

REQUEST FOR PROPOSAL (RFP)



North Lauderdale

RFP #: 23-PW-003

LIFT STATION SCADA AND CONTROL PANEL REPLACEMENT PROJECT

Publish Date:

May 29, 2023 by Noon

All Questions Due:

June 19, 2023 at 3:00 PM

Non-Mandatory Pre-Proposal Conference:

June 7, 2023 at 10:00 AM

Proposal Due and Opening Date:

July 6, 2023 at 3:00 PM

Location:

City of North Lauderdale
Commission Chamber
701 SW 71st Avenue
North Lauderdale, FL 33068

Where to Deliver Proposal

<https://www.demandstar.com/app/agencies/florida/city-of-north-lauderdale/procurement-opportunities/bdc82a5c-70af-4f87-b128-29e0b13ac980/>

City of North Lauderdale, Florida
701 SW 71st Avenue
North Lauderdale, FL 33068
954-597-4718

LIFT STATION SCADA AND CONTROL PANEL REPLACEMENT PROJECT

FEDERAL ARPA GRANT PROJECT

REQUIRED: Proposal Bond (5%), Performance Bond, and Payment Bond (100%)

Advertisement Date: May 28, 2023 and June 4, 2023

Bid documents and Addenda are available on the City of North Lauderdale website at www.nlauderdale.org and DemandStar at www.demandstar.com

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| RFP NUMBER: | 23-PW-003 |
| RFP TITLE: | LIFT STATION SCADA AND CONTROL PANEL REPLACEMENT PROJECT |
| DATE PUBLISHED IN SUN-SENTINEL | SUNDAY, May 28, 2023 SUNDAY, June 4, 2023 |
| RELEASE DATES/TIME: | MONDAY, May 29, 2023 by 12:00 PM |
| PRE-PROPOSAL CONFERENCE: | WEDNESDAY, June 7, 2023 at 10:00 AM |
| WRITTEN QUESTIONS AND INQUIRIES ARE DUE ON OR BEFORE: | MONDAY, June 19, 2023 by 3:00 PM |
| ADDENDA AS RESPONSES TO QUESTIONS SHALL BE ISSUED ON OR BEFORE: | THURSDAY, June 22, 2023 by Close of Business |
| RFP REPOSE DUE DATE/TIME: | THURSDAY, July 6, 2023 at 3:00 PM |
| RECOMMENDATION FOR AWARD: | Summer 2023 |
| DIRECT ALL INQUIRIES TO: | Andrew Rozwadowski Purchasing and Contracts Manager Phone: (954) 597-4776 Email: arozwadowski@nlauderdale.org |
| E-PROPOSAL ONLY DELIVERY: | DemandStar E-Bidding |
| PROPOSAL OPENING LOCATION: | City of North Lauderdale 701 SW 71st Avenue, North Lauderdale, FL 33068 |

*Dates in this schedule may be amended by the City in its sole discretion and no rights shall accrue to any Proposer due to such amendment. Proposers may not rely on dates after Due Date and Time until confirmed by the City. All times listed are local South Florida Time (EST)

LOCAL VENDORS: The City of North Lauderdale encourages the active participation by local vendors. This procurement **WILL NOT** qualify for Local Vendor Preference in accordance with Section 3-12 of the City's Code of Ordinances.

MINORITY / WOMEN'S / LABOR SURPLUS FIRMS PARTICIPATION: The City of North Lauderdale, encourages the active participation of minority businesses, women's business enterprises, and labor surplus areas firms as a part of any subsequent agreement whenever possible either as prime contractors or subcontractors. If subcontracts are to be let, through a prime contractor, that contractor is required to take the affirmative steps listed in items (1) through (5) below:

- 1 Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- 2 Assuring that small and minority businesses, and women's business enterprises are

- solicited whenever they are potential sources;
- 3 Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 - 4 Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
 - 5 Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

The City of North Lauderdale reserves the right to reject any or all proposals, to waive any informalities or irregularities in any proposal received, to re-advertise for proposals, or to take any other such actions that may be deemed to be in the best interest of the City.

Late bids will not be considered. **The DemandStar time stamp shall be conclusive as to the timeliness of filing.** Facsimile submissions will not be accepted. The City of North Lauderdale is not liable for any costs incurred by a proposer in responding to this solicitation.

CONE OF SILENCE NOTICE: Proposers are hereby notified that this Solicitation is subject to a “Cone of Silence” pursuant to Section 3-7 of the City Code of Ordinances. A Cone of Silence means a prohibition on any communication regarding a particular Request for Proposals (RFP), Request for Qualifications (RFQ), Request for Letters of Interest (RLI), Proposal or other competitive solicitation governed by Chapter 3 of the Code of Ordinances for a purchase governed by Chapter 3 of the Code of Ordinances between:

- Any person who seeks an award therefrom, including a potential vendor or vendor's representative, and
- Any member of the City Commission, all other city employees, and any non-employee appointed to evaluate or recommend selection in such procurement process. For purposes of this section, Vendor’s Representative means an employee, partner, officer, or director of a potential vendor, or consultant, lobbyist, or actual or potential subcontractor or sub-consultant of a vendor.

The cone of silence shall terminate at the time the city awards or approves a contract, votes to reject all bids or responses, or otherwise takes action which ends the solicitation or other procurement process. If the City Commission refers the item back to the City Manager and staff for further review, the cone of silence shall remain in effect until an award is made, a contract is approved, or the City Commission takes any other action which ends the solicitation or other procurement process. If a cone of silence is imposed for a competitive solicitation but the solicitation is not issued, the cone of silence shall terminate upon a final determination by the Purchasing Division that the solicitation will not be issued. When a cone of silence is terminated, public notice of the termination shall be posted.

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ADVERTISEMENT**REQUEST FOR PROPOSALS (RFP)****RFP # 23-PW-003 - LIFT STATION SCADA AND CONTROL PANEL REPLACEMENT PROJECT****ALL PROSPECTIVE PROPOSERS:**

The City of North Lauderdale is requesting electronically sealed proposals for the replacement of our SCADA system and electrical control panels as needed. Interested parties shall submit one (1) complete proposal package electronically through DemandStar with all of the required documents before the RFP due date and time of **3:00 PM EST, Thursday, July 6, 2023**, at which time sealed proposals will be opened by the City of North Lauderdale, Broward County, Florida.

The City of North Lauderdale is seeking a Contractor to replace all existing SCADA assets, including programmable logic controllers (PLCs), SCADA software platform, remote terminal units (RTUs), radios, and if necessary the control panels, electrical components and enclosures. The Contractor shall furnish all parts, materials, equipment, labor, and supervision as necessary to program, construct, and install the assigned equipment for this project. The contractor must also supply all engineering and technical services associated with the design of all components and services necessary for the replacement and upgrades of the proposed SCADA system for the City of North Lauderdale's 29 Lift stations and two canal monitoring locations as well as various maintenance, repair, replacement and/or refurbishment of the existing pump electrical panels. When this project is complete this will be a turn-key project.

A Non-Mandatory Pre-Proposal Conference will be held on Wednesday, June 7, 2023, at 10:00 AM Local Time at:

City of North Lauderdale – City Hall – Commission Chambers
701 SW 71st Ave.,
North Lauderdale, FL 33068

Please note this is a Non-Mandatory Pre-proposal meeting, but it is highly encouraged that all parties interested in submitting a proposal for this RFP attend this meeting.

This project is federally funded through ARPA; therefore, Contractors must complete this project in accordance with applicable regulations contained in Title 2 Code of Federal Regulations (CFR) Part 200, as well as regulations promulgated by Federal Agencies, including OMB, FEMA, and FHWA, as well as Florida State Agencies FDOT, FDH, NRCS, SFWMD, and FDEP in conjunction with any grant requirements and the City's needs.

CONE OF SILENCE NOTICE: Proposers are hereby notified that this solicitation is subject to a "Cone of Silence" pursuant to Section 3-7 of the City Code of Ordinances.

LOCAL VENDORS: The City of North Lauderdale encourages the active participation by local vendors. This procurement **WILL NOT** qualify for Local Vendor Preference in accordance with Section 3-12 of the City's Code of Ordinances.

MINORITY / WOMEN'S / LABOR SURPLUS FIRMS PARTICIPATION: Per 2 C.F.R. Part 200 §200.321 the City of North Lauderdale, encourages the active participation of minority businesses, women's business enterprises, and labor surplus areas firms as a part of any subsequent agreement whenever possible either as prime contractors or subcontractors. If subcontracts are to be let, through a prime contractor, that contractor is required to take the affirmative steps listed in items (1) through (5) below:



- 1 Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- 2 Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- 3 Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- 4 Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- 5 Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

The City of North Lauderdale reserves the right to reject any or all proposals, to waive any informalities or irregularities in any proposal received, to re-advertise this RFP, or to take any other such actions that may be deemed to be in the best interest of the City. The City anticipates entering into a written agreement with the Contractor, who is responsive, responsible Proposer, meeting all specifications, and whom provides the most advantageous solution for the City.

Solicitation documents may be obtained from the City of North Lauderdale website at DemandStar at www.demandstar.com. All communication regarding this RFP shall be directed to the Purchasing and Contracts Manager, Andrew Rozwadowski, at ARozwadowski@nlauderdale.org. There are no charges for the documents. Late proposals cannot be submitted on DemandStar and will not be considered. The DemandStar electronic time stamp shall be conclusive as to the timeliness of filing. Faxed, emailed, and or mailed submissions addressed to any City of North Lauderdale personnel, inclusive of the City Clerk (s), will not be accepted. The City of North Lauderdale is not liable for any costs incurred by a Proposer in responding to this solicitation.

Andrew Rozwadowski, NIGP-CPP, CPPB

Purchasing and Contracts Manager

ONLY BID PACKAGES SUBMITTED VIA DEMANDSTAR'S E-BIDDING PORTAL WILL BE ACCEPTED



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SECTION I: GENERAL TERMS AND CONDITIONS

RFP #: 23-PW-003

LIFT STATION SCADA AND CONTROL PANEL REPLACEMENT PROJECT

These general terms and conditions apply to all offers made to the City of North Lauderdale by all prospective responding firms including but not limited to Invitations for Bid, Requests for Quotation, and Requests for Proposal. As such, the words "quotation," "bid," and "proposal" may be used interchangeably in reference to all offers submitted by prospective responding firms. Any and all special conditions in this Invitation to Bid or any sample agreement document that may be in variance or conflict with these General Terms and Conditions shall have precedence over these General Terms and Conditions. If no changes or deletions to General Conditions are made in the Special Conditions, then the General Terms and Conditions shall prevail in their entirety.

1. BASIC DEFINITIONS

Wherever used in this solicitation or the final Agreement resultant from an award made for this solicitation, or in other Contract Documents, the following terms have the meanings indicated, which are applicable to both the singular and plural of each:

Addenda – Written or graphic instruments issued prior to the opening of Bids which clarify, correct, or change the bidding requirements or the contract document.

Agreement – The written agreement between the City and the Contractor covering the Work to be performed including other Contract Documents that are attached to the Agreement and made a part thereof.

City – The City of North Lauderdale, Florida. Also referred to as Owner.

Contract Documents – Upon final award of this solicitation, the contract documents consist of the final Agreement, conditions of the solicitation the solicitation document contained herein (including General, Supplementary and other Conditions and Provisions), Scope of Work, all addenda issued prior to, all modifications issued after execution of this Agreement, Notice of Award, Notice to Proceed, Certificate(s) of Insurance, and any additional modifications and supplements, Change Orders and Work directive changes issued on or after the effective date of the Contract. These contract documents form the Agreement, and all are as fully a part of the Agreement if attached to this Agreement or repeated therein.

Contractor – the individual or Firm who successfully receives the award for work to be completed as defined by this solicitation.

Defective – An adjective which when modifying the Work refers to Work that is unsatisfactory, faulty or deficient, or does not conform to the Contract Documents, or does not meet the requirements of any inspection, reference standard, test or approval referred to in the Contract Documents.

Effective Date of the Agreement – The date indicated in the Agreement on which it becomes effective, but if no such date is indicated it means the date on which the Agreement

is signed and delivered by the last of the two parties to sign and deliver.

End User (EU) – Internal Member of the City Staff who has requested a procurement service. Also known as a Stakeholder (SH)

Project Manager – The City’s authorized project representative.

Subcontractor – An individual, Firm or corporation having a direct Contract with the Contractor or with any other Subcontractor for the performance of a part of the Work at the site.

Supplier – A manufacturer, fabricator, supplier, distributor, materialman or vendor.

Unit Price Work – Work to be paid for on the basis of unit prices.

Written Amendment – A written amendment of the Contract Documents, signed by the CITY and the Contractor on or after the Effective Date of the Agreement and normally dealing with the non-Engineering, or non-technical aspects rather than strictly Work-related aspects of the Contract Documents.



2. QUALIFICATIONS OF PROPOSERS

No e-bid will be accepted from, nor will any contract be awarded to, any person who is in arrears to the City of North Lauderdale, upon any debt or contract, or who has defaulted, as surety or otherwise, upon any obligations to the City, or who has been deemed irresponsible or unreliable to the City. The City is not required to award any jobs to a Contractor based solely on their e-bid being the lowest. Awards will be based on past performance and quality of work in addition to the Contractor's RFP response.

If selected for a project, all proposers must perform to the satisfaction of the City prior to being considered for award of additional contracts. Bidders whose performance is unsatisfactory shall be subject to debarment or suspension.

3. EXAMINATION OF CONTRACT DOCUMENTS

Before submitting a Proposal, each Proposer should (a) consider federal, state, and local laws, ordinances, rules, and regulations that may in any manner affect cost or performance of the work, (b) study and carefully correlate the Proposers' observations with the Proposal Documents; and (c) notify the Procurement Representative of all conflicts, errors, and discrepancies, if any, in the Proposal Documents.

The Proposer, by and through the submission of proposal agrees that Proposer shall be held responsible for having familiarized themselves with the nature and extent of the work and any local conditions that may affect the work to be done and the services, equipment, materials, parts and labor required.

4. INCONSISTENCIES / INQUIRIES

Any seeming inconsistency between different provisions of the plans, specifications, solicitation, Proposal or agreement, or any point requiring explanation must be inquired into by the responder, in writing to the City Procurement Official listed in the solicitation, no later than the date specified in this solicitation for acceptance of questions. After proposals are opened, the responder shall abide by the decision of the City as to such interpretation.

5. NON-COLLUSION

Proposer shall not collude, conspire, connive or agree, directly or indirectly, with any other proposer, Firm or person to submit a collusive or sham response in connection with the work for which the response has been submitted; or to refrain from responding in connection with such work or have in any manner, directly or indirectly, sought by person to fix the price or prices in the proposal submission form or of any other proposer, or to fix any overhead profit, or cost elements of the proposal price or the bid price of any other responder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against any other proposer, or any person interested in the proposed work. The proposer certifies there has been no collusion with any other firm or

employees from any other firm who will be submitting a proposal on the same project.

6. LEGAL CONDITIONS

Proposers are notified to familiarize themselves with the provisions of the law of the State of Florida relating to the hours of labor on municipal work, and with the provisions of the laws of the State of Florida and the Charter and the ordinances of the City of North Lauderdale.

7. ASSIGNMENT

The Responding Firm shall not transfer or assign the performance required by this Proposal without the prior written consent of the City. Any award issued pursuant to this Proposal and monies that may become due hereunder are not assignable except with prior written approval of the City. No such approval will be construed as making the City a part of or to such assignment, or subjecting the City to liability of any kind to any assignee. No subcontract or assignment shall, under any circumstances, relieve the Contractor of its liability and obligation under this contract, and despite any such assignment, the City shall deal through the Contractor only. However, if the company is sold during the life of the contract, the buying agent must provide the City with a letter signed by an officer of the new owner who can legally bind the company, stating that they will continue to perform the requirements of the contract in compliance with all the terms, conditions, and specifications so stated in the contract.

8. EMPLOYEES

Employees of the Responding Firm shall always be under its sole direction and not an employee or agent of the City. The Responding Firm shall supply competent and physically capable employees. The City may require the Responding Firm to remove an employee it deems careless, incompetent, insubordinate or otherwise objectionable. Responding Firm shall be responsible to the City for all acts and omissions of all employees working under its directions.

9. INDEPENDENT CONTRACTOR

An Agreement resulting from this solicitation does not create an employee/employer relationship between the Parties. It is the intent of the Parties that the successful Contractor is an independent contractor under this Agreement and not the City's employee for any purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Worker's Compensation Act, and the State Unemployment Insurance law.

The Contractor shall retain sole and absolute discretion in the judgment of the manner and means of carrying out Contractor's activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under any



potential Agreement shall be those of Contractor, which policies of Contractor shall not conflict with City, State, or United States policies, rules or regulations relating to the use of Contractor's funds provided for herein. The Contractor agrees that it is a separate and independent enterprise from the City, that it had full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. Any potential Agreement shall not be construed as creating any joint employment relationship between the Contractor and the City, and the City will not be liable for any obligation incurred by Contractor, including but not limited to unpaid minimum wages and/or overtime premiums.

In accordance with the status of an independent contractor, the Contractor covenants and agrees that the Contractor will conduct itself consistent with such status, that the Contractor will neither hold the City out as, not claim to be an officer or employee of the City for any right or privilege applicable to an officer or employee of the City, including, but not limited to worker's compensation coverage, unemployment insurance benefits, social security coverage or retirement membership or credit.

The Contractor's Staff Personnel shall not be employees of the City, and the Contractor alone shall be responsible for their work, the direction thereof, and their compensation and benefits of any kind. Nothing in this Contract shall impose any liability or duty on the City on account of its acts, omissions, liabilities or obligations or any person, Firm, company, agency association, corporation, or organizations engaged by the Contractor as a(n) expert, consultant, independent contractor, specialist, trainee, employee, servant or agent or for taxes on any nature, including, but not limited to unemployment insurance, worker's compensation and anti-discrimination or work place legislation of any kind and the Contractor hereby agrees to indemnify and hold harmless the City against any such liabilities, even if they arise from actions directed or taken by the City.

10. NON-DISCRIMINATION & EQUAL OPPORTUNITY EMPLOYMENT

During the performance of the Contract, the successful Contractor and its subcontractors shall not discriminate against any employee or applicant for employment because of race, color, sex including pregnancy, religion, age, national origin, marital status, political affiliation, familial status, sexual orientation, gender identity and expression, or disability if qualified. The Contractor will take affirmative action to ensure that employees and those of its subcontractors are treated during employment, without regard to their race, color, sex including pregnancy, religion, age, national origin, marital status, political affiliation, familial status, sexual orientation, gender identity, genetic information or expression, or disability if qualified. Such actions must include, but not be limited to, the following: employment, promotion; demotion or transfer; recruitment or recruitment advertising, layoff

or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor and its subcontractors shall agree to post in conspicuous places, available to its employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause. The Contractor further agrees that he/she will ensure that all subcontractors, if any, will be made aware of and will comply with this nondiscrimination clause.

11. OMISSION OF DETAILS

Omission of any essential details from the terms or specifications contained herein will not relieve the responding Firm of supplying such product(s) or service as specified.

12. VENUE

Any Agreement resulting from this solicitation shall be governed by the laws of the State of Florida as now and hereafter in force. The venue for actions arising out of this agreement is fixed in Broward County, Florida.

13. TAX EXEMPTION

All bids must be submitted including all local, state and federal taxes, if applicable.

14. TERMINATION

a. DEFAULT: In addition to all other remedies available to the City, this Agreement shall be subject to cancellation by the City for cause, should the Contractor neglect or fail to perform or observe any of the terms, provisions, conditions, or requirements herein contained, if such neglect or failure shall continue for a period of thirty (30) days after receipt by Contractor of written notice of such neglect or failure. If the Contractor abandons this Agreement or causes it to be terminated, Contractor shall indemnify the city against loss pertaining to this termination.

b. TERMINATION FOR CONVENIENCE OF CITY: Notwithstanding any additional requirements for performance-based contracting contained in the special conditions herein, the final Agreement may be terminated by the City for convenience, upon seven (7) days of written notice by the City to the Contractor for such termination in which event the Contractor shall be paid its compensation for services performed to termination date, including services reasonably related to termination.

c. FUNDING OUT: This Agreement shall remain in full force and effect only if the expenditures provided for in the Agreement have been appropriated by the City Commission of the City of North Lauderdale in the annual budget for each fiscal year of this Agreement, and is subject to termination based on lack of funding.

15. PERFORMANCE

The proposer shall be fully responsible for performing all the work necessary to meet City standards in a safe, neat, and good workmanlike manner, using only generally accepted methods in

carrying out the work and complying with all federal and state laws and all ordinances and codes of the City relating to such work.

Failure on the part of the submitting Firm to comply with the conditions, terms, specifications, and requirements of the RFP shall be just cause for cancellation of the RFP award, notwithstanding any additional requirements enumerated in the Special conditions herein relating to performance-based contracting. The City may, by written notice to the Responding Firm, terminate the Contract for failure to perform. The date of termination shall be stated in the notice. The City shall be the sole judge of nonperformance.

16. INSURANCE

Contractor shall obtain at Contractor's expense all necessary Insurance in such form and amount as outlined in the Instructions to Proposers before beginning work under this RFP and Agreement.

Responding Firm shall maintain such Insurance in full force and effect during the life of this Agreement. Responding Firm shall provide a certificate of Insurance (COI) with the minimum limits outlined within the RFP.

The Certificate of Insurance outlined within this solicitation must be received prior to beginning any work under this Agreement.

Responding Firm shall indemnify and hold the City harmless from any damage resulting to it for failure of either Responding Firm or any subcontractor to obtain or maintain such Insurance.

The City reserves the right to require higher limits depending upon the scope of work under this Solicitation and Agreement that may be outlined below.

Neither Responding Firm nor any subcontractor shall commence work under this contract until they have obtained all Insurance required under this section and have supplied the City with evidence of such coverage in the form of an insurance certificate and endorsement. The Responding Firm will ensure that all subcontractors will comply with the above guidelines and will maintain the necessary coverage throughout the term of this Agreement.

All insurance carriers shall be rated at least A-VII per A.M. Best's Key Rating Guide and be licensed to do business in Florida. Policies shall be "Occurrence" form. Each carrier will give the City sixty (60) days' notice prior to cancellation.

17. COPIES OF SPECIFICATIONS

After award, copies of the specifications, details, and Contract will be on file in the City Clerk's Office of the City of North Lauderdale.

18. DEBARMENT AND SUSPENSION

The City shall have the authority to debar or suspend vendors. Causes for debarment or suspension include the following:

- A. Conviction of a criminal offense incident to obtaining or attempting to obtain a public or private Contract or subcontract, or incident to the performance of such Contract or subcontract;
- B. Conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty;
- C. Conviction under state or federal antitrust statutes arising out of the submission of bids or proposals;
- D. Violation of City's contract provisions, which is regarded by the City Manager to be indicative of non-responsibility. Such violation may include failure without good cause to perform in accordance with the terms and conditions of a city contract or to perform within the time limits provided in the city contract, provided that failure to perform caused by acts beyond the control of a party shall not be considered a basis for debarment or suspension;
- E. Debarment or suspension of the person or entity by any federal, state, or other governmental entity;
- F. False certification pursuant to debarment and suspension decisions; and/or Any other cause judged by the City Manager to be so serious and compelling as to affect the responsibility of the person or entity performing city contracts.

19. CONVICTED / SUSPENDED / DISCRIMINATORY VENDORS

Those Contractors who have been placed on the convicted vendor list following a conviction for a public entity crime or on the discriminatory vendor list may not submit a bid or Proposal on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with a public entity, and may not transact business with any public entity in excess of \$25,000.00 for a period of 36 months from the date of being placed on the convicted vendor list or on the discriminatory vendor list.

https://www.dms.myflorida.com/business_operations/state_purchasing/vendor_information/convicted_suspended_discriminatory_complaints_vendor_lists

20. MEASUREMENT AND PAYMENT

Payment will be made monthly for all completed work, inspected, and properly invoiced in accordance with the Prompt Payment Act of Florida.



21. BUDGETARY CONSTRAINTS

In the event the City is required to reduce contract costs due to budgetary constraints, all services specified in this document may be subject to a permanent or temporary reduction in budget. In such an event, the total cost for the affected service shall be reduced as required.

22. CONTINGENT FEES PROHIBITED

The Offeror must warrant that it has not employed or retained a company or person, other than a bona fide employee, contractor or subcontractor, working in its employ, to solicit or secure a contract with the City, and that it has not paid or agreed to pay any person, company, corporation, individual or firm other than a bona fide employee, contractor or sub-consultant, working in its employ, any fee, commission, percentage, gift or other consideration contingent upon or resulting from the award or making of a contract with the City.

23. GRANT FUNDED PROJECTS

The City of North Lauderdale will use Federal Procurement Standards include Title 2 CFR Part 200, which requires the non-Federal entity (City of North Lauderdale) to conduct procurements in a manner that prohibit the use of statutorily or administratively imposed in-State or local geographic preferences in the evaluation of bids or proposals. Therefore, consistent with Title 2 CFR Section 200.319(b), the Office of Economic and Small Business Development (OESBD) may establish a County Business Enterprise (CBE) goal on this project.

Title 2 CFR Part 200 requires the City of North Lauderdale take all necessary affirmative steps to assure that minority firms, women's business enterprises, and labor surplus area firms are used when possible. Section 200.321 requires the non-Federal entity (City of North Lauderdale) to take the following necessary affirmative steps in its procurement process:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and

(6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

24. SCRUTINIZED COMPANIES - 287.135 AND 215.473

By submission of this solicitation, CONTRACTOR, its principals or owners, certify that they are not listed on the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations with Syria. In accordance with Section 287.135, Florida Statutes, as amended, a company is ineligible to, and may not, bid on, submit a bid for, or enter into or renew a contract with any agency or local governmental entity for goods or services of:

Any amount of, at the time bidding on, submitting a bid for, or entering into or renewing such Contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

One million dollars or more if, at the time of bidding on, submitting a bid for, or entering into or renewing such Contract, the company:

Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes; or is engaged in business operations in Syria

25. INELIGIBLE CONTRACTORS

A Contractor may be considered ineligible to submit a proposal for this project if the contractor has been found guilty by a court of any violation of federal labor or employment tax laws regarding subjects such as safety, tax withholding, workers' compensation, reemployment assistance or unemployment tax, social security and Medicare tax, wage or hour, or prevailing rate laws within the past five (5) years.

26. PROPOSAL PREPARATION EXPENSE

The Proposer preparing a submission in response to this RFP shall bear all expenses associated with its preparation. The Proposer shall prepare a proposal with the understanding that no claim for reimbursement shall be submitted to the City for the expense of proposal preparation and/or presentation.

27. PROPOSAL SUBMITTAL PRICES

All prices, terms and conditions in the submitted proposal response shall be expressed in U.S. Dollars, and will be firm for acceptance for ninety (90) calendar days from the date of the RFP opening unless otherwise stated by the City. Any proposals containing escalation clauses will not be reviewed and another awarded Contractor on the list will be considered.

28. LICENSES

Services performed for the City will require licenses. The proposer shall secure all necessary licenses at his/her expense. All licenses shall fully comply with all applicable laws, regulations and codes as required by the State of Florida, county, or local ordinances. The proposer must fully comply with all federal and state laws, county and municipal ordinances, and regulations in any manner affecting the prosecution of the work. Any fines or penalties to the proposer shall be paid at the proposer's expense.

All responders must hold and submit with their response (and maintain same throughout the duration of the contract) current valid licenses as specified in the solicitation for the types of work covered by the Contract.

29. CONTRACT / AGREEMENT

The proposer to whom award is made shall execute a written Agreement with the City. A proposed form of Agreement is attached.

30. SUB-CONTRACTORS

If the Proposer proposes to use subcontractors in the course of providing these services to the City, this information shall be a part of the solicitation response. Such information shall be subject to review, acceptance and approval of the City, prior to any contract award. The City reserves the right to approve or disapprove of any subcontractor candidate in its best interest.

31. LABOR, SUPERVISION, MATERIALS AND EQUIPMENT

The proposer shall furnish, at his/her own expense, all labor, supervision, equipment, materials, supplies, paper products, and other equipment necessary for satisfactory completion of all the services as specified in this solicitation, unless otherwise specified.

32. ENFORCEMENT OF SPECIFICATIONS

Copies of the specifications shall be placed in the hands of the Director of Public Services, who shall enforce every requirement of the contract. There will be no varying from the specifications.

33. COPIES OF SPECIFICATIONS

Copies of the specifications, details, and contract are on file in the City Clerk's Office of the City of North Lauderdale.

34. CUSTOMER RELATIONS

The proposer, all its employees and subcontractors under the supervision and control of the Contractor shall at all times at a site, office, or yard be

required to conduct themselves in a professional and courteous manner and do all things necessary to insure good and harmonious customer relations. Continuous failure to abide by this requirement shall constitute a basis for termination of this agreement.

35. LEGAL REQUIREMENTS

Each Proposer must comply with all federal, state, and local laws, ordinances, rules and regulations that are applicable to this RFP and the work to be performed under the Agreement, including the City's Procurement Code. The Proposer's lack of knowledge about the Applicable Law shall not be grounds for relief from such laws, or constitute a defense against the enforcement of such laws, or justify an increase in the Rates paid to the Contractor under the Agreement. By submitting a Proposal in response to this RFP, the Proposer represents that the Proposer is familiar with all federal, state, and local laws, ordinances, rules and regulations that are applicable to the services required under this RFP. If a Proposer discovers any provision in this RFP that is contrary to or inconsistent with any Applicable Law, the Proposer shall promptly report it to the City's Purchasing and Contracts Division in writing.

36. CITY'S PROCUREMENT CODE

This RFP is governed by the City's Procurement Code.

37. E-VERIFY

By submission of this Proposal, CONTRACTOR certifies that it is aware of and complies with the requirements of Section 448.095, Florida Statutes, as may be amended from time to time and briefly described herein below.

Definitions for this Section:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. "Contractor" includes, but is not limited to, a vendor or consultant.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

"E-Verify system" means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

Registration Requirement; Termination:

Pursuant to Section 448.095, Florida Statutes, effective January 1, 2021, Contractors shall register with and use the E-Verify system in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:



All persons employed by a Contractor to perform employment duties within Florida during the term of the Contract; and

All persons (including subvendors/ subconsultants/ subcontractors) assigned by Contractor to perform work pursuant to the Contract with the City of North Lauderdale. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract with the City of North Lauderdale; and

The Contractor shall comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes, but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. Contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the Contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination. Termination of this Contract under this Section is not a breach of Contract and may not be considered as such. If this Contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination.

38. PUBLIC RECORDS/CUSTODIAN

The CITY is a public agency subject to Chapter 119, Florida Statutes. The CONTRACTOR shall

comply with Florida's Public Records Law. Specifically, CONTRACTOR shall:

Keep and maintain public records required by the CITY in order to perform the service;

Upon request from the CITY, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at no cost to the CITY.

Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Agreement and any renewals thereof if CONTRACTOR does not transfer the records to the CITY.

Upon completion of the Agreement, transfer, at no cost to the CITY, all public records in possession of CONTRACTOR, or keep and maintain public records required by the CITY to perform the service. If CONTRACTOR transfers all public records to the CITY upon completion of the Agreement, CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If CONTRACTOR keeps and maintains public records upon completion of the Agreement, CONTRACTOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the CITY, upon request from the CITY's custodian of public records in a format that is compatible with the information technology systems of the CITY.

During the term of this Agreement and any renewals, CONTRACTOR shall maintain all books, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

**CITY CLERK
701 SOUTHWEST 71ST AVENUE
NORTH LAUDERDALE, FL 33068
(954) 724-7056
CITYCLERK@NLAUDERDALE.ORG**

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SECTION II INSTRUCTIONS TO PROPOSERS (RFP)

RFP #: 23-PW-003

LIFT STATION SCADA AND CONTROL PANEL REPLACEMENT PROJECT

Procurement Definition: A Request for Proposal (RFP) is a method of procurement permitting discussions with responsible offerors and revisions to proposals prior to award of a contract. Proposals will be evaluated by an independent Selection Evaluation Committee (SEC) based on the criteria set forth in SECTION IV PROPOSAL EVALUATION CRITERIA AND METHODOLOGY

The following instructions are given to guide Proposers inadequately preparing their response. These directions have equal force and weight with the specifications, and strict compliance is required with all provisions.

ARTICLE 1: DEFINITIONS

DEFINED TERMS

Terms used in these Instructions to Proposers are defined as follows:

“Addenda” – Written or graphic instruments issued prior to the opening of Solicitations which clarify, correct, or change the solicitation requirements or the contract document.

“Agreement” The written agreement between the City and the Contractor covering the Work to be performed including other Contract Documents that are attached to the Agreement and made a part thereof.

“City” - the City of North Lauderdale, a municipal corporation of the State of Florida.

“Contract Administrator” – The Department’s Director, or some other employee expressly designated as Contract Administrator in writing by the Director, who is the representative of the Board concerning the Contract Documents.

“Contract Documents” – The contract documents consist of this Agreement, conditions of the contract (General, Supplementary and other Conditions), drawings, specifications of this Solicitation, all addenda issued prior to, all modifications issued after execution of this Agreement, Notice of Award, Notice to Proceed, Certificate(s) of Insurance, Bonds and any additional modifications and supplements, Change Orders and Work directive changes issued on or after the effective date of the Contract. These

contract documents form the Agreement, and all are as fully a part of the Agreement if attached to this Agreement or repeated therein.

“Contractor” - the individual(s) or Firm (s) to whom the award is made and who executes the Contract Documents

“Firm” - the individual(s) or Firm (s) to whom the award is made and who executes the Contract Documents.

“Offeror” - one who submits a Proposal in response to a solicitation, as distinct from a Sub-Offeror, who submits a Proposal to the Offeror.

“On-line e-procurement system” or “e-procurement system” – The City of North Lauderdale’s solicitation management partner “DemandStar”

“Performance Based Contract” -- A contracting model whereby satisfactory performance under the contract, will result in the City’s exclusive use of the contractor for all contractual purchases for the full period specified as the contract term for the individual services as awarded. Unsatisfactory performance by the contractor shall result in the contractor’s loss of exclusivity. If, in the sole judgment of the City, the contractor is not

providing satisfactory service, the exclusive contractual relationship between the City and the contractor may be terminated, without penalty, by the City at any time after it has purchased the guaranteed volume of goods or services as specified in the Special Conditions and/or the Scope of Work. The principle of Performance Based Contracting, however, does not negate the right of the City to terminate the contract under the standard terms and conditions which govern contract termination.

“Project” – the total scope of work for which the Contractor is responsible under this agreement, including all labor, materials, equipment and transportation used or incorporated in such performance of contract work.

“Proposal” means the package of materials and information submitted by a Proposer in response to this RFP.

“Proposal Documents” - the Request for Qualifications, Instructions to Offerors, Offeror’s Qualifications Statement, Non-Collusive Affidavit, Certified Resolution, Vendor Drug-Free Workplace, Offeror’s Proposal, Proposal Security and Specifications, if any, and the proposed Contract Documents (including all Addenda issued prior to opening of Proposals).

“Project Manager” – The City’s authorized project representative who is responsible for the full scope of project management tasks including authorizing and monitoring the work of consultants, vendors, and field staff of assigned projects. The Project Manager also is responsible to ensure successful completion of projects.

“Proposer” means a Person (e.g., a corporation or partnership) that submits a Proposal in response to this RFP. The terms “Offeror” and “Proposer” are used interchangeably and have the same meaning.

“Respondent/Offeror/Proposer” - one who submits a Proposal in response to a solicitation, as distinct from a Sub-Respondent, who submits a Proposal to the RFP.

“Response Documents/Proposal” - the Request for Qualifications, Instructions to Offerors, Respondent’s Qualifications Statement, Non-Collusive Affidavit, Certified Resolution, Vendor Drug-Free Workplace, Respondent’s Proposal, Proposal Security and Specifications, if any, and the proposed Contract Documents (including all Addenda issued prior to opening of Proposals).

“Responsible Proposer” means a Person or Firm who has the capability in all respects to fully perform the requirements in the RFP and Agreement, and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment, and credit to assure good faith performance.

“Responsive Proposer” means a Person who has submitted a Proposal that conforms in all material respects to the requirements set forth in this RFP

“Request for Proposal or (RFP)” means this procurement document and all addenda, exhibits, and attachments, including the Agreement.

“Written Amendment” – A written amendment of the Contract Documents, signed by the CITY and the Contractor on or after the Effective Date of the Agreement and normally dealing with non-technical aspects rather than strictly work-related aspects of the Contract Documents.

1.1 SPECIAL CONDITIONS AND/OR STATEMENT OF WORK

Where there appears to be variances or conflicts between the General Terms and Conditions and any Special Conditions and/or Statement of Work outlined in this RFP, the Special Conditions and/or the Statement of Work shall prevail.

1.2 EXAMINATION OF CONTRACT DOCUMENTS AND SITE

Before submitting a Proposal, each Offeror must visit the site (if applicable to the project) to become familiar with the facilities and equipment that may in any manner affect cost or performance of the work; must consider federal, state, grant requirements (if Applicable) and local laws, ordinances, rules and regulations that may in any manner affect cost or performance of the work, must carefully compare the Offeror's observations made during site visits or in review of applicable laws with the Proposal Documents; and must promptly notify the Procurement Officer of all conflicts, errors and discrepancies, if any, in the Proposal Documents.

The Offeror, by and through the submission of a Proposal, agrees that Offeror shall be held responsible for having examined the facilities and equipment (if applicable); is familiar with the nature and extent of the work and any local conditions that may affect the work, and is familiar with the equipment, materials, parts and labor required to successfully perform the work.

ARTICLE 2: INTRODUCTION / GENERAL SCOPE OF SERVICES

2.1 INTRODUCTION

The City of North Lauderdale (“City”) was incorporated in 1963 and is located in the northwestern region of Broward County, Florida. The City spans approximately 5.5 square miles and is home to approximately 45,000 residents. North Lauderdale is predominantly a residential community and is home to many churches and small businesses. New commercial development in the City is limited to a handful of shopping plazas along the SR7 and McNab corridors. There are redevelopment opportunities on existing commercial properties.

The City operates under the Commission/Manager form of government and employs approximately 200 employees. The City Commission is comprised of four commissioners that represent separate geographic districts and a Mayor that is elected citywide.

2.2 SCOPE OF SERVICES

The City of North Lauderdale is seeking a Contractor to replace all existing SCADA assets, including programmable logic controllers (PLCs), SCADA software platform, remote terminal units (RTUs), radios, and if necessary the control panels and enclosures. The Contractor shall furnish all parts, materials, equipment, labor, and supervision as necessary to program, construct, and install the assigned equipment for this project. The contractor must also supply all engineering and technical services associated with the design of all components and services necessary for the replacement and upgrades of the proposed SCADA system for the City of North Lauderdale’s 29 Lift stations and two canal monitoring locations as well as various maintenance, repair, replacement and/or refurbishment of the existing pump electrical panels. When this project is complete this will be a turn-key project.

ARTICLE 3: GERNERAL INFORMATION / REQUIREMENTS

3.1 ELIGIBILITY OF PROPOSER

To be eligible to respond to this solicitation, the proposing Firm or principals must demonstrate that they, or the principals assigned to the project, have successfully provided services similar magnitude as those specified in SECTION III. STATEMENT OF WORK of this solicitation to at least one City or town similar in size and complexity to the City of North Lauderdale or can demonstrate they have the experience with large scale private sector clients and the managerial and financial ability to successfully perform the services.

3.2 PRE-QUALIFICATION CONFERENCE

The City may hold a pre-proposal conference for this project. The information regarding such meeting will be noted on the second or advertisement page of this document.

3.3 QUESTIONS AND ADDENDA ON THIS SOLICITATION

It is the proposer's responsibility to submit written questions or request clarification for items included in this solicitation via email to the Procurement contact person listed on page 2.

Any and all responses to questions or inquiries, interpretations and supplemental instructions will be in the form of a written addenda which, if issued, will be posted on the City website (www.nlauderdale.org) and DemandStar (www.demandstar.com) by the due date referenced on page 2. No verbal interpretations may be relied upon. Failure of any proposer to receive any such addenda or interpretation shall not relieve any Proposer from any obligation under a response as submitted. All addenda so issued shall become a part of the solicitation document. Proposer shall acknowledge all addenda by completing the "Addendum Acknowledgment Form" before submitting a response.

If you have received this RFP packet from a source other than directly from the Demand Star or the City of North Lauderdale's website and you are not registered with Demand Star. All interested parties must register with Demand Star in order to receive any changes, additions, addenda or other notices concerning this project. Any questions should include in the subject line "**RFP #: 23-PW-003 – LIFT STATION SCADA AND CONTROL PANEL REPLACEMENT PROJECT.**"

The Proposer shall initiate no negotiations, decisions, or actions as a result of any discussions with a CITY employee. Accordingly, only those communications in writing from the Purchasing Division may be considered a duly authorized expression. Also, only communications from proposers, which are submitted by email in writing, will be recognized by the CITY as duly authorized expressions on behalf of the proposer.

3.4 MISTAKES WITHIN RFP

Proposers are cautioned to examine all terms, conditions, specifications, Statement of Work, exhibits, addenda, delivery instructions, and special conditions pertaining to the solicitation. Failure of the proposer to examine all pertinent documents shall not entitle him to any relief from the conditions imposed in the contract and may lead to rejection of a proposal.

3.5 SUBMISSION OF THE PROPOSAL

The Responding Firm is directed to submit all proposals online through Demand Star: [NORTH LAUDERDALE](#) no later than the date and time specified on the 2nd page of this solicitation document. Proposals will not be considered and cannot be entered online after the above-referenced closing date. The City will not be responsible for a late proposal due to the vendor's inability to respond and upload their bid response in a timely manner.

It is the Responding Firm's responsibility to read and understand the requirements of this RFP. Unless otherwise specified, the Responding Firm must use the proposal forms located on DemandStar. All proposals shall be submitted in the English language. All prices, terms and conditions proposed in the submitted response shall be expressed in U.S. Dollars, and will be firm for acceptance for ninety (90) calendar

3.6 CAUSES FOR REJECTION

No response will be canvassed, considered, or accepted that, in the opinion of the City's Selection Evaluation Committee (SEC), is incomplete, informal, or unbalanced or contains inadequate documentation as required herein. Any alteration, erasure, interlineations, or failure to specify response for all items called for in the schedule shall render the Proposal invalid.

3.7 REJECTION OF PROPOSALS

The City reserves the right to reject any proposal if the evidence submitted by the proposer or if the investigation of such proposer, fails to satisfy the City that such proposer is properly qualified to carry out the obligations and to complete the work contemplated. Any or all proposals will be rejected if there is reason to believe that collusion exists among proposers. A proposal shall be considered irregular and may be rejected, if it indicates serious omissions, alterations in form, additions not called for, conditions or unauthorized alternates, or irregularities of any kind. The City reserves the right to reject any or all proposals, waive such technical errors, waive informalities or irregularities in any response received, re-advertise, or take any other actions as may be deemed best for the interests of the City.

3.8 WITHDRAW OF PROPOSALS

Any responder may, without prejudice to himself, withdraw his response at any time prior to the expiration of the time during which responses may be submitted. Such request for withdrawal must be in writing and signed in the same manner and by the same person who signed the response through DemandStar. After the expiration of the period for receiving responses, no proposal can be withdrawn, modified, or explained.

ARTICLE 4: MINIMUM SUBMITTAL REQUIREMENTS

4.1 FORM OF PROPOSALS

Each response and its accompanying statements must be made on the blanks provided where specified. The forms must be submitted in good order and with all of the blanks completed and filled in. Incomplete forms may be rejected by the Purchasing and Contracts Division as non-responsive. Proposal packages must be submitted electronically through DemandStar by the due date and time outlined on the second page of this RFP. The response must be signed by one duly authorized to do so, and in case

signed by a deputy or subordinate, the principal's properly written authority to such deputy or subordinate must accompany the response.

4.2 COMPLETION OF REQUIRED FORMS

All responses must comprehensively cover all items for which responses are asked and no other.

4.3 REFERENCES

As part of the proposal evaluation process, the City may investigate references, including a record check and/or consumer affairs complaint. Proposer's submission of a bid constitutes acknowledgment of this process and consent to investigate. The City is the sole judge in determining Proposers qualifications.

4.4 INSURANCE REQUIREMENTS

Certificates of Insurance reflecting evidence of the required Insurance shall be submitted with the response to the Request for Proposal. These Certificates shall contain a provision that all coverage afforded under these policies will not be cancelled until at least thirty days (30) prior written notice has been given to the City. Policies shall be issued by companies authorized to do business under the laws of the State of Florida. Financial Ratings must be not less than "A-VI" in the latest edition of "Best Key Rating Guide", published by A.M. Best Guide.

Consultant agrees to maintain, on a primary non-contributory basis and at its sole expense, at all times during the life of this Agreement, the following insurance coverages, limits, including endorsements described herein. The requirements contained herein, as well as City's review or acceptance of insurance maintained by Consultant is not intended to and shall not in any manner limit or qualify the liabilities or obligations assumed by Consultant under this Agreement. Any coverage maintained by the City shall apply excess of, or contingent upon the absence of, other insurance required or maintained by Consultant.

4.5 PROPOSAL SECURITY BOND

A proposal security bond is required for this project. An acceptable Proposal Bond, Cashier's Check, Money Order, Irrevocable Letter of Credit, or Certified Check payable to the City of North Lauderdale in the amount of five-percent (5%) MUST be submitted in order to participate in this RFP.

Proposers should submit a copy of the proposal bond with the electronic submittal. The original proposal bond with the raised seal must be submitted and received within seventy-two (72) hours of the RFP closing. Ideally we would like to receive the proposal bond BEFORE the proposal closing date listed in page # 2.

The proposal security bond must be original with the company's embossed seals. This document must be enclosed in a sealed envelope when submitted to:

City of North Lauderdale City Hall
Purchasing Division – 2nd Floor
Room 219
701 SW 71st Ave

North Lauderdale FL, 33068

Any other submittal documents included with the proposal bond document(s) will not be accepted. The name of the proposer and the RFP number must clearly show on the outside of the sealed envelope and a statement as to its contents.

The City of North Lauderdale is not liable for any cost incurred by a proposer in responding to this solicitation. The proposal security bond must be executed by a surety company authorized to do business in the State of Florida or secured in a manner satisfactory to the City of North Lauderdale.

4.6 PAYMENT AND PERFORMANCE BOND

Upon award of the Contract, Payment and Performance Bonds in the total amount submitted for this RFP will be required within (15) calendar days of award and shall continue in effect until contract expiration. Such bonds shall continue for the full term of the Agreement and project.

Pursuant to the requirements of Chapter 255.05 (1) (b), Florida Statutes, the Contractor shall ensure that the Performance and Payment Bond or Bonds referenced above shall be recorded in the Public Records of Broward County at the Bidder's expense. Proof of recording must be submitted to the City prior to issuance of any purchase order or payment by the City. One (1) set of original Performance and Payment Bond documents is required to be provided to the City prior to the issuance of any Notice to Proceed by the City.

NOTE: Each Bond shall consist of anywhere from 10-12 pages totaling 22 pages for both the Payment and Performance Bond. This may cost up to \$200.00 depending on the project. For more information regarding the process of recording the bid with Broward County follow the link below:

<https://officialrecords.broward.org/OncoreCalculator/default.aspx>

Payment and Performance Bonds must be submitted on City forms, that will be provided to the Contractor.

All bonds – Performance, Payment and Warranty Bonds, shall meet the City's ratings.

4.7 INSURANCE REQUIREMENTS

- A. Commercial General Liability: Consultant agrees to maintain Commercial General Liability at a limit of liability not less than **\$1,000,000** each occurrence, **\$2,000,000** annual aggregate. Coverage shall not contain any endorsement(s) excluding nor limiting Product/Completed Operations, Contractual Liability or Separation of Insureds
- B. Worker's Compensation Insurance & Employers Liability: Consultant agrees to maintain Worker's Compensation Insurance & Employers Liability in accordance with Florida Statute, Chapter 440.
- C. Comprehensive Auto Liability Insurance covering all owned, non-owned, and hired vehicles used in connection with the performance of work under the Agreement with a combined single limit liability for bodily injury and property damage no less than:



1. Any Auto (Symbol 1)
Combined Single Limit (Each Accident) - \$1,000,000
 2. Hired Autos (Symbol 8)
Combined Single Limit (Each Accident) - \$1,000,000
 3. Non-Owned Autos (Symbol 9)
Combined Single Limit (Each Accident) - \$1,000,000
- D. Additional Insured: The Consultant agrees to endorse the City as an Additional Insured on the Commercial General Liability with the following, or similar endorsement providing equal or broader Additional Insured coverage, the CG 20 26 07 04 or GC 20 26 04 13 Additional Insured – Designated Person or Organization endorsements; or the CG 20 10 07 04 or GC 20 10 04 13 Additional Insured – Owners, Lessees, or Consultants endorsements in combination with the additional endorsement GC 20 37 07 04 or GC 20 04 13 Additional Insured – Owners, Lessees, or Consultants – Completed Operations shall be required to provide back coverage for the Consultant’s “your work” as defined in the policy and liability arising out of the products-completed operations hazard. The Additional Insured shall read “City of North Lauderdale.”
- E. Waiver of Subrogation: Consultant agrees to provide a Waiver of Subrogation for each required policy herein. When required by the insurer, or should a policy condition not permit Consultant to enter into a pre-loss agreement to waive subrogation without an endorsement, then Consultant agrees to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which includes a condition specifically prohibiting such an endorsement, or voids coverage should Consultant enter into such an agreement on a pre-loss basis.
- F. Certificate(s) of Insurance: Consultant agrees to provide City a Certificate of Insurance evidencing that all coverages, limits and endorsements required herein are maintained and in full force and effect, and Certificates of Insurance shall provide a minimum thirty (30) day endeavor to notify City of a non-renewal or cancellation notice, when available by Consultant’s insurer. If the Consultant receives a non-renewal or cancellation notice from an insurance carrier affording coverage required herein, or receives notice that coverage no longer complies with the insurance requirements herein, Consultant agrees to notify the City by fax and email as set forth in this Section within five (5) business days with a copy of the non-renewal or cancellation notice, or written specifics as to which coverage is no longer in compliance.

The certificate holder address shall read:
City of North Lauderdale
Attn: Risk
City of North Lauderdale
701 SW 71st Ave
North Lauderdale, FL 33068

- G. Right to Revise or Reject:** City reserves the right, but not the obligation, to revise any insurance requirement, not limited to limits, coverages and endorsements, or to reject any insurance policies that fail to meet the criteria stated herein. Additionally, City reserves the right, but not the obligation, to review and reject any insurer providing coverage due of its poor financial condition or failure to operating legally.

ARTICLE 5: EVALUATION METHODOLOGY AND CRITERIA

5.1 EVALUATION METHODOLOGY AND CRITERIA

A Selection Evaluation Committee (SEC) will be created and will be responsible for selecting the most qualified Firm and then negotiating a contract. The Proposers with the highest-ranked submittals may be asked to make a detailed presentation of their product/service to the SEC.

All Proposers are advised that in the event of receipt of an adequate number of Proposals which in the opinion of the SEC require no clarification and/or supplementary information, such Proposals may be evaluated without discussion or oral presentations. Hence, proposals should be initially submitted on the most complete and favorable terms which Proposers are capable of offering to the City.

Evaluation Points shall be assigned to each proposer by each member of the SEC. The highest-ranked firms may then be short-listed and may be asked to provide oral presentations. In the event that no oral presentations are required, the weighted scoring criteria shall serve as the final determination of rank, and the highest-ranked Firm (s) will be awarded for each category herein.

When oral presentations are requested for short-listed firms, the SEC, after presentations, (as applicable), will be assign a final score, with the highest-ranked Firm or firms moving forward to the negotiation phase if required. Upon completion of oral presentations as may be required, the SEC reserves the right to make the decision for the final recommendation for award utilizing one of the following scoring methods:

- A. Use the original criteria-based weighted scoring requiring the Committee to re-score each Proposal using the original weighted criteria;
- B. Addition of an additional scoring component to comparatively score the quality of the proposer's oral presentation; or
- C. A singular comparative ranking of each finalist whereby the highest-ranked Firm would be ranked as "#1", or 1st place, the second-highest Firm would be ranked as "#2", or 2nd place, and so on for each of the finalist firms. The Firm ranked as #1 would then be recommended to receive the contract award. Note: This method will be the City's default methodology for final scoring.

Upon successful negotiation, a recommendation for an award will be considered by the City of North Lauderdale Commission. No work on this project shall proceed without written authorization from the City.

The City reserves the right to enter into contract negotiations with the selected Proposer or Proposers. If the City and the selected Proposer cannot negotiate a successful contract, the City may terminate such negotiations and begin negotiations with the next selected Proposer at the direction of the Commission. No Proposer shall have any rights against the City arising from such negotiations.

5.2 WEIGHTED CRITERIA / BEST VALUE SCORING

The City's evaluation criteria may include, but shall not be limited to, the criteria outlined below. The City may also use a Best Value Scoring as an alternative scoring method. The actual criteria will be provided in the Proposal document. The potential weighted criteria may include the following examples (**See PROPOSAL EVALUATION CRITERIA AND METHODOLOGY for Actual Evaluation Criteria and Weights**):

A. Compliance with Request for Proposals Requirements (Responsiveness) [Mandatory].

This refers to the adherence to all conditions and requirements of the Request for Proposals.

B. Quality of Response

Clearly demonstrated understanding of the work to be performed.

- i. Completeness and reasonableness of the offeror's plan/proposal for accomplishing the tasks.
- ii. Level of creativity demonstrated by the offeror's proposed methodologies for meeting the requirements of this Proposal.
- iii. Management demonstrates sufficient focus and ability to successfully direct work teams and other staff to perform under this agreement in a consistent and professional manner in conformance with the individual Scope of Work for each set of tasks as defined herein.
- iv. Demonstration of sufficient resources including staffing and equipment, and the ability to meet required property maintenance schedules.

C. Services to be Provided and Quality Control Approach and recommendations including work plan, technological innovations and system design Simplistic user interface

This refers to the exact type and nature of the offeror's proposed services and how they accomplish the objectives of the project the quality planning process that they utilize to ensure compliance with our specification's requirements, as well as the ability to rapidly respond to the City's needs, as defined in the Evaluation Criteria set forth.

D. Managerial Capacity and Relevant Florida Experience

Offeror's capability in all respects to have sufficient management and supervisory staff available to manage work teams and project performance and to perform fully the contract requirements, and the tenacity, perseverance, experience, integrity, and reliability which will assure good faith performance, as well as satisfactory reference verification. The criteria shall include:

- i. The Firm's experience and its record on engagements of a similar nature, including the ability to serve in a similar capacity for other units of government or organizations.
- ii. Personnel to be assigned to the project, and their education, capabilities, qualifications, and experience with similar projects



- iii. Reference information gathered from other entities regarding the past experience of the Firm; and
- iv. Other areas addressed in the *Statement of Work* herein.

E. Proposed Costs. Offeror's price and cost proposals.

This refers to the proposed schedule included in the RFP. Each location has a separate charge. The City reserves the right to award to more than one vendor if seen in the City's best interest. **(Please note that price is only one factor for consideration of award).**

Submitted project cost shall not be subject to change until formal negotiations have begun with a designated firm.

* Project Cost will be calculated per the following "sample" formula.

Firm A: Proposed Price \$20,000 Percentage = 100% X Weight (20) = 20 Points

Firm B: Proposed Price \$25,000 Percentage = 80% X Weight (20) = 16 Points

Firm C: Proposed Price \$28,000 Percentage = 71% X Weight (20) = 14.2 Points

Firm B's percentage is $\$20,000 \div \$25,000 = 80\%$ of maximum points

Firm C's percentage is $\$20,000 \div \$28,000 = 71\%$ of maximum points

~~F. Local Vendor Preference. – NOT APPLICABLE~~ (Prohibited by Local, State or Federal Grant funding provisions.)

~~Definition: A "Local Vendor" is defined as the following:~~

~~**A. LOCAL BROWARD COUNTY VENDOR.** A business entity which has maintained a permanent place of business with full-time employees within the Broward County limits for a minimum of one year prior to the date of issuance of a bid or proposal solicitation. The business must have a current business tax receipt from Broward County or the City within Broward County where the business resides.~~

~~**B. LOCAL NORTH LAUDERDALE VENDOR.** A business entity which has maintained a permanent place of business with full-time employees within the city limits for a minimum of one year prior to the date of issuance of a bid or proposal solicitation. The business must have a current business tax receipt from the City of North Lauderdale.~~

~~The permanent place of business may not be a post office box. The business location must actually distribute goods or services from that location.~~

~~**Process:** For bid evaluation purposes, vendors that meet the definition of local Broward County or local North Lauderdale vendor, as defined above, shall be given preference applied to their bids or proposals for commodities, services, and construction. Local North Lauderdale vendors shall be given five percent (5%), and local Broward County vendors shall be given two-point-five percent (2.5%).~~

5.3 CITY'S RIGHT TO USE BEST VALUE SCORING

As an alternative to using the weighted criteria, the City may utilize a Best Value Scoring process. The Best Value Scoring will require the SEC to assign a composite score rank, based on the Committee's determination of the relative overall value of the Proposer's response. Composite scores will rank responses from 1 (1st place), 2 (2nd place), and so on, for the total number of responses under consideration.

A. Best and Final Offer.

The City reserves the right to request Best and Final Offers from any or all Proposers when the City determines that information received during the evaluation process warrants additional clarification.

5.4 ACCEPTABILITY OF PROPOSALS

The Offer shall be evaluated solely in accordance with the criteria set forth herein. The proposals shall be categorized as follows:

- A. Acceptable;
- B. Potentially Acceptable – Proposal is reasonably susceptible of being made acceptable; or
- C. Unacceptable -- Scoring is below an aggregate score which may be specified in the proposal document, or in the absence of a specific aggregate score, a score lower than 70% of the potential possible points available.

5.5 AWARD RESERVATIONS

The City shall award to the responsible offeror whose Proposal is the most advantageous to the City, taking into consideration the price and the evaluation criteria outlined in SECTION III – STATEMENT OF WORK. The City of North Lauderdale reserves the right to accept the Proposal as a whole or for any component thereof if it appears to be in the City's best interest.

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SECTION III SPECIAL CONDITIONS

STATEMENT OF WORK

RFP #: 23-PW-003

LIFT STATION SCADA AND CONTROL PANEL REPLACEMENT PROJECT

Procurement Definition: A Request for Proposal (RFP) is a method of procurement permitting discussions with responsible offerors and revisions to proposals prior to award of a contract. Proposals will be evaluated by an independent Selection Evaluation Committee (SEC) based on the criteria set forth in SECTION IV PROPOSAL EVALUATION CRITERIA AND METHODOLOGY

1. SCHEDULE OF EVENTS

The schedule of events related to this Request for Proposals (RFP) shall be as follows:

| | |
|--|---------------------------------------|
| RFP Document issued | <u>May 29, 2023</u> |
| Non-Mandatory Pre-Proposal Meeting | <u>June 7, 2023</u> |
| Deadline for Written Questions | <u>June 19, 2023 @ 3:00 PM</u> |
| Deadline for Receipt of Proposals | <u>July 6, 2023 @ 3:00 PM</u> |
| Evaluation of Proposals | <u>July 2023</u> |
| Presentations by Short-listed Proposers (If Applicable) | <u>Summer 2023</u> |
| Final Ranking of Firms | <u>Summer 2023</u> |
| Negotiations | <u>Summer 2023</u> |
| Final Negotiation | <u>Summer 2023</u> |
| Contract Effective | <u>Immediately Upon Award</u> |

All dates are tentative. City reserves the right to change scheduled dates.

2. INTRODUCTION / PURPOSE

- A. Presently the City of North Lauderdale operates 29 Lift stations within its Wastewater Collection System. The current telemetry system is currently inoperable, outdated and suffers from critical limitations:
 - i. The lack of remote monitoring and control.
 - ii. Aging Technologies – many components in the current system are outdated and spare parts are obsolete.
 - iii. Closed Architecture and Proprietary – the current RTUs (Remote Terminal Units) are based on proprietary and closed architecture that prevents the City from leveraging newer technologies, such as Soft Starters and “next generation” sensors.
 - iv. Maintainability – the current RTUs have no means to troubleshoot problems

- B. The above has an impact on the City’s critical operations where a telemetry system is crucial. The City desires to eliminate the safety and technological issues by establishing secure and reliable electronic connections via SCADA (Supervisory Control and Data Acquisition) system to its Lift stations within the wastewater



collection system, for the purposes of operating and monitoring them from remote locations.

- C. The City of North Lauderdale understands that moving from the traditional proprietary closed system telemetry to a TCP/IP based SCADA involves application and TCP/IP inherent vulnerabilities and risks. As such, the City wishes to establish the SCADA system using the latest established SCADA Security Framework including but not limited to:
- i. **SCADA Security Framework Controls**
 - ii. **National Institute of Standards and Technology (NIST) Control Systems (ICS) Security Standards**
 - iii. **SCADA Security Policy (Developed using SCADA Policy Framework)**
- D. This request aims to qualify a SCADA Integrator that will accomplish the goals mentioned below within SECTION III STATEMENT OF WORK 8. Scope of Work.

3. **PROJECT LOCATION**

- A. The Control Center will be located at Utilities Head Quarters: 841 SW 71st Ave, North Lauderdale, FL 33068-2395.

4. **PRECLUDED PROPERS FOR THIS PROJECT**

- A. Larry Smith Consulting and Chen Moore are excluded from submitting proposals or being used as sub-consultants for the Lift Station SCADA project due to their participation in the development of the scope of work.

5. **LICENSES**

- A. To be eligible for award of this project, the Proposer must possess at the time of RFP opening one of the following listed license(s) that can meet, exceed, or legally perform the scope of work will be acceptable, as determined by state or county licensing agency.

State of Florida: **Master Electrician License**, defined by F.S. 489.105 3a, plus a minimum of having performed three (3) verifiable projects of similar size and scope under the same Bidding Contractor Company name for at least five (5) years.

Occupational license must be in effect as required by Florida Statute §205.065.

- B. When the successful Contractor is performing work in other locations outside of Broward County or the State of Florida, Contractor shall be subject to the requirements for all appropriate local jurisdictions.

6. **PROJECT TIMELINE**

- A. Project substantial completion shall be within **TWO HUNDRED FORTY (240)** calendar days from Contractor's receipt of City's Notice to Proceed.
- B. Final Completion shall be **Thirty (30)** calendar days from the date of substantial completion totaling **TWO HUNDRED SEVENTY (270)** calendar days.
- C. The Notice to Proceed (NTP) will be issued after all Notice of Acceptance (NOA) have been approved and materials are all received.

7. **LIQUIDATED DAMAGES**

- A. Upon failure of the Contractor to complete each individual requirement within the specified and mutually agreed upon time frame (plus approved extensions, if any), the Contractor shall pay to the City the sum of **Two Hundred Fifty Dollars (\$250.00)**



for each calendar day after the time specified for completion and readiness for final payment. This amount is not a penalty but liquidated damages to the City.

- B. Liquidated damages are hereby fixed and agreed upon between the parties, recognizing the impossibility of precisely ascertaining the amount of damages that will be sustained by the City because of such delay, and both parties desiring to obviate any question of dispute concerning the amount of said damages and the cost and effect of the failure of the Contractor to complete the Contract on time.
- C. City shall have the right to deduct from and retain out moneys which may be due, or may become due and payable to Contractor. The amount of such liquidated damages and if the amount retained by City is insufficient to pay in full such liquidated damages, Contractor shall pay in full such liquidated damages.
- D. Contractor shall also be responsible for reimbursing City the total of all monies paid by the City to the engineer for additional engineering, inspection and administrative services until the work is complete.

8. **SCOPE OF WORK**

A. **GENERAL SCOPE OF SERVICES:**

The City of North Lauderdale will contract for replacement of all existing SCADA assets to include control panels, enclosures, programmable logic controllers (PLCs), SCADA software platform, remote terminal units (RTUs) and radios. Contractor shall furnish all parts, materials, equipment labor and supervision as necessary to program, maintain, construct, and install the assigned equipment for this project. The contractor must also supply engineering and technical services associated with determining all components and services necessary for the replacement, secure access, modifications and repairs of PLCs, RTUs, remote firmware/software upgrade, control panels and Human Machine Interface (HMI) computer programs for the City of North Lauderdale's 29 Lift stations and two canal monitoring locations as well as various maintenance, repair, refurbishment of existing pump electrical panels. When this project is complete this will be a turn-key project.

B. **PROCESS CONTROL EQUIPMENT LAYOUT AND DESIGN SERVICES:**

The Contractor shall assist City staff in determining all process control equipment, and programming requirements. The Contractor shall work directly with the City's Information Technology Department and/or I.T. Department's designated Technology Service Provider to establish the following:

- i. Network connectivity equipment needs (Computers/Servers, router, switches, IPS/IDS.)
- ii. Design of system's access methodology to include City's preferred MFA provider integration
- iii. Business Continuity and Contingency planning
- iv. External/Internal secure network/system access
- v. Mobile device needs to include MDM solution
- vi. Centralize user access database with SSO where possible
- vii. Establish hardware/software/OS upgrade process and intervals for all SCADA and infrastructure devices

C. **PLC AND RTU REPLACEMENTS:**

The Contractor shall replace all existing PLCs and RTUs including the following items: all labor, parts, materials and associated ancillary equipment; programming and



testing; delivery to the sites; installation and calibration; interfacing; start-up services, training, and documentation of all specifications and programming.

D. CONTROL PANEL CONSTRUCTION AND INSTALLATION SERVICES:

The Contractor shall manufacture, supply and install NEMA 4X stainless steel control panel enclosures for twenty-nine (29) Lift stations RTUs, two (2) canal monitoring stations and one (1) NEMA 12 fiberglass wall mount control panel for the MASTER RTU including the following: all labor, parts, materials and equipment to complete the layout; manufacturing and factory testing; permitting and delivery to the sites. Installation will include control and power supply systems, system start-up services, training and incidentals required to completely furnish and install the control panels at the City of North Lauderdale facilities. Installation will not be considered complete until personnel training has been completed and final as built documents are provided.

i. Contractor Qualifications:

a. The Contractor shall meet or exceed the minimum criteria described below:

- The Contractor shall be licensed in the State of Florida.
- The Contractor shall be UL certified for the design and fabrication of UL508A, 698A, industrial control panels and controls for use in hazardous locations.
- **The Contractor shall have successfully completed the manufacture, installation, system integration and testing of similar SCADA systems for at least three (3) municipal wastewater lift station projects within the past five (5) years for different municipalities.**

b. The Contractor shall have, in their employ, the following full-time employees that will be assigned to perform the electrical work of this contract:

- A minimum of (1) Licensed Journeyman Electrician responsible for the daily construction activities and guidance of the Contractor's on-site employees. The Licensed Journeyman's primary assignment will be the construction of the electrical facilities of this project until project completion. The Licensed Journeyman shall be certified in Broward County or shall meet the reciprocity standards of Florida State Statute 489 Part II.
- The Contractor shall not be involved in any current or pending litigation which may have a material negative impact on the ability to complete the project. The Contractor shall provide a statement advising all current or pending litigations.

ii. Project Goals:

a. The scope of a SCADA system is to provide remote control capability of the City's Lift stations. The project defined below involves the following items:

- Provide, program, test and commission remotely controlled sites using modern Remote Terminal Units (RTUs).
- These RTUs shall communicate with state-of-the-art SCADA (Supervisory
- Control and Data Acquisition) software at the control center.



- The successful bidder must provide a high-level diagram of the network, complete with all components required to integrate the system to the wired portion of the network.
- Testing and validation of all individual components
- Testing and validation of all complete systems
- Successfully passing a customer system acceptance test
- b. The successful bidder must address the following main points:
 - Must have a local representative to provide on-site maintenance, installation and repairs.
 - Seamless and risk-free transition from the existing telemetry system to the new SCADA system
 - Minimum interruption of sites' operations during delivery of the project.
 - To ensure constant support from the vendor, all components (SCADA, Communications and RTUs) must include comprehensive remote programming and diagnostic capabilities.
- c. Present annual maintenance cost for at least 3 years that covers:
 - SCADA Software and hardware
 - RTUs
 - Communications
 - Remote access for SCADA and Diagnostics of all components of the system

iii. **Control Center - SCADA Software and Computers:**

- a. The SCADA software shall be the latest version VT Scada software, By Trihedral or an approved nonproprietary equal that meets the following requirements:
 - VTScada Licenses - Dual Server Premium 5,000 tag bundle plus Annual Support
 - Hardware (minimum)
 - Two Computers (in redundancy)
 - Computers based on Trihedral' s system recommendation: <https://www.vtscada.com/scada-system-requirements/>
 - Two (2) 32" Monitors
 - UPS, Firewall and IT

E. USER INTERFACE

- i. The software shall provide a graphical human machine interface (HMI) for the stations. It shall show all signals at the stations on the computer monitor accessible to the operator in a series of graphic pages and windows.
- ii. The graphics shall support layered elements, allowing the overlay of animated telemetry information (bars, meters, values) on graphics elements obtained from outside sources (i.e. Area map, or Station graphics).
- iii. A map of the geographic area with icons representing each station with the Communication status and general alarm status shall be included.
- iv. The system shall be delivered with a minimum of a tabular listing of all I/O signals at each station, organized on a per station view, with the capability of controlling all outputs from the central computers.
- v. It shall be possible to display graphical representations of the station data with data from multiple stations viewable in the same window.



- vi. The contents of graphic windows shall be capable of stretching or shrinking to fit the window as the window is resized.
- vii. It shall be possible to display multiple graphical windows simultaneously.
- viii. There shall be no limit on the number of active values within any window.
- ix. There shall be no limit on the number of graphic pages or windows.

F. COMMUNICATIONS

- i. Communication diagnostics shall be included to aid the customer in the visualization of proper operations. Diagnostics shall include communication statistics, last error reported, and a method to log communications to a log file for post analysis by others.
- ii. Communication drivers to I/O devices shall support a level of abstraction to the communications hardware. An ability of this is to permit the selection of a backup serial port by changing the port reference only, and NOT all dependent drivers or I/O configurations.
- iii. Multiple communications protocols shall be possible over the same communications port. No communications driver shall explicitly prevent other protocols from using the same I/O port, thus allowing the use of one set of customer communications equipment, such as a radio tower.

G. SYSTEM CONFIGURATION

- i. Configuration changes shall be possible without stopping the computers or the application.
- ii. Configuration changes made on one computer shall be automatically propagated to the other computers on the system without copying files, stopping applications, or restarting computers.
- iii. Changes to the configuration made while a computer is stopped shall be automatically updated when the computer is started without user intervention.
- iv. It shall be possible to determine the properties of any display or tag element by selecting it with the mouse. This shall be in real time, displaying the scaling, I/O address, and alarming parameters to the operator. Changes to this information shall be according to the user's password profile, thus allowing visualization of configuration without permitting modification.
- v. The modification of any properties on-line, will result in the simultaneous update of the configuration database, without the need for the restart of the application.

H. ALARM HANDLING

- i. Alarms shall be announced with an audible tone that shall repeat until the operator acknowledges the alarm.
- ii. An alarm window shall allow the operator to view all of the alarms in the system, all the unacknowledged alarms and all of the alarm history.
- iii. In the event of a high priority alarm, the system shall dial out to a list of designated telephone numbers and upon entering of the correct security code via the telephone keypad, use text-to-speech to announce the active alarms. Up to eight phone numbers shall be possible in the dial-out list at any one time with the dial-out list permitted to be changed at any time with a mouse click by a user with sufficient security privileges.
- iv. The system shall support multiple dial-out lists being active at once. This is provided for segregated annunciation of alarms according to different service needs. An example would be a dial-out roster active for equipment alarms and dial-out roster active for process alarms. There shall be no limitation on the number of active alarm rosters.



- v. The system shall be capable of accepting incoming voice calls on a separate modem from the laptop dial in line. Incoming voice callers must enter a security number and shall be offered voice prompts to list both active and unacknowledged alarms as any individual station or for the entire system, list the digital and analog status values at any individual station, or permit the turning on or off of any digital output at any station using the touch-tone keypad.
- vi. Acknowledgment of an alarm by phone shall record the name of the user that acknowledged the alarm.

I. REPORTING

- i. Automated reports for specified station operations over an arbitrary group of I/O and time period shall be included.
- ii. It shall be possible to generate a report of any group of inputs over any time range.
- iii. All reports shall be available on-screen, on a printer, in an Excel spreadsheet, via an Excel Template, in an Access database or any ODBC compliant Database such as ORACLE.
- iv. A minimum of the most recent 100,000 alarm events shall be maintained in electronic form.

J. TRENDING

- i. A plot of any analog value shall be possible with up to 12 simultaneous values possible on the same plot. Plot trends shall display live data coupled with historical data for the same tag point. Areas in the plot without a corresponding logging reference shall be shown as a gap in the plot line, and NOT a connection between the last two good points (which gives a false visualization of data).
- ii. Plot data shall exportable from the trend screen, to printer, to an Excel spreadsheet, or any ODBC compliant Database.
- iii. All data received from the RTUs shall be recorded for historical purpose for a minimum of two years in electronic form and be available on-line during that period.
- iv. It must be capable of archiving historical data on a monthly basis and restore that data for access by the reporting tools without stopping the system.
- v. It shall be possible to save groups of plot pens to enable fast retrieval in the future. There shall be no limit on the number of groups.

K. SECURITY

- i. A password protected security system shall permit multiple users each with a set of privileges. Privileges for configuration, viewing and operation shall be enabled or disabled on an individual basis, via a security profile per user.
- ii. The Security system shall require dual authentication and will be a privilege-based system versus a level-based system, such that individual privileges are assigned on a user-by-user basis.
- iii. The Security system shall encrypt user passwords using an algorithm that shall render their file storage unreadable.
- iv. The security system shall permit the creation of user assigned privileges. A minimum of 10,000 additional application privileges shall be possible.
- v. The application of security privileges shall be in real-time during a running session. Networked users whom have their security profiles altered will be affected immediately and not after a restart.



- vi. The security system shall be multi-session. It will validate multiple users simultaneously and record their session activity concurrently for all users.
- vii. Users shall be granted sufficient software access to perform work duties only
- viii. All system’s communication and computing device level administration access credentials shall be limited to City Technical Staff and support vendors that are approved by the City’s Information Technology Department
- ix. The Information Technology Department shall manage/audit all access to the system.

L. CONTROL CENTER - LOCATION AND INSTALLATION SERVICES

- i. The Control Center will be located at Utilities Head Quarters: 841 SW 71st Ave, North Lauderdale, FL 33068-2395

M. REMOTE SITES

- i. The remote structures include three types:
 - 29 Sanitary Lift Stations each with 2 pumps
 - 2 Stormwater Level Stations
- ii. Following is the list of sites:

| Station # | Address | X Coordinate | Y Coordinate |
|-----------|---------------------|--------------|--------------|
| 1 | 6491 KIMBERLY BLVD | -80.21363667 | 26.21772165 |
| 2 | 6045 KIMBERLY BLVD | -80.20635740 | 26.21689084 |
| 3 | 5201 SW 12 ST | -80.20104507 | 26.21296322 |
| 4 | 1316 INTERLACHEN | -80.21391203 | 26.21023096 |
| 5 | 1215 SW 74 AVE | -80.22301565 | 26.21227727 |
| 6 | 1001 SW 71 AVE | -80.22192788 | 26.21618339 |
| 7 | 7301 SW 7 ST | -80.22342712 | 26.22226128 |
| 8 | 480 SW 76 TER | -80.22910422 | 26.22445806 |
| 9 | 500 SW 81 AVE | -80.23700070 | 26.22430436 |
| 10 | 851 SW 81 TER | -80.23731233 | 26.21798380 |
| 11 | 1201 SW 82 AVE | -80.23864973 | 26.21386247 |
| 12 | 8300 SW 17 ST | -80.24007558 | 26.20573381 |
| 13 | 8260 SW 22 ST | -80.24010789 | 26.20145861 |
| 14 | 7550 KIMBERLY BLVD | -80.22933836 | 26.21735719 |
| 15 | 7317 SW 3 CT | -80.22474682 | 26.22649519 |
| 16 | 8051 SOUTHGATE BLVD | -80.23624995 | 26.22878915 |
| 17 | 1290 SW 73 AVE | -80.22178813 | 26.21195028 |
| 18 | HAMPTONS BLVD | -80.23092068 | 26.21073448 |
| 19 | 841 SW 71 AVE | -80.22140416 | 26.22023866 |
| 20 | 8100 MCNAB RD | -80.23611642 | 26.20651702 |
| 21 | 1389 S SR7 | -80.20620499 | 26.20977562 |
| 22 | 7500 MNCAB RD | -80.22423092 | 26.20711615 |
| 23 | 1800 ROCK ISLAND RD | -80.22037791 | 26.20606878 |
| 24 | 1400 SR7 | -80.20356303 | 26.21013895 |
| 25 | 726 SCIOTO RD | -80.20904521 | 26.21322975 |
| 26 | 1816 RUNNERS WAY | -80.22271732 | 26.20389634 |
| 28 | 1750 S SR7 | -80.20361082 | 26.20327235 |
| 29 | 7900 W. McNab Road | -80.22970233 | 26.20540590 |

N. REMOTE SITES CURRENT STATUS- EXAMPLES OF EXISTING EQUIPMENT

i Lift Station 1





O. WIRELESS COMPONENTS

i. UHF Radio Antenna, Cable, Polyphaser



- Most sites have existing mast that will be reused.
- Mast should be added to sites without mast, based upon the specifications below.

P. HARDWARE RECOMMENDATIONS:

- i. The system shall be based on the CAL AMP VIPER RTUs (Remote Terminal Units) or approved equal, with the following specifications. The FIU (Frontend Interface Unit) will be based on Compact Logix equipment.
 - a. CPU
 - 3 Ethernet Ports
 - 2 Serial Ports (RS232/RS485)
 - Cyber Secured
 - License for ROCKWELL programming
 - b. Inputs/Outputs
 - 22 Digital Inputs (DIs)
 - 7 Digital Outputs (DOs)
 - 4 Analog Inputs (AIs; 4-20mA)
 - 1 Analog Output (DOs)
- ii. The ALLEN BRADLEY COMPACT LOGIX or approved equal will be assembled in the enclosure with the following specifications:
 - a. NEMA 4X UL-508 Certified Panel enclosure
 - Material - SS 304
 - Dimensions - 36"x24"x12"
 - b. Power Supply Charger
 - DC Voltage – 12VDC or 24VDC
 - DC Current – Minimum 2.8A
 - Battery Backup – minimum 6.5Ah
 - AC Circuit Breaker
 - AC Surge Arrestor
 - Terminal Blocks – as needed
 - Interface I/O Board
 - Pull In Voltage = 80% of Rating
- iii. Sensors:
 - a. Well Level Sensor – the site includes the following sensors:
 - Existing Bubbler System
 - Float system
 - Signal – 4-20mA
 - (ADD – to be provided by bidder) Ultrasonic Water Level Sensor
 - Signal - 4-20mA or MODBUS RTU (over RS-485)

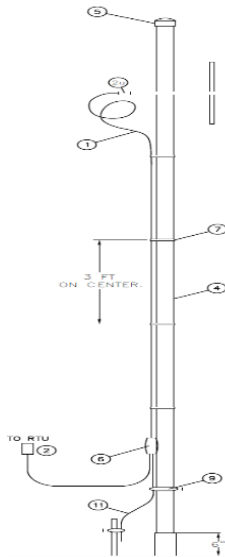
Q. APPLICATION SOFTWARE

- i. The RTU will support the following Out-of-the box applications, using Configuration only:
 - a. Pump Control – The software package must include basic to advanced pump control, and it provides pump alternation patterns easily selected by the operator. Various pump alternation scenarios include:
 - Runtime equalization
 - Starts equalization
 - Fixed percentage
 - Emergency modes

- Power efficiency equalization
- Start/Stop HOA - monitoring and control of all pumps
- Pump Statistics include multi-period starts/runtime counters (minutes, hours, daily, weekly, monthly, and annually)
- Programmed support for slave devices - full support of almost any 3rd party devices (power analyzer, pump protection devices, VFDs, etc.). This can include but is not limited to monitoring of pump motor amperage, voltage, temperature and any other relevant information that may be provided by a 3rd party devices
- Support remote device firmware/software upgrade

R. ONSITE SERVICES

- i. The onsite services shall include:
 - a. Removal of existing SCADA control panels and associated hardware
 - b. Install new RTU enclosures, panels and associated hardware
 - c. Pipes/conduits and wiring and piping between the MCC and the RTU.
 - d. Install UHF antenna on existing mast
 - e. If there is no mast, add mast with the following specifications



| ANTENNA MAST - BILL OF MATERIALS | | | | | |
|----------------------------------|------|-----------|--------------------|--------------|--|
| ITEM NO. | QTY | DEVICE ID | MANUFACTURER | PART NO. | DESCRIPTION |
| 1 | 1 | | TIMES MICROWAVE | LMR-400-DB | COAX CABLE |
| 2 | 1 | | TIMES MICROWAVE | EZ-400-NMH-X | TYPE N-MALE CONNECTOR |
| 3 | 1 | | TIMES MICROWAVE | EZ-400-NMH-X | TYPE N-MALE CONNECTOR |
| 4 | 1 | | - | - | ANTENNA MAST, 2" X 20' SCHEDULE 40 ALUMINUM PIPE |
| 5 | 1 | | - | - | PVC CAP, 2" |
| 6 | 1 | | WIRELESS SOLUTIONS | GKS38 | STANDARD GROUND KIT FOR 3/8" CABLE |
| 7 | 6 | | - | - | 1/2" SS WRAPLOCK BANDS, 3' ON CENTER |
| 8 | AR | | - | - | 3/8" SS U-BOLTS |
| 9 | 1 | | - | - | GROUNDING CLAMP RATED FOR DIRECT BURIAL |
| 10 | AR | | - | - | ANTI-LOCK ON ALL THREADS |
| 11 | ~15' | | - | - | #4 SOLID TINNED COPPER CONDUCTOR |

S. WIRELESS COMMUNICATIONS

- i. The wireless data communications will be integrated into the solution. The system will support two domains:
 - a. UHF in the following Frequencies:



Frequency

- [000463.00000000](#)
- [000463.02500000](#)
- [000463.05000000](#)
- [000463.07500000](#)
- [000463.10000000](#)
- [000463.12500000](#)
- [000463.15000000](#)
- [000463.17500000](#)
- [000468.00000000](#)
- [000468.02500000](#)
- [000468.05000000](#)
- [000468.07500000](#)
- [000468.10000000](#)
- [000468.12500000](#)
- [000468.15000000](#)
- [000468.17500000](#)

- b. Cellular & POTS Communication –
 - Use existing cellular and POTS service
 - Any new Cellular or POTS will need to be requested from the Information Technology Department.

T. WARRANTY AND TECHNICAL SUPPORT

- i. The proposed SCADA system modifications shall be warranted to be free of defects in materials and workmanship for a minimum period of five (5) years from date of substantial completion
- ii. The SCADA System Integrator shall provide a schedule of the warranties provided for work and materials completed under this proposal.
- iii. The SCADA system integrator shall indicate in their proposal if further warranties are available beyond the initial 5 years
- iv. Any further warranty will be evaluated as outlined in SECTION IV PROPOSAL EVALUATION CRITERIA AND METHODOLOGY E. WARRANTY.
- v. Substantial completion is defined as a SCADA system performing the monitoring and control functions as finally approved and accepted by the Owner.
- vi. The SCADA System Integrator shall demonstrate their effectiveness in providing follow-up service to the system as a function of their commitment to meeting the needs of their customers well beyond the warranty period.
 - a. SCADA System Integrator shall submit the terms of its extended warranty to include:
 - Items included in the warranty.
 - Items excluded from the warranty.
 - Duration of the extended warranty period.
 - Initiation of the warranty.
 - b. SCADA System Integrator shall submit the terms of technical support prior, during and after the warranty phase in a “Technical Support Schedule,” including”
 - c. Hourly rates for each type of service to include:
 - Programmer labor.
 - Technician labor.
 - Electrician labor. Travel and mileage rates.
 - Location of service center where technical support will be



deployed.

9. QUALITY ASSURANCE

- A. All the Contractor's employees shall be competent and highly skilled in their particular job requirements in order to properly perform the work assigned to them.
- B. The Contractor shall be responsible for maintaining the quality of the workmanship on the job throughout the duration of their responsibilities.

10. PROTECTION OF PROPERTY

- A. The Contractor shall at all times use all means necessary to protect property during and after service. Contractor shall protect against damage or loss to City property and any personnel in or around the work site, and shall be responsible for replacing or repairing any such damage or loss. The Contractor will be required to report any such damages immediately to the City or his/her designee. Replacement or repairs shall begin within five (5) days of the incident that caused the damage. The Contractor and its subcontractor(s) shall clean, repair or replace any item damaged during the performance of the service to the satisfaction of City at no additional cost.
- B. The City reserves the right at its sole and absolute discretion, to repair any damages created by the Contractor and deduct the actual cost of repairs from their payment.
- C. Contractor's Vehicles: Contractor's vehicles used on City service calls shall be identified with the name of the company and proper licensing. The Contractor will be required to maintain, fully equipped service vehicles necessary to perform the services requested in the RFP.

11. COMPETENCY AND MINIMUM REQUIREMENTS/QUALIFICATIONS OF RESPONDER

- A. Statements of Qualifications will only be considered from firms regularly engaged in providing services as described in this RFP and who can provide evidence that they have established a satisfactory performance record in meeting the minimum and technical qualification requirements established in the RFP. The City reserves the sole right to determine if a responder can sufficiently and efficiently provide the required services/commodities promptly and satisfactorily based on the criteria outlined in the Statement of Work.
- B. The responder should submit the following information with the Statement of Qualifications. This information, along with any other data the City considers pertinent will be used in determining if the responder is qualified to provide the work specified.
 - i. County Business Tax Receipt where the business is located (included with the response) or Business Tax Receipt for the City of North Lauderdale (needed before the agreement is issued).
 - ii. Proposals will be considered from qualified firms whose experience includes successful work in the industry.
 - iii. Firm must possess at least **five (5)** years of considerable relevant experience in implementation of a wide variety of Governmental Projects.
- C. Contractor's personnel used during this project shall be in uniforms with the company's name, clean, courteous, sober and competent in performing the work. Each crewmember shall wear an identification card with a photograph or a high-visibility uniform/ safety vest that identifies him or her as a member of the contractor's workforce. Contractor shall be responsible for enforcing the requirement that employees display identification at all times while performing work at any City site.
- D. Contractor's personnel shall maintain, insofar as possible, a neat appearance and conduct all work in a professional manner with minimal disturbance to the employees



of City and the general public. Smoking is NOT permitted in any City facility or City grounds.

- E. All employees of the contractor shall be considered to be, at all times the sole employees of the contractor, under his sole direction and not an employee or agent of the City. The City may require the contractor to remove an employee if it deems the employee to be careless, incompetent, insubordinate or otherwise objectionable and whose continued employment on the City's property is not in the best interest of the City.

12. **REQUIREMENT OF CONTRACTOR**

- A. Contractors interested in performing these services must exhibit considerable relevant experience with this type of work, and should emphasize both experience and capability of particular personnel who will actually perform the work. **Contractors should indicate any sub-Contractors proposed to be utilized in work for City.**



SECTION IV PROPOSAL EVALUATION CRITERIA AND METHODOLOGY

RFP #: 23-PW-003

LIFT STATION SCADA AND CONTROL PANEL REPLACEMENT PROJECT

1. WEIGHTED CRITERIA / BEST VALUE SCORING

The City's evaluation criteria may include, but shall not be limited to, the criteria outlined below. The City may also use a Best Value Scoring as an alternative scoring method.

A. COMPLIANCE WITH REQUEST FOR PROPOSALS REQUIREMENTS (RESPONSIVENESS) [MANDATORY].

This refers to the adherence to all conditions and requirements of the Request for Proposals.

B. QUALITY OF RESPONSE

Clearly demonstrated understanding of the work to be performed.

- i. Completeness and reasonableness of the offeror's plan/proposal for accomplishing the tasks.
- ii. Level of creativity demonstrated by the offeror's proposed methodologies for meeting the requirements of this Proposal.
- iii. Management demonstrates sufficient focus and ability to successfully direct work teams and other staff to perform under this agreement in a consistent and professional manner in conformance with the individual Scope of Work for each set of tasks as defined herein.
- iv. Demonstration of sufficient resources including staffing and equipment, and the ability to meet required property maintenance schedules.

C. SERVICES TO BE PROVIDED AND QUALITY CONTROL APPROACH AND RECOMMENDATIONS INCLUDING WORK PLAN, TECHNOLOGICAL INNOVATIONS AND SYSTEM DESIGN SIMPLISTIC USER INTERFACE

This refers to the exact type and nature of the offeror's proposed services and how they accomplish the objectives of the project the quality planning process that they utilize to ensure compliance with our specification's requirements, as well as the ability to rapidly respond to the City's needs, as defined in the Evaluation Criteria set forth.

D. MANAGERIAL CAPACITY AND RELEVANT FLORIDA EXPERIENCE

Offeror's capability in all respects to have sufficient management and supervisory staff available to manage work teams and project performance and to perform fully the contract requirements, and the tenacity, perseverance, experience, integrity, and reliability which will assure good faith performance, as well as satisfactory reference verification. The criteria shall include:

- i. The Firm's experience and its record on engagements of a similar nature, including the ability to serve in a similar capacity for other units of government or organizations.
- ii. Personnel to be assigned to the project, and their education, capabilities, qualifications, and experience with similar projects
- iii. Reference information gathered from other entities regarding the past



- iv. experience of the Firm; and
- Other areas addressed in the *Statement of Work* herein.

E. WARRANTY

Proposer who presents additional warranty will receive one (1) point for each year of warranty provided:

- i. 5 Years = Minimum Warranty Period = 0 Points
- ii. 6 Years = 5 Points
- iii. 7 Years and Beyond = 10 Points

F. PROPOSED COSTS

- i. Offeror’s price and cost proposals.
- ii. This refers to the proposed schedule included in the RFP. Each location has a separate charge. The City reserves the right to award to more than one vendor if seen in the City’s best interest. **(Please note that price is only one factor for consideration of award).**
- iii. Submitted project cost shall not be subject to change until formal negotiations have begun with a designated firm.

* Project Cost will be calculated per the following “sample” formula.

Firm A: Proposed Price \$20,000 Percentage = 100% X Weight (30) = 20 Points

Firm B: Proposed Price \$25,000 Percentage = 80% X Weight (30) = 16 Points

Firm C: Proposed Price \$28,000 Percentage = 71% X Weight (30) = 14.2 Points

Firm B’s percentage is $\$20,000 \div \$25,000 = 80\%$ of maximum points

Firm C’s percentage is $\$20,000 \div \$28,000 = 71\%$ of maximum points

G. Local Vendor Preference. – **NOT APPLICABLE (Prohibited by Local, State or Federal Grant funding provisions.)**

Definition: A “Local Vendor” is defined as the following:

- ~~a) **LOCAL BROWARD COUNTY VENDOR.** A business entity which has maintained a permanent place of business with full-time employees within the Broward County limits for a minimum of one year prior to the date of issuance of a bid or proposal solicitation. The business must have a current business tax receipt from Broward County or the City within Broward County where the business resides.~~
- ~~b) **LOCAL NORTH LAUDERDALE VENDOR.** A business entity which has maintained a permanent place of business with full-time employees within the city limits for a minimum of one year prior to the date of issuance of a bid or proposal solicitation. The business must have a current business tax receipt from the City of North Lauderdale.~~



~~The permanent place of business may not be a post office box. The business location must actually distribute goods or services from that location.~~

~~**Process:** For bid evaluation purposes, vendors that meet the definition of local Broward County or local North Lauderdale vendor, as defined above, shall be given preference applied to their bids or proposals for commodities, services, and construction. Local North Lauderdale vendors shall be given five percent (5%), and local Broward County vendors shall be given two-point-five percent (2.5%).~~

2. SELECTION EVALUATION COMMITTEE REVIEW

- A. The City Manager will appoint a Selection Evaluation Committee (SEC) to review Proposals. The City reserves the right to select the Proposer who represents the best value, and to accept or reject any proposal submitted in response to this solicitation.
- B. The City's Selection Evaluation Committee will act in what they consider to be the best interest of the City and its residents. **Price shall not be the sole determining factor for selection.**
- C. The weighted criteria provided below is provided to assist the Proposer in the allocation of their time and efforts during the submission process. This weighted criterion is the framework for evaluation used by the SEC during the short-list and scoring process.
- D. The City reserves the right to short-list the number of highest scored firms it deems in the City's best interest. However, in all cases, the weighted scoring criteria for selection contained in this RFP shall be the basis of selection. Short-listed proposals may be selected for an interview/presentation prior to the recommendation of award. The City reserves the right not to require oral presentations if the SEC feels sufficient clarity is provided by the individual written proposals.
- E. If the SEC requests the Proposer to provide additional information during this process. All Oral Presentations will be closed to the public and conducted in accordance with the requirements of Florida Statutes 286.0113 "General Exemptions from Public Meetings."
- F. After presentations, if so requested, firms will be assigned a final score, with the highest-scored firm moving forward to the negotiation phase. Upon successful negotiation, a recommendation for award will be considered by the City Commission. No work on this project shall proceed without written authorization from the City of North Lauderdale.
- G. The City reserves the right to ask questions, for clarification purposes, of any or all Proposers as part of its evaluation. The Proposer shall be prepared to advise the Committee the manner in which the contractual obligations will be accomplished. In addition, it is highly recommended the Proposer have the appropriate management level staff represent the firm during the presentation phase, if applicable. The designated Project Manager should be available.
- H. All Proposers are advised that in the event of receipt of an adequate number of Proposals which in the opinion of the SEC require no clarification and/or supplementary information, such Proposals may be evaluated without discussion. Hence, proposals should be initially submitted on the most complete and favorable terms which Proposers are capable of offering to the City.
- I. As the best interest of the CITY may require, the right is reserved without prejudice to reject any and all proposals or waive any minor irregularity or technicality in proposals received. Proposers are cautioned to make no assumptions unless their Proposal has been evaluated as being responsive. Additional information may be required of the proposer during the review and selection process to clarify the Proposers presented information.



- J. The City reserves the right to enter into contract negotiations with the selected Proposer after City Commission approval. If the City and the selected Proposer cannot negotiate a successful contract, City may terminate such negotiations and begin negotiations with the next highest-scored Proposer. No Proposer shall have any rights against the City arising from such negotiations.
- K. The SEC may conduct discussions with any Proposer who submits an acceptable or potentially acceptable proposal. Proposers shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals.
- L. In the event a tie score, the ranking for the tied vendors will be broken **by giving preference to a business that certifies that it has implemented a drug-free workplace program on the Vendor Drug-Free Workplace Certification Form**, as outlined in Florida Statute 287.087.
- M. **CONTACT WITH PERSONNEL OF THE CITY OF NORTH LAUDERDALE OTHER THAN THE PURCHASING AND CONTRACTS MANAGER OR DESIGNATED REPRESENTATIVE DURING THE SOLICITATION, EVALUATION AND AWARD PROCESS REGARDING THEIR REQUEST FOR PROPOSALS MAY BE GROUNDS FOR ELIMINATION FROM THE SELECTION PROCESS.**

3. METHODOLOGY CRITERIA AND FORMULA

Proposals will be evaluated in accordance with the weighed criteria listed below:

| # | Description | Points |
|---|---|------------|
| A | Compliance with Request for Proposal (Mandatory) | N/A |
| B | Quality of Response | 15 |
| C | Services to be Provided and Quality Control - Approach and recommendations including work plan, technological innovations and system design simplistic user interface | 15 |
| D | Managerial Capacity and Relevant Florida Experience | 20 |
| E | Warranty (see E. WARRANTY) | 10 |
| E | References | 10 |
| F | *Price (price will not be the deciding factor for an award) | 30 |
| Grand Total of Possible Points Before Presentations if Applicable | | 100 |
| G | Oral Presentations (If Applicable*) | 25* |
| Total Points (Up To) | | 125 |

Submitted project cost shall not be subject to change until formal negotiations have begun with a designated firm.

* Project Cost, *Item F, will be calculated per the following “sample” formula.
 Firm A: Proposed Price \$20,000 Percentage = 100% X Weight (20) = 30 Points
 Firm B: Proposed Price \$25,000 Percentage = 80% X Weight (20) = 24 Points
 Firm C: Proposed Price \$28,000 Percentage = 71% X Weight (20) = 21.4 Points
 Firm B’s percentage is \$20,000 ÷ \$25,000 = 80% of maximum points
 Firm C’s percentage is \$20,000 ÷ \$28,000 = 71% of maximum points



4. **PROPOSAL REQUIREMENTS**

A. Prospective proposers interested in responding to this RFP are requested to provide all of the information listed in this section. Submittals that do not respond completely to all of requirements specified herein may be considered non-responsive and eliminated from the process. Brevity and clarity are encouraged.

i. **Tab 1 - Introduction of Firm**

- Name of firm(s), address, contact person, telephone number. Include certificate(s) of authorization to offer professional services, including prime as well as supporting firms.
- A letter expressing the interest of the Firm in performing the work.
- Proof of authorization (SUNBIZ) to transact business in the State from the Florida Secretary of State, from prime and supporting firms.

ii. **Tab 2 - Qualifications and Experience**

- Description of contracts or projects completed and services provided that demonstrate the firm's ability to perform each category of work required in the last five (5) years.
- List of three (3) client references with contact names and telephone numbers.

iii. **Tab 3 - Methodology and Approach to Services**

The understanding that the applicant and Contractors demonstrate as to the requirements and needs of the scope of work, including an evaluation of the thoroughness, demonstrated in analyzing and investigating the scope of the project.

- Provide a narrative statement demonstrating an understanding of this solicitation's overall intent and the methods used to complete assigned tasks.
- Please clearly describe all aspects of the scope of work proposed.
- Approach including work plan, technological innovations and system design.
- Identify any issues or concerns of significance.
- Outline steps to accomplish each task and clearly describe methodology.
- A brief statement must be included which explains why your Proposal would be the most effective and beneficial to the City of North Lauderdale.
- The Contractor shall be fully qualified and experienced in this service and must provide a list of similar size and scope projects within the past five (5) years.

iv. **Tab 4 – Proposal Fee for Services**

- Provide Completed Price Schedule for Service - (Cost will be secondary in consideration to other evaluation factors including experience, project team and methodology.)
- Confirmation that SCADA lift system will have warranty for three (3) years
- Number of years Contractor plans on providing the City with a proposed extended warranty for the SCADA equipment



v. **Tab 5 - Standard Submittal Forms**

- Vendor Contact Summary
- Addenda Acknowledgement
- Reference Check Survey (3)
- Client References
- Qualification Statement (4 Pages)
- Public Entity Crimes (3 Pages)
- Non-Collusive Affidavit (2 Pages)
- Offeror’s Certification Forms
- Scrutinized Companies Requirement (2 Pages)
- Vendor Drug-Free Workplace Requirement
- Proof of applicable Insurance
- Copies of all current applicable professional license(s)
- Local Vendor Preference Certification (2 Pages) – Not Applicable
- Anti-Lobbying (3 Pages)
- E-Verify Affidavit

vi. **Tab 6 - Confirmation of Timeline and Budget**

Please advise if your Firm is willing to meet the following time and budget requirements.

- **Timeline:** TWO HUNDRED SEVENTY (270) DAYS
- **Budget:** The City’s budget for this project, is Eight Hundred Thousand Dollars (\$800,000.00)

5. **ADDITIONAL COMMITTEE REVIEW CONSIDERATIONS**

- A. The following is the list of criteria, procedures and standards, which the Committee, which may be requested in its evaluation of qualifications from Firms interested in providing the Services, The SEC will consider:
- i The qualifications and credentials of each Firm.
 - ii Certification that the Firm is not barred from performing the services by operation of the Florida Public Entity Crimes law.
 - iii Statement of complete history of citations, violations (including notices of same) and litigation involving public contract disputes and the ultimate disposition and current status of all of the foregoing. If determined by the SEC, the Firm shall provide a summary of any litigation or arbitration that the Firm, its parent company or its subsidiaries have been engaged in during the past three (3) years against or involving:
 - any public entity for any amount, or
 - any private entity for an amount greater than One Hundred Thousand Dollars (\$100,000.00). The summary shall state the nature of the litigation or arbitration, a brief description of each case, the outcome or projected outcome and the monetary amounts involved. The City may disqualify any Proposer if it determines in its sole discretion that a Firm is excessively litigious.
- B. The foregoing list is intended to inform interested Firms, before competitive qualifications are sought by the City, of the considerations which will be used to evaluate qualifications submitted by Firms qualified to perform the work.

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SECTION V FEDERAL GRANT REQUIREMENTS 23-PW-003

Lift Station Scada and Control Panel Replacement Project

This project will be partially or fully funded through a federal grant that was awarded to the City of North Lauderdale (“City”). Therefore, Contractors must comply with all provisions listed within the grant requirements. Contractors should familiarize themselves with all regulations and requirements contained below and in 2 C.F.R. Part 200, along with Appendix II, before submitting a response.

All references to a “Non-Federal Entity” herein shall be construed to mean the City of North Lauderdale (CITY), it’s officers, employees, and elected officials.

By submitting a proposal for this project Contractor agrees to comply, subject to applicable professional standards, with the provisions of any and all applicable Federal, State, County and City orders, statutes, ordinances, rules, and regulations which may pertain to the Services required under the Agreement, including but not limited to the following:

Data is current as of May 8, 2023

Included herein:

Title 2 → Subtitle A → Chapter II → Part 200

Title 2: Grants and Agreements

Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards 200.318 (a-b) GENERAL PROCUREMENT STANDARDS

The CITY has documented procurement procedures and will conform to the procurement standards identified in §§ 200.317 through 200.327. In accordance with the requirements of this grant/s, the CITY shall maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

Procurement Standards

§ 200.317 Procurements by states.

When procuring property and services under a Federal award, a State must follow the same policies and procedures it uses for procurements from its non-Federal funds. The State will comply with §§ 200.321, 200.322, and 200.323 and ensure that every purchase order or other contract includes any clauses required by § 200.327. All other non-Federal entities, including subrecipients of a State, must follow the procurement standards in §§ 200.318 through 200.327.

§ 200.318 General procurement standards.

(a) The Non-Federal entity must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this section, for the acquisition of property or services required under a Federal award or subaward. The non-Federal entity's documented procurement procedures must conform to the procurement standards identified in §§ 200.317 through 200.327.

(b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.



(c)

(1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

(2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

(d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

(e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. Competition requirements will be met with documented procurement actions using strategic sourcing, shared services, and other similar procurement arrangements.

(f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

(g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

(h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also § 200.214.



(i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: Rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

(j)

(1) The non-Federal entity may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time-and-materials type contract means a contract whose cost to a non-Federal entity is the sum of:

(i) The actual cost of materials; and

(ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

(2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

(k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

[85 FR 49543, Aug. 13, 2020, as amended at 86 FR 10440, Feb. 22, 2021]

§ 200.319 Competition.

(a) All procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of this section and § 200.320.

(b) In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

(1) Placing unreasonable requirements on firms in order for them to qualify to do business;

(2) Requiring unnecessary experience and excessive bonding;

(3) Noncompetitive pricing practices between firms or between affiliated companies;

(4) Noncompetitive contracts to consultants that are on retainer contracts;



- (5) Organizational conflicts of interest;
 - (6) Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and
 - (7) Any arbitrary action in the procurement process.
- (c) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
- (d) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:
- (1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
 - (2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
- (e) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.
- (f) Noncompetitive procurements can only be awarded in accordance with § 200.320(c).

§ 200.320 Methods of procurement to be followed.

The non-Federal entity must have and use documented procurement procedures, consistent with the standards of this section and §§ 200.317, 200.318, and 200.319 for any of the following methods of procurement used for the acquisition of property or services required under a Federal award or sub-award.

- (a) Informal procurement methods. When the value of the procurement for property or services under a Federal award does not exceed the simplified acquisition threshold (SAT), as defined in § 200.1, or a lower threshold established by a non-Federal entity, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the



completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include:

(1) Micro-purchases -

(i) Distribution. The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (See the definition of micro-purchase in § 200.1). To the maximum extent practicable, the non-Federal entity should distribute micro-purchases equitably among qualified suppliers.

(ii) Micro-purchase awards. Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.

(iii) Micro-purchase thresholds. The non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures. The micro-purchase threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations. Non-Federal entities may establish a threshold higher than the Federal threshold established in the Federal Acquisition Regulations (FAR) in accordance with paragraphs (a)(1)(iv) and (v) of this section.

(iv) Non-Federal entity increase to the micro-purchase threshold up to \$50,000. Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The non-Federal entity may self-certify a threshold up to \$50,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with § 200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:

(A) A qualification as a low-risk auditee, in accordance with the criteria in § 200.520 for the most recent audit;

(B) An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,

(C) For public institutions, a higher threshold consistent with State law.

(v) Non-Federal entity increase to the micro-purchase threshold over \$50,000. Micro-purchase thresholds higher than \$50,000 must be approved by the cognizant agency for indirect costs. The non-federal entity must submit a request with the requirements included in paragraph (a)(1)(iv) of this section. The increased threshold is valid until there is a change in status in which the justification was approved.

(2) Small purchases -



(i) Small purchase procedures. The acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.

(ii) Simplified acquisition thresholds. The non-Federal entity is responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk and its documented procurement procedures which must not exceed the threshold established in the FAR. When applicable, a lower simplified acquisition threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations.

(b) Formal procurement methods. When the value of the procurement for property or services under a Federal financial assistance award exceeds the SAT, or a lower threshold established by a non-Federal entity, formal procurement methods are required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement can be used in accordance with § 200.319 or paragraph (c) of this section. The following formal methods of procurement are used for procurement of property or services above the simplified acquisition threshold or a value below the simplified acquisition threshold the non-Federal entity determines to be appropriate:

(1) Sealed bids. A procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction, if the conditions.

(i) In order for sealed bidding to be feasible, the following conditions should be present:

(A) A complete, adequate, and realistic specification or purchase description is available;

(B) Two or more responsible bidders are willing and able to compete effectively for the business; and

(C) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(ii) If sealed bids are used, the following requirements apply:

(A) Bids must be solicited from an adequate number of qualified sources, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;

(B) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;



(C) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;

(D) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and

(E) Any or all bids may be rejected if there is a sound documented reason.

(2) Proposals. A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. They are awarded in accordance with the following requirements:

(i) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical;

(ii) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and making selections;

(iii) Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered; and

(iv) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms that are a potential source to perform the proposed effort.

(c) Noncompetitive procurement. There are specific circumstances in which noncompetitive procurement can be used. Noncompetitive procurement can only be awarded if one or more of the following circumstances apply:

(1) The acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see paragraph (a)(1) of this section);

(2) The item is available only from a single source;

(3) The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation;



(4) The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; or

(5) After solicitation of a number of sources, competition is determined inadequate.

§ 200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

(1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

(2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

(3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;

(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

(5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and

(6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (b)(1) through (5) of this section.

§ 200.322 Domestic preferences for procurements.

(a) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

**§ 200.323 Procurement of recovered materials.**

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

§ 200.324 Contract cost and price.

(a) The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.

(b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

(c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under subpart E of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.

(d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§ 200.325 Federal awarding agency or pass-through entity review.

(a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.

(b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:



- (1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;
 - (2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
 - (3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a “brand name” product;
 - (4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
 - (5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.
- (c) The non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

(1) The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third-party contracts are awarded on a regular basis;

(2) The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§ 200.326 Bonding requirements.

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

- (a) A bid guarantee from each bidder equivalent to five percent of the bid price. The “bid guarantee” must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- (b) A performance bond on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor's requirements under such contract.



(c) A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

§ 200.327 Contract provisions.

The non-Federal entity's contracts must contain the applicable provisions described in appendix II to this part.

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Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable. All references to a “Non-Federal Entity” herein shall be construed to mean the City of North Lauderdale (CITY), its officers, employees, and elected officials.

All Provisions shall be included and made a part of the final contract between the CITY and the CONTRACTOR whether specifically included in the final contract document, or referenced within the contract document, in which case these provisions shall be included as a part of the Agreement as if specifically enumerated therein.

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the CITY under the Federal award must contain provisions covering the following, as applicable:

(A) Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by [41 U.S.C. 1908](#), must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under [41 CFR Part 60](#), all contracts that meet the definition of “federally assisted construction contract” in [41 CFR Part 60-1.3](#) must include the equal opportunity clause provided under [41 CFR 60-1.4\(b\)](#), in accordance with Executive Order 11246, “Equal Employment Opportunity” ([30 FR 12319, 12935, 3 CFR Part, 1964-1965](#) Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at [41 CFR part 60](#), “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

NOT APPLICABLE (D) Davis-Bacon Act, as amended ([40 U.S.C. 3141-3148](#)). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act ([40 U.S.C. 3141-3144](#), and [3146-3148](#)) as supplemented by Department of Labor regulations ([29 CFR Part 5](#), “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act ([40 U.S.C. 3145](#)), as supplemented by



Department of Labor regulations ([29 CFR Part 3](#), “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act ([40 U.S.C. 3701-3708](#)). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with [40 U.S.C. 3702](#) and [3704](#), as supplemented by Department of Labor regulations ([29 CFR Part 5](#)). Under [40 U.S.C. 3702](#) of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of [40 U.S.C. 3704](#) are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under [37 CFR § 401.2 \(a\)](#) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of [37 CFR Part 401](#), “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act ([42 U.S.C. 7401-7671q.](#)) and the Federal Water Pollution Control Act ([33 U.S.C. 1251-1387](#)), as amended - Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act ([42 U.S.C. 7401-7671q](#)) and the Federal Water Pollution Control Act as amended ([33 U.S.C. 1251-1387](#)). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see [2 CFR 180.220](#)) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at [2 CFR 180](#) that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment ([31 U.S.C. 1352](#)) - Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or



attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by [31 U.S.C. 1352](#). Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See [§ 200.323](#).

(K) See [§ 200.216](#).

(L) See [§ 200.322](#).

[\[78 FR 78608](#), Dec. 26, 2013, as amended at [79 FR 75888](#), Dec. 19, 2014; [85 FR 49577](#), Aug. 13, 2020



SECTION VI – CONSTRUCTION SPECIAL PROVISIONS

SECTION V

RFP #: 23-PW-003

LIFT STATION SCADA AND CONTROL PANEL REPLACEMENT PROJECT

NOTE: Upon final award of any Agreement as a result of this solicitation, the successful firm or individual receiving the award shall become the Contractor and shall be responsible for complying with the requirements enumerated in these Special Provisions.

5.1 BASIC DEFINITIONS

Wherever used in this solicitation or the final Agreement resultant from an award made for this solicitation, or in other Contract Documents, the following terms have the meanings indicated, which are applicable to both the singular and plural of each:

Addenda – Written or graphic instruments issued prior to the opening of Bids that clarify, correct, or change the bidding requirements or the contract document.

Agreement – The written agreement between the City and the Contractor covering the work to be performed, including other Contract Documents that are attached to the Agreement and made a part thereof.

Application for Payment – the form acceptable to the Engineer/Project Manager used by the Contractor during the course of the work in requesting progress or final payments and accompanied by such supporting documentation as is required by the Contract Documents.

Change Order – A document that is signed by the Contractor and the City and authorizes an addition, deletion, or revision in the work within the general scope of this Agreement, or an adjustment in the Contract Price or the Contract Time, issued on or after the Effective Date of the Agreement. **ONLY THE CITY MANAGER CAN APPROVE CHANGE ORDERS FOR THE CITY.**

City – The City of North Lauderdale, Florida. Also referred to as Owner.

Contract Documents – Upon final award of this solicitation, the contract documents consist of the final Agreement, conditions of the solicitation, the solicitation document contained herein (including General, Supplementary and other Conditions and Provisions), drawings, specifications of this solicitation, all addenda issued prior to, all modifications issued after execution of this Agreement, Notice of Award, Notice to Proceed, Certificate(s) of Insurance, Bonds and any

additional modifications and supplements, Change Orders and work directive changes issued on or after the effective date of the Contract. These contract documents form the Agreement, and all are as fully a part of the Agreement if attached to this Agreement or repeated therein.

Contract Times – the number of consecutive calendar days stated in the Contract Documents to achieve substantial completion and/or complete the work so that it is ready for final payment as evidenced by the Engineer/Project Managers written recommendation of final payment.

Contractor – the individual or firm who successfully receives the award for work to be completed as defined by this solicitation.

Defective – An adjective which when modifying the work refers to work that is unsatisfactory, faulty or deficient, or does not conform to the Contract Documents, or does not meet the requirements of any inspection, reference standard, test or approval referred to in the Contract Documents, or has been damaged prior to final payment.

Drawings – The drawings that show the character and scope of the work to be performed and which are referred to in the Contract Documents.

Effective Date of the Agreement – The date indicated in the Agreement on which it becomes effective, but if no such date is indicated it means the date on which the Agreement is signed and delivered by the last of the two parties to sign and deliver.

Engineer/Project Manager – The City's authorized, project representative. The words



“Engineer” and “Engineer/Project Manager” are used interchangeably.

End User (EU) – Internal Member of the City Staff who has requested a procurement service. Also known as a Stakeholder (SH)

FDOT – The State of Florida Department of Transportation

Field Order – A written order issued by the Engineer/Project Manager that requires minor changes in the work but does not involve a change in Contract Price or Contract Time.

Milestone – A principal event specified in the Contract Documents relating to an intermediate complete date or time prior to Substantial Completion of all the work.

Notice to Proceed (NTP) – A written notice given by the City to the Contractor fixing the date on which the Contract Time will commence to run and on which the Contractor shall start to perform the Contractor’s obligations under the Contract Documents.

Project – the total construction for which the Contractor is responsible under this agreement, including all labor, materials, equipment and transportation used or incorporated in such construction.

Specifications – Those portions of the Contract Documents consisting of written technical descriptions and requirements of materials, equipment, construction systems, standards and Workmanship as applied to the work and certain administrative details applicable thereto.

Subcontractor – An individual, firm or corporation having a direct Contract with the Contractor or with any other Subcontractor for the performance of a part of the work at the site.

Substantial Completion – “Substantial Completion” means the finishing or accomplishing of substantial performance of the work as proscribed in the Contract Documents. “Substantial Performance” means that there has been no willful departure from the terms of the Contract Documents and the work has been honestly and faithfully performed in its material and substantial particulars. The term “Final Completion” means the City’s acceptance of **the job and issuance of final payment.**

Supplier – A manufacturer, fabricator, supplier, distributor, materialman or vendor.

Unit Price Work – Work to be paid for on the basis of unit prices.

Work – The entire completed construction or the various separately identifiable parts thereof required to be provided under the Contract Documents. work is the result of performing services, specifically, including but not limited to construction, furnishing labor, testing, documentation, equipment and materials used or incorporated in the construction of the entire Contract Documents. The words “Project” and “Work” are used interchangeably.

Work Change Directive – A written directive to the Contractor issued on or after the effective date of the Agreement and signed by the City Manager and recommended by the Engineer/Project Manager ordering an addition, deletion or revision in the work. A Work Change Directive shall not change the Contract price or time, but is evidence that the parties expect that the change directed or documented by a Work Change Directive will be incorporated in a subsequently issued Change Order following negotiations by the parties as to its effect, if any, on the Contract Price or Contract Time.

Written Amendment – A written amendment of the Contract Documents, signed by the CITY and the Contractor on or after the Effective Date of the Agreement and normally dealing with the non-Engineering, or non-technical aspects rather than strictly Work-related aspects of the Contract Documents.

5.2 FAMILIARITY WITH THE TOTAL SCOPE OF THE PROJECT

- 5.2.1 The Contractor shall be familiar with the total scope of the project prior to commencement of any work. In case of any questions or conflict, they must be brought to the attention of the Engineer/Project Manager prior to any work. If further assistance is needed, the Contractor may contact the Director of the Public Works/Utilities Department. The City shall not be responsible for the Contractor's failure to comply with this requirement.
- 5.2.2 The Contractor shall be responsible for repair and restoration of all utilities or any other items damaged during the work.
- 5.2.3 By execution of the final Agreement, The Contractor acknowledges that all requirements and conditions necessary to fulfill this Contract have been met. No contract adjustments shall be allowed for concealed site conditions.
- 5.2.4 As for conflicts between schedules and information provided on Drawings, the schedules shall govern; as for conflicts between figures given on Drawings and the scale measurements, the figures shall govern; as for conflicts between large-scale drawings and small-scale drawings, the larger scale drawings shall govern.

5.3 INTENT

It is the intent of the Contract Documents to describe a functionally complete Project in accordance with the Plans and Specifications. Any work, materials or equipment that may reasonably be inferred from the Contract Documents as being required to produce the intended result will be supplied whether or not specifically called for. When words that have a well-known technical or trade meaning are used to describe work, materials or equipment such words shall be interpreted in accordance with that meaning. Reference to standard specifications, manuals or codes of any technical society, organization or association, or to the laws or regulations of any governmental authority, whether such reference be specific or by implications, shall mean the latest standard specification, manual, code or laws or regulations in effect at the time of contract award, except as may be otherwise specifically stated. However, no provision of any referenced standard specification, manual or code (whether or not specifically incorporated by reference in the Contract Documents) shall be effective to change the duties and responsibilities of the City, the Contractor, or any of their consultants, agents or employees from those set forth in the Contract Documents.

5.4 SUPPLEMENTS, MINOR VARIATIONS, OR DEVIATIONS

In addition, upon award of this solicitation, the requirements of the Contract Documents may be supplemented, and minor variations and deviations in the work may be authorized in one or more of the following ways:

- The Engineer/Project Manager's approval of a shop drawing or sample;
- or
- The Engineer/Project Manager's written interpretation or clarification.

5.5 OWNER MAY STOP THE WORK/REFUSE THE PRODUCT

If the work performed by the contractor or product delivered by the contractor is deficient, contrary to the bid documents or Contract, or the Contractor fails to perform work in such a way that the completed work will conform to the Contract Documents, the Owner may order the Contractor to stop the work or return the product, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the work shall not give rise to any duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other party.

5.6 **CUSTOMER RELATIONS**

The Contractor, all its employees, and subcontractors under the supervision and control of the Contractor shall at all times be required to conduct themselves professionally and courteously and do all things necessary to ensure good and harmonious customer relations. Continuous failure to abide by this requirement shall constitute a basis for termination of this agreement.

5.7 **LICENSES AND PERMITS**

5.7.1 Services performed for the City will require licenses and permits in the same manner as private construction projects within the City. Contractor shall secure, at his/her expense, all licenses and permits and shall fully comply with all applicable laws, regulations, and codes as required by the State of Florida, county, or local ordinances.

5.7.2 The Contractor must fully comply with all federal and state laws, county and municipal ordinances, and regulations in any manner affecting the prosecution of the work. Any fines or penalties to the Contractor shall be paid at the Bidder's expense.

5.8 **LICENSE OF BIDDERS**

All Bidders must hold and submit with their bid response (and maintain same throughout the duration of the Contract) a current valid Certificate for General Building/Engineering or Specialty Trade Contracting, etc., for the types of work covered by the Contract, where applicable. If there is a special/specific license required for this project, the license will be listed in the Scope of Work outlined above.

5.9 **LICENSE FOR TRADES**

Bidder(s) must be licensed in accordance with the provisions of the Code of Broward County and Florida State Statute (Occupational/Business and Contractor). The Bidder may be required to provide proof of licensing prior to being pre-qualified under the Contract. All employees supplied by the Contractor must carry their certification cards if certification is required for the type of work being performed.

5.10 **WORKMANSHIP AND MATERIALS**

All parts installed and materials used in performance of this Contract shall be new and unused (of current design or manufacture). Salvage materials will not be allowed without the express consent of the City. All materials and workmanship shall be of the highest

quality and shall conform to all applicable Building Codes, so as to ensure safe and functional operation. The City shall be the sole judge as to parts and workmanship.

5.11 **CONTRACTOR'S RESPONSIBILITY**

- 5.11.1 Contractor shall provide sufficient manpower so as to perform work safely and expeditiously with all equipment plainly marked with the company name. All equipment provided pursuant to this agreement shall be in good and proper working order.
- 5.11.2 The Contractor shall provide a qualified, English speaking, superintendent present on the site at all times. The superintendent shall be a fully authorized agent of the Contractor and have full authority to make on-site decisions and commitments regarding the Contractors work.
- 5.11.3 No work shall be performed between 7:00 PM and 7:00 AM, Monday through Friday. No work will be performed on Saturday unless approved by the City's Project Manager or authorized individual. Under no circumstance will work be performed on a Sunday and/or the City's observed Holiday(s). Exceptions to this schedule may only be made with the prior approval of the City in writing. The Contractor shall provide a qualified superintendent present on the site always, as a fully authorized agent of the Contractor, and capable of making on-site decisions.
- 5.11.4 It shall be the responsibility of the Contractor to remove from the job site and properly dispose of all residues at the end of each workday. Any materials or equipment left on site shall be secured by the Contractor, who is fully and totally responsible for security.
- 5.11.5 The superintendent appointed shall be satisfactory to the City and shall not be changed except with consent of the Engineer/Project Manager.
- 5.11.6 The Contractor shall assign to the work site at least one (1) supervisor at all time capable of making field decisions, interpreting plans, etc. The Contractor shall also provide suitable personnel who shall be available after work hour emergencies and capable of making appropriate decisions. The Contractor shall supply competent and physically capable employees having the requisite skill and experience to perform the work in a workmanlike manner. The City may require the Contractor to remove any employee working for or under the Contractor that the City deems careless, incompetent, insubordinate or otherwise objectionable. The Contractor shall be responsible to the City for the acts and omissions of all subcontractors and personnel working under the Contractor.
- 5.11.7 The Contractor shall be aware that the job may be subject to vehicular and pedestrian traffic at all times of the day and night.
- 5.11.8 Loss of materials or equipment due to theft, vandalism, etc. shall be the responsibility of the Contractor. Any material left on site overnight shall be properly marked and identified in order to ensure public safety.
- 5.11.9 The Contractor is responsible for familiarizing itself with the nature and extent of the Contract Documents, the work, the locality, and with all local conditions,

- verifying all pertinent figures and applicable field measurements, and federal, state, and local laws, ordinances, rules and regulations that in any manner may affect cost, progress, or performance of the work. The Contractor is responsible for making or causing to be made any examinations, investigations, tests and studies as it deems necessary for the performance of the Work at the Contract Price, within the Contract Time, and in accordance with other terms and conditions of the Contract Document.
- 5.11.10 Before beginning the Work or undertaking each component part of the Work, The Contractor shall carefully study the Contract Documents, Special Conditions, Technical Specification, all pertinent figures and site conditions. The Contractor shall promptly report in writing to the Engineer/Project Manager and the City any conflict, error or discrepancy which the Contractor may discover and shall obtain a written interpretation or clarification from the Engineer/Project Manager before proceeding with any Work affected thereby.
- 5.11.11 Unless otherwise provided in the Contract Documents, the Contractor shall provide or cause to be provided and shall pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation and other facilities and services necessary for proper execution and completion of the work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.
- 5.11.12 The Contractor shall be responsible for and shall coordinate all construction means, methods, techniques, sequences and procedures.
- 5.11.13 The Contractor shall keep the City and the Engineer/Project Manager informed of the progress and quality of the Work.
- 5.11.14 If requested in writing by the Contractor, the City, with reasonable promptness and in accordance with time limits agreed upon, shall interpret the requirements of the Contract Documents and shall decide (subject to other provisions in the Contract Documents governing claims, disputes and other matters in question) matters relating to performance. Such interpretations and decisions shall be in writing.
- 5.11.15 The Contractor shall correct all Work, which does not conform to the Contract Documents.
- 5.11.16 The Contractor shall warrant to the City that materials and equipment incorporated in the work will be new unless otherwise specified, and that the Work will be of good quality, free from faults and defects, and in conformance with the Contract Documents.
- 5.11.17 The Contractor shall pay all applicable sales, consumer, use and similar taxes, and shall secure and pay for permits and governmental fees, licenses and inspections necessary for the proper execution and completion of the Work. The Contractor shall identify all governmental authorities and agencies having jurisdiction to approve the construction, and obtain all permits and approvals with such governmental authorities as have jurisdiction, and assist the City in consultations with appropriate governmental authorities and agencies in obtaining all permits and approvals.

- 5.11.18 Without limiting the foregoing, the Contractor shall pay all fees, costs, and expenses in connection with the applications, processing, and securing of approvals for permits, not previously obtained by the owner or its agent, from all governmental authorities which have jurisdiction over all aspects of this Work.
- 5.11.19 The Contractor shall give notices and comply with laws, ordinances, rules, regulations and lawful orders of public authorities relating to the Project.
- 5.11.20 The Contractor shall be responsible to the City for acts, errors and omissions of the Contractor's employees and parties in privity of contract with the Contractor to perform any portion of the Work, including their agents and employees.
- 5.11.21 The Engineer/Project Manager/Public Works/Utilities Director shall prepare Change Orders for the City's approval and execution in accordance with the Contract Documents. Any work, which is commenced without a Change Order or Work Directive being approved, shall constitute a waiver of any claim of compensation for such work. All Change Orders must be approved in accordance with Sec. 3-10 Change Orders of the Procurement Code
- 5.11.22 Contractor must repair any pavement, concrete, brick pavers, etc., disturbed as a result of any work within the scope of this contract to all applicable codes and City standards.

5.12 **CONTRACTOR PERFORMANCE**

The Contractor shall be fully responsible for performing all the work necessary to meet City standards in a safe, neat, and good workmanlike manner, using only generally accepted methods in carrying out the work and complying with all federal and state laws and all ordinances and codes of the City relating to such work.

5.13 **CITY'S RESPONSIBILITIES**

Upon final award of this solicitation, the City shall bear the following responsibilities:

- 5.13.1 The City shall designate a representative authorized to act on the City's behalf with respect to the Project. The City or such authorized representative shall examine documents submitted by the Contractor and shall promptly render decisions pertaining thereto to avoid delay in the orderly progress of the Work.
- 5.13.2 The City may appoint an on-site Project representative to observe the Work and to have such other responsibilities as the City and the Contractor agree in writing prior to execution of this Agreement.
- 5.13.3 The City shall cooperate with the Contractor in securing building and other permits, licenses and inspections.
- 5.13.4 If the City observes or otherwise becomes aware of a fault or defect in the Work or nonconformity with the Contract Documents, the City shall give prompt written notice thereof to the Contractor.
- 5.13.5 The City shall furnish required information and services and shall promptly render decisions pertaining thereto to avoid delay in the orderly progress of the design and construction.
- 5.13.6 The City shall communicate with subcontractors only through the Contractor.

- 5.13.7 The City shall furnish data required of the City under the Contract Documents promptly.
- 5.13.8 If the Work is defective, or the Contractor fails to supply sufficient skilled Workers or suitable materials or equipment, or fails to furnish or perform the Work in such a way that the completed Work will not conform to the Contract Documents, the City may order the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, this right of the City to stop the Work shall not give rise to any duty on the part of the City to exercise this right for the benefit of the Contractor or any other party.

5.14 ENGINEER/PROJECT MANAGER'S RESPONSIBILITIES

- 5.14.1 The Engineer/Project Manager or his designee will be the City's representative during the construction period and until final payment is made.
- 5.14.2 The Engineer/Project Manager will make visits to the site at intervals appropriate to the various stages of construction to observe the progress and quality of the executed Work and to determine, in general, if the Work is proceeding in accordance with the Contract Documents. The Engineer/Project Manager's efforts will be directed toward providing for the City a greater degree of confidence that the completed Work will conform to the Contract Documents. On the basis of such visits and on-site inspections, the Engineer/Project Manager shall keep the City informed of the progress of the Work and shall endeavor to guard the City against defects and deficiencies in the Work.
- 5.14.3 The Engineer/Project Manager will issue technical clarifications and interpretations, with reasonable promptness. Should the Contractor fail to request interpretation of items the Contractor determines to be questionable in the Contract Documents neither the City nor the Engineer/Project Manager would thereafter entertain any excuse for failure to execute the Work in a satisfactory manner based upon such a reason or claim.
- 5.14.4 The Engineer/Project Manager may authorize minor variations in the Work from the technical requirements of the Contract Documents, which do not involve an adjustment in the Contract Price or the Contract Time and are consistent with the overall intent of the Contract Documents. These shall be accomplished by a Field Order and will be binding on the City, and also on the Contractor who shall perform the Work involved promptly.
- 5.14.5 The Engineer/Project Manager will have the authority to disapprove or reject Work that the Engineer/Project Manager believes to be defective and will also have authority to require special inspections or testing of the Work whether or not the Work is fabricated, installed or completed.

5.15 AVAILABILITY OF AREA TO STORE EQUIPMENT AND MATERIAL

City will make every effort to provide suitable areas within or near the project site for staging and storage. The Contractor shall be ultimately responsible for obtaining suitable areas for storage of Contractor's equipment and material. Restoration of all storage areas shall be Contractor's responsibility. The City is not responsible for any damages and/or thefts that may occur at staging/storage sites.

5.16 CLEANUP AND RESTORATION

- 5.16.1 During and after completion of all work, the Contractor shall be responsible on a daily basis, for all cleanup including but not limited to sweeping, cleaning and removal of loose material. Leftover or excessive material, debris, etc. must be completely removed from the work area and other affected areas at no expense to the City at the end of work. It shall be the Contractor's responsibility to protect any debris from obstructing or getting into any wastewater, water or storm water conveyance system. If any grassed area is disturbed, it shall be promptly restored at the Contractor's expense.
- 5.16.2 Cleanup shall be performed on a routine basis in order to facilitate the maintenance of all work areas. Any damage to public or private property resulting from improper or incomplete cleanup shall be the sole responsibility of the Contractor.
- 5.16.3 The Contractor shall be responsible for the proper and legal removal and disposal of all construction debris.
- 5.16.4 Burying or burning of waste materials containing chemicals, oil or unfiltered construction debris down sewers or into waterways shall not be permitted.
- 5.16.5 The Contractor shall provide, as necessary, rodent proof containers for disposing of garbage and similar wastes generated by the Contractor.
- 5.16.6 The project site shall be maintained in a neat and clean manner, and upon final cleanup, the project site shall be left clear of all surplus material and debris. Paved areas shall be swept clean.
- 5.16.7 If the Contractor fails to properly maintain the site or perform required clean-ups and debris removal the City shall place the Contractor on written notice to perform required clean up. Contractor shall perform required clean up within twenty-four (24) hours of receipt of the City's written notice.
- 5.16.8 In the event that the Contractor does not comply, the City may correct such deficiencies. In such case, an appropriate Change Order shall be issued deducting from payments then or thereafter due the Contractor costs of correcting such deficiencies. If the payments then or thereafter due the Contractor are not sufficient to cover the amount of the deduction, the Contractor shall pay the difference to the City.

5.17 DAMAGE TO PUBLIC AND/OR PRIVATE PROPERTY

- 5.17.1 Extreme care shall be taken to safeguard all existing facilities, site amenities, utilities, irrigation systems, windows, and vehicles on or around the job site. Damage to public and/or private property shall be the responsibility of the Contractor and shall be repaired and/or replaced in equal or better condition at no additional cost to the City.
- 5.17.2 The Contractor shall use all means to protect surrounding areas, existing objects, structures and vegetation designated to remain that may be impacted by Work described herein.
- 5.17.3 In the event of damage, Contractor shall immediately make all repairs, replacements and dressings to damaged materials, to the approval of the City, at no additional cost to the City.

- 5.17.4 In the event of damage to public and/or private property, the Contractor shall immediately contact the Public Works/Utilities Department and inform the appropriate staff member about the location and extent of the damages.
- 5.17.5 In the event that the Contractor does not immediately repair to the satisfaction of the City damage to public and/or private property, the City may correct such damage. In such case, an appropriate Change Order shall be issued deducting from payments then or thereafter due the Contractor, costs of correcting such damage. If the payments then or thereafter due the Contractor are not sufficient to cover the amount of the deduction, the Contractor shall pay the difference to the City.
- 5.18 CONNECTION TO CITY WATER**
- The Contractor is responsible for payment of all water usage for the project regardless of the type of meter used.
- 5.19 BASIS OF PAYMENT, UNIT PRICES AND RIGHT TO CHANGE QUANTITIES**
- Payment at the contract unit price shall be inclusive of all labor, materials, equipment and incidental items.
- 5.20 ACCEPTANCE OF WORK**
- Acceptance shall be based upon satisfactory completion, material test results, performance and appearance of the Work after the materials have established, been placed or found to be in good operating order. Prior to final acceptance, the Contractor shall remove and replace, satisfactory to the City, all defective areas. Any adjusted area that is found to be of an unsatisfactory condition shall be rejected and shall be removed and restored by the Contractor at no expense to the City.
- 5.21 TESTS AND INSPECTIONS**
- 5.21.1 The Contractor shall give the City timely notice of readiness of the Work for all required inspections, tests or approvals. The Contractor shall assume full responsibility, pay all costs in connection therewith and furnish the City the required certificates of inspection, testing or approval for all materials, equipment for the Work and any part thereof unless otherwise specified herein.
- 5.21.2 If the Work or any part thereof shall be found defective, the Contractor shall, without cost to the City, forthwith remedy such defect in a manner to comply with the Contract as outlined below.
- 5.21.3 The Contractor shall at all times provide the Project Manager and his designated representatives all facilities necessary, convenient or desirable for inspecting the Work. The Project Manager and any designated representative shall be permitted to inspect materials at any place or stage or their manufacture, preparation, shipment or delivery.
- 5.21.4 The City inspectors shall have no authority to permit deviations from or to relax any of the provisions of the Contract Documents, or to delay the Agreement by failure to inspect the materials and Work with reasonable promptness.
- 5.21.5 The payment of any compensation in any form, or the giving of any gratuity or the granting of any favor by the Contractor to any inspectors, directly or indirectly is

strictly prohibited and any such action on the part of the Contractor will constitute a breach of this Agreement.

5.22 **CORRECTION OR REMOVAL OF DEFECTIVE WORK**

- 5.22.1 The Contractor shall correct Work rejected by the City or known by the Contractor to be defective or failing to conform to the Construction Documents, whether observed before or after Final Completion and whether or not fabricated, installed or completed, and all work found to be defective in the one-year period from the date of Substantial Completion (the Warranty Period) shall be the responsibility of the Contractor, or within such longer period provided by any applicable special warranty in the Contract Documents.
- 5.22.2 The City shall provide the Contractor with written notice regarding defective or rejected work. Within seven days after receipt of such written notice from the City the Contractor shall commence with corrective action to remove and replace it with Work that is not defective or rejected.
- 5.22.3 If the Contractor fails to correct defective Work as required or persistently fails to carry out the Work in accordance with the Contract Documents, the City, by written order may stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the City's right to stop the Work shall not give rise to a duty on the part of the City to exercise the right for benefit of the Contractor or other persons or entities.
- 5.22.4 If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents within seven (7) days after receipt of written notice from the City to commence and continue correction of such default or neglect, the City may give a second written notice to the Contractor. If within seven days following receipt of the second notice, the Contractor fails to correct such default or neglect with diligence and promptness, the City may correct such deficiencies. In such case, an appropriate Change Order shall be issued deducting from payments then or thereafter due the Contractor costs of correcting such deficiencies. If the payments then or thereafter due the Contractor are not sufficient to cover the amount of the deduction, the Contractor shall pay the difference to the City.

5.23 **PROGRESS PAYMENTS**

- 5.23.1 The Contractor shall deliver to the City an itemized Applications for Payment. The Contractor may requisition payments for Work completed during the Project at intervals of not more than once a month. The Contractor's payment request should show a complete breakdown of the Project components, the quantities completed and the amount due, together with a certification by the Contractor that the Contractor has disbursed to all Subcontractors and Suppliers their pro-rata shares of the payment out of previous progress payments received by the Contractor for all Work completed and materials furnished in the previous period and that properly executed releases of liens by all Subcontractors, Suppliers and materialmen were provided and included in the Contractor's previous applications for payment, and any other supporting documentation as may be required by the Engineer/Project Manager or Contract Documents. Each payment request should be submitted in

- duplicate to the Engineer/Project Manager for approval. Reference Local Government Prompt Payment Act [Section 218.735](#)
- 5.23.2 The Application for Payment shall constitute a representation by the Contractor to the City that, to the best of the Contractor's knowledge, information and belief, the design and construction have progressed to the point indicated, the quality of the Work covered by the application is in accordance with the Contract Documents and the Contractor is entitled to payment in the amount requested.
- 5.23.3 The Contractor shall pay each Subcontractor, upon receipt of payment from the City, out of the amount paid to the Contractor on account of such Subcontractor's Work, the amount to which said Subcontractor is entitled in accordance with the terms of the Contractor's contract with such Subcontractor. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to sub-Subcontractors in similar manner.
- 5.23.4 The City shall have no obligation to pay or to be responsible in any way for payment to a Subcontractor of the Contractor except as may otherwise be required by law.
- 5.23.5 No progress payment or partial or entire use or occupancy of the Project by the City shall constitute an acceptance of Work not in accordance with the Contract Documents.
- 5.23.6 The Contractor warrants that: (1) title to Work, materials and equipment covered by an Application for Payment will pass to the City either by incorporation in construction or upon receipt of payment by the Contractor, whichever occurs first; (2) Work, materials and equipment covered by previous Applications for Payment are free and clear of liens, claims, security interests or encumbrances, hereinafter referred to as "liens"; and (3) no Work, materials or equipment covered by an Application for Payment will have been acquired by the Contractor, or any other person performing Work at the site or furnishing materials or equipment for the Project, subject to an agreement under which an interest therein or an encumbrance thereon is retained by the seller or otherwise imposed by the Contractor or such other person.
- 5.23.7 The Contractor may apply for the return of the retainage held, if the Contractor has satisfied the requirements of the Contract relating to retainage. The City shall pay the Contractor the amount retained for the Work, less the reasonable value of incorrect or incomplete Work, liquidated damages or both. Final payment of such withheld sum shall be made upon correction or completion of such Work and resolution of all issues regarding liquidated damage. The release of retainage shall not become due until all Work is 100% completed as identified on the final punch list. The requirements of retainage include the following:
- Repair and/or replacement of faulty or defective Work.
 - As-built drawings are submitted to and accepted by the City.
 - All Code requirements, inspections, testing and certificates of approval are conformed with, submitted and accepted by the City.
 - The City is satisfied all payrolls, bills for materials and equipment and other indebtedness connected with the Work for which the City might in any way

be responsible have been paid or otherwise satisfied to the extent and in such form as may be designated by the City.

- Release of Lien is submitted and accepted by the City.
- The Contractor's completion of Punch List.
- Warranties are submitted to and accepted by the City.
- Additional items may be required by the City.

5.24 CHANGE QUANTITIES/CHANGE ORDERS

- 5.24.1 The City, without invalidating this Agreement, may order additions, deletions or revisions to the Work. A written Amendment, Change Order or Work Change Directive shall authorize such additions, deletions or revisions.
- 5.24.2 All Change Orders which, individually or when cumulatively added to amounts authorized pursuant to prior Change Orders for this Project, increase the cost of the Work to the City or which extend the time for completion, must be formally authorized and approved by the appropriate City authority prior to their issuance and before Work may begin.
- 5.24.3 No claim against the City for extra Work in furtherance of a Change Order shall be allowed unless prior written City approval pursuant to this section has been obtained.
- 5.24.4 The Contract Price and Contract Time shall be changed only by Change Order or written Amendment.
- 5.24.5 The Engineer/Project Manager shall prepare Proposed Change Orders on forms provided by the City. When submitted for approval, they shall carry the applicable signatures.
- 5.24.6 If the City and the Contractor are unable to agree as to the extent, if any, of an adjustment in the Contract Price or an adjustment of the Contract times that should be allowed as a result of a Work Change Directive, a claim may be made therefore.
- 5.24.7 The Contractor shall not be entitled to an increase in the Contract Price or an extension of the Contract times with respect to any Work performed that is not required by the Contract Documents as amended, modified and supplemented.
- 5.24.8 If notice of any change affecting the general scope of the Work or the provisions of the Contract Documents is required by the provisions of any bond to be given to a surety, the giving of any such notice will be the Contractor's responsibility and the amount of each applicable bond shall be adjusted accordingly.
- 5.24.9 Any claim for adjustment in the Contract Price or time shall be based upon written notice delivered by the party making the claim to the other parties and to the Engineer/Project Manager not later than fifteen (15) calendar days after the occurrence or event giving rise to the claims and stating the general nature of the claim. No claim for an adjustment in the Contract Price or an extension of the contract time will be valid if not submitted in accordance with this Paragraph.
- 5.24.10 The cost or credit to the City from a change in the Work shall be determined by one or more of the following ways:

- By mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation where unit prices do not exist in the contract documents;
 - By unit prices stated in the Contract Documents or subsequently agreed upon;
- or
- By cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee.

5.25 **REGULATORY CHANGES**

The Contractor shall be compensated for changes in the Work necessitated by the enactment or revision of codes, laws, or regulations subsequent to the submission of the Contractor's proposal, prior to execution of any agreement.

5.26 **FINAL INSPECTION**

Upon written notice from the Contractor that the Work is or an agreed portion thereof is complete, the City and the Engineer/Project Manager will make a final inspection and will notify the Contractor in writing of all particulars in which this inspection reveals that the Work is incomplete or defective. The Contractor shall address such deficiencies in accordance with "Correction or Removal of Defective Work" of this document.

5.27 **FINAL APPLICATION FOR PAYMENT**

5.27.1 After the Contractor has completed all such corrections to the satisfaction of the City and the Engineer/Project Manager and delivered all maintenance and operating instructions, schedules, guarantees, bonds, certificates of inspection, marked up record documents, certified as-builts and other documents required by the Contract Documents, and after the Engineer/Project Manager has indicated that the Work is acceptable, the Contractor may make application for final payment. The final application for payment shall be accompanied by (1) complete and legally effective releases or waivers of all liens arising out of or filed in connection with the Work and a final affidavit; or (2) the Contractor's receipts in full covering all labor, materials and equipment for which a lien could be filed; or (3) a final affidavit stating that all laborers, materialmen, Suppliers and Subcontractors who Worked for the Contractor under this Contract have been paid in full or if the fact be otherwise, identifying the name of each lienor who has not been paid in full and the amount due or to become due each for labor, services or materials furnished and the reason(s) why the same remains unpaid. If any Subcontractor or Supplier fails to furnish a release or receipt in full, the Contractor may furnish a bond satisfactory to the City to indemnify the City against any such lien.

5.27.2 The Contractor shall also submit with the final application for payment, the completed set of "As-Built" drawings for review and approval. The "As-Built" drawings shall be prepared, sealed and certified by a professional registered land surveyor licensed by the State of Florida. The Contractor shall deliver 24" x 36" Mylar sepias and Bond Paper of the as-built project, signed, sealed and dated by the responsible professional. In addition, "As-Built" plans are to be submitted in a

digital format in AutoCAD latest version. The Digital File is to be compatible with the City's GIS system. **Final payment to the Contractor shall not be made until said drawings have been reviewed and approved by the Engineer/Project Manager. Prior to approval, if necessary, the drawings may be returned to the Contractor for changes or modifications if in the opinion of the Engineer/Project Manager they do not represent correct or accurate "As-built" drawings.**

5.28 FINAL PAYMENT AND ACCEPTANCE

- 5.28.1 If, on the basis of the Engineer/Project Manager's observation of the Work during construction and final inspection, and the Engineer/Project Manager's review of the final Application for Payment and accompanying documentation, the Engineer/Project Manager is satisfied that the Work has been completed and the Contractor's other obligations under the Contract Documents have been fulfilled, the Engineer/Project Manager will, within thirty (30) days after receipt of the final Application for Payment, indicate in writing the Engineer/Project Manager's recommendation of payment and present the Application to the City for payment. Thereupon the Engineer/Project Manager will give written notice to the City and the Contractor that the Work is acceptable. Otherwise, the Engineer/Project Manager will return the Application to the Contractor, indicating in writing the reasons for refusing to recommend final payment, in which case the Contractor shall make the necessary corrections and resubmit the Application. After presentation to the City of the Application and accompanying documentation, in appropriate form and substance, and with the Engineer/Project Manager's recommendation and notice of acceptability, the amount recommended by the Engineer/Project Manager will become due and will be paid by the City to the Contractor within the required time frame under Florida statute regarding such payments.
- 5.28.2 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be paid by the City to the Contractor when the Work has been completed, the Contract fully performed, and a final certificate for payment has been approved by the Engineer/Project Manager. The making of final payment shall constitute a waiver of claims by the City except those arising from:
- Liens, claims, security interests or encumbrances arising out of this Agreement and unsettled.
 - Faulty or defective Work and latent defects discovered after acceptance.
 - Failure of the Work to comply with the requirements of the contract documents.
 - Terms of special warranties required by the contract documents.
 - Any of the Contractor's continuing obligations under this Agreement.
- 5.28.3 The acceptance of final payment by the Contractor shall constitute a waiver of claims by that payee except those previously made in writing and identified as unsettled at the time of final application for payment.

5.29 CITY'S RIGHT TO WITHHOLD PAYMENT

5.29.1 The City may withhold in part, final payment or any progress payment to such extent as allowed under Florida statute, necessary to protect itself from loss on account of:

- Defective Work not remedied.
- Claims filed or reasonable evidence indicating the probable filing of claims by other parties against the Contractor.
- Failure of the Contractor to make payments to Subcontractors or Suppliers for materials or labor.
- Damage to another Contractor not remedied.
- The Contractor has incurred liability for liquidated damages.
- Reasonable evidence that the Work cannot be completed for the unpaid balance of the contract sum.
- Reasonable evidences that the Work will not be completed within the Contract time.
- Failure to carry out the Work in accordance with the Contract Documents.

5.29.2 When the above grounds are removed or resolved, or the Contractor provides a Surety Bond or Consent of Surety satisfactory to the City, which will protect the City in the amount withheld, payment may be made in whole or in part.

5.30 WARRANTY PERIOD

The specified warranty period for a specific Project does not begin until final completion of the project under that project's individual Notice to Proceed.

5.31 WARRANTIES

5.31.1 The Contractor warrants that all equipment, materials and Workmanship furnished, whether furnished by the Contractor or its subcontractors and Suppliers, will comply with the Technical Specifications, drawings and other descriptions supplied or adopted and that all services will be performed in a Workmanlike manner.

5.31.2 The Contractor warrants to the City that it will comply with all applicable federal, state and local laws, regulations and orders in carrying out its obligations under the Contract.

5.31.3 The Contractor warrants to the City that it is not insolvent, it is not in bankruptcy proceedings or receivership, nor is it engaged in or threatened with any litigation, arbitration or other legal or administrative proceedings or investigations of any kind which would have an adverse effect on its ability to perform its obligations under the Contract.

5.32 CORRECTION PERIOD

5.32.1 The Contractor warrants all material and Workmanship as noted in the Technical Specifications and Contract Documents from date of final acceptance by the City. If within the period of warranty from the date of final completion or such longer period of time as may be prescribed by laws or regulations or by the terms of any

applicable special guarantee required by the Contract Documents, any Work is found to be defective, whether observed before or after acceptance by the City, the Contractor shall commence with corrective action within seven (7) days after written notice of the such defect, without cost to the City and in accordance with the City's written instructions, either correct such defective Work, or, if it has been rejected by the City, remove it from the site and replace it with Work that is not defective and satisfactorily correct and remove and replace any damage to other Work or the Work of others resulting therefrom. If the Contractor does not promptly comply with the terms of such instructions, or in an emergency where delay would cause serious risk of loss or damage, the City may have the defective Workmanship corrected or the rejected Work removed and replaced, and all direct, indirect and consequential costs of such removal and replacement (including but not limited to fees and charges of the Engineer/Project Manager, attorneys and other professionals) will be paid by the Contractor.

5.32.2 Where defective Work (and damage to other Work resulting therefrom) has been corrected, removed or replaced under this paragraph, the correction period hereunder with respect to such Work will be extended for an additional period as noted in the Technical Specifications and Contract Documents after such correction or removal and replacement has been satisfactorily completed.

5.32.3 Nothing contained in this Article shall be construed to establish a period of limitation with respect to other obligations that the Contractor might have under the Contract Documents. Establishment of the time period, relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligation other than specifically to correct the Work.

5.33 CONSTRUCTION SCHEDULE

5.33.1 The construction schedule shall be in the form of a tabulation, chart or graph (MS Project latest edition) and shall be in sufficient detail to show the critical path and the chronological relationship of all activities contained in the project. These include, but are not limited to: estimated starting and completion dates of various activities, submittals required to the Engineer/Project Manager for approval, procurement of material and scheduling of equipment.

5.33.2 The Construction Schedule shall allow for a maximum turnaround time by the Engineer/Project Manager of fourteen calendar days on all submittals, shop drawings and all requests for information.

5.33.3 The construction schedule shall reflect the completion of all Work to be performed within the specified time and in accordance with the Contract Documents.

5.33.4 The construction schedule shall be thoroughly reviewed and updated on a monthly basis. The revised schedule shall be submitted to the City at least every 30 days during the term of this Agreement and shall reflect a current schedule of activities, percent complete and remaining durations for all tasks.

- 5.33.5 Float, slack or contingency time derived from the early completion of tasks on the critical path is not for the exclusive use or benefit of the Contractor. The Contractor shall not utilize such time without the prior written consent of the City.
- 5.33.6 If the Contractor desires to make changes in the method of operation after the construction approval of the construction schedule, or if the Engineer/Project Manager determines that the schedule fails to reflect the actual progress, the Contractor shall submit to the Engineer/Project Manager a revised construction schedule for approval.

5.34 **PROTECTION OF PERSONS AND PROPERTY**

- 5.34.1 The Contractor shall be solely responsible for initiating, maintaining and providing supervision for compliance with Occupational Safety and Health Act (OSHA) standards for safety precautions and programs in connection with the Work.
- 5.34.2 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury or loss to (1) employees on the Work and other persons who may be affected thereby; (2) the Work and materials and equipment to be incorporated therein; and (3) other property at or adjacent to the site.
- 5.34.3 The Contractor shall comply with applicable laws, ordinances, rules, regulations and orders of public authorities bearing on the safety of persons and property and their protection from damage, injury or loss.
- 5.34.4 The Contractor shall be liable for damage or loss (other than damage or loss to property insured under the property insurance provided or required by the Contract Documents to be provided by the City) to property at the site caused in whole or in part by the Contractor, a Sub-Contractor of the Contractor or anyone directly or indirectly employed by either of them, or by anyone for whose acts they may be liable.
- 5.34.5 All unit prices provided by the Contractor as a part of this Bid shall include the cost of all safety equipment necessary for the performance of the Work.
- 5.34.6 The Contractor shall comply with the requirements of the Florida Trench Safety Act and all applicable OSHA Regulations pertaining to excavation.
- 5.34.7 The Contractor shall comply with Florida Statutes, Chapter 556, Underground Facility Damage Prevention and Safety Act and secure the underground locations and obtain a Sunshine State One Call Certification number prior to beginning any excavation.

5.35 **SAFETY MEASURES**

- 5.35.1 Contractor shall take all necessary precautions for the safety of employees, and shall erect and properly maintain at all times all necessary safeguards for the protection of the employees and the public. Danger signs warning against hazards created by his/her operation and work in progress must be posted.
- 5.35.2 All employees of Contractor shall be expected to wear safety glasses or goggles, appropriate clothing, and hearing protection when and wherever applicable. The Contractor shall use only equipment that is fully operational and in safe operating order. Contractor shall be especially careful when servicing property when

pedestrians and/or vehicles are in close proximity – work shall cease until it is safe to proceed.

- 5.35.3 The Contractor warrants that any product(s) supplied to the City conform with all respects to the standards set forth in the Occupational Safety and Health Act of 1970 as amended, and shall follow Chapter 442, Florida Statutes as well as any industry standards, if applicable. Any toxic substance listed in Section 38F-41.03 of the Florida Administrative Code delivered because of this order must be accompanied by a completed Material Safety Data Sheet (MSDS).

5.36 SAFETY, TRAFFIC CONTROL AND ROADWAY HOURS

- 5.36.1 The Contractor shall be responsible for maintaining all traffic controls during the entire period of the project. All traffic controls shall conform to the Manual of Uniform Traffic Control Device (MUTCD) and Florida Department of Transportation Roadway and Traffic Design Standards, latest edition and must be approved by the City in advance. At all times, at least one lane shall be kept open with adequate and legal traffic controls. Work shall be avoided during peak traffic hours. Working hours are set between 7 AM to 4 PM. Any deviation shall be approved in advance by City.
- 5.36.2 The Contractor shall be responsible for obtaining any and all required Maintenance of Traffic Permits from the appropriate regulatory authorities.
- 5.36.3 Road closure will not be permitted without written approval of the Engineer/Project Manager.
- 5.36.4 All unit prices provided by Contractor as a part of this Bid, shall include all costs relating to the Maintenance of Traffic including any and all safety equipment necessary, including but not limited to barricades, signage, traffic markings, arrow boards, etc.
- 5.36.5 No extra payment shall be made for providing the necessary traffic control. This necessary traffic control should be included in the bid. Any questions regarding the requirements for traffic control shall be referred to the Director of Public Works/Utilities.

5.37 HURRICANE AND SEVERE WEATHER PRECAUTIONS

The Contractor shall immediately take all protective actions necessary to secure the construction site, materials, debris and equipment to the satisfaction of Engineer/Project Manager. Engineer/Project Manager shall not be held liable for the construction site, materials, debris, and equipment. All construction materials or equipment will be secured against displacement by wind forces.

5.38 EXCUSABLE INCLEMENT WEATHER DELAYS

- 5.38.1 The Contract Time will be extended for as many calendar days in excess of the average number of days of excusable inclement weather as defined in Paragraph entitled, “Excusable Inclement Weather Delays”, as the Contractor is specifically required under the provisions of the Technical Specifications to suspend construction operations, or as many calendar days as the Contractor is prevented by excusable inclement weather , or conditions resulting immediately there from,

from proceeding with at least seventy-five percent (75%) of the normal labor and equipment force engaged on the work.

- 5.38.2 Excusable inclement weather is any weather condition, the duration of which varies in excess of the average conditions expected, which is unusual for the particular time and place where the work is to be performed, or which could not have been reasonable anticipated by the Contractor, as determined from U.S. Weather Bureau records for the preceding 3-year period. No extensions of Contract Time will be allowed for any inclement weather that could reasonably have been predicted from such weather records.
- 5.38.3 Should the Contractor prepare to begin work at the regular starting time at the beginning of any regular work shift on any day on which excusable inclement weather, or the conditions resulting from the weather, or the condition of the work prevents work from beginning at the usual starting time, and the crew is dismissed as a result thereof, the Contractor will not be charged for a working day whether or not conditions change thereafter during said day, and the major portion of the day could be considered to be suitable for such construction operations
- 5.38.4 The Contractor shall base its construction schedule upon the inclusion of the number of days of excusable inclement. No extension of the Contract Time due to excusable inclement weather will be considered until after the said number of days of excusable inclement weather has been reached. However, no reduction in Contract Time would be made if said number of days of excusable inclement weather is not reached.

5.39 LOCATION OF EXISTING UTILITIES

- 5.39.1 Existing utilities may be shown on the drawings. Such information is shown for design purposes and the existing and detail given is information that is obtained during the design period and is not necessarily complete, correct or current. Prior to commencement of construction, the Contractor is responsible for locating existing city utilities affected by the construction in the field. Such utilities include but are not limited to water mains, force mains, gravity sewers, pump stations, storm sewers and drain systems. The City will provide to the Contractor available construction drawings for locating existing city utilities. However, the City cannot guarantee the accuracy of drawings or any information related to existing utilities and the City will not assume responsibility or liability for damage resulting from the Contractor incorrectly locating existing utilities.
- 5.39.2 Damage to any of the City's utilities incorrectly located by the Contractor or his agents shall be the responsibility of the Contractor and shall be repaired and or replaced to equal or better condition at the Contractor's expense.
- 5.39.3 The Contractor shall also be liable for all damages and claims against or by the City arising in any way from damage or interference with such utilities.
- 5.39.4 No additional compensation shall be allowed to the Contractor for any delays, inconvenience or damage sustained by him due to interference and/or incorrectly locating such utilities or appurtenances.

- 5.39.5 Numerous utilities not owned by the City exist within the project area that may or may not have been depicted on the drawings. The Contractor shall exercise care in digging and other work so as to not damage existing utilities including overhead utilities and underground cables and pipes. The Contractor is also responsible for contacting the Sunshine State One Call Center of Florida (Sunshine) at 1-800-432-4770 to determine location of underground utilities. Calls to Sunshine must be made at least 48 hours before digging but not more than five (5) days prior. Contractor is responsible for renewing locates if job extends beyond marking period established by Sunshine. Any utility in the vicinity that is not a member of the Sunshine Service must be notified directly. Please note that Broward County Highway and Bridge Maintenance Division is not a member of Sunshine One-Call, This Division is responsible for storm drain systems on all County owned roads.
- 5.39.6 Should any underground obstructions be encountered which interfere with the work, the City shall be notified at once. The Contractor shall be responsible for the immediate repair of any damage caused by the work and shall be responsible for any disruption of service caused by this damage.

5.40 **CONFLICT WITH EXISTING UTILITIES**

Upon completion of locating existing utilities affected by the proposed construction by the Contractor, and prior to commencement of construction, the Contractor shall examine the alignment of proposed work to be constructed and identify any conflicts with existing utilities. If such conflicts exist, the Contractor shall undertake accurate surveys to determine elevations of utilities and shall notify the Engineer/Project Manager in writing seven (7) working days prior to the scheduled construction. The Engineer/Project Manager may revise the proposed design or recommend ways and means to avoid such conflicts. The Contractor may re-schedule his work so that the construction can be completed on time. No claim for down times by the Contractor shall be allowed.

5.41 **ENFORCEMENT OF SPECIFICATIONS**

Copies of the specifications shall be placed in the hands of the Project Manager / Director of Requesting Department, who shall enforce every requirement of the Contract. There will be no varying from the specifications.

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SECTION VII - PROPOSAL SCHEDULE AND PRICING FORM INFORMATION

RFP #: 23-PW-003

LIFT STATION SCADA AND CONTROL PANEL REPLACEMENT PROJECT

Through submission of this proposal, Proposer hereby declares that they have carefully examined the site of the proposed work, the Statement of Work and specifications contained herein, and does hereby agree to furnish all labor, materials, tools, equipment and incidentals and to sustain all the expenses incurred in performing the work in strict accordance with the plans & specification, which are made a part thereof at the following prices offered. The total proposal price is a factor of the total evaluation. **Price shall not be the sole determining factor for selection.**

Excel Form Instructions

This solicitation uses an Electronic Price Form in the Microsoft Excel spreadsheet format as an attachment via DemandStar and on the City website.

Complete the Electronic Proposal Schedule and Pricing Form by inserting **Vendor's Name, Address, and Contact Information** in the appropriate fields. The Purchasing Division has designed this form to allow only the entry of requested information in the unlocked fields. For accuracy and convenience, the excel form will auto calculate the total automatically. Proposer shall recheck all entries prior to submission to ensure correct calculations. The City of North Lauderdale shall not be responsible for errors on the part of the proposer.

Once complete, save the file and include in your electronic submission of your proposal on DemandStar as part of your proposal submittal.

If you need assistance in obtaining or completing the Electronic Proposal Price Form, you may contact the Purchasing Division at (954) 597-4776.

1. The undersigned Proposer proposes and agrees, if this proposal is accepted, to enter into a contract with the City to perform and furnish all work as specified herein for the Contract Price and within the Contract Period indicated in this RFP.
2. This proposal price will remain subject to acceptance for ninety (90) calendar days after the day of bid opening. Proposer will sign and submit the necessary documents required by the City within fifteen (15) calendar days prior to the date of the City's Award.
 - a. Proposer has familiarized themselves with the nature and extent of the contract documents, locality, and all local conditions and laws and regulations that in any manner may affect the cost, progress, performance, or furnishing of the work.
 - b. Proposer has given the City written notice of all conflicts, errors, or discrepancies that it has discovered in the contract documents, and the written resolution thereof by the City is acceptable to Proposer.
 - c. This proposal is genuine and not made in the interest of or on behalf of any undisclosed person, firm, or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation; Proposer has not directly or indirectly induced or solicited any other Proposer to submit a false or sham proposal; Proposer has not solicited or



induced any person, firm or corporation to refrain from submitting a proposal; and Proposer has not sought by collusion to obtain for itself any advantage over any other Proposer or over the City.

3. Proposer will complete the work for the prices shown in the "Proposal Form."
4. Proposer agrees that the Work will be substantially performed and complete in accordance with the schedules established herein.

This project shall be a fixed fee/lump-sum price per 2 CFR part 200 guidelines. The City will view the subtotal submitted by the Proposer as a fixed fee/lump-sum price.

| RFP #: 23-PW-003 | | | | | |
|---|---|------|----------|------------|-----------------|
| LIFT STATION SCADA AND CONTROL PANEL REPLACEMENT PROJECT | | | | | |
| Enter information in the yellow, unlocked cells. | | | | | |
| VENDOR'S NAME: | | | | | |
| VENDOR ADDRESS: | | | | | |
| CONTACT PERSON: | | | | | |
| PHONE: | | | | | |
| EMAIL: | | | | | |
| THIS ELECTRONIC PROPOSAL PRICE FORM MUST BE SUBMITTED WITH PROPOSAL | | | | | |
| PRICES SUBMITTED IN ANY OTHER SHALL NOT BE ACCEPTED | | | | | |
| PLEASE PROVIDE DETAILED SPECIFICATIONS IN PRICING. PROPOSAL PRICE MUST INCLUDE, BUT NOT BE LIMITED TO: | | | | | |
| LIFT STATION SCADA AND CONTROL PANEL REPLACEMENT PROJECT | | | | | |
| Item No. | Item Description | Unit | Quantity | Unit Price | Total Price |
| <u>ELECTRICAL:</u> | | | | | |
| 1 | Indemnification | EA | 1 | \$ 10.00 | \$ 10.00 |
| 2 | RTU and PLC PANEL COMPLETE | EA | 28 | | \$ - |
| 3 | CANAL MONITORING RTU STATIONS | EA | 2 | | \$ - |
| 4 | MAIN RTU CONTROL PANEL & ANTENNA | LS | 1 | | \$ - |
| 5 | SCADA SYSTEM COMPLETE (AT CONTROL CENTER) | LS | 1 | | \$ - |
| 6 | SCADA SYSTEM TRAINING | LS | 1 | | \$ - |
| 7 | MISC. ELECTRICAL MATERIALS | LS | 1 | | \$ - |
| GRAND TOTAL | | | | | \$ 10.00 |



SAMPLE AGREEMENT

FEDERAL GRANT FUNDED PROJECT

THIS CONTRACT ("Contract"), dated this _____ day of _____, **2023**, and is entered into by and between:

CITY OF NORTH LAUDERDALE, a municipal corporation of the State of Florida with a business address of **701 SW 71st AVENUE, NORTH LAUDERDALE, FLORIDA 33068** hereinafter referred to as "CITY,"

and

_____ a _____ authorized to do business in the State of Florida, with a principal address of _____ (hereinafter referred to as the "CONTRACTOR"). CITY and CONTRACTOR may hereinafter be referred to collectively as the "Parties."

WITNESSETH:

In consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, CITY and CONTRACTOR agree as follows:

ARTICLE 1- PREAMBLE

In order to establish the background, context and form of reference for this Contract, and to generally express the objectives and intentions of the respective parties herein, the following statements, representations, and explanations shall be accepted as predicates for the undertakings and commitments included within the provisions which follow, and may be relied upon by the parties as essential elements of the mutual considerations upon which this Contract is based.

- 1.1 On _____, the CITY advertised its notice to proposers of the CITY's desire to hire a firm to provide installation for our _____, as more particularly described in **Exhibit "A"** attached hereto and by this reference made a part hereof, for the said **Request for Proposal (RFP) # _____**.
- 1.2 On _____, the proposals were opened at City Hall by the Purchasing.
- 1.3 On _____ the CITY's selection evaluation committee (SEC) met to review and score the proposal that was received at a publicly noticed open to the public evaluation meeting.
- 1.4 On _____ the City Commission accepted the results of the SEC at a publicly noticed open to public commission meeting that allowed the City Manager to begin negotiations with _____.
- 1.5 Negotiations pertaining to the services to be performed by the CONTRACTOR were undertaken, and this Agreement incorporates the results of such negotiation.

ARTICLE 2 - SERVICES AND RESPONSIBILITIES



- 2.1 CONTRACTOR hereby agrees to installation of _____, as more particularly described and in accordance with the scope of work and special conditions outlined in the specifications and **Statement of Work**, attached hereto as **Exhibit "A"** and by this reference made a part hereof and CONTRACTOR proposal attached hereto as **Exhibit "B"** and by this reference made a part hereof. CONTRACTOR agrees to perform all services required pursuant to this Agreement.
- 2.2 CONTRACTOR shall furnish all services, labor, equipment, and materials necessary and as may be required in the performance of this Agreement, except as otherwise specifically provided for herein, and all work performed under this Agreement shall be done in a professional manner.
- 2.3 CONTRACTOR shall supervise the workforce to ensure that all workers conduct themselves and perform their work in a safe and professional manner. CONTRACTOR shall comply with all OSHA safety rules and regulations in the operation of equipment and in the performance of the work. CONTRACTOR shall at all times have a competent field supervisor available to enforce these policies and procedures at the CONTRACTOR's expense.
- 2.4 CONTRACTOR shall provide CITY with seventy-two (72) hours written notice prior to the commencement of work under this Agreement and prior to any schedule change with the exception of changes caused by inclement weather.
- 2.5 CONTRACTOR hereby represents to CITY, with full knowledge that CITY is relying upon these representations when entering into this Agreement with CONTRACTOR, that CONTRACTOR has the professional expertise, experience and manpower to perform the services to be provided by CONTRACTOR pursuant to the terms of this Agreement.
- 2.6 CONTRACTOR hereby represents to CITY that CONTRACTOR is properly licensed by the applicable federal, state, and local agencies to provide the services under this Agreement. Furthermore, CONTRACTOR agrees to maintain such licenses during the term of this Agreement. If CONTRACTOR's license is revoked, suspended, or terminated for any reason by any governmental agency, CONTRACTOR shall notify the CITY immediately.
- 2.7 CONTRACTOR shall comply with any and all Federal, State, and local laws and regulations now in effect, or hereinafter enacted during the term of this Agreement, which are applicable to CONTRACTOR, its employees, agents or subcontractors, if any, with respect to the work and services described herein. A violation of any federal, state, or local law or regulation may be cause for breach, allowing the CITY to terminate this Agreement.
- 2.8 CONTRACTOR agrees that all meetings relating to the services herein require shall take place at a CITY facility or via conference call, where practicable. Work performed pursuant to this Agreement shall take place with a CITY representative present, if CITY so desires.

ARTICLE 3 - TIME OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

- 3.1 The work to be performed under this Agreement shall be commenced immediately upon CONTRACTOR's receipt of CITY's Notice to Proceed. The work shall be completed within _____ (_____) days from issuance of CITY's Notice to Proceed, subject to any permitted extensions of time pursuant to this Agreement and any amendments, change orders, and/or addenda thereto. For the purposes of this Agreement, completion shall mean the issuance of final permit.



- 3.2 During the pre-service portion of the work hereunder, the Parties agree to work diligently and in good faith in performing their obligations hereunder, so that all required permits for the service portion of the work may be obtained. In the event that any delays in the pre-service or service portion of the work occur, despite the diligent efforts of the Parties hereto, and such delays are the result of force majeure or are otherwise outside of the control of either party hereto, then the Parties shall agree on an equitable extension of the time for substantial completion hereunder and any resulting increase in general condition costs.
- 3.3 In the event that CONTRACTOR abandons this Agreement or causes it to be terminated, CONTRACTOR shall indemnify CITY against any loss pertaining to this termination up to a maximum of the full contracted fee amount. All finished or unfinished documents, data, studies, surveys, and reports prepared by CONTRACTOR shall become the property of CITY and shall be delivered by CONTRACTOR to CITY.
- 3.4 **Time is of the essence for this Agreement.** In the event, the CONTRACTOR shall fail to timely commence the services herein required following the Notice to Proceed or fail in the performance of the work specified and required to be performed within the time limit set forth in this Agreement after due allowance for any extension or extensions of time, the CITY may immediately terminate this Agreement as set forth below.
- 3.5 CONTRACTOR shall notify the CITY's PROJECT MANAGER, in writing, of any change in the names and addresses of each subcontractor proposed for principal parts of the Project, and any changes in subcontractors from those proposed in CONTRACTOR's bid proposal, and for such others as the CITY's PROJECT MANAGER may direct, and shall not employ any that CITY may, within a reasonable time, object to.

ARTICLE 4 - COMPENSATION AND METHOD OF PAYMENT

- 4.1 The CITY agrees to compensate CONTRACTOR monthly for all equipment provided and for work that has been completed, inspected, and properly invoiced in accordance with the price terms set forth in **Exhibit "B"** attached hereto and made a part hereof by this reference. The total compensation for all services herein required shall NOT EXCEED _____ Dollars and _____ Cents (\$_____) Plus, a _____ PERCENT Contingency of _____ Dollars and _____ cents (\$_____).
- 4.2 The total compensation amount may not be exceeded without a written amendment to this Agreement. A retainage not to exceed five percent (5%) will be deducted from monthly payments until the project is complete. Retainage monies will be released upon satisfactory completion and final inspection of the work. Invoices must bear the project name, project number, bid number, and purchase order number. The CITY has up to twenty-five (25) business days to review, approve and pay all invoices after receipt. CONTRACTOR shall invoice CITY and provide a written request to CITY to commence the _____ warranty period. All necessary Releases and Affidavits and approval of final payments shall be processed before the warranty period begins. All payments shall be governed by the Florida Prompt Payment Act, F.S., Part VII, Chapter 218.
- 4.3 To the extent that CONTRACTOR engages subcontractors to perform pursuant to this Agreement CONTRACTOR shall be solely responsible for making payment to its subcontractors. CITY shall not have any obligation to pay or to see the payment of any monies to any subcontractor.



- 4.4 Any contingency or allowance incorporated into the contract sum authorizes the CITY to execute change orders up to the amount of the contingency without the need to obtain additional Commission approval. In addition, CITY shall utilize the owner's contingency to reimburse CONTRACTOR for the related permit, license, impact or inspection fees. **It is hereby understood and agreed that the CONTRACTOR shall not expend any dollars in connection with the CITY'S contingency or allowance without the expressed prior written approval from the City Manager.** Any owner's contingency funds or allowance that have not been utilized at the end of the project will remain with the CITY, the CONTRACTOR shall only be paid for the proposed project cost as approved by the City Commission along with any owner contingency expenses or allowances that were approved by the CITY's authorized representative.

ARTICLE 5 - WAIVER OF LIENS

Prior to final payment of the amount due under the terms of this Contract, a final waiver of lien shall be submitted by the CONTRACTOR as well as all suppliers and subcontractors who worked on the project that is the subject of this Contract. Payment of the invoice and acceptance of such payment by CONTRACTOR shall release CITY from all claims of liability by CONTRACTOR in connection with this Contract.

ARTICLE 6 - WARRANTY

- 6.1 CONTRACTOR warrants its work against defect for a period of _____ year from the date of completion of the services herein required. In the event that defect occurs during this time, CONTRACTOR shall perform such steps as required to remedy the defects. CONTRACTOR shall be responsible for any damages caused by defect to affected area or to interior structure. The _____ year warranty period does not begin until substantial completion of the entire project, and the subsequent release of any performance or payment bonds, which may be required by the original bid document.

ARTICLE 7 - CHANGES IN SCOPE OF WORK

- 7.1 CITY or CONTRACTOR may request changes that would increase, decrease, or otherwise modify the Scope of Services, as described in **Exhibits "A" and "B"**, attached hereto and by this reference made a part hereof, as more particularly described in Article 2 of this Contract. These changes may affect the monthly compensation accordingly. Such changes or additional services must be in accordance with the provisions of the of the CITY's Code of Ordinances, and must be contained in a written amendment or change order, executed by the Parties hereto, with the same formality, equality and dignity herewith prior to any deviation from the terms of this Contract, including the initiation of any additional or extra work.
- 7.2 In no event will the CONTRACTOR be compensated for any work which has not been described either herein or in a separate written Contract or change order executed by the Parties hereto.

ARTICLE 8 - INDEMNIFICATION

- 8.1 The CONTRACTOR shall indemnify and hold harmless the CITY and its officers, employees, agents and instrumentalities from 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 negligence, recklessness, or intentional wrongful misconduct of CONTRACTOR or its



employees, agents, servants, partners, principals or subcontractors. The CONTRACTOR 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 attorneys' fees which may issue thereon.

- 8.2 CONTRACTOR's aggregate liability resulting from this Contract shall not exceed the proceeds of insurance required to be placed pursuant to this Contract plus the compensation received by CONTRACTOR.
- 8.3 Upon completion of all services, obligations and duties provided for in this Contract, or in the event of termination of this Contract for any reason, the terms and conditions of this Article shall survive indefinitely.
- 8.4 CITY reserves the right to select its own legal counsel to conduct any defense in any such proceeding and all costs and fees associated therewith shall be the responsibility of CONTRACTOR.
- 8.5 Nothing contained herein is intended nor shall be construed to waive CITY's rights and immunities under the common law or §768.28, Florida Statutes, as may be amended from time to time.

ARTICLE 9 - INSURANCE

- 9.1 The CONTRACTOR expressly understands and agrees that any insurance protection required by this Contract or otherwise provided by the CONTRACTOR 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.
- 9.2 CONTRACTOR shall not commence work under this Contract until it has obtained all insurance required under this paragraph and such insurance has been approved by the Risk Manager of the CITY nor shall the CONTRACTOR allow any subcontractor to commence work on any subcontract until all similar such insurance required of the subcontractor has been obtained and similarly approved.
- 9.3 Certificates of Insurance, reflecting evidence of the required insurance, shall be filed with the CITY's Risk Manager prior to the commencement of this Contract. Policies shall be issued by companies authorized to do business under the laws of the State of Florida. The insurance company shall be rated no less than "A" as to management, and no less than "Class VI" as to financial strength according to the latest edition of Best's Insurance Guide published by A.M. Best Company.
- 9.4 Policies shall be endorsed to provide the CITY thirty (30) days' notice of cancellation or the CONTRACTOR shall obtain written Contract from its agent to provide the CITY thirty (30) days' notice of cancellation.
- 9.5 Insurance shall be in force until all obligations required to be fulfilled under the terms of the Contract are satisfactorily completed as evidenced by the formal acceptance by the CITY. In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this Contract, the CONTRACTOR shall furnish, at least fifteen (15) days prior to the expiration of the date of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period of the Contract and extension thereunder is in effect. The CONTRACTOR shall neither commence nor continue to provide any services pursuant to this Contract unless all



required insurance remains in full force and effect. CONTRACTOR shall be liable to CITY for any lapses in service resulting from a gap in insurance coverage.

9.6 REQUIRED INSURANCE.

- 9.6.1 Commercial General Liability: Consultant agrees to maintain Commercial General Liability at a limit of liability not less than **\$1,000,000** each occurrence, **\$2,000,000** annual aggregate. Coverage shall not contain any endorsement(s) excluding nor limiting Product/Completed Operations, Contractual Liability or Separation of Insureds
- 9.6.2 Worker's Compensation Insurance & Employers Liability: Consultant agrees to maintain Worker's Compensation Insurance & Employers Liability in accordance with Florida Statute, Chapter 440.
- 9.6.3 Comprehensive Auto Liability Insurance covering all owned, non-owned, and hired vehicles used in connection with the performance of work under the Agreement with a combined single limit liability for bodily injury and property damage no less than:
1. Any Auto (Symbol 1)
Combined Single Limit (Each Accident) - \$1,000,000
 2. Hired Autos (Symbol 8)
Combined Single Limit (Each Accident) - \$1,000,000
 3. Non-Owned Autos (Symbol 9)
Combined Single Limit (Each Accident) - \$1,000,000
- 9.6.4 Additional Insured: The Consultant agrees to endorse the City as an Additional Insured on the Commercial General Liability with the following, or similar endorsement providing equal or broader Additional Insured coverage, the CG 20 26 07 04 or GC 20 26 04 13 Additional Insured – Designated Person or Organization endorsements; or the CG 20 10 07 04 or GC 20 10 04 13 Additional Insured – Owners, Lessees, or Consultants endorsements in combination with the additional endorsement GC 20 37 07 04 or GC 20 04 13 Additional Insured – Owners, Lessees, or Consultants – Completed Operations shall be required to provide back coverage for the Consultant's "your work" as defined in the policy and liability arising out of the products-completed operations hazard. The Additional Insured shall read "City of North Lauderdale."
- 9.6.5 Waiver of Subrogation: Consultant agrees to provide a Waiver of Subrogation for each required policy herein. When required by the insurer, or should a policy condition not permit Consultant to enter into a pre-loss agreement to waive subrogation without an endorsement, then Consultant agrees to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which includes a condition specifically prohibiting such an endorsement, or voids coverage should Consultant enter into such an agreement on a pre-loss basis.
- 9.6.6 Certificate(s) of Insurance: Consultant agrees to provide City a Certificate of



Insurance evidencing that all coverages, limits and endorsements required herein are maintained and in full force and effect, and Certificates of Insurance shall provide a minimum thirty (30) day endeavor to notify City of a non-renewal or cancellation notice, when available by Consultant's insurer. If the Consultant receives a non-renewal or cancellation notice from an insurance carrier affording coverage required herein, or receives notice that coverage no longer complies with the insurance requirements herein, Consultant agrees to notify the City by fax and email as set forth in this Section within five (5) business days with a copy of the non-renewal or cancellation notice, or written specifics as to which coverage is no longer in compliance.

The certificate holder address shall read:

City of North Lauderdale
 Attn: Risk
 City of North Lauderdale
 701 SW 71st Ave
 North Lauderdale, FL 33068

- 9.6.7 Right to Revise or Reject: City reserves the right, but not the obligation, to revise any insurance requirement, not limited to limits, coverages and endorsements, or to reject any insurance policies that fail to meet the criteria stated herein. Additionally, City reserves the right, but not the obligation, to review and reject any insurer providing coverage due of its poor financial condition or failure to operating legally.9.6.4
- 9.6.8 Umbrella/Excess Liability Insurance in the amount of \$2,000,000, as determined appropriate by the CITY depending on the type of job and exposures contemplated. Coverage must follow form of the General Liability, Auto Liability and Employer's Liability. This coverage shall be maintained for a period of no less than the later of three (3) years after the delivery of goods/services or final payment pursuant to the Contract. The City of North Lauderdale must be shown as an additional insured with respect to this coverage. The CITY's additional insured status shall extend to any coverage beyond the minimum limits of liability found herein.

9.7 REQUIRED ENDORSEMENTS.

- 9.7.1 The City of North Lauderdale shall be named as an Additional Insured on each of the General Liability policies required herein.
- 9.7.2 Waiver of all Rights of Subrogation against the CITY.
- 9.7.3 Thirty (30) Day Notice of Cancellation or Non-Renewal to the CITY.
- 9.7.4 CONTRACTOR's policies shall be Primary & Non-Contributory.
- 9.7.5 All policies shall contain a "severability of interest" or "cross liability" clause without obligation for premium payment of the CITY.
- 9.7.6 The City of North Lauderdale shall be named as a Loss Payee on all Property and/or Inland Marine Policies as their interest may appear.
- 9.8 CONTRACTOR shall name the CITY, as an additional insured on each of the General Liability policies required herein and shall hold the CITY, its elected and appointed officers, agents, employees, and instrumentalities harmless on account of claims for



damages to persons, property or premises arising out of the services provided hereunder.

- 9.9 Any insurance required of the CONTRACTOR pursuant to this Contract must also be required of any subcontractor in the same limits and with all requirements as provided herein, including naming the CITY as an additional insured, in any work that is subcontracted unless such subcontractor is covered by the protection afforded by the CONTRACTOR and provided proof of such coverage is provided to CITY. The CONTRACTOR and any subcontractors shall maintain such policies during the term of this Contract.
- 9.10 The CITY reserves the right to require any other additional types of insurance coverage and/or higher limits of liability it deems necessary based on the nature of work being performed under this Contract.
- 9.11 The insurance requirements specified in this Contract are minimum requirements and in no way reduce any liability the CONTRACTOR has assumed in the indemnification/hold harmless section(s) of this Contract.

ARTICLE 10 - NON-DISCRIMINATION & EQUAL OPPORTUNITY EMPLOYMENT

During the performance of the Contract, the CONTRACTOR shall not discriminate against any person in its operations, activities or delivery of services. The CONTRACTOR shall affirmatively comply with all applicable provisions of federal, state and local equal opportunity employment laws and shall not engage in or commit any discriminatory practices against any person based on race, age, religion, color, gender, pregnancy, sexual orientation, gender identity and expression, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for service delivery.

ARTICLE 11 - INDEPENDENT CONTRACTOR

This Contract does not create an employee/employer relationship between the Parties. It is the intent of the Parties that the CONTRACTOR is an independent contractor under this Contract and not the CITY's employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers' Compensation Act, and the State unemployment insurance law. The CONTRACTOR shall retain sole and absolute discretion in the judgment of the manner and means of carrying out CONTRACTOR's activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under this Contract shall be those of CONTRACTOR, which policies of CONTRACTOR shall not conflict with CITY, State, Federal or United States policies, rules or regulations relating to the use of CONTRACTOR's funds provided for herein. The CONTRACTOR agrees that it is a separate and independent enterprise from the CITY, that it has full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. This Contract shall not be construed as creating any joint employment relationship between the CONTRACTOR and the CITY and the CITY will not be liable for any obligation incurred by CONTRACTOR, including but not limited to unpaid minimum wages and/or overtime premiums.



ARTICLE 12 - TERMINATION

- 12.1 **Termination for Convenience.** This Contract may be terminated by CITY for convenience, upon providing seven (7) business days written notice to the CONTRACTOR for such termination in which event CONTRACTOR shall be paid its compensation for services performed to termination date, including services reasonably related to termination. In the event that CONTRACTOR abandons this Contract or causes it to be terminated, CONTRACTOR shall indemnify CITY against loss pertaining to this termination.
- 12.2 **Default by CONTRACTOR.** In addition to all other remedies available to CITY, this Contract shall be subject to cancellation by CITY for cause, should CONTRACTOR neglect or fail to perform or observe any of the terms, provisions, conditions, or requirements herein contained, if such neglect or failure shall continue for a period of fourteen (14) days after receipt by CONTRACTOR of written notice of such neglect or failure.
- 12.3 This Contract may be terminated by the CITY at any time before issuance of a Notice to Proceed. If this Contract is cancelled in such manner, the CONTRACTOR shall not be entitled to compensation under this Contract.

ARTICLE 13 - UNCONTROLLABLE FORCES

- 13.1 Neither CITY nor CONTRACTOR shall be considered to be in default of this Contract if delays in or failure of performance shall be due to Uncontrollable Forces, the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid. The term "Uncontrollable Forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Contract and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to fire, flood, earthquakes, storms, lightning, epidemic, pandemic, act of God, war, riot, civil disturbance, sabotage, and governmental actions.
- 13.2 Neither party shall, however, be excused from performance if nonperformance is due to forces, which are preventable, removable, or remediable, and which the nonperforming party could have, with the exercise of reasonable diligence, prevented, removed, or remedied with reasonable dispatch. The nonperforming party shall, within a reasonable time of being prevented or delayed from performance by an uncontrollable force, give written notice to the other party describing the circumstances and uncontrollable forces preventing continued performance of the obligations of this Contract.

ARTICLE 14 - CONTRACT SUBJECT TO FUNDING

This Contract shall remain in full force and effect only as long as the expenditures provided for in the Contract have been appropriated by the City Commission of the City of North Lauderdale in the annual budget for each fiscal year of this Contract, and is subject to termination based on lack of funding.

ARTICLE 15 - GOVERNING LAW AND VENUE

This Contract shall be governed by and construed in accordance with the laws of the State of Florida as now and hereafter in force. The venue for any and all actions or claims arising out of or related to this Contract shall be in Broward County, Florida.

ARTICLE 16 - SIGNATORY AUTHORITY



CONTRACTOR shall provide CITY with copies of requisite documentation evidencing that the signatory for CONTRACTOR has the authority to enter into this Contract.

ARTICLE 17 - MERGER; AMENDMENT

This Contract constitutes the entire Contract between CONTRACTOR and CITY, and negotiations and oral understandings between the Parties are merged herein. This Contract can be supplemented or amended only by a written document executed by both CONTRACTOR and CITY with the same formality and equal dignity herewith.

ARTICLE 18 - DEFAULT OF CONTRACT & REMEDIES

- 18.1 **Liquidated Damages.** As a breach of this Contract would cause serious and substantial damage to CITY property, and the nature of this Contract would render it impracticable or extremely difficult to fix the actual damage sustained by CITY by such breach, it is agreed that, in case of breach of service wherein CONTRACTOR fails to maintain the property, leaving the said property in disrepair, CITY may elect to collect liquidated damages for each such breach, and CONTRACTOR will pay CITY as liquidated damages, and not as penalty, **DOLLARS AND ZERO CENTS (\$)** for every day of such malfunction. This sum is the agreed upon amount by which CITY will be damaged by the breach of such service. An election to seek such remedies shall not be construed as a waiver of any legal remedies CITY may have as to any subsequent breach of service under this Contract.
- 18.2 **Correction of Work.** If, in the judgment of CITY, work provided by CONTRACTOR does not conform to the requirements of this Contract, or if the work exhibits poor workmanship, CITY reserves the right to require that CONTRACTOR correct all deficiencies in the work to bring the work into conformance without additional cost to CITY, and replace any personnel who fail to perform in accordance with the requirements of this Contract. CITY shall be the sole judge of non-conformance and the quality of workmanship.
- 18.3 **Default of Contract.** The occurrence of any one or more of the following events shall constitute a default and breach of this Contract by CONTRACTOR:
- 18.3.1 The abandonment of the project that is the subject of this Contract by CONTRACTOR for a period of more than seven (7) business days.
 - 18.3.2 The abandonment, unnecessary delay, refusal of, or failure to comply with any of the terms of this Contract or neglect, or refusal to comply with the instructions of the CITY's Project Manager relative thereto.
 - 18.3.3 The failure by CONTRACTOR to observe or perform any of the terms, covenants, or conditions of this Contract to be observed or performed by CONTRACTOR, where such failure shall continue for a period of seven (7) days after written notice thereof by CITY to CONTRACTOR; provided, however, that if the nature of CONTRACTOR's default is such that more than seven (7) days are reasonably required for its cure, then CONTRACTOR shall not be deemed to be in default if CONTRACTOR commences such cure within said seven (7) day period and thereafter diligently prosecutes such cure to completion.



- 18.3.4 The assignment and/or transfer of this Contract or execution or attachment thereon by CONTRACTOR or any other party in a manner not expressly permitted hereunder.
- 18.3.5 The making by CONTRACTOR of any general assignment or general arrangement for the benefit of creditors, or the filing by or against CONTRACTOR of a petition to have CONTRACTOR adjudged a bankruptcy, or a petition for reorganization or arrangement under any law relating to bankruptcy (unless, in the case of a petition filed against CONTRACTOR, the same is dismissed within sixty (60) days); or the appointment of a trustee or a receiver to take possession of substantially all of CONTRACTOR's assets, or for CONTRACTOR's interest in this Contract, where possession is not restored to CONTRACTOR within thirty (30) days; for attachment, execution or other judicial seizure of substantially all of CONTRACTOR's assets, or for CONTRACTOR's interest in this Contract, where such seizure is not discharged within thirty (30) days.
- 18.4 **Remedies in Default.** In case of default by CONTRACTOR, CITY shall notify CONTRACTOR, in writing, of such abandonment, delay, refusal, failure, neglect, or default and direct CONTRACTOR to comply with all provisions of this Contract. A copy of such written notice shall be mailed to the Surety on the Performance Bond. If the abandonment, delay, refusal, failure, neglect or default is not cured within seven (7) days of when notice was sent by CITY, CITY may declare a default of the Contract and notify CONTRACTOR of such declaration of default and terminate the Contract. The Surety on the Performance Bond shall within ten (10) days of such declaration of default, rectify or cause to be rectified any mismanagement or breach of service in the Contract and assume the work of CONTRACTOR and proceed to perform services under the Contract, at its own cost and expense.
- 18.4.1 Upon such declaration of default, all payments remaining due CONTRACTOR at the time of default, less all sums due CITY for damages suffered, or expenses incurred by reason of default, shall be due and payable to Surety. Thereafter the Surety shall receive monthly payments equal to those that would have been paid by the CONTRACTOR had the CONTRACTOR continued to perform the services under the Contract.
- 18.4.2 CITY may complete the Contract, or any part thereof, either by day labor or re-letting a contract for the same, and procure the equipment and the facilities necessary for the completion of the Contract, and charge the cost of same to CONTRACTOR and/or the Surety together with the cost's incident thereto to such default.
- 18.4.3 In the event CITY completes the Contract at a lesser cost than would have been payable to CONTRACTOR under this Contract, if the same had been fulfilled by CONTRACTOR, CITY shall retain such differences. Should such cost to CITY be greater, CONTRACTOR shall pay the amount of such excess to the CITY.
- 18.4.4 Notwithstanding the other provisions in this Section, CITY reserves the right to terminate the Contract at any time, whenever the service provided



by CONTRACTOR fails to meet reasonable standards of the trade after CITY gives written notice to the CONTRACTOR of the deficiencies as set forth in the written notice within fourteen calendar (14) days of the receipt by CONTRACTOR of such notice from CITY.

ARTICLE 19 - BANKRUPTCY

It is agreed that if CONTRACTOR is adjudged bankrupt, either voluntarily or involuntarily, then this Contract shall terminate effective on the date and at the time the bankruptcy petition is filed.

ARTICLE 20 - DISPUTE RESOLUTION

In the event that a dispute, if any, arises between CITY and CONTRACTOR relating to this Contract, performance or compensation hereunder, CONTRACTOR shall continue to render service in full compliance with all terms and conditions of this Contract as interpreted by CITY regardless of such dispute. CONTRACTOR expressly agrees that in the event of such a dispute, if any, it will not seek injunctive relief in any court, but will negotiate with CITY for an adjustment on the matter or matters in dispute and, upon failure of said negotiations to resolve the dispute, may present the matter to a court of competent jurisdiction in an appropriate suit therefore instituted by it or by CITY.

ARTICLE 21 - PUBLIC RECORDS

- 21.1 The City of North Lauderdale is a public agency subject to Chapter 119, Florida Statutes. The CONTRACTOR shall comply with Florida's Public Records Laws. Specifically, the CONTRACTOR shall:
- 21.1.1 Keep and maintain public records required by the CITY to perform the service;
 - 21.1.2 Upon request from the CITY's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law;
 - 21.1.3 Ensure that public records that are exempt or that are confidential and exempt from public record disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and, following completion of the Contract, CONTRACTOR shall destroy all copies of such confidential and exempt records remaining in its possession after the CONTRACTOR transfers the records in its possession to the CITY; and
 - 21.1.4 Upon completion of the Contract, CONTRACTOR shall transfer to the CITY, at no cost to the CITY, all public records in CONTRACTOR's possession. All records stored electronically by the CONTRACTOR must be provided to the CITY, upon request from the CITY's custodian of public records, in a format that is compatible with the information technology systems of the CITY.



- 21.2 The failure of CONTRACTOR to comply with the provisions set forth in this Article shall constitute a Default and Breach of this Contract and the CITY shall enforce the Default in accordance with the provisions set forth herein.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

**CITY CLERK
701 SOUTHWEST 71ST AVENUE
NORTH LAUDERDALE, FL 33068
(954) 724-7056
CITYCLERK@NLAUDERDALE.ORG**

ARTICLE 22 – FEDERAL REQUIREMENTS

Notwithstanding anything to the contrary set forth herein, CONTRACTOR shall comply with the applicable federal required standard provisions, as set forth in 2 C.F.R. Sec. 200.326 and 2 C.F.R. Part 200. In the event of any conflicts, the provisions of 2 C.F.R. Sec. 200.326 and 2 C.F.R. Part 200 shall prevail. Any reference made to CONTRACTOR in this section shall also apply to any subcontractor under the terms of this Contract. The prime contractor shall be responsible for the compliance by any subcontractor or lower-tier subcontractor with all of these contract clauses:

- 22.1 **Equal Employment Opportunity**. During the performance of this contract, CONTRACTOR agrees as follows:

22.1.1 Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. CONTRACTOR will take affirmative action to ensure that applicants are employed and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.

22.1.2 CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

22.1.3 CONTRACTOR will not discharge or in any other manner discriminate against any employee or applicant for employment



because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with Contractor's legal duty to furnish information.

- 22.1.4 CONTRACTOR will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of Contractor's commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- 22.1.5 CONTRACTOR will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- 22.1.6 CONTRACTOR will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- 22.1.7 In the event of CONTRACTOR's non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this Agreement may be canceled, terminated or suspended in whole or in part and Contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- 22.1.8 CONTRACTOR will include the provisions of paragraphs (22.1.1 through (22.1.7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. Contractor will take such action with respect to any subcontract or purchase order as may be directed



by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: *Provided*, however, that in the event Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, Contractor may request the United States to enter into such litigation to protect the interests of the United States.

- 22.2 **Davis-Bacon Act – NOT APPLICABLE.** CONTRACTOR shall comply with the Davis-Bacon Act (40 U.S.C. 276a to 276a-7) as supplemented by Department of Labor Regulations (29 CFR Part 5). In accordance with the statute, CONTRACTOR must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, CONTRACTOR must be required to pay wages not less than once a week.
- 22.3 **Copeland “Anti-Kickback” Act.** CONTRACTOR shall comply with the Copeland “Anti-Kickback” Act, (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). CONTRACTOR must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. City must report all suspected or reported violations to the Federal awarding agency.
- 22.4 **Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708).** Where applicable, pursuant to 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5) CONTRACTOR must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous.
- 22.4.1 **Overtime requirements.** No CONTRACTOR or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.
- 22.4.2 **Violation; liability for unpaid wages; liquidated damages.** In the event of any violation of the clause set forth in this section, paragraph (i), the CONTRACTOR and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the



District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (i) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (i) of this section.

22.4.3 Withholding for unpaid wages and liquidated damages. City shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by CONTRACTOR or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (ii) of this section.

22.4.4 Subcontracts. CONTRACTOR or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (22.4.1) through (24.4.4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime CONTRACTOR shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (22.4.4) through (22.4.4) of this section.

22.5 CONTRACTOR agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401- 7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251-1387). City will report violations to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

22.5.1 Clean Air Act. CONTRACTOR agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq. CONTRACTOR agrees to report each violation to City and understands and agrees that the City will, in turn, report each violation as required to assure notification to the State, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office. CONTRACTOR agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance.

22.5.2 Federal Water Pollution Control Act. CONTRACTOR agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended,



33 U.S.C. 1251 et seq. CONTRACTOR agrees to report each violation to the City and understands and agrees that the City will, in turn, report each violation as required to assure notification to the State, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office. CONTRACTOR agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance.

- 22.6 Suspension and Debarment.** This Agreement is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000, as such CONTRACTOR is required to verify that none of the CONTRACTOR's agents, principals (defined at 2 C.F.R. § 180.995), or affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935). CONTRACTOR must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into. This certification is a material representation of fact relied upon by City. If it is later determined that CONTRACTOR did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to State and City, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.
- 22.7 Byrd Anti-Lobbying Amendment, as amended (31 U.S.C. § 1352).** CONTRACTOR shall file the required certification pursuant to 31 U.S.C. 1352. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.
- 22.8 Compliance with State Energy Policy and Conservation Act.** CONTRACTOR shall comply with all mandatory standards and policies relating to energy efficiency contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).
- 22.9 Procurement of Recovered Materials.** The City and CONTRACTOR must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part



247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

22.10 Reporting. Pursuant to 44 CFR 13.36(i)(7), CONTRACTOR shall comply with federal requirements and regulations pertaining to reporting, including but not limited to those set forth at 44 CFR 40 and 41, if applicable. Furthermore, both parties shall provide the FEMA Administrator, the Comptroller General of the United States, or any of their authorized representative access to any books, documents, papers, and records of CONTRACTOR which are directly pertinent to this contract for the purpose of making audits, examinations, excerpts, and transcriptions. Also, both Parties agree to provide FEMA Administrator or his authorized representative access to construction or other work sites pertaining to the work being completed under the Agreement.

22.11 No Obligation by the Federal Government.

22.11.1 Absent the express written consent by the Federal Government, the Federal Government is not a party to the Agreement and shall not be subject to any obligations or liabilities to the City, CONTRACTOR, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying Agreement.

22.11.2 CONTRACTOR agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

22.12 Compliance with Federal Law, Regulations, and Executive Orders.

This is an acknowledgement that federal financial assistance will be used to fund the Agreement only. CONTRACTOR will comply with all applicable federal law, regulations, executive orders, policies, procedures, and directives.

22.13 Fraudulent Statements. CONTRACTOR acknowledges that 31 U.S.C. Chap. 38 applies to CONTRACTOR's actions pertaining to this Agreement.

22.14 Rights to Inventions. CONTRACTOR agrees that if this Agreement results in any copyrightable materials or inventions, the Federal Government reserves a royalty-free, nonexclusive and irrevocable license to reproduce, publish or otherwise use the copyright of said materials or inventions for Federal Government purposes.

22.15 DHS Seal, Logo, and Flags. CONTRACTOR shall not use DHS(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific federal pre-approval.

22.16 Prohibition on Contracting for Covered Telecommunications Equipment or Services. As used in this clause, the terms backhaul;



covered foreign country; covered telecommunications equipment or services; interconnection arrangements; roaming; substantial or essential component; and telecommunications equipment or services have the meaning as defined in FEMA Policy 405-143-1, Prohibitions on Expending FEMA Award Funds for Covered Telecommunications Equipment or Services (Interim), as used in this clause.

22.16.1 Prohibitions. Section 889(b) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232, and 2 C.F.R. § 200.216 prohibit the head of an executive agency on or after Aug.13, 2020, from obligating or expending grant, cooperative agreement, loan, or loan guarantee funds on certain telecommunications products or from certain entities for national security reasons. Unless an exception described below applies, the CONTRACTOR and its subcontractors may not use grant, cooperative agreement, loan, or loan guarantee funds from the Federal Emergency Management Agency to:

22.16.1.1 (Procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;

22.16.1.2 Enter into, extend, or renew a contract to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology of any system;

22.16.1.3 Enter into, extend, or renew contracts with entities that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system; or

22.16.1.4 Provide, as part of its performance of this contract, subcontract, or other contractual instrument, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

22.16.2 Exceptions.

22.16.2.1 This clause does not prohibit CONTRACTOR from providing: (i) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or (ii) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.

22.16.2.2 By necessary implication and regulation, the prohibitions also do not apply to: (i) Covered telecommunications



equipment or services that: a. Are not used as a substantial or essential component of any system; and b. Are not used as critical technology of any system. (ii) Other telecommunications equipment or services that are not considered covered telecommunications equipment or services.

22.16.3 **Reporting Requirement.** In the event CONTRACTOR identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the CONTRACTOR is notified of such by a subcontractor at any tier or by any other source, the CONTRACTOR shall report the following information to City: (i) Within one business day from the date of such identification or notification: The contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended. (ii) Within ten (10) business days of submitting the information to City CONTRACTOR shall report: Any further available information about mitigation actions undertaken or recommended. In addition, the CONTRACTOR shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services. The CONTRACTOR shall insert the substance of this clause, including this in all subcontracts and other contractual instruments.

- 22.17 **Domestic Preference for Procurements.** As appropriate, and to the extent consistent with law, the CONTRACTOR should, to the greatest extent practicable, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. This includes, but is not limited to iron, aluminum, steel, cement, and other manufactured products. For purposes of this clause: Produced in the United States means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States. Manufactured products mean items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.
- 22.18 **Affirmative Socioeconomic Steps.** If subcontracts are to be let, CONTRACTOR is required to take all necessary steps identified in 2 C.F.R. § 200.321(b)(1)-(5) to ensure that small and minority businesses.
- 22.19 **License and Delivery of Works Subject to Copyright and Data Rights.** If applicable, the CONTRACTOR grants to City, a paid-up, royalty-free,



nonexclusive, irrevocable, worldwide license in data first produced in the performance of this contract to reproduce, publish, or otherwise use, including prepare derivative works, distribute copies to the public, and perform publicly and display publicly such data. For data required by the contract but not first produced in the performance of this contract, CONTRACTOR will identify such data and grant to the City or acquires on its behalf a license of the same scope as for data first produced in the performance of this contract. Data, as used herein, shall include any work subject to copyright under 17 U.S.C. § 102, for example, any written reports or literary works, software and/or source code, music, choreography, pictures or images, graphics, sculptures, videos, motion pictures or other audiovisual works, sound and/or video recordings, and architectural works. Upon or before the completion of this contract, CONTRACTOR will deliver to the CONTRACTOR data first produced in the performance of this contract and data required by the contract but not first produced in the performance of this contract in formats acceptable by CONTRACTOR.

ARTICLE 23 - MISCELLANEOUS

- 23.1 Ownership of Documents:** Reports, surveys, studies, and other data provided in connection with this Agreement are and shall remain the property of CITY, whether or not the project for which they are made is completed.
- 23.2 Legal Representation:** It is acknowledged that each party to this Agreement had the opportunity to be represented by counsel in the preparation of this Agreement, and accordingly, the rule that a contract shall be interpreted strictly against the party preparing same shall not apply herein due to the joint contributions of both Parties.
- 23.3 Records:** CONTRACTOR shall keep such records and accounts and require any and all subcontractors to keep records and accounts as may be necessary in order to record complete and correct entries as to personnel hours charged to this engagement, and any expenses for which CONTRACTOR expects to be reimbursed. Such books and records will be available at all reasonable times for examination and audit by CITY and shall be kept for a period of ten (10) years after the completion of all work to be performed pursuant to this Agreement. Incomplete or incorrect entries in such books and records will be grounds for disallowance by CITY of any fees or expenses based upon such entries.
- 23.4 Assignments; Amendments:** This Agreement, and any interests herein, shall not be assigned, transferred or otherwise encumbered, under any circumstances, by CONTRACTOR without the prior written consent of CITY. For purposes of this Agreement, any change of ownership of CONTRACTOR shall constitute an assignment which requires CITY approval. However, this Agreement shall run to the benefit of CITY and its successors and assigns.
- 23.5 No Contingent Fees:** CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CONTRACTOR to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONTRACTOR any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, CITY shall have the right to terminate the Agreement without liability at its discretion, to deduct from the contract



price, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

23.6 Notice: Whenever any party desires to give notice unto any other party, it must be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, CONTRACTOR and CITY designate the following as the respective places for giving of notice:

CITY: Michael Sargis, City Manager
City of North Lauderdale
701 SW 71st Avenue
North Lauderdale, FL 33068
Telephone No.: (954) 722-0900

COPY TO: Samuel S. Goren, City Attorney
Goren, Cherof, Doody & Ezrol, P.A.
3099 East Commercial Boulevard, Suite 200
Fort Lauderdale, Florida 33308
Telephone No. (954) 771-4500
Facsimile No. (954) 771-4923

CONTRACTOR: _____

FIN/EIN:
Contact:
Telephone No.
Email:

23.7 Binding Authority: Each person signing this Contract on behalf of either party individually warrants that he or she has full legal power to execute this Contract on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Contract.

23.8 Headings: Headings herein are for the convenience of reference only and shall not be considered in any interpretation of this Contract.



- 23.9 Exhibits:** Each exhibit referred to in this Contract forms an essential part of this Contract. The exhibits, if not physically attached, should be treated as part of this Contract and are incorporated herein by reference.
- 23.10 Severability:** If any provision of this Contract or application thereof to any person or situation shall to any extent, be held invalid or unenforceable, the remainder of this Contract, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable, shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.
- 23.11 Extent of Contract:** This Contract represents the entire and integrated Contract between CITY and CONTRACTOR and supersedes all prior negotiations, representations or Contracts, either written or oral.
- 23.12 Conflict:** In the event of any conflict or ambiguity by and between the requirements of this Contract, and Exhibit "A", and Exhibit "B", the terms of this Contract shall prevail, followed by Exhibit "A" and Exhibit "B".
- 23.13 Waiver:** Failure of CITY to insist upon strict performance of any provision or condition of this Contract, or to execute any right there in contained, shall not be construed as a waiver or relinquishment for the future of any such provision, condition, or right, but the same shall remain in full force and effect.
- 23.14 Attorneys' Fees:** In the event that either party brings suit for enforcement of this Contract, each party shall bear its own attorney's fees and court costs, except as otherwise provided under the indemnification provisions set forth herein above.
- 23.15 Protection of City Property:** At all times during the performance of this Contract, CONTRACTOR shall protect CITY's Property from all damage whatsoever on account of the work being carried on under this Contract.
- 23.16 Counterparts and Execution:** This Contract may be executed by hand or electronically in multiple originals or counterparts, each of which shall be deemed to be an original and together shall constitute one and the same Contract. Execution and delivery of this Contract by the Parties shall be legally binding, valid and effective upon delivery of the executed documents to the other party through facsimile transmission, email, or other electronic delivery.
- 23.17 Compliance with Statutes:** It shall be the CONTRACTOR's responsibility to be aware of and comply with all statutes, ordinances, rules, orders, regulations and requirements of all local, CITY, state, and federal agencies as applicable.
- 23.18 Scrutinized Companies:** By execution of this Contract, CONTRACTOR, its principals or owners, certify that they are not listed on the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations with Syria. In accordance with Section 287.135, Florida Statutes, as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local governmental entity for goods or services of:
- 23.18.1** Any amount of, at the time bidding on, submitting a proposal for, or entering into or renewing such Contract, the company is on the Scrutinized Companies



that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

23.18.2 One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such Contract, the company:

21.18.2.1 Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes; or

21.18.2.2 Is engaged in business operations in Syria.

23.19 E-Verify: CONTRACTOR certifies that it is aware of and complies with the requirements of Section 448.095, Florida Statutes, as may be amended from time to time and briefly described herein below.

23.19.1 Definitions for this Section:

23.19.1.1 "Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. "Contractor" includes, but is not limited to, a vendor or consultant.

23.19.1.2 "Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

23.19.1.3 "E-Verify system" means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

23.19.2 Registration Requirement; Termination: Pursuant to Section 448.095, Florida Statutes, effective January 1, 2021, Contractors shall register with and use the E-Verify system in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

23.19.2.1 All persons employed by a Contractor to perform employment duties within Florida during the term of the Contract; and

23.19.2.2 All persons (including subvendors/ subconsultants/ subcontractors) assigned by Contractor to perform work pursuant to the Contract with the City of North Lauderdale. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract with the City of North Lauderdale; and



23.19.2.3 The Contractor shall comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes, but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. Contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the Contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination. Termination of this Contract under this Section is not a breach of Contract and may not be considered as such. If this Contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination.

SIGNATURE PAGE FOLLOWS

IN WITNESS OF THE FOREGOING, the Parties have set their hands and seals the day and year first written above.

ATTEST:

CITY OF NORTH LAUDERDALE:

 ELIZABETH GARCIA-BECKFORD
 CITY CLERK

 MICHAEL SARGIS, CITY MANAGER

 DATE

 DATE

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

 OFFICE OF THE CITY ATTORNEY

 DATE

ATTEST

CONTRACTOR:



COMPANY NAME

SIGNATURE

SIGNATURE OF PRESIDENT

NAME

NAME OF PRESIDENT

DATE

DATE

(CORPORATE SEAL)



CORPORATE ACKNOWLEDGEMENT

STATE OF _____)

COUNTY OF _____)

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this _____ day of _____, 20____, by _____ on behalf of _____, a _____. He/she is personally known to me or has produced _____ as identification.

NOTARY PUBLIC

(Name of Notary Typed, Printed or Stamped)

Title or Rank

Serial number, if any