



REQUEST FOR QUALIFICATION

Sidewalk Replacement & Installation Services – Special Program RFQ No. 14-13-14

PRE-SOLICITATION CONFERENCE

NOT APPLICABLE

ADDITIONAL INFORMATION & CLARIFICATION DEADLINE

TUESDAY, MARCH 11, 2014 AT 12:00PM

RESPONSE SUBMISSION DATE AND TIME

TUESDAY, MARCH 25, 2014 AT 3:00 PM (LOCAL TIME)

AT

CITY OF NORTH MIAMI
OFFICE OF THE CITY CLERK
CITY HALL, 1ST FLOOR
776 NE 125TH STREET
NORTH MIAMI, FL 33161-4116

The responsibility for submitting a response to this Solicitation at the Office of the City Clerk on or before the stated time and date will be solely and strictly the responsibility of the Respondent. The City of North Miami will in no way be responsible for delays caused by the United States mail delivery or caused by any other occurrence.

Copies of this Solicitation Document may be obtained by contacting DemandStar by Oniva at www.demandstar.com or calling toll free 1-800-711-1712 and request Document **No. 14-13-14**

Contact Person: Patrick Dulcio, Purchasing Agent
Email: pdulcio@northmiamifl.gov | Phone: (305) 895-9886 | Fax: (305) 895-1015



The City of North Miami, Florida, hereinafter referred to as "City", is hereby soliciting Qualifications from qualified and experienced General Contractors ("Proposers" or "Respondents") to provide all the necessary labor and materials to replace and install sidewalks throughout the City.

Please submit one (1) original bound Proposal, five (5) complete copies of the original Proposal and one (1) digital compact disk (CD) or USB Flash Drive either by mail or hand delivery in response to this Solicitation. Proposals are to be submitted in a sealed envelope bearing the name of the individual and/or company, and the address as well as the number and title of this Solicitation no later than the date and time specified in the Solicitation Timetable section, where shortly after a public opening will take place in the Council Chambers at which time accepted Proposals will be opened and read. Proposals received after said date and time will not be considered and no time extensions will be permitted. Address your Proposal to City of North Miami, Office of the City Clerk, 776 N E 125th Street, North Miami, Florida 33161. Please clearly mark Proposals:

"IMPORTANT, SOLICITATION ENCLOSED"

**Sidewalk Replacement &
Services – Special Program
IFB No. 14-13-14**

The City's tentative schedule for this Solicitation is as follows:

Event	Date	Time
Advertisement Date:	Thurs February 20, 2014	
Mandatory Pre-Solicitation Conference:	N/A	10:00am
Last Date for Receipt of Written Questions:	Tues March 11, 2013	12:00pm
Opening of Solicitation:	Tues March 25, 2013	3:00pm
City Council Contract Approval Date:	To Be Determined	

(The City reserves the right to delay or modify scheduled dates and will notify Respondents of all changes in scheduled dates.)

Copies of this Solicitation may be obtained by contacting DemandStar via Oniva at www.demandstar.com or calling toll free 1-800-711-1712 or may be purchased for a non-refundable fee of \$25.00 from the Purchasing Department.

ACCEPTANCE AND REJECTIONS

The City reserves the right to reject any or all Proposals with or without cause; to waive any or all irregularities with regard to the specifications and to make the award to the Respondent offering the greatest advantage to the City. Please be advised that this Solicitation is issued subject to the City of North Miami Code Section 7-192 prohibiting certain communications with the City as completely specified in the General Conditions contained herein.

We look forward to your active participation in this Solicitation.

Sincerely,
Marc-Anthony Tulloch,
Purchasing Manager

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All of our Contract forms are fill-in able and can be found on our website at:

<http://www.northmiamifl.gov/business/purchasing/forms.asp>.

- A-1 Public Entity Crimes Affidavit
- A-2 Non-Collusive Certificate
- A-5 Acknowledgement of Addenda
- A-6 Proposer’s Disclosure of Subcontractors and Suppliers
- A-7 Insurance Requirements
- A-14 References

Attachment A Standard Road Detail

SECTION 1.0 INSTRUCTIONS TO PROPOSERS / GENERAL TERMS AND CONDITIONS

1.1 DEFINITIONS

- a) "City" means the City of North Miami.
- b) "Contract" means a binding written agreement for the solicited Work and/or Services required by the City, including purchase orders, containing terms and obligations governing the relationship between the City and the Contractor.
- c) "**Contractor**" means the Proposer or Respondent that receives an award of Contract or agreement from the City as a result of this Solicitation.
- d) "Department" means a department of the City of North Miami.
- e) "Proposal" means the documents timely remitted by Proposer or Respondent, in response to this Solicitation.
- f) "Proposer" or "Respondent." All Contractors, consultants, organizations, Respondents or other entities submitting a response to this IFB.
- g) "Project" is the total sum of all Work and Services (as defined herein) to be performed under this Contract for the construction of the aforementioned services, permitting, construction, code inspection and final inspections necessary to build the component parts encompassing the Project.
- h) "Scope of Services" or "Scope of Work" means section 3.0 of this Solicitation, which details the Work to be performed by the Contractor or consultant.
- i) "Solicitation" means this Invitation for Proposal (IFB) document, and all associated addenda and attachments.
- j) "Subcontractors" or "Subconsultant" to mean any person, Respondent, entity or organization, other than the employees of the Contractor, who contracts with the Contractor to furnish labor, or labor and material, in connection with the Services to the City, whether directly or indirectly, on behalf of the Contractor.
- k) "Work" or "Services" are drawings, diagrams, schedules and other data specially prepared by the Contractor or a Subcontractor, including the construction services required for the Project solicited, and includes all other labor, materials, equipment and services provided or to be provided by the Contractor to fulfill their obligations to the City.

1.2 CITY OVERVIEW

North Miami, Florida (pop. 60, 000) is a diverse community, ideally located midway between Miami and Fort Lauderdale and encompasses approximately 9.5 square miles. As the fifth largest city of Miami-Dade County, North Miami is committed to growth in its business community, while also focusing on issues such as education, the arts, leisure activities and sustainability to provide a viable future for our residents and preserve the City's rich history since its incorporation in 1926.

The City provides a wide range of governmental services including public safety / police services, parks and recreation, public works, water and sewer, planning, building and zoning, code enforcement, and community development to its citizens.

The City is a very large consumer of goods and services and the purchasing decisions of our employees and Contractors can positively or negatively affect the environment. By including environmental considerations in our procurement decisions, along with our traditional concerns with price, performance and availability, we will remain fiscally responsible while promoting practices that improve public health and safety, reduce pollution, and conserve natural resources.

1.3 REQUEST FOR PROPOSAL

This Invitation for Proposal is extended to Respondents that can provide the requirement(s) specified herein. The requirements presented in this Solicitation represent the City's anticipated needs.

1.4 PUBLIC ENTITY CRIMES AFFIDAVIT

The *Public Entity Crime Affidavit, (Form "A-1")* attached to this Solicitation, includes documentation that shall be executed by an individual authorized to bind the Respondent. If the *Public Entity Crime Affidavit* is not submitted as part of the Respondent's Proposal package, is altered in any manner or is not fully completed, the Respondent shall be deemed non-responsive to the Solicitation requirements.

1.5 PUBLIC ENTITY CRIME / DISCRIMINATORY RESPONDENT LIST

Any Respondent, or any of its suppliers, Subcontractors, or consultants who shall perform Work which is intended to benefit the City, shall not be a convicted Respondent or included on the discriminatory Respondent list. If the Respondent

or any affiliate of the Respondent has been convicted of a public entity crime or has been placed on the discriminatory Respondent list, a period longer than 36 months must have passed since that person was placed on the convicted Respondent or discriminatory Respondent list. The Respondent further understands and accepts that any Contract issued as a result of this Solicitation shall be either voidable or subject to immediate termination by the City. The City in the event in such termination, shall not incur any liability to the Respondent for any Work or materials furnished.

1.6 LOBBYING

All Respondents, their agents and proposed Subconsultants or Subcontractors, are hereby placed on notice that neither the City Council Members, any evaluation committee members, employees of the City or employees of any other project sponsoring agencies shall be lobbied either individually or collectively regarding this Solicitation. Respondents, their agents and proposed Subconsultants or Subcontractors are hereby placed on notice that they are prohibited from contacting any of these individuals for any purpose relating to the Solicitation (e.g., general information, meetings of introduction, meals, etc.). Any Proposal submitted by a Respondent, its agents and potential Subconsultants or Subcontractors who violate these guidelines will not be considered for review. The Procurement Director or Contract Specialist (identified on the cover page of this Solicitation) shall be the only point of contact for questions and/or clarifications concerning the Solicitation, the selection process and the negotiation and award procedures.

1.7 SUSPENSION OF CONTRACTORS FOR MATERIAL BREACH OF CITY CONTRACTS

Pursuant to Sec 7-160 (a), (b) & (c) upon recommendation by the Director of Procurement, may temporarily or permanently suspend Contractors from doing business with the City whenever a Contractor materially breaches its Contract with the City. Any Proposal submitted by a Respondent, its proposed Subcontractors or Subconsultants who are included on the City's Suspension List shall not be considered for review.

In addition, the principles of any Respondents or its proposed Subcontractors or Subconsultants shall not attempt to do business with the City under a different name or form a new legal entity in order to do business with the City while the principals of the Respondent or its proposed Subcontractors or Subconsultants remain on the Suspension List. In the event there is any intentional misrepresentation, the Respondent further understands and accepts that any Contract issued as a result of this Solicitation shall be subject to immediate termination for default and suspension procedures by the City. The City, in the event of such termination, shall not incur any

liability to the Respondent for any Work or material furnished.

1.8 POINTS OF CONTACT TIMETABLE FOR INQUIRES

Respondents shall contact the contract specialist, identified on the cover page of this Solicitation, for all inquiries relating to this Solicitation. All Respondents' technical inquiries shall be confirmed in writing either through the mail, via facsimile transmission or electronic mail.

Technical questions will not be entertained beyond the cut-off date indicated on the cover page so that answers to substantive questions, in the form of written addenda, can be posted on the City's web site (www.northmiamifl.gov) and Demand Star by Onvia at www.demandstar.com or calling toll free 1-800-711-1712 and requesting the corresponding documents number.

1.9 ORAL REPRESENTATION

No oral representation made by the City staff shall be binding. The contents of this IFB and any subsequent addenda issued by the City shall govern all aspects of this Solicitation.

1.10 ADDENDA

If any Solicitation revisions become necessary (other than changes to the deadline for response submission), the City will post written addenda on the City web's site at (www.northmiamifl.gov) and on Demand Star by Onvia at www.demandstar.com or calling toll free 1-800-711-1712 and requesting the corresponding document number at least seven (7) calendar days before the date scheduled for opening the responses. The City may revise the deadline for response submission at any time prior to the date and time scheduled for opening the responses. **It is the responsibility of all Respondents to ascertain whether any addenda have been issued before the Solicitation deadline by either calling or checking the City's web site (www.northmiamifl.gov) and Demand Star and by Onvia at www.demandstar.com or calling toll free 1-800-711-1712 and requesting the corresponding document number. All addenda placed on the Demand Star can be down loaded.**

1.11 CANCELLATION OF THE SOLICITATION

The City reserves the right to cancel this Solicitation and/or re-advertise and re-solicit the requirements at any time when determined to be in the best interest of the City.

1.12 PROTEST

If a potential Respondent protests any provisions of the Invitation for Proposal documents, a written protest must be filed with the City Clerk within five

(5) business days (excluding weekends and City observed holidays) prior to date set for opening of the Proposals. A written protest is considered filed when received by the City Clerk.

Any Proposer who files a formal written protest pursuant to Section 7-158, City Code, shall post with the City, at the time of filing the formal written protest, a filing fee in an amount equal to one percent (1%) of the amount of the Proposal or proposed Contract, or one thousand dollars (\$1,000), whichever is less. Failure to file a notice of protest within the time prescribed in Section 7-158, City Code, or failure to post the filing fee within the time allowed, shall constitute a waiver of such Proposer's right to file a protest.

Notice of written protest along with the filing fee, shall be timely filed with the City Clerk of the City North Miami at 776 NE 125th Street, 1st Floor North Miami, FL 33161. The City will not accept receipt of any formal written protests filed at any location other than the City Clerk's Office

1.13 CONTRACT

Contractor understands that this Solicitation or Contractor's response shall not constitute a contract with the City. No contract is binding or official until responses are reviewed and accepted by appointed City staff, approved by the appropriate level of authority within the City and an official Contract is duly executed by the parties. Contractor shall be required to sign a Contract which the City determines to be fair, competitive and reasonable.

1.14 DEVELOPMENT COSTS

Neither the City nor its representatives shall be liable for any expenses incurred in connection with the preparation, submission or presentation of a response to this Solicitation. All information in the response shall be provided at no cost to the City.

1.15 TAX EXEMPT STATUS

The City is exempt from Florida Sales and Federal Excise taxes on direct purchases of tangible property.

1.16 RESPONSE SUBMISSION AND OPENING

All responses shall be submitted in a sealed envelope by the deadline indicated on the cover page of this Solicitation. The response shall identify the Solicitation number and title specified on the cover page of this Solicitation. Reference information shall also be marked on the outside of the sealed envelope, including the Respondent's return address. The City assumes no responsibility for responses not properly marked.

The City will not accept responses delivered after the established deadline. If the response is delivered after the established deadline, a

Respondent shall be deemed non-responsive to the Solicitation requirements.

Receipts of a response by any City office, receptionist or personal other than the Clerk's Office will not constitute "delivery" as required by this Solicitation. The City will not accept or consider responses submitted via facsimile transmission. The public is welcome to attend the Solicitation opening.

1.17 ASSIGNMENT OF RESPONSE

A Respondent shall not transfer or assign its response to a third party following submission of a Proposal to the City.

1.18 WITHDRAWAL OF RESPONSE

Respondents shall withdraw their submitted Proposal by notifying the City either in writing or in person through an authorized representative at any time prior to the submission deadline. Individuals making the withdrawal shall provide evidence of serving as an authorized representative of the Respondent. Responses, once received, become the property of the City, and will not be returned to Respondents even when they are withdrawn from consideration.

Responses, once opened, shall not be withdrawn or modified except to the extent agreed to by the City during subsequent Contract negotiation.

1.19 PUBLIC RECORDS AND EXEMPTIONS

Upon receipt, responses become "public records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes. Respondents shall invoke the exemptions to disclosure provided by law, in the response to the Solicitation, by providing the specific statutory authority for the claimed exemption, identifying the data or other materials to be protected, and stating the reasons why such exclusion from public disclosure is necessary. Responses will be made available for public inspection at the time the City posts notice of its decision or intended decision concerning contract awards, or ten (10) days after the response opening, whichever is earlier.

1.20 REJECTION OF RESPONSES

Pursuant to Section 7-136, City Code, the City reserves the right to reject any and all Proposals for reasons including, but not limited to, the following:

- (1) When such rejection is in the best interest of the City;
 - (2) If such Proposal is deemed non-responsive;
 - (3) If the Respondent is deemed non-responsive;
- or

(4) If the Proposal contains any materials irregularities. Minor irregularities contained in response will be waived by the City. A minor irregularity is a variation from the Solicitation that does not affect the price of the Contract nor does it give a Respondent an advantage or benefit not enjoyed by other Respondents and does not adversely impact the City.

1.21 WRITTEN PROPOSAL EVALUATION / ORAL PRESENTATIONS

The selection committee members will independently score the Proposal on the basis of their qualifications and technical merit in accordance with the evaluation criteria included in Part 4 of this Solicitation. Following the submission and evaluation of the written Proposals, the City may request the highest ranked Respondents to provide oral presentation explaining and/or demonstrating each Proposal. All oral presentation will be scheduled and publicly noticed by the City. Following the completion of oral presentations, the selection committee members will score each presentation. Final ranking after oral presentations will be based on the summary of raw scores from the oral discussions for each Respondent.

1.22 REVIEW OF PROPOSAL FOR RESPONSIVE

Each Proposal will be reviewed to determine if the Proposal is responsive to the submission requirements outlined in the IFB. A responsive Proposal is one which follows the requirements of the IFB, includes all documentation, is of timely submission, and has the appropriate signature as required on each document. Failure to comply with these requirements may result in a Proposal being deemed non-responsive.

1.23 CITY COUNCIL REVIEW

The Purchasing Director will report the result of this IFB to the City Council for final approval in accordance with the City's Procurement Ordinance to enter into Contract Negotiation. The City reserves the right to reject all Proposals.

1.24 THE CITY OPTIONS

The City may, at its sole and absolute discretion, reject any or all responses, re-advertise this Solicitation, postpone or cancel this Solicitation process at any time, or waive any irregularities in this Solicitation or in the responses received as a result of this Solicitation.

The determination of the criteria and process whereby responses are evaluated, the decision as to who shall receive a Contract award, or whether an award shall ever be made as a result of this Solicitation, shall be the sole and absolute discretion of the City.

In no event will any successful challenger of these determinations or decisions be automatically entitled to the award of this Solicitation.

The submittal of a Proposal will be considered by the City as constituting an offer by the Respondent to provide the Services described in this Solicitation.

1.25 CONTRACT AWARD

The City anticipates the award of one Contract, but reserves the right not to make any award whatsoever, if determined to be in the interest of the City.

Prior to Contract award, the Respondent(s) shall submit documentation reflecting any required insurance coverage. The Contract number shall be included on the insurance documentation submitted to the City at the time of award execution and for all subsequent updates to the insurance coverage throughout the Contract period. Failure to execute the Contract and/or to provide evidence of any required insurance coverage shall be just cause for the termination of the award.

1.26 PROPOSAL SUBMITTAL/ADDENDUMS

All Proposals submitted shall include the completed Proposal Form and all required product information and any other items as indicated on the Proposal Form. Proposals will be considered "Non-Responsive" if the required information is not submitted by the date and time specified.

Before submitting a Proposal, each Respondent shall make all investigations and examinations necessary to ascertain if any addendums were issued by the Purchasing Agent.

1.27 NON-RESPONSIVE PROPOSALS

Responses found to be non-responsive shall not be considered. Responses may be rejected if found to be in nonconformance with the requirements and instructions herein contained. A Response may be found to be non-responsive by reasons, including, but not limited to, failure to utilize or complete prescribed forms, conditional responses, incomplete responses, indefinite or ambiguous responses, failure to meet deadlines and improper and/or undated signatures.

Other conditions which may cause rejection of Proposals include evidence of collusion among Respondents, obvious lack of experience or expertise to perform the required Work, submission of more than one Proposal for the same Work from an individual, Respondent, joint venture, or corporation under the same or a different name (also included for Design-Build Projects are those Proposals wherein the same Engineer is identified in more than one Proposal), failure to perform or meet financial obligations on

previous contracts, employment of unauthorized aliens in violation of Section 274A (e) of the Immigration and Nationalization Act, or in the event an individual, Respondent, partnership, or corporation is on the United States Comptroller General's List of Ineligible Design-Builder for Federally Financed or Assisted Projects.

Proposals will also be rejected if not delivered or received on or before the date and time specified as the due date for submission.

1.28 CONE OF SILENCE

This IFB is issued pursuant to the City of North Miami Section 7-193, City Code, which prohibits certain types of communications: (a) A Cone of Silence shall be imposed upon each IFB, IFB and IFB after the advertisement of said IFB, IFB or IFB. At the time of imposition of the cone of silence, the director of the purchasing department or designee shall provide for public notice of the cone of silence. The director of the purchasing department shall issue a written notice thereof to the affected departments, file a copy of such a notice with the City Clerk, with the copy thereof to each City Council member, and shall include in any public Solicitation for supplies or services a statement disclosing the requirements of this ordinance. Notwithstanding any other provision of this section, the imposition of a cone of silence on a particular IFB, IFB or IFB shall not preclude Purchasing staff from obtaining industry comment or performing market research provided all communication related thereto with a potential offeror, service provider, Proposer, lobbyist, or consultant are in writing or are made at a duly noticed public meeting.

The ordinance does not apply to oral communications at pre-Proposal conference, oral presentations before selection committees, contract negotiations, public presentations made to the City Council during any duly noticed public meeting or communications in writing at any time with any City Council unless specifically prohibited by the applicable IFB, IFB, or Proposal documents. A copy of all written communications must be filed with the City Clerk.

1.29 RESPONDENT'S DISCLOSURE OF SUBCONTRACTORS AND SUPPLIERS

This IFB shall require that the Respondent submits with its Proposal a listing of all first-tier Subcontractors or Subconsultants who will perform any part of the Contract Work and all suppliers who will supply materials for the Contract Work direct to the selected Respondent. **Failure to comply with this requirement shall render the Proposal non-responsive.** In addition, the selected Respondent shall not change or substitute Subcontractors or suppliers from those listed in the Proposal except upon written approval of the City (**See "Form A-6"**).

1.30 BUSINESS ENTITY / RESPONDENT REGISTRATION

The City of North Miami requires business entities to complete registration application before doing business with the City. Respondents need not register with the City to present a Proposal; however, the selected Respondent(s) must register prior to award of a Contract as failure to register may result in the rejection of the Proposal. To register, contact the Purchasing Department at (305) 895-9886 or you may download the application (*revised 7/09*) from our website at www.northmiamifl.gov it is the responsibility of the business entity to update and renew its application concerning any changes such as new address, telephone number, commodities, etc. during the performance of any agreement obtained as a result of this IFB.

1.31 EXCEPTION TO THE IFB

Respondents may take exceptions to any of the terms of this IFB unless the IFB specifically states where exceptions may not be taken. Should a Respondent take exception where none is permitted, the Proposal will be rejected as non-responsive. All exceptions taken must indicate clearly what alternative is being offered to allow the City a meaningful opportunity to evaluate and rank Proposals, and the cost implications of the exception (if any). Where exceptions are taken, the City shall determine the acceptability of the proposed exceptions. The City, after completing evaluations, may accept or reject the exceptions. Where exceptions are rejected, the City may insist that the Respondent furnish the Services or goods described herein or negotiate an acceptable alternative.

All exceptions shall be referenced by utilizing the corresponding section, paragraph and page number in this IFB. However, the City is under no obligation to accept any exceptions. If no exception is stated, the City will assume that the Respondent will accept all terms and conditions.

1.32 PROPRIETARY/ CONFIDENTIAL INFORMATION

Respondents are hereby notified that all information submitted as part of, or in support of, Proposals will be available for public inspection after opening of Proposals, in compliance with Chapter 119, Florida Statutes, popularly known as the "Public Records Law."

1.33 LOCAL PREFERENCE / 10% TOTAL WORKFORCE CONSISTING OF NORTH MIAMI RESIDENTS / SUBCONTRACT WITH LOCAL PROPOSERS

The evaluation of competitive Solicitations is subject to Section 7-151, City Code which, except where contrary to federal and state law, or any

other funding source requirements, provides that preference be given to local businesses. To satisfy this requirement, the Respondent shall affirm in writing its compliance with either of the following objective criteria as of the Proposal or Proposal submission date stated in the Solicitation. A local business shall be defined as:

- a) A business that has a valid local business tax receipt, issued by City of North Miami at least one year prior to Proposal submission, that is appropriate for the goods, services or construction to be purchased; or
- b) A business that has a physical business address located within the limits of the City of North Miami from which the Respondent operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address; or A business has at least ten percent (10%) of its total workforce residing in the city prior to the city's issuance of the Solicitation for supplies or services; or
- c) The local preference may be applied to Respondents that subcontract at least ten percent (10%) of the contractual amount of a City project to subcontractor who is physically located within the City of North Miami (Must complete Form A-3a & A-3b)

The preference is used to evaluate the submittals received from Respondents are assigned point totals, a preference of ten (10) percent of the total evaluation point, or ten (10) percent of the total price, shall be given to the local business. (See Form A-3)

1.34 RULES, REGULATED AND LICENSING REQUIREMENTS

The Respondent shall comply with all laws; ordinances and regulations applicable to the Services contemplated herein, especially those applicable to conflict of interest and collusion. Respondent are presumed to be familiar with all Federal, State and Local laws, ordinances, codes, rules and regulations that may in any way affect the goods or Services offered.

1.35 COMMUNITY BENEFITS PLAN

The Contractor will be required to submit, a Community Benefits Plan for approval by the City Manager. The Community Benefit plan shall be exclusive of the City of North Miami's Local Preference requirement, under Section 7-151 of the City Code.

The Contractor will be required to document their experience and track record in delivering to a municipality, county or other local government agency a Community Benefits Plan. The Contractor shall be required to demonstrate and provide to the City a proposed Community Benefit Plan which has identifiable and observable benefit to the community within the City. Proposers are

encouraged to be creative in the development of a Community Benefit Plan and the types of benefits their plan is designed to provide. The City Manager, as the City's Chief Executive Officer, shall approve the final Community Benefits Plan proposed by the Contractor, as a precondition to the execution of any agreement. The Contractor's Community Benefits Plan shall be incorporated into and shall become a part of the agreement entered into between the City and the selected Proposer.

1.36 MODIFICATIONS OF PROPOSAL

No unsolicited modifications to Proposals will be permitted after the date and hour of the Proposal opening.

1.37 TRUTH IN NEGOTIATION STATEMENT

The Contractor must provide at the time for Contract execution a written statement stating that "wage rates and other factual unit cost supporting the compensation are accurate, complete and current at the time of contracting".

1.38 REVIEW OF SOLICITATIONS

The City will not allow any request for documents or reviews of submittals until thirty days after Proposals are received or after an award is announced. After said time, Respondents may request documents or make an appointment to review submittals and presentations.

1.39 LATE SUBMISSIONS

The City will not accept Proposals received after opening time and encourages early submittal.

1.40 SOLICITATION OPENING

This Solicitation will not be based solely on price. Therefore, if price is requested as part of this Proposal they will NOT be read aloud. However, properly received Proposals will be announced at the Proposal opening. Proposal will be read in the Council Chambers located on the 2nd floor of City Hall 776 NE 125th Street North Miami, FL 33161. A list of Respondents shall be placed on the City's website.

1.41 ATTORNEYS' FEES

In the event of any dispute arising under or related to the Agreement, the prevailing party shall be entitled to recover all actual attorney fees, costs and expenses incurred by it in connection with that dispute and/or the enforcement of the Agreement, including all such actual attorney fees, costs and expenses at all judicial levels, including appeal, until such dispute is resolved with finality.

1.42 CONFLICTS OF INTEREST

The City’s Conflict of Interest guidelines, provided under Article XI, of the City Code, as amended, shall apply to this Solicitation and Contract. Respondents should be aware, that if awarded a Contract, no person under its employ who presently exercises any functions or responsibilities on behalf of the City in connection with this Solicitation has any personal financial interest, directly or indirectly, with contractors or Respondents providing professional services on Work assigned to the Contractor, except as fully disclosed and approved by the City. Contractor shall further be aware that if awarded, in the performance of this Solicitation no person having such conflicting interest shall be employed.

1.43 CONSTRUCTION SERVICES

The Contractor warrants and accepts that any and all repair Work required during the construction phase, irrespective of the cause, shall be deemed the responsibility of the Contractor at no additional cost to the City.

Finally, the Contractor accepts, understands and agrees that these provisions of the Agreement constitute a material inducement for the City to enter into the Agreement and that the City has indeed relied on these particular provisions in making its decision to enter into the Agreement with Contractor.

1.44 CONTRACTOR RELIANCE ON BUILDING DEPARTMENT

It is understood and agreed by the Contractor that the North Miami Building Department and its inspectors are professionals who are dedicated to providing efficient and courteous service to all residents, professionals, contractors and the public at large through plans processing, inspections and building maintenance, which ensures the protection of the citizens and enhances the quality

of life within the City. For the purposes of this Project, the Building Department is not a surrogate of the City. All decisions by the Building Department as to whether some aspect of the Project is or is not in compliance with the Florida Building Code, Florida Fire Prevention Code and/or any other applicable codes, regulations, laws and ordinances are independent of and not deemed to be an act or a decision by the City. The Contractor agrees that it shall be the responsibility of the Contractor to ensure compliance with all applicable codes, regulations, law and ordinances. The Contractor warrants and accepts that any and all Work necessitated by inspections which is not prescribed in the Plans or Specifications, but necessitated to bring the Project into conformity with the Contract Documents and all applicable laws, codes, regulations, procedures and/or considered inside the contemplation of the Contract Documents shall be deemed the responsibility of the Contractor at no additional cost to the City.

1.45 CONTRACTOR OBLIGATIONS

The Contractor warrants that any and all Work, materials, services or equipment that may reasonably be inferred from the Contract Documents as being required to produce the intended result, will be supplied by the Contractor at its own cost, whether or not specifically called for.

The Contractor warrants and accepts that any and all Work, materials, services or equipment necessitated by the I inspections of City and/or County agencies, or other regulatory agencies as are applicable, to bring the Project into conformity with the Contract Documents and all applicable laws, codes, regulations, procedures, or considered inside the contemplation of the Contract Documents, shall be deemed the responsibility of the Contractor at no additional cost to the City.

END OF SECTION

SECTION 2.0 SPECIAL CONDITIONS

2.1 PURPOSE

The purpose of this Solicitation is to pre-qualify Respondents. This initial solicitation provides for the submission of documents and forms intended to verify that the Respondent meets or exceeds the minimum criteria set forth elsewhere in this Solicitation. All Respondents which meet or exceed the criteria established in this Solicitation shall be placed on a Pre-Qualification List that may be accessed by the City.

2.2 PRE-PROPOSAL CONFERENCE

Intentionally Omitted

2.3 TERM OF CONTRACT

The Contract will commence on the first calendar day of the month succeeding approval of the Contract by the City Council, or designee, unless otherwise stipulated in the Notice of Award letter, which is distributed by the City's Purchasing Department and contingent upon the completion and submittal of all required Proposal documents.

The initial term of the Contract shall be for one (1) year with the first six (6) months being a trial period. If the Services provided by the Contractor(s) are satisfactory as determined by the City at the conclusion of the six-month trial period, the Contract term will continue. This Contract shall remain in effect for the entirety of the initial term; provided that the services rendered by the Contractor(s) during the Contract period are satisfactory. In the event Services are scheduled to end because of the expiration of this Contract, the Contractor shall continue the service upon the request of the City.

2.4 OPTION TO RENEW

The City reserves the right to renew the Contract upon the same pricing, terms, and conditions at the expiration of its initial term for four (4) additional, successive one-year periods, except as otherwise provided herein, contingent upon availability of funds for the purpose and the needs to the City

2.5 METHOD OF AWARD

Award of this Solicitation will be made to all responsive, responsible Respondents who meet the minimum qualifications set forth in this Solicitation. Respondents will be divided into two (2) groups, projects under \$100,000.00 (Group A) and projects over \$100,000.00 (Group B).

These selected Respondents shall then be deemed to be pre-qualified to participate in subsequent spot market purchases as required by the City on either an as-needed, when needed basis; or on a periodic basis. When such spot market purchases are initiated, the pre-qualified Respondents shall be invited to offer a fixed price for a specific individual purchase, or a specific purchasing period, as may be required by the City. The Respondent then offering the lowest fixed price to the City shall be awarded a

contract. The award to one Respondent for a specific period or individual action does not preclude the remaining pre-qualified Respondents from submitting spot market offers for other specific purchases.

It shall be the sole prerogative of the City as to the number of Respondents who will be initially included under Contract. During the term of Contract, the City reserves the right to add or delete Respondents from the pre-qualified list as it deems necessary and in its best interests. If the City elects to add Respondents, they must meet the same minimum qualifications established for in the initial procurement.

2.6 MINIMUM QUALIFICATION

To be eligible to respond to this Solicitation, the Respondent must demonstrate that it, or its Sub-Contractor(s) have sufficient capacity, resources and experience to provide the services under this Solicitation. Any Respondent that fails to meet all the following minimum qualification requirements may be noted as “NON-RESPONSIVE”. Those qualifications are as follows:

2.6.1 Group A:

Respondents must meet the following minimum qualifications to prequalify to participate in subsequent spot market quotations for projects with an estimated value of less than \$100,000.00 per project. The City reserves the right to pick any vendor from this group without conducting spot market quotations if the need arises. It is the City’s goal to spread awards fairly among the participating selected Respondents.

- Respondent shall be licensed to do business in the State of Florida. Submit Sunbiz.org report with your company registered as active.
- Respondents must be properly registered to practice their profession and licensed to engage in contracting in the State of Florida at the time of Bid submission. The Respondent shall submit copies of the following:

a. Copy of Florida General Contractors license

2.6.2 Respondent must provide at least three (3) references of clients to which it has provided said Services. If available, such references should be representatives of Florida jurisdictions to which the Respondent is currently providing, or has provided, Services within the last five (5) years.

2.6.3 Group B:

This group is for projects with an estimated value of over \$100,000 per project. Respondents interested in participating in this group must meet all qualifications set forth in Group A, in addition to the following;

1. Respondents must submit proof that they are able to obtain a 100% performance and payment bond. **(To be prequalified for projects over \$100,000 ONLY)**

2.7 LIQUIDATED DAMAGES FOR FAILURE TO COMPLETE THE WORK ON TIME

It is mutually agreed that time shall be an essential part of this Proposal, and that in case of the failure on the part of the Respondent to achieve completion of Work within the time specified and agreed upon in the Contract, the City will be damaged thereby. The amount of said damages, inclusive of expenses for inspection(s), Architect-Engineer's additional fees, as well as additional personnel superintendence, and necessary traveling expenses, being difficult if not impossible of definite ascertainment and proof, it is hereby agreed that the amount of such damages shall be four hundred dollars (\$400.00) for each day delayed in finishing the Work, in excess of the number of calendar days prescribed. The Respondent agrees that said sum shall be deducted from monies due to Contractor under the agreement, or if no money is due, the Respondent agrees to pay to the City as liquidated damages, and not by way of penalty, the amount of four hundred dollars (\$400.00) for each day delayed in finishing the Work, in excess of the number of calendar days prescribed in the agreement.

2.8 INDEMNIFICATION AND INSURANCE

The Respondent must submit, prior to signing of Contract, a Certificate of Insurance naming the City of North Miami as additional insured for Commercial General Liability and/or Auto Liability Insurance. Respondent shall guarantee all required insurances remain current and in effect throughout the term of Contract. All insurance policies required by the Contract shall be maintained in full force and effect throughout the term period.

The insurance carriers shall have a minimum of B+ rating based on the latest rating publication of Property and Casualty Insurers of A.M. Best Company (or its equivalent). All insurers must be lawfully admitted to conduct business within the State of Florida. Required insurance coverage must be approved by the City's Risk Management prior to commencement of Project. Respondent may produce any insurance under a "blanket" or "umbrella" insurance policy, provided that such policy or a certificate of such policy shall specify the amount(s) of the total insurance allocated to this Project. Coverage limits shall equal or exceed the amount(s) required by this agreement and shall not be reduced for claims made for other projects undertaken by Contractor.

Respondents must submit with their response, proof of insurance meeting or exceeding the following coverage or a letter of intent to provide the following requirements if awarded a Contract:

2.8.1 COMMERCIAL GENERAL LIABILITY

With project dedicated minimum limits of **\$1 Million** per occurrence for bodily injury and property damage. This coverage shall also include personal and advertising injury, medical payments and products completed operations to be maintained for 3 years after completion of Project.

2.8.2 PROFESSIONAL LIABILITY (Errors and Omissions)

\$1 million minimum limit covering damages arising from the negligence of Contractor or its Subcontractors i.e. architect/engineer in the performance of professional services relative to this Project.

2.8.3 COMMERCIAL AUTOMOBILE LIABILITY

With minimum limit of **\$1 Million**, covering any auto including non-owned, hired or leased

2.8.4 WORKER'S COMPENSATION

As required by the State of Florida with statutory limits, and Employer's Liability with a minimum limit of \$1,000,000 per accident for bodily injury or disease.

2.8.5 BUILDER'S RISK

Written for the value of Project with deductible acceptable to City's Risk Management Division – General contractor shall procure coverage on an “all-risk” basis to insure participants against a casualty loss to the construction project. Coverage should also apply to transit, off site storage, design errors, faulty workmanship and/or faulty materials, expediting expenses, debris removal and any maintenance coverage needs. Policy shall be in force from commencement of construction and continue in full force until a certificate of occupancy is issued.

Both Commercial General and Automobile Liability insurance policies shall name the City of North Miami as “additional insured”. All insurance required herein shall be written as primary policies, not contributing to or in excess of any coverage that the City may carry.

Respondent shall indemnify and hold harmless the City and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the City or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of an Agreement by the Contractor or its employees, agents, servants, partners principals or Subcontractors.

Respondent shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the City, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon.

Respondent expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Respondent shall in no way limit the responsibility to indemnify, keep and save harmless and defend the City or its officers, employees, agents and instrumentalities as herein provided.

The Respondent must submit, no later than ten (10) days after award and prior to commencement of any Work, a Certificate of Insurance naming the City of North Miami as additional insured.

2.9 PROPOSAL BOND/OFFER GUARANTY BASED ON PERCENTAGE OF OFFER PRICE

Intentionally Omitted

2.10 PERFORMANCE & PAYMENT BOND

For project that exceed \$100,000.00 the City shall require the Contractor to furnish a Performance and Payment Bond in the amount of 100% of the total Proposal Price, with the City of North Miami as the Obligee, as security for the faithful performance of the Contract and for the payment of all persons performing labor or furnishing materials in connection herewith within ten (10) calendar days after notification of the award by the City. The bonds shall be with a surety company authorized to do business in the State of Florida.

2.11 FAILURE TO PERFORM

If in the opinion of the City's representative, the Contractor refuses to begin Work, improperly performs Work, or neglects or refuses to take out or rebuild such Work, as shall have been rejected or as being defective or unsuitable, then City's representative may notify the Contractor to repair and replace Work immediately or discontinue all Work under Contract.

If at any time the City's representative shall be of the opinion that the said Work is being unnecessarily delayed and will not be finished within the prescribed time then City's representative may notify the Contractor to discontinue all Work under Contract. The Contractor shall immediately respect said notice and stop said Work and cease to have any rights to the possession on the Project site and shall forfeit the Contract.

The City may thereupon look to the next lowest and responsive and responsible Respondent to complete the Work or re-advertise for Proposals and let a contract for the uncompleted Work in the same manner as was followed in the letting of the Contract and charge the cost thereof to the original Respondent under Contract. Any excess cost arising therefore over and above the original Contract Price shall be charged to the Respondent.

2.12 METHOD OF PAYMENT: PHASED PAYMENTS FOR WORK COMPLETED

The City shall provide partial payments for Work completed by the Contractor during various phases of the Work assignment. The Respondent shall provide fully documented invoices, which indicate, in addition to the basic information set forth below, the time and materials provided to the City user department(s) that requested the Work through a purchase order. It shall be understood that such invoices shall not be authorized for payment until such time as a City representative has inspected and approved the completed phase of the Work assignment. The percentage or component of completed Work which corresponds to the acceptable payment schedule shall be as follows:

All invoices shall contain the following basic information:

2.12.1 RESPONDENT INFORMATION:

- The name of the business organization as specified on the Contract between City and Respondent
- Date of invoice
- Invoice number
- Respondent's Federal Identification Number on file with the State

2.12.2 CITY INFORMATION:

- City Purchase Order Number

2.12.3 PRICING INFORMATION:

- Unit price of the goods, services or property provided
- Extended total price of the goods, services or property
- Applicable discounts

2.12.4 GOODS OR SERVICES PROVIDED PER CONTRACT:

- Description
- Quantity

2.12.5 DELIVERY INFORMATION:

- Delivery terms set forth within the City Purchase Order
- Location and date of delivery of goods, services or property

2.12.6 FAILURE TO COMPLY:

- Failure to submit invoices in the prescribed manner will delay payment.

2.13 FEDERAL AND STATE REGULATIONS

The Contractor shall comply with all federal, state and local rules and regulations regarding food handling, operation of a concession business, and any other laws that would apply to operating a similar type of business.

2.14 ACCIDENT PREVENTION AND BARRICADES

Precautions shall be exercised at all times for the protection of persons and property. All Contractors performing Services under Contract shall conform to all relevant OSHA, State and City regulations during the course of such effort. Any fines levied by the above mentioned authorities for failure to comply with these requirements shall be borne solely by the responsible Respondent. Barricades shall be provided by the Respondent when Work is performed in areas traversed by persons, or when deemed necessary by the City Project Manager.

Contractor shall assume full responsibility for any damage to any mangroves, land or areas or to the owner or occupant of any contiguous land, areas, or property resulting from the performance of Services.

2.15 CLEAN UP

All unusable materials and debris shall be removed from the premises at the end of each workday, and disposed of in an appropriate manner. Upon final completion, the Contractor shall thoroughly clean up all areas where Work was done as mutually agree with the Project manager.

2.16 MATERIALS SHALL BE NEW AND WARRANTED AGAINST DEFECTS

The Respondent hereby acknowledges and agrees that all materials, except where recycled content is specifically requested, supplied by the Respondent in conjunction with this Proposal and resultant Contract shall be new, warranted for their

merchantability, and fit for a particular purpose. In the event any of the materials supplied to the City by the Respondent are found to be defective or do not conform to specifications:

- (1) The materials may be returned to the Respondent at the Respondent's expense and the Contract cancelled or
- (2) The City may require the Respondent to replace the materials at the Respondent's expense.

2.17 WARRANTY SHOULD BE SUPPLIED IN WRITTEN FORM

2.17.1 TYPE OF WARRANTY COVERAGE REQUIRED

The Respondent shall provide a copy of its written warranty certificates with its initial offer, or upon request from the City. Failure to meet this requirement may result in the offer being deemed non-responsive. The warranty supplied by the Respondent shall remain in force for the full period identified by the Respondent; regardless of whether the Respondent is under Contract with the City at the time of defect. Any payment by the City on behalf of the goods or Services received from the Respondent does not constitute a waiver of these warranty provisions.

2.17.2 CORRECTING DEFECTS COVERED UNDER WARRANTY

The Respondent shall be responsible for promptly correcting any deficiency, at no cost to the City, within 7 calendar days after the City notifies the Respondent of such deficiency in writing. If the Respondent fails to satisfy the warranty within the period specified in the notice, the City may (a) place the Respondent in default of its Contract, and/or (b) procure the products or Services from another source and charge the Respondent for any additional costs that are incurred by the City for this Work or items; either through a credit memorandum or through invoicing.

2.18 GUARANTEE AGAINST DEFECTS SHALL BE (180)CALENDAR DAYS

The Respondent shall, in addition to all other guarantees, be responsible for faulty labor and defective material and equipment within a period of 180 calendar days after date of acceptance of the labor, material and/or equipment by the City. The Respondent shall promptly correct these deficiencies, without cost to the City, within 180 calendar days after the City notifies the Respondent of such deficiencies in writing. Payment in full for the Work does not constitute a waiver of guarantee.

2.19 INSPECTION BY THE CITY

The Respondent is required to conduct on-site inspections at times which are mutually convenient to the Respondent and the City's officials, and shall be performed prior to the final completion of the Project in order to evaluate the placement of controls, structural changes and general construction techniques. The Respondent shall provide reasonable notice to the City prior to the scheduling of these on-site production inspections.

The City reserves the right to require modifications to the Project if such modifications are necessary in order to bring the Project into compliance with the Contract specifications or the Respondent's offer.

2.20 ACCEPTANCE OF PRODUCT BY THE CITY

The product(s) to be provided hereunder shall be delivered to the City, and maintained if applicable to the Contract, in full compliance with the specifications and requirements set forth in the Contract. If a Respondent-provided product is determined to not meet the specifications and requirements of the Contract, either prior to acceptance or upon initial inspection, the item will be returned, at Respondent expense, to the Respondent. At the City's own option, the Respondent shall either provide a direct replacement for the item, or provide a full credit for the returned item. The Respondent shall not assess any additional charge(s) for any conforming action taken by the City under this clause.

2.21 NOTICE TO PROCEED

The Respondent shall neither commence any Work, nor enter a City Worksite, until a written Notice to Proceed (NTP) directing the Respondent to proceed with the Work has been received by the respondent from City Project Manager or an authorized City representative provided however, that such notification shall be superseded by any emergency work that may be required in accordance with the provisions included elsewhere in this Solicitation and resultant Contract.

2.22 COMPLETION OF WORK FROM DATE OF NOTICE TO PROCEED

The Respondent shall state in its offer the number of calendar days from the date of the Notice to Proceed in which it will guarantee to complete the Work, repair, and/or service. A verbal instruction from an authorized City representative shall constitute sufficient notice to the Respondent to commence Work. Time for completion may be considered a factor in determining the Respondent to whom award will be made, if so stipulated in provision entitled "Method of Award".

All Work shall be performed in accordance with good commercial practice. The Work schedule and completion dates shall be adhered to by the Respondent(s); except in such cases where the completion date will be delayed due to acts of God, strikes, or other causes beyond the control of the Respondent. In these cases, the Respondent shall notify the City of the delays in advance of the original completion date so that a revised completion schedule can be appropriately considered by the City

Should a Contractor fail to complete the Work within the number of days as stated in its offer, it is hereby agreed and understood that the City reserves the authority to cancel the Contract with the Respondent and to secure the Services of another Respondent to complete the Work. If the City exercises this authority, the City shall be responsible for reimbursing the Respondent for Work which was completed and found acceptable to the City in accordance with the Contract specifications. The County may, at its option, demand payment from the Respondent, through an invoice or credit memo, for any additional costs over and beyond the original Contract price which were incurred by the City as a result of having to secure the Services of another Respondent. If the incumbent Respondent fails to honor this invoice or credit memo, the City may terminate the Contract for default.

2.23 COMPLIANCE WITH FEDERAL REGULATIONS DUE TO USE OF FEDERAL FUNDING

Since the goods, services, and/or equipment that will be acquired under this Proposal will be purchased, in part or in whole, with federal funding, it is hereby agreed and understood that Section 60-250.4, Section 60-250.5 and Section 60-741.4 of Title 41 of the United States Code, which addresses Affirmative Action requirements for disabled workers, is incorporated into this Proposal and resultant Contract by reference.

2.24 COMPLIANCE WITH FEDERAL STANDARDS

All items to be purchased under Contract shall be in accordance with all governmental standards, to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

2.25 WORK ACCEPTANCE

This Project will be inspected by an authorized representative of the City. This inspection shall be performed to determine acceptance of Work, appropriate invoicing, and warranty conditions.

2.26 DEFICIENCIES IN WORK TO BE CORRECTED BY THE RESPONDENT

The Respondent shall promptly correct all apparent and latent deficiencies and/or defects in the Work, and/or any Work that fails to conform to the Contract documents regardless of Project completion status. All corrections shall be made within seven (7) calendar days after such rejected defects, deficiencies, and/or non-conformances are verbally reported to the Respondent by the City's Project administrator, who may confirm all such verbal reports in writing. The Respondent shall bear all costs of correcting such rejected Work. If the Respondent fails to correct the Work within the period specified, the City may, at its discretion, notify the Respondent, in writing, that the Respondent is subject to contractual default provisions if the corrections are not completed to the satisfaction of the City within seven (7) calendar days of receipt of the notice. If the Respondent fails to correct the Work within the period specified in the notice, the City shall place the Respondent in default.

2.27 LABOR, MATERIALS AND EQUIPMENT SHALL BE SUPPLIED BY THE RESPONDENT

Unless otherwise provided in this Proposal the Respondent shall furnish the following, including but not limited to, all labor, material, equipment, barricading, adequate supervision, and coordination for satisfactory Contract performance. When not specifically identified in the technical specifications, such materials and equipment shall be of a suitable type and grade for the purpose stated in this Proposal. All material, workmanship, 100% design, testing and equipment shall be subject to the inspection and approval of the City's Project Manager.

2.28 LICENSES, PERMITS AND FEES

The Respondent shall obtain and pay for all licenses, permits and inspection fees required for this Project; and shall comply with all laws, ordinances, regulations and building code requirements applicable to the Work contemplated herein. Damages, penalties and or fines imposed on the City or the Respondent for failure to obtain required licenses, permits or fines shall be borne by the Respondent.

2.29 MODIFICATION TO PROJECT DESIGNS

Intentionally Omitted

2.30 OMISSION FROM THE SPECIFICATIONS

The apparent silence of this specification and any addendum regarding any details or the omission from the specification of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail, and that only materials and workmanship of first quality are to be used. All interpretations of this specification shall be made upon the basis of this agreement.

2.31 SUB-CONTRACTORS OF WORK SHALL BE IDENTIFIED

As part of the Respondent response, the Respondent is required to identify any and all Subcontractors that will be used in the performance of the proposed Contract, their capabilities and experience, and the portion of the Work to be done by the Subcontractor. The competency of the Subcontractor(s) with respect to experience, skill, responsibility and business standing shall be considered by the City when making the award in the best interest of the City. If the Respondent fails to identify any and all Subcontractor in the Proposal, the Respondent may be allowed to submit this documentation to the City during the Proposal evaluation period if such action is in the best interest of the City.

2.32 WAIVER OF IRREGULARITIES

The City may waive minor informalities or irregularities in Proposals received where such is merely a matter of form and not substance, and the correction or waiver of which is not prejudicial to other Respondents. Minor irregularities are defined as those that will not have an adverse effect on the City's interest and will not affect the price of the Proposals by giving a Respondent an advantage or benefit not enjoyed by other Respondents.

2.32.1 Any design submittals that are part of a Proposal shall be deemed preliminary only.

2.32.2 Preliminary design submittals may vary from the requirements of the Project criteria. The City, at their discretion, may elect to consider those variations in awarding points to the Proposal rather than rejecting the entire Proposal.

2.32.3 In no event will any such elections by the City be deemed to be a waiving of the Project criteria.

- 2.32.4 The Respondent who is selected for the Project will be required to fully comply with the Project criteria for the Price Proposal, regardless that the Proposal may have been based on a variation from the Project criteria.
- 2.32.5 Respondents shall identify separately all innovative aspects as such in the technical Proposal. Innovation should be limited to Respondent's means and methods, approach to Project, use of new products, and new uses for established products.
- 2.32.6 Those changes to the Design Concept may be considered together with innovative construction techniques, as well as other areas, as the basis for grading the Proposals.

2.33 COUNCIL MEETING

The Contractor must be available to attend City Council meetings when required. Contractor must be prepared to answer any questions and/or provide oral presentation (using presentation board, PowerPoint's or handouts) if requested by Council and/or authorized City representative."

2.34 PROPOSAL CLARIFICATION AND INQUIRIES

Any questions or clarifications regarding this Proposal shall be submitted in writing to Purchasing Agent, Patrick Dulcio via email at pdulcio@northmiamifl.gov. Respondent(s) must clearly understand that the only official answer or position of the City will be the one received in writing.

The Proposal number and title shall be referenced on all correspondence, be sure to include the page and paragraph number for each question in order to ensure that questions asked are responded to correctly. All questions must be received no later than the time and date specified in the Proposal Timetable section. All responses to questions/clarifications will be sent to all prospective Respondents in the form of an addendum. **NO QUESTIONS WILL BE RECEIVED VERBALLY OR AFTER SAID DEADLINE.** Addendum(s) will be made available on the City's webpage and it is the Respondent's sole responsibility to assure receipt of all (if any) addenda(s).

END OF SECTION

SECTION 3.0 SCOPE OF SERVICES / TECHNICAL SPECIFICATIONS

3.1 INTRODUCTION

The City has issued this Solicitation to secure a pool of qualified Contractors to provide sidewalk replacement & installation services (“Project”). It is the intent of this Solicitation that all Work shall result in compliance with the specifications documents and all regulatory requirements applicable to such service.

Respondent(s) shall engineer, procure, construct, deliver, erect, commission, start-up, and test the complete Project consisting of all of the necessary labor, materials, machinery, supplies, furnishings, facilities, tools, services, equipment, structures including those things reasonably inferable from the Contract Documents and necessary to complete the Project. The Respondent shall provide all labor and supervisory personnel required in connection therewith. The Respondent shall at its expense, obtain any and all required permits, inspections, and testing as well as pay any fees required for this Project.

The City further seeks firms that are willing participants in the City’s goal to develop subcontracting and employment opportunities to local businesses and residents as defined by Section 7-151 of the City Code.

3.2 COMMUNITY BENEFIT PLAN

Upon request the Respondent will be required to submit, a Community Benefits Plan for approval by the City Manager. The Community Benefit plan shall be exclusive of the City of North Miami’s Local Preference requirement, under Section 7-151 of the City Code.

The Award Respondent’s Community Benefits Plan shall be incorporated into and shall become a part of the agreement entered into between the City and the selected Contractor.

3.3 BACKGROUND

The City has implemented a special project with funding upward of \$1.5 million dollars to replace and install damaged and missing sidewalks to provide safe and appealing streets throughout the City.

Respondents shall have the necessary organization, experience, capital, and equipment to carry out the provisions of the Contract to the satisfaction of the City to be considered for this pool.

It shall be the sole prerogative of the City as to the number of Contractors who will be initially included under a Contract. Once the list is established, during the term of the program, the City reserves the right to add or delete Contractors as it deems in its best interests.

3.4 PROJECT COORDINATION

Upon Issuance of a NTP the Contractor(s) will conduct Project coordination meetings every two weeks, or as agreed to by the City, through the duration of the Project. The Respondent will be responsible for taking and distributing official meeting minutes that accurately reflect the discussions and decisions conveyed at each meeting.

3.5 SCOPE OF WORK

It is the intent of the Contract for the Contractor(s) to newly construct or replace sidewalks and other appurtenances at specific locations within the City. It is not the intent of the Contractor(s) to define the locations prior to Proposal but for the City to direct the Contractor(s) on those locations as needed during the life of the Contract. The Worksite will be located on streets, highways, or City property, and within approved easements on private property.

3.6 CLEARING AND GRUBBING

Take all reasonable precautions to prevent damage outside Project right of way. Clearing and grubbing shall be strictly limited to areas designated in the plans. Construction fencing shall be utilized at property lines as necessary to ensure Work is confined to areas designated for the Work.

Prior to clearing, demolition, or other construction activities, protective barriers shall be constructed, as necessary, and inspected by the CITY to prevent the destruction or damaging of regulated trees that are located within 15 feet of any construction activity or storage of equipment and materials.

3.6.1 PROTECTION

Protective barriers shall be plainly visible and shall create a continuous boundary around trees or vegetation clusters in order to prevent encroachment by machinery, vehicles or stored materials. Barricades must be at least three feet tall and must be constructed of either wooden corner posts at least two by four inches buried at least one foot deep, with at least two courses of wooden side slats at least one by four inches with colored flagging or colored mesh attached, or constructed of one-inch angle iron corner posts with brightly colored mesh construction fencing attached.

Protective barriers shall be placed as follows:

- At or outside the drip line for all trees.
- At a minimum of two-thirds of the area of the drip line for all other regulated species.
- Where roots greater than one inch in diameter are damaged or exposed, they shall be cut cleanly and re-covered with soil.

Protective barriers shall remain in place and intact until such time as landscape operations begin or construction needs dictate a temporary removal that will not harm the tree.

No building materials, machinery or harmful chemicals shall be placed within protective barriers defined in this section, except short-duration placements of clean fill soil that will not harm the tree. Such short-duration placements shall not exceed 30 days. The original soil grade that existed within the protected areas prior to the placement of such fill shall be restored.

Attachments to trees are prohibited. No attachments or wires other than those of a protective and non-damaging nature shall be attached to any tree.

3.6.2 INSPECTIONS

The CITY shall conduct periodic inspections of the site before Work begins and/or during clearing, construction and/or post-construction phases in order to ensure compliance with CITY regulations and the intent of this section.

Insure that, except as specified otherwise in the Contract Documents, the Contractor takes ownership of, and disposes of all removed materials.

3.6.3 APPROVAL

Approval from the CITY is required for any deviations to this section.

3.7 MAINTENANCE OF TRAFFIC

The Maintenance of Traffic (“MOT”) shall conform to the requirements of the Florida Department of Transportation (“FDOT”). It shall be the duty of the Contractor(s) to ensure that the MOT meets the requirements of the FDOT Standard Index, 600 Series.

The Contractor(s) is to implement the Traffic Control Plan specifically designed for the Project (or an approved Alternate Plan as described in the FDOT Standard Specifications). However, it is not the intent of the Traffic Control Plan in the drawings to show the exact quantity and location of all of the traffic control signs and devices that may be required accommodate the Contractor’s equipment and methods. It is the Contractor’s responsibility to account for any additional traffic control that may be required to meet the standards of safe practices.

The Contractor(s) shall supply whatever MOT is necessary to provide protection to both the workers on the job site and the public utilizing the adjacent public facilities. When the Contractor(s) is working adjacent to the travel lanes, the Contractor shall provide an adequate buffer zone between workers and motor vehicles.

The Contractor(s) shall furnish and set up all MOT equipment and devices. The Contractor shall also be responsible for the maintenance and daily inspection of the MOT.

The Contractor(s) is to provide a Certified Worksite Traffic Supervisor in accordance with FDOT Standard Specifications (Section 102 and 105). The Contractor(s) shall

provide the City with a copy of the certification(s) upon request. No Work shall begin until the MOT is set up and satisfactorily inspected by the Worksite Traffic Supervisor.

The Contractor(s) shall submit and obtain an MOT Permit from the City for all traffic control initial set ups or plan changes. Allow a minimum of 14 days for approval of major set ups or plan changes and 7 days for minor set ups or plan changes. No closures will be set up without approval from City.

3.8 EROSION AND SEDIMENT CONTROL

The Contractor(s) is responsible for erosion, sediment, and water turbidity control practices during construction to control on-site erosion/sedimentation and to protect against damage to off-site property. This includes preventing the placement of sediment and the discharge of turbid waters into natural surface waters via stormwater sewer systems or overland flow. The Contractor shall, at a minimum, employ the following practices:

- 3.8.1 Erosion and sediment control devices shall be installed and inspected by the Contractor, and approved by City staff, before any clearing and grubbing, demolition and/or grading activities commence. Copies of the Contractor's inspection reports and Stormwater Pollution Prevention Plan (SWPPP) shall be available for review on-site at all times.
- 3.8.2 Erosion, sediment, and turbidity control are the responsibility of the Contractor. These delineated measures are the minimum required, with additional controls to be utilized as needed, dependent upon actual site conditions and construction operation.
- 3.8.3 The Contractor shall secure the services of Certified Florida Stormwater Erosion and Sedimentation Control Inspector(s) to supervise erosion, sediment, and turbidity control plans to ensure compliance with the Clean Water Act requirements. The Contractor shall provide the Engineer with a copy of the certification(s) prior to the beginning of the Work.
- 3.8.4 All erosion, sediment and turbidity control measures shall be maintained in working order throughout the construction phase. The Contractor shall inspect and repair as necessary the erosion/sedimentation protection at the end of each working day. The Contractor will alter or increase the control measure as necessary to meet the control requirements.
- 3.8.5 Erosion, sediment and turbidity control shall be placed by the Contractor prior to site excavation and shall remain in place until site vegetation, landscaping and construction is complete. All areas to be covered with hydroseed or sod shall have the hydroseed or sod placed as soon as is reasonably possible.
- 3.8.6 Disturbed areas graded either directly or indirectly toward the stormwater system, natural waterways or offsite shall be protected by covering the exposed area with an impervious fabric, hydroseed, or sod. The protection will be left in place when Work is not directly required in that area.

- 3.8.7 Sediments, whether caused by rainfall, wind, or the construction processes, which lay on sidewalks, driveways, or roadways within the limits of this Project, must be immediately removed, through mechanical means, manual means or a combination thereof.
- 3.8.8 All stormwater sewer system inlets shall have sediment inflow prevention facilities in place as per FDOT standards throughout the construction phase.
- 3.8.9 The discharge of sediment-laden water from newly graded areas directly into waterways is strictly prohibited.

3.9 EARTHWORK

Earthwork materials must be supplied from FDOT approved sources. Identify the borrow pits and/or aggregate sources being used. The Contractor shall provide a proctor density for all backfill materials. If on-site material is to be used in a backfill operation, City inspection staff shall decide where Proctor density samples are to be taken. Backfill compaction shall be density-tested per FDOT specifications by the Contractor, and all proctor and density reports shall be submitted to the City prior to approval for payment. Material used for embankment shall not contain muck, Stumps, roots, brush, vegetable matter, rubbish or other Material that does not compact into a suitable roadbed. Without thick lift approval, lift thickness for embankment must be 6 inches or less, compacted thickness, for the full embankment width. Where thick lifts are demonstrated and approved, maximum lift thickness may not exceed 12 inches compacted thickness.

3.10 STORMWATER SYSTEM

- Structures and pipe shall be manufactured by an FDOT approved source.
- Shop drawings shall be submitted and approved by the City for all structures and pipes.
- All structures and pipe shall be stamped by the manufacturer. City staff shall inspect the condition of all structures and pipes prior to installation.
- City staff shall inspect all structures and pipes prior to backfilling to ensure proper line, grade and joint tolerances.
- The Contractor shall provide a Proctor density for all backfill materials. If on site material is to be used in the backfill operation, City inspection staff shall decide where Proctor density samples are to be taken.
- Backfill compaction shall be density tested per FDOT specifications by the Contractor, and all proctor and density reports shall be submitted to the City prior to approval for payment.
- City staff shall inspect structures before and after inverts are poured.
- City staff shall inspect all retention/detention basins before sodding and/or seeding.
- Contractor to flush out storm water drainage system before completion of Work.

- The Contractor shall provide the City with an as-built survey of the storm water structures, prepared by a registered land surveyor.

3.11 STABILIZED SUBGRADE, TYPE B

After organics are removed and the sub grade material is within two inches (2") of final grade, an inspection shall be performed to evaluate the presence of unsuitable materials or other inconsistencies before mixing. The Contractor shall supply the necessary tools, labor and/or equipment to dig test holes.

After mixing, the sub grade shall be inspected by City staff to determine LBR sample locations and to ensure proper depth and uniformity of mix.

The sub grade shall be inspected for proper grade and densities. Certified LBR and density reports shall be submitted prior to approval for payment.

3.11.1 APPROVAL

Contractor shall provide material from FDOT approved sources and obtain the engineer's approval of the source of supply.

All base delivery tickets shall contain the approved pit/source information, and be available for review on site and submitted to the City prior to approval for payment.

Base inspections shall be performed to ensure proper grade, finish, and densities. If two (2) lifts are required, each lift shall be inspected separately.

Compaction shall be density tested by the Contractor and all density reports shall be submitted to the City prior to approval for payment.

The base shall be inspected once final grade has been established, but prior to paving.

The Contractor shall provide a written paving schedule a minimum of two (2) weeks prior to the start of paving operations.

3.12 ASPHALT CONCRETE

Asphalt mixes shall be FDOT approved and from an FDOT approved supplier. Documentation shall be approved for use on the Project by the City at least 7 days prior to placement.

All asphalt delivery tickets shall contain the approved mix number, and be available for review on site and submitted to the City prior to placement.

For Traffic Levels A, B and C do not permit the amount of RAP material to exceed 50%. When using a PG 76-22 Asphalt binder, limit the amount of RAP to a maximum of 15%.

During the paving operation, the asphalt shall be checked by the Contractor and City staff for proper temperature, compaction and surface texture prior to being approved for payment.

3.12.1 APPROVALS

Concrete mixes shall be FDOT-approved and from an FDOT-approved supplier. Documentation shall be approved for use on the Project by the City at least 7 days prior to placement.

All concrete delivery tickets shall contain the approved mix number, and be available for review on site and submitted to the City prior to approval for payment.

Weather protection shall be available on site during all concrete placement operations

The Contractor shall perform air content, slump temperature, compressive strength cylinders testing as per FDOT spec section 346. Class I concrete-Slump only.

The Contractor shall perform an initial slump test prior to adding water to the mix on the job site or anytime the slump is questioned by CITY staff.

Water must not be added at the jobsite prior to slump testing and if the test is within target slump range water still must not be added. If slump is between target and tolerance, load can be placed but slump must be adjusted for successive trucks which must be within target: if slump outside tolerance, reject the load.

If jobsite water is added, mix concrete an additional 30 revolutions at mixing speed. The amount of water added and slump test results shall be shown on delivery tickets.

The formwork rough-in for all concrete curb, sidewalks and driveways shall be inspected prior to the pour, and then again after the concrete has been poured in-place.

Curb pads shall be inspected for proper grade and density. The Contractor shall indicate whether the curb pad will be placed by machine (string line) or hand-poured at the time the inspection is requested.

3.13 SIGNING AND MARKING

Traffic Signs shall be fabricated and installed by the Contractor in accordance with appropriate Manual on Uniform Traffic Control Devices (MUTCD) and FDOT Standards.

Reflective sheeting for traffic signs shall be of High Intensity or greater reflectivity with the exception of STOP Signs. STOP signs shall be of "diamond grade" equivalent prismatic reflectivity or greater.

Traffic signs shall be mounted on a uni-strut square post (or equivalent as approved by the Public Works Department). The sign posts are to be painted; signposts shall be powder coated and painted black to meet federal standard 595B utilizing color # 27038 – black semi-gloss.

3.14 SODDING AND SEEDING

The Contractor is responsible for establishing a growing, healthy turf over all areas designated on the plans. The Contractor is to place sod immediately after ground preparation. Maintain turf areas until final acceptance.

The Contractor shall provide sod in accordance with the following:

- Place the sod on the prepared surface, with edges in close contact. Do not use sod, which has been cut for more than 48 hours. Place the sod to the edge of all landscape areas as shown in the plans and as shown in the Design Standards:
- Peg sod at locations where the sod may slide. Drive pegs through sod blocks into firm earth, flush with the sod soil surface, at intervals approved by the Engineer.
- Remove and replace any sod as directed by the Engineer.

Turf establishment by the Contractor shall be in accordance with the following:

- Perform all Work necessary, including watering and fertilizing, to sustain an established turf until final acceptance, at no additional expense to the City. Provide the filling, leveling, and repairing of any washed or eroded areas as may be necessary.
- Provide an established root system (leaf blades break before seedlings or sod can be pulled from the soil by hand).
- No bare spots larger than one square foot.
- No continuous streaks running perpendicular to the face of the slope.
- No bare areas comprising more than 1% of any given 1,000 square foot area.
- No deformation of the turf areas caused by mowing or other activities.

3.15 SURVEY (AND AS-BUILTS)

All survey shall be per FDOT standards and procedures and be performed by a Florida licensed Professional Surveyor and Mapper. Survey shall meet the Minimum Technical Standards of the current version of the Florida Administrative Code Chapter 5J-17.

Prior to final acceptance, the Contractor shall provide the Owner with a signed and sealed “AS-BUILT” survey as well as the survey file in AutoCAD format including indicating any modifications during construction.

3.16 SUPPLEMENTAL SPECIFICATIONS

Please see attachment A for supplemental conditions

END OF SECTION

**SECTION 4.0
PROPOSAL SUBMITTAL FORMS**

DELIVER TO:
City Of North Miami
City Clerk
776 N.E. 125th Street
North Miami, FL 33161-5654

OPENING: 3:00 P.M.
March 4, 2014

PLEASE QUOTE PRICES F.O.B. DESTINATION, LESS TAXES, DELIVERED IN
CITY OF NORTH MIAMI, FLORIDA

NOTE: City of North Miami is exempt from all taxes (Federal, State, Local). Proposal price should be less all taxes. Tax Exemption Certificate furnished upon request.

Issued by:	Purchasing Department	Date Issued:	03/04/10
This Proposal Submittal Consists of Pages:	29	through	33

Sealed Proposals are subject to the Terms and Conditions of this Invitation For Proposal and the accompanying Proposal Submittal. Such other contract provisions, specifications, drawings or other data as are attached or incorporated by reference in the Proposal Submittal, will be received at the office of the Purchasing Department at the address shown above until the above stated time and date, and at that time, publicly opened for furnishing the supplies or services described in the accompanying Proposal Submittal Requirement.

**14-13-14
Sidewalk Replacement & Installation
Services – Special Program**

A Proposal Deposit in the amount of N/A of the total amount of the Proposal shall accompany all Proposals

A Performance Bond in the amount of N/A of the total amount of the Proposal will be required upon execution of the Contract by the Award Respondent and City of North Miami

Procurement Agent:

Firm Name:

Patrick R. Dulcio

Commodity Code(s): _____

**RETURN ONE ORIGINAL AND TWO COPIES OF PROPOSAL SUBMITTAL
PAGES AND AFFIDAVITS**

**FAILURE TO SIGN PAGES HEREIN OF SECTION 4.0 PROPOSAL SUBMITTAL,
WILL RENDER YOUR PROPOSAL NON-RESPONSIVE**

**FAILURE TO COMPLETE THE CERTIFICATION REGARDING LOCAL PREFERENCE FOR
THIS SOLOICITATION SHALL RENDER THE VENDOR INELIGIBLE FOR LOCAL
PREFERENCE**



APPENDIX A
COVER PAGE & CONTACT PERSON INFORMATION

**SIDEWALK REPLACEMENT &
SERVICES – SPECIAL PROGRAM
IFB No. 14-13-14**

Include this sheet as the very first page of your Proposal. Please complete the entire form in its entirety. The contact person indicated should be someone the City may contact for any questions or provide any correspondence related to this Solicitation.

Legal Name of
Company/Respondent: _____

Doing Business As (DBA)
If applicable: _____

Federal Employee
Identification (FEIN)
Number: _____

Mailing Address: _____

City, State, Zip Code: _____

Contact Persons Name: _____

Title: _____

Email Address: _____

Telephone Number: _____

Fax Number: _____



APPENDIX B

MINIMUM PREQUALIFICATION REQUIREMENTS

**SIDEWALK REPLACEMENT &
SERVICES – SPECIAL PROGRAM
IFB No. 14-13-14**

#	Description	Check List
1.)	The Respondent shall be licensed to do business in the State of Florida.	Attach Copy of Active Sunbiz.org Registration <input type="checkbox"/>
2.)	Respondents must be properly registered to practice their profession and licensed to engage in contracting in the State of Florida at the time of Bid submission. The Respondent shall submit copies of the following: a) Copy of Florida General Contractors license	Attach Copy of Active General Contractors License <input type="checkbox"/>
3.)	References, at a minimum Respondent must provide at least three (3) references of clients to which it has provided said Services. If available, such references should be representatives of Florida jurisdictions to which the Respondent is currently providing, or has provided, Services within the last five (5) years.	Attach Copy of City Contract Form A-14 <input type="checkbox"/>
Required To Prequalify For Project Over \$100,000 (Only) Only Respondents who are interested in Prequalifying for participation in projects valued over \$100,000 are required to meet the additional requirement below. Respondents who do not meet this requirement shall not participate in spot market quotation that estimated to be valued over \$100,000.00.		
4.)	Bid Bond in the amount of five percent (5%) of the lump sum shall accompany the Bid. (To be prequalified for projects over \$100,000 ONLY)	Attach Copy of Proof of Bonding Ability <input type="checkbox"/>



**APPENDIX C
PROPOSAL SUBMITTAL CHECKLIST**

**SIDEWALK REPLACEMENT &
SERVICES – SPECIAL PROGRAM
IFB No. 14-13-14**

This checklist is provided for Respondent’s convenience only and identifies the sections of this submittal document to be completed and submitted with each response. Any Proposal received without any one or more of these sections may be rejected as being non-responsive. Please be advised that this checklist may not necessarily complete include all of the requirements listed throughout this Solicitation. It sets guidelines for consideration, and may be added to as the need arises.

Company Name: _____

Tab/Page No.	Section One (1) Appendix Forms	OFFICE USE ONLY
	Appendix A: Cover Page/Information Sheet	
	Appendix B: Minimum Prequalification Requirements	
	Appendix C: Proposal Submittal Checklist	
	Appendix D: Proposal Submittal Form	
Tab/Page No.	Section Three (3) City Contract Forms	OFFICE USE ONLY
	A-1 Public Entity Crimes Affidavit	
	A-2 Non- Collusive Proposal Certificate	
	A-3 Local Preference Affidavit (<i>optional</i>)	
	A-5 Acknowledgement of Addenda (<i>if applicable</i>)	
	A-6 Disclosure of Subcontractors & Suppliers (<i>if applicable</i>)	
	A-7 Insurance Requirements	
	A-14 References	

FOR PURCHASING OFFICE USE ONLY		
<input type="checkbox"/> Responsive	<input type="checkbox"/> Non-Responsive	<input type="checkbox"/> Other: _____
Comment: _____		



APPENDIX D
PROPOSAL SUBMITTAL FORM

SIDEWALK REPLACEMENT &
SERVICES – SPECIAL PROGRAM
IFB No. 14-13-14

FEIN NO. : ___/___/___ - ___/___/___ / ___/___/___ / ___/___/___
(Respondent Federal Employer Identification Number) If none, Respondent Social Security Number

LOCAL PREFERENCE CERTIFICATION: For the purpose of this certification, a "local business" is a business located within the limits of City of North Miami that conforms with the provisions of Section 4.62 of the General Terms and Conditions of this solicitation and contributes to the economic development of the community in a verifiable and measurable way. Place a check here only if affirming Respondent meets requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) shall render the Proposal ineligible for Local Preference.

OR

WORKFORCE LOCAL PREFERENCE CERTIFICATION: The local preference may be applied to Firms with a least ten percent (10%) of its total Workforce residing within the geographical boundaries of the City. Place a check here only if affirming Respondent meets the requirements for Workforce Local Preference. Failure to complete this certification at this time (by checking the box above) shall render the Proposal ineligible for Workforce Local Preference.

OR

SUBCONTRACTOR LOCAL PREFERENCE CERTIFICATION: The local preference may be applied to Firms that subcontract at least ten percent (10%) of the contractual amount of a City project to Sub-Contractor who are physically located within the City of North Miami. (Must complete forms A-3a Statement of Intent & A-3b Participation Schedule.) Place a check here only if affirming Respondent meets the requirements for Sub-Contractor Local Preference. Failure to complete this certification at this time (by checking the box above) shall render the Proposal ineligible for Sub-Contractor Local Preference.

All referenced forms can be found on the City's website at:

http://www.northmiamifl.gov/departments/purchasing/forms.aspx

The undersigned Respondent certifies that this Proposal is submitted in accordance with the Proposal specifications and conditions governing this Proposal, and that the Respondent will accept any award(s) made to him as a result of this Proposal.

FIRM NAME: _____

DBA (if any): _____

STREET ADDRESS: _____

CITY/STATE/ZIP CODE: _____

TELEPHONE NO.: _____ FAX NO.: _____

E-MAIL: _____

By signing this document the Respondent agrees to all Terms and Conditions of this Solicitation and the resulting Contract.

AUTHORIZED SIGNATURE _____ Date _____
PERSON AUTHORIZED TO ENTER INTO CONTRACTUAL AGREEMENT

PRINT NAME OF AFFIANT _____

TITLE OF OFFICER _____

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF THE RESPONDENT TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE PROPOSAL NON-RESPONSIVE. THE CITY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE RESPONDENT TO THE TERMS OF ITS OFFER