

## Statewide Information Sheet

<b>Statewide Contract Number</b>		99999- SPD-S20160216	
<b>Name of Contract</b>	Indefinite Quantity Construction (ezIQC®) Services		
<b>Effective Date</b>	July 21, 2017	<b>Expiration Date</b>	July 20, 2019
<b>Vendors Awarded</b>	15	<b>Contract Information</b>	<b>Convenience Contract</b>
<b>Vendor Contract Information</b>			<i>Click to Link to Page</i>
Astra Construction Services LLC			<a href="#"><u>3</u></a>
Centennial Contractors Enterprises Inc.			<a href="#"><u>4</u></a>
Engineering Design Technologies Inc.			<a href="#"><u>5</u></a>
F.H. Paschen, S.N Nielsen & Associates LLC			<a href="#"><u>6</u></a>
Greene & Burdette Property Management LLC			<a href="#"><u>7</u></a>
HCR Construction, Inc.			<a href="#"><u>8</u></a>
HITT Construction, Inc.			<a href="#"><u>9</u></a>
J.J. Morley Enterprises, Inc.			<a href="#"><u>10</u></a>
Johnson-Laux Construction			<a href="#"><u>11</u></a>
Brown & Root Industrial Services, LLC			<a href="#"><u>12</u></a>
JOC Construction			<a href="#"><u>13</u></a>
Osprey Management, LLC			<a href="#"><u>14</u></a>
Prime Contractors			<a href="#"><u>15</u></a>
Red Cloud Services, LLC			<a href="#"><u>16</u></a>
Rubio and Son Interiors, Inc.			<a href="#"><u>17</u></a>



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Vendor Information Sheet			
<b>Statewide ContractNumber</b>		99999-SPD-S20160216-012	
<b>Contract Name</b>		Indefinite Quantity Construction (ezIQIC®) Services	
<b>PeopleSoft VendorNumber</b>		0000538961	<b>Location Code</b> 000001
<b>Vendor Name &amp; Address</b>			
Osprey Management LLC 210 Spalding Lake Place Atlanta, GA 30350			
<b>Contract Administrator</b>			
<b>Name:</b> Kelvin King <b>Telephone:</b> 470-216-2811 <b>Fax:</b> 530-230-2811 <b>Email:</b> <a href="mailto:kking@contractosprey.com">kking@contractosprey.com</a>  Customer Representative <b>Name:</b> Stanton Ward <b>Telephone:</b> 404-405-2965 <b>Fax:</b> 530-230-2811 <b>Email:</b> <a href="mailto:sward@contractosprey.com">sward@contractosprey.com</a>			
<b>Contract Details</b>			
<b>1. Orders to be Sent to</b>		Email: <a href="mailto:kking@contractosprey.com">kking@contractosprey.com</a> Fax: 530-230-2811	
<b>2. Payments to be Mailed to</b>		Osprey Management LLC 210 Spalding Lake Place Atlanta, GA 30350	
<b>3. Service Areas</b>		<b>Zone A:</b> <b>Region 1:</b> BARTOW, CATOOSA, CHATTOOGA, DADE, FANNIN, FLOYD, GILMER, GORDON, HARALSON, MURRAY, PAULDING, PICKENS, POLK, WALKER, WHITEFIELD <b>Region 2:</b> BANKS, DAWSON, FORSYTH, FRANKLIN, HABERSHAM, HALL, HART, LUMPKIN, RABUN, STEPHENS, TOWNS, UNION, WHITE <b>Region 3:</b> CHEROKEE, CLAYTON, COBB, DEKALB, DOUGLAS, FAYETTE, FULTON, GWINNETT, HENRY, ROCKDALE <b>Region 4:</b> BUTTS, CARROLL, COWETA, HEARD, LAMAR, MERIWEATHER, PIKE, SPALDING, TROUP, UPSON <u>seeMap</u>	
<b>4. Payment Terms</b>		Net 30 Days	
<b>5. Acceptable PaymentMethod</b>		Vendor will accept a Purchase Order	

## ezIQC® CONTRACT GENERAL ORDERING INSTRUCTIONS

### SPECIALNOTES (Please Read Before Ordering)

Only personnel authorized by an individual public governmental entity within the State of Georgia to initiate and/or execute purchasing actions for construction and construction related services on behalf of that entity may (1) contact the supplier or (2) submit on-line request for service under this contract.

Public governmental entities include (but are not limited to); State, City, County, Colleges & Universities, Municipalities, other political subdivisions and public school systems. The following limitations apply to all orders contemplated under this Contract:

Supplier is not obligated to enter into an individual order with any Authorized User for supplies or services valued at less than \$2,000.00.

Supplier shall not enter into an individual order with any Authorized User for supplies and services valued at more than \$1,000,000.00 without prior approval from DOAS.

Supplier shall not enter into a series of orders with the same Authorized User within a thirty (30) day period for supplies and services that together total a value of more than \$2,000,000.00 without prior approval from DOAS.

Supplier is required, at a minimum, to participate in outreach efforts to raise awareness of potential subcontracting opportunities resulting from work ordered by Authorized Users. The Contractor is will formally advertise subcontractor opportunities resulting from an order placed by Authorized Users in publications or communication media regardless of the amount of the order.

The above maximum order limitations DO NOT SUPERCEDE any ordering limitations established by an individual public governmental entity for the purchase of construction or construction related services for that entity. Authorized Users must comply with all policies and procedures in effect for their specific organization when ordering construction and/or construction related services under this contract.

The Purchase Order issued by the Authorized User should reference SWC-99999-SPD-S20160216, the Detailed Scope of Work and any other additional terms and conditions the AuthorizedUser may deem necessary.

The Purchase Order should be issued by the Authorized User only after all required performance, payment bonds, and insurance has been received from the Supplier.

Submittals and inspections follow the standard construction process. Vendor Certified payroll records will be submitted with the application for payment (as applicable).

The Authorized User or a representative performs construction Management. Construction Management and inspection services may also be ordered through ezIQC® for an additional fee.

### DEFINITIONS

**Authorized User** –Personnel authorized by any formally designated organizational element or sub-element of a state or local public governmental entity within the State of Georgia to

initiate and/or execute purchasing actions for construction and construction related services on behalf of that entity.

**Adjustment Factors** - The Supplier's competitively bid price adjustments to the unit prices as published in the Construction Task Catalog® (CTC).

**Construction Task Catalog® (CTC)** – A comprehensive listing of specific construction related tasks covering all divisions of construction, each with a specified unit of measure and a unit price developed for the local area. CTC prices include local labor, equipment and material. See links at the end of this page.

**Detailed Scope of Work** - The document or set of documents that sets forth the work the Supplier will perform. The Detailed Scope of Work can be a simple set of drawings, a specification, a narrative, a marked-up as-built drawing or some other document. It does not have to be a full set of plans and specifications.

**Joint Scope Meeting** – An ezIQC® Representative will schedule a meeting at the project site with the Authorized User and one of the competitively bid suppliers to include any key subcontractors to discuss the details of the project, the schedule, required permits, inspections and all other aspects of the work.

**Price Proposal** – The proposal prepared by the Supplier using the applicable tasks from the CTC, the appropriate Adjustment Factor (s) and the appropriate quantities. The Price Proposal represents a lump sum price for completing the Detailed Scope of Work.

**Price Proposal Package** – The Price Proposal, any drawings, sketches or other technical data requested from the Supplier to supplement the Detailed Scope of Work, the construction schedule and a list of proposed subcontractors.

**Region** – The State of Georgia has been divided into twelve (12) regions as set forth in the Regional Map.

**Zone** – The Regions are grouped into four Zones.

CONTRACT DOCUMENTS (Some files are very large and may take a while to download)

**Contract Terms and Conditions are attached in SciQuest:**

The documents include the Standard Terms and Conditions for State of Georgia and The National joint Powers Alliance Standard Terms and Conditions.

## **PLACING AN ORDER-**

**All Users outside the University System of Georgia MUST GO through their normal procurement procedures.**

**All Users within the University System of Georgia MUST BE reviewed/approved by the BOR prior to being granted access to request services under the Statewide Contract for Indefinite Quantity Construction (ezIQC®) Services.**

### **Step 1: Go to <http://eziqc.egordian.com/>**

If you do not currently have a USER ID and PASSWORD, Please click on the LogIn to create a profile (BOR members must get approval from BOR to create a profile). If you are already an approved user and have a USER ID and PASSWORD, Please enter your log-in credentials in the space provided and click "Login" to begin your request for services under the Indefinite Quantity Construction (ezIQC®) Services.

**Step 2:** Once logged in to ezIQC®, the Authorized User will enter any missing information and project description in the spaces provided and submit their request.

**Step 3:** An ezIQC® Representative will contact the Authorized User to (1) assist in identifying and selecting a Supplier and (2) schedule a Joint Scope Meeting within 24 hours.

**IMPORTANT NOTE:** In service areas where more than one Supplier is available to price/perform work, a single Supplier must be selected. However, selection of the Supplier to be used is at the sole discretion of the Authorized User. Customers should consider CTC and adjustment factor when selecting a Supplier. **Requesting price proposals from multiple Suppliers for the same project is STRICTLY PROHIBITED.**

**Step 4:** After the Joint Scope Meeting, the ezIQC® Representative will help the Authorized User prepares a Detailed Scope of Work.

**Step 5:** Once the Detailed Scope of Work is complete and approved by the Authorized User, the ezIQC® Representative will forward it to the selected Supplier and establish a Price Proposal due date. General Contractor must advertise job to multiple subcontractors and make a determination on responses and other factors on who to award a sub contract.

**Step 6:** The Supplier will prepare a Price Proposal Package detailing the specific tasks and associated price to perform the elements of the Detailed Scope of Work. The Supplier's Price Proposal Package will also include a construction schedule and a list of proposed subcontractors to whom the supplier advertised the project. The Supplier will use the Construction Task Catalog (CTC) for the appropriate region to prepare the Price Proposal. The Supplier will select the appropriate tasks from the CTC and multiply the fixed unit prices in the CTC by the required quantities for each task to determine the basic CTC price. The appropriate Adjustment Factor (see below) then multiplies the basic CTC price to determine the total price of the order.

Region	Supplier	Normal Working Hours Prevailing Coefficients 7am-4pm Mon-Fri	Normal Working Hours Prevailing Coefficients 4pm-7am Mon-Fri, Weekends & Holidays	Normal Hours Non-Prevailing Coefficients 7am-4pm Mon-Fri	Normal Hours Non-Prevailing Coefficients Wage 4pm,-7am Mon-Fri, Weekends & Holidays	Non Pre - Priced Coefficients
<b>SERVICE AREA (see MAP)</b>						
<b>Zone A</b>						
<b>Suppliers Awarded - Regions 1, 2, 3, 4</b>						
1	Brown & Root Industrial Services	0.9946	1.0162	1.1351	1.1568	1.2757
2	F.H. Paschen, S.N. Nielsen & Associates, LLC	1.0072	1.0123	1.0123	1.0173	1.2432
3	LESCO Restorations, Inc.	1.0270	1.0703	1.0378	1.0703	1.1351
4	Centennial Contractors Enterprises, Inc.	1.0391	1.0599	1.1950	1.2189	1.2973
5	HITT Contracting, Inc.	1.0929	1.1028	1.0984	1.1082	1.2438
6	Prime Contractors, Inc.	1.1324	1.1375	1.1429	1.1483	1.1649
7	Astra Construction Services, LLC	1.1081	1.1250	1.1297	1.1676	1.1351
8	Johnson-Laux, LLC	1.1351	1.1357	1.1784	1.1789	1.2919
9	Osprey Management, LLC	1.0999	1.1221	1.2595	1.2859	1.2811
10	HCR Construction	1.1676	1.1676	1.1892	1.1892	1.2108
11	Engineering Design Technologies, Inc.	1.1459	1.2649	1.2649	1.3730	1.1568
<b>Zone B</b>						
<b>Suppliers Awarded – Regions 5, 6,</b>						
1	Brown & Root Industrial Services	0.9946	1.0162	1.1351	1.1568	1.2757
2	F.H. Paschen, S.N. Nielsen & Associates	1.0072	1.0123	1.0123	1.0173	1.2432
3	LESCO Restorations, Inc.	1.0270	1.0703	1.0378	1.0703	1.1351
4	Centennial Contractors Enterprises, Inc.	1.0391	1.0599	1.1950	1.2189	1.2973
5	Red Cloud Services, LLC	1.1080	1.1301	1.1089	1.1309	1.1452
6	Rubio and Son Interiors, Inc.	1.0324	1.0445	1.2092	1.2747	1.2632
7	Greene & Burdette Property Mgmt, LC	1.1514	1.1838	1.1946	1.2162	1.2778
<b>Zone C</b>						
<b>Suppliers Awarded – Regions 8, 10</b>						
1	Brown & Root Industrial Services	0.9946	1.0162	1.1351	1.1568	1.2757
2	F.H. Paschen, S.N. Nielsen & Associates	1.0072	1.0123	1.0123	1.0173	1.2432
3	LESCO Restorations, Inc.	1.0270	1.0703	1.0378	1.0703	1.1351

4	Centennial Contractors Enterprises, Inc.	1.0391	1.0599	1.1950	1.2189	1.2979
5	J.J. Morley Enterprises, Inc.	1.2649	1.2865	1.2757	1.2865	1.2432
	Zone D					
	Suppliers Awarded - Region 9, 11, 2					
1	Brown & Root Industrial Services	0.9946	1.0162	1.1351	1.1568	1.2757
2	F.H. Paschen, S.N. Nielsen & Associates	1.0072	1.0123	1.0123	1.0173	1.2432
3	LESCO Restorations, Inc.	1.0270	1.0703	1.0378	1.0703	1.1351
4	Centennial Contractors Enterprises, Inc.	1.0391	1.0599	1.1950	1.2189	1.2973
5	HITT Contracting, Inc.	1.1201	1.1304	1.1258	1.1359	1.2749

The Supplier's Price Proposal Package will also include a construction schedule and a list of proposed subcontractors.

**Step 7:** The Supplier will submit the completed Price Proposal Package to the ezIQC® Representative for review and validation to include verification that appropriate tasks have been selected from the CTC and the appropriate quantities have been used. Should any corrections or changes be deemed necessary because of the review/validation, the ezIQC® representative will return the proposal to the Supplier to make any necessary changes.

**Step 8:** Once the Proposal has been satisfactorily validated/verified, the ezIQC® representative will submit the Price Proposal Package to the Authorized User via e-mail. If the dollar amount of Price Proposal exceeds the ezIQC® \$1,000,000 contractual limit, the ezIQC® representative will copy the DOAS Issuing Officer. Thereafter, DOAS Issuing Officer will communicate directly with the Authorized User to approve the use of the ezIQC® Contract for procuring construction services in excess of the established contractual limits, respective to that work order.



**Step 9:** The Authorized User may negotiate the inclusion of any unique contract terms and conditions specific to the Work Order with the Supplier. Unique contract terms and condition agreed upon by the Supplier and the Authorized User will be included on, or referenced in, the Purchase Order. At the discretion of the Authorized User, the DOAS Issuing Officer is available to assist in the negotiation of any unique contract terms and conditions inclusions.

**Step 10:** If satisfied with the price, schedule, terms and conditions; the Authorized User will complete the **Work Order Package** for submission to the selected Supplier. A Work Order.

Package consists of the following documents:

Work Order Signature Document; signed by Supplier and Authorized User

Final Detailed Scope of Work; signed by Supplier and Authorized User

Purchase Order (PO) or Notice To Proceed (NTP); to include (at a minimum)

- (a) PO / NTP Number
- (b) PO / NTP Date
- (c) Reference to Statewide Contract# 99999-SPD-S20160216
- (d) Customer Point of Contact- Name, Phone Number, email Address (optional)
- (e) Ship To Address
- (f) Bill to Address
- (g) SupplierName and Address
- (h) Project Description (include ezIQC® Work Order Number)
- (i) PO / NTP Amount (Price)

\*The Work Order Signature and Final Detailed Scope of Work documents will be provided by the ezIQC® representative at the appropriate stage of the process.

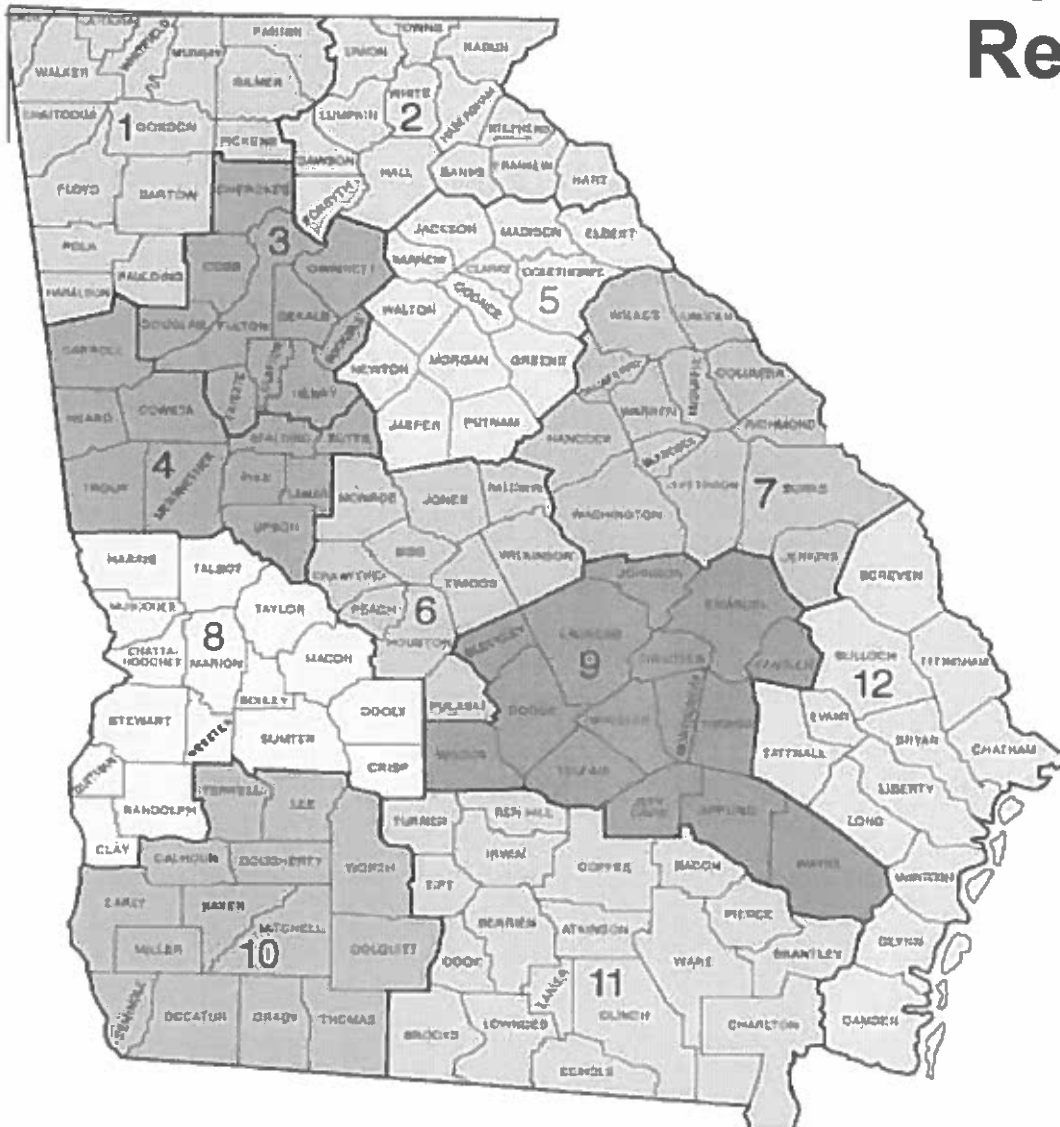
**Step 11:** The complete Work Order Package as described above should be submitted to the selected Supplier by email.

**Step 12:** Complete Exhibit G, Contractor Performance Evaluation Questionnaire.

**Performance Evaluation Questionnaire**

SERVICE AREA MAP

# State Service Delivery Region



## **RENEWALS**

**First Renewal effective from July 21, 2017 to July 20, 2018**

**Second Renewal effective from July 21, 2018 to July 20, 2019**

**\* See Team Georgia Marketplace (Click Open Summary) for current Contract Management Specialist contact information.**