



## **Request for Services Evaluate Cell Tower Lease Rates**

Contact Information:

Gordon County  
Attn: Purchasing Director  
201 North Wall Street  
Calhoun, Georgia 30701

(706) 879-2198  
[mvaughn@gordoncounty.org](mailto:mvaughn@gordoncounty.org)

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## **OVERVIEW**

The Gordon County Board of Commissioners are soliciting for written proposals from interested companies or organizations that have the capability to evaluate and make recommendation regarding County owned - Cell Tower Lease Rates.

If you choose to submit a written proposal for this service, you must submit **Two (2) copies** of your proposal plus one (1) electronic copy either on usb drive or cd, your sealed proposal must be marked, "Cell Tower Lease Rates" and delivered to the Gordon County Administration Building at 201 N. Wall Street, Calhoun, Georgia 30701 no later than **2:00 p.m. on 1/3/2018**. No faxed or e-mail proposals will be accepted. All proposals will be publicly opened at that time and place. You are invited to attend this proposal opening. No proposals shall be withdrawn for a period of 60 days after the proposal opening.

The Gordon County Board of Commissioners reserves the right to accept, or reject, any and all proposals received and/or disregard informalities in the proposals received. If additional information is needed, contact Martin Vaughn, Gordon - [mvaughn@gordoncounty.org](mailto:mvaughn@gordoncounty.org)

## TENTATIVE RFP TIMELINE

Issue RFP	11/27/2017
Question/Inquiry Deadline	12/14/2017 at 4 p.m.
Submittal Deadline (2:00 p.m.)	1/3/2018 at 2 p.m.
Evaluation of Companies	1/3 thru 1/15/2018
Possible selection of the Top Company	1/16/2018

### Gordon County Owned Towers

E9-1-1 Blvd.	34*27.597’N	-84*40.822’W	Nine-One-One
Boone Ford Road at	34*28.283’N	-84*53.122’W	Boone Ford  city water tank
Fairmount	34*27.597’N	-84*40.822’W	Firetower Road SE at old ATT tower
Hillcrest Drive	34*29.928’N	-84*56.887’W	Hillcrest Drive at city water tank
Nicklesville Road NE	34*36.025’N	-84*51.984’W	Pine Chapel  at GCFD #11
Sonoraville Highway	34*26.870’N	-84*49.717’W	Fairmount  SE at GCFD #2
Calhoun FTR NW,  end	34*32.519’N	-84*55.678’W	Firetower Road  Calhoun at the

## RESPONSE FORMAT

**You submission shall be in the following format. Deviation from the specified format may disqualify the submission.**

All interested parties or organizations that will be submitting proposals shall include the following information in the specified format. Each section **shall be tabbed for ease of evaluation.**

You may submit a cover letter before Section 1.

### **Section 1**

- A. Brief history and profile of the company or organization, location of the company or organization offices, number of years the company or organization has been in business especially for state and other public agencies, and **the name, telephone number, and e-mail address of the primary point of contact.**
- B. Resumes of key personnel that will be facilitating the provision of or providing services including their experience in providing cell tower lease recommendations.
- C. Why you believe the services you are offering may be in the best interest of Gordon County.

### **Section 2**

- A. Detail list of possible services to be provided.
- B. Time frame to begin services.
- C. Statement of any previous, existing, or pending litigation of the company.
- D. References – a minimum of 3 where you have provided similar services.

## **GENERAL TERMS AND CONDITIONS**

- There are no expressed or implied obligations for Gordon County to reimburse responding entities for any expenses incurred in preparing proposals in response to this RFP.
- The county reserves the right to request clarifications regarding information submitted as well as request additional information from one or more entities submitting qualifications.
- By submitting proposals, a company or organization certifies that it has fully read and understood this RFP and has full knowledge of the nature, scope, quantity and quality of the work to be performed; the detailed requirements of the services to be provided and the conditions under which the services are to be performed. Failure to do so will not relieve the successful proposing company or organization of their obligation to enter into a contract and to completely perform the contract in strict accordance with this RFP.
- Any proposal submitted shall constitute an irrevocable offer for a period of 60 calendar days. It is understood that the details at the RFP level are insufficient to constitute a binding contract as the details will be worked out in accordance with this RFP.
- Ownership of all data, materials, and documentation prepared for and submitted in response to this RFP shall belong exclusively to Gordon County and will be considered a public record and subject to public inspection in accordance with the Georgia Open Record Act, O.C.G.A. 50-18-70 et. seq. unless otherwise provided by law.
- The Gordon County Board of Commissioners reserves the right to reject any or all proposals, call for new proposals, to waive any informalities in a proposals, or to award a contract to the next most qualified company or organization if the selected company or organization does not execute a contract within 30 days after notification of the award. The Gordon County Board of Commissioners reserves the right to accept, reject, and/or negotiate any and all proposals or parts of proposals deemed by the Board to be in the best interest of citizens of Gordon County.
- This RFP and any resulting contract shall be governed in all respects by the laws of the State of Georgia and the successful proposing company shall comply with all applicable federal, state, and local laws and regulations.



## **INQUIRIES ABOUT THIS RFP**

All inquiries and questions regarding this RFQ shall be in writing and directed to:

Martin Vaughn – Purchasing Director  
[mvaughn@gordoncounty.org](mailto:mvaughn@gordoncounty.org) - e-mail

## **ASSIGNMENT**

The successful company shall not assign or transfer any interest in the contract or subcontract any part of the contract without prior written approval from the county.

**NON-COLLUSION AFFIDAVIT OF PRIME PROPOSER**

**GORDON COUNTY BOARD OF COMMISSIONERS**

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

I \_\_\_\_\_, being first duly sworn, depose and say that;

He is \_\_\_\_\_ of \_\_\_\_\_, the bidder that has submitted the attached bid;

He or she is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid; Such bid is genuine and is not a collusive or sham bid; Neither the said bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly with any other bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other bidder, or to fix any overhead, profit, or cost element of the bid price or the bid price of any other bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the Gordon County Board of Commissioners or any person interested in the proposed contract; and

The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

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

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

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

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

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

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

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

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