

ITB 2022-31 Wakulla Gardens Phase III Construction  
BID PROPOSAL FORMS

**FORM 1**  
**PROPOSAL TRANSMITTAL FORM (TO BE ON PROPOSER'S LETTERHEAD)**

The Board of County Commissioners, Wakulla County, reserves the right to accept or reject any and/or all proposals in the best interest of Wakulla County.

QUINCEE MESSERSMITH,  
Chair

This Proposal is submitted by the below named firm/individual by the undersigned authorized representative.

\_\_\_\_\_  
(Firm Name)

BY \_\_\_\_\_  
(Authorized Representative)

\_\_\_\_\_  
(Printed or Typed Name)

ADDRESS \_\_\_\_\_  
\_\_\_\_\_

TELEPHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_

FEID # \_\_\_\_\_

LISTING OF ANY CERTIFICATIONS OR LICENSES HELD:

NAME: \_\_\_\_\_ NUMBER: \_\_\_\_\_  
NAME: \_\_\_\_\_ NUMBER: \_\_\_\_\_

To: BOARD OF COUNTY COMMISSIONERS OF WAKULLA COUNTY, FLORIDA (hereinafter called the "COUNTY")

The undersigned, as Bidder declares that the only person or parties interested in this Proposal as principals are those named herein, that this Proposal is made without collusion with any other person, firm or corporation; that he has carefully examined the location of the proposed work, the proposed forms of Agreement and Bonds, and the Contract Drawings and Specifications, including Addenda issued thereto and acknowledges receipt below:

ADDENDA ACKNOWLEDGMENTS: (IF APPLICABLE)

Addendum #1 dated \_\_\_\_\_ Initials \_\_\_\_\_  
Addendum #2 dated \_\_\_\_\_ Initials \_\_\_\_\_  
Addendum #3 dated \_\_\_\_\_ Initials \_\_\_\_\_  
Addendum #4 dated \_\_\_\_\_ Initials \_\_\_\_\_

Bidder proposes, and agrees if this Proposal is accepted, Bidder will contract with the COUNTY in the form of the copy of the Agreement included in these Contract Documents, to provide all necessary machinery, tools, apparatus and other means of construction, including utility and transportation services necessary to do all the Work, and furnish all the materials and equipment specified or referred to in the Contract Documents in the manner and time herein prescribed and according to the requirements of the COUNTY as therein set forth, furnish the Contractor's Bonds and Insurance specified in the General Conditions of the Contract, and to do all other things required of the Contractor by the Contract Documents.

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**INSERT SUNBIZ INFORMATION HERE:**

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Construction BID PROPOSAL FORMS

**FORM 2: BID PROPOSAL  
WAKULLA COUNTY**

Full Company Name of Bidder: \_\_\_\_\_

Main Business Address: \_\_\_\_\_  
(including city, state and zip)

Business Telephone and Fax Numbers: \_\_\_\_\_

Contact Name: \_\_\_\_\_

State Contractor's License# \_\_\_\_\_

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BASIS OF BID

**WAKULLA COUNTY BOCC  
 WAKULLA GARDENS SEWER - PHASE III  
 DEWBERRY PROJECT NO. 50124957**

COMPREHENSIVE ITEMS					
ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	COST
1.01	Mobilization	1	LS		
1.02	Bonds and Insurance	1	LS		
1.03	Certified Record Drawings (AutoCAD)	1	LS		
<b>TOTAL COMPREHENSIVE ITEMS</b>					
GENERAL ITEMS					
ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	COST
2.01	Testing & Layout	1	LS		
2.02	Clearing and Grubbing (includes clearing full width of County right-of-way)	1	LS		
2.03	Road Maintenance during Construction	1	LS		
2.04	Trench Safety	1	LS		
2.05	Maintenance of Traffic	1	LS		
2.06	Erosion Control (per NPDES Permit)	1	LS		
2.07	Remove and replace mailboxes, fencing, etc.	1	LS		
<b>TOTAL GENERAL ITEMS</b>					
WASTEWATER COLLECTION SYSTEM					
ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	COST
3.00	<b>GRAVITY SEWER</b> , Including excavation, pipe installation, backfill with native soils, regrading/reshaping, and tape (roadway patching included elsewhere). Depth measured from existing grade to pipe invert.				
3.01	8" PVC 0'-6' Cut	1,302	LF		
3.02	8" PVC 6'-8' Cut	4,312	LF		
3.03	8" PVC 8'-10' Cut	2,558	LF		
3.04	8" PVC 10'-12' Cut	1,600	LF		
3.05	8" PVC 12'-14' Cut	1,460	LF		
3.06	8" PVC 14'-16' Cut	1,360	LF		
3.07	8" PVC 16'-18' Cut	1,533	LF		
3.08	8" PVC 18'-20' Cut	1,180	LF		

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3.09	8" PVC 20'-22' Cut	20	LF		
3.10	10" PVC 18'-20' Cut	50	LF		
3.11	15" PVC 18'-20' Cut	183	LF		
3.12	Performance Turf, Sod	2,200	SY		
3.13	Trench Dewatering (see Boring Logs, subject to change due to current conditions)	3,500	LF		
3.14	Type 1 Bedding (If Required), 6 inch thick	3,850	LF		
<b>TOTAL SEWER PIPE</b>					
4.00	<b>PRECAST MANHOLES</b> , Includes excavation, regrading/reshaping, and castings. Depth measured from rim to invert out.				
4.01	4' DIA Manholes 0'-6'	7	EA		
4.02	4' DIA Manholes 6'-8'	13	EA		
4.03	4' DIA Manholes 8'-10'	8	EA		
4.04	4' DIA Manholes 10'-12'	6	EA		
4.05	4' DIA Manholes 12'-14'	2	EA		
4.06	4' DIA Manhole 14'-16'	6	EA		
4.07	4' DIA Manhole 18'-20'	3	EA		
4.08	4' DIA Manhole 20'-22'	3	EA		
4.09	4' DIA Drop Manhole 16'-18'	3	EA		
4.10	4' DIA Drop Manhole 18'-20'	1	EA		
4.11	4' DIA Drop Manhole 20'-22'	2	EA		
4.12	6' DIA Manhole 18'-20' w/ force main connections	2	EA		
<b>TOTAL MANHOLES</b>					
5.00	<b>LIFT STATION</b> , complete; operational with all electrical controls, electrical connections, site requirements (water service, fencing, concrete pads, #57 stone, yard piping, valves, ARVs, etc.), and start-up.				
5.01	Lift Station - Complete	1	LS		
5.02	Regular Excavation	250	CY		
5.03	Borrow Excavation (if required)	--	CY		
5.04	Medium to Very Dense Lime Rock Removal (Starting at 12' below grade)	60	CY		
<b>TOTAL LIFT STATIONS</b>					
6.00	<b>FORCE MAIN (PVC)</b>				
6.01	Forcemain, 6" DIA	3,350	LF		

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6.02	Valves & Fittings	1	LS		
6.03	2-inch Air Release Valve assembly	4	EA		
6.04	Dirt & Gravel Drive Repair	75	SY		
6.05	Asphalt Cut and Patch (per detail)	97	SY		
<b>TOTAL FORCEMAINS</b>					
7.00	<b>SEWER LATERALS &amp; HOOK UP ITEMS (Including Restoration)</b>				
7.01	4" From Main To Edge of R/W w/cleanout(s) and fittings	430	EA		
7.01	Gravity Sewer Lateral, PVC 4 inch, from right-of-way to house, includes cleanout(s) and fittings at house. (per plumbing code)	224	EA		
7.02	Plumbing connection to house. (per plumbing code) i.e., change over from septic system to new gravity lateral.	224	EA		
7.03	Abandon existing septic tank per Health Department Rules (includes removal of lid from site)	224	EA		
7.04	2" DR-11 HDPE Service Lateral from Main To Edge of R/W w/ valves and fittings	34	EA		
<b>TOTAL LATERALS &amp; HOOK UP ITEMS</b>					
<b>ROADWAY AND DRAINAGE IMPROVEMENTS</b>					
ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	COST
	<b>ROADS AND STORMWATER (Numbering per FDOT Index)</b>				
101-1	Mobilization	1	LS		
102-1	Maintenance Of Traffic	1	LS		
110-1-1	Clearing & Grubbing	1	LS		
120-1	Regular Excavation	6,300	CY		
120-6	Embankment	5,400	CY		
160-4	Type B Stabilization	40,400	SY		
285-706	Optional Base Group 6	38,300	SY		
286-1	Turnout Construction	7,200	SY		
334-1-12	Superpave Asphaltic Conc., Traffic B	5,000	TN		
400-1-2	Concrete Class I, Endwalls	23	CY		
425-1-541	Inlets, Dt Bot, Type D, <10'	9	EA		
430-175-218	Pipe Culvert, Optional Material, Other-Elip/Arch, 18"S/Cd	1,155	LF		

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430-982-625	Mitered End Section, Optional - Elliptical / Arch, 18" Cd	13	EA		
570-1-1	Performance Turf	40,400	SY		
570-1-2	Performance Turf, Sod	24,200	SY		
700-1-11	Single Post Sign, F&I Ground Mount, Up To 12 Sf	43	EA		
700-1-60	Single Post Sign, Remove	37	EA		
705-10-2	Object Marker, Type 2	28	EA		
710-11-125	Painted Pavement Markings, Standard, White, Solid, 24"	260	LF		
711-11-125	Thermoplastic, Standard, White, Solid, 24"	260	LF		
<b>TOTAL ROADS &amp; STORMWATER</b>					
<b>TOTAL BASE BID</b>					

NOTE:

1. Pay Item No. 286-1 shall include all costs associated with turnout construction including but not limited to base material as shown in the turnout details.
2. Lettering on post mounted street name signs (D3) shall be composed of initial uppercase letters at a min. 6" in height and lowercase letters at a min. 4.5" in height.
3. Bi-directional blue rpms shall be covered by Pay Item No. 711-11-125.
4. Contractor is responsible for verifying the actual groundwater levels at the time of construction to determine potential impacts groundwater will have on construction procedures.

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**INSERT BID BOND HERE**



**FORM 3:**  
**LIST OF PROPOSED SUBCONTRACTORS AND SERVICES TO BE PERFORMED**

<p><b>Subcontract 1</b></p> <p><b>Name:</b></p> <p><b>City/State/Zip</b></p> <p><b>Services to Perform and Percentage:</b></p> <p><b>DUNS/UEI NUMBER</b></p>
<p><b>Subcontract 2</b></p> <p><b>Name:</b></p> <p><b>City/State/Zip</b></p> <p><b>Services to Perform and Percentage:</b></p> <p><b>DUNS/UEI NUMBER</b></p>
<p><b>Subcontract 3</b></p> <p><b>Name:</b></p> <p><b>City/State/Zip</b></p> <p><b>Services to Perform and Percentage:</b></p> <p><b>DUNS/UEI NUMBER</b></p>
<p><b>Subcontract 4</b></p> <p><b>Name:</b></p> <p><b>City/State/Zip</b></p> <p><b>Services to Perform and Percentage:</b></p> <p><b>DUNS/UEI NUMBER</b></p>
<p><b>Subcontract 5</b></p> <p><b>Name:</b></p> <p><b>City/State/Zip</b></p> <p><b>Services to Perform and Percentage:</b></p> <p><b>DUNS/UEI NUMBER</b></p>

**FORM 4:**  
**COMMENTS ON PROPOSED CONTRACT**

**\*Any comments that are included on this form regarding the contract documents will be forwarded to the legal department for review. The County's acceptance of comments does not guarantee any revision to the contract documents. Comments not included on this form WILL NOT be considered. Please indicate NONE or NA if there are no comments on the proposed contract documents.**

<u><b>Comments on Proposed Contract</b></u>
<b>Contract Provision at Issue</b>
<b>Objection by Bidder</b>
<b>Suggested Resolution</b>

**FORM 5: QUALIFICATION QUESTIONNAIRE**

The undersigned warrants the truth and accuracy of all statements and answers herein contained. Include additional sheets if necessary.

1. What is the firm's current Florida General Business Number?

\_\_\_\_\_

2. How many years has your organization been in business as a Contractor?

\_\_\_\_\_

3. Describe and give contact information of current projects that you have underway. Do you have a project(s) underway which might interfere with the start of this Work and completion on schedule?

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

4. List projects and provide a brief description that you have completed similar in type, size, and nature as the one proposed. Note: Projects may be larger than this project.

a. Name of Project: \_\_\_\_\_  
Owner/Engineer: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
Date Started: \_\_\_\_\_ Date Completed: \_\_\_\_\_ Contract Value: \_\_\_\_\_  
Team Members: \_\_\_\_\_

Description of Project: \_\_\_\_\_

\_\_\_\_\_

b. Name of Project: \_\_\_\_\_  
Owner/Engineer: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_

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Date Started: \_\_\_\_\_ Date Completed: \_\_\_\_\_ Contract Value: \_\_\_\_\_  
Team Members: \_\_\_\_\_

Description of Project: \_\_\_\_\_  
\_\_\_\_\_

c. Name of Project: \_\_\_\_\_  
Owner/Engineer: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_  
Date Started: \_\_\_\_\_ Date Completed: \_\_\_\_\_ Contract Value: \_\_\_\_\_  
Team Members: \_\_\_\_\_

Description of Project: \_\_\_\_\_  
\_\_\_\_\_

5. List any additional references you would like to include outside of projects similar in scope to this one

Name of Project: \_\_\_\_\_  
Owner/Engineer: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_

Name of Project: \_\_\_\_\_  
Owner/Engineer: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_

Name of Project: \_\_\_\_\_  
Owner/Engineer: \_\_\_\_\_ Telephone No.: \_\_\_\_\_  
Address: \_\_\_\_\_

6. List the projects completed within Wakulla County in the past (3) years.

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

7. Have you ever failed to complete work awarded to you? If so, where and why?

\_\_\_\_\_

- 
8. Bidders must disclose and provide a description of any and all conflicts occurring in the past seven (7) years with any contracts, projects, or clients. Conflicts include, but are not limited to, payment disputes, quality of work disputes, failure to timely perform, lawsuits, administrative proceedings, claims or threatened claims on bonds, and other matters that may call into question the Bidder's ability to assure a quality and good faith performance. Poor or unacceptable past performance may result in a Bidder being deemed "not responsible." Failure to disclose relevant Conflict information may result in termination for a breach of contract.

List all past project conflicts, litigations, arbitrations, mediations, informal settlement discussions, or disputes involving your company for the past (3) years and outcome. Fully describe the circumstances (use additional sheets if necessary).

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9. State the true and exact, correct, and complete name under which you do business.  
BIDDER IS (select one):

**A SOLE PROPRIETORSHIP, PARTNERSHIP OR CORPORATION**

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(Bidder Name)

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(Address)

By \_\_\_\_\_ (Printed name of person authorized to sign)

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(Title)

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(Authorized Signature)

Phone No.: \_\_\_\_\_

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10. LIST ALL PRINCIPALS OF ORGANIZATION: (President, Vice-President, Secretary-Treasurer, Partner, etc.)

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Signature and Title of Person Submitting Application

Date

**Forms after this page do not need to be submitted with the bid proposal. They are supplied for reference only. Only the winning bidder will be required to complete forms 6 through 15 in concurrence with the construction agreement.**

**FORM 6**  
**INDEMNIFICATION AND HOLD HARMLESS**

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless COUNTY, its offices and employees from liabilities, damages, losses, and costs including but not limited to reasonable attorney fees, to the extent caused by the negligence, recklessness, or intentional wrongful conduct of the CONTRACTOR and other persons employed or utilized by the CONTRACTOR in the performance of this CONTRACT.

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

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

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

Firm: \_\_\_\_\_

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



**FORM 7**  
**PUBLIC ENTITY CRIMES**

SWORN STATEMENT UNDER SECTION 287.133(3)(a),  
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Wakulla County Board of County Commissioners

By : \_\_\_\_\_  
[Print individual's name and title]

for \_\_\_\_\_  
[Print name of entity submitting sworn statement]

Whose business address is:

\_\_\_\_\_

and (if applicable) its Federal Employer Identification Number (FEIN) is . \_\_\_\_\_

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement).

\_\_\_\_\_

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
  - a. A predecessor or successor of a person convicted of a public entity crime: or
  - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

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5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. [Indicate which statement applies.]

\_\_\_\_\_ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However there has been a subsequent proceeding before a hearing a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted contractor list. [Attach a copy of the final order.]

**I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.**

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

Sworn to and subscribed before me this \_\_\_\_\_ day of, 20\_\_.

Personally known \_\_\_\_\_ OR Produced identification \_\_\_\_\_  
(Type of identification)

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

Notary Public - State of \_\_\_\_\_

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
Printed, typed, or stamped commissioned name of notary public

**FORM 8**  
**EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT**

1. The contractors and all subcontractors hereby agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. The contractor agrees to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

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

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

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

Firm: \_\_\_\_\_

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

**FORM 9**  
**DRUG FREE WORKPLACE CERTIFICATION**

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more response which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a response received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie responses will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees from drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under this solicitation a copy of the statement specified in subsection (1) above.
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under this solicitation, the employee will abide by the terms of the statement and will notify the employee of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the work place no later than five (5) days after such conviction.
- 5) Impose a sanction, on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

VENDOR \_\_\_\_\_ TITLE \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**FORM 10**  
**CONFLICT OF INTEREST DISCLOSURE**

The award hereunder is subject to the provisions of Chapter 112, Florida Statutes. Respondents must disclose with their proposals whether any officer, director, employee or agent is also an officer or an employee of the Wakulla County Board of County Commissioners. All firms must disclose the name of any county officer or employee who owns, directly or indirectly, an interest of five percent (5%) or more in the Respondent's firm or any of its branches or affiliates. All Respondents must also disclose the name of any employee, agent, lobbyist, previous employee of the Board, or other person, who has received or will receive compensation of any kind, or who has registered or is required to register under Section 112.3215, Florida Statutes, in seeking to influence the actions of the Board in Connection with this procurement.

Names of Officer, Director, Employee or Agent that is also an Officer or Employee of Wakulla County:

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

Name of an State Officer or Employee that owns 5% or more in Respondent's firm:

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

\_\_\_\_\_  
Name

\_\_\_\_\_  
Company

\_\_\_\_\_  
Date

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**FORM 11**  
**NON-COLLUSION AFFIDAVIT**

The undersigned being first duly sworn as provided by law, deposes and says:

1. This Affidavit is made with the knowledge and intent that it is to be filed with the Board of County Commissioners, Wakulla County, Florida and that it will be relied upon by said County, in any consideration which may give to and any action it may take with respect to this Proposal.

2. The undersigned is authorized to make this Affidavit on behalf of,

\_\_\_\_\_  
(Name of Corporation, Partnership, Individual, etc.)

a, \_\_\_\_\_ formed under the laws of \_\_\_\_\_  
(Type of Business) (State or Province)

of which he is . \_\_\_\_\_  
(Sole partner, president, etc.)

3. Neither the undersigned nor any other person, firm or corporation named in above Paragraph 2, nor anyone else to the knowledge of the undersigned, have themselves solicited or employed anyone else to solicit favorable action for this Proposal by the County, also that no head of any department or employee therein, or any officer of Wakulla County, Florida is directly interested therein.

4. This Proposal is genuine and not collusive or a sham; the person, firm or corporation named above in Paragraph 2 has not colluded, conspired, connived or agreed directly or indirectly with any bidder or person, firm or corporation, to put in a sham Proposal, or that such other person, firm or corporation, shall refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, firm or corporation, to fix the prices of said proposal or proposals of any other bidder; and all statements contained in the proposal or proposals described above are true; and further, neither the undersigned, nor the person, firm or corporation named above in Paragraph 3, has directly or indirectly submitted said proposal or the contents thereof, or divulged information or data relative thereto, to any association or to any member or agent thereof.

\_\_\_\_\_  
AFFIANT'S NAME

\_\_\_\_\_  
AFFIANT'S TITLE

TAKEN, SWORN AND SUBSCRIBED TO BEFORE ME this \_\_\_\_\_ day of 20\_\_.

Personally Known \_\_\_\_\_ or Produced Identification \_\_\_\_\_

Type of Identification \_\_\_\_\_

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

\_\_\_\_\_  
(Print, Type or Stamp Commissioned Name of Notary Public)

**FORM 12**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**  
**PRIMARY COVERED TRANSACTIONS**

- 1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
  - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - b) Have not within a three-year period preceding this been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
  - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
  
- 2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
  
- 3) No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Contractor/Firm

\_\_\_\_\_  
Address

**FORM 13**  
**E-VERIFY COMPLIANCE CERTIFICATION**

In accordance with the Governor of Florida's Executive Order 11-116, the Proposer hereby certifies that the U.S. Department of Homeland Security's E-Verify system will be used to verify the employment eligibility of all new employees hired by the Contractor during the Contract term, and shall expressly require any subcontractors performing work or providing services pursuant to the Contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the Contract term; and shall provide documentation of such verification to the COUNTY upon request.

As the person authorized to sign this state, I certify that this firm complies/will comply fully with this ITB regarding E-Verify Compliance.

SIGNATURE: \_\_\_\_\_

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

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_



ITB 2022-31 Wakulla Gardens Phase III Construction  
BID PROPOSAL FORMS

**FORM 14**  
**ETHICS CLAUSE**

The County reserves the right to deny award or immediately suspend any contract resulting from this ITB or Bid, pending final determination of charges of unethical business practices. At its sole discretion, the County may deny award or cancel the Contract if it determines that unethical business practices were involved.

Gratuities. It shall be unethical for any person to offer, give or agree to give any County employee, or for any County employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or performing in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, subcontract, or to any ITB or Bid thereof.

Kickbacks. It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

The undersigned certifies, to the best of his or her knowledge and belief, that:

No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress relating to this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Authorized Individual

\_\_\_\_\_  
Name of Company/Organization

\_\_\_\_\_  
Address of Company/Organization

**FORM 15**  
**CERTIFICATION REGARDING LOBBYING FOR**  
**CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENT**

The undersigned certifies, to the best of his or her knowledge and belief that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\_\_\_\_\_  
Signature/Authorized Certifying Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Typed Name and Title