinafter called the County), and \_\_\_\_\_ (Party of the Second Part, hereinafter called the Contractor).

**WITNESSETH:** That the said Contractor has agreed, and by these presents does agree with the said County, for the consideration herein mentioned and under the provision of the Performance Bond and Payment Bond required by the Specifications to furnish all equipment, tools, materials, skill and labor of every description necessary to carry out and complete in a good, firm and substantial and workmanlike manner, the work specified, in strict conformity with the drawings and specifications, together with the foregoing proposal made by the Contractor, the Advertisement, the Instructions to Bidders, General Conditions, and this Agreement, shall all form essential parts to this Agreement. The work covered by this Agreement includes all work shown on plans and specifications and listed in the conditions and specifications herewith contained:

Work to be performed under this project include but is not limited to the demolition and installation of framing, millwork, electrical, plumbing, and associated operational components for the inmate dorm guard stations and drink stations in the Comprehensive Correctional Complex.

This Contract shall consist of the Contractor's bid/proposal and all Invitations to Bid/Proposals including all drawings, specifications, price lists, Instructions to Bidders, General Conditions, Special Provisions, Detailed Specifications, addenda, and change orders issued after execution of the Contract (hereinafter collectively referred to as the "Bid"), which are specifically incorporated herein by reference (Exhibit A). In the event of a conflict between the County's contract documents and the Service Provider's bid/proposal, the County's contract documents shall control.

The Contractor awarded work under this contract shall commence work within ten (10) days after the issuance of the Notice to Proceed and shall fully complete all work hereunder within 120 consecutive calendar days from and after said date.

If said work is not completed within the time stated, the Contractor shall be liable and hereby agrees to pay the County as liquidated damages and not as a penalty, the amount of \$\_\_\_\_\_ per day as liquidation of the extra expense incurred by the County and liquidated damages to the County.

The County shall pay and the Contractor shall receive the prices stipulated in the proposal hereto attached as full compensation for everything furnished and done by the Contractor under this contract, which shall in no event exceed \_\_\_\_\_ and no/100 dollars (\$ \_\_\_\_\_) based



**BL086-24**

**Corrections Facility Millwork Improvements Project**

on the proposal which sum shall be paid in the manner and terms specified in the Contract Documents, but before issuance of certificate of payment, if the Contractor shall not have submitted evidence satisfactory to the County that all payrolls, materials bills, and other indebtedness connected with the work have been paid, the County may withhold, in addition to the retained percentages, such amount or amounts as may be necessary to pay just claims for labor and services rendered and materials in and about the work, and such amount or amounts withheld or retained may be applied by the County to the payment of such just claims.

When the Contractor has performed in accordance with the provisions of this Agreement, Gwinnett County shall pay to the Contractor, within thirty (30) days or receipt of any payment request based upon work completed or service provided pursuant to the Contract, the sum so requested, less the retainage stated in this Agreement, if any. In the even that Gwinnett County fails to pay the Contractor within sixty (60) days of receipt of a pay request based upon work completed or service provided pursuant to the Contract, the County shall pay the Contractor interest at the rate of 1/2% per month or pro rata fraction thereof, beginning the sixty-first (61st) day following receipt of the pay request. The Contractor's acceptance of progress payments or final payment shall release all claims for interest on said payments.

It is further mutually agreed between the Parties hereto that if, at any time after the execution of the agreement and the Performance Bond for its faithful performance and the Payment Bond, the first party shall deem the surety or sureties upon such bond to be inadequate to cover the performance of the work, the second party shall, at its expense, within five (5) days after the receipt of notice from the first party to do so, furnish an additional bond or bonds in such form and amount, and with such surety or sureties as shall be satisfactory to the first party. In such event, no further payment to the second party shall be deemed to be due under this agreement until such new or additional security for the faithful performance of the work shall be furnished in a manner and form satisfactory to the first party.

The parties agree that each of the provisions included in this agreement is separate, distinct and severable from the other and remaining provisions of this agreement, and that the invalidity of any agreement provision shall not affect the validity of any other provision or provisions of this agreement.

**(SIGNATURES NEXT PAGE)**

**BL086-24**  
**Corrections Facility Millwork Improvements Project**

**IN WITNESS WHEREOF**, the parties hereto, acting through their duly authorized agents, have caused this **AGREEMENT** to be signed, sealed and delivered.

**GWINNETT COUNTY, GEORGIA**

**By:** \_\_\_\_\_  
**Nicole L. Hendrickson, Chairwoman**  
**Gwinnett County Board of Commissioners**

**ATTEST:**

\_\_\_\_\_  
**Tina King, County Clerk**  
**Gwinnett County Board of Commissioners**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**(Signature)**

\_\_\_\_\_  
**(Print Name)**  
**Gwinnett County Staff Attorney**

\_\_\_\_\_  
**Contractor**  
**By:** \_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Print Name and Title**

**ATTEST:**

\_\_\_\_\_  
**(Signature)**

\_\_\_\_\_  
**Print Name**  
**Corporate Secretary**  
**(Seal)**

**END SECTION 000520**

**PERFORMANCE BOND**

KNOW ALL MEN BY THESE PRESENTS: that

\_\_\_\_\_  
(Name of Contractor)

\_\_\_\_\_  
(Address of Contractor)

a \_\_\_\_\_  
(Corporation, Partnership or Individual)

hereinafter called Principal, and

\_\_\_\_\_  
(Name of Surety)

\_\_\_\_\_  
(Address of Surety)

a Corporation of the State of \_\_\_\_\_ and a surety authorized by law to do business in, the State of Georgia, hereinafter called Surety, are held and firmly bound unto:

Gwinnett County Board of Commissioners  
(Name of Obligee)

75 Langley Drive, Lawrenceville, Georgia 30046  
(Address of Obligee)

hereinafter referred to as Obligee are held and firmly bound unto said Obligee and all persons doing work or furnishing skill, tools, machinery, supplies, or material under or for the purpose of the Contract referred to, in the penal sum of \_\_\_\_\_ Dollars(\$ \_\_\_\_\_) in lawful money of the United States, for the payment of which sum will and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

The condition of this obligation is such, as whereas the Principal entered into a certain contract, hereto attached, with the Obligee.

NOW, THEREFORE THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Principal shall well, truly, fully and faithfully perform said contract according to its terms,

**BID NUMBER: BL086-24**

**PROJECT NAME: Corrections Facility Millwork Improvements Project**

**Performance Bond Page 2**

covenants, conditions, and agreements of said contract during the original term of said contract and any extensions thereof that may be granted by the Obligee, with or without notice to the Surety, and during the life of any guaranty required under the contract, and shall also well and truly perform and fulfill all the undertakings, covenants, terms, conditions and agreement of any and all duly authorized modifications of said contract that may hereafter be made, then this obligation shall be void, otherwise to remain in full force and effect.

PROVIDED FURTHER, that said Surety to this Bond, for value received, hereby stipulates and agrees that no change, extension of time, alterations, or additions to the terms of the Contract or to the Work to be performed thereunder shall in any way affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alterations, or additions to the terms of the Contract or to the work to be performed thereunder.

PROVIDED, FURTHER, that Principal and Surety agree and represent that this bond is executed pursuant to and in accordance with the applicable provisions of the Official Code of Georgia Annotated, as Amended, including, but not limited to, O.C.G.A. § 36-91-1 et seq., and is intended to be and shall be construed as a bond in compliance with the requirements thereof.

(Signatures Next Page)

**BID NUMBER: BL086-24**  
**PROJECT NAME: Corrections Facility Millwork Improvements Project**  
**Performance Bond Page 3**

ATTEST:

\_\_\_\_\_  
(Principal)

\_\_\_\_\_  
(Principal Secretary)

(SEAL)

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

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Witness to Principal)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Surety)

ATTEST:

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

(Attorney-in-Fact)

\_\_\_\_\_  
(Resident or Nonresident Agent)

\_\_\_\_\_  
(Address)

(SEAL)

\_\_\_\_\_  
(Witness as to Surety)

\_\_\_\_\_  
(Address)

**NOTE: If Contractor is Partnership, all partners should execute Bond. Surety Companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.**

**Principal Secretary, Principal and Witness as to Principal signature lines must be signed by three different individuals. Additionally, Resident or Nonresident Agent, Witness as to Surety, and Attorney-in-fact must be signed by three different individuals.**

BONDING AGENT CONTACT INFO	
Print Name	_____
Company Name	_____
E-Mail	_____
Phone	_____

**PAYMENT BOND**

KNOW ALL MEN BY THESE PRESENTS: that

\_\_\_\_\_  
(Name of Contractor)

\_\_\_\_\_  
(Address of Contractor)

a \_\_\_\_\_  
(Corporation, Partnership or Individual)

hereinafter called Principal, and

\_\_\_\_\_  
(Name of Surety)

\_\_\_\_\_  
(Address of Surety)

a Corporation of the State of \_\_\_\_\_ and a surety authorized by law to do business in, the State of Georgia, hereinafter called Surety, are held and firmly bound unto:

Gwinnett County Board of Commissioners  
(Name of Obligee)

75 Langley Drive, Lawrenceville, Georgia 30046  
(Address of Obligee)

hereinafter called the Obligee for the use and protection of all subcontractors and all person supplying labor, services, skill, tools, machinery, materials and/or equipment in the prosecution of the work provided for in the contract hereinafter referred to in the full and just sum of \_\_\_\_\_ Dollars(\$ \_\_\_\_\_) in lawful money of the United States, for the payment of which sum, will and truly to be made, the Principal and Surety bind themselves, their, and each of their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such, as whereas the Principal entered into a certain contract, hereto attached, with the Obligee for the Corrections Facility Millwork Improvements Project.

**BID NUMBER: BL086-24**

**PROJECT NAME: Corrections Facility Millwork Improvements Project**

**Payment Bond Page 2**

NOW, THEREFORE THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Principal shall well, truly, and faithfully perform said Contract according to its terms, covenants, and conditions, and shall promptly pay all persons furnishing labor, materials services, skill, tools, machinery and/or equipment for use in the performance of said Contract, then this obligation shall be void; otherwise it shall remain in full force and effect.

ALL persons who have furnished labor, materials, services, skill, tools, machinery and/or equipment for use in the performance of said Contract shall have a direct right of action on this Bond, provided payment has not been made in full within ninety (90) days after the last day on which labor was performed, materials, services, skill, tools, machinery, and equipment furnished or the subcontract completed.

PROVIDED FURTHER, that said Surety to this Bond, for value received, hereby stipulates and agrees that no change, extension of time, alterations, or additions to the terms of the Contract or to the Work to be performed thereunder shall in any way affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alterations, or additions to the terms of the Contract or to the work to be performed thereunder.

PROVIDED, HOWEVER, that no suit or action shall be commenced hereunder by any person furnishing labor, materials, services, skill, tools, machinery, and/or equipment having a direct contractual relationship with a subcontractor, but no contractual relationship express or implied with the Principal:

Unless such person shall have given notice to the Principal within ninety (90) days after such person did, or performed the last of the work or labor, or furnished the last of the materials, services, skill, tools, machinery and/or equipment for which claim is made, stating with substantial accuracy the amount claimed and the name of the party to whom the materials, services, skill, tools, machinery and/or equipment were furnished, or for whom the work or labor was done or performed. Such a notice shall be served by mailing the same by registered mail, postage prepaid, in an envelope addressed to the Principal, at any place where an office is regularly maintained for the transaction of business, or served in any manner in which legal process may be served in the State in which the aforesaid project is located, save that such service need not be made by a public officer, and a copy of such notice shall be delivered to the Obligee, to the person and at the address provided for in the Contract, within five (5) days of the mailing of the notice to the Principal.

PROVIDED, FURTHER, that any suit under this bond must be instituted before the expiration of one (1) year after the acceptance of the public works covered by the Contract by the proper authorities.

PROVIDED, FURTHER, that Principal and Surety agree and represent that this bond is executed pursuant to and in accordance with the applicable provisions of the Official Code of Georgia Annotated, as Amended, including, but not limited to, O.C.G.A. §36-91-1 et seq., and is intended to be and shall be construed as a bond in compliance with the requirements thereof.

ATTEST:

\_\_\_\_\_  
(Principal)

\_\_\_\_\_  
(Principal Secretary)

(SEAL)

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

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Witness to Principal)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Surety)

ATTEST:

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

(Attorney-in-Fact)

\_\_\_\_\_  
(Resident or Nonresident Agent)

\_\_\_\_\_  
(Address)

(SEAL)

\_\_\_\_\_  
(Witness as to Surety)

\_\_\_\_\_  
(Address)

**NOTE: If Contractor is Partnership, all partners should execute Bond. Surety Companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.**

**Principal Secretary, Principal and Witness as to Principal signature lines must be signed by three different individuals. Additionally, Resident or Nonresident Agent, Witness as to Surety, and Attorney-in-fact must be signed by three different individuals.**

<u>BONDING AGENT CONTACT INFO</u>	
Print Name	_____
Company Name	_____
E-Mail	_____
Phone	_____





BL086-24 Corrections Facility Millwork Improvements Project

CONTRACTOR AFFIDAVIT AND AGREEMENT
(THIS FORM SHOULD BE FULLY COMPLETED
AND RETURNED WITH YOUR SUBMITTAL)

By executing this affidavit, the undersigned contractor verifies its compliance with The Illegal Reform Enhancements for 2013, stating affirmatively that the individual, firm, or corporation which is contracting with the Gwinnett County Board of Commissioners 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, in accordance with the applicability provisions and deadlines established therein.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services or the performance of labor pursuant to this contract with the Gwinnett County Board of Commissioners, contractor will secure from such subcontractor(s) similar verification of compliance with the Illegal Immigration Reform and Enforcement Act 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 Gwinnett County Board of Commissioners at the time the subcontractor(s) is retained to perform such service.

E-Verify \* User Identification Number

Date Registered

Legal Company Name

Street Address

City/State/Zip Code

BY: Authorized Officer or Agent
(Contractor Signature)

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 , 202

Notary Public
My Commission Expires:

For Gwinnett County Use Only:
Document ID #
Issue Date:
Initials:

\* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is "E-Verify" 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).



## BL086-24 Corrections Facility Millwork Improvements Project

### CODE OF ETHICS AFFIDAVIT

**PLEASE RETURN THIS FORM COMPLETED WITH YOUR SUBMITTAL. SUBMITTED FORMS ARE REQUIRED PRIOR TO EVALUATION.**

In accordance with Section 54-33 of the Gwinnett County Code of Ordinances the undersigned bidder/proposer makes the following full and complete disclosure under oath, to the best of their knowledge, of the name(s) of all elected officials whom it employs or who have a direct or indirect pecuniary interest in or with the bidder/proposer, its affiliates or its subcontractors:

1. \_\_\_\_\_  
Company Submitting Bid/Proposal

2. Please select one of the following:
- No information to disclose (*complete only section 4 below*)
  - Disclosed information below (*complete section 3 & section 4 below*)

3. If additional space is required, please attach list:

\_\_\_\_\_  
Gwinnett County Elected Official Name

\_\_\_\_\_  
Gwinnett County Elected Official Name

\_\_\_\_\_  
Gwinnett County Elected Official Name

\_\_\_\_\_  
Gwinnett County Elected Official Name

4. BY: \_\_\_\_\_  
Authorized Officer or Agent Signature

Sworn to and subscribed before me this

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

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

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

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

(seal)

Note: See Gwinnett County Code of Ethics Ordinance E02011, Sec. 54-33.  
The ordinance will be available to view in its' entirety at  
**GwinnettCounty.com**

**Corrections Facility Millwork Improvements Project**

STATE OF GEORGIA  
COUNTY OF GWINNETT

**GENERAL CONDITIONS  
FOR GWINNETT COUNTY CONSTRUCTION CONTRACTS**

GC-1 FAMILIARITY WITH SITE

Execution of this agreement by the Contractor is a representation that the Contractor has visited the site, has become familiar with the local conditions under which the work is to be performed, and has correlated personal observations with the requirements of this agreement.

GC-2 CONTRACT DOCUMENTS

This agreement consists of Gwinnett County's request for proposals, instructions to bidders, Contractor's proposal, construction contract, Performance Bond, Payment Bond, general conditions, special provisions, specifications, plans, drawings, addenda, and written change orders.

GC-3 DEFINITIONS

The following terms as used in this agreement are defined as follows:

Change Order - a written order to the Contractor, prepared by the Architect and issued by the County for changes in the work within the general scope of the contract documents, adjustment of the contract price, extension of the contract time, or reservation of determination of a time extension.

County - Gwinnett County, Georgia, a political subdivision of the State of Georgia, acting by and through the Chairman of its Board of Commissioners.

Day - a calendar day of twenty-four hours lasting from midnight of one day to midnight the next day.

Notice to Proceed - written communication issued by the County to the Contractor authorizing it to proceed with the work and establishing the date of commencement and completion of the work.

Substantial Completion - the date certified by the Architect when all or a part of the work, identified in the Architect's certification, is sufficiently completed in accordance with the requirements of the contract documents so that the identified portion of the work can be utilized for the purposes for which it is intended.

Work - all of the services specified, indicated, shown or contemplated by the contract documents, and furnishing by the Contractor of all materials, equipment, labor, methods, processes, construction and manufacturing materials and equipment, tools, plans, supplies, power, water, transportation and other things necessary to complete such services in accordance with the contract documents to ensure a functional and complete facility.

GC-4 CODES

All codes, specifications, and standards referenced in the contract documents shall be the latest additions, amendments and revisions of such referenced standards in effect as of the date of the request for proposals for this contract.

GC-5 REVIEW OF CONTRACT DOCUMENTS

Before making its proposal to the County, and continuously after the execution of the agreement, the Contractor shall carefully study and compare the contract documents and shall at once report to the Architect any error, ambiguity, inconsistency or omission that may be discovered, including any requirement

**Corrections Facility Millwork Improvements Project**

which may be contrary to any law, ordinance, rule, or regulation of any public authority bearing on the performance of the work. By submitting its proposal, the Contractor agrees that the contract documents, along with any supplementary written instructions issued by or through the Architect that have become a part of the contract documents appear accurate, consistent and complete insofar as can be reasonably determined. If the Contractor has reported in writing any error, inconsistency, or omission to the County, has properly stopped the effected work until instructed to proceed, and has otherwise followed the instructions of the Architect, the Contractor shall not be liable to the County for any damage resulting from any such error, inconsistency, or omission in the contract documents. The Contractor shall not perform any portion of the work without the contract documents, approved plans, specifications, products and data, or samples for such portion of the work.

GC-6 STRICT COMPLIANCE

No observation, inspection, test or approval of the County or Architect shall relieve the Contractor from its obligation to perform the work in strict conformity with the contract documents.

GC-7 APPLICABLE LAW

All applicable State laws, County ordinances, and rules and regulations of all authorities having jurisdiction over the construction of the project shall apply to this agreement. All work performed within the right of way of the Georgia Department of Transportation shall be in accordance with DOT regulations, policies and procedures. The Contractor shall comply with all laws, ordinances, rules and regulations bearing on the conduct of the work as specified and the Contractor agrees to indemnify and hold harmless the County, its officers, agents and employees, as well as the Architect, against any claim or liability arising from or based on the violation of any law, ordinance, regulation, order or decree affecting the conduct of the work, whether occasioned by the Contractor, his agents or employees.

GC-8 PERMITS & LICENSES

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

GC-9 TAXES

The Contractor 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 Contractor 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 Contractor shall maintain records pertaining to such taxes and levies as well as payment thereof and shall make the same available to the County at all reasonable times for inspection and copying.

GC-10 DELINQUENT CONTRACTORS

The County shall not pay any claim, debt, demand or account whatsoever to any person firm or corporation who is in arrears to the County for taxes. The County shall be entitled to a counterclaim and offset for any such debt in the amount of taxes in arrears, and no assignment or transfer of such debt after the taxes become due shall affect the right of the County to offset any taxes owed against said debt.

GC-11 LIEN WAIVERS

The Contractor shall furnish the County with evidence that all persons who have performed work or furnished materials pursuant to this agreement have been paid in full prior to submitting its demand for final payment pursuant to this agreement. In the event that such evidence is not furnished, the County may retain sufficient sums necessary to meet all lawful claims of such laborers and materialmen. The County assumes no obligation nor in any way undertakes to pay such lawful claims from any funds due or that may become

**BL086-24****Corrections Facility Millwork Improvements Project**

due to the Contractor.

**GC-12 MEASUREMENT**

All items of work to be paid for per unit of measurement shall be measured and certified by the Architect.

**GC-13 ASSIGNMENT**

The Contractor shall not assign any portion of this agreement or moneys due therefrom without the prior written consent of the County. The Contractor shall retain personal control and shall provide personal attention to the fulfillment of its obligations pursuant to this agreement.

**GC-14 FOREIGN CONTRACTORS**

In the event that the Contractor is a foreign corporation, partnership, or sole proprietorship, the Contractor hereby irrevocably appoints the Secretary of State of Georgia as its agent for service of all legal process for the purpose of this contract only.

**GC-15 INDEMNIFICATION**

Contractor shall indemnify, hold harmless, insure, and defend the COUNTY for damages, losses, or expenses to the extent caused by or resulting from the negligence, recklessness, or intentionally wrongful conduct of the Contractor or other persons employed or utilized by the Contractor in the performance of the contract.

**GC-16 SUPERVISION OF WORK**

The Contractor shall supervise and direct the work using the Contractor's best skill and attention. The Contractor shall be solely responsible for all construction methods and procedures and shall coordinate all portions of the work pursuant to the contract subject to the overall coordination of the Architect. All work pursuant to this agreement shall be performed in a skillful and workmanlike manner.

**GC-17 RESPONSIBILITY FOR WORK**

The Contractor shall not be relieved from the Contractor's obligations to perform the work in accordance with the contract documents by the activities or duties of the Architect, including inspections, tests or approvals required or performed pursuant to this agreement.

**GC-18 RESPONSIBILITY FOR ACTS OF EMPLOYEES**

The Contractor shall be responsible to the County for the acts and omissions of its employees, subcontractors, and agents as well as any other persons performing work pursuant to this agreement. All areas within the limits of the Project which are determined by the Architect to be unnecessarily damaged, due either directly or indirectly to the process of construction, shall be responsibility of the

Contractor to correct and repair. This is not a payment item and shall be done without additional compensation.

**GC-19 PAYMENT FOR LABOR AND MATERIALS**

Unless otherwise provided in this agreement, the Contractor shall provide and pay for all labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for the execution and completion of the work.

**GC-20 DISCIPLINE ON WORK SITE**

The Contractor shall enforce strict discipline and good order among its employees and subcontractors at all times during the performance of the work. The Contractor shall not employ any subcontractor who is not skilled in the task assigned to it. The Architect may, by written notice, require the Contractor to remove from the work any subcontractor or employee deemed by the Architect to be incompetent.

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#### GC-21 HOURS OF OPERATION

All work at the construction site shall be performed during regular business hours, except upon the Architect's prior written consent to other work hours.

#### GC-22 FAMILIARITY WITH WORK CONDITIONS

The Contractor shall take all steps necessary to ascertain the nature and location of the work and the general and local conditions, which may affect the work or the cost thereof. The Contractor's failure to fully acquaint itself with the conditions which may affect the work, including, but not limited to conditions relating to transportation, handling, storage of materials, availability of labor, water, roads, weather, topographic and subsurface conditions, other separate contracts to be entered into by the County relating to the project which may affect the work of the Contractor, applicable provisions of law, and the character and availability of equipment and facilities necessary prior to and during the performance of the work shall not relieve the Contractor of its responsibilities pursuant to this agreement and shall not constitute a basis for an equitable adjustment of the contract terms. The County assumes no responsibility for any understandings or representations concerning conditions of the work made by any of its officers, agents, or employees prior to the execution of this agreement.

#### GC-23 RIGHT OF ENTRY

The County reserves the right to enter the site of the work by such agent as it may elect for the purpose of inspecting the work or installing such collateral work as the County may desire.

#### GC-24 NOTICES

Any notice, order, instruction, claim or other written communication required pursuant to this agreement shall be deemed to have been delivered or received as follows:

(1) Upon personal delivery to the Contractor, it's authorized representative, or the Architect on behalf of the County. Personal delivery may be accomplished by in-person hand delivery or bona fide overnight express service.

(2) Three days after depositing in the United States mail a certified letter addressed to the Contractor, the County, or the Architect. For purposes of mailed notices, the County's mailing address shall be 75 Langley Drive, Lawrenceville, Georgia 30046. The Contractor's mailing address shall be the address

stated in its proposal, and the Architect's mailing address shall be its address listed in the Notice to Begin Work.

#### GC-25 SAFETY

The Contractor shall take all reasonable precautions for the safety of all persons and property associated with the work, and the Contractor shall erect and maintain, as required by existing conditions and the progress of the work, all reasonable safeguards for the safety and protection of persons in the vicinity of the project.

#### GC-26 BLASTING AND EXCAVATION

The Contractor acknowledges that it is fully aware of the contents and requirements of O.C.G.A. §25-9-1 through §25-9-12 concerning blasting and excavation near underground gas pipes and facilities and shall fully comply therewith.

#### GC-27 HIGH VOLTAGE LINES

The Contractor acknowledges that it is fully aware of the contents and requirements O.C.G.A. §46-3-30 through § 46-3-39 concerning safeguards against contact with high voltage lines, and the Contractor shall fully comply with said provisions.

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GC-28 SCAFFOLDING AND STAGING

The Contractor acknowledges that it is the person responsible for employing and directing others to perform labor within the meaning of O.C.G.A. §34-1-1 and agrees to comply with said provisions.

GC-29 CLEAN-UP

The Contractor shall clean up all refuse, rubbish, scrap materials, and debris caused by its operations to the end that the site of the work shall present a neat, orderly and workmanlike appearance at all times.

GC-30 PROTECTION OF WORK

The Contractor shall be responsible for maintenance and protection of the work until final completion of this agreement and acceptance of the work as defined herein. Any portion of the work suffering injury, damage or loss shall be considered defective and shall be corrected or replaced by the Contractor without additional cost to the County.

GC-31 REJECTED WORK

The Contractor shall promptly remove from the project all work rejected by the Architect for failure to comply with the contract documents and the Contractor shall promptly replace and re-execute the work in accordance with the contract documents and without expense to the County. The Contractor shall also bear the expense of making good all work of other Contractors destroyed or damaged by such removal or replacement.

GC-32 DEFECTIVE WORK

If the Contractor defaults or neglects to carry out any portion of the work in accordance with the contract documents, and fails within three days after receipt of written notice from the County or the Architect to commence and continue correction of such default or neglect with diligence and promptness, the County or the Architect may, after three days following receipt by the Contractor of an additional written notice and without prejudice to any other remedy the County may have, make good such deficiencies and complete all or any portion of any work through such means as the County may select, including the use of a new Contractor. In such case, an appropriate change order shall be issued deducting from the payments then or thereafter due the Contractor the cost of correcting such deficiencies. In the event the payments then or thereafter due the Contractor are not sufficient to cover such amount, the Contractor shall pay the difference to the County on demand.

GC-33 NEW MATERIALS

The Contractor warrants to the County that all materials and equipment furnished under this contract will be new unless otherwise specified, and the Contractor further warrants that all work will be of good quality, free from faults and defects, and in conformance with the contract documents. The warranty set forth in this paragraph shall survive final acceptance of the work.

GC-34 CONTRACTOR'S WARRANTY

If within one year after the date of substantial completion and final acceptance of the work by the County, or within such longer period of time as may be prescribed by law or by the term of any applicable special warranty required by the contract documents, any of the work is found to be defective or not in accordance with the contract documents, the Contractor shall correct such work promptly after receipt of written notice from the County to do so. This obligation shall survive both final payment for the work and termination of the contract.

GC-35 ASSIGNMENT OF MANUFACTURERS' WARRANTIES

Without limiting the responsibility or liability of the Contractor pursuant to this agreement, all warranties given by manufacturers on materials or equipment incorporated in the work are hereby assigned by the

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Contractor to the County. If requested, the Contractor shall execute formal assignments of said manufacturer's warranties to the County. All such warranties shall be directly enforceable by the County.

#### GC-36 WARRANTIES IMPLIED BY LAW

The warranties contained in this agreement, as well as those warranties implied by law, shall be deemed cumulative and shall not be deemed alternative or exclusive. No one or more of the warranties contained herein shall be deemed to alter or limit any other.

#### GC-37 STOP WORK ORDERS

In the event that the Contractor fails to correct defective work as required by the contract documents or fails to carry out the work in accordance with contract documents, the County, or the Architect, in writing, may order the Contractor to stop work until the cause for such order has been eliminated. This right of the County or Architect to stop work shall not give rise to any duty on the part of the County or the Architect to execute this right for the benefit of the Contractor or for any other person or entity.

#### GC-38 TERMINATION FOR CAUSE

If the Contractor is adjudged bankrupt, makes a general assignment for the benefit of creditors, suffers the appointment of a receiver on account of its insolvency, or fails to supply sufficient properly skilled workers, materials, fails to make prompt payment to subcontractors or materialmen, disregards laws, ordinances, rules, regulations, or orders of any public authority having jurisdiction, or is otherwise guilty of a material violation of this agreement and fails within seven days after receipt of written notice to commence and continue correction of such default, neglect, or violation with diligence and promptness, the County may, after ten days following receipt by the Contractor of an additional written notice and without prejudice to any other remedy the County may have, terminate the employment of the Contractor and take possession of the site as well as all materials, equipment, tools, construction equipment and machinery thereon. The County may finish the work by whatever methods the County deems expedient. In such case, the Contractor shall not be entitled to receive any further payment until the work is completed. If the unpaid balance of the contract price exceeds the cost of completing the work, such excess shall be paid to the Contractor. If such costs exceed the unpaid balance, the Contractor shall pay the difference to the County on demand. This obligation for payment shall survive the termination of the contract. Termination of this agreement pursuant to this paragraph may result in disqualification of the Contractor from bidding on future County contracts.

#### GC-39 TERMINATION FOR CONVENIENCE

The County may, at any time upon 30 days written notice to the Contractor, terminate the whole or any portion of the work for the convenience of the County. Said termination shall be without prejudice to any right or remedy of the County provided herein. In addition, in the event this agreement has been terminated due to the default of the Contractor, and if it is later determined that the Contractor was not in default pursuant to the provisions of this agreement at the time of termination, then such termination shall be considered a termination for convenience pursuant to this paragraph.

#### GC-40 TERMINATION FOR CONVENIENCE - PAYMENT

In the event that the County terminates this agreement for the convenience of the County, the County shall only be liable to the Contractor for those costs reimbursable to the Contractor plus a mark-up of ten percent on the actual fully accounted cost recovered pursuant to this paragraph. In the event that it appears that the Contractor would have sustained a loss on the entire contract had it been completed, no profit shall be included or allowed hereunder and an appropriate adjustment shall be made reducing the amount of settlement to reflect the indicated rate of loss. In the event of termination for the convenience of the County, the County shall pay the Contractor the following amounts determined by the Architect:

- A. An amount for supplies, services, or property accepted by the County for which payment has not previously been made. The price to be paid for these items shall be equivalent to the aggregate



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price for such supplies or services computed in accordance with the price specified in this agreement appropriately adjusted for any saving of freight or other charges; and

B. The total of:

- (1) The costs incurred in the performance of the work terminated, including initial costs and preparatory expenses allocable thereto, but exclusive of any costs attributable to supplies or services previously paid;
- (2) The costs of settling and paying claims arising pursuant to the termination of the work under said contracts or orders which are properly chargeable to the terminated portion of the contract (exclusive of the amounts paid or payable on account of completed items or equipment delivered or services furnished by a subcontractor or vendor prior to the effective date of the notice of termination, which amounts shall be included in the costs payable pursuant to (A)); and
- (3) The reasonable costs of settlement, including accounting, legal, clerical, and other expenses reasonable and necessary for the preparation of settlement claims and supporting data with respect to the terminated portion of the contract and for the termination and settlement of subcontracts thereunder, together with reasonable storage, transportation, and other costs incurred in connection with the protection or disposition of property allocable to this agreement.

**GC-41 TERMINATION FOR CONVENIENCE - PAYMENT LIMITATIONS**

In the event of termination for the convenience of the County, the total sum to be paid to the Contractor shall not exceed the contract price as reduced by the amount of payments otherwise made, by the contract price for work not terminated, and as otherwise permitted by the contract. Except for normal spoilage, and except to the extent that the County shall have otherwise expressly assumed the risk of loss, there shall be excluded from the amounts payable to the Contractor the fair value, as determined by the Architect, of property which is destroyed, lost, stolen or damaged so as to become undeliverable to the County or to another buyer.

**GC-42 COST TO CURE**

If the County terminates the whole or any part of the work pursuant to this agreement, then the County may procure upon such terms and in such manner as the Architect may deem appropriate, supplies or services similar to those so terminated, and the Contractor shall be liable to the County for any excess costs for such similar supplies or services. The Contractor shall continue the performance of this agreement to the extent not terminated hereunder.

**GC-43 ATTORNEY'S FEES**

Should the Contractor default pursuant to any of the provisions of this agreement, the Contractor and its surety shall pay to the County such reasonable attorney's fees as the County may expend as a result thereof and all costs, expenses, and filing fees incidental thereto.

**GC-44 CONTRACTOR'S RESPONSIBILITIES UPON TERMINATION**

After receipt of a notice of termination from the County, and except as otherwise directed by the Architect, the Contractor shall:

- (1) Stop work under the contract on the date and to the extent specified in the notice of termination;

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- (1) Place no further orders or subcontracts for materials, services or facilities, except as may be necessary for completion of such portion of the work under the agreement as is not terminated;
- (2) Terminate all orders and subcontracts to the extent that they relate to the performance of work terminated by the notice of termination;
- (3) Assign to the County in the manner, at the times, and to the extent directed by the Architect, all of the rights, title and interest of the Contractor under the orders and subcontracts so terminated, in which case the County shall have the right, at its discretion, to settle or pay any and all claims arising out of the termination of such orders or subcontracts;
- (4) Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Architect, to the extent the Architect may require, which approval or ratification shall be final for all purposes;
- (6) Transfer title and deliver to the entity or entities designated by the County, in the manner, at the times, and to the extent, if any, directed by the Architect, and to the extent specifically produced or specifically acquired by the Contractor for the performance of such portion of the work as has been terminated:
  - (a) The fabricated or unfabricated parts, work, and progress, partially completed supplies, and equipment, materials, parts, tools, dyes, jigs, and other fixtures, completed work, supplies, and other material produced as a part of or acquired in connection with the performance of the work terminated by the notice of termination; and
  - (b) The completed or partially completed plans, drawings, information, and other property to the work.
- (7) Use its best efforts to sell in the manner, at the times, to the extent, and at the prices directed or authorized by the Architect, any property described in Section 6 of this paragraph, provided, however, that the Contractor shall not be required to extend credit to any buyer and further provided that the proceeds of any such transfer or disposition shall be applied in reduction of any payments to be made by the County to the Contractor pursuant to this agreement.
- (8) Complete performance of such part of the work as shall not have been terminated by the notice of termination; and
- (9) Take such action as may be necessary, or as the Architect may direct, for the protection and preservation of the property related to the agreement which is in the possession of the Contractor and in which the County has or may acquire an interest.

**GC-45 RECORDS**

The Contractor shall preserve and make available to the County all of its records, books, documents and other evidence bearing on the costs and expenses of the Contractor and any subcontractor pursuant to this

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agreement upon three days advance notice to the Contractor.

#### GC-46 DEDUCTIONS

In arriving at any amount due the Contractor pursuant to the terms of this agreement, there shall be deducted all liquidated damages, advance payments made to the Contractor applicable to the termination portion of the contract, the amount of any claim which the County may have against the Contractor, the amount determined by the Architect to be necessary to protect the County against loss due to outstanding potential liens or claims, and the agreed price of any materials acquired or sold by the Contractor and not otherwise recovered by or credited to the County.

#### GC-47 REIMBURSEMENT OF THE COUNTY

In the event of termination, the Contractor shall refund to the County any amount paid by the County to the Contractor in excess of the costs reimbursable to the Contractor.

#### GC-48 TERMINATION FOR CONVENIENCE - DELAY

The Contractor shall be entitled to only those damages and that relief from termination by the County as specifically set forth in this agreement. The County or the Architect may issue a written order requiring the Contractor to suspend, delay or interrupt all or any part of the work for such period of time as the County may determine to be appropriate for the convenience of the County. If the performance of the work is interrupted for an unreasonable period of time by an act of the County or Architect in the administration of this agreement, an equitable adjustment shall be made for any increase in the Contractor's costs of performance and any increase in the time required for performance of the work necessarily caused by the unreasonable suspension, delay, or interruption. Any equitable adjustment shall be reduced to writing and shall constitute a modification to this agreement. In no event, however, shall an equitable adjustment be made to the extent that performance of this agreement would have been suspended, delayed or interrupted by any other cause, including the fault or negligence of the Contractor. No claim for an equitable adjustment pursuant to this paragraph shall be permitted before the Contractor shall have notified the Architect in writing of the act or failure to act involved, and no claim shall be allowed unless asserted in writing to the Architect within ten days after the termination of such suspension, delay or interruption.

#### GC-49 COMMENCEMENT AND DURATION OF WORK

The Contractor shall commence work pursuant to this agreement within ten days of mailing or delivery of written notice to proceed by the County. The Contractor shall diligently prosecute the work to completion within the time specified therefore. The capacity of the Contractor's construction and manufacturing equipment and plan, sequence and method of operation and forces employed, including management and supervisory personnel, shall be such as to ensure completion of the work within the specified time. The Contractor and County hereby agree that the contract time for completion of the work is reasonable taking into consideration the average climatic conditions prevailing in the locality of the work.

#### GC-50 TIME OF THE ESSENCE

All time limits stated in this agreement are of the essence of this contract.

#### GC-51 IMPACT DAMAGES

Except as specifically provided pursuant to a stop work order or change order, the Contractor shall not be entitled to payment or compensation of any kind from the County for direct or indirect or impact damages including, but not limited to, costs of acceleration arising because of delay, disruption, interference or hindrance from any cause whatsoever whether such delay, disruption, interference or hindrance is reasonable or unreasonable, foreseeable or unforeseeable, or avoidable, provided, however, that this provision shall not preclude the recovery of damages by the Contractor for hindrances or delays due solely to fraud or bad faith on the part of the County its agents or employees. The Contractor shall be entitled only to extensions in the time required for performance of the work as specifically provided in the contract.

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#### GC-52 DELAY

The Contractor may be entitled to an extension of the contract time, but not an increase in the contract price, for delays arising from unforeseeable causes beyond the control and without the fault or negligence of the Contractor or its subcontractors for labor strikes, acts of God, acts of the public enemy, acts of the state, federal or local government in its sovereign capacity, by acts of another separate contractor, or by an act of neglect of the County with the Architect.

#### GC-53 INCLEMENT WEATHER

The Contractor shall not be entitled to an extension of the contract time due to normal inclement weather. Unless the Contractor can substantiate to the satisfaction of the Architect that there was greater than normal inclement weather considering the full term of the contract using a ten-year average of accumulated mean values for climatological data compiled by the U.S. Department of Commerce for Atlanta, Georgia and that such greater than normal inclement weather actually delayed the work, the Contractor shall not be entitled to an extension of time therefore.

#### GC-54 NOTICE OF DELAY

The Contractor shall not receive an extension of time unless a notice of a claim is filed with the County and the Architect within ten days of the first instance of such delay, disruption, interference or hindrance and a written statement of the claim is filed with the Architect and the County within 20 days of the first such instance. In the event that the Contractor fails to comply with this provision, it waives any claim, which it may have for an extension of time pursuant to this agreement.

#### GC-55 NOTICE OF DELAY - CONTENTS

The notice of delay referenced in the preceding paragraph shall include specific information concerning the nature of the delay, the date of commencement of the delay, the construction activities affected by the delay, the person or organization responsible for the delay, the anticipated extent of the delay, and any recommended action to avoid or minimize the delay.

#### GC-56 PROGRESS OF WORK

To the extent that the Contractor is entitled to additional compensation for delay, an absolute condition precedent to such entitlement shall be strict compliance with all requirements and procedures for entitlement to an extension of time herein. If the work actually in place falls behind the currently updated and approved project network schedule, and it becomes apparent from the current schedule that work will not be completed within the contract time, the Contractor agrees that it will, as necessary, or as directed by the Architect, take action at no additional cost to the County to improve the progress of the work, including increasing manpower, increasing the number of working hours per shift or shifts per working day, increasing the amount of equipment at the site, and any other measure reasonably required to complete the work in a timely fashion.

#### GC-57 DILIGENCE

The Contractor's failure to substantially comply with the requirements of the preceding paragraph may be grounds for determination by the County or Architect that the Contractor is failing to prosecute the work with such diligence as will ensure its completion within the time specified. In such event, the County shall have the right to furnish such additional labor and materials as may be required to comply with the schedule after 48 hours written notice to the Contractor, and the Contractor shall be liable for such costs incurred by the County.

#### GC-58 SET-OFFS

Any monies due to the County pursuant to the acceleration provisions of this agreement may be deducted by the County against monies due from the County to the Contractor.

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GC-59 ACCELERATION - REMEDIES

The remedies of the County concerning acceleration are in addition to and without prejudice to all of the rights and remedies of the County at law, in equity, or contained in this agreement.

GC-60 TITLE TO MATERIALS

No materials or supplies shall be purchased by the Contractor or by any Subcontractor subject to any chattel mortgage or under a conditional sales contract or other agreement by which any interest is retained by the seller. The Contractor hereby warrants that it has good and marketable title to all materials and supplies used by it in the work, and the Contractor further warrants that all materials and supplies shall be free from all liens, claims, or encumbrances at the time of incorporation in the work.

GC-61 INSPECTION OF MATERIALS

All materials and equipment used in the construction of the project shall be subject to adequate inspection and testing in accordance with accepted standards and in accordance with the requirements of the contract documents. Additional tests performed after the rejection of materials or equipment shall be at the Contractor's expense.

GC-62 ARCHITECT'S PRESENCE DURING TESTING

All tests performed by the Contractor shall be witnessed by the Architect/Engineer unless the requirement therefore is waived in writing. The Architect/Engineer may perform additional tests on materials previously tested by the Contractor, and the Contractor shall furnish samples for this purpose as requested.

GC-63 MATERIALS INCORPORATED IN WORK

The Contractor shall furnish all materials and equipment to be incorporated in the work. All such materials or equipment shall be new and of the highest quality available. Manufactured materials and equipment shall be obtained from sources, which are currently manufacturing such materials, except as otherwise specifically approved by the Architect.

GC-64 STORAGE OF MATERIALS

Materials and equipment to be incorporated in the work shall be stored in such a manner as to preserve their quality and fitness for the work and to facilitate inspection.

GC-65 PAYROLL REPORTS

The Contractor shall be required to furnish weekly payroll reports to the Architect certifying conformance with the wage rates listed in the specifications.

GC-66 CONTRACTORS' REPRESENTATIVE

Before beginning work, the Contractor shall notify the Architect in writing of one person within its organization who shall have complete authority to supervise the work, receive orders from the Architect, and represent the Contractor in all matters arising pursuant to this agreement. The Contractor shall not remove its representative without first designating in writing a new representative. The Contractor's representative shall normally be present at or about the site of work while the work is in progress. When neither the Contractor nor its representative is present at the work site, the superintendent, foreman, or other employee in charge of the work shall be an authorized representative of the Contractor.

GC-67 SPECIALTY SUB-CONTRACTORS

The Contractor may utilize the services of specialty subcontractors on those parts of the project which, under normal contracting practices, are performed by specialty subcontractors. Neither the Contractor nor any subcontractor shall award work to any subcontractor without the prior written consent of the County. The Contractor shall not award more than seventy-five percent of the work to subcontractors.

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GC-68 INSPECTION BY ARCHITECT

All work pursuant to this agreement shall be subject to inspection by the Architect for conformity with contract drawings and specifications. The Contractor shall give the Architect reasonable advance notice of operations requiring special inspection of a portion of the work.

GC-69 WORK COVERED PRIOR TO ARCHITECT'S INSPECTION

In the event that work is covered or completed without the approval of the Architect, and such approval is required by the specifications or required in advance by the Architect, the Contractor shall bear all costs involved in inspection notwithstanding conformance of such portion of the work to the contract drawings and specifications.

GC-70 ARCHITECT'S AUTHORITY

The Architect shall have the authority to decide all questions concerning interpretation and fulfillment of contract requirements, including, without limitation, all questions concerning the prosecution, progress, quality and acceptability of the work. Any oral decision or instruction of the Architect shall be confirmed in writing. All communications between the County and the Contractor shall be made through the Architect. The Contractor shall submit to the Architect a complete schedule of values of various portions of the work, including quantities and unit prices, aggregating the contract price. The schedule shall subdivide the work into component parts in sufficient detail to serve as the basis for progress payments during construction. Each item in the schedule of values shall include its proper share of overhead and profit. The schedule of values, when approved by the Architect, shall be used only as a basis for the Contractor's monthly request for payment and shall not be used for additions to or deductions from the contract amount.

GC-71 PROGRESS ESTIMATES

The Contractor shall also prepare a written report for the Architect's approval, on County forms, of the total amount of value of work performed to the date of submission. No progress estimate or payment shall be considered an approval or acceptance of any work performed, and all estimates and payments shall be subject to correction in subsequent estimates. Progress payments shall be made for all completed activities and for suitably stored materials.

GC-72 PROGRESS PAYMENTS

Upon completion of each monthly estimate of work performed and materials furnished, the Architect shall recommend payment to the Contractor for the estimated value of such work, materials, and equipment, less the amount of all prior payments and all liquidated damages. The Contractor will be paid 100 percent, less retainage, of the cost of materials received and properly stored but not incorporated into the work. Payments for materials or equipment stored on the site shall be conditioned upon submission by the Contractor of bills of sale to establish the County's title to such materials or equipment. No progress estimate or payment need be made when, in the Architect's judgment, the increment in the estimated value of work performed and materials furnished since the preceding estimate is less than \$10,000.

GC-73 TIME OF PAYMENT

When the contractor has performed in accordance with the provisions of this Agreement, Gwinnett County shall pay to the contractor, within 30 days of receipt by the County of any payment request based upon work completed or service provided pursuant to the contract, the sum so requested, less the retainage stated in this Agreement, if any. In the event that Gwinnett County fails to pay the contractor within 60 days of the County's receipt of a pay request based upon work completed or service provided pursuant to the contract, the County shall pay the contractor interest at the rate of 1/2 percent per month or pro rata fraction thereof beginning the 61st day following the County's receipt of the pay request. The contractor's acceptance of progress payments or final payment shall release all claims for interest on said payments. The provisions of this agreement are intended to supersede all provisions of the Georgia Prompt Pay Act as provided by law.

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#### GC-74 RETAINAGE

Until the payment for Substantial Completion, the County shall withhold retainage in the amount of five percent (5%) from each progress payment. When Substantial Completion is achieved, retainage shall be paid to Contractor with the final payment in accordance with the terms of Section GC-82.

#### GC-75 PAYMENT OF SUBCONTRACTORS

##### GC-75.1 GENERAL

The Contractor shall promptly pay each subcontractor upon the receipt of payment from the County. Such payment shall be made from the amount paid to the Contractor pursuant to the subcontractor's work. The Contractor shall also maintain the records of the percentage retained from payments to the Contractor pursuant to such subcontractor's work. The Contractor shall procure agreements from each subcontractor requiring each subcontractor to pay their subcontractors, agents and employees in a similar manner.

##### GC-75.2 SUBCONTRACTOR RETAINAGE RELEASE

Upon request by Contractor, the County may, in its sole discretion, permit an amount equal to the retainage associated with a subcontractor's work to be released from the retainage held by the County upon completion of the subcontractor's work. To request subcontractor retainage release, Contractor shall submit a written request to the County that (a) certifies the subcontractor's work is complete and specifies the amount of retainage withheld by Contractor, (b) contains a release of all claims by the subcontractor, and (c) is executed by the Contractor, subcontractor, and, if required by the County, the engineer.

#### GC-76 COUNTY'S RESPONSIBILITIES TO SUBCONTRACTORS

Neither the County nor the Architect shall have any obligation to pay any subcontractor except as otherwise required by law.

#### GC-77 PROGRESS PAYMENTS - ACCEPTANCE OF WORK

Certification of progress payments, as well as the actual payment thereof, shall not constitute the County's acceptance of work performed pursuant to this agreement.

#### GC-78 PAYMENTS IN TRUST

All sums paid to the Contractor pursuant to this agreement are hereby declared to constitute trust funds in the hands of the contractor to be applied first to the payment of claims of subcontractors, laborers, and suppliers arising out of the work, to claims for utilities furnished and taxes imposed, and to the payment of premiums on surety and other bonds and on insurance for any other application.

#### GC-79 JOINT PAYMENTS

The County reserves the right to issue any progress payment or final payment by check jointly to the Contractor and any subcontractor or supplier.

#### GC-80 RIGHT TO WITHHOLD PAYMENT

The Architect may decline to approve payment and may withhold payment in whole or in part to the extent reasonable and necessary to protect the County against loss due to defective work, probable or actual third party claims, the Contractor's failure to pay subcontractors or materialmen, reasonable evidence that the work will not be completed within the contract time or contract price or damage to the County or any other contractor on the project.

#### GC-81 CERTIFICATE OF SUBSTANTIAL COMPLETION

Upon the Contractor's submission of a request for a certificate of substantial completion, the Architect shall inspect the work and determine whether the work is substantially complete. If the work is substantially complete, the Architect shall issue a certificate of substantial completion of the work which shall establish

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the date of substantial completion, shall state the responsibilities of the County and the Contractor for security, maintenance, heat, utilities, damage to the work and insurance, and shall fix the time within which the Contractor shall complete the items submitted by the Contractor as requiring correction or further work. The certificate of substantial completion of the work shall be submitted to the County and the Contractor for their written acceptance of the responsibilities assigned to them pursuant to such certificate.

#### GC-82 FINAL PAYMENT

##### GC-82.1 GENERAL

Upon Substantial Completion of the work and upon application by the Contractor and approval by the engineer, the County shall make payment reflecting adjustments and retainage for the work as provided in this agreement.

##### GC-82.2 AMOUNT TO BE WITHHELD

Upon receipt of an application for final payment, the engineer shall designate amounts to be withheld from the payment for incomplete work and/or defective work to be remedied. The amounts withheld shall equal 200 percent of the value of each item of incomplete work and defective work to be remedied. Such an amount shall be withheld until completion and remediation of such work.

##### GC-83 COMMENCEMENT OF WARRANTIES

Warranties required by this agreement shall commence on the date of final completion of the project unless otherwise provided in the certificate of substantial completion.

##### GC-84 FINAL PAYMENT - WAIVER OF CLAIMS

The acceptance of the substantial completion payment shall constitute a waiver of all claims by the Contractor except those previously made in writing and identified by the Contractor as unsettled at the time of application for payment at substantial completion and except for the retainage sums due at final acceptance. Following the Architect's issuance of the certificate of substantial completion and the Contractor's completion of the work pursuant to this agreement, the Contractor shall forward to the Architect a written notice that the work is ready for final inspection and acceptance and shall also forward to the Architect a final application for payment. When the Architect finds the work acceptable and determines that the contract has been fully performed, the Architect shall issue a certificate for payment which shall approve final payment to the Contractor.

##### GC-85 DOCUMENTATION OF COMPLETION OF WORK

Neither the final payment nor the remaining retainage shall become due until the Contractor submits the following documents to the Architect:

- A. An affidavit that all payrolls, bills for materials and equipment, and other indebtedness connected with the work have been paid other otherwise satisfied;
- B. The surety's consent to final payment; and
- C. Any other data reasonably required by the County or Architect establishing payment or satisfaction of all such obligations, including releases, waivers of liens, and documents of satisfaction of debts.

In the event that a subcontractor refuses to furnish a release or waiver as required by the County or Architect, the Contractor may furnish a bond satisfactory to the County to indemnify the County against such loss. In the event that any lien or indebtedness remains unsatisfied after all payments are made, the contractor shall refund to the County all moneys that the County may become compelled to pay in discharging such lien or other indebtedness, including all costs and reasonable attorney's fees.



## **BL086-24**

### **Corrections Facility Millwork Improvements Project**

#### GC-86 GOVERNING LAW

Each and every provision of this agreement shall be construed in accordance with and governed by Georgia law. The parties acknowledge that this contract is executed in Gwinnett County, Georgia and that the contract is to be performed in Gwinnett County, Georgia. Each party hereby consents to the Gwinnett Superior Court's sole jurisdiction over any dispute which arises as a result of the execution or performance of this agreement, and each party hereby waives any and all objections to venue in the Gwinnett Superior Court.

#### GC-87 CHANGES AND EXTRA WORK

##### GC-87.1 AUTHORITY FOR CHANGES

The County may make changes in the Drawings or Specifications and in the quantities of Work to be done under the Contract.

##### C-87.2 CHANGE ORDERS

Without invalidating the Contract, the County may at any time or from time to time, by written order, order additions, deletions, or revisions in the Work related to the original scope of the Work. Change Orders will authorize these. Upon receipt of the Change Order, Contractor shall promptly proceed with the work involved. If any price or scope of the Work or an extension or shortening of the Contract Time is involved, an equitable adjustment will be made within the Change Order. In the event the Change Order increases the contract price, the penal amount of the Payment and Performance Bonds shall be increased as provided for in Section GC-15. All changes in the Work authorized by Change Order shall be performed under the applicable Conditions of the Contract Documents.

##### GC-87.3 WRITTEN NOTICE

The County may, at the request of the Contractor, issue interpretations, clarifications and other instructions as to the intent of the Contract Documents, in the form of Written Notices. The County may also, at any time, make changes in the details of the Work by issuance of a Written Notice. Upon receipt of such a Written Notice containing interpretations, clarifications and other instructions, Contractor shall proceed with the Work and comply with the Written Notice unless Contractor believes that such Written Notice entitles him to a Change in Contract Price or Time or both.

Should Contractor believe that such Written Notice entitles him to change in Contract Price or Time, or both, he shall give the County notice in writing thereof within seven (7) days after receipt of the Written Notice. Thereafter within thirty (30) days, Contractor shall document the basis for the change in Contract Price or Time. The County shall render a timely, written decision on the Contractor's request for a change in Contract Price or Time. Should the County determine that the Contractor is not entitled to a change in Contract Time or Price, the Contractor shall proceed as directed upon receipt of the County's decision. Failure to proceed shall constitute a breach of Contract and shall be a cause for the termination of the Contract. Request for a Change Order arising out of a Written Notice will not be considered without the attachment thereto of a copy of the referenced Written Notice. No claim by Contractor will be allowed if asserted after Final Payment under this Contract.

##### GC-87.4 EXTRA WORK

Extra work consists of new and unforeseen work determined by the County not to be covered by any of the various items for which there is a bid price or by combination of such items.

##### GC-87.5 VARIATION IN QUANTITIES

Wherever the estimated quantities of work to be done and materials to be furnished under this Contract are shown in any of the documents including the Proposal, they are given for use in comparing bids and the

## **BL086-24**

### **Corrections Facility Millwork Improvements Project**

right is especially reserved except as herein otherwise specifically limited, to increase or diminish them as may be deemed reasonably necessary or desirable by County to complete the Work contemplated by this Contract, and such increase or diminution shall in no way vitiate this Contract, nor shall any such increase or diminution give cause for claims or liability for damages.

#### GC-88 CHANGE ORDERS

##### GC-88.1 GENERAL

The Contract Price may only be changed by a Written Change Order. Each change will be set forth in a Change Order prepared by the County and approved by County. Change Orders will specify (a) all additional work to be done and work to be omitted, if any, in connection with the change; (b) the basis of compensation to the Contractor for additional or omitted work; and (c) any adjustment of the time of completion of the Work. If the County determines that a change requiring additional work will cause delay in completion of Work, he will grant an equitable time extension for the changed work, or a subsequent Change Order may be issued at such time as the extent of such delay can be determined.

Upon receipt of a Change Order, Contractor shall comply therewith and perform each item of work set forth therein, furnishing all labor, material, and equipment necessary therefore, in the same manner as if such work were originally included in the Contract. In the absence of a Change Order, Contractor shall not be entitled to payment or an extension of the time of completion on account of any changes made.

##### GC-88.2 METHODS OF PAYMENT

The value of any work covered by a Change Order or any claim for an increase or decrease in the Contract Price shall be determined by the following method which is most advantageous to County, as determined by the County:

A. Where the work involved is covered by unit prices contained in Contract Documents, by application of unit prices to the quantities of the items involved.

B. By mutual acceptance of a lump sum, based on a detailed breakdown of anticipated costs plus Contractor's fee for overhead, small tools, and profit.

C. On the basis of the actual cost of the work plus a Contractor's fee for overhead, small tools and profit. This method of payment is herein referred to as force account work. Contractor's fee for force account work performed by his own forces shall be twenty percent (20%) for direct labor and payroll burdens; five percent (5%) for all purchased material; and Contractor's fee for subcontracted work shall be as defined hereinafter.

##### GC-88.3 LUMP SUM CHANGE ORDER WORK

Contractor shall prepare an estimate of all extra and deleted work as described by Written Notice, using established unit prices where they are stated in the Bidding Documents. Estimates for labor, bonds, insurance, materials, and equipment required shall otherwise be based on the provisions set forth hereinafter.

##### GC-88.4 CHANGE ORDERS LIMITED

Except as provided herein, no order, statement or conduct of the County or the Construction Program Manager shall be treated as a "Change Order" or entitle the Contractor to any adjustment hereunder of the Contract Price or Contract Time.

##### GC-88.5 NO WORK STOPPAGE

Nothing in this Article shall excuse the Contractor from proceeding with the Contract as changed.

**Corrections Facility Millwork Improvements Project**

GC-88.6 CONTRACT AMENDMENT

The amount payable to the Contractor under the Contract, the Contract Time, and the date required for performance of any part of the Work may be changed only by a Change Order to the Contract.

GC-89 FORCE ACCOUNT WORK

Force account work is an Owner-defined emergency, a sudden or unforeseen failure or malfunction of an existing system, which results in the Contractor being obligated to respond to the site of the emergency as Owner-directed. Contractor may perform work on a force account basis and will be paid for properly allocated charges which may include labor, bond premium, supplies and materials, equipment and subcontract billings, incurred in the performance of such force account work as more particularly described below:

- A. Labor: All labor shall be billed at the hourly rates specified in the bid. Regular rates will apply during normal business hours, defined as Monday through Friday, 7 a.m.–5 p.m. Overtime rates will apply during non-normal business hours. If premium rates apply, then overtime rates shall be defined as Monday through Friday, 5 p.m.–8 p.m. Accordingly, premium rates, if applicable, shall be defined as Monday through Saturday, 8 p.m.–7 a.m., all hours on Sundays and all County recognized holidays. A foreman shall not be used where there are fewer than two (2) laborers employed, except with the written consent of the County. Subsistence and travel allowance where required by collective bargaining agreements shall be included.

The charges for labor shall include all classifications through foremen when engaged in the actual and direct performance of the Work. They shall not include charges for such overhead personnel as assistant superintendents, superintendents, office personnel, timekeepers, and maintenance mechanics.

- B. Bonds and Insurance: For bonds and insurance premiums or increases thereto necessitated by the force account work, Contractor shall receive the actual cost to which no percent shall be added. Contractor shall furnish satisfactory evidence of the rate or rates paid for such bond and insurance.
- C. Materials: For materials accepted by the County and used as an integral part of the finished Work, Contractor shall receive the actual cost of such materials delivered on the Work, including transportation charges paid by him, exclusive of machinery rentals as hereinafter set forth.

If materials are procured by Contractor by a method which is not a direct purchase from and a direct billing by the actual supplier, the cost of such materials shall be deemed to be the lowest current wholesale price at which such materials are available in the quantities concerned and delivered to the site of the Work.

For other materials used in the construction which are not an integral part of the finished Work, such as, but not limited to, sheeting, false work and form lumber, Contractor shall be reimbursed in the amount agreed upon by the County before such work is begun. The salvage value of such material will be taken into consideration in determining the amount of reimbursement.

- D. Equipment: Contractor will be paid for the use of Contractor owned or rented equipment at seventy percent (70%) of the suggested monthly rental rates listed for such equipment in the Blue Book Rental Rates for Construction Equipment (published by Equipment Guide-Book Company of Palo Alto), except as modified below, which edition shall be the latest edition in effect at the time of commencement of the force account work. Hourly rental rates shall be calculated by dividing the listed monthly rates as modified above by 176 hours. The rental rate for equipment used in excess of eight (8) hours per day shall be at the rate of fifty percent (50%) of the hourly rates as calculated

**Corrections Facility Millwork Improvements Project**

above. The rental rates for standby equipment, when authorized by the County, shall be at the rate of fifty percent (50%) of the hourly rate for equipment in use eight (8) hours per day. No payment of rentals for standby equipment will be made for more than eight (8) hours per working day and no payment will be made for weekend days or holidays. If it is deemed necessary by Contractor to use equipment not listed in the applicable edition of the Blue Book Rental Rates, Contractor shall furnish the necessary cost data and paid invoices to the County for its use in establishment of such rental rate(s). Equipment must be in good operating condition. The rental rates paid as above provided shall include the cost of fuel, oil, lubricants, supplies, small tools, necessary attachments, repairs and maintenance of all kinds, depreciation, storage and insurance. Equipment operators will be paid for as stipulated herein.

The rental time to be paid for equipment on the Work site shall be the time the equipment is required for the force account work being performed. The time shall include the time required to move the equipment to the location of the force account work and return it to the original location or to another location requiring no more time than that required to return it to its original location. Moving time will not be paid if the equipment is used at the site of the force account work on other than such force account work. Loading and transporting costs will be allowed, in lieu of moving time, when the equipment is moved by means other than its own power. No payment for loading and transporting will be made if the equipment is used at the site of the force account work on other than such force account work. Compensation will not be allowed while equipment is inoperative due to breakdown.

For the use of equipment moved in on the work and used exclusively for work paid for on a force account basis, providing the County has agreed to said move, Contractor will be paid the equipment use rates provided for in this clause, for the cost of transporting the equipment to the location of the work and its return to its original location, and for the cost of loading and unloading the equipment, all in accordance with the following provisions:

1. The cost of transporting equipment shall not exceed the applicable minimum established rates by the State of Georgia Public Service commission.
  2. The equipment use period shall begin at the time the equipment is unloaded at the site of the force account work, shall include each day that the equipment is at the site of the force account work, excluding Saturdays and Sundays and other legal holidays unless the force account work is performed on such days, and shall terminate at the end of the day on which the County instructs Contractor to discontinue the use of such equipment. The maximum time to be paid per day will not exceed eight (8) hours unless the equipment is in operation for a longer time.
- E. Subcontract Work: Where the Change Order applies to work being performed under a subcontract, reimbursement, including the fee for small tools, overhead and profit for the subcontractor's work performed on a force account basis shall be computed in precisely the same manner as if performed by Contractor as indicated herein. One additional allowance of five percent (5%) of the subcontractor's total costs will be granted to Contractor for overhead and profit regardless of the tier of the subcontractor. If the subcontractor elects to contract out change order work to a third (or lower) level contractor or supplier of purchased equipment, he shall not be entitled to fees, overhead or profit for such third (or lower) level work or materials. The County reserves to right to direct the Contractor to contract directly with third (or lower) level subcontractors and suppliers of purchased equipment in order to avoid paying multiple fees, overhead and profit for such third (and lower level) subcontractors and suppliers of purchased equipment. If similar work is not being performed at the Work site, and if required by County, Contractor shall obtain three (3) competitive bids for the requirements of the Change Order and the Contract Documents from Subcontractors acceptable to the County. Selection of the Subcontractor shall be subject to the approval of the County.

**Corrections Facility Millwork Improvements Project**

- F. Compensation: The compensation as set forth above shall be received by Contractor as payment in full for work done on a force account basis. At the end of each day, Contractor's Representative and Inspector shall compare records of the Work performed including classification of all laborers, ordered on a force account basis.
- G. Statements: No payment will be made for work performed on a force account basis until Contractor furnishes the County itemized statements of the cost of such force account work detailed as to the following:
- (1) Labor - name, classification, date, daily hours, total hours, rate, and extension of each laborer and foreman.
  - (2) Equipment - size, type, identification number, dates, daily hours, total hours, rental rate, and extension of each unit of machinery and equipment.
  - (3) Materials - quantities of supplies and materials, prices, including transportation cost and extensions.
  - (4) Bonds and insurance premiums.
  - (5) Subcontract work - force account detail as above, or progress quantities and prices of unit price or lump sum subcontracts.
  - (6) Payments for items under paragraphs (a) to (f) inclusive shall be conditioned upon Contractor's presentation of original receipted invoices for materials used and transportation charges. If, however, the materials used in the force account work are not specially purchased for such work but are taken from Contractor's stock, then in lieu of the original invoices, the statements shall contain or be accompanied by an affidavit of Contractor which shall certify that such materials were taken from his stock, that the price and transportation of the material as claimed represent actual cost.
- H. If, in the County's opinion, Contractor or any of his subcontractors, in performing force account work, are not making efficient use of labor, material, or equipment and/or are proceeding in a manner which is expensive to the County, the County may request the Contractor to make more efficient use of labor, material and equipment. Contractor shall in good faith comply with such requests as are reasonable. If the Contractor fails to comply with such requests, the County may independently determine the reasonable cost of the work and the Contractor will be entitled only to the reasonable cost so estimated by the County.

GC-90 DISAGREEMENT WITH ORDERS FOR CHANGE

Contractor's written acceptance of a Change Order or other order for changes shall constitute his final and binding agreement to the provisions thereof and a waiver of all claims in connection therewith, whether direct or consequential in nature. Should Contractor disagree with any order for changes, he may submit a notice of potential claim to the County, at such time as the order is set forth in the form of a Change Order. Disagreement with the provisions of an order for changes shall not relieve Contractor of his obligation under Clause GC-88, Change Orders.

GC-91 CHANGED CONDITIONS

Contractor shall notify the County in writing of the following conditions, hereinafter called "changed conditions," promptly upon their discovery and before they are disturbed:

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**Corrections Facility Millwork Improvements Project**

- A. Subsurface or latent physical conditions at the site of Work differing materially from those represented in this Contract; or
- B. Unknown physical conditions at the Site of the Work of an unusual nature differing materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in this Contract.

The County will promptly investigate conditions of which it is so notified or conditions discovered by it which appear to be changed conditions, and will, as soon as practicable, issue appropriate orders or instructions. If the County determines that the conditions materially differ and that they will materially increase or decrease the costs of any portion of Work, it will issue a Change Order adjusting the compensation for such portion of Work.

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## **SECTION 000900**

### **SECURITY PRECAUTIONS AND REQUIREMENTS**

#### **PART 1- REQUIREMENTS**

1. The successful contractor shall execute and provide a Gwinnett County Government Consent Form for each employee and subcontractor to be working on site. A criminal history will be run and approved prior to contractor's employees / subcontractors permitted on site. Once approved, said employees / subcontractors will be issued a contractor ID badge and this badge must be visibly worn at all times.

#### **PART 2- PRODUCTS (Not Used)**

#### **PART 3- EXECUTION (Not Used)**



**GWINNETT COUNTY GOVERNMENT**  
**Department of Support Services and Gwinnett County**  
**Sheriff's Office**  
**Consent Form**

I, \_\_\_\_\_ hereby authorize the  
(Print Name)

Gwinnett County Sheriff's Office to receive all criminal history and driving history records information pertaining to me, which may be in the files of any state or local criminal justice agency. I understand that permission for me to work within Gwinnett County facilities and receive an Identification Card for such purposes will be contingent upon the results of a complete background investigation; and I am aware that withholding information or making false statements on this form will be a basis for rejecting my submission for work within County facilities, or upon discovery, withdrawal of the permission to work within County facilities, and the required return of the associated County issued Identification Card.

I authorize any of the persons or organization referenced in this application to give to you all information concerning my criminal history record and driving history record, and any other information they might have, personal or otherwise, and release all such parties from all liability for any damage that may result from furnishing such information to you. I further authorize you to request and obtain any criminal history and driving history records from any federal, state, or local jurisdictions or law enforcement agencies and release all such parties from all liability for any damage that may result from furnishing such information to you.

I agree to these conditions and I hereby certify that all statement made by me on this application are true and complete.

\_\_\_\_\_  
**Signature of applicant as usually written**

\_\_\_\_\_  
**Date**

**GWINNETT COUNTY GOVERNMENT**  
**Consent Form Supplement**

**Instructions:** Please type or print legibly in ink. All questions must be answered; if a question is not applicable, so state by indicating NA (not applicable). Please be specific when completing the form to ensure all information is complete, true, and correct. Omission of facts will be perceived as falsification and will be the basis for rejection of your submission, or upon discovery, withdrawal of the County issued ID and permission for work within County facilities.

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Middle Name \_\_\_\_\_ Sex \_\_\_\_\_ Race \_\_\_\_\_

Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

List any nicknames, maiden names and other names you have used \_\_\_\_\_

\_\_\_\_\_

Current Address \_\_\_\_\_

Current Telephone Number \_\_\_\_\_

List previous addresses for last five years:

Dates	Street Address	City	State
-------	----------------	------	-------

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you ever been convicted of or plead guilty or no contest to a felony or misdemeanor, excluding all offenses for which you were charged as a juvenile?

\_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, provide details \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List all traffic citations that you have received within the last five years:

Date	Charge	Location	Disposition
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Do you possess a valid driver's license? \_\_\_\_ Yes \_\_\_\_ No

State \_\_\_\_\_ License Number \_\_\_\_\_

Date of Expiration \_\_\_\_\_ Restrictions \_\_\_\_\_

Do you hold or have you ever held a license in any state other than the one listed above?

\_\_\_\_ Yes \_\_\_\_ No

If yes, please indicate state(s) and approximate dates license(s) were held \_\_\_\_\_

\_\_\_\_\_

Have you ever had your license suspended or revoked? \_\_\_\_ Yes \_\_\_\_ No

If yes, provide details \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



# Gwinnett County Sheriff's Office

2900 University Parkway  
Lawrenceville, GA  
(770) 619-6500 Fax (770) 822-3115

*Keybo Taylor, Sheriff*

*Cleophas Atwater  
Chief Deputy*

## GEORGIA CRIME INFORMATION CENTER AWARENESS STATEMENT

Access to Criminal Justice Information (CJI), as defined in Georgia Crime Information Center (GCIC) Council Rule 140-1-.02 (amended), and dissemination of such information is governed by state and federal laws and the Rules of the GCIC Council. CJI cannot be accessed or disseminated by any personnel except as directed by superiors and as authorized by approved standard operating procedures. These standard operating procedures are based on controlling state and federal laws, relevant federal regulations, and the Rules of the GCIC Council.

O.C.G.A. §35-3-38 establishes criminal penalties for specific offenses involving obtaining, using, or disseminating criminal history record information (CHRI) except as permitted by law. The same statute establishes criminal penalties for disclosing or attempting to disclose techniques or methods employed to ensure the security and privacy of information or data contained in Georgia criminal justice information systems.

The Georgia Computer Systems Protection Act (Act), O.C.G.A. §16-9-90 et. seq., provides for the protection of public and private sector computer systems, including communications links to such computer systems. The Act establishes four criminal offenses, all major felonies, for violations of the Act: Computer Theft, Computer Trespass, Computer Invasion of Privacy, and Computer Forgery. The criminal penalties for each offense carry maximum sentences of fifteen (15) years in prison and/or fines up to \$50,000.00, as well as possible civil ramifications. The Act also establishes Computer Password Disclosure as a criminal offense with penalties of one (1) year in prison and/or a \$5,000.00 fine.

The Georgia Criminal Justice Information System (CJIS) Network is operated by the GCIC in compliance with O.C.G.A. §35-3-31. All databases accessible through CJIS Network terminals are protected by the Computer Systems Protection Act. Similar communications and computer systems operated by municipal/county governments are also protected by the Act.

By my signature below, I acknowledge that I have read and understand this Awareness Statement.

Print Name: \_\_\_\_\_

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

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



**Employment Eligibility Verification**  
**Department of Homeland Security**  
 U.S. Citizenship and Immigration Services

**USCIS**  
**Form I-9**  
 OMB No. 1615-0047  
 Expires 10/31/2022

▶ **START HERE: Read instructions carefully before completing this form. The instructions must be available, either in paper or electronically, during completion of this form. Employers are liable for errors in the completion of this form.**

**ANTI-DISCRIMINATION NOTICE:** It is illegal to discriminate against work-authorized individuals. Employers **CANNOT** specify which document(s) an employee may present to establish employment authorization and identity. The refusal to hire or continue to employ an individual because the documentation presented has a future expiration date may also constitute illegal discrimination.

**Section 1. Employee Information and Attestation** *(Employees must complete and sign Section 1 of Form I-9 no later than the first day of employment, but not before accepting a job offer.)*

Last Name (Family Name)		First Name (Given Name)		Middle Initial	Other Last Names Used (if any)		
Address (Street Number and Name)			Apt. Number	City or Town		State	ZIP Code
Date of Birth (mm/dd/yyyy)	U.S. Social Security Number [ ][ ] - [ ][ ] - [ ][ ][ ][ ]		Employee's E-mail Address			Employee's Telephone Number	

**I am aware that federal law provides for imprisonment and/or fines for false statements or use of false documents in connection with the completion of this form.**

**I attest, under penalty of perjury, that I am (check one of the following boxes):**

<input type="checkbox"/> 1. A citizen of the United States		
<input type="checkbox"/> 2. A noncitizen national of the United States <i>(See instructions)</i>		
<input type="checkbox"/> 3. A lawful permanent resident (Alien Registration Number/USCIS Number): _____		
<input type="checkbox"/> 4. An alien authorized to work until (expiration date, if applicable, mm/dd/yyyy): _____ Some aliens may write "N/A" in the expiration date field. <i>(See instructions)</i>	QR Code - Section 1 Do Not Write In This Space	
<i>Aliens authorized to work must provide only one of the following document numbers to complete Form I-9: An Alien Registration Number/USCIS Number OR Form I-94 Admission Number OR Foreign Passport Number.</i>		
1. Alien Registration Number/USCIS Number: _____ <b>OR</b>		
2. Form I-94 Admission Number: _____ <b>OR</b>		
3. Foreign Passport Number: _____ Country of Issuance: _____		

Signature of Employee	Today's Date (mm/dd/yyyy)
-----------------------	---------------------------

**Preparer and/or Translator Certification (check one):**  
 I did not use a preparer or translator.  A preparer(s) and/or translator(s) assisted the employee in completing Section 1.  
*(Fields below must be completed and signed when preparers and/or translators assist an employee in completing Section 1.)*

**I attest, under penalty of perjury, that I have assisted in the completion of Section 1 of this form and that to the best of my knowledge the information is true and correct.**

Signature of Preparer or Translator		Today's Date (mm/dd/yyyy)		
Last Name (Family Name)		First Name (Given Name)		
Address (Street Number and Name)		City or Town	State	ZIP Code

Employer Completes Next Page



**Employment Eligibility Verification**  
**Department of Homeland Security**  
**U.S. Citizenship and Immigration Services**

**USCIS**  
**Form I-9**  
 OMB No. 1615-0047  
 Expires 10/31/2022

**Section 2. Employer or Authorized Representative Review and Verification**

*(Employers or their authorized representative must complete and sign Section 2 within 3 business days of the employee's first day of employment. You must physically examine one document from List A OR a combination of one document from List B and one document from List C as listed on the "Lists of Acceptable Documents.")*

<b>Employee Info from Section 1</b>	Last Name (Family Name)	First Name (Given Name)	M.I.	Citizenship/Immigration Status
-------------------------------------	-------------------------	-------------------------	------	--------------------------------

List A Identity and Employment Authorization	OR	List B Identity	AND	List C Employment Authorization
Document Title		Document Title		Document Title
Issuing Authority		Issuing Authority		Issuing Authority
Document Number		Document Number		Document Number
Expiration Date (if any) (mm/dd/yyyy)		Expiration Date (if any) (mm/dd/yyyy)		Expiration Date (if any) (mm/dd/yyyy)
Document Title		Additional Information		QR Code - Sections 2 & 3 Do Not Write In This Space
Issuing Authority				
Document Number				
Expiration Date (if any) (mm/dd/yyyy)				
Document Title				
Issuing Authority				
Document Number				
Expiration Date (if any) (mm/dd/yyyy)				

**Certification:** I attest, under penalty of perjury, that (1) I have examined the document(s) presented by the above-named employee, (2) the above-listed document(s) appear to be genuine and to relate to the employee named, and (3) to the best of my knowledge the employee is authorized to work in the United States.

The employee's first day of employment (mm/dd/yyyy): \_\_\_\_\_ (See instructions for exemptions)

Signature of Employer or Authorized Representative	Today's Date (mm/dd/yyyy)	Title of Employer or Authorized Representative		
Last Name of Employer or Authorized Representative	First Name of Employer or Authorized Representative	Employer's Business or Organization Name		
Employer's Business or Organization Address (Street Number and Name)	City or Town	State	ZIP Code	

**Section 3. Reverification and Rehires** (To be completed and signed by employer or authorized representative.)

<b>A. New Name (if applicable)</b>			<b>B. Date of Rehire (if applicable)</b>
Last Name (Family Name)	First Name (Given Name)	Middle Initial	Date (mm/dd/yyyy)

**C.** If the employee's previous grant of employment authorization has expired, provide the information for the document or receipt that establishes continuing employment authorization in the space provided below.

Document Title	Document Number	Expiration Date (if any) (mm/dd/yyyy)
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**I attest, under penalty of perjury, that to the best of my knowledge, this employee is authorized to work in the United States, and if the employee presented document(s), the document(s) I have examined appear to be genuine and to relate to the individual.**

Signature of Employer or Authorized Representative	Today's Date (mm/dd/yyyy)	Name of Employer or Authorized Representative
--	---------------------------	---

**LISTS OF ACCEPTABLE DOCUMENTS**  
**All documents must be UNEXPIRED**

Employees may present one selection from List A  
or a combination of one selection from List B and one selection from List C.

<b>LIST A</b> Documents that Establish Both Identity and Employment Authorization	<b>OR</b>	<b>LIST B</b> Documents that Establish Identity	<b>AND</b>	<b>LIST C</b> Documents that Establish Employment Authorization
1. U.S. Passport or U.S. Passport Card		1. Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address		1. A Social Security Account Number card, unless the card includes one of the following restrictions: (1) NOT VALID FOR EMPLOYMENT (2) VALID FOR WORK ONLY WITH INS AUTHORIZATION (3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION
2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)		2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address		2. Certification of report of birth issued by the Department of State (Forms DS-1350, FS-545, FS-240)
3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa		3. School ID card with a photograph		3. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal
4. Employment Authorization Document that contains a photograph (Form I-766)		4. Voter's registration card		4. Native American tribal document
5. For a nonimmigrant alien authorized to work for a specific employer because of his or her status: a. Foreign passport; and b. Form I-94 or Form I-94A that has the following: (1) The same name as the passport, and (2) An endorsement of the alien's nonimmigrant status as long as that period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form.		5. U.S. Military card or draft record		5. U.S. Citizen ID Card (Form I-197)
		6. Military dependent's ID card		6. Identification Card for Use of Resident Citizen in the United States (Form I-179)
		7. U.S. Coast Guard Merchant Mariner Card		7. Employment authorization document issued by the Department of Homeland Security
		8. Native American tribal document		
		9. Driver's license issued by a Canadian government authority		
		<b>For persons under age 18 who are unable to present a document listed above:</b>		
		10. School record or report card		
		11. Clinic, doctor, or hospital record		
	12. Day-care or nursery school record			
6. Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI				

**Examples of many of these documents appear in the Handbook for Employers (M-274).**

**Refer to the instructions for more information about acceptable receipts.**

**GWINNETT COUNTY: CORRECTIONS FACILITY MILLWORK IMPROVEMENTS  
SCOPE OF WORK, SPECIFICATIONS, AND GENERAL REQUIREMENTS**

**1. General Scope of Work**

Gwinnett County, through the Department of Support Services, is soliciting services for Corrections Facility Millwork Improvements located at 750 Hi Hope Rd., Lawrenceville, GA 30043.

**2. Specifications**

All specifications are listed herein and in the attached Construction Documents for Gwinnett County Corrections Facility Millwork which includes:

- CS-1.01 – Cover Sheet
- G-3.01 – Specifications
- A-0.01 – Overall Floor Plan – Level 1
- A-1.51 – Enlarges Demo and New Work Plans
- ID-4.01 – Interior Elevations & Schedules
- ID-5.01 – Interior Sections & Details
- E-1.01 – Electrical Legend, Notes, and Schedules
- E-1.02 – Overall Floor Plan – Electrical
- E-1.03 – Enlarged Floor Plans – Electrical

The scope of the project includes four components:

1. The base bid is to demolish and rebuild all 8 inmate dorm guard stations on a 1'9" high decking composed of metal studs and 3/4" plywood with open shelf millwork the same shape as current. Add VCT flooring, steps, a gate, move electrical as needed and reinstall the existing storefront.
2. An alternate bid is to replace the storefront on all 8 dorm guard stations with polycarbonate Lexan glass panels, reusing the existing frame.
3. An alternate bid is to replace all 8 inmate dorm drink stations with new millwork and reuse existing plumbing fixtures.
4. An alternate bid is to replace all 6 work-release dayroom drink stations with new millwork, adding a new instant hot water dispenser and an electrical outlet.

**3. Implementation**

The contractor shall provide all labor, materials, equipment, and supervision necessary to complete the work as described in the Scope of Work, Specifications, and General Requirements. Work will be considered completed when the County Representative has determined that all requirements of the project scope have been met. The contractor should perform a site visit time to inspect existing conditions. The contractor shall be responsible for verification of conditions necessary to properly execute the work. The contractor shall comply with all manufacturer recommendations and specifications. The contractor shall haul away all trash, debris, and sediment collected in the scope of work. The contractor will be required to work under the supervision of and comply with directions



of the County representative. The facility must always remain accessible to employees during business hours. This is a high security facility that operates 24 hours a day, 365 days a year. Workers will be under the constant supervision of security personnel and must adhere to safety precautions and formal procedures for entering and exiting the facility. All workers must pass a background check and wear County issued badges at all times while working at the facility.

An area for external materials storage and a dumpster will be designated along with entry points for each section of the building. Materials may be stored in each dorm during construction. The contractor will continuously monitor the quality of both work and materials and address all concerns and correct issues communicated by the County Representative for each section of work before moving on to the next section. All work must comply with the Construction Documents.

#### **4. Scheduling of Work**

It is anticipated that all work will be completed during normal working hours Monday - Friday. The Contractor shall provide a written schedule within 30 days and plan to commence with work within 90 days of receiving a purchase order and substantially complete the work within six months after commencement. Delays in scheduling may be approved due to unforeseen circumstances. Work will be limited to one or two dorms at a time and a dorm must be complete and ready for occupancy prior to moving on to the next dorm. Other work may take place at the facility concurrently.

#### **5. Protection, Cleaning and Restoration of Project Site**

The Contractor shall take all necessary precautions and implement measures as applicable to protect building fixtures and finishes in the immediate project area and those not in the project area or affected by the project work. The contractor also shall protect surfaces exterior to the building such as walkways, lawns, shrubs, and trees. The contractor shall be responsible for placing all barriers, protective screening and/or signage needed to caution, protect, or direct non-contractor personnel in the work area and adjacent spaces.

The contractor shall not dispose of volatile waste such as paints, cleaners, or solvents in storm or sanitary drains, on pavement, or in gutters on the project site. The contractor shall not handle or dispose of waste materials, cleaning compounds, paints, solvents, or other chemicals in a manner that will adversely affect building occupants or that will contaminate soil or be harmful to plant life on the project site.

The contractor shall keep the worksite clean and free of debris and tools. Trash shall be removed from the site daily. The contractor shall always maintain a level of cleanliness and neatness needed for proper execution of the work. Tools, ladders, and other equipment will be properly stored and locked. The contractor shall keep finished work clean and shall protect it from damage.

When the work is complete, the contractor shall clean the project site in all areas disturbed

by construction, of rubbish, waste material and litter; remove all tools, construction equipment and surplus materials from the project site; and remove temporary protection and facilities installed during construction. Except as otherwise provided herein, all surfaces and/or finishes damaged by construction shall be patched, repaired, or restored to match the surrounding areas.

**6. Safety Precautions and Requirements**

The contractor shall take precautions to prevent fires and to facilitate fire-fighting operations. The contractor shall store flammable materials in non-combustible containers and away from fire sources, shall remove flammable waste promptly and regularly, and shall carefully supervise operation of potential fire sources, such as cutting and welding.

The contractor shall take precautions to prevent accidents due to physical hazards and shall provide barricades and signs to protect the contractor's personnel and the public from hazards and to inform them thereof. Barricades and signage shall comply with all safety regulations.

The contractor shall provide and require use of safety equipment, clothing, and accessories as required by construction activity and applicable safety regulations.

**7. Insurance**

The contractor shall obtain, maintain, and furnish to the County certificates of insurance covering the duration of the project period. The insurance must include the terms and coverage provided for the Standard Insurance Requirements of these quote documents.

**8. General Warranty**

The contractor shall warrant against any defects in labor and materials for 1 year from completion of installation. The contractor will furnish the County all manufacturer warranty documents. The contractor shall respond to warranty calls within 48 hours and take immediate action to repair or replace defective or malfunctioning parts within 15 days of notice.

# GWCO CORRECTIONS FACILITY MILLWORK PERMIT SET



208 Pine Ferry Road, Suite C  
Cumming, GA 30040



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PROJECT DIRECTORY		ABBREVIATIONS		SYMBOLS		DRAWING INDEX	
<b>CLIENT:</b>	GAWINNETT COUNTY DEPARTMENT OF SUPPORT SERVICES OPERATIONS AND MAINTENANCE DIVISION 78 LAWRENCE LAWRENCEVILLE, GA 30048	<b>M1 HENRY RD</b> TEL: 770.322.7127 henry.vizit@gwinnettcoumty.com	<b>A1</b> ACUSTICAL CEILING TILE <b>A.F.F.</b> ABOVE FINISHED FLOOR <b>ALUMINUM</b> <b>B</b> BOTTOM OF <b>BD.</b> BOARD <b>BUILDG.</b> BUILDING <b>BR.</b> BRICK <b>BRG.</b> BRICK BEARING <b>CFMF</b> COLD FORMED METAL FRAMING <b>C.L.</b> CENTER LINE <b>CL.</b> CLAMP <b>C.J.</b> CONTROL JOINT <b>CMU</b> CONCRETE MASONRY UNIT <b>COORD.</b> COORDINATE <b>COL.</b> COLUMN <b>CONC.</b> CONCRETE <b>CONT.</b> CONTINUOUS <b>CONTR.</b> CONTRACTOR <b>DWG.</b> DRAWING <b>D.S.</b> DOWN SPOUT <b>EAC</b> EACH <b>ELEV.</b> ELEVATION <b>ELC</b> ELECTRIC <b>E.S.</b> EQUIPMENT SUPPLIER <b>EXP.</b> EXPANSION <b>EXT.</b> EXTERIOR <b>E.W.C.</b> ELECTRIC WATER COOLER <b>F.D.</b> FLOOR DRAIN <b>FED.</b> FIRE EXTINGUISHER CABINET <b>H.F.</b> HORIZONTAL JOINT <b>FL.</b> FLOOR <b>F.F.</b> FACE OF <b>F.O.F.</b> FACE OF FINISH <b>F.O.M.</b> FACE OF MASONRY <b>F.O.C.</b> FINISHED BY OWNER INSTALLED BY CONTRACTOR <b>FR.</b> FIRE RETARDANT FRANCHISE <b>FRN</b> FRANCHISE <b>FRP</b> FIBERGLASS REINFORCED POLYESTER	<b>S.C.</b> GENERAL CONTRACTOR <b>OSBUM ROAD</b> <b>HOLLOW METAL</b> <b>HEFH</b> <b>B.C.</b> INSTALLED BY CONTRACTOR <b>JT.</b> JOINT <b>LANDLORD</b> <b>MFR.</b> MANUFACTURER <b>M1</b> MAXIMUM <b>MECH.</b> MECHANICAL <b>MIBULK</b> MIBULK <b>MEF</b> METAL <b>NC</b> NOT COMBUSTIBLE <b>N.C.</b> NOT IN CONTACT <b>N.T.E.</b> NOT TO EXCEED <b>N.T.S.</b> NOT TO SCALE <b>O.D.</b> OVERFLOW DRAIN <b>OPF</b> OPERATED BY OWNER <b>PL.</b> PLASTIC LAMINATE <b>PLYWD</b> PLYWOOD <b>PR.</b> PRESSURE TREATED <b>P.T.</b> PRESSURE TREATED <b>ON CENTER</b> <b>R.D.</b> ROOF DRAIN <b>S.S.O.</b> SUPPLIED BY OWNER <b>SCHD.</b> SCHEDULE <b>SM.</b> SMALL <b>STL.</b> STEEL <b>STR.</b> STRUCTURAL <b>TOP OF</b> <b>T&amp;G</b> TONGUE AND GROOVE <b>TYP.</b> TYPICAL <b>U.N.D.</b> UNLESS NOTED OTHERWISE <b>VERT.</b> VERTICAL <b>V.V.</b> VINYL WALL COVERING <b>W.</b> WIRE <b>W.D.</b> WOOD <b>WH</b> WOOD <b>WH-D</b> WOOD FABRIC	<b>1 A-3-1</b> <b>SECTION MARK</b> <b>'SM'-SIMILAR</b> <b>'OH'-OPPOSITE HAND</b> <b>ENLARGED PLAN/DETAIL MARK</b> <b>DOOR REFERENCE NUMBER</b> <b>ROOM NAME &amp; NUMBER</b> <b>COLUMN AND GRID NUMBER</b> <b>WINDOW REFERENCE NUMBER</b> <b>SOUND GROUT</b> <b>WOOD DIMENSIONAL</b> <b>SHAFTING</b> <b>PLASTER, GYPSUM WALLBOARD</b>	<b>BATT INSULATION</b> <b>EARTH</b> <b>GRANULAR</b> <b>CONCRETE</b> <b>BRICK</b> <b>STEEL/IRON</b> <b>WOOD</b> <b>MORTAR NET</b> <b>RIGID INSULATION</b>	<b>SHEET NO.</b>   <b>SHEET NAME</b> <b>01 COVER</b> <b>CS-1.01</b>   <b>COVER SHEET</b> <b>02 GENERAL</b> <b>G-3.01</b>   <b>SPECIFICATIONS</b> <b>07C ARCHITECTURAL</b> <b>08 INTERIORS</b>   <b>OVERALL FLOOR PLAN - LEVEL 1</b> <b>10-101</b>   <b>INTERIOR ELEVATIONS &amp; SCHEDULES</b> <b>10-101</b>   <b>INTERIOR SECTIONS &amp; DETAILS</b> <b>13 ELECTRICAL</b> <b>E-1-01</b>   <b>ELECTRICAL LEGEND, NOTES AND SCHEDULES</b> <b>E-1-02</b>   <b>OVERALL FLOOR PLAN - ELECTRICAL</b> <b>E-1-03</b>   <b>ENLARGED FLOOR PLANS - ELECTRICAL</b>
<b>ARCHITECT:</b>	JERICHO DESIGN GROUP 236 PRAIRIE PERRY RD SUITE C CUMMING, GA 30010	<b>DOUG SHAW</b> TEL: 678-983-8992 dshaw@jericho-design.com					
<b>SCOPE OF WORK:</b> UPGRADE TO OFFICER STATIONS, NOURISHMENT AREAS WITH NEW MILLWORK, COUNTERTOPS & CABINERY.							
<b>LIFE SAFETY INFORMATION:</b> EXISTING DETENTION FACILITY OCCUPANCY AND EXITS REMAIN THE SAME; NO CHANGES.							
<b>VICINITY MAP</b>		<b>GENERAL NOTES</b>					
		<ol style="list-style-type: none"> <li>THESE DRAWINGS ARE THE PROPERTY OF JERICO DESIGN GROUP, LLC AND SHALL NOT BE REPRODUCED OR COPIED, PHYSICALLY AND/OR DIGITALLY, IN PART OR WHOLE. THEY ARE TO BE USED FOR THIS PROJECT ONLY AND ARE NOT TO BE USED ON ANY OTHER PROJECT.</li> <li>DRAWINGS AND SPECIFICATIONS ARE INTENDED TO AGREE AND BE MUTUALLY EXPLANATORY. THEY SHALL BE ACCEPTED AS A WHOLE; NOT SEPARATELY. SHOULD ANY ITEMS BE OMITTED FROM THE DRAWINGS AND BE HEREIN SPECIFIED, OR VICE VERSA, IT SHALL BE EXECUTED THE SAME AS F SHOWN AND COMBINED IN BOTH. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO SUPPLY EXCELLENT SET TO EACH SUBCONTRACTOR.</li> <li>THE CONTRACTOR IS TO NOTIFY ARCHITECT OF ANY DISCREPANCIES AFTER FULL REVIEW OF CONTRACT DOCUMENTS TO INCLUDE BUT NOT LIMITED TO ERRORS, OMISSIONS, INCONSISTENCIES, ASHES, PAGES AND CONFLICTS WITH THE DRAWINGS/SPECIFICATIONS OR AS RELATED TO FIELD CONDITIONS. CONTRACTOR TO CONTACT ARCHITECT IMMEDIATELY TO DISCUSS A RESOLUTION.</li> <li>DO NOT SCALE THE DRAWINGS UNDER ANY CONDITION.</li> <li>WORK PERFORMED SHALL BE IN ACCORDANCE TO ALL FEDERAL, STATE AND LOCAL BUILDING CODE REQUIREMENTS PER INDUSTRY STANDARDS. ALL REQUIRED PERMITS AND FEES ASSOCIATED ARE TO BE THE RESPONSIBILITY OF THE CONTRACTOR NECESSARY FOR START AND COMPLETION OF THE PROJECT. COPIES OF INSPECTIONS AND PERMITS SHALL BE FURNISHED TO OWNER AT REQUEST ON JOB AT PROJECT CLOSEOUT.</li> <li>CONTRACTOR TO TAKE PRECAUTIONS IN PROTECTING THE WORK DURING CONSTRUCTION. ANY DAMAGE TO BE RESTORED TO ORIGINAL CONSTRUCTION BY THE CONTRACTOR. PATCHES AND REPAIR ITEMS DAMAGED TO BY CONSTRUCTION EQUIPMENT OR MATERIAL TO REMAIN. THAT ARE DAMAGED BY THE CONTRACTOR'S OPERATION SHALL BE REPAIRED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.</li> <li>REQUESTS FOR SUBSTITUTIONS MUST BE SUBMITTED IN WRITING TO THE ARCHITECT FOR CONSIDERATION ONLY. IMPACT TO SCHEDULE, COST, CHANGE OR QUALITY OF PRODUCT, ACCEPTANCE BY ARCHITECT DOES NOT IDENTIFY PRODUCT TO BE OF BETTER QUALITY THAN SPECIFIED PRODUCT.</li> <li>SEAL ALL EXTERIOR PENETRATIONS AND VENTS ON EXTERIOR BUILDING ENVELOPE.</li> <li>FIELD VERIFY ALL EXISTING CONDITIONS PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION ACTIVITIES. NOTIFY ARCHITECT OF ANY DISCREPANCIES BETWEEN FIELD CONDITIONS AND CONSTRUCTION DOCUMENTS PRIOR TO ANY CONSTRUCTION ACTIVITY IN AREA OF CONCERN.</li> <li>THE LOCATION OF THE EXISTING UTILITIES &amp; STRUCTURES SHOWN HEREIN ARE APPROXIMATE. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE EXISTING &amp; ACTUAL LOCATIONS OF ALL SHOWN OR NOT SHOWN. ANY DAMAGES RESULTING BY CONTRACTORS ACTIONS SHALL BE REPAIRED AT THE EXPENSE OF THE CONTRACTOR.</li> <li>THE CONTRACTOR SHALL PROVIDE ADEQUATE BRACING &amp; SHORING FOR ALL WORK DURING THE CONSTRUCTION PHASE.</li> <li>PROVIDE SEPARATION BETWEEN ALL DISSIMILAR METALS INCLUDING SCREWS, NAILS &amp; OTHER FASTENING DEVICES TO AVOID GALVANIC CORROSION.</li> <li>PROVIDE EXPANSION AND CONTROL JOINTS IN ALL WORK AS PER PRODUCT MANUFACTURERS STANDARDS, OR SPECIFICATIONS, UNLESS NOTED OTHERWISE.</li> <li>ALL DIMENSIONS ARE WITHIN SPEC TO THE OUTSIDE FACE OF MASONRY, FACE OF STUD, CENTER OF COLUMN, TOP OF STRUCTURAL CONCRETE SLAB OR ROUGH WINDOW OPENING UNLESS NOTED OTHERWISE.</li> <li>NOTES APPEAR ON VARIOUS SHEETS FOR DIFFERENT SYSTEMS AND MATERIALS. SHEETS ARE TO BE REVIEWED AND NOTES ON INDIVIDUAL SHEETS SHALL BE APPLIED TO RELATED DRAWINGS AND DETAILS.</li> <li>INTERIOR PARTITION MOVEMENT CONTROL - VERTICAL CONTROL JOINTS FOR ANY WALL LENGTH ARE TO OCCUR AT NOT MORE THAN 30'-0" O.C. IN THE HORIZONTAL DIRECTION, UNLESS NOTED OTHERWISE.</li> <li>THE CONTRACTOR IS RESPONSIBLE FOR THE COORDINATION OF ALL PARTS OF THE WORK SO THAT NO WORK SHALL BE LEFT IN AN UNFINISHED OR INCOMPLETE CONDITION.</li> <li>THE PROJECT AND ALL INTERIOR SPACES SHALL BE COMPLETELY OPERATIONAL UPON TURN-OVER OF SPACE. THESE ARE TO INCLUDE SYSTEMS NOT LIMITED TO ARCHITECTURAL, INTERIORS, STRUCTURAL, CIVIL, MECHANICAL, ELECTRICAL, PLUMBING, AND FIRE PROTECTION SYSTEMS.</li> <li>FIELDWORK SUGGESTS THE PRESENCE OF MOLD ON, BEHIND OR WITHIN SURFACES OR MATERIALS (IF INCLUDING, BUT NOT LIMITED TO EXISTING OSBUM BOARD, EXISTING FLOOR FINISHES AND/OR EXISTING CEILING TILE). IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO IDENTIFY AREA, REMOVE PORTION OF MATERIAL WITH MOLD AND PATCH/REPAIR TO LIKE NEW CONDITION.</li> <li>ANY ALTERATION OR ANY INSULATION OR JOINT MEET SHALL MEET AS NEARLY AS PRACTICABLE THE REQUIREMENTS FOR NEW CONSTRUCTION IN ACCORDANCE WITH NFPA 701-4.6.7, 2018 EDITION.</li> <li>ALL DEMOLITION WORK SHALL COMPLY WITH THE REQUIREMENT OF NFPA 241, STANDARD FOR SAFEGUARDING CONSTRUCTION, ALTERATION AND DEMOLITION OPERATIONS, 2016 EDITION.</li> </ol>					
<b>KEY PLAN</b>							

**GWCO CORRECTIONS FACILITY MILLWORK**

**CLIENT NAME**

750 H - HOPE ROAD  
LAWRENCEVILLE, GA 30043

**PRINT RECORD**

No.	DATE	DESCRIPTION
03	5/29/24	PERMIT SET

**Drawn By** | **Checked By**  
 Date | Job No.  
 06/19/24 | 2306

**Sheet Title**  
COVER SHEET

**Sheet No.**  
**CS-1.01**  
 RELEASED FOR CONSTRUCTION

3/19/2024 4:49:02 PM

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PROJECT SPECIFICATIONS

00 90 GENERAL CONDITIONS

The General Conditions of the Contract for Construction, AIA Document A201, 2007 edition, of the American Institute of Architects, is made a part of these Contract Documents in its entirety.

01 20 00 PRICE AND PAYMENT PROCEDURES

A. Applications for Payment shall utilize AIA G702, "Application and Certificate for Payment" including required continuation sheets. Approved Schedule of Values shall be used in the same format and values.

B. Submit three copies of each application.

C. When Architect or Owner's Representative requests substantiating information, submit data justifying dollar amounts in question.

D. Submit to the Architect or Owner's Representative for review and approval a Schedule of Values, at least ten consecutive business days prior to submitting final Application for Payment, utilizing AIA Document G703, "Continuation Sheet".

E. Use Project Specification headings as basis for formal listing costs of work under Divisions 02 - 49. Additional breakdown of work in certain sections may also be provided or required if needed or requested by the Architect or Owner's Representative.

01 30 00 ADMINISTRATIVE REQUIREMENTS

A. Contractor shall schedule and administer pre-construction meeting, periodic progress meetings, and specially called meetings throughout the work progress.

B. In order to provide for a regular review and evaluation of the Work and a systematic discussion of problems, the Owner's representative, Architect (if included in CA scope) and General Contractor shall meet at a mutually agreed schedule during the construction period. Representatives of contractor, subcontractors, and suppliers shall attend on an as needed basis. Contractor shall prepare agenda for meetings, make physical arrangements, provide record minutes, and distribute copies of minutes within three days to those in attendance, those affected by decisions, the Owner's Representative, and the Architect if he is involved during the construction.

C. Owner and Architect may attend meetings to ascertain work is expeditious consistent with Contract Documents and construction schedule.

D. The Contractor's relations with its subcontractors and materials suppliers and discussions relative thereto, are the Contractor's responsibility and will not be part of the project meeting contract.

F. To the maximum extent practicable, meetings will be held at the job site.

F. Contractor shall notify Contractor's status, signed or initialed in blue ink, certifying that review approval, verification of products requested, final dimensions, adjustment construction work, and coordination of information is in accordance with the requirements of the work and contract documents.

G. Submit sufficient quantities of project data and shop drawings for Architect or Owner's Representative to obtain two copies and for one copy to be retained by Contractor and turned over to the Owner at the completion of the Project.

H. Submit sufficient quantities of samples for Architect or Owner's Representative to obtain one copy. Review of materials is only for conformance with design concept of Project and information in Contract Documents.

I. Maintain an orderly file of submittals bearing the Architect's or Owner's Representative's review stamp for the Project duration at Project site and deliver to Owner as part of Project closeout documents.

J. Maintain on the site for the Owner, one record copy of drawings and specifications, addenda, change orders, construction change directives, approved shop drawings, product cuts, and samples. List test reports, and RFI documents.

K. Store in Contractor's field office in file cabinets or racks for storage of documents. Using record documents for construction purposes is prohibited. Label each document "PROJECT RECORD" in large printed and legible letters.

L. If applicable, on drawings legibly mark to record actual construction including depth of foundations, vertical and horizontal locations of underground utilities, field changes of dimension or detail, and any other changes including change orders.

M. It is the responsibility of the General Contractor to maintain the "as built" set of contract documents. These will serve as the as-built record recording all field built conditions and made part of the closeout package.

01 32 16 CONSTRUCTION PROGRESS SCHEDULE

A. Promptly after award of Contract, Contractor shall prepare and submit to Architect or Owner's Representative estimated construction progress schedules for construction activities.

B. A formal "Notice to Proceed" will be issued to mark commencement of project.

C. Progress schedules shall include complete sequence of activity, dates for beginning and completion of each element; show accumulated percentage of each item's completion, total and percent of work completed.

D. Submit initial schedule with 15 days of Contract award. Submit revisions as needed to show major changes in scope or other identifiable changes.

E. Contractor shall submit samples, shop drawings, and product data to Architect or Owner's Representative as required by the specification sections below.

01 40 00 TESTING LABORATORY SERVICES

A. If required by the project, the Owner shall employ and pay for services of independent testing laboratory acceptable to Architect or Owner's Representative to perform specified services and testing.

01 43 00 SPECIAL INSPECTIONS

A. If required for the project, the Owner will retain the services of a qualified licensed Architect or Engineer to serve as Special Inspector(s) to perform inspections pursuant to the Statement of Special Inspections scheduled on the drawings. Approved Special Inspector(s) shall provide testing and verification reports to Owner, architect, building official, and structural engineer of record which indicate the inspected work was done in conformance with approved construction documents.

01 50 00 TEMPORARY FACILITIES, CONTROLS, AND UTILITIES

A. Temporary construction office - provide all temporary facilities as required to build this project with sufficient space for Contractor's personnel, telephone/fax, and office space complete with desk and layout board.

B. Temporary storage facilities - if required, provide with weather-tight, secure storage sheds or trailers, type and size required for storage. Locate where directed by Owner. Owner is not responsible for securing the temporary storage facility and any theft or loss that may occur.

C. Electrical service - Terms to be discussed prior to execution of contract between Owner and General Contractor. Electrical for construction purposes may be obtained from Owner's present facility, coordinate with Owner's Representative. Provide temporary lighting for construction purposes as required by OSHA or local code.

D. Telephone/Wi-Fi/Fax - provide telephone, telephone message service, Wi-Fi and fax service to the temporary construction office.

E. Temporary heat and ventilation - Maintain spaces in range of 600 ft<sup>2</sup> to 800 ft<sup>2</sup>, unless product manufacturer for a particular product calls for more stringent requirements. Interior renovation within an existing building, maintain spaces in range of 600 F to 800 F unless product manufacturer for a particular product calls for more stringent requirements.

F. Water service - Terms to be discussed prior to execution of contract between Owner and General Contractor. Water for construction purposes may be obtained from Owner's present facility, coordinate with Owner's Representative.

G. Sanitary toilet facilities - Provide and maintain sanitary toilet facilities and enclosures for construction personnel. Using permanent new or existing facilities in the building is prohibited by contract personnel.

H. Project sign - order and erect or position sign as requested by Owner's Representative, or as indicated in the Construction Documents. Coordinate location with Owner's Representative.

01 60 00 PRODUCT REQUIREMENTS

A. Provide new products unless specifically required or permitted by Contract Documents.

01 70 00 EXECUTION AND CLOSEOUT REQUIREMENTS

A. Cleaning during construction - execute cleaning procedures to ensure building interior, project site and adjacent properties are maintained free from construction debris and rubbish. Maintain site, both exterior and interior, in clean and orderly condition. Provide covered, on-site containers for waste collection.

B. Final cleaning - clean finish surfaces in accord with manufacturer's product data and requirements specified in sections not more than 48 hours prior to Date of Substantial Completion. Remove dust, debris, oils, stains, fingerprints, manufacturer's product labels and temporary labels from exposed interior and exterior finish surfaces. Include washing and polishing interior and exterior glazing materials, vacuum clean and soft surfaces, broom clean paved surfaces. Protect, maintain and clean inside of all HVAC supply and return ductwork free from dust and debris, and install new clean set of HVAC system filters not more than 48 hours prior to Date of Substantial Completion. Clean plumbing fixtures. Replace spent lamps and bulbs and clean lighting fixtures to "like-new" condition.

C. Submit operation and maintenance manuals - submit at issuance of Date of Substantial Completion or 15 days prior to final installation whichever date is earlier. Submit in duplicate, in 8 1/2" x 11 inch format in D size ring binders with plastic covers including an electronic version of all documents in PDF format on a CD. Internally divide with permanent page dividers logically organized. Include:

1. Part 1 - Directory lists names, addresses, telephone numbers of Architect, Contractor, subcontractors, major equipment suppliers, and local service for major equipment.

2. Part 2 - Operation and Maintenance Instructions: arrange by system further subdivided by specification section and include significant design criteria, equipment list, component parts list, operating instructions and maintenance instructions.

3. Part 3 - Project Documents and Certificates: include shop drawings and product data, air balance reports, certificates, and photocopies of warranties and bonds.

D. Certificates from governing code authorities indicating construction has been inspected as required by laws or ordinances and building is approved for occupancy.

E. Warranties - Provide executed warranty in writing, indicate Date of Substantial Completion and warranty expiration date. Warranty period begins on Date of Substantial Completion and continues for one year unless otherwise indicated in individual specification sections or otherwise provided by individual manufacturer's warranties.

F. Record Documents - Provide set of Record Documents with final Application for Payment. This includes a scanned copy of the as-built set of contract documents identifying, including but not limited to, all Building, RFI, Change Orders and field conditions.

G. Tools, equipment, spare parts, extra material, etc. all stock and related items as required in specification sections at final Application for Payment.

H. Fire extinguishers - Verify extinguishers are charged and ready for use, provide attached tag indicating date tested and by whom:

I. Keys - Construction keying shall be voided or change out cylinders that utilize construction keying. Deliver all Date of Substantial Completion of Owner's Representative keys with each tagged indicating lock which key operates. The Owner shall provide the General Contractor with keying schedule unless directed otherwise by the Owner.

J. Maintenance training - provide a training class for each of the primary systems. Training class shall include Owner and/or Owner's designated representative. General Contractor shall video tape training class for archiving and reference by the Owner and/or Owner's designated representative.

FOR THE FOLLOWING MATERIAL SPECIFICATIONS, REFERENCE AND COMPLY WITH THE MANUFACTURER'S PRODUCT LITERATURE, SPECIFICATIONS, AND WRITTEN INSTRUCTIONS ON INSTALLATION UNLESS OTHERWISE NOTED.

02 41 00 BUILDING DEMOLITION

A. Comply with the most recent applicable codes for demolition of structures, safety of adjacent structures, noise control, and dust control. Obtain required permits, notify affected utility companies and comply with their requirements, conform to regulatory procedures when hazardous or contaminated materials are discovered, and do not expose or obstruct roadways without permits.

B. Suspend operations immediately if hazardous or contaminated materials such as asbestos or polychlorinated biphenyls, not previously endorsed/ventilated, are encountered; contact architect and Owner in writing. Do not resume operations until it is cleared, hazardous or contaminated materials have been rendered harmless, and conditions are agreed to by Owner and Contractor in writing.

C. Provide and maintain temporary barriers and security procedures as required to protect property and people and to meet the requirements of the General Conditions. Protect existing landscaping, appurtenances and structures that are not to be demolished. Prevent movement or settlement of adjacent structures. Provide bracing and shoring. Mark location of all utilities prior to proceeding with scope of work.

D. Minimize interference with adjacent structures public or private access. Maintain protected egress and access at all times. Obtain written permission from adjacent property Owners when demolition equipment will traverse or intrude upon their property. Suspend operations immediately if adjacent structures appear to be in danger; contact Architect and authority having jurisdiction, do not resume operations until directed. Provide hoses and water connection to sprinkle demolition area with water to minimize dust. It is the sole responsibility of the General Contractor to confine dust and odors to construction area and quickly remove any byproducts in environment.

05 10 00 ROUGH CARPENTRY

A. Lumber shall be #2 Southern Pine or Western Lumber. Miscellaneous framing and nailers shall be utility grade Southern Pine. Nailers and blocking associated with roofing and flashing systems shall be preservative and fire-retardant treated lumber meeting the requirements of the Building Code of America (BCA). Interior plywood shall be A, D, LINT APA, Group 1, fire-retardant-treated wood.

B. Provide concealed blocking, nailers, and supports for securing applied fixtures and fittings; specific items to be indicated on the drawings.

C. Provide concealed blocking, nailers, and supports for securing base cabinets and wall mounted cabinets to partitions. Reference drawings for locations of base and wall mounted cabinets.

D. Provide concealed blocking, nailers, and supports for securing vinyl/vinyls to partitions. Reference drawings for locations of wall mounted vinyl/vinyl on locations.

E. Backboards at phone equipment shall be 3/4" fire treated plywood, painted face and all exposed edges. Same, pine and ease all edges prior to painting.

F. Nailing schedule shall be in accord with current edition of International Building Code.

G. Install rough carpentry work cut square on bearings, closely fitted, accurately set to required lines and levels and secured in place. Drain apply preservative treatment to cut ends of treated lumber. Coordinate location of blocking and nailers with locations of finishing materials. For nicks, specify items and trim. Install plywood with face grain perpendicular to supports. Terminate panels over supports, allowing 1/8" between and joints and 1/4" between edge joints for termination and contraction.

06 20 00 FINISH CARPENTRY

A. Coordinate and install millwork provided by Tenant, and as indicated on drawings.

B. Installer must have a minimum of five years' experience in the same field and be able to demonstrate successful projects that meet the specified AIA grade.

C. Source Quality Control: Obtain materials for each type, including veneer doors, from a single manufacturer or source so as to ensure matching of quality, color, grain, and finish.

D. Quality standards for the following types of architectural woodwork, "Premium Grade" except as modified, as follows:

1. Standing sills, running trim, and rails: AIA Section 300, Custom Grade.
2. Architectural cabinets: laminate clad: AIA Sections 400 for Flush Overlay and 400B, Premium Grade.
3. Architectural cabinet tops: AIA Sections 400 for High Pressure Decorative Laminate tops and 400C, Custom Grade.
4. Shelving: AIA Section 600, Custom Grade.
5. Paneling: AIA Section 700.
6. Miscellaneous ornamental items: AIA Section 700.
7. Site and rail doors: AIA Section 1400.
8. Factory Finishing: AIA Section 1500.

E. Wood Treatment: Where fire-retardant treated woodwork is indicated, use approved fire-retardant treatment that will not adversely affect the desired finish end appearance.

F. Project Conditions: Stabilize humidity and temperature at normal operating conditions at least seven (7) calendar days prior to installation and thereafter.

G. Installation: Meet AIA standards for quality standards and premium construction for tolerances. Scube and cut work to fit adjoining work, refine cut surfaces and repair damaged finish at cuts. Anchor casework to structure by blocking built-in or directly attached to substrate. Secure to grounds, stripping, and blocking with counter-sunk concealed fasteners and blind nail as required for a complete installation.

H. Lumber (Verify all species selected with drawings):

1. Exposed and semi-exposed painted millwork and trim: Custom Grade Poplar or Custom Grade White Pine, kiln dried.

2. Interior standing and running trim: Custom Grade Poplar or Custom Grade White Pine, kiln dried. Install in angle, unprimed joints for openings and runs less than 18" 0". Stagger joints in adjacent members. Coped returns, miter at corners.

I. Hardware

1. Door and drawer pulls to be 4" most nickel stainless steel.
2. Concealed hinges to be Grade 2 (institution duty), 170 degree opening.
3. Door and drawer locks: provide elbow catches on un-keyed leaf of pair of doors. If electronic push button, provide battery operated with low battery indicator.
4. Drawer Slides to be full extension slides, 100lb per side per standard drawer, 150lb per side per standard file drawer.
5. Shelf standards to be same color as cabinet interior.

J. Countertops shall have 1/2" radius corners as indicated on drawings, U.N.O.

07 90 05 SEALANTS AND CAULKS

Exterior joints and all other openings in the building shall be caulked, gasketed, weather-stripped, or sealed in an approved manner (see Georgia State Energy Code, Section 502.4). Seal all sound partitions with acoustical sealant at base, head, perimeter and all openings.

A. Silicone sanitary sealant: SSS-1, one-part silicone rubber, mildew and stain resistant, ASTM C820, Type S, Grade NS, Class 25. Use at plumbing fixture preimeters on walls and top and edges of backboards at counters.

B. Two-part non-sag polyurethane sealant: PSU-2, two-part polyurethane based sealant with separate prepackaged color agent to achieve colors, ASTM C820, Type M, Grade NS, Class 25. Use at exterior and interior door and window frames perimeter.

C. Caulking compound for setting thresholds and for other interior caulking shall be an oleo-resinous, gun grade, non-staining plastic compound meeting Federal Specification TT-T-596. Material shall have shrinkage factor not exceeding 15%.

D. Acrylic latex caulk: ALC-1, flexible paintable, non-staining, non-bleeding acrylic emulsion, ASTM C834. Use at interior non-working cosmetic joints between similar and dissimilar adjacent materials.

E. Butyl caulk: BC-1, one part butyl rubber caulk, ASTM C1085, black. Use continuous double bead at sill or threshold of exterior existing doors.

F. Backer rod: compressible rod closed cell foam, open cell foam, soft cell foam, or neoprene foam type recommended by sealant manufacturer; for material compatibility and conditions encountered.

08 41 00 ALUMINUM STOREFRONT

DB - ADD SPECIFICATION FOR INTERIOR STOREFRONT CONDITIONS

SECTION 08 41 10 - STOREFRONTS

HV11 - GENERAL  
A. Product Data: Submit manufacturer's product data and installation instructions for each material and product used.  
B. Shop Drawings: Submit shop drawings indicating material characteristics, details of construction, connections, and relationship with adjacent construction.  
C. Warranty: Submit manufacturer's standard warranty. Includes labor and materials to repair or replace defective materials.

1. Warranty Period: 5 years.  
D. Operation and Maintenance Data: Submit manufacturer's operation and maintenance data, including operating instructions, list of spare parts and maintenance schedule.  
E. Comply with governing codes and regulations. Provide products of acceptable manufacturers, which have been in satisfactory use in similar service for three years. Use experienced installers. Deliver, handle, and store materials in accordance with manufacturer's instructions.

PART II - PRODUCTS

2.1 MATERIALS  
A. Aluminum Entrances and Storefront:  
1. Glass and Glazing: Polycarbonate Lexan.

PART II - EXECUTION

A. Take field measurements before fabrication where possible; do not delay job progress.  
B. Install materials and systems in accordance with manufacturer's instructions and approved submittals. Install materials and systems in proper relation with adjacent construction and with uniform appearance. Coordinate with work of other sections.  
C. Anchor securely in place; install plumb, level and in true alignment. Isolate dissimilar materials to prevent corrosion.  
D. Coordinate with glass and glazing work. Install hardware and adjust for smooth, proper operation.  
E. Clean and protect completed system; repair damage.

09 50 00 RESILIENT FLOORING

A. Do not start work until work of other trades, including painting, has been substantially completed. Flooring shall be installed prior to the installation of millwork or casework.

B. Resilient tile flooring materials shall be installed with adhesive, as recommended by the tile manufacturer, and in a manner to produce a smooth and even finished surface with the tight jointed accuracy at grid marker. All in accordance with manufacturer's directions.

C. Lay 1/8" square with room axis, unless noted otherwise on the drawings. Lay edge lines of same style as field with joints varying to maintain full sizes tiles in field. Edge lines shall not be smaller than half the width of the field tile.

D. Just prior to final completion, apply wax as recommended by the manufacturer. Machine buff floors for final inspection.

E. Extra Materials: Furnish not less than one box for each 40 boxes for each type, color, pattern and size installed. Less than 40 boxes installed, supply one box of each.

F. Where rubber base is specified, only roll type is acceptable.

09 90 00 PAINTING

See drawings for information. For purpose of establishing a quality standard, Sherwin-Williams Company (SOW) are herein specified.

A. Tint prime coats to 1/3 shade of top coat.

B. The number of coats specified are the minimum required. First coat to be primer, second and third coat to be finish coat. The surface of all materials that are to be painted shall be completely hidden. Coverage shall be complete and meet manufacturer's standards for finish.

C. Doors and frames shall be sprayed, not rolled or brushed.

D. Paint materials shall be applied in accordance with the manufacturer's directions on the container label. Materials shall be evenly spread and smoothly frowed on without runs, sags, dry spray or other film defects.

10 20 00 TOILET AND BATH ACCESSORIES

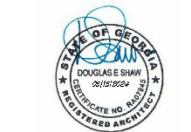
A. Products specified are Baking Standards. Use ANSI Type 304 stainless steel for all parts except mounting kits for grab bars unless directed otherwise by Owner.

B. Toilet and bath accessories schedule, as indicated on drawings.

C. Submit catalog cuts and data sheets indicating size, material and finish, complete parts list and installation procedures for each accessory.



208 Priole Ferry Road, Suite C  
Cumming, GA 30046



GWCO CORRECTIONS FACILITY MILLWORK  
CLIENT NAME  
750 HI - HOPE ROAD  
LAWRENCEVILLE, GA 30043

PRINT RECORD	
No.	DATE DESCRIPTION
03/15/2024	PERMIT SET

Drawn By	Checked By
JA	JOC
Date	Job No.
05/15/2024	70303
Sheet Title	
SPECIFICATIONS	

Sheet No.  
**G-3.01**  
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208 P.O. Box 777, Road 5, Cumming, GA 30009



**FINISH PLAN GENERAL NOTES**

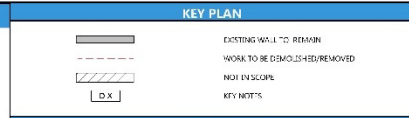
- ALL INTERIOR FINISH SPECIFICATIONS ARE INCLUDED HEREIN OR IN THE ATTACHED SPECIFICATIONS IF APPLICABLE. DISCREPANCIES, OMISSIONS AND DISCONTINUED OR DELAYED MATERIALS ARE TO BE DETERMINED BY THE DESIGN PROFESSIONAL IMMEDIATELY FOR RESOLUTION PRIOR TO PROCEEDING. THE DESIGN PROFESSIONAL IS NOT RESPONSIBLE FOR DISCREPANCIES OR OMISSIONS THAT ARISE DUE TO CHANGES BY ANOTHER PARTY AFTER INITIAL DRAWING ISSUANCE DATE UNLESS RECORDED AS A REVISION BY ARCHITECT. SUBSTITUTIONS OF FINISH MATERIALS MUST BE SUBMITTED IN WRITTEN FORM AND ACTUAL SAMPLES PROVIDED FOR REVIEW BY THE DESIGN PROFESSIONAL AND USER GROUP. CONSTRUCTION PROFESSIONAL MUST RECEIVE APPROVAL SIGNATURE BEFORE PROCEEDING. REVIEW OF SUBSTITUTIONS DUE TO A CHANGE IN THE ORIGINAL SCHEDULE OR BUDGET MAY BE CONSIDERED ADDITIONAL SERVICES.
- INSTALL ALL FINISH MATERIALS ACCORDING TO MANUFACTURER'S INSTRUCTIONS. REMEDIATION OF MOISTURE IN THE CONCRETE, AS IT RELATES TO THE FLOORING MATERIAL AND ITS INSTALLATION, MUST BE STRICTLY ADHERED TO IN ORDER TO AVOID RISK OF VOIDING WARRANTY.
- ONLY ONE DEMO/RY OF EACH STYLE AND COLOR SPECIFIED IN THE FINISH SCHEDULE SHALL BE USED.
- REMOVE FINISH MATERIALS FROM PACKING AND ALLOW TO ACCLIMATE TO AREA OF INSTALLATION ACCORDING TO MANUFACTURER'S SPECIFICATIONS.
- ALL SURFACES WHICH ARE TO RECEIVE A FINISH APPLICATION SHALL BE COMPLETELY SMOOTH FOR SCHEDULED FINISH MATERIAL.
- ALL MISCELLANEOUS GRILLES, PLATES, ETC. OCCURRING ON WALLS OR CEILINGS ARE TO BE FINISHED TO MATCH WALL OR CEILING ON WHICH THEY OCCUR. CONSULT DESIGN PROFESSIONAL ON FINAL FINISH.
- ALL PAINTED SURFACES ARE TO RECEIVE ONE PRIME COAT AND A MINIMUM OF TWO FINISH COATS. APPLY ADDITIONAL COATS OR PRIME AND FINISH PAINT AS REQUIRED UNTIL EXISTING UNDERCOAT OR OTHER CONDITIONS ARE FULLY CONCEALED AND PAINT FILLS IS OF A UNIFORM FINISH, COLOR AND APPEARANCE. REFER TO SPECIFICATION SECTION 096123 INTERIOR PAINTING FOR CLARIFICATION.
- PRIME TO FLOORING INSTALLATIONS, PERFORM A CALCIUM CHLORIDE MOISTURE TEST TO ENSURE MOISTURE CONTENT MEETS MANUFACTURER'S ACCEPTABLE LEVELS. CONSULT PROFESSIONAL TO DOCUMENT AND MAINTAIN RECORDS.
- BASE CABINET PLASTIC LAMINATE TOP KOCKS TO MATCH CORRESPONDING BASE CABINET PLASTIC LAMINATE SPECIFICATION. U.N.O.
- SUBMIT SAMPLES OF ALL FINISH MATERIALS TO THE DESIGN PROFESSIONAL FOR APPROVAL PRIOR TO ORDERING MATERIALS AND COMMENCING WORK. SUBMIT ACTUAL COLOR AND FINISH OF PAINT ON 4" x 12" x 1/4" SAMPLES. WALLCOVERING SAMPLES MUST BE CUT FROM ACTUAL ROLL TO BE USED FOR INSTALLATION. SAMPLES OF NATURAL STONE OR OTHER MATERIAL WITH WIDE VARIATIONS SHALL COME FROM ACTUAL MATERIAL TO BE USED.
- PREPARE SURFACES FOR ACCEPTING OF FINISHES PER MANUFACTURER'S RECOMMENDATIONS.
- PROVIDE BLOCKING IN AREAS DESIGNED TO RECEIVE OVERHEAD CABINETS, TV DISPLAY SCREENS AND MARKERBOARDS.
- IF DESIGN PROFESSIONAL'S WRITTEN DESCRIPTION OF COLOR NAME, NUMBER AND MANUFACTURER'S INFORMATION ARE IN CONFLICT, CONTACT DESIGN PROFESSIONAL FOR CLARIFICATION BEFORE ORDERING MATERIALS.
- ALL CASEWORK TO RECEIVE TOPS FABRICATED IN SOLID SURFACE. U.N.O. REFER TO INTERIOR ELEVATIONS FOR CLARIFICATION.
- INTERIOR CONSTRUCTION TO BE DONE IN PHASES DUE TO THE TYPE OF OCCUPANCY. GENERAL CONTRACTOR TO COORDINATE PHASING WITH FACILITY.

**MILLWORK GENERAL NOTES**

- REFER TO INTERIOR ELEVATIONS, WHICH IDENTIFY THE ROOM AND WALL (NORTH, SOUTH, EAST OR WEST) ON WHICH THE CABINETS ARE LOCATED. COORDINATE ALSO WITH FLOOR PLANS.
- SPECIALIZED CABINET SECTIONS ONLY ARE KEYED OR NOTED ON CABINET ELEVATIONS. OTHER CABINET SECTIONS ILLUSTRATED IN CONSTRUCTION & NOT EVERY DOOR AND DRAWER VARIATION IS SHOWN.
- ALL WORKSURFACES & COUNTERTOPS ARE SS-1 U.N.O.
- PROVIDE FINISHED END PANELS AND/OR END RETURNS AT OPEN END CABINETS (INCLUDING KNEE SPACES).
- PROVIDE SIDE SPLASHES WHERE COUNTERTOPS ABUT WALLS AT SIDES. U.N.O.
- PROVIDE COUNTERTOP BRACE SUPPORTS AT 48" O.C. MAX. @ KNEE SPACES & LAVATORY COUNTERS, U.N.O.
- PROVIDE 3/8" CROMMETS AT BACK OF COUNTERTOPS EXACT LOCATION TO BE COORDINATED WITH THE OWNER AT THE TIME OF INSTALLATION.
- PROVIDE BLOCKING WITHIN PARTITION FOR ALL CABINETS ATTACHED TO WALLS. SEE DETAILS FOR ATTACHMENT DETAILS.
- PROVIDE ALL STRAIGHT RUN COUNTERTOPS THAT HAVE SINKS WITH SEPARATE BACKSPLASH TO COUNTERTOP.
- CABINET UNIT DEPTH IS AS SHOWN ON SECTION. U.N.O. ON ELEVATIONS.
- PROVIDE BOTTOM CLOSURE FOR FILLER PANELS AT FOG SPACES AND AT BOTTOM OF UPPER WALL CABINETS TO CLOSE OFF AND SEAL TIGHT ALL CONCEALED OPENINGS.
- ALL MILLWORK CASEWORK TO BE TFL-1 U.N.O.

**GENERAL PARTITION NOTES**

- STUD DESIGN CRITERIA: ALL INTERIOR NON-LOAD BEARING METAL STUDS SHALL BE 16 GAUGE (MIN.) UNLESS OTHERWISE NOTED. PROVIDE 8 PSF MIN. APPLIED LATERAL LOAD, L/240 MAX. DEFLECTION.
- METAL STUD GAUGE (IF NOTED) AND UL TEST NUMBERS WILL VARY DEPENDING ON THE MANUFACTURER OF COMPONENTS ACTUALLY USED.



**GENERAL DEMO NOTES**

- CONTRACTOR TO TAKE CARE IN REMOVAL OF ANY ITEMS SCHEDULED OR NOT SCHEDULED FOR BASE SUCH AS FIXTURES, CEILING TILES, DOORS, DOOR FRAMES, LAMINATE, ETC. ITEMS TO BE DEMOLISHED TO BUILDING CODE. (SEE SCHEDULE)
- DEMOLITION SHALL BE COMPLETED DURING THE HOURS OUTLINED IN CONTRACT.
- DUST FREE BARRIERS MUST BE MAINTAINED AND SECURED BY CEILING TO FLOOR BETWEEN DEMOLITION AREAS AND AREAS TO BE CONSTRUCTED. ALL DEMOLITION SHALL BE CLEANED TO REMOVE ALL DUST AND DEBRIS TO SPACES. AREAS WALLS DAMAGED BY CONSTRUCTION EFFORTS DUE TO DEMOLITION OF ADJACENT PARTITIONS SHALL BE REPAIRED AND REFINISHED TO MATCH EXISTING.
- GENERAL CONTRACTOR SHALL CONDUCT A VISUAL HAZARDOUS ABATEMENT (VIA) OWNERS CONSULTANTS.
- IF DOCUMENTS SPECIFICATIVE DO NOT ADDRESS RENOVATION/NEW CONSTRUCTION WHERE DEMOLITION HAS OCCURRED IT IS THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO IDENTIFY AND MATCH EXISTING DEMOLITION AREAS AFFECTED BY DEMOLITION TO THE EXISTING CONDITION PRIOR TO DEMOLITION.
- GENERAL CONTRACTOR SHALL CONSULT WITH OWNER TO DETERMINE IF OWNER WISHES TO SALVAGE IN RETURN OWNERSHIP OF ITEMS TO BE DEMOLISHED. IT IS THE GENERAL CONTRACTOR'S RESPONSIBILITY TO MAKE EVERY EFFORT TO SALVAGE ITEMS IN AREAS TO BE DEMOLISHED AT THE REQUEST OF THE OWNER.

**FINISH LEGEND**

**FLOORING**

VCT-1: VINYL COMPOSITION TILE  
MFR: ARMSTRONG  
COLLECTION: STYLINGURVEYANCE  
MARASCHINO 51880  
SIZE: 12" X 12"  
INSTALL: MATCH EXISTING  
CONTACT: ROBIN MURPHY  
404.457.5009  
robinmurphy@jhrproducts.com

VCT-2: VINYL COMPOSITION TILE  
MFR: ARMSTRONG  
COLLECTION: MATCH EXISTING  
COLOR: MATCH EXISTING  
SIZE: MATCH EXISTING  
INSTALL: MATCH EXISTING

**BASE**

RB-1: RUBBER BASE  
MFR: MATCH EXISTING  
COLOR: MATCH EXISTING  
SIZE: MATCH EXISTING

**WALLS**

P-1: GENERAL PAINT  
MFR: SHERWIN WILLIAMS BASIS OF DESIGN  
COLOR: MATCH EXISTING  
FINISH: MATCH EXISTING

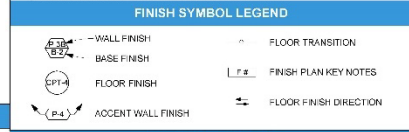
**PLASTIC LAMINATE AND COUNTERTOPS**

TFL-1: THERMALLY FUSED LAMINATE  
MFR: WILSONART  
COLOR: STERLING ASH 7905-38  
FINISH: MATCH EXISTING  
INSTALL: MATCH EXISTING

SS-1: SOLID SURFACE  
MFR: WILSONART  
COLOR: TITANIUM GREY  
FINISH: POLISHED  
THICKNESS: 1CM  
LOCATION: COUNTERTOPS

**DEMO PLAN KEYNOTES**

- REMOVE EXISTING FLOORING TO FACE OF EXISTING CONCRETE SLAB & BASE IN THIS ENTIRETY. PROVIDE VCT-1 FLOORING TO FACE OF EXISTING CONCRETE SLAB & BASE IN THIS ENTIRETY OF NEW CONSTRUCTION.
- REMOVE EXISTING CEILING TO BE REPLACED WITH NEW. REFER TO NEW CONSTRUCTION.
- REMOVE EXISTING EYE WASH BENCH AND STORE DURING CONSTRUCTION. REFER TO NEW CONSTRUCTION FOR RELOCATION.
- REMOVE EXISTING CASE VENEER AND COUNTERTOP IN THIS ENTIRETY. COORDINATE EXTENTS OF DEMOLITION WITH NEW CONSTRUCTION.
- REMOVE EXISTING REFRIGERATOR TO BE RELOCATED. REFER TO NEW CONSTRUCTION FOR RELOCATION.
- REMOVE EXISTING WALLS TO MATCH EXISTING. NO PARTS TO BE INSTALLED IN NEW CONSTRUCTION. STORE ALL PARTS AND PIECES ACCORDINGLY.
- REMOVE EXISTING HOT WATER DISPENSER (HWD) AND UNDERCABINET UNIT. HWD TO BE DEMOLISHED. REFER TO NEW CONSTRUCTION FOR RELOCATION.

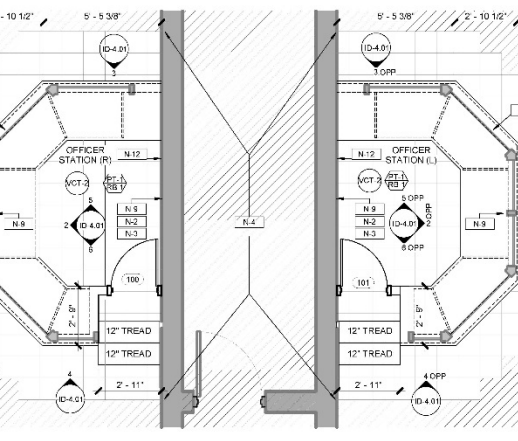
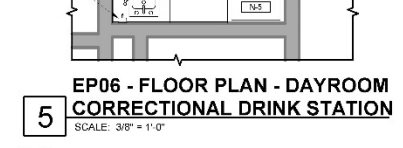
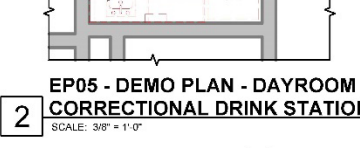
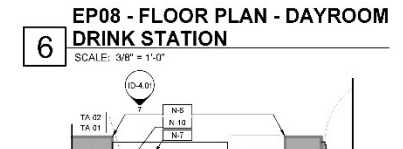
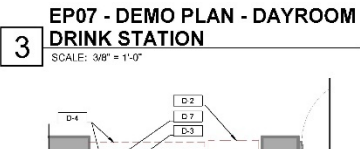
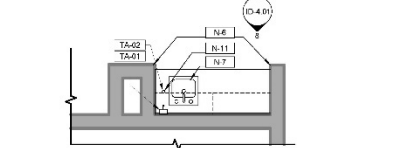
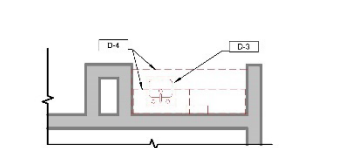


**ACCESSORY SCHEDULE**

TAG #	DESCRIPTION	MANUFACTURER	MODEL	FURNISHED BY CONTRACTOR	OWNER	INSTALLED BY CONTRACTOR	OWNER
TA-01	VANDAL RESISTANT SOAP DISPENSER	GRANGER	OPS 8K1450K71	X		X	
TA-02	HOT WATER DISPENSER	INSINKERATOR	I-HOT150	X		X	

**FLOOR PLAN KEYNOTES**

- EXISTING STORE ROOM TO BE DEMOLISHED WITH NEW CLEAR POLYCARBONATE LEXAN.
- NEW BASE FLOOR AND STORE AT OFFICER STATION. REFER TO OTHER DETAILS.
- NEW VCT-1 AROUND THE NEW BASE FLOOR. ON AND ON THE NEW BASE FLOOR'S STORES.
- REMOVE EXISTING WALLS TO MATCH EXISTING. NO PARTS TO BE INSTALLED WITH NEW OFFICER STATION.
- INSTALL NEW CASE VENEER IN THIS LOCATION.
- REMOVE EXISTING HOT WATER DISPENSER (HWD) AND UNDERCABINET UNIT. HWD TO BE DEMOLISHED. REFER TO NEW CONSTRUCTION FOR RELOCATION.
- REMOVE EXISTING FLOORING TO FACE OF EXISTING CONCRETE SLAB & BASE IN THIS ENTIRETY OF NEW CONSTRUCTION.
- REMOVE EXISTING EYE WASH BENCH AND STORE DURING CONSTRUCTION. REFER TO NEW CONSTRUCTION FOR RELOCATION.
- REMOVE EXISTING WALLS TO MATCH EXISTING. NO PARTS TO BE INSTALLED WITH NEW OFFICER STATION.
- REMOVE EXISTING REFRIGERATOR TO BE RELOCATED. REFER TO NEW CONSTRUCTION FOR RELOCATION.
- REMOVE EXISTING WALLS TO MATCH EXISTING. NO PARTS TO BE INSTALLED WITH NEW OFFICER STATION.
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- REMOVE EXISTING WALLS TO MATCH EXISTING. NO PARTS TO BE INSTALLED WITH NEW OFFICER STATION.
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- REMOVE EXISTING WALLS TO MATCH EXISTING. NO PARTS TO BE INSTALLED WITH NEW OFFICER STATION.



**GWCO CORRECTIONS FACILITY MILLWORK**

CLIENT NAME  
750 HI-HOPE ROAD  
LAWRENCEVILLE, GA 30043

**PRINT RECORD**

No.	DATE	DESCRIPTION
03/15/2024	PERMIT SET	

Drawn By: JJC  
Checked By: JJC  
Date: 03/15/2024  
Job No.: 20035

Sheet Title  
**ENLARGED DEMO AND NEW WORK PLANS**

Sheet No.

**A-1.51**  
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ACCESSORY SCHEDULE					
TAG #	DESCRIPTION	MANUFACTURER	MODEL	FINISHED BY CONTRACTOR	INSTALLED BY OWNER
TA-01	VANDAL RESISTANT SOAP DISPENSER	GRAINGER	OPS SK014EDK71	X	X
TA-02	HOT WATER DISPENSER	INSINKERATOR	H-HOT1190	X	X

DOOR SCHEDULE									
NO.	ELEV.	SINGLE / PAIR	WIDTH	DOOR			FRAME		
				HEIGHT	THICK	MATL.	FINISH	HW/DWARL	
100	F	SINGLE	2'-2"	2'-4"	1 3/4"	HM	PTD	1 1/2" PTD (P-1)	PASSAGE LEVER/SET
101	F	SINGLE	2'-2"	2'-4"	1 3/4"	HM	PTD	1 1/2" PTD (P-1)	PASSAGE LEVER/SET

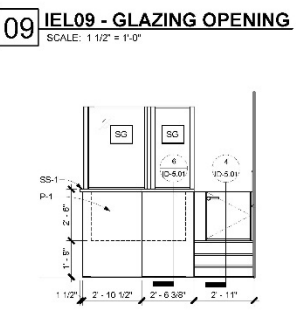
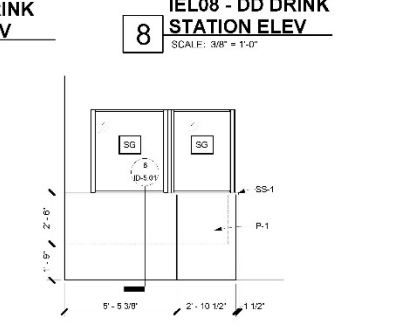
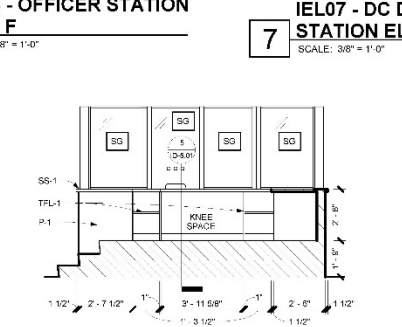
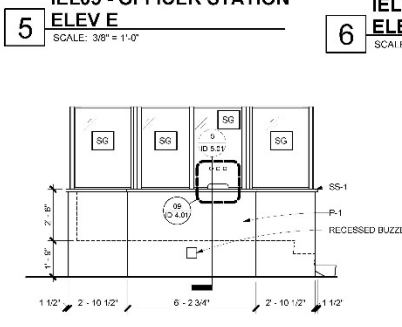
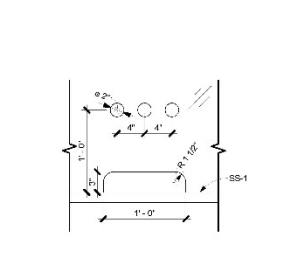
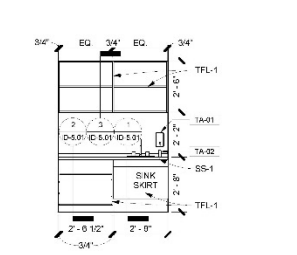
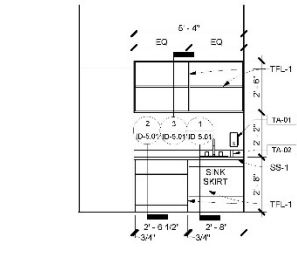
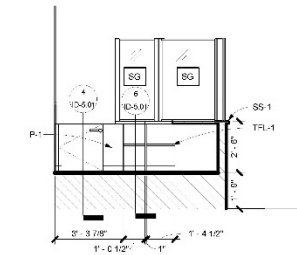
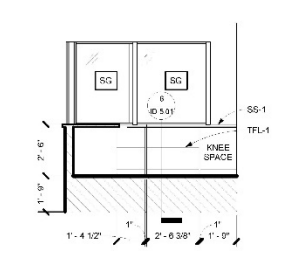
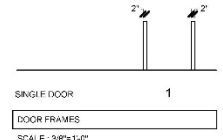
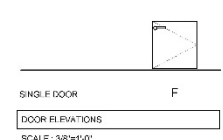
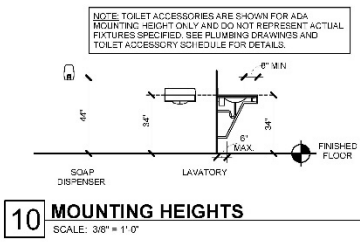
- INTERIOR ELEVATION NOTES**
- GENERAL CONTRACTOR TO COORDINATE EQUIPMENT OUTLINED IN 'EQUIPMENT LEGEND' WITH OWNER & OWNER'S MEDICAL EQUIPMENT REPRESENTATIVE. THIS INCLUDES VERTICAL AND HORIZONTAL MOUNTING HEIGHTS OF ALL DEVICES. COORDINATION WITH ARCHITECTURAL, MECHANICAL, ELECTRICAL AND PLUMBING. THE ARCHITECT SHALL RECEIVE SHOP DRAWINGS SHOWING FINALIZED SELECTION OF EQUIPMENT AND SPEC FLTA MODEL NUMBERS REVIEWED BY DESIGN TEAM/ENGINEERS PRIOR TO PROCEEDING WITH SCOPE OF WORK.
  - ELECTRICAL OUTLETS ARE ONLY SHOWN FOR COORDINATION WITH EQUIPMENT. SEE ELECTRICAL DRAWINGS FOR MORE INFORMATION.
  - LOW VOLTAGE BY OWNER'S REPRESENTATIVE.
  - FURNITURE SHOWN IS TO BE PROVIDED BY OWNER U.N.O. GENERAL CONTRACTOR TO COORDINATE WITH OWNER ON DELIVERY SCHEDULE.
  - SECURITY GLAZING TO BE 1/4" THK POLYCARBONATE LEXAN 8034.

**ABBREVIATIONS LEGEND**

<b>DOOR MATERIAL TYPE</b>	<b>FINISH TYPE</b>
ALUM - ALUMINUM	STD - STAIN
HM - HOLLOW METAL	PTD - PAINT
PLUM - PLASTIC LAM CLAD	PT - PLY IN SHELD
SCWD - SOLID CORE WOOD	
<b>FRAME MATERIAL TYPE</b>	<b>GLAZING TYPE</b>
ALUM - ALUMINUM	T - CLEAR TEMPERED GLASS
HM - HOLLOW METAL	IT - TINTED & TEMPERED GLASS
STL - STEEL	IT - INSULATED TEMPERED GLASS
WD - WOOD	SG - SECURITY GLAZING



207 Hillside Road, Suite C  
Covington, GA 30029



**GWCO CORRECTIONS FACILITY MILLWORK**

CLIENT NAME

750 HI - HOPE ROAD  
LAWRENCEVILLE, GA 30043

**PRINT RECORD**

No.	DATE	DESCRIPTION
	03/15/2024	PERMIT SET

Drawn By: [ ] Checked By: [ ]

Date: 03/15/2024 Job No.: 2303

Sheet Title: INTERIOR ELEVATIONS & SCHEDULES

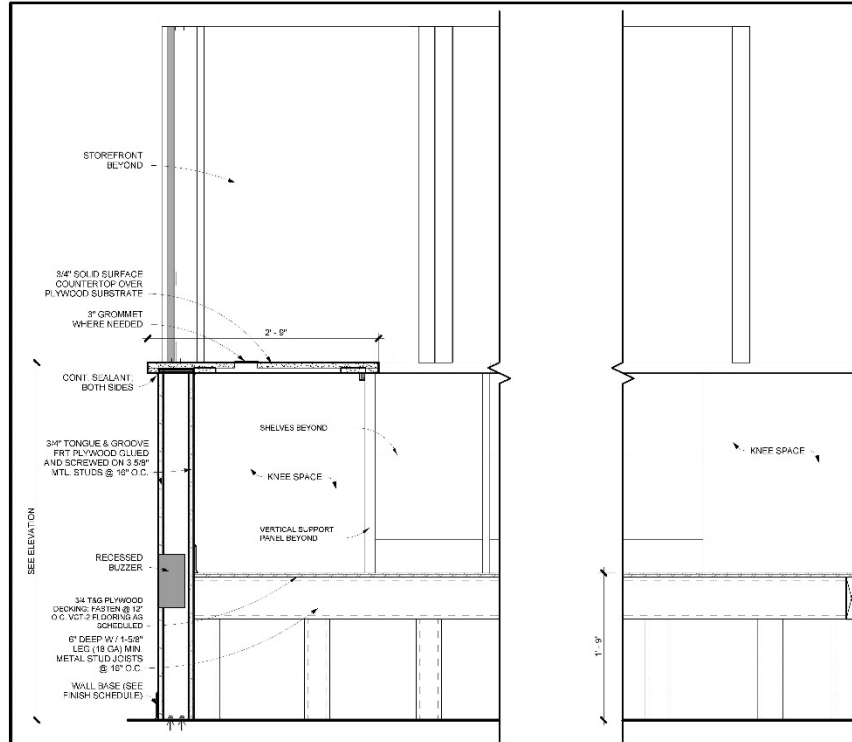
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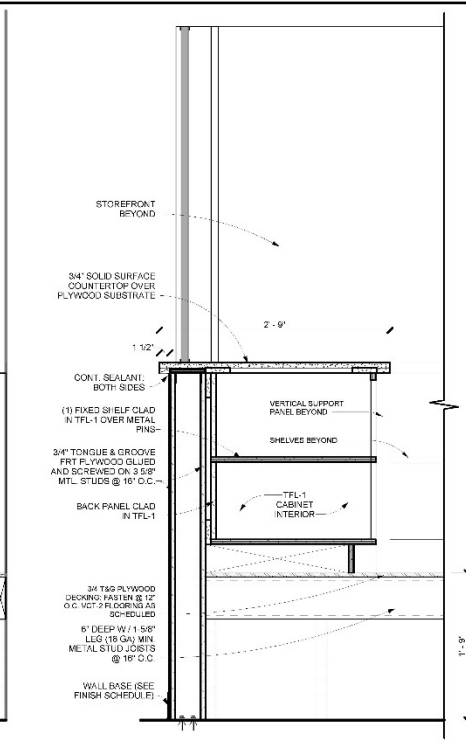
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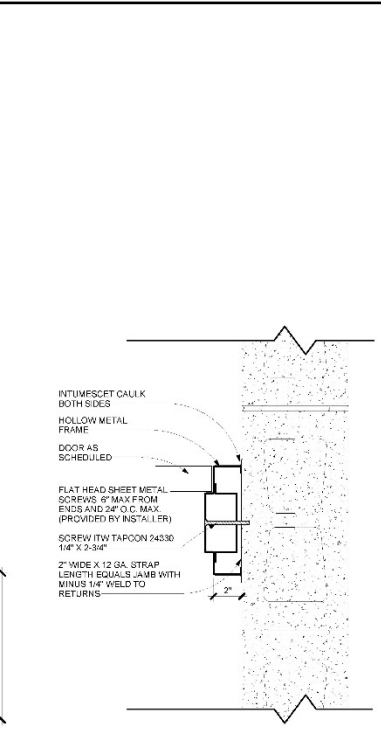
208 Mike Ferry Road, Suite C  
Cromwell, GA 30043



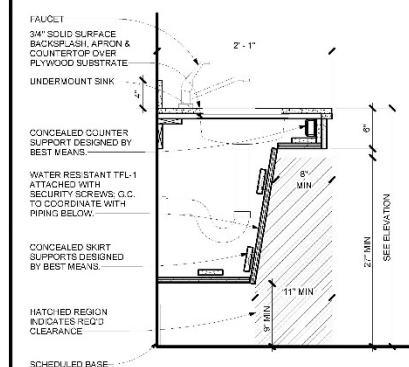
**5 OFFICER STATION DETAIL A**  
SCALE: 1 1/2" = 1'-0"



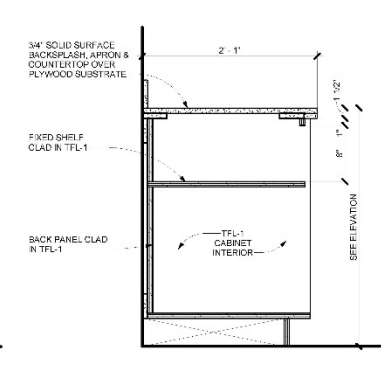
**6 OFFICER STATION DETAIL B**  
SCALE: 1 1/2" = 1'-0"



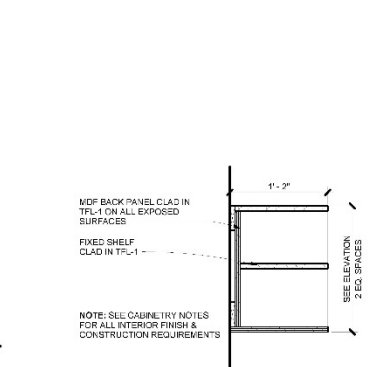
**7 HM JAMB DETAIL**  
SCALE: 3" = 1'-0"



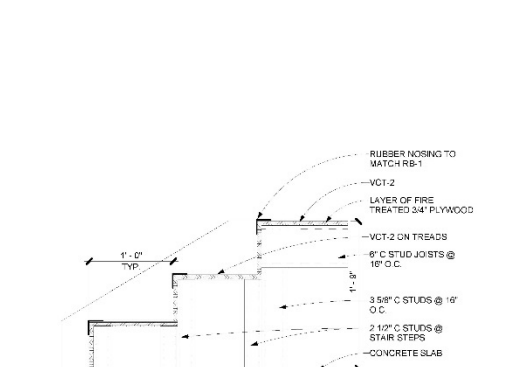
**1 COUNTERTOP - ACCESSIBLE SINK**  
SCALE: 1 1/2" = 1'-0"



**2 BASE CABINET**  
SCALE: 1 1/2" = 1'-0"



**3 UPPER CABINET**  
SCALE: 1 1/2" = 1'-0"



**4 STAIR SECTION DETAIL**  
SCALE: 1 1/2" = 1'-0"

GWCO CORRECTIONS  
FACILITY MILLWORK

CLIENT NAME

750 HI - HOPE ROAD  
LAWRENCEVILLE, GA 30043

**PRINT RECORD**

No.	DATE	DESCRIPTION
03/15/2024		PERMIT SET

Drawn By: FA  
Checked By: JMS  
Date: 23/11/2024  
Job No.: 24025

Sheet Title  
**INTERIOR SECTIONS & DETAILS**

Sheet No.

**ID-5.01**

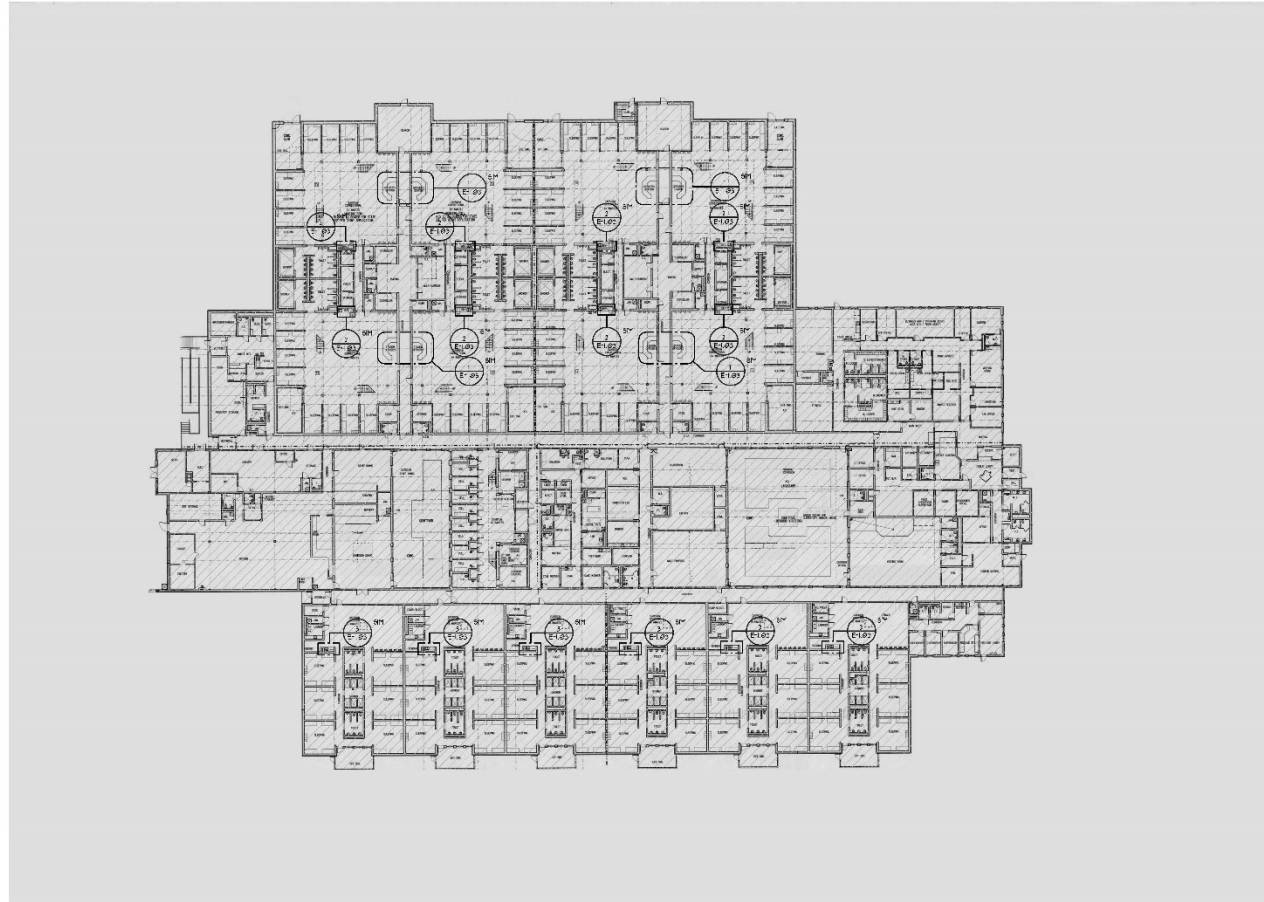
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1 OVERALL FLOOR PLAN - ELECTRICAL  
1" = 30'-0"



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**GWCO CORRECTIONS  
FACILITY MILLWORK**

CLIENT NAME

750 HI - HOPE ROAD  
LAWRENCEVILLE, GA 30043

**PRINT RECORD**

No.	DATE	DESCRIPTION
03	03/15/2024	PERMIT SET

Drawn By: JCS  
Checked By: DEJ  
Date: 03/15/2024  
Job No.: 20006

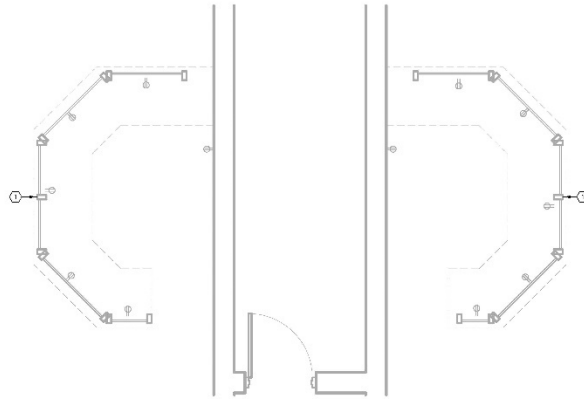
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**OVERALL FLOOR  
PLAN - ELECTRICAL**

Sheet No.

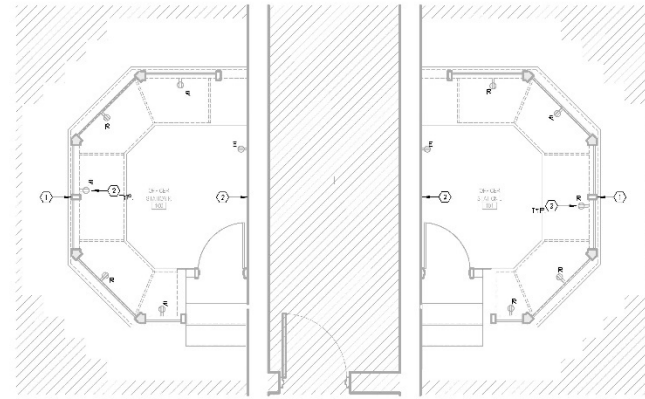
**E-1.02**

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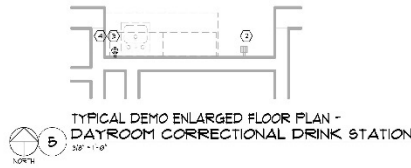
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4 TYPICAL DEMO ENLARGED FLOOR PLAN - OFFICER STATION  
3/8" = 1'-0"



1 TYPICAL ENLARGED FLOOR PLAN - OFFICER STATION  
(TYPICAL OF A LOCATION SHEET E102 FOR ALL LOCATIONS)



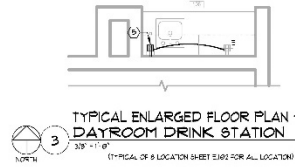
5 TYPICAL DEMO ENLARGED FLOOR PLAN - DAYROOM CORRECTIONAL DRINK STATION  
3/8" = 1'-0"



2 TYPICAL ENLARGED FLOOR PLAN - DAYROOM CORRECTIONAL DRINK STATION  
(TYPICAL OF A LOCATION SHEET E102 FOR ALL LOCATIONS)



6 TYPICAL DEMO ENLARGED FLOOR PLAN - DAYROOM DRINK STATION  
3/8" = 1'-0"



3 TYPICAL ENLARGED FLOOR PLAN - DAYROOM DRINK STATION  
(TYPICAL OF A LOCATION SHEET E102 FOR ALL LOCATIONS)

**DEMOLITION NOTES:**

- SEE ARCHITECTURAL DEMOLITION PLAN FOR COMPLETE SCOPE.
- REMOVE EXISTING ELECTRICAL DEVICES FROM ANY WALLS SHOWN TO BE DEMOLISHED IN RENOVATION AREAS ON ARCHITECTURAL PLANS. REMOVE ASSOCIATED EXISTING CIRCUITRY AND WIRING.
- FOR GROUNTS IN RENOVATED AREAS REMOVE CIRCUITRY AND BACKSETS FROM WALLS AND CEILING SERVING DEVICES AND JUNCTION BOXES TO BE DEMOLISHED. REMOVE BRANCHED CIRCUIT BACK TO A JUNCTION BOX AT HOME RUN POINT LABEL LOCATION SHOWING CIRCUIT NUMBER AND RECORD LOCATION FOR FUTURE USE.
- IF WALLS AND CEILING WHERE A PORTION OF THE GROUND IS BEING REMOVED, PROVIDE AN INITIAL CIRCUITRY TO INSURE EXISTING DEVICES REMAIN OPERATIONAL.
- EXISTING FIRE ALARM DEVICES IN WALLS AND CEILING SHALL BE PROTECTED IN PLACE TO BE DEMOLISHED SHALL BE REMOVED. EXISTING DEVICES MAY BE REUSED IF IN GOOD OPERATING CONDITION PROVIDING THEY MEET CURRENT FIRE ALARM CODES.
- WHEN EXISTING FIRE ALARM DEVICES ARE REMOVED, CONTRACTOR SHALL ENSURE THAT THE EXISTING FIRE ALARM SYSTEM REMAINS FULLY OPERATIONAL. PROVIDE VICE CERTIFIED FIRE ALARM VENDOR TO CONNECT LOOP AND ANNUNCIATION CIRCUITS TO INSURE FIRE ALARM SYSTEM OPERATION DURING RENOVATION.
- EXISTING FIRE ALARM DETECTION DEVICES TO REMAIN SHALL BE SEALED AND COVERED TO PREVENT CONTAMINATION BY DUST AND CONSTRUCTION DEBRIS.
- EXISTING CIRCUITS BEING DEMOLISHED NOT TO BE REUSED SHALL BE REMOVED BACK TO A HOME RUN JUNCTION BOX ABOVE AN ACCESSIBLE CEILING LABEL JUNCTION BOX WITH CIRCUIT NUMBER AND VOLTAGE RECORD LOCATION ON AN INSTALLED DRAWING AND LABEL, PANEL, DIRECTORRY ACCORDINGLY.

**DEMOLITION KEYNOTES:**

- ① EXISTING JUNCTION BOXES TO BE REMOVED DURING DEMOLITION, TO BE PROTECTED AND TO BE REINSTALLED IN RENOVATION.
- ② EXISTING DEVICES TO BE REPLACED ONE FOR ONE IN NEW WALL.
- ③ EXISTING NEW LATER DISPENSER IMPULSION REMOVE DURING DEMOLITION, REMOVE AND PROTECT AND TO BE REINSTALLED IN RENOVATION.
- ④ REMOVE EXISTING RECEPTACLE, PROVIDE NEW 5/16\"/>

**GENERAL NOTES:**

- COORDINATE EXACT LOCATION AND MOUNTING HEIGHTS OF ALL DEVICES WITH ARCHITECTURAL DRAWINGS PRIOR TO INSTALLATION. ARCHITECTURAL DRAWINGS ARE TO BE COVERED, UNLESS OTHERWISE NOTED.
- DO NOT MOUNT DEVICES BACK TO BACK, OFFSET 90° APART.
- LABEL PANEL BOARD SCHEDULES PER NEC. A CONTRACTOR SHALL PROVIDE LABEL ON ALL RECEPTACLE COVER PLATES LOCATING THE PANEL AND CIRCUIT NUMBER SERVING THE DEVICE.
- FOR WORK AREA OF 100 VOLT, 10 AMP CIRCUIT WHERE THE LENGTH OF RUN FROM THE PANEL BOARD TO THE CENTER OF THE LOAD EXCEEDS 100 FEET THE CONDUCTORS SHALL BE 10-0 WIRING IF THAT LENGTH EXCEEDS 100' THE CONDUCTORS SHALL BE 10-0 BENT.
- SEE ARCHITECTURAL PLANS FOR WALL TYPES & RATING LEVELS. COORDINATE WITH ARCHITECTURAL PLANS FOR DEVICE COULPS AND FINISH.

**KEYNOTES:**

- ① RELOCATED EXISTING WIREMUP BLUZZER COORDINATE WITH ARCHITECT FOR HEIGHT AND REQUIREMENT PRIOR TO INSTALLATION. CONTRACTOR SHALL EXISTING EXISTING CIRCUIT AND CONDUITS BEING AS REQUIRED AND REINSTALL AS EXISTING TO REMAIN IN NEW LOCATION.
- ② CON RAG OR BALL RELOCATED ALL EXISTING RECEPTACLES AND ACCESSORY DEVICES IN EXISTING NETWORK. NEW LOCATION SHOWS CON RAG OR BALL. PROVIDE FULL COVER AS REQUIRED TO EXISTING ALL CIRCUITRY. RECONNECT ALL DEVICES AS SHOWN TO REMAIN ALL DEVICES SHALL BE RE-ALIGNED AT 6\"/>
- ③ EXISTING NEW LATER DISPENSER SALVAGED FROM DEMOLITION, CONTRACTOR SHALL INTERCEPT AND EXTEND EXISTING CIRCUIT PREVIOUSLY SERVING DEVICES TO NEW LOCATION AND RECONNECT AS SHOWN TO REMAIN PROVIDE ELECTRICAL PULL BOX AS REQUIRED.
- ④ INCLUDE "WAKER" RECONNECT TO EXISTING CIRCUIT SERVING THE PREVIOUS DEVICES "WAKER."
- ⑤ PROVIDE NEW RECEPTACLE INSTALLED BELOW COVER TO SERVICE NEW LATER DISPENSER CONNECT TO EXISTING WIRING GROUP SERVING THE EXISTING OR RECEPTACLE ON THE COVER. NEW RECEPTACLE SHALL BE CONNECTED DOWNSTREAM OF THE EXISTING DE DEVICE.



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**GWCO CORRECTIONS FACILITY MILLWORK**

CLIENT NAME

750 HI-HOPE ROAD  
LAWRENCEVILLE, GA 30043

PRINT RECORD		
No.	DATE	DESCRIPTION
1	03/15/2024	PERMIT SET

Drawn By: **Chris**  
Checked By: **Chris**  
Date: 03/15/2024  
Job No.: 27006

Sheet Title:  
**ENLARGED FLOOR PLANS - ELECTRICAL**

Sheet No.:  
**E-1.03**  
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