

ITB 2023-38 MAGNOLIA GARDENS PHASE IV AND WAKULLA GARDENS PHASE VI 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 in response to **ITB 2023-38** 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 # _____

UEI # _____

Required to be considered for this project.

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 _____
Addendum #5 dated _____	Initials _____	Addendum #6 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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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

This project will be awarded to the lowest responsive bidder based on the overall project total. The project total is the sum of the Magnolia Gardens Phase IV construction subtotal and the Wakulla Gardens Phase VI construction subtotal.

**WAKULLA COUNTY BOCC
 MAGNOLIA GARDENS SEWER - PHASE IV
 DEWBERRY PROJECT NO. 50154147**

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		
TOTAL COMPREHENSIVE ITEMS					
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		
TOTAL GENERAL ITEMS					
WASTEWATER COLLECTION SYSTEM					
ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	COST
3.00	GRAVITY SEWER , 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	1,249	LF	3	
3.02	8" PVC 6'-8' Cut	1,153	LF		
3.03	8" PVC 8'-10' Cut	1,369	LF		
3.04	8" PVC 10'-12' Cut	938	LF		
3.05	8" PVC 12'-14' Cut	173	LF		
3.06	Performance Turf, Sod	1,100	SY		
3.07	Trench Dewatering (see Boring Logs, subject to change due to current conditions)	2,026	LF		
3.08	Type 1 Bedding (If Required), 6 inch thick	2,376	LF		
TOTAL SEWER PIPE					

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4.00	PRECAST MANHOLES , Includes excavation, regrading/reshaping, and castings. Depth measured from rim to invert out.				
4.01	4' DIA Manholes 0'-6'	5	EA		
4.02	4' DIA Manholes 6'-8'	3	EA		
4.03	4' DIA Manholes 8'-10'	4	EA		
4.04	4' DIA Manholes 10'-12'	5	EA		
4.05	4' DIA Manholes 12'-14'	1	EA		
4.06	4' DIA Drop Manhole 8'-10'	1	EA		
4.07	4' DIA Drop Manhole 10'-12'	1	EA		
4.08	4' DIA Drop Manhole 12'-14'	2	EA		
TOTAL MANHOLES					
5.00	LIFT STATION , 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	85	CY		
5.03	Borrow Excavation (if required)	95	CY		
5.04	Medium to Very Dense Lime Rock Removal (Starting at 12' below grade)	20	CY		
TOTAL LIFT STATIONS					
6.00	FORCE MAIN (PVC)				
6.01	Forcemain, 4-in DIA C900	1,400	LF		
6.02	Valves & Fittings	1	LS		
6.03	2-inch Air Release Valve assembly	1	EA		
6.04	Dirt & Gravel Drive Repair	50	SY		
6.05	Asphalt Cut and Patch (per detail)	65	SY		
TOTAL FORCEMAINS					
7.00	SEWER LATERALS & HOOK UP ITEMS (Including Restoration)				
7.01	4" From Main To Edge of R/W w/cleanout(s) and fittings	130	EA		
7.02	Gravity Sewer Lateral, PVC 4 inch, from right-of-way to house, includes cleanout(s) and fittings at house. (per plumbing code)	47	EA		
7.03	Plumbing connection to house. (per plumbing code) i.e. change over from septic system to new gravity lateral.	47	EA		
7.04	Abandon existing septic tank per Health Department Rules (includes removal of lid from site)	47	EA		
TOTAL LATERALS & HOOK UP ITEMS					
8.00	ALLOWANCE - Duke Power Extension to LS site	1	LS	\$ 50,000.00	\$ 50,000.00
TOTAL SANITARY SEWER (ITEMS 1 - 8)					

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ROADWAY AND DRAINAGE IMPROVEMENTS					
ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	COST
	ROADS AND STORMWATER (Numbering per FDOT Index)				
101-1	Mobilization	1	LS		
102-1	Maintenance of Traffic	1	LS		
110-1-1	Clearing & Grubbing	1	LS		
160-4	Type B Stabilization	11,800	SY		
285-706	Optional Base Group 6	11,200	SY		
286-1	Turnout Construction	1,600	SY		
334-1-12	Superpave Asphalt Conc., Traffic B	1,360	TN		
425-1-521	Inlets, Dt Bot, Type C, <10'	9	EA		
430-175-218	Pipe Culvert, Optional Material, Other-Elip/Arch, 18"S/CD	870	LF		
430-982-625	Mitered End Section, Optional - Elliptical / Arch, 18" CD	1	EA		
570-1-1	Performance Turf	12,000	SY		
570-1-2	Performance Turf, Sod	5,000	SY		
9999-00	Earthwork	1	LS		
9999-01	Concrete Weir	2	EA		
9999-02	Trench Work for Sewer Line	1	LS		
700-1-11	Single Post Sign, F&I Ground Mount, Up to 12 SF	15	EA		
700-1-60	Single Post Sign, Remove	10	EA		
700-3-101	Sign Panel, Furnish & Install Ground Mount, Up to 12 SF	2	EA		
710-11-125	Painted Pavement Markings, Standard, White, Solid, 24"	170	LF		
711-11-125	Thermoplastic, Standard, White, Solid, 24"	170	LF		
TOTAL ROADS & STORMWATER					
MAGNOLIA GARDENS SUBTOTAL					

NOTES:

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 rpm's 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.
6. Pay Item No. 9999-01 shall include all costs associated with weir construction including but not limited to concrete and rip-rap as shown in the concrete weir detail.
7. Sewer Lateral connections (active) made as part of 7.02 - 7.04 is at time of design and subject to change throughout construction duration, contractor will be responsible for making connections to all active services and respective abandonments at direction of Owner and will be compensated for actual installed quantity.

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**WAKULLA COUNTY BOCC
 WAKULLA GARDENS SEWER - PHASE VI
 DEWBERRY PROJECT NO. 50154155**

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		
TOTAL COMPREHENSIVE ITEMS					
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		
TOTAL GENERAL ITEMS					
WASTEWATER COLLECTION SYSTEM					
ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	COST
3.00	GRAVITY SEWER , 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	2,665	LF		
3.02	8" PVC 6'-8' Cut	1,478	LF		
3.03	8" PVC 8'-10' Cut	870	LF		
3.04	8" PVC 10'-12' Cut	105	LF		
3.05	10" PVC 0'-6' Cut	294	LF		
3.06	10" PVC 6'-8' Cut	612	LF		
3.07	10" PVC 8'-10' Cut	769	LF		
3.08	10" PVC 10'-12' Cut	851	LF		
3.09	10" PVC 12'-14" Cut	147	LF		
3.10	10" PVC 14'-16' Cut	191	LF		
3.11	Performance Turf, Sod	1,596	SY		
3.12	Trench Dewatering (see Boring Logs, subject to change due to current conditions)	1,596	LF		
3.13	Type 1 Bedding (If Required), 6 inch thick	1,596	LF		
3.14	Medium to Very Dense Lime Rock Removal (If required)	1,000	CY		
TOTAL SEWER PIPE					

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4.00	PRECAST MANHOLES, Includes excavation, regrading/reshaping, and castings. Depth measured from rim to invert out.				
4.01	4' DIA Manholes 0'-6'	15	EA		
4.02	4' DIA Manholes 6'-8'	3	EA		
4.03	4' DIA Manholes 8'-10'	10	EA		
4.04	4' DIA Manholes 10'-12'	2	EA		
4.05	4' DIA Manholes 12'-14'	2	EA		
4.06	4' DIA Manholes 14'-16'	2	EA		
4.07	4' DIA Drop Manhole 10'-12'	1	EA		
TOTAL MANHOLES					
5.00	SEWER LATERALS & HOOK UP ITEMS (Including Restoration)				
5.01	4" From Main To Edge of R/W w/cleanout(s) and fittings	179	EA		
5.02	Gravity Sewer Lateral, PVC 4 inch, from right-of-way to house, includes cleanout(s) and fittings at house. (per plumbing code)	76	EA		
5.03	Plumbing connection to house. (per plumbing code) i.e. change over from septic system to new gravity lateral.	76	EA		
5.04	Abandon existing septic tank per Health Department Rules (includes removal of lid from site)	76	EA		
TOTAL SANITARY SEWER (ITEMS 1 - 5)					
ROADWAY AND DRAINAGE IMPROVEMENTS					
ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	COST
ROADS AND STORMWATER (Numbering per FDOT Index)					
101-1	Mobilization	1	LS		
102-1	Maintenance of Traffic	1	LS		
110-1-1	Clearing & Grubbing	1	LS		
160-4	Type B Stabilization	18,700	SY		
285-706	Optional Base Group 6	17,800	SY		
286-1	Turnout Construction	2,400	SY		
334-1-12	Superpave Asphalt Conc., Traffic B	2,140	TN		
430-175-218	Pipe Culvert, Optional Material, Other-Elip/Arch, 18"S/CD	140	LF		
430-982-625	Mitered End Section, Optional - Elliptical / Arch, 18" CD	6	EA		
570-1-1	Performance Turf	19,000	SY		
570-1-2	Performance Turf, Sod	15,000	SY		
9999-00	Earthwork	1	LS		
700-1-11	Single Post Sign, F&I Ground Mount, Up to 12 SF	21	EA		
700-1-60	Single Post Sign, Remove	17	EA		
710-11-125	Painted Pavement Markings, Standard, White, Solid, 24"	130	LF		
P711-11-125	Thermoplastic, Standard, White, Solid, 24"	130	LF		
TOTAL ROADS & STORMWATER					
WAKULLA GARDENS SUBTOTAL					

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 BID PROPOSAL FORMS

- NOTES:
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 rpm's 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.
 6. Pay Item No. 9999-01 shall include all costs associated with weir construction including but not limited to concrete and rip-rap as shown in the concrete weir detail.
 7. Sewer Lateral connections (active) made as part of 5.02 - 5.04 is at time of design and subject to change throughout construction duration, contractor will be responsible for making connections to all active services and respective abandonments at direction of Owner and will be compensated for actual installed quantity.

***PLEASE COMPLETE THE BOX BELOW. YOUR BID WILL BE DETERMINED NON-RESPONSIVE IF THIS BOX IS LEFT BLANK.**

MAGNOLIA GARDENS PHASE IV SUBTOTAL	
WAKULLA GARDENS PHASE VI SUBTOTAL	
TOTAL PROJECT COST	

*** This project will be awarded to the lowest responsive bidder based on the overall project total. The project total is the sum of the Magnolia Gardens Phase IV construction subtotal and the Wakulla Gardens Phase VI construction subtotal.**

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

Subcontract 1 Name: City/State/Zip UEI Number: Services to Perform and Percentage:
Subcontract 2 Name: City/State/Zip UEI Number: Services to Perform and Percentage:
Subcontract 3 Name: City/State/Zip UEI Number: Services to Perform and Percentage:
Subcontract 4 Name: City/State/Zip UEI Number: Services to Perform and Percentage:
Subcontract 5 Name: City/State/Zip UEI Number: Services to Perform and Percentage:
Subcontract 6 Name: City/State/Zip UEI Number: Services to Perform and Percentage:

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 #: _____
Address: _____
Date Started: _____ Date Completed: _____ Contract Value: _____
Team Members: _____

Description of Project: _____

b. Name of Project: _____
Owner/Engineer: _____ Telephone #: _____
Address: _____

Date Started: _____ Date Completed: _____ Contract Value: _____
Team Members: _____

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Description of Project: _____

- c. Name of Project: _____
Owner/Engineer: _____ Telephone #: _____
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 #: _____
Address: _____

Name of Project: _____
Owner/Engineer: _____ Telephone #: _____
Address: _____

Name of Project: _____
Owner/Engineer: _____ Telephone #: _____
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

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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).

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

(Bidder Name)

(Address)

By _____ (Printed name of person authorized to sign)

(Title)

(Authorized Signature)

Phone #: _____

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

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 17 in concurrence with the construction agreement.

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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: _____

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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: _____

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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 _____

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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.

- 4) Applicants or bidders for a lower tier covered transaction (except procurement contracts for goods and services under \$25,000 not requiring the consent of a Council official) are subject to 2 C.F.R. Part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement)." In addition, applicants or bidders for a lower tier covered transaction for a subaward, contract, or subcontract greater than \$100,000 of Federal funds at any tier are subject to relevant statutes, including among others, the provisions of 31 U.S.C. 1352, as well as the common rule, "New Restrictions on Lobbying," published at 55 FR 6736 (February 26, 1990), including definitions, and the Office of Management and Budget "Governmentwide Guidance for New Restrictions on Lobbying," and notices published at 54 FR 52306 (December 20, 1989), 55 FR 24540 (June 15, 1990), 57 FR 1772 (January 15, 1992), and 61 FR 1412 (January 19, 1996)

- 5) In accordance with Presidential Executive Order 12549, Debarment and Suspension (2 C.F.R. Part 180), the prospective primary participant agrees and certifies that neither it, nor its principals, is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency; and, that the prospective primary participant shall not enter into any lower tier contract, or other covered transaction, with a person who is similarly debarred or suspended from participating in this covered transaction, unless authorized in writing by the RESTORE Council to the Consortium. The prospective primary participant is responsible for reviewing the status of all proposed subcontractors and sub-awardees in the System for Award Management (SAM) at <https://sam.gov/SAM/> before entering into any subcontract or sub-award under this Agreement. The prospective primary participant shall include language incorporating the requirements of this section in all subcontracts or lower tier agreements executed to support the prospective primary participant's work under this Agreement.

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Signature

Title

Contractor/Firm

Address

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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: _____

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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

BID PROPOSAL FORM 16
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 subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients 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

Printed or Typed Name and Title

FORM 17
SYSTEM FOR AWARD MANAGEMENT FORM

(a) Definitions. As used in this provision.

“Electronic Funds Transfer (EFT) indicator” means a four-character suffix to the unique entity identifier. The suffix is assigned at the discretion of the commercial, nonprofit, or Government entity to establish additional System for Award Management records for identifying alternative EFT accounts (see [subpart 32.11](#)) for the same entity.

“Registered in the System for Award Management (SAM) database” means that.

- (1) The Bidder has entered all mandatory information, including the unique entity identifier and the EFT indicator, if applicable, the Commercial and Government Entity (CAGE) code, as well as data required by the Federal Funding Accountability and Transparency Act of 2006 (see [subpart 4.14](#)) into the SAM database;
- (2) The bidder has completed the Core, Assertions, and Representations and Certifications, and Points of Contact sections of the registration in the SAM database;
- (3) The Government has validated all mandatory data fields, to include validation of the Taxpayer Identification Number (TIN) with the Internal Revenue Service (IRS). The bidder will be required to provide consent for TIN validation to the Government as a part of the SAM registration process; and
- (4) The Government has marked the record “Active”.

“Unique entity identifier” means a number or other identifier used to identify a specific commercial, nonprofit, or Government entity. See www.sam.gov for the designated entity for establishing unique entity identifiers.

(b) (1) By submission of an offer, the bidder acknowledges the requirement that a prospective awardee shall be registered in the SAM database prior to award, during performance, and through final payment of any contract, basic agreement, basic ordering agreement, or blanket purchasing agreement resulting from this solicitation.

(2) The Bidder shall enter, in the block with its name and address on the cover page of its offer, the annotation “Unique Entity Identifier” followed by the unique entity identifier that identifies the Bidder’s name and address exactly as stated in the offer. The Bidder also shall enter its EFT indicator, if applicable. The unique entity identifier will be used by the Contracting Officer to verify that the Bidder is registered in the SAM database.

(c) If the Bidder does not have a unique entity identifier, it should contact the entity designated at www.sam.gov for establishment of the unique entity identifier directly to obtain one. The Bidder should be prepared to provide the following information:

- (1) Company legal business name.
- (2) Tradestyle, doing business, or other name by which your entity is commonly recognized.
- (3) Company Physical Street Address, City, State, and Zip Code.
- (4) Company Mailing Address, City, State and Zip Code (if separate from physical).
- (5) Company telephone number.
- (6) Date the company was started.
- (7) Number of employees at your location.
- (8) Chief executive officer/key manager.
- (9) Line of business (industry).
- (10) Company Headquarters name and address (reporting relationship within your entity).

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- (d) If the Bidder does not become registered in the SAM database in the time prescribed by the Contracting Officer, the Contracting Officer will proceed to award to the next otherwise successful registered Bidder.
- (e) Processing time, which normally takes 48 hours, should be taken into consideration when registering. Bidders who are not registered should consider applying for registration immediately upon receipt of this solicitation.
- (f) Bidders may obtain information on registration at <https://www.acquisition.gov> .

Bidders SAM information:

Entity Name: _____

Entity Address: _____

Unique Entity ID: _____

CAGE Code: _____