

**AGREEMENT FOR  
VEHICLE GRAPHICS, INSTALLATION AND REMOVAL – RE-BID**

**THIS AGREEMENT**, made this \_\_\_\_\_ day of \_\_\_\_\_ 2020, is by and between the City of Fort Lauderdale, a Florida municipality, (“City”), whose address is 100 North Andrews Avenue, Fort Lauderdale, Florida, 33301, and **Screen Graphics of Florida, Inc., a Florida corporation** (“Contractor”) whose address is **1801 North Andrews Avenue, Pompano Beach, Florida 33069, Phone: 800-346-4420, Email: [ddunn@screen-graphics.com](mailto:ddunn@screen-graphics.com)**.

NOW THEREFORE, for and in consideration of the mutual promises and covenants set forth herein and other good and valuable consideration, the City and the Contractor covenant and agree as follows:

**WITNESSETH:**

**I. DOCUMENTS**

The following documents (collectively “Contract Documents”) are hereby incorporated into and made part of this Agreement (Form P-0001):

(1) **Invitation to Bid No. 12317-893, VEHICLE GRAPHICS, INSTALLATION AND REMOVAL – RE-BID**, including any and all addenda, prepared by the City of Fort Lauderdale, (“**ITB**” or “**Exhibit A**”).

(2) The Contractor’s response to the **ITB**, dated **August 13, 2019**, (“**Exhibit B**”).

All Contract Documents may also be collectively referred to as the “Documents.” In the event of any conflict between or among the Documents or any ambiguity or missing specifications or instruction, the following priority is established:

- A. This Agreement dated \_\_\_\_\_, 2020 and any attachments
- B. Second, Exhibit A
- C. Third, Exhibit B

**II. SCOPE**

The Contractor shall perform the work under the general direction of the City as set forth in the Contract Documents.

Unless otherwise specified herein, the Contractor shall perform all work identified in this Agreement. The Parties agree that the scope of services is a description of Contractor’s obligations and responsibilities, and is deemed to include preliminary considerations and prerequisites, and all labor, materials, equipment, and tasks which are such an inseparable part of the work described that exclusion would render performance by Contractor impractical, illogical, or unconscionable.

Contractor acknowledges and agrees that the City’s Contract Administrator has no authority to make changes that would increase, decrease, or otherwise modify the Scope of Services to be provided under this Agreement.

By signing this Agreement, the Contractor represents that it thoroughly reviewed the documents incorporated into this Agreement by reference and that it accepts the description of the work and the conditions under which the Work is to be performed.

### **III. TERM OF AGREEMENT**

The initial contract period shall commence on **June 16, 2020 and shall end on June 15, 2023. The City reserves the right to extend the contract for two additional one-year terms**, providing all terms conditions and specifications remain the same, both Parties agree to the extension, and such extension is approved by the City. In the event the term of this Agreement extends beyond the end of any fiscal year of City, to wit, September 30th, the continuation of this Agreement beyond the end of such fiscal year shall be subject to both the appropriation and the availability of funds.

### **IV. COMPENSATION**

The Contractor agrees to provide the services and/or materials as specified in the Contract Documents at the cost specified in Exhibit B. It is acknowledged and agreed by Contractor that this amount is the maximum payable and constitutes a limitation upon City's obligation to compensate Contractor for Contractor's services related to this Agreement. This maximum amount, however, does not constitute a limitation of any sort upon Contractor's obligation to perform all items of work required by or which can be reasonably inferred from the Scope of Services. Except as otherwise provided in the solicitation, no amount shall be paid to Contractor to reimburse Contractor's expenses.

### **V. METHOD OF BILLING AND PAYMENT**

Contractor may submit invoices for compensation no more often than monthly, but only after the services for which the invoices are submitted have been completed. An original invoice plus one copy are due within fifteen (15) days of the end of the month except the final invoice which must be received no later than sixty (60) days after this Agreement expires. Invoices shall designate the nature of the services performed and/or the goods provided.

City shall pay Contractor within forty-five (45) days of receipt of Contractor's proper invoice, as provided in the Florida Local Government Prompt Payment Act.

To be deemed proper, all invoices must comply with the requirements set forth in this Agreement and must be submitted on the form and pursuant to instructions prescribed by the City's Contract Administrator. Payment may be withheld for failure of Contractor to comply with a term, condition, or requirement of this Agreement.

Notwithstanding any provision of this Agreement to the contrary, City may withhold, in whole or in part, payment to the extent necessary to protect itself from loss on account of inadequate or defective work that has not been remedied or resolved in a manner satisfactory to the City's Contract Administrator or failure to comply with this Agreement. The amount withheld shall not be subject to payment of interest by City.

### **VI. GENERAL CONDITIONS**

#### **A. Indemnification**

Contractor shall protect and defend at Contractor's expense, counsel being subject to the City's approval, and indemnify and hold harmless the City and the City's officers, employees, volunteers, and agents from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, expenses, or liabilities, including

any award of attorney fees and any award of costs, in connection with or arising directly or indirectly out of any act or omission by the Contractor or by any officer, employee, agent, invitee, subcontractor, or sublicensee of the Contractor. The provisions and obligations of this section shall survive the expiration or earlier termination of this Agreement. To the extent considered necessary by the City Manager, any sums due Contractor under this Agreement may be retained by City until all of City's claims for indemnification pursuant to this Agreement have been settled or otherwise resolved, and any amount withheld shall not be subject to payment of interest by City.

#### **B. Intellectual Property**

Contractor shall protect and defend at Contractor's expense, counsel being subject to the City's approval, and indemnify and hold harmless the City from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, royalties, expenses, or liabilities, including any award of attorney fees and any award of costs, in connection with or arising directly or indirectly out of any infringement or allegation of infringement of any patent, copyright, or other intellectual property right in connection with the Contractor's or the City's use of any copyrighted, patented or un-patented invention, process, article, material, or device that is manufactured, provided, or used pursuant to this Agreement. If the Contractor uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the bid prices shall include all royalties or costs arising from the use of such design, device, or materials in any way involved in the work.

#### **C. Termination for Cause**

The aggrieved party may terminate this Agreement for cause if the party in breach has not corrected the breach within ten (10) days after written notice from the aggrieved party identifying the breach. The City Manager may also terminate this Agreement upon such notice as the City Manager deems appropriate under the circumstances in the event the City Manager determines that termination is necessary to protect the public health or safety. The Parties agree that if the City erroneously, improperly or unjustifiably terminates for cause, such termination shall be deemed a termination for convenience, which shall be effective thirty (30) days after such notice of termination for cause is provided.

This Agreement may be terminated for cause for reasons including, but not limited to, Contractor's repeated (whether negligent or intentional) submission for payment of false or incorrect bills or invoices, failure to perform the Work to the City's satisfaction; or failure to continuously perform the work in a manner calculated to meet or accomplish the objectives as set forth in this Agreement.

#### **D. Termination for Convenience**

The City reserves the right, in its best interest as determined by the City, to cancel this contract for convenience by giving written notice to the Contractor at least thirty (30) days prior to the effective date of such cancellation. In the event this Agreement is terminated for convenience, Contractor shall be paid for any services performed to the City's satisfaction pursuant to the Agreement through the termination date specified in the written notice of termination. Contractor acknowledges and agrees that he/she/it has received good, valuable and sufficient consideration from City, the receipt and adequacy of which are hereby acknowledged by Contractor, for City's right to terminate this Agreement for convenience.

#### **E. Cancellation for Unappropriated Funds**

The City reserves the right, in its best interest as determined by the City, to cancel this Agreement for unappropriated funds or unavailability of funds by giving written notice to the Contractor at least thirty (30) days prior to the effective date of such cancellation. The obligation of the City for payment to a Contractor is limited to the availability of funds appropriated in a current fiscal period, and continuation of the Agreement into a subsequent fiscal period is subject to appropriation of funds, unless otherwise provided by law.

#### **F. Insurance**

As a condition precedent to the effectiveness of this Agreement, during the term of this Agreement and during any renewal or extension term of this Agreement, the Contractor, at the Contractor's sole expense, shall provide insurance of such types and with such terms and limits as noted below. Providing proof of and maintaining adequate insurance coverage are material obligations of the Contractor. The Contractor shall provide the City a certificate of insurance evidencing such coverage. The Contractor's insurance coverage shall be primary insurance for all applicable policies. The limits of coverage under each policy maintained by the Contractor shall not be interpreted as limiting the Contractor's liability and obligations under this Agreement. All insurance policies shall be from insurers authorized to write insurance policies in the State of Florida and that possess an A.M. Best rating of A-, VII or better. All insurance policies are subject to approval by the City's Risk Manager.

The coverages, limits, and endorsements required herein protect the interests of the City, and these coverages, limits, and endorsements may not be relied upon by the Contractor for assessing the extent or determining appropriate types and limits of coverage to protect the Contractor against any loss exposure, whether as a result of this Agreement or otherwise. The requirements contained herein, as well as the City's review or acknowledgement, are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by the Contractor under this Agreement.

The following insurance policies and coverages are required:

##### **Commercial General Liability**

Coverage must be afforded under a Commercial General Liability policy with limits not less than:

- \$1,000,000 each occurrence and \$2,000,000 aggregate for Bodily Injury, Property Damage, and Personal and Advertising Injury
- \$1,000,000 each occurrence and \$2,000,000 aggregate for Products and Completed Operations

Policy must include coverage for Contractual Liability and Independent Contractors.

The City and the City's officers, employees, and volunteers are to be covered as additional insureds with a CG 20 26 04 13 Additional Insured – Designated Person or Organization Endorsement or similar endorsement providing equal or broader Additional Insured Coverage with respect to liability arising out of activities performed by or on behalf of the Contractor. The coverage shall contain no special limitation on the scope of protection afforded to the City or the City's officers, employees, and volunteers.

#### Business Automobile Liability

Coverage must be afforded for all Owned, Hired, Scheduled, and Non-Owned vehicles for Bodily Injury and Property Damage in an amount not less than \$1,000,000 combined single limit each accident.

If the Contractor does not own vehicles, the Contractor shall maintain coverage for Hired and Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

#### Workers' Compensation and Employer's Liability

Coverage must be afforded per Chapter 440, Florida Statutes. Any person or entity performing work for or on behalf of the City must provide Workers' Compensation insurance. Exceptions and exemptions will be allowed by the City's Risk Manager, if they are in accordance with Florida Statute.

The Contractor waives, and the Contractor shall ensure that the Contractor's insurance carrier waives, all subrogation rights against the City and the City's officers, employees, and volunteers for all losses or damages. The City requires the policy to be endorsed with WC 00 03 13 Waiver of our Right to Recover from Others or equivalent.

The Contractor must be in compliance with all applicable State and federal workers' compensation laws, including the U.S. Longshore Harbor Workers' Act and the Jones Act, if applicable.

#### Insurance Certificate Requirements

- a. The Contractor shall provide the City with valid Certificates of Insurance (binders are unacceptable) no later than thirty (30) days prior to the start of work contemplated in this Agreement.
- b. The Contractor shall provide to the City a Certificate of Insurance having a thirty (30) day notice of cancellation; ten (10) days' notice if cancellation is for nonpayment of premium.
- c. In the event that the insurer is unable to accommodate the cancellation notice requirement, it shall be the responsibility of the Contractor to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested, and addressed to the certificate holder.
- d. In the event the Agreement term goes beyond the expiration date of the insurance policy, the Contractor shall provide the City with an updated Certificate of Insurance no later than ten (10) days prior to the expiration of the insurance currently in effect. The City reserves the right to suspend the Agreement until this requirement is met.
- e. The Certificate of Insurance shall indicate whether coverage is provided under a claims-made or occurrence form. If any coverage is provided on a claims-made form, the Certificate of Insurance must show a retroactive date, which shall be the effective date of the initial contract or prior.
- f. The City shall be named as an Additional Insured on all liability policies, with the exception of Workers' Compensation.
- g. The City shall be granted a Waiver of Subrogation on the Contractor's Workers' Compensation insurance policy.
- h. The title of the Agreement, Bid/Contract number, event dates, or other identifying reference must be listed on the Certificate of Insurance.

#### The Certificate Holder should read as follows:

City of Fort Lauderdale  
100 N. Andrews Avenue  
Fort Lauderdale, FL 33301

The Contractor has the sole responsibility for the payment of all insurance premiums and shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, co-insurance penalty, or self-insured retention; including any loss not covered because of the operation of such deductible, co-insurance penalty, self-insured retention, or coverage exclusion or limitation. Any costs for adding the City as an Additional Insured shall be at the Contractor's expense.

If the Contractor's primary insurance policy/policies do not meet the minimum requirements, as set forth in this Agreement, the Contractor may provide evidence of an Umbrella/Excess insurance policy to comply with this requirement.

The Contractor's insurance coverage shall be primary insurance as applied to the City and the City's officers, employees, and volunteers. Any insurance or self-insurance maintained by the City covering the City, the City's officers, employees, or volunteers shall be non-contributory.

Any exclusion or provision in the insurance maintained by the Contractor that excludes coverage for work contemplated in this Agreement shall be unacceptable and shall be considered breach of contract.

All required insurance policies must be maintained until the contract work has been accepted by the City, or until this Agreement is terminated, whichever is later. Any lapse in coverage shall be considered breach of contract. In addition, Contractor must provide to the City confirmation of coverage renewal via an updated certificate should any policies expire prior to the expiration of this Agreement. The City reserves the right to review, at any time, coverage forms and limits of Contractor's insurance policies.

The Contractor shall provide notice of any and all claims, accidents, and any other occurrences associated with this Agreement shall be provided to the Contractor's insurance company or companies and the City's Risk Management office as soon as practical.

It is the Contractor's responsibility to ensure that any and all of the Contractor's independent contractors and subcontractors comply with these insurance requirements. All coverages for independent contractors and subcontractors shall be subject to all of the applicable requirements stated herein. Any and all deficiencies are the responsibility of the Contractor.

#### **G. Environmental, Health and Safety**

Contractor shall place the highest priority on health and safety and shall maintain a safe working environment during performance of the work. Contractor shall comply, and shall secure compliance by its employees, agents, and subcontractors, with all applicable environmental, health, safety and security laws and regulations, and performance conditions in this Agreement. Compliance with such requirements shall represent the minimum standard required of Contractor. Contractor shall be responsible for examining all requirements and determine whether additional or more stringent environmental, health, safety and security provisions are required for the work. Contractor agrees to utilize protective devices as required by applicable laws, regulations, and any industry or Contractor's health and safety plans and regulations, and to pay the costs and expenses thereof, and warrants that all such persons shall be fit and qualified to carry out the Work.

#### **H. Standard of Care**

Contractor represents that he/she/it is qualified to perform the work, that Contractor and his/her/its subcontractors possess current, valid state and/or local licenses to perform the Work,

and that their services shall be performed in a manner consistent with that level of care and skill ordinarily exercised by other qualified contractors under similar circumstances.

**I. Rights in Documents and Work**

Any and all reports, photographs, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of City; and Contractor disclaims any copyright in such materials. In the event of and upon termination of this Agreement, any reports, photographs, surveys, and other data and documents prepared by Contractor, whether finished or unfinished, shall become the property of City and shall be delivered by Contractor to the City's Contract Administrator within seven (7) days of termination of this Agreement by either party. Any compensation due to Contractor shall be withheld until Contractor delivers all documents to the City as provided herein.

**J. Audit Right and Retention of Records**

City shall have the right to audit the books, records, and accounts of Contractor and Contractor's subcontractors that are related to this Agreement. Contractor shall keep, and Contractor shall cause Contractor's subcontractors to keep, such books, records, and accounts as may be necessary in order to record complete and correct entries related to this Agreement. All books, records, and accounts of Contractor and Contractor's subcontractors shall be kept in written form, or in a form capable of conversion into written form within a reasonable time, and upon request to do so, Contractor or Contractor's subcontractor, as applicable, shall make same available at no cost to City in written form.

Contractor and Contractor's subcontractors shall preserve and make available, at reasonable times for examination and audit by City in Broward County, Florida, all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement for the required retention period of the Florida public records law, Chapter 119, Florida Statutes, as may be amended from time to time, if applicable, or, if the Florida Public Records Act is not applicable, for a minimum period of three (3) years after termination of this Agreement. If any audit has been initiated and audit findings have not been resolved at the end of the retention period or three (3) years, whichever is longer, the books, records, and accounts shall be retained until resolution of the audit findings. If the Florida public records law is determined by City to be applicable to Contractor and Contractor's subcontractors' records, Contractor and Contractor's subcontractors shall comply with all requirements thereof; however, Contractor and Contractor's subcontractors shall violate no confidentiality or non-disclosure requirement of either federal or state law. Any incomplete or incorrect entry in such books, records, and accounts shall be a basis for City's disallowance and recovery of any payment upon such entry.

Contractor shall, by written contract, require Contractor's subcontractors to agree to the requirements and obligations of this Section.

The Contractor shall maintain during the term of the Agreement all books of account, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this Agreement.

**K. Public Entity Crime Act**

Contractor represents that the execution of this Agreement will not violate the Public Entity Crime Act, Section 287.133, Florida Statutes, as may be amended from time to

time, which essentially provides that a person or affiliate who is a contractor, consultant, or other provider and who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to City, may not submit a bid on a contract with City for the construction or repair of a public building or public work, may not submit bids on leases of real property to City, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with City, and may not transact any business with City in excess of the threshold amount provided in Section 287.017, Florida Statutes, as may be amended from time to time, for category two purchases for a period of 36 months from the date of being placed on the convicted vendor list. Violation of this section shall result in termination of this Agreement and recovery of all monies paid by City pursuant to this Agreement and may result in debarment from City's competitive procurement activities.

**L. Independent Contractor**

Contractor is an independent contractor under this Agreement. Services provided by Contractor pursuant to this Agreement shall be subject to the supervision of the Contractor. In providing such services, neither Contractor nor Contractor's agents shall act as officers, employees, or agents of City. No partnership, joint venture, or other joint relationship is created hereby. City does not extend to Contractor or Contractor's agents any authority of any kind to bind City in any respect whatsoever.

**M. Inspection and Non-Waiver**

Contractor shall permit the representatives of CITY to inspect and observe the Work at all times.

The failure of the City to insist upon strict performance of any other terms of this Agreement or to exercise any rights conferred by this Agreement shall not be construed by Contractor as a waiver of the City's right to assert or rely on any such terms or rights on any future occasion or as a waiver of any other terms or rights.

**N. Assignment and Performance**

Neither this Agreement nor any right or interest herein shall be assigned, transferred, or encumbered without the written consent of the other party. In addition, Contractor shall not subcontract any portion of the work required by this Agreement, except as provided in the Schedule of Subcontractor Participation. City may terminate this Agreement, effective immediately, if there is any assignment, or attempted assignment, transfer, or encumbrance, by Contractor of this Agreement or any right or interest herein without City's prior written consent.

Contractor represents that each person who will render services pursuant to this Agreement is duly qualified to perform such services by all appropriate governmental authorities, where required, and that each such person is reasonably experienced and skilled in the area(s) for which he or she will render his or her services.

Contractor shall perform Contractor's duties, obligations, and services under this Agreement in a skillful and respectable manner. The quality of Contractor's performance and all interim and final product(s) provided to or on behalf of City shall be comparable to the best local and national standards.

In the event Contractor engages any subcontractor in the performance of this Agreement, Contractor shall ensure that all of Contractor's subcontractors perform in accordance with the terms and conditions of this Agreement. Contractor shall be fully responsible for all of



Contractor's subcontractors' performance, and liable for any of Contractor's subcontractors' non-performance and all of Contractor's subcontractors' acts and omissions. Contractor shall defend at Contractor's expense, counsel being subject to City's approval or disapproval, and indemnify and hold City and City's officers, employees, and agents harmless from and against any claim, lawsuit, third party action, fine, penalty, settlement, or judgment, including any award of attorney fees and any award of costs, by or in favor of any of Contractor's subcontractors for payment for work performed for City by any of such subcontractors, and from and against any claim, lawsuit, third party action, fine, penalty, settlement, or judgment, including any award of attorney fees and any award of costs, occasioned by or arising out of any act or omission by any of Contractor's subcontractors or by any of Contractor's subcontractors' officers, agents, or employees. Contractor's use of subcontractors in connection with this Agreement shall be subject to City's prior written approval, which approval City may revoke at any time.

**O. Conflicts**

Neither Contractor nor any of Contractor's employees shall have or hold any continuing or frequently recurring employment or contractual relationship that is substantially antagonistic or incompatible with Contractor's loyal and conscientious exercise of judgment and care related to Contractor's performance under this Agreement.

Contractor further agrees that none of Contractor's officers or employees shall, during the term of this Agreement, serve as an expert witness against City in any legal or administrative proceeding in which he, she, or Contractor is not a party, unless compelled by court process. Further, Contractor agrees that such persons shall not give sworn testimony or issue a report or writing, as an expression of his or her expert opinion, which is adverse or prejudicial to the interests of City in connection with any such pending or threatened legal or administrative proceeding unless compelled by court process. The limitations of this section shall not preclude Contractor or any persons in any way from representing themselves, including giving expert testimony in support thereof, in any action or in any administrative or legal proceeding.

In the event Contractor is permitted pursuant to this Agreement to utilize subcontractors to perform any services required by this Agreement, Contractor agrees to require such subcontractors, by written contract, to comply with the provisions of this section to the same extent as Contractor.

**P. Schedule and Delays**

Time is of the essence in this Agreement. By signing, Contractor affirms that it believes the schedule to be reasonable; provided, however, the Parties acknowledge that the schedule might be modified as the City directs.

**Q. Materiality and Waiver of Breach**

City and Contractor agree that each requirement, duty, and obligation set forth herein was bargained for at arm's-length and is agreed to by the Parties in exchange for *quid pro quo*, that each is substantial and important to the formation of this Agreement and that each is, therefore, a material term hereof.

City's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach of a provision of this Agreement shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this Agreement.

**R. Compliance With Laws**

Contractor shall comply with all applicable federal, state, and local laws, codes, ordinances, rules, and regulations in performing Contractor's duties, responsibilities, and obligations pursuant to this Agreement.

**S. Severance**

In the event a portion of this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable, the provisions not having been found by a court of competent jurisdiction to be invalid or unenforceable shall continue to be effective.

**T. Limitation of Liability**

The City desires to enter into this Agreement only if in so doing the City can place a limit on the City's liability for any cause of action for money damages due to an alleged breach by the City of this Agreement, so that its liability for any such breach never exceeds the sum of \$1,000. Contractor hereby expresses its willingness to enter into this Agreement with Contractor's recovery from the City for any damage action for breach of contract or for any action or claim arising from this Agreement to be limited to a maximum amount of \$1,000 less the amount of all funds actually paid by the City to Contractor pursuant to this Agreement.

Accordingly, and notwithstanding any other term or condition of this Agreement, Contractor hereby agrees that the City shall not be liable to Contractor for damages in an amount in excess of \$1,000 which amount shall be reduced by the amount actually paid by the City to Contractor pursuant to this Agreement, for any action for breach of contract or for any action or claim arising out of this Agreement. Nothing contained in this paragraph or elsewhere in this Agreement is in any way intended to be a waiver of the limitation placed upon City's liability as set forth in Section 768.28, Florida Statutes.

**U. Jurisdiction, Venue, Waiver, Waiver of Jury Trial**

This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Venue for any lawsuit by either party against the other party or otherwise arising out of this Agreement, and for any other legal proceeding, shall be in the Seventeenth Judicial Circuit in and for Broward County, Florida, or in the event of federal jurisdiction, in the Southern District of Florida, Fort Lauderdale Division. THE PARTIES EXPRESSLY AGREE TO WAIVE ALL RIGHTS TO A TRIAL BY JURY OF ALL ISSUES SO TRIABLE UNDER THIS AGREEMENT.

In the event Contractor is a corporation organized under the laws of any province of Canada or is a Canadian federal corporation, the City may enforce in the United States of America or in Canada or in both countries a judgment entered against the Contractor. The Contractor waives any and all defenses to the City's enforcement in Canada of a judgment entered by a court in the United States of America.

**V. Amendments**

No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by the Mayor-Commissioner and/or City Manager, as determined by City Charter and Ordinances, and Contractor or others delegated authority to or otherwise authorized to execute same on their behalf.

#### **W. Prior Agreements**

This document represents the final and complete understanding of the parties and incorporates or supersedes all prior negotiations, correspondence, conversations, agreements, and understandings applicable to the matters contained herein. The Parties agree that there is no commitment, agreement, or understanding concerning the subject matter of this Agreement that is not contained in this written document. Accordingly, the Parties agree that no deviation from the terms hereof shall be predicated upon any prior representation or agreement, whether oral or written.

#### **X. Payable Interest**

Except as required and provided for by the Florida Local Government Prompt Payment Act, City shall not be liable for interest for any reason, whether as prejudgment interest or for any other purpose, and in furtherance thereof Contractor waives, rejects, disclaims and surrenders any and all entitlement it has or may have to receive interest in connection with a dispute or claim based on or related to this Agreement.

#### **Y. Representation of Authority**

Each individual executing this Agreement on behalf of a Party hereto hereby represents and warrants that he or she is, on the date he or she signs this Agreement, duly authorized by all necessary and appropriate action to execute this Agreement on behalf of such party and does so with full legal authority.

#### **Z. Uncontrollable Circumstances ("Force Majeure")**

The City and Contractor will be excused from the performance of their respective obligations under this Agreement when and to the extent that their performance is delayed or prevented by any circumstances beyond their control including, fire, flood, explosion, strikes or other labor disputes, act of God or public emergency, war, riot, civil commotion, malicious damage, act or omission of any governmental authority, delay or failure or shortage of any type of transportation, equipment, or service from a public utility needed for their performance, provided that:

1. The non-performing party gives the other party prompt written notice describing the particulars of the Force Majeure including, but not limited to, the nature of the occurrence and its expected duration, and continues to furnish timely reports with respect thereto during the period of the Force Majeure;
2. The excuse of performance is of no greater scope and of no longer duration than is required by the Force Majeure;
3. No obligations of either Party that arose before the Force Majeure causing the excuse of performance are excused as a result of the Force Majeure; and
4. The non-performing party uses its best efforts to remedy its inability to perform. Notwithstanding the above, performance shall not be excused under this Section for a period in excess of two (2) months, provided that in extenuating circumstances, the City may excuse performance for a longer term. Economic hardship of the Contractor will not constitute Force Majeure. The term of the Agreement shall be extended by a period equal to that during which either party's performance is suspended under this Section.

**AA. Scrutinized Companies**

The Contractor certifies that it is not on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2019), and that it is not engaged in a boycott of Israel. The City may terminate this Agreement at the City's option if the Contractor is found to have submitted a false certification as provided under subsection (5) of section 287.135, Florida Statutes (2019), as may be amended or revised, or been placed on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2019), as may be amended or revised, or is engaged in a boycott of Israel.

**BB. Public Records**

**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'S OFFICE, 100 N. ANDREWS AVENUE, FORT LAUDERDALE, FLORIDA, 33301, PHONE: 954-828-5002, EMAIL: [PRRCONTRACT@FORTLAUDERDALE.GOV](mailto:PRRCONTRACT@FORTLAUDERDALE.GOV).**

Contractor shall comply with public records laws, and Contractor shall:

1. Keep and maintain public records required by the City to perform the service.
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 (2018), as may be amended or revised, or as otherwise provided by law.
3. 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 contract if the Contractor does not transfer the records to the City.
4. Upon completion of the Contract, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the 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.

**CC.     Non-Discrimination**

The Contractor shall not, in any of its activities, including employment, discriminate against any individual on the basis of race, color, national origin, religion, creed, sex, disability, sexual orientation, gender, gender identity, gender expression, or marital status.

1. The Contractor certifies and represents that it will comply with Section 2-187, Code of Ordinances of the City of Fort Lauderdale, Florida, (2019), as may be amended or revised, ("Section 2-187).
2. The failure of the Contractor to comply with Section 2-187 shall be deemed to be a material breach of this Agreement, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.
3. The City may terminate this Agreement if the Contractor fails to comply with Section 2-187.
4. The City may retain all monies due or to become due until the Contractor complies with Section 2-187.
5. The Contractor may be subject to debarment or suspension proceedings. Such proceedings will be consistent with the procedures in section 2-183 of the Code of Ordinances of the City of Fort Lauderdale, Florida.

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the City and the Contractor execute this Contract as follows:

ATTEST:

CITY OF FORT LAUDERDALE

\_\_\_\_\_  
Jeffrey A. Modarelli, City Clerk

By: \_\_\_\_\_  
Christopher J. Lagerbloom, ICMA-CM  
City Manager

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney

WITNESSES:

SCREEN GRAPHICS OF FLORIDA, INC.

\_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Nick Glaros, President

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

(CORPORATE SEAL)

STATE OF \_\_\_\_\_:  
COUNTY OF \_\_\_\_\_:

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this \_\_\_\_ day of \_\_\_\_\_, 2020, by **Nick Glaros as president** for **Screen Graphics of Florida, Inc., a Florida corporation.**

(SEAL)

\_\_\_\_\_  
Notary Public, State of \_\_\_\_\_  
(Signature of Notary Public)

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

Personally Known \_\_\_\_ OR Produced Identification \_\_\_\_  
Type of Identification Produced \_\_\_\_\_

**EXHIBIT A**

5

**Solicitation 12317-893**

**Vehicle Graphics, Installation and Removal - Re-Bid**

**Bid Designation: Public**



**City of Fort Lauderdale**

6

## Bid 12317-893

### Vehicle Graphics, Installation and Removal - Re-Bid

Bid Number 12317-893  
 Bid Title Vehicle Graphics, Installation and Removal - Re-Bid

Bid Start Date Jul 23, 2019 2:52:57 PM EDT  
 Bid End Date Aug 13, 2019 2:00:00 PM EDT  
 Question & Answer End Date Aug 6, 2019 5:00:00 PM EDT

Bid Contact Laurie D Platkin, CPPB  
 Senior Procurement Specialist  
 Finance - Procurement Division  
 954-828-5138  
 lplatkin@fortlauderdale.gov

Contract Duration 3 years  
 Contract Renewal 2 annual renewals  
 Prices Good for 120 days

Bid Comments **The City of Fort Lauderdale, Florida (City) is seeking bids from qualified, experienced and licensed firm(s), hereinafter referred to as the Contractor or Bidder, to provide installation and removal of vehicle graphics for the City, in accordance with the terms, conditions, and specifications contained in this Invitation to Bid (ITB).**

**For further information, go to [www.bidsync.com](http://www.bidsync.com) .**

#### Item Response Form

Item 12317-893--01-01 - Group A: Compact four-door sedan, materials  
 Quantity 55 each  
 Unit Price   
 Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
 See ITB Specifications  
 Fort Lauderdale FL 33301  
 Qty 55

#### Description

Group A: Consists mostly of the following vehicle types:

*Ford Fusion, Nissan Leaf, Toyota Prius, Chrysler 200, Nissan Maxima, Dodge Charger, Chevrolet Malibu, Ford Fusion, Nissan Altima, Toyota Camry, Ford C-Max, Toyota Prius, Nissan Maxima, Chevrolet Impala, Dodge Charger, Ford Taurus, Toyota Avalon*

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item 12317-893--01-02 - Group A: Compact four-door sedan, installation



Quantity **55 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
**Qty 55**

**Description**

Group A: Consists mostly of the following vehicle types:

*Ford Fusion, Nissan Leaf, Toyota Prius, Chrysler 200, Nissan Maxima, Dodge Charger, Chevrolet Malibu, Ford Fusion, Nissan Altima, Toyota Camry, Ford C-Max, Toyota Prius, Nissan Maxima, Chevrolet Impala, Dodge Charger, Ford Taurus, Toyota Avalon*

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-03 - Group A: Compact four-door sedan, removal**  
Quantity **1 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
**Qty 1**

**Description**

Group A: Consists mostly of the following vehicle types:

*Ford Fusion, Nissan Leaf, Toyota Prius, Chrysler 200, Nissan Maxima, Dodge Charger, Chevrolet Malibu, Ford Fusion, Nissan Altima, Toyota Camry, Ford C-Max, Toyota Prius, Nissan Maxima, Chevrolet Impala, Dodge Charger, Ford Taurus, Toyota Avalon*

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-04 - Group B: Full-size sedan marked Police Patrol Unit, materials**  
Quantity **5 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
**Qty 5**

**Description**

Group B: Consists mostly of the following vehicle types:

*Chevrolet Caprice, Dodge Charger, Ford Interceptor Sedan*

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-05 - Group B: Full-size sedan marked Police Patrol Unit, installation**  
Quantity **5 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)

Fort Lauderdale FL 33301

Qty 5

**Description**

Group B: Consists mostly of the following vehicle types:

*Chevrolet Caprice, Dodge Charger, Ford Interceptor Sedan*

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

**Item** 12317-893--01-06 - Group B: Full-size sedan marked Police Patrol Unit, removal**Quantity** 1 each**Unit Price** **Delivery Location** City of Fort Lauderdale[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 1

**Description**

Group B: Consists mostly of the following vehicle types:

*Chevrolet Caprice, Dodge Charger, Ford Interceptor Sedan*

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

**Item** 12317-893--01-07 - Group C: Full-size sedan marked Police Patrol Unit, subdued (ghost), materials**Quantity** 5 each**Unit Price** **Delivery Location** City of Fort Lauderdale[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 5

**Description**

Group C: Consists mostly of the following vehicle types:

*Chevrolet Caprice, Dodge Charger, Ford Interceptor Sedan*

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

**Item** 12317-893--01-08 - Group C: Full-size sedan marked Police Patrol Unit, subdued (ghost) installation**Quantity** 5 each**Unit Price** **Delivery Location** City of Fort Lauderdale[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 5

**Description**

Group C: Consists mostly of the following vehicle types:

*Chevrolet Caprice, Dodge Charger, Ford Interceptor Sedan*

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item	<b>12317-893--01-09 - Group C: Full-size sedan marked Police Patrol Unit, subdued (ghost) removal</b>
Quantity	<b>1 each</b>
Unit Price	<input type="text"/>
Delivery Location	<b>City of Fort Lauderdale</b>
	<a href="#">See ITB Specifications</a>
	See ITB Specifications
	Fort Lauderdale FL 33301
	Qty 1

**Description**

Group C: Consists mostly of the following vehicle types:  
*Chevrolet Caprice, Dodge Charger, Ford Interceptor Sedan*

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item	<b>12317-893--01-10 - Group D: Full-sized sedan marked Police K-9 Unit, materials</b>
Quantity	<b>5 each</b>
Unit Price	<input type="text"/>
Delivery Location	<b>City of Fort Lauderdale</b>
	<a href="#">See ITB Specifications</a>
	See ITB Specifications
	Fort Lauderdale FL 33301
	Qty 5

**Description**

Group D: Consists mostly of the following vehicle types:  
*Chevrolet Caprice, Dodge Charger, Ford Interceptor Sedan*

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item	<b>12317-893--01-11 - Group D: Full-sized sedan marked Police K-9 Unit, installation</b>
Quantity	<b>5 each</b>
Unit Price	<input type="text"/>
Delivery Location	<b>City of Fort Lauderdale</b>
	<a href="#">See ITB Specifications</a>
	See ITB Specifications
	Fort Lauderdale FL 33301
	Qty 5

**Description**

Group D: Consists mostly of the following vehicle types:  
*Chevrolet Caprice, Dodge Charger, Ford Interceptor Sedan*

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item	<b>12317-893--01-12 - Group D: Full-sized sedan marked Police K-9 Unit, removal</b>
Quantity	<b>1 each</b>
Unit Price	<input type="text"/>

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 1

**Description**

Group D: Consists mostly of the following vehicle types:

*Chevrolet Caprice, Dodge Charger, Ford Interceptor Sedan*

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-13 - Group E: Full-sized sedan Police K-9 Unit, subdued (ghost) materials**

Quantity **5 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 5

**Description**

Group E: Consists mostly of the following vehicle types:

*Chevrolet Caprice, Dodge Charger, Ford Interceptor Sedan*

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-14 - Group E: Full-sized sedan Police K-9 Unit, subdued (ghost), installation**

Quantity **5 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 5

**Description**

Group E: Consists mostly of the following vehicle types:

*Chevrolet Caprice, Dodge Charger, Ford Interceptor Sedan*

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-15 - Group E: Full-sized sedan Police K-9 Unit, subdued (ghost) removal**

Quantity **1 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 1

**Description**

Group E: Consists mostly of the following vehicle types:

*Chevrolet Caprice, Dodge Charger, Ford Interceptor Sedan*

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item	<b>12317-893--01-16 - Group F: Full-sized marked Police Sport Utility Vehicle (SUV), materials</b>
Quantity	<b>138 each</b>
Unit Price	<input type="text"/>
Delivery Location	<b>City of Fort Lauderdale</b>
	<a href="#">See ITB Specifications</a>
	See ITB Specifications
	Fort Lauderdale FL 33301
	<b>Qty 138</b>

**Description**

Group F: Consists mostly of the following vehicle types:  
Ford Interceptor Utility, Chevrolet Tahoe 1500

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item	<b>12317-893--01-17 - Group F: Full-sized marked Police Sport Utility Vehicle (SUV), installation</b>
Quantity	<b>138 each</b>
Unit Price	<input type="text"/>
Delivery Location	<b>City of Fort Lauderdale</b>
	<a href="#">See ITB Specifications</a>
	See ITB Specifications
	Fort Lauderdale FL 33301
	<b>Qty 138</b>

**Description**

Group F: Consists mostly of the following vehicle types:  
Ford Interceptor Utility, Chevrolet Tahoe 1500

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item	<b>12317-893--01-18 - Group F: Full-sized marked Police Sport Utility Vehicle (SUV), removal</b>
Quantity	<b>1 each</b>
Unit Price	<input type="text"/>
Delivery Location	<b>City of Fort Lauderdale</b>
	<a href="#">See ITB Specifications</a>
	See ITB Specifications
	Fort Lauderdale FL 33301
	<b>Qty 1</b>

**Description**

Group F: Consists mostly of the following vehicle types:  
Ford Interceptor Utility, Chevrolet Tahoe 1500

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item	<b>12317-893--01-19 - Group G. Full-sized marked Police (SUV), subdued (ghost) materials</b>
Quantity	<b>138 each</b>

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 138

**Description**

Group G: Consists mostly of the following vehicle types:

Ford Interceptor Utility, Chevrolet Tahoe 1500

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-20 - Group G: Full-sized marked Police (SUV), subdued (ghost), installation**

Quantity **138 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 138

**Description**

Group G: Consists mostly of the following vehicle types:

Ford Interceptor Utility, Chevrolet Tahoe 1500

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-21 - Group G: Full-sized marked Police (SUV), subdued (ghost), removal**

Quantity **1 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 1

**Description**

Group G: Consists mostly of the following vehicle types:

Ford Interceptor Utility, Chevrolet Tahoe 1500

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-22 - Group H: Full-sized marked Police K-9 Sport Utility Vehicle (SUV), materials**

Quantity **12 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 12

**Description**

Group H: Consists mostly of the following vehicle types:  
Ford Interceptor Utility, Chevrolet Tahoe 1500

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item	<b>12317-893--01-23 - Group H: Full-sized marked Police K-9 Sport Utility Vehicle (SUV), installation</b>
Quantity	<b>12 each</b>
Unit Price	<input type="text"/>
Delivery Location	<b>City of Fort Lauderdale</b>
	<a href="#">See ITB Specifications</a>
	See ITB Specifications
	Fort Lauderdale FL 33301
	<b>Qty 12</b>

**Description**

Group H: Consists mostly of the following vehicle types:  
Ford Interceptor Utility, Chevrolet Tahoe 1500

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item	<b>12317-893--01-24 - Group H: Full-sized marked Police K-9 Sport Utility Vehicle (SUV), removal</b>
Quantity	<b>1 each</b>
Unit Price	<input type="text"/>
Delivery Location	<b>City of Fort Lauderdale</b>
	<a href="#">See ITB Specifications</a>
	See ITB Specifications
	Fort Lauderdale FL 33301
	<b>Qty 1</b>

**Description**

Group H: Consists mostly of the following vehicle types:  
Ford Interceptor Utility, Chevrolet Tahoe 1500

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item	<b>12317-893--01-25 - Group I: Full-sized marked Police K-9 (SUV), subdued (ghost) materials</b>
Quantity	<b>12 each</b>
Unit Price	<input type="text"/>
Delivery Location	<b>City of Fort Lauderdale</b>
	<a href="#">See ITB Specifications</a>
	See ITB Specifications
	Fort Lauderdale FL 33301
	<b>Qty 12</b>

**Description**

Group I: Consists mostly of the following vehicle types:  
Ford Interceptor Utility, Chevrolet Tahoe 1500

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-26 - Group I: Full-sized marked Police K-9 (SUV), subdued (ghost) installation**  
Quantity **12 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 12

**Description**

Group I: Consists mostly of the following vehicle types:  
Ford Interceptor Utility, Chevrolet Tahoe 1500

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-27 - Group I: Full-sized marked Police K-9 (SUV), subdued (ghost), removal**  
Quantity **1 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 1

**Description**

Group I: Consists mostly of the following vehicle types:  
Ford Interceptor Utility, Chevrolet Tahoe 1500

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-28 - Group J: Mid-sized Sport Utility Vehicle (SUV), materials**  
Quantity **15 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 15

**Description**

Group J: Consists mostly of the following vehicle types:  
*Jeep Wrangler, Toyota Rav 4, Nissan Rogue, Chevrolet Equinox, Ford Escape*

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-29 - Group J: Mid-sized Sport Utility Vehicle (SUV), installation**  
Quantity **15 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)



Fort Lauderdale FL 33301

Qty 15

**Description**

Group J: Consists mostly of the following vehicle types:

*Jeep Wrangler, Toyota Rav 4, Nissan Rogue, Chevrolet Equinox, Ford Escape*

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

**Item** 12317-893--01-30 - Group J: Mid-sized Sport Utility Vehicle (SUV), removal**Quantity** 1 each**Unit Price** **Delivery Location** City of Fort Lauderdale[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 1

**Description**

Group J: Consists mostly of the following vehicle types:

*Jeep Wrangler, Toyota Rav 4, Nissan Rogue, Chevrolet Equinox, Ford Escape*

Bidder shall provide price for removal per vehicle for any of the above items. Quantity listed is estimated and not indicative of future use.

**Item** 12317-893--01-31 - Group K: Full-size Sport Utility Vehicle (SUV), materials**Quantity** 5 each**Unit Price** **Delivery Location** City of Fort Lauderdale[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 5

**Description**

Group K: Consists mostly of the following vehicle types:

*Chevrolet Traverse, Ford Explorer, GMC Acadia, Jeep Grand Cherokee Laredo, Nissan Pathfinder, Toyota Highlander, Toyota Sequoia, Chevrolet Tahoe, Dodge Durango, Ford Expedition*

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

**Item** 12317-893--01-32 - Group K: Full-size Sport Utility Vehicle (SUV), installation**Quantity** 5 each**Unit Price** **Delivery Location** City of Fort Lauderdale[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 5

**Description**

Group K: Consists mostly of the following vehicle types:

*Chevrolet Traverse, Ford Explorer, GMC Acadia, Jeep Grand Cherokee Laredo, Nissan Pathfinder, Toyota Highlander, Toyota Sequoia, Chevrolet Tahoe, Dodge Durango, Ford Expedition*

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-33 - Group K: Full-size Sport Utility Vehicle (SUV), removal**

Quantity **1 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 1

**Description**

Group K: Consists mostly of the following vehicle types:

*Chevrolet Traverse, Ford Explorer, GMC Acadia, Jeep Grand Cherokee Laredo, Nissan Pathfinder, Toyota Highlander, Toyota Sequoia, Chevrolet Tahoe, Dodge Durango, Ford Expedition*

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-34 - Group L: Compact Cargo/Mini Van, materials**

Quantity **3 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 3

**Description**

Group L: Consists mostly of the following vehicle types:

*Chevrolet City Express, Transit Connect, Nissan NV*

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-35 - Group L: Compact Cargo/Mini Van, installation**

Quantity **3 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 3

**Description**

Group L: Consists mostly of the following vehicle types:

*Chevrolet City Express, Transit Connect, Nissan NV*

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-36 - Group L: Compact Cargo/Mini Van, removal**

Quantity **1 each**

Unit Price

Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
See ITB Specifications  
Fort Lauderdale FL 33301  
Qty 1

**Description**

Group L: Consists mostly of the following vehicle types:  
*Chevrolet City Express, Transit Connect, Nissan NV*

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-37 - Group M: Full-size Cargo Utility Van, materials**  
Quantity **22 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
See ITB Specifications  
Fort Lauderdale FL 33301  
Qty 22

**Description**

Group M: Consists of the following vehicle types:  
*Chevrolet Express Cargo Van, Ford Transit T-150 Cargo Van, Freightliner Sprinter Cargo Van*

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-38 - Group M: Full-size Cargo Utility Van, installation**  
Quantity **22 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
See ITB Specifications  
Fort Lauderdale FL 33301  
Qty 22

**Description**

Group M: Consists of the following vehicle types:  
*Chevrolet Express Cargo Van, Ford Transit T-150 Cargo Van, Freightliner Sprinter Cargo Van*

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-39 - Group M: Full-size Cargo Utility Van, removal**  
Quantity **1 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
See ITB Specifications  
Fort Lauderdale FL 33301  
Qty 1

**Description**

Group M: Consists of the following vehicle types:

Chevrolet Express Cargo Van, Ford Transit T-150 Cargo Van, Freightliner Sprinter Cargo Van

Bidder shall provide price for removal per vehicle for any of the above items. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-40 - Group N: Full-size Passenger Van, materials**  
 Quantity **3 each**  
 Unit Price   
 Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
 See ITB Specifications  
 Fort Lauderdale FL 33301  
 Qty 3

**Description**

Group N: Consists mostly of the following vehicle types:  
*Chevrolet Express 3500, Ford T-350 Transit Wagon*

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-41 - Group N: Full-size Passenger Van, installation**  
 Quantity **3 each**  
 Unit Price   
 Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
 See ITB Specifications  
 Fort Lauderdale FL 33301  
 Qty 3

**Description**

Group N: Consists mostly of the following vehicle types:  
*Chevrolet Express 3500, Ford T-350 Transit Wagon*

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-42 - Group N: Full-size Passenger Van, removal**  
 Quantity **1 each**  
 Unit Price   
 Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
 See ITB Specifications  
 Fort Lauderdale FL 33301  
 Qty 1

**Description**

Group N: Consists mostly of the following vehicle types:  
*Chevrolet Express 3500, Ford T-350 Transit Wagon*

Bidder shall provide price for removal per vehicle for any of the above items. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-43 - Group O: Compact, Med., 1/2, 3/4 & 1 ton pick-up Trucks (Single cab), materials**

Quantity **14 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
See ITB Specifications  
Fort Lauderdale FL 33301  
Qty 14

**Description**

Group O: Consists mostly of the following vehicle types:

*Nissan Frontier, Toyota Tacoma, Chevrolet Colorado, Chevrolet Silverado, Ram 1500, 2500, 3500, Ford F150, F250, F350, GMC Sierra*

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-44 - Group O: Compact, Med., 1/2, 3/4 & 1 ton pick-up Trucks (Single cab).  
install**  
Quantity **14 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
See ITB Specifications  
Fort Lauderdale FL 33301  
Qty 14

**Description**

Group O: Consists mostly of the following vehicle types:

*Nissan Frontier, Toyota Tacoma, Chevrolet Colorado, Chevrolet Silverado, Ram 1500, 2500, 3500, Ford F150, F250, F350, GMC Sierra*

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-45 - Group O: Compact, Med., 1/2, 3/4 & 1 ton pick-up Trucks (Single cab).  
removal**  
Quantity **1 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
See ITB Specifications  
Fort Lauderdale FL 33301  
Qty 1

**Description**

Group R: Consists mostly of the following vehicle types:

*Nissan Frontier, Toyota Tacoma, Chevrolet Colorado, Chevrolet Silverado, Ram 1500, 2500, 3500, Ford F150, F250, F350, GMC Sierra*

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-46 - Group P: Compact, Med., 1/2, 3/4 and 1 ton pick-up Trucks (Ext. Cab),  
materials**  
Quantity **19 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)

See ITB Specifications  
Fort Lauderdale FL 33301  
Qty 19

**Description**

Group P: Consists mostly of the following vehicle types:  
Nissan Frontier, Toyota Tacoma, Chevrolet Colorado

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item	12317-893--01-47 - Group P: Compact, Med., 1/2, 3/4 and 1 ton pick-up Trucks (Ext. Cab), install
Quantity	19 each
Unit Price	<input type="text"/>
Delivery Location	City of Fort Lauderdale
	<a href="#">See ITB Specifications</a>
	See ITB Specifications
	Fort Lauderdale FL 33301
	Qty 19

**Description**

Group P: Consists mostly of the following vehicle types:  
Nissan Frontier, Toyota Tacoma, Chevrolet Colorado

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item	12317-893--01-48 - Group P: Compact, Med., 1/2, 3/4 and 1 ton pick-up Trucks (Ext. Cab), removal
Quantity	1 each
Unit Price	<input type="text"/>
Delivery Location	City of Fort Lauderdale
	<a href="#">See ITB Specifications</a>
	See ITB Specifications
	Fort Lauderdale FL 33301
	Qty 1

**Description**

Group P: Consists mostly of the following vehicle types:  
Nissan Frontier, Toyota Tacoma, Chevrolet Colorado

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item	12317-893--01-49 - Group Q: Compact, Medium, 1/2, 3/4 and 1 ton pick-up Trucks (Crew cab) materials
Quantity	5 each
Unit Price	<input type="text"/>
Delivery Location	City of Fort Lauderdale
	<a href="#">See ITB Specifications</a>
	See ITB Specifications
	Fort Lauderdale FL 33301
	Qty 5

**Description**

Group Q: Consists mostly of the following vehicle types:

Nissan Frontier, Toyota Tacoma, Chevrolet Colorado

Bidder shall provide price for materials per vehicle. Quantity listed is estimated and not indicative of future use.

Item	<b>12317-893--01-50 - Group Q: Compact, Medium, 1/2, 3/4 and 1 ton pick-up Trucks (Crew cab), install</b>
Quantity	<b>5 each</b>
Unit Price	<input type="text"/>
Delivery Location	<b>City of Fort Lauderdale</b> <a href="#">See ITB Specifications</a> See ITB Specifications Fort Lauderdale FL 33301 <b>Qty 5</b>

**Description**

Group Q: Consists mostly of the following vehicle types:  
Nissan Frontier, Toyota Tacoma, Chevrolet Colorado

Bidder shall provide price for installation per vehicle. Quantity listed is estimated and not indicative of future use.

Item	<b>12317-893--01-51 - Group Q: Compact, Medium, 1/2, 3/4 and 1 ton pick-up Trucks (Crew cab), removal</b>
Quantity	<b>1 each</b>
Unit Price	<input type="text"/>
Delivery Location	<b>City of Fort Lauderdale</b> <a href="#">See ITB Specifications</a> See ITB Specifications Fort Lauderdale FL 33301 <b>Qty 1</b>

**Description**

Group Q: Consists mostly of the following vehicle types:  
Nissan Frontier, Toyota Tacoma, Chevrolet Colorado

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item	<b>12317-893--01-52 - Group R: Specialty Vehicles Larger than 1 Ton, materials</b>
Quantity	<b>33 each</b>
Unit Price	<input type="text"/>
Delivery Location	<b>City of Fort Lauderdale</b> <a href="#">See ITB Specifications</a> See ITB Specifications Fort Lauderdale FL 33301 <b>Qty 33</b>

**Description**

Group R: Consists mostly of the following vehicle types:  
*International CV, MV, HV, 4300, Ford F650, F750, Isuzu NPR, NRR, Peterbilt 330, 337*

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-53 - Group R: Specialty Vehicles Larger than 1 Ton, installation**  
Quantity **33 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 33

**Description**

Group R: Consists mostly of the following vehicle types:

*International CV, MV, HV, 4300, Ford F650, F750, Isuzu NPR, NRR, Peterbilt 330, 337*

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-54 - Group R: Specialty Vehicles Larger than 1 Ton, removal**  
Quantity **1 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 1

**Description**

Group R: Consists mostly of the following vehicle types:

*International CV, MV, HV, 4300, Ford F650, F750, Isuzu NPR, NRR, Peterbilt 330, 337*

Bidder shall provide price for removal per vehicle. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-55 - Group S: Cost of Vehicle Graphic Material 48" Wide Roll**  
Quantity **1 linear foot**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 1

**Description**

Provide cost of vehicle graphic material based on linear feet - 48" Wide Roll

Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-56 - Group S: Cost of Vehicle Graphic Material 54" Wide Roll**  
Quantity **1 linear foot**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301



Qty 1

**Description**

Provide cost of vehicle graphic material based on linear feet - 54" Wide Roll  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-57 - Group S: Cost of Vehicle Graphic Material 60" Wide Roll**  
Quantity **1 linear foot**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 1

**Description**

Provide cost of vehicle graphic material based on linear feet - 60" Wide Roll  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-58 - Group T: Turn Your Key - 3.125 x 1.375" Decal - 25**  
Quantity **25 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 25

**Description**

Custom Decal: Turn Your Key - 3.125" x 1.375" Decal with Square Corners - Bundle of 25  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-59 - Group T: Turn Your Key - 3.125 x 1.375 Decal - 50**  
Quantity **50 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 50

**Description**

Custom Decal: Turn Your Key - 3.125" x 1.375" Decal with Square Corners - Bundle of 50  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-60 - Group T: Turn Your Key - 3.125 x 1.375 Decal - 100**  
Quantity **100 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)

See ITB Specifications  
Fort Lauderdale FL 33301  
Qty 100

**Description**

Custom Decal: Turn Your Key - 3.125" x 1.375" Decal with Square Corners - Bundle of 100  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-61 - Group T: Turn Your Key - 3.125 x 1.375 Decal - 250**  
Quantity **250 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 250

**Description**

Custom Decal: Turn Your Key - 3.125" x 1.375" Decal with Square Corners - Bundle of 250  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-62 - Group U: Lock Vehicle at All Times 2.5 x 1.5 Decal - 25**  
Quantity **25 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 25

**Description**

Custom Decal: Lock Vehicle at All Times – 2.5" x 1.50" Decal with rounded corners - Bundle of 25  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-63 - Group U: Lock Vehicle at All Times 2.5 x 1.5 Decal - 50**  
Quantity **50 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 50

**Description**

Custom Decal: Lock Vehicle at All Times – 2.5" x 1.50" Decal with rounded corners - Bundle of 50  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-64 - Group U: Lock Vehicle at All Times 2.5 x 1.5 Decal - 100**  
Quantity **100 each**  
Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 100

**Description**

Custom Decal: Lock Vehicle at All Times – 2.5" x 1.50" Decal with rounded corners - Bundle of 100

Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-65 - Group V: 3 Feet Please, it's the Law 6 x 4 Decal - 25**

Quantity **25 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 25

**Description**

Custom Decal: 3 Feet Please, it's the Law – 6" x 4" Decal with rounded corners - Bundle of 25

Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-66 - Group V: 3 Feet Please, it's the Law 6 x 4 Decal - 50**

Quantity **50 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 50

**Description**

Custom Decal: 3 Feet Please, it's the Law – 6" x 4" Decal with rounded corners - Bundle of 50

Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-67 - Group V: 3 Feet Please, it's the Law 6 x 4 Decal - 100**

Quantity **100 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 100

**Description**

Custom Decal: 3 Feet Please, it's the Law – 6" x 4" Decal with rounded corners - Bundle of 100

Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-68 - Group W: Vision Zero - 17 x 16.25 Decal - 25**

Quantity **25 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 25

**Description**

Custom Decal: Vision Zero - 17" x 16.25" Decal with square corners - Bundle of 25

Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-69 - Group W: Vision Zero - 17 x 16.25 Decal - 50**

Quantity **50 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 50

**Description**

Custom Decal: Vision Zero - 17" x 16.25" Decal with square corners -Bundle of 50

Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-70 - Group W: Vision Zero - 17 x 16.25 Decal - 100**

Quantity **100 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 100

**Description**

Custom Decal: Vision Zero - 17" x 16.25" Decal with square corners - Bundle of 100

Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-71 - Group X: If you don't see me 16 x 16 Decal - 25**

Quantity **25 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 25

**Description**

Custom Decal: If you don't see me – 16" x 16" Decal with square corners - Bundle of 25

Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-72 - Group X: If you dont see me 16 x 16 Decal - 50**

Quantity **50 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
See ITB Specifications  
Fort Lauderdale FL 33301  
Qty 50

**Description**

Custom Decal: If you don't see me – 16" x 16" Decal with square corners - Bundle of 50  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-73 - Group X: If you dont see me 16 x 16 Decal - 100**  
Quantity **100 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
See ITB Specifications  
Fort Lauderdale FL 33301  
Qty 100

**Description**

Custom Decal: If you don't see me – 16" x 16" Decal with square corners - Bundle of 100  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-74 - Group Y: 6 Inch Round Decals, Various - 25**  
Quantity **25 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
See ITB Specifications  
Fort Lauderdale FL 33301  
Qty 25

**Description**

Custom Decal: Greening Our or Your Routine and Fort Lauderdale Sailboat Sun – 6" Round. Include pricing for all 6" round decals and other decals of same size not identified. Bundle of 25  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-75 - Group Y: 6 Inch Round Decals, Various - 50**  
Quantity **50 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
See ITB Specifications  
Fort Lauderdale FL 33301  
Qty 50

**Description**

Custom Decal: Greening Our or Your Routine and Fort Lauderdale Sailboat Sun – 6" Round. Include pricing for all 6" round decals and other decals of same size not identified. Bundle of 50  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-76 - Group Y: 6 Inch Round Decals, Various - 100**  
Quantity **100 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 100

**Description**

Custom Decal: Greening Our or Your Routine and Fort Lauderdale Sailboat Sun – 6" Round. Include pricing for all 6" round decals and other decals of same size not identified. Bundle of 100  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-77 - Group Z: 8 Inch Round Decals, Various - 25**  
Quantity **25 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 25

**Description**

Custom Decal: Greening Our or Your Routine and Powered by the Sun – 8" Round. Include pricing for all 8" round decals and other decals of the same size not identified. Bundle of 25  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-78 - Group Z: 8 Inch Round Decals, Various - 50**  
Quantity **50 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 50

**Description**

Custom Decal: Greening Our or Your Routine and Powered by the Sun – 8" Round. Include pricing for all 8" round decals and other decals of the same size not identified. Bundle of 50  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-79 - Group Z: 8 Inch Round Decals, Various - 100**  
Quantity **100 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301

Qty 100

**Description**

Custom Decal: Greening Our or Your Routine and Powered by the Sun – 8" Round. Include pricing for all 8" round decals and other decals of the same size not identified. Bundle of 100

Quantity listed is estimated and not indicative of future use.

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Item **12317-893--01-80 - Group AA: 10 Inch Round Decals, Various - 25**

Quantity **25 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 25

**Description**

Custom Decal: Greening Our or Your Routine and Powered by the Sun – 10" Round. Include pricing for all 10" round decals and other decals of the same size not identified. Bundle of 25

Quantity listed is estimated and not indicative of future use.

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Item **12317-893--01-81 - Group AA: 10 Inch Round Decals, Various - 50**

Quantity **50 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 50

**Description**

Custom Decal: Greening Our or Your Routine and Powered by the Sun – 10" Round. Include pricing for all 10" round decals and other decals of the same size not identified. Bundle of 50

Quantity listed is estimated and not indicative of future use.

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Item **12317-893--01-82 - Group AA: 10 Inch Round Decals, Various - 100**

Quantity **100 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 100

**Description**

Custom Decal: Greening Our or Your Routine and Powered by the Sun – 10" Round. Include pricing for all 10" round decals and other decals of the same size not identified. Bundle of 100

Quantity listed is estimated and not indicative of future use.

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Item **12317-893--01-83 - Group BB: 12 Inch Round Decals, Various - 25**

Quantity **25 each**

Unit Price Delivery Location **City of Fort Lauderdale**[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 25

**Description**

Custom Decal: Powered by the Sun. 12" Round. Include pricing for all 12" decals and other decals of the same size not identified.

Bundle of 25

Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-84 - Group BB: 12 Inch Round Decals, Various - 50**Quantity **50 each**Unit Price Delivery Location **City of Fort Lauderdale**[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 50

**Description**

Custom Decal: Powered by the Sun. 12" Round. Include pricing for all 12" decals and other decals of the same size not identified.

Bundle of 50

Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-85 - Group BB: 12 Inch Round Decals, Various - 100**Quantity **100 each**Unit Price Delivery Location **City of Fort Lauderdale**[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 100

**Description**

Custom Decal: Powered by the Sun. 12" Round. Include pricing for all 12" decals and other decals of the same size not identified.

Bundle of 100

Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-86 - Group CC: 2 Inch Round Decals, Various - 25**Quantity **25 each**Unit Price Delivery Location **City of Fort Lauderdale**[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 25

**Description**

Custom Decal: No Smoking. 2" Round. Include pricing for all 2" decals and other decals of the same size not identified. Bundle of 25

Quantity listed is estimated and not indicative of future use.



Item **12317-893--01-87 - Group CC: 2 Inch Round Decals, Various - 50**  
Quantity **50 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 50

**Description**

Custom Decal: No Smoking. 2" Round. Include pricing for all 2" decals and other decals of the same size not identified. Bundle of 50  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-88 - Group CC: 2 Inch Round Decals, Various - 100**  
Quantity **100 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 100

**Description**

Custom Decal: No Smoking. 2" Round. Include pricing for all 2" decals and other decals of the same size not identified. Bundle of 100  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-89 - Group CC: 2 Inch Round Decals, Various - 250**  
Quantity **250 each**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 250

**Description**

Custom Decal: No Smoking. 2" Round. Include pricing for all 2" decals and other decals of the same size not identified. Bundle of 250  
Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-90 - Group DD: Motorcycles Decal Set**  
Quantity **40 set**  
Unit Price   
Delivery Location **City of Fort Lauderdale**  
[See ITB Specifications](#)  
[See ITB Specifications](#)  
Fort Lauderdale FL 33301  
Qty 40

**Description**

**Motorcycle Decal Set: (Estimated 40 Sets)** - Quantity listed is estimated and not indicative of future use.  
Set to include the following:

- (1) front badge 5-½" wide x 6 ½" tall,
- (2) front fender name ¾" tall,
- (2) gas tank badges 4" wide x 5" tall,
- (2) motor wheel 4" wide x 4" tall,
- (2) saddle bag side POLICE 1-½" wide x 1 ½" tall,
- (2) saddle bag back POLICE ¾" tall, and
- (2) top box Fort Lauderdale ¾" tall decals.

Item **12317-893--01-91 - Group EE: Lock Vehicle at All Times - 250**

Quantity **250 each**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 250

#### Description

Custom Decal: Lock Vehicle at All Times. 5-½" wide x 6-½" tall, Include pricing for all 5-½" wide x 6-½" tall decals and other decals of the same size not identified.. Bundle of 250

Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-92 - Group FF: Hourly labor rate for repairs of existing decals**

Quantity **1 hourly rate**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 1

#### Description

For hourly labor rate repair services not covered in A-R. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-93 - Group FF: Hourly labor rate for additional installations**

Quantity **1 hourly rate**

Unit Price

Delivery Location **City of Fort Lauderdale**

[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 1

#### Description

For hourly labor rate for installation services not covered in A-R. Quantity listed is estimated and not indicative of future use.

Item **12317-893--01-94 - Group FF: Material cost (Provide percentage % discount off current manufacturer.**

Quantity **1 each**

Percentage

Delivery Location

**City of Fort Lauderdale**[See ITB Specifications](#)

See ITB Specifications

Fort Lauderdale FL 33301

Qty 1

**Description**

Material cost (indicate percentage % discount off current manufacturer published list pricing) Quantity listed is estimated and not indicative of future use.

6

## SECTION I – INTRODUCTION AND INFORMATION

### 1.1 Purpose

The City of Fort Lauderdale, Florida (City) is seeking bids from qualified, experienced and licensed firm(s), hereinafter referred to as the Contractor or Bidder, to provide installation and removal of vehicle graphics for the City, in accordance with the terms, conditions, and specifications contained in this Invitation to Bid (ITB).

### 1.2 Pre-bid Conference and/or Site Visit

There will not be a pre-bid conference or site visit for this ITB.

It will be the sole responsibility of the Bidder to become familiar with the scope of the City's requirements and systems prior to submitting a bid. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a bid will be considered evidence that the Bidder has familiarized themselves with the nature and extent of the work, equipment, materials, and labor required.

### 1.3 BidSync

The City of Fort Lauderdale uses BidSync ([www.bidsync.com](http://www.bidsync.com)) to administer the competitive solicitation process, including but not limited to soliciting bids, issuing addenda, posting results and issuing notification of an intended decision. There is no charge to register and download the ITB from BidSync. Bidders are strongly encouraged to read the various vendor Guides and Tutorials available in BidSync well in advance of their intention of submitting a bid to ensure familiarity with the use of BidSync. The City shall not be responsible for a Bidders inability to submit a bid by the end date and time for any reason, including issues arising from the use of BidSync. There is no charge to Bidders/Contractors to register and participate in the solicitation process, nor will any fees be charged to the awarded Bidder.

### 1.4 Point of Contact

For information concerning procedures for responding to this solicitation, contact Senior Procurement Specialist, Laurie Platkin, CPPB, email at [lplatkin@fortlauderdale.gov](mailto:lplatkin@fortlauderdale.gov) or at (954) 828-5138. Such contact shall be for clarification purposes only.

For information concerning technical specifications, please utilize the question / answer feature provided by BidSync at [www.bidsync.com](http://www.bidsync.com). Questions of a material nature must be received prior to the cut-off date specified in the ITB schedule. Material changes, if any, to the scope of services or bidding procedures will only be transmitted by written addendum. (See addendum section of BidSync Site). Bidders please note: No part of your bid can be submitted via FAX. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a bid will be considered evidence that the Bidder has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required. The entire bid response must be submitted in accordance with all specifications contained in this solicitation. The questions and answers submitted in BidSync shall become part of any contract that is created from this ITB.

It is the sole responsibility of the Bidder to ensure that their bid is submitted electronically through BidSync at [www.bidsync.com](http://www.bidsync.com) or reaches the City of Fort Lauderdale City Hall, Procurement Services Division, 6<sup>th</sup> floor, Suite 619, 100 N. Andrews Avenue, Fort Lauderdale, FL 33301 in a sealed envelope marked on the outside with the ITB solicitation number and Bidder's name, no later than the time and date specified in this solicitation.

## SECTION II - SPECIAL TERMS AND CONDITIONS

### 2.1 General Conditions

ITB General Conditions (Form G-107, Rev. 08/18) are included and made a part of this ITB.

### 2.2 Addenda, Changes, and Interpretations

It is the sole responsibility of each firm to notify the Procurement Specialist utilizing the question / answer feature provided by BidSync and request modification or clarification of any ambiguity, conflict, discrepancy, omission or other error discovered in this competitive solicitation. Requests for clarification, modification, interpretation, or changes must be received prior to the Question and Answer (Q & A) Deadline. Requests received after this date may not be addressed. Questions and requests for information that would not materially affect the scope of services to be performed or the solicitation process will be answered within the question / answer feature provided by BidSync and shall be for clarification purposes only. Material changes, if any, to the scope of services or the solicitation process will only be transmitted by official written addendum issued by the City and uploaded to BidSync as a separate addendum to the ITB. Under no circumstances shall an oral explanation given by any City official, officer, staff, or agent be binding upon the City and should be disregarded. All addenda are a part of the competitive solicitation documents and each firm will be bound by such addenda. It is the responsibility of each to read and comprehend all addenda issued.

### 2.3 Changes and Alterations

Bidder may change or withdraw a Bid at any time prior to Bid submission deadline; however, no oral modifications will be allowed. Modifications shall not be allowed following the Bid deadline.

### 2.4 Bidder's Costs

The City shall not be liable for any costs incurred by Bidders in responding to this ITB.

### 2.5 Pricing/Delivery

All pricing should be identified on the Cost page provided in this ITB. No additional costs may be accepted, other than the costs stated on the Cost page. Failure to use the City's Cost page and provide costs as requested in this ITB may deem your bid non-responsive.

Delivery is required within 7 business days after receipt of purchase order. Failure to meet this delivery date may be deemed as non-responsive.

Refer to TURN-AROUND TIME in this ITB for orders requiring delivery and installation of graphics to be applied by Contractor.

### 2.6 Price Validity

Prices provided in this Invitation to bid (ITB) shall be valid for at least One-Hundred and Twenty (120) days from time of ITB opening unless otherwise extended and agreed upon by the City and Bidder. The City shall award contract within this time period or shall request to the recommended awarded vendor an extension to hold pricing, until products/services have been awarded.

### 2.7 Invoices/Payment

The City will accept invoices no more frequently than once per month. Each invoice shall fully detail the related costs and shall specify the status of the particular task or project as of the date of the invoice with regard to the accepted schedule for that task or project. Payment will be made within forty-five (45) days after receipt of an invoice acceptable to the City, in accordance with the Florida Local Government Prompt Payment Act. If, at any time during the contract, the City shall

not approve or accept the Contractor's work product, and agreement cannot be reached between the City and the Contractor to resolve the problem to the City's satisfaction, the City shall negotiate with the Contractor on a payment for the work completed and usable to the City.

## **2.8 Related Expenses/Travel Expenses**

All costs including travel are to be included in your bid. The City will not accept any additional costs.

## **2.9 Payment Method**

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to payment by credit card via MasterCard. This allows you as a vendor of the City of Fort Lauderdale to receive your payment fast and safely. No more waiting for checks to be printed and mailed. Payments will be made utilizing the City's P-Card (MasterCard). Accordingly, firms must presently have the ability to accept credit card payment or take whatever steps necessary to implement acceptance of a credit card before the commencement of a contract. See Contract Payment Method form attached.

## **2.10 Mistakes**

The Bidder shall examine this ITB carefully. The submission of a bid shall be prima facie evidence that the Bidder has full knowledge of the scope, nature, and quality of the work to be performed; the detailed requirements of the specifications; and the conditions under which the work is to be performed. Ignorance of the requirements will not relieve the Bidder from liability and obligations under the Contract.

## **2.11 Acceptance of Bids / Minor Irregularities**

**2.11.1** The City reserves the right to accept or reject any or all bids, part of bids, and to waive minor irregularities or variances to specifications contained in bids which do not make the bid conditional in nature and minor irregularities in the solicitation process. A minor irregularity shall be a variation from the solicitation that does not affect the price of the contract or does not give a bidder an advantage or benefit not enjoyed by other bidders, does not adversely impact the interests of other firms or, does not affect the fundamental fairness of the solicitation process. The City also reserves the right to reissue an ITB.

**2.11.2** The City reserves the right to disqualify Bidder during any phase of the competitive solicitation process and terminate for cause any resulting contract upon evidence of collusion with intent to defraud or other illegal practices on the part of the Bidder.

## **2.12 Modification of Services**

**2.12.1** While this contract is for services provided to the department referenced in this ITB, the City may require similar work for other City departments. Successful Bidder agrees to take on such work unless such work would not be considered reasonable or become an undue burden to the Successful Bidder.

**2.12.2** The City reserves the right to delete any portion of the work at any time without cause, and if such right is exercised by the City, the total fee shall be reduced in the same ratio as the estimated cost of the work deleted bears to the estimated cost of the work originally planned. If work has already been accomplished and approved by the City on any portion of a contract resulting from this ITB, the Successful Bidder shall be paid for the work completed on the basis of the estimated percentage of completion of such portion to the total project cost.

**2.12.3** The City may require additional items or services of a similar nature, but not specifically listed in the contract. The Successful Bidder agrees to provide such items or services, and shall provide the City prices on such additional items or services. If the price(s) offered are not acceptable to the City, and the situation cannot be resolved to the satisfaction of the City, the City reserves the right to procure those items or services from other vendors, or to cancel the contract upon giving the Successful Bidder thirty (30) days written notice.

**2.12.4** If the Successful Bidder and the City agree on modifications or revisions to the task elements, after the City has approved work to begin on a particular task or project, and a budget has been established for that task or project, the Successful Bidder will submit a revised budget to the City for approval prior to proceeding with the work.

**2.13 No Exclusive Contract**

Bidder agrees and understands that the contract shall not be construed as an exclusive arrangement and further agrees that the City may, at any time, secure similar or identical services from another vendor at the City's sole option.

**2.14 Sample Contract Agreement**

A sample of the formal agreement template, which may be required to be executed by the awarded vendor can be found at our website:

<https://www.fortlauderdale.gov/home/showdocument?id=1212>

**2.15 Responsiveness**

In order to be considered responsive to the solicitation, the firm's bid shall fully conform in all material respects to the solicitation and all of its requirements, including all form and substance.

**2.16 Responsibility**

In order to be considered as a responsible firm, firm shall be fully capable to meet all of the requirements of the solicitation and subsequent contract, must possess the full capability, including financial and technical, to perform as contractually required, and must be able to fully document the ability to provide good faith performance.

**2.17 Minimum Qualifications**

To be eligible for award of a contract in response to this solicitation, the Bidder must demonstrate that they have successfully completed services, as specified in the Technical Specifications / Scope of Services section of this solicitation, are normally and routinely engaged in performing such services, and are properly and legally licensed to perform such work. In addition, the Bidder must have no conflict of interest with regard to any other work performed by the Bidder for the City of Fort Lauderdale.

**2.17.1** Firm or principals shall have no record of judgments, pending lawsuits against the City or criminal activities involving moral turpitude and not have any conflicts of interest that have not been waived by the City Commission.

**2.17.2** Neither firm nor any principal, officer, or stockholder shall be in arrears or in default of any debt or contract involving the City, (as a party to a contract, or otherwise); nor have failed to perform faithfully on any previous contract with the City.

**2.18 Lobbying Activities**

ALL CONTRACTORS PLEASE NOTE: Any contractor submitting a response to this solicitation must comply, if applicable, with City of Fort Lauderdale Ordinance No. C-11-42 & Resolution

No. 07-101, Lobbying Activities. Copies of Ordinance No. C-11-42 and Resolution No. 07-101 may be obtained from the City Clerk's Office on the 7th Floor of City Hall, 100 N. Andrews Avenue, Fort Lauderdale, Florida. The ordinance may also be viewed on the City's website at <http://www.fortlauderdale.gov/home/showdocument?id=6036>.

## **2.19 Local Business Preference**

**2.19.1** Section 2-186, Code of Ordinances of the City of Fort Lauderdale, provides for a local business preference. In order to be considered for a local business preference, a proposer must include the Local Business Preference Certification Statement of this ITB, as applicable to the local business preference class claimed at the time of Bid submittal:

**2.19.2** Upon formal request of the City, based on the application of a Local Business Preference the Proposer shall within ten (10) calendar days submit the following documentation to the Local Business Preference Class claimed:

- a. Copy of City of Fort Lauderdale current year business tax receipt, or Broward County current year business tax receipt, and
- b. List of the names of all employees of the proposer and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

**2.19.3** Failure to comply at time of Proposal submittal shall result in the Proposer being found ineligible for the local business preference.

**2.19.4** The complete local business preference ordinance may be found on the City's web site at the following link:

[https://library.municode.com/fl/fort\\_lauderdale/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTVFI\\_DIV2PR\\_S2-186LOBUPRPR](https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTVFI_DIV2PR_S2-186LOBUPRPR)

### **2.19.5 Definitions**

- a. The term "Class A business" shall mean any business that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, and shall maintain a staffing level for the proposed work of at least fifty percent (50%) who are residents of the City of Fort Lauderdale.
- b. The term "Class B business" shall mean any business that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of the city, or shall maintain a staffing level for the proposed work of at least fifty percent (50%) who are residents of the City of Fort Lauderdale.
- c. The term "Class C business" shall mean any business that has established and agrees to maintain a permanent place of business located in a non-residential zone, staffed with full-time employees within the limits of Broward County.
- d. The term "Class D business" shall mean any business that does not qualify as a Class A, Class B, or Class C business.



**2.20 Protest Procedure**

**2.20.1** Any Bidder who is not recommended for award of a contract and who alleges a failure by the city to follow the city's procurement ordinance or any applicable law, may follow the protest procedure as found in the city's procurement ordinance within five (5) days after a notice of intent to award is posted on the city's web site at the following link: <http://www.fortlauderdale.gov/departments/finance/procurement-services/notices-of-intent-to-award>.

**2.20.2** The complete protest ordinance may be found on the city's web site at the following link: [https://library.municode.com/fl/fort\\_lauderdale/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTVFI\\_DIV2PR\\_S2-182DIREPR](https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTVFI_DIV2PR_S2-182DIREPR)

**2.21 Public Entity Crimes**

Bidder, by submitting a bid, certifies that neither the Bidder nor any of the Bidder's principals has been placed on the convicted vendor list as defined in Section 287.133, Florida Statutes (2018), as may be amended or revised. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies 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 any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.

**2.22 Sub-Contractors**

**2.22.1** If the Contractor proposes to use sub-contractors in the course of providing these services to the City, this information shall be a part of the bid 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 sub-contractor candidate in its best interest and to require Contractor to replace sub-contractor with one that meets City approval.

**2.22.2** Contractor shall ensure that all of Contractor's sub-contractors perform in accordance with the terms and conditions of this Contract. Contractor shall be fully responsible for all of Contractor's sub-contractors' performance, and liable for any of Contractor's sub-contractors' non-performance and all of Contractor's sub-contractors' acts and omissions. Contractor shall defend, at Contractor's expense, counsel being subject to the City's approval or disapproval, and indemnify and hold harmless the City and the City's officers, employees, and agents from and against any claim, lawsuit, third-party action, or judgment, including any award of attorney fees and any award of costs, by or in favor of any Contractor's sub-contractors for payment for work performed for the City.

**2.22.3** Contractor shall require all of its sub-contractors to provide the required insurance coverage as well as any other coverage that the Contractor may consider necessary, and any deficiency in the coverage or policy limits of said sub-contractors will be the sole responsibility of the Contractor.

**2.23 Bid Security – N/A****2.24 Payment and Performance Bond – N/A**

## **2.25 Insurance Requirements**

**2.25.1** As a condition precedent to the effectiveness of this Agreement, during the term of this Agreement and during any renewal or extension term of this Agreement, the Contractor, at the Contractor's sole expense, shall provide insurance of such types and with such terms and limits as noted below. Providing proof of and maintaining adequate insurance coverage are material obligations of the Contractor. The Contractor shall provide the City a certificate of insurance evidencing such coverage. The Contractor's insurance coverage shall be primary insurance for all applicable policies. The limits of coverage under each policy maintained by the Contractor shall not be interpreted as limiting the Contractor's liability and obligations under this Agreement. All insurance policies shall be from insurers authorized to write insurance policies in the State of Florida and that possess an A.M. Best rating of "A-" VII or better. All insurance policies are subject to approval by the City's Risk Manager.

**2.25.2** The coverages, limits, and endorsements required herein protect the interests of the City, and these coverages, limits, and endorsements may not be relied upon by the Contractor for assessing the extent or determining appropriate types and limits of coverage to protect the Contractor against any loss exposure, whether as a result of this Agreement or otherwise. The requirements contained herein, as well as the City's review or acknowledgement, are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by the Contractor under this Agreement.

**2.25.3** The following insurance policies and coverages are required:

### **Commercial General Liability**

Coverage must be afforded under a Commercial General Liability policy with limits not less than:

- \$1,000,000 each occurrence and \$2,000,000 aggregate for Bodily Injury, Property Damage, and Personal and Advertising Injury
- \$1,000,000 each occurrence and \$2,000,000 aggregate for Products and Completed Operations

Policy must include coverage for Contractual Liability and Independent Contractors.

The City and the City's officers, employees, and volunteers are to be covered as additional insureds with a CG 20 26 04 13 Additional Insured – Designated Person or Organization Endorsement or similar endorsement providing equal or broader Additional Insured Coverage with respect to liability arising out of activities performed by or on behalf of the Contractor. The coverage shall contain no special limitation on the scope of protection afforded to the City or the City's officers, employees, and volunteers.

### **Business Automobile Liability**

Coverage must be afforded for all Owned, Hired, Scheduled, and Non-Owned vehicles for Bodily Injury and Property Damage in an amount not less than \$1,000,000 combined single limit each accident.

If the Contractor does not own vehicles, the Contractor shall maintain coverage for Hired and Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

### **Workers' Compensation and Employer's Liability**

Coverage must be afforded per Chapter 440, Florida Statutes. Any person or entity performing work for or on behalf of the City must provide Workers' Compensation

insurance. Exceptions and exemptions will be allowed by the City's Risk Manager, if they are in accordance with Florida Statute.

The Contractor waives, and the Contractor shall ensure that the Contractor's insurance carrier waives, all subrogation rights against the City and the City's officers, employees, and volunteers for all losses or damages. The City requires the policy to be endorsed with WC 00 03 13 Waiver of our Right to Recover from Others or equivalent.

The Contractor must be in compliance with all applicable State and federal workers' compensation laws, including the U.S. Longshore Harbor Workers' Act and the Jones Act, if applicable.

#### **2.25.4** Insurance Certificate Requirements

- a. The Contractor shall provide the City with valid Certificates of Insurance (binders are unacceptable) no later than thirty (30) days prior to the start of work contemplated in this Agreement.
- b. The Contractor shall provide to the City a Certificate of Insurance having a thirty (30) day notice of cancellation; ten (10) days' notice if cancellation is for nonpayment of premium.
- c. In the event that the insurer is unable to accommodate the cancellation notice requirement, it shall be the responsibility of the Contractor to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested, and addressed to the certificate holder.
- d. In the event the Agreement term goes beyond the expiration date of the insurance policy, the Contractor shall provide the City with an updated Certificate of Insurance no later than ten (10) days prior to the expiration of the insurance currently in effect. The City reserves the right to suspend the Agreement until this requirement is met.
- e. The Certificate of Insurance shall indicate whether coverage is provided under a claims-made or occurrence form. If any coverage is provided on a claims-made form, the Certificate of Insurance must show a retroactive date, which shall be the effective date of the initial contract or prior.
- f. The City shall be named as an Additional Insured on the general liability policy.
- g. The City shall be granted a Waiver of Subrogation on the Contractor's Workers' Compensation insurance policy.
- h. The title of the Agreement, Bid/Contract number, event dates, or other identifying reference must be listed on the Certificate of Insurance.

The Certificate Holder should read as follows:

City of Fort Lauderdale  
Procurement Services Division  
100 N. Andrews Avenue  
Fort Lauderdale, FL 33301

- 2.25.5** The Contractor has the sole responsibility for the payment of all insurance premiums and shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, co-insurance penalty, or self-insured retention; including any loss not covered because of the operation of such deductible, co-insurance penalty, self-insured retention, or coverage exclusion or limitation. Any costs for adding the City as an Additional Insured shall be at the Contractor's expense.

- 2.25.6** If the Contractor's primary insurance policy/policies do not meet the minimum requirements, as set forth in this Agreement, the Contractor may provide evidence of an Umbrella/Excess insurance policy to comply with this requirement.

- 2.25.7** The Contractor's insurance coverage shall be primary insurance as applied to the City and the City's officers, employees, and volunteers. Any insurance or self-insurance maintained by the City covering the City, the City's officers, employees, or volunteers shall be non-contributory.
- 2.25.8** Any exclusion or provision in the insurance maintained by the Contractor that excludes coverage for work contemplated in this Agreement shall be unacceptable and shall be considered breach of contract.
- 2.25.9** All required insurance policies must be maintained until the contract work has been accepted by the City, or until this Agreement is terminated, whichever is later. Any lapse in coverage shall be considered breach of contract. In addition, Contractor must provide to the City confirmation of coverage renewal via an updated certificate should any policies expire prior to the expiration of this Agreement. The City reserves the right to review, at any time, coverage forms and limits of Contractor's insurance policies.
- 2.25.10** The Contractor shall provide notice of any and all claims, accidents, and any other occurrences associated with this Agreement shall be provided to the Contractor's insurance company or companies and the City's Risk Management office as soon as practical.
- 2.25.11** It is the Contractor's responsibility to ensure that any and all of the Contractor's independent contractors and subcontractors comply with these insurance requirements. All coverages for independent contractors and subcontractors shall be subject to all of the applicable requirements stated herein. Any and all deficiencies are the responsibility of the Contractor.

**2.26 Insurance – Sub-Contractors**

Contractor shall require all of its Sub-Contractors to provide the aforementioned coverage as well as any other coverage that the Contractor may consider necessary, and any deficiency in the coverage or policy limits of said Sub-Contractors will be the sole responsibility of the Contractor.

**2.27 Insurance for Collection of Credit Card Payments**

The successful Contractor will need to provide proof that they maintain insurance coverage in an amount of not less than \$1,000,000 specifically for cyber related crimes relating to the transmission of credit card information over their website that can include but are not limited to criminal activity involving the information technology infrastructure, including illegal access (unauthorized access), illegal interception (by technical means of non-public transmissions of computer data to, from or within a computer system), data interference (unauthorized damaging, deletion, deterioration, alteration or suppression of computer data), systems interference (interfering with the functioning of a computer system by inputting, transmitting, damaging, deleting, deteriorating, altering or suppressing computer data), misuse of devices, forgery (ID theft), and electronic fraud.

**2.28 Award of Contract**

Award may be in the aggregate, or by line item, or by group, whichever is determined to be in the best interest of the City. Award will be made to the responsive and responsible bidder, quoting the lowest price, for that product/service that will best serve the needs of the City of Fort Lauderdale.

The City also reserves the right to accept or reject any or all bids, part of bids, and to waive minor irregularities or variations to specifications contained in bids, and minor irregularities in the bidding

process. The City also reserves the right to award the contract on a split order basis, lump sum basis, individual item basis, or such combination as shall best serve the interest of the City.

## **2.29 Damage to Public or Private Property**

Extreme care shall be taken to safeguard all existing facilities, site amenities, irrigation systems, vehicles, etc. 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 at no additional cost to the City.

## **2.30 Safety**

The Contractor(s) shall adhere to the Florida Department of Transportation's Uniform manual on Traffic Control for construction and maintenance work zones when working on or near a roadway. It will be the sole responsibility of the Contractor to make themselves and their employees fully aware of these provisions, especially those applicable to safety.

## **2.31 Uncontrollable Circumstances ("Force Majeure")**

The City and Contractor will be excused from the performance of their respective obligations under this agreement when and to the extent that their performance is delayed or prevented by any circumstances beyond their control including, fire, flood, explosion, strikes or other labor disputes, act of God or public emergency, war, riot, civil commotion, malicious damage, act or omission of any governmental authority, delay or failure or shortage of any type of transportation, equipment, or service from a public utility needed for their performance, provided that:

**2.31.1** The non performing party gives the other party prompt written notice describing the particulars of the Force Majeure including, but not limited to, the nature of the occurrence and its expected duration, and continues to furnish timely reports with respect thereto during the period of the Force Majeure;

**2.31.2** The excuse of performance is of no greater scope and of no longer duration than is required by the Force Majeure;

**2.31.3** No obligations of either party that arose before the Force Majeure causing the excuse of performance are excused as a result of the Force Majeure; and

**2.31.4** The non performing party uses its best efforts to remedy its inability to perform. Notwithstanding the above, performance shall not be excused under this Section for a period in excess of two (2) months, provided that in extenuating circumstances, the City may excuse performance for a longer term. Economic hardship of the Contractor will not constitute Force Majeure. The term of the agreement shall be extended by a period equal to that during which either party's performance is suspended under this Section.

## **2.32 Canadian Companies**

In the event Contractor is a corporation organized under the laws of any province of Canada or is a Canadian federal corporation, the City may enforce in the United States of America or in Canada or in both countries a judgment entered against the Contractor. The Contractor waives any and all defenses to the City's enforcement in Canada, of a judgment entered by a court in the United States of America. All monetary amounts set forth in this Contract are in United States dollars.

## **2.33 News Releases/Publicity**

News releases, publicity releases, or advertisements relating to this contract or the tasks or projects associated with the project shall not be made without prior City approval.

**2.34 Approved Equal or Alternative Product Bids**

The Technical Specifications contained in this solicitation are to be used as a reference only and are not to be considered of a proprietary nature. These specifications represent a level of quality and features that are desired by the City of Fort Lauderdale. The City is receptive to any product that would be considered by qualified City personnel as an approved equal.

The Contractor must state clearly in their bid pages any variance to the specifications. If proposing an approved equal or alternate product, it will be the Contractor's responsibility to provide adequate information in their proposal to enable the City to ensure that the Contractor meets the required criteria. If adequate information is not submitted with the bid, it may be rejected.

The City of Fort Lauderdale will be the sole judge in determining if the product proposed qualifies as approved equal. The City reserves the right to award to that Contractor which will best serve the interest of the City as determined by the City. The City further reserves the right to waive minor variations to specifications and in the bidding process.

**2.35 Contract Period**

The initial contract term shall commence upon date of award by the City or September 17, 2019, whichever is later, and shall expire three (3) years from that date. The City reserves the right to extend the contract for two (2), additional one (1) year terms, providing all terms conditions and specifications remain the same, both parties agree to the extension, and such extension is approved by the City.

In the event services are scheduled to end because of the expiration of this contract, the Contractor shall continue the service upon the request of the City as authorized by the awarding authority. The extension period shall not extend for more than 180 days beyond the expiration date of the existing contract. The Contractor shall be compensated for the service at the rate in effect when this extension clause is invoked by the City.

**2.36 Cost Adjustments**

Prices quoted shall be firm for the initial contract term of three (3) year(s). No cost increases shall be accepted in this initial contract term. Please consider this when providing pricing for this request for proposal.

Thereafter, any extensions which may be approved by the City shall be subject to the following: costs for any extension terms shall be subject to an adjustment only if increases or decreases occur in the industry. Such adjustment shall be based on the latest yearly percentage increase in the All Urban Consumers Price Index (CPI-U) as published by the Bureau of Labor Statistics, U.S. Dep't. of Labor, and shall not exceed five percent (5%).

The yearly increase or decrease in the CPI shall be that latest Index published and available for the calendar year ending 12/31, prior to the end of the contract year then in effect, as compared to the index for the comparable month, one-year prior.

Any requested adjustment shall be fully documented and submitted to the City at least ninety (90) days prior to the contract anniversary date. Any approved cost adjustments shall become effective on the beginning date of the approved contract extension.

The City may, after examination, refuse to accept the adjusted costs if they are not properly documented, or considered to be excessive, or if decreases are considered to be insufficient. In the event the City does not wish to accept the adjusted costs and the matter cannot be resolved to the satisfaction of the City, the Contract will be considered cancelled on the scheduled expiration date.

### 2.37 Service Test Period

If the Contractor has not previously performed the services to the city, the City reserves the right to require a test period to determine if the Contractor can perform in accordance with the requirements of the contract, and to the City's satisfaction. Such test period can be from thirty to ninety days, and will be conducted under all specifications, terms and conditions contained in the contract. This trial period will then become part of the initial contract period.

A performance evaluation will be conducted prior to the end of the test period and that evaluation will be the basis for the City's decision to continue with the Contractor or to select another Contractor (if applicable).

### 2.38 Contract Coordinator

The City may designate a Contract Coordinator whose principal duties shall be:

- Liaison with Contractor.
- Coordinate and approve all work under the contract.
- Resolve any disputes.
- Assure consistency and quality of Contractor's performance.
- Schedule and conduct Contractor performance evaluations and document findings.
- Review and approve for payment all invoices for work performed or items delivered.

### 2.39 Contractor Performance Reviews and Ratings

The City Contract Coordinator may develop a Contractor performance evaluation report. This report shall be used to periodically review and rate the Contractor's performance under the contract with performance rating as follows:

Excellent	Far exceeds requirements.
Good	Exceeds requirements
Fair	Just meets requirements.
Poor	Does not meet all requirements and contractor is subject to penalty provisions under the contract.
Non-compliance	Either continued poor performance after notice or a performance level that does not meet a significant portion of the requirements. This rating makes the Contractor subject to the default or cancellation for cause provisions of the contract.

The report shall also list all discrepancies found during the review period. The Contractor shall be provided with a copy of the report, and may respond in writing if he takes exception to the report or wishes to comment on the report. Contractor performance reviews and subsequent reports will be used in determining the suitability of contract extension.

### 2.40 Substitution of Personnel

It is the intention of the City that the Contractor's personnel proposed for the contract will be available for the contract term. In the event the Contractor wishes to substitute personnel, he shall propose personnel of equal or higher qualifications and all replacement personnel are subject to City approval. In the event substitute personnel are not satisfactory to the City and the matter cannot be resolved to the satisfaction of the City, the City reserves the right to cancel the Contract for cause. See Section 5.09 General Conditions.

### 2.41 Ownership of Work

The City shall have full ownership and the right to copyright, otherwise limit, reproduce, modify, sell, or use all of the work or product produced under this contract without payment of any royalties or fees to the Contractor above the agreed hourly rates and related costs.

- 2.42 Condition of Trade-In Equipment – N/A**
- 2.43 Conditions of Trade-In Shipment and Purchase Payment – N/A**
- 2.44 Verification of Employment Status – N/A**
- 2.45 Service Organization Controls – N/A**

**2.46 Warranties of Usage**

Any estimated quantities listed are for information and tabulation purposes only. No warranty or guarantee of quantities needed is given or implied. It is understood that the Contractor will furnish the City's needs as they arise.

**2.47 Rules and Submittals of Bids**

The signer of the bid must declare that the only person(s), company or parties interested in the proposal as principals are named therein; that the bid is made without collusion with any other person(s), company or parties submitting a bid; that it is in all respects fair and in good faith, without collusion or fraud; and that the signer of the bid has full authority to bind the principal bidder.

**2.48 Bid Tabulations/Intent to Award**

Notice of Intent to Award Contract/Bid, resulting from the City's Formal solicitation process may be found at: <http://www.fortlauderdale.gov/departments/finance/procurement-services/notices-of-intent-to-award>. Tabulations of receipt of those parties responding to a formal solicitation may be found at <http://www.fortlauderdale.gov/departments/finance/procurement-services/bid-results>, or any interested party may call the Procurement Services Division at 954-828-5933.

**2.49 Public Records**

All bids will become the property of the City. The Bidder's response to the ITB is a public record pursuant to Florida law, which is subject to disclosure by the City under the State of Florida Public Records Law, Florida Statutes Chapter 119.07 ("Public Records Law"). The City shall permit public access to all documents, papers, letters or other material submitted in connection with this ITB and any resulting Contract to be executed for this ITB, subject to the provisions of Chapter 119.07 of the Florida Statutes. Any language contained in the Bidder's response to the ITB purporting to require confidentiality of any portion of the Bidder's response to the ITB, except to the extent that certain information is in the City's opinion a Trade Secret pursuant to Florida law, shall be void. If a Bidder submits any documents or other information to the City which the Bidder claims is Trade Secret information and exempt from Florida Statutes Chapter 119.07 ("Public Records Laws"), the Bidder shall clearly designate that it is a Trade Secret and that it is asserting that the document or information is exempt. The Bidder must specifically identify the exemption being claimed under Florida Statutes 119.07. The City shall be the final arbiter of whether any information contained in the Bidder's response to the ITB constitutes a Trade Secret. The city's determination of whether an exemption applies shall be final, and the Bidder agrees to defend, indemnify, and hold harmless the city and the city's officers, employees, and agent, against any loss or damages incurred by any person or entity as a result of the city's treatment of records as public records. In the event of Contract award, all documentation produced as part of the Contract shall become the exclusive property of the City.

**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 CONTRACT. CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: (954-828-5002, [PRRCONTRACT@FORTLAUDERDALE.GOV](mailto:PRRCONTRACT@FORTLAUDERDALE.GOV), CITY CLERK'S OFFICE, 100 NORTH ANDREWS AVENUE, FORT LAUDERDALE, FLORIDA 33301)**



Contractor shall:

1. Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform the service.
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 (2017), as may be amended or revised, or as otherwise provided by law.
3. 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 this contract if the Contractor does not transfer the records to the City.
4. Upon completion of the Contract, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of this Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of this Contract, the 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.

## **2.50 PCI (Payment Card Industry) Compliance – N/A**

*END OF SECTION*

## SECTION III - TECHNICAL SPECIFICATIONS/SCOPE OF SERVICES

### 3.0 Description:

The City of Fort Lauderdale is seeking qualified contractors with the expertise to provide removal of existing vehicle graphics, produce vehicle graphic material and to install both vehicle wraps and vehicle graphics.

### 3.1 Background:

The City of Fort Lauderdale installs graphics, decals and wraps to approximately 85 percent of the fleet. The City currently has approximately 1700 vehicles and equipment.

The City purchases approximately 250 various vehicles and pieces of equipment per year requiring installation of graphics and wraps.

### 3.2 Minimum Qualifications:

The following are minimum qualifications and licensing requirements that the CONTRACTOR must meet to be eligible to submit an ITB response. Responses must clearly show compliance to these minimum qualifications. Those that are not clearly responsive to these minimum qualifications shall be rejected by the City without further consideration:

**3.2.1** CONTRACTOR must have a minimum of five (5) years continuous experience producing/printing, installing, and removing vehicle wraps and graphics.

**3.2.2** The proven quality, durability and reliability of the product and services are of the utmost concern. Each bidder submitting a proposal must furnish references from contracts of similar size and scope.

**3.2.3** Technicians installing the wraps and graphics shall have certification and training to install graphics, such as 3M or equivalent.

### 3.3 SPECIFICATIONS AND SCOPE OF WORK:

Graphics, logos and vehicle designs developed within the course of this contract shall remain the sole property of the City of Fort Lauderdale that are specific to the City of Fort Lauderdale proprietary information. This includes transfer of software files, electronic and printed formats of design media to the City of Fort Lauderdale.

#### 3.3.1 Work Schedule and Location of work (including overtime, if any):

Work shall be generally performed on vehicles inside the Fleet fence line, 220 SW 14<sup>th</sup> Ave, Fort Lauderdale, FL 33301, Monday through Friday from 8:00 a.m. to 5:00 a.m. Afterhours and weekend installation may be allowed with prior approval. The Facility will be closed on City holidays. A space will be provided within a bay if available, no guarantee is made. Installer should be prepared and provide shade or canopy if needed.

#### 3.3.2 Staffing:

- A.** Due to the fact that a vast volume of the work will be performed on public safety vehicles and police vehicles, the selected firm should perform a background investigation and drug test for any of its employees doing work on any City of Fort Lauderdale vehicle.
- B.** Proposer shall provide the number of local installers and designers in their staff and provide installation certification held by the installers.

- C. The Contractor shall provide points of contact who will manage all of the services described to ensure an integrated product that meets cost expectations and timing requirements.

**3.3.3 Turn-Around Time:**

Turn-around times are calculated from the time that an authorized City of Fort Lauderdale staff gives Contractor a notice to proceed. Notice to proceed for each order shall be provided in writing in the form of an e-mail with attached purchase order. The City may order graphics material prior to units arriving in order to expedite the process. The City will collect liquidated damages for each business day of delay (24 hour increments) after specified turn-around time in the amount of 3% per day of total invoice. The expected turn-around time is to provide graphics within seven (7) business days and to be installed within ten (10) business days from notice to proceed.

**3.3.4 Provide Proofs and Design:**

Contractor will provide proofs of design work to be displayed on vehicle or equipment. The City shall not be charged for this service.

**3.3.5 Invoicing:**

**Quotes shall be provided by the Contractor to the City of Fort Lauderdale for all equipment graphics. Work will not be approved to begin until purchase order is provided to vendor. Additional requests may be made from the City for the vendor to provide additional quotes and invoices at no charge.**

**3.3.6 Materials:**

Contractor must use only materials that are suitable for a severe South Florida coastal environment and regular use by service vehicles from police, Public Works and other City departments. The proposed material shall be able to withstand abrasions, scratches, resistance to UV fading, cracking, edge peeling, and frequent mechanical washing. The material shall be designed to allow removing with the simplest process. Proposer shall include manufacture, material description, thickness, and resistance to wear, supporting technical data and manufacture warranty for all products offered. Proposers shall submit samples of material being proposed with bid package.

Bidders shall provide a list of materials to be provided should your proposal be accepted and describe how materials meet the proposed criteria, including any technical specifications.

**3.3.7 Quality Craftsmanship:**

- A. Installation:** The Contractor shall produce, print, furnish, and install quality vehicle graphics as required. The Contractor shall be responsible for quality control and ensuring the printed product matches the approved graphic proof, required dimensions, graphic colors and agreed upon media type. The Contractor is solely responsible for the quality of the installation at the expense of the Contractor; the City reserves the right to request that the Contractor corrects any defects due to poor material or installation practice. Such requests shall be issued by the City in writing. The contractor shall correct defect/s within seven business days, at no cost to the City.
- B. Removal:** The Contractor shall use extreme care when removing existing graphic material resulting in no damage to the vehicle(s). If restoration is expected upon removal of the graphic material, the Contractor shall coordinate such restoration with City of Fort Lauderdale staff and receive approval before removing existing graphic material.

**3.3.8 Warranty:**

Warranty repair, removal, re-application and required materials shall be provided by the selected proposer (not the film/material manufacturer). A warranty statement shall be provided with bid response. The warranty period shall be a minimum of seven (7) years. Graphic material must be able to withstand abrasions, scratches, resistance to UV fading- (defined as losing printed colors), cracking, edge peeling, and frequent mechanical washing.

**3.3.9 ENVIRONMENTAL REQUIREMENTS:**

The City of Fort Lauderdale operates an Environmental & Sustainability Management System (ESMS) that meets the requirements of the International Organization of Standards (ISO) 14001:2004 at various City locations. An important part of the ESMS relates to the control of Contractors, subcontractors and persons working for or on behalf of the City of Fort Lauderdale who are required to comply with relevant environmental policies and procedures. The nature of these activities is such that Contractor's and subcontractor's personnel have significant potential to affect environmental performance and regulatory compliance within the City of Fort Lauderdale. Therefore, Contractor's personnel and City's personnel must work together to achieve the goals of the environmental policy, objectives and targets and the protection of the environment. Contractors must be aware of the importance of compliance with relevant environmental legislation and regulations, and of the consequences of non-compliance. Conformance with the environmental policy and all requirements is expected of all Contractors, subcontractors, suppliers and their employees while working on or within a site regulated by the City's ESMS. Failure to follow these requirements may be grounds for termination for cause of any contract resulting from this competitive solicitation, and any other legal remedies available to the City or other regulatory entity.

All proposed costs, including subcontractors costs, shall include any and all means and methods required to perform the work and provide all goods and services under the performance of any contract resulting from this competitive solicitation that are in absolute compliance with the City's ESMS. No claim of ignorance or misunderstanding shall alleviate the successful respondent from their obligations under any contract resulting from this competitive solicitation that are in absolute compliance with the City's ESMS and at the agreed upon prices.

The City's ESMS environmental policy, objectives and targets that each Contractor shall be required to comply with can be found at the following link:  
[www.fortlauderdale.gov/ESMS](http://www.fortlauderdale.gov/ESMS).

Questions related the City's ESMS should be addressed to Mary Ann Johnston, ESMS Coordinator (954) 828-5301 / [mjohnston@fortlauderdale.gov](mailto:mjohnston@fortlauderdale.gov).

**3.3.10 Contractor Usage Report:**

The City may request that the Contractor provide reports of purchases made by the City during the contract term. Within 10 business days of a request, the contractor will supply the City a report in the requested format. The report must be clearly titled (Company name, contact information, dates of report period). The contractor will provide, upon request by the City, information sorted according to the City's request, which may include: invoice specific detail or summary detail, item name, requestor name (the City Department placing the order) and date of order with corresponding completion date.

**3.3.11 Types of Graphics:**

Vehicles within each group type are a representation of the type of vehicles that may require graphics and are provided as a basis of grouping vehicle types for this ITB. The below list provides examples but is not inclusive of all models in the City's fleet. Specific year, make, and model of vehicles and or equipment will be provided at time of order. Estimated quantity of graphics required annually is listed by each below category.

**A. Compact four-door sedan – (Estimated Quantity – 55)**

- *Ford Fusion*
- *Nissan Leaf*
- *Toyota Prius*
- *Chrysler 200*
- *Nissan Maxima*
- *Dodge Charger*
- *Chevrolet Malibu*
- *Ford Fusion*
- *Nissan Altima*
- *Toyota Camry*
- *Ford C-Max*
- *Toyota Prius*
- *Nissan Maxima*
- *Chevrolet Impala*
- *Dodge Charger*
- *Ford Taurus*
- *Toyota Avalon*

**B. Full-size sedan marked Police Patrol Unit – (Estimated Quantity – 5)**

- *Chevrolet Caprice*
- *Dodge Charger*
- *Ford Interceptor Sedan*

**C. Full-size sedan marked Police Patrol Unit, subdued (ghost) design – (Estimated Quantity – 5)**

- *Chevrolet Caprice*
- *Dodge Charger*
- *Ford Interceptor Sedan*

**D. Full-sized sedan marked Police K-9 Unit – (Estimated Quantity – 5)**

- *Chevrolet Caprice*
- *Dodge Charger*
- *Ford Interceptor Sedan*

**E. Full-sized sedan marked Police K-9 Unit, subdued (ghost) design – (Estimated Quantity – 5)**

- *Chevrolet Caprice*
- *Dodge Charger*
- *Ford Interceptor Sedan*

**F. Full-sized marked Police Sport Utility Vehicle (SUV) – (Estimated Quantity – 138)**

- *Ford Interceptor Utility*
- *Chevrolet Tahoe 1500*

**G. Full-sized marked Police Sport Utility Vehicle (SUV), subdued (ghost) design – (Estimated Quantity – 138)**

- *Ford Interceptor Utility*
- *Chevrolet Tahoe 1500*

**H. Full-sized marked Police K-9 Sport Utility Vehicle (SUV) – (Estimated Quantity – 12)**

- *Ford Interceptor Utility*
- *Chevrolet Tahoe 1500*

**I. Full-sized marked Police K-9 Sport Utility Vehicle (SUV), subdued (ghost) design – (Estimated Quantity – 12)**

- *Ford Interceptor Utility*
- *Chevrolet Tahoe 1500*

**J. Mid-size Sport Utility Vehicle (SUV) – (Estimated Quantity – 15)**

- *Jeep Wrangler*
- *Toyota Rav 4*
- *Nissan Rogue*
- *Chevrolet Equinox*
- *Ford Escape*

**K. Full-size Sport Utility Vehicle (SUV) – (Estimated Quantity – 5)**

- Chevrolet Traverse
- Ford Explorer
- GMC Acadia
- Jeep Grand Cherokee Laredo
- Nissan Pathfinder
- Toyota Highlander
- Toyota Sequoia
- Chevrolet Tahoe
- Dodge Durango
- Ford Expedition

**L. Compact Cargo/Mini Van – (Estimated Quantity – 3)**

- Chevrolet City Express
- Transit Connect
- Nissan NV

**M. Full-size Cargo Utility Van – (Estimated Quantity – 22)**

- Chevrolet Express Cargo Van
- Ford Transit T-150 Cargo Van
- Freightliner Sprinter Cargo Van

**N. Full-size Passenger Van – (Estimated Quantity – 3)**

- Chevrolet Express 3500
- Ford T-350 Transit Wagon

**O. Compact, Medium, 1/2, 3/4 and 1 ton pick-up Trucks (Single cab) – (Estimated Quantity – 14)**

- Nissan Frontier
- Toyota Tacoma
- Chevrolet Colorado
- Chevrolet Silverado
- Ram 1500, 2500, 3500
- Ford F150, F250, F350
- GMC Sierra

**P. Compact, Medium 1/2, 3/4 and 1 ton pick-up Trucks (Extended cab) – (Estimated Quantity – 19)**

- Nissan Frontier
- Toyota Tacoma
- Chevrolet Colorado

**Q. Compact, Medium, 1/2, 3/4 and 1 ton pick-up Trucks (Crew cab) – (Estimated Quantity – 5)**

- Nissan Frontier
- Toyota Tacoma
- Chevrolet Colorado

**R. Specialty Vehicles Larger than 1 Ton – (Estimated Quantity – 33)**

- International CV, MV, HV, 4300
- Ford F650, F750
- Isuzu NPR, NRR
- Peterbilt 330, 337

**S. Cost of vehicle graphic material based on linear feet for the following widths for graphic design**

1. 48 inch wide roll – cost per linear ft. \$ \_\_\_\_\_
2. 54 inch wide roll – cost per linear ft. \$ \_\_\_\_\_
3. 60 inch wide roll – cost per linear ft. \$ \_\_\_\_\_

**3.3.13 Custom Decals:****T. Turn Your Key - 3.125" x 1.375" Decal with square corners**

1. Price for quantity of 25 \$ \_\_\_\_\_
2. Price for quantity of 50 \$ \_\_\_\_\_
3. Price for quantity of 100 \$ \_\_\_\_\_
4. Price for quantity of 250 \$ \_\_\_\_\_

- U. Lock Vehicle at All Times – 2.5” x 1.50” Decal with rounded corners**
1. Price for quantity of 25 \$ \_\_\_\_\_
  2. Price for quantity of 50 \$ \_\_\_\_\_
  3. Price for quantity of 100 \$ \_\_\_\_\_
  4. Price for quantity of 250 \$ \_\_\_\_\_
- V. 3 Feet Please, it’s the law – 6” x 4” Decal with rounded corners**
1. Price for quantity of 25 \$ \_\_\_\_\_
  2. Price for quantity of 50 \$ \_\_\_\_\_
  3. Price for quantity of 100 \$ \_\_\_\_\_
- W. Vision Zero - 17” x 16.25” Decal with square corners**
1. Price for quantity of 25 \$ \_\_\_\_\_
  2. Price for quantity of 50 \$ \_\_\_\_\_
  3. Price for quantity of 100 \$ \_\_\_\_\_
- X. If you don’t see me – 16” x 16” Decal with square corners**
1. Price for quantity of 25 \$ \_\_\_\_\_
  2. Price for quantity of 50 \$ \_\_\_\_\_
  3. Price for quantity of 100 \$ \_\_\_\_\_
- Y. Greening Our or Your Routine and Fort Lauderdale Sailboat Sun – 6” Round. Include pricing for all 6” round decals and other decals of same size not identified.**
1. Price for quantity of 25 \$ \_\_\_\_\_
  2. Price for quantity of 50 \$ \_\_\_\_\_
  3. Price for quantity of 100 \$ \_\_\_\_\_
- Z. Greening Our or Your Routine and Powered by the Sun – 8” Round. Include pricing for all 8” round decals and other decals of the same size not identified.**
1. Price for quantity of 25 \$ \_\_\_\_\_
  2. Price for quantity of 50 \$ \_\_\_\_\_
  3. Price for quantity of 100 \$ \_\_\_\_\_
- AA. Greening Our or Your Routine and Powered by the Sun – 10” Round. Include pricing for all 10” round decals and other decals of the same size not identified.**
1. Price for quantity of 25 \$ \_\_\_\_\_
  2. Price for quantity of 50 \$ \_\_\_\_\_
  3. Price for quantity of 100 \$ \_\_\_\_\_
- BB. Powered by the Sun. 12” Round. Include pricing for all 12” decals and other decals of the same size not identified.**
1. Price for quantity of 25 \$ \_\_\_\_\_
  2. Price for quantity of 50 \$ \_\_\_\_\_
  3. Price for quantity of 100 \$ \_\_\_\_\_
- CC. No Smoking. 2” Round. Include pricing for all 2” decals and other decals of the same size not identified.**
1. Price for quantity of 25 \$ \_\_\_\_\_

2. Price for quantity of 50 \$ \_\_\_\_\_
3. Price for quantity of 100 \$ \_\_\_\_\_
4. Price for quantity of 250 \$ \_\_\_\_\_

**DD. Motorcycles Decal Set** (Estimated Set Quantity – 40): Set to include the following: (1) front badge 5-½" wide x 6 ½" tall, (2) front fender name 3/4" tall, (2) gas tank badges 4" wide x 5" tall, (2) motor wheel 4" wide x 4" tall, (2) saddle bag side POLICE 1-½" wide x 1 ½" tall, (2) saddle bag back POLICE ¾" tall, and (2) top box Fort Lauderdale ¾" tall decals.

1. Price per each set \$ \_\_\_\_\_

**EE. Lock Vehicle at All Times - 5-½" wide x 6-½" tall, Include pricing for all 5-½" wide x 6-½" tall decals and other decals of the same size not identified.**

1. Price for quantity of 250 \$ \_\_\_\_\_

**FF. For other work not mentioned:**

1. Hourly labor rate for repairs of existing decals \$ \_\_\_\_\_
2. Hourly labor rate for additional installations \$ \_\_\_\_\_
3. Material cost (indicate percentage of mark up from purchase price \_\_\_\_\_ %)

*NOTE: See Line Item Pricing Sheets for submitting costs and to see additional options needed.*

**END OF SECTION**



## Exhibit "A"

### Door Decals



Sizes will be ordered in various sizes:

8 inch, 12 inch, and 24 inch



Sizes will be ordered in various sizes:

8 inch, 10 inch, and 12 inch



Decal will be ordered in 17 inch size



Decal will be ordered in 16 inch size

## Exhibit "B"

### Vehicle Graphics

Below are samples of vehicles with City of Fort Lauderdale vehicle graphics installed.

The graphic scheme will be the same within each vehicle category but will differ due to the vehicle body style. At time of order the Contractor will be provided with the Year, Make and Model of the vehicle. The Contractor will be able to use the standard design and have decals produced to custom fit the vehicle.















**CITY OF FORT LAUDERDALE  
GENERAL CONDITIONS**

These instructions and conditions are standard for all contracts for commodities or services issued through the City of Fort Lauderdale Procurement Services Division. The City may delete, supersede, or modify any of these standard instructions for a particular contract by indicating such change in the Invitation to Bid (ITB) Special Conditions, Technical Specifications, Instructions, Proposal Pages, Addenda, and Legal Advertisement. In this general conditions document, Invitation to Bid (ITB), Request for Qualifications (RFQ), and Request for Proposal (RFP) are interchangeable.

**PART I BIDDER PROPOSAL PAGE(S) CONDITIONS:**

- 1.01 BIDDER ADDRESS:** The City maintains automated vendor address lists that have been generated for each specific Commodity Class item through our bid issuing service, BidSync. Notices of Invitations to Bid (ITB'S) are sent by e-mail to the selection of bidders who have fully registered with BidSync or faxed (if applicable) to every vendor on those lists, who may then view the bid documents online. Bidders who have been informed of a bid's availability in any other manner are responsible for registering with BidSync in order to view the bid documents. There is no fee for doing so. If you wish bid notifications be provided to another e-mail address or fax, please contact BidSync. If you wish purchase orders sent to a different address, please so indicate in your bid response. If you wish payments sent to a different address, please so indicate on your invoice.
- 1.02 DELIVERY:** Time will be of the essence for any orders placed as a result of this ITB. The City reserves the right to cancel any orders, or part thereof, without obligation if delivery is not made in accordance with the schedule specified by the Bidder and accepted by the City.
- 1.03 PACKING SLIPS:** It will be the responsibility of the awarded Contractor, to attach all packing slips to the OUTSIDE of each shipment. Packing slips must provide a detailed description of what is to be received and reference the City of Fort Lauderdale purchase order number that is associated with the shipment. Failure to provide a detailed packing slip attached to the outside of shipment may result in refusal of shipment at Contractor's expense.
- 1.04 PAYMENT TERMS AND CASH DISCOUNTS:** Payment terms, unless otherwise stated in this ITB, will be considered to be net 45 days after the date of satisfactory delivery at the place of acceptance and receipt of correct invoice at the office specified, whichever occurs last. Bidder may offer cash discounts for prompt payment but they will not be considered in determination of award. If a Bidder offers a discount, it is understood that the discount time will be computed from the date of satisfactory delivery, at the place of acceptance, and receipt of correct invoice, at the office specified, whichever occurs last.
- 1.05 TOTAL BID DISCOUNT:** If Bidder offers a discount for award of all items listed in the bid, such discount shall be deducted from the total of the firm net unit prices bid and shall be considered in tabulation and award of bid.
- 1.06 BIDS FIRM FOR ACCEPTANCE:** Bidder warrants, by virtue of bidding, that the bid and the prices quoted in the bid will be firm for acceptance by the City for a period of one hundred twenty (120) days from the date of bid opening unless otherwise stated in the ITB.
- 1.07 VARIANCES:** For purposes of bid evaluation, Bidder's must indicate any variances, no matter how slight, from ITB General Conditions, Special Conditions, Specifications or Addenda in the space provided in the ITB. No variations or exceptions by a Bidder will be considered or deemed a part of the bid submitted unless such variances or exceptions are listed in the bid and referenced in the space provided on the bidder proposal pages. If variances are not stated, or referenced as required, it will be assumed that the product or service fully complies with the City's terms, conditions, and specifications.

By receiving a bid, City does not necessarily accept any variances contained in the bid. All variances submitted are subject to review and approval by the City. If any bid contains material variances that, in the City's sole opinion, make that bid conditional in nature, the City reserves the right to reject the bid or part of the bid that is declared by the City as conditional.

- 1.08 NO BIDS:** If you do not intend to bid please indicate the reason, such as insufficient time to respond, do not offer product or service, unable to meet specifications, schedule would not permit, or any other reason, in the space provided in this ITB. Failure to bid or return no bid comments prior to the bid due and opening date and time, indicated in this ITB, may result in your firm being deleted from our Bidder's registration list for the Commodity Class Item requested in this ITB.
- 1.09 MINORITY AND WOMEN BUSINESS ENTERPRISE PARTICIPATION AND BUSINESS DEFINITIONS:** The City of Fort Lauderdale wants to increase the participation of Minority Business Enterprises (MBE), Women Business Enterprises (WBE), and Small Business Enterprises (SBE) in its procurement activities. If your firm qualifies in accordance with the below definitions please indicate in the space provided in this ITB.

Minority Business Enterprise (MBE) "A Minority Business" is a business enterprise that is owned or controlled by one or more socially or economically disadvantaged persons. Such disadvantage may arise from cultural, racial, chronic economic circumstances or background or other similar cause. Such persons include, but are not limited to: Blacks, Hispanics, Asian Americans, and Native Americans.

The term "Minority Business Enterprise" means a business at least 51 percent of which is owned by minority group members or, in



the case of a publicly owned business, at least 51 percent of the stock of which is owned by minority group members. For the purpose of the preceding sentence, minority group members are citizens of the United States who include, but are not limited to: Blacks, Hispanics, Asian Americans, and Native Americans.

Women Business Enterprise (WBE) a "Women Owned or Controlled Business" is a business enterprise at least 51 percent of which is owned by females or, in the case of a publicly owned business, at least 51 percent of the stock of which is owned by females.

Small Business Enterprise (SBE) "Small Business" means a corporation, partnership, sole proprietorship, or other legal entity formed for the purpose of making a profit, which is independently owned and operated, has either fewer than 100 employees or less than \$1,000,000 in annual gross receipts.

BLACK, which includes persons having origins in any of the Black racial groups of Africa.

WHITE, which includes persons whose origins are Anglo-Saxon and Europeans and persons of Indo-European decent including Pakistani and East Indian.

HISPANIC, which includes persons of Mexican, Puerto Rican, Cuban, Central and South American, or other Spanish culture or origin, regardless of race.

NATIVE AMERICAN, which includes persons whose origins are American Indians, Eskimos, Aleuts, or Native Hawaiians.

ASIAN AMERICAN, which includes persons having origin in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands.

#### 1.10 MINORITY-WOMEN BUSINESS ENTERPRISE PARTICIPATION

It is the desire of the City of Fort Lauderdale to increase the participation of minority (MBE) and women-owned (WBE) businesses in its contracting and procurement programs. While the City does not have any preference or set aside programs in place, it is committed to a policy of equitable participation for these firms. Proposers are requested to include in their proposals a narrative describing their past accomplishments and intended actions in this area. If proposers are considering minority or women owned enterprise participation in their proposal, those firms, and their specific duties have to be identified in the proposal. If a proposer is considered for award, he or she will be asked to meet with City staff so that the intended MBE/WBE participation can be formalized and included in the subsequent contract.

#### 1.11 SCRUTINIZED COMPANIES

As to any contract for goods or services of \$1 million or more and as to the renewal of any contract for goods or services of \$1 million or more, subject to *Odebrecht Construction, Inc., v. Prasad*, 876 F.Supp.2d 1305 (S.D. Fla. 2012), *affirmed*, *Odebrecht Construction, Inc., v. Secretary, Florida Department of Transportation*, 715 F.3d 1268 (11th Cir. 2013), with regard to the "Cuba Amendment," the Contractor certifies that it is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and that it does not have business operations in Cuba or Syria, as provided in section 287.135, Florida Statutes (2018), as may be amended or revised. As to any contract for goods or services of any amount and as to the renewal of any contract for goods or services of any amount, the Contractor certifies that it is not on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2018), and that it is not engaged in a boycott of Israel. The City may terminate this Agreement at the City's option if the Contractor is found to have submitted a false certification as provided under subsection (5) of section 287.135, Florida Statutes (2018), as may be amended or revised, or been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2018), or is engaged in a boycott of Israel, or has been engaged in business operations in Cuba or Syria, as defined in Section 287.135, Florida Statutes (2018), as may be amended or revised.

#### 1.12 DEBARRED OR SUSPENDED BIDDERS OR PROPOSERS

The bidder or proposer certifies, by submission of a response to this solicitation, that neither it nor its principals and subcontractors are presently debarred or suspended by any Federal department or agency.

#### PART II DEFINITIONS/ORDER OF PRECEDENCE:

#### 2.01 **BIDDING DEFINITIONS** The City will use the following definitions in its general conditions, special conditions, technical specifications, instructions to bidders, addenda and any other document used in the bidding process:

INVITATION TO BID (ITB) The solicitation document used for soliciting competitive sealed bids for goods or services.

INVITATION TO NEGOTIATE (ITN) All solicitation documents, regardless of medium, whether attached to or incorporated by reference in solicitations for responses from firms that invite proposals from interested and qualified firms so the city may enter

into negotiations with the firm(s) determined most capable of providing the required goods or services.

**REQUEST FOR PROPOSALS (RFP)** A solicitation method used for soliciting competitive sealed proposals to determine the best value among proposals for goods or services for which price may not be the prevailing factor in award of the contract, or the scope of work, specifications or contract terms and conditions may be difficult to define. Such solicitation will consider the qualifications of the proposers along with evaluation of each proposal using identified and generally weighted evaluation criteria. RFPs may include price criteria whenever feasible, at the discretion of the city.

**REQUEST FOR QUALIFICATIONS (RFQ)** A solicitation method used for requesting statements of qualifications in order to determine the most qualified proposer for professional services.

**BID** – a price and terms quote received in response to an ITB.

**PROPOSAL** – a proposal received in response to an RFP.

**BIDDER** – Person or firm submitting a Bid.

**PROPOSER** – Person or firm submitting a Proposal.

**RESPONSIVE BIDDER** – A firm who has submitted a bid, offer, quote, or response which conforms in all material respects to the competitive solicitation document and all of its requirements.

**RESPONSIBLE BIDDER** – A firm who is fully capable of meeting all requirements of the solicitation and subsequent contract. The respondent must possess the full capability, including financial and technical, ability, business judgment, experience, qualifications, facilities, equipment, integrity, capability, and reliability, in all respects to perform fully the contract requirements and assure good faith performance as determined by the city.

**FIRST RANKED PROPOSER** – That Proposer, responding to a City RFP, whose Proposal is deemed by the City, the most advantageous to the City after applying the evaluation criteria contained in the RFP.

**SELLER** – Successful Bidder or Proposer who is awarded a Purchase Order or Contract to provide goods or services to the City.

**CONTRACTOR** – Any firm having a contract with the city. Also referred to as a "Vendor".

**CONTRACT** – All types of agreements, including purchase orders, for procurement of supplies, services, and construction, regardless of what these agreements may be called.

**CONSULTANT** – A firm providing professional services for the city.

- 2.02 SPECIAL CONDITIONS:** Any and all Special Conditions contained in this ITB that may be in variance or conflict with these General Conditions shall have precedence over these General Conditions. If no changes or deletions to General Conditions are made in the Special Conditions, then the General Conditions shall prevail in their entirety,

### **PART III BIDDING AND AWARD PROCEDURES:**

- 3.01 SUBMISSION AND RECEIPT OF BIDS:** To receive consideration, bids must be received prior to the bid opening date and time. Unless otherwise specified, Bidders should use the proposal forms provided by the City. These forms may be duplicated, but failure to use the forms may cause the bid to be rejected. Any erasures or corrections on the bid must be made in ink and initialed by Bidder in ink. All information submitted by the Bidder shall be printed, typewritten or filled in with pen and ink. Bids shall be signed in ink. Separate bids must be submitted for each ITB issued by the City in separate sealed envelopes properly marked. When a particular ITB or RFP requires multiple copies of bids or proposals they may be included in a single envelope or package properly sealed and identified. Only send bids via facsimile transmission (FAX) if the ITB specifically states that bids sent via FAX will be considered. If such a statement is not included in the ITB, bids sent via FAX will be rejected. Bids will be publicly opened in the Procurement Office, or other designated area, in the presence of Bidders, the public, and City staff. Bidders and the public are invited and encouraged to attend bid openings. Bids will be tabulated and made available for review by Bidder's and the public in accordance with applicable regulations.
- 3.02 MODEL NUMBER CORRECTIONS:** If the model number for the make specified in this ITB is incorrect, or no longer available and replaced with an updated model with new specifications, the Bidder shall enter the correct model number on the bidder proposal page. In the case of an updated model with new specifications, Bidder shall provide adequate information to allow the City to determine if the model bid meets the City's requirements.
- 3.03 PRICES QUOTED:** Deduct trade discounts, and quote firm net prices. Give both unit price and extended total. In the case of a discrepancy in computing the amount of the bid, the unit price quoted will govern. All prices quoted shall be F.O.B. destination, freight prepaid (Bidder pays and bears freight charges, Bidder owns goods in transit and files any claims), unless otherwise stated in Special Conditions. Each item must be bid separately. No attempt shall be made to tie any item or items contained in the ITB with any other business with the City.
- 3.04 TAXES:** The City of Fort Lauderdale is exempt from Federal Excise and Florida Sales taxes on direct purchase of tangible property. Exemption **number for EIN is 59-6000319, and State Sales tax exemption number is 85-8013875578C-1.**
- 3.05 WARRANTIES OF USAGE:** Any quantities listed in this ITB as estimated or projected are provided for tabulation and information purposes only. No warranty or guarantee of quantities is given or implied. It is understood that the Contractor will furnish the City's needs as they arise.
- 3.06 APPROVED EQUAL:** When the technical specifications call for a brand name, manufacturer, make, model, or vendor catalog number with acceptance of APPROVED EQUAL, it shall be for the purpose of establishing a level of quality and features desired and acceptable to the City. In such cases, the City will be receptive to any unit that would be considered by qualified City personnel as an approved equal. In that the specified make and model represent a level of quality and features desired by the City, the Bidder must state clearly in the bid any variance from those specifications. It is the Bidder's responsibility to provide adequate information, in the bid, to enable the City to ensure that the bid meets the required criteria. If adequate information is not submitted with the bid, it may be rejected. The City will be the sole judge in determining if the item bid qualifies as an approved equal.

- 3.07 MINIMUM AND MANDATORY TECHNICAL SPECIFICATIONS:** The technical specifications may include items that are considered minimum, mandatory, or required. If any Bidder is unable to meet or exceed these items, and feels that the technical specifications are overly restrictive, the bidder must notify the Procurement Services Division immediately. Such notification must be received by the Procurement Services Division prior to the deadline contained in the ITB, for questions of a material nature, or prior to five (5) days before bid due and open date, whichever occurs first. If no such notification is received prior to that deadline, the City will consider the technical specifications to be acceptable to all bidders.
- 3.08 MISTAKES:** Bidders are cautioned to examine all terms, conditions, specifications, drawings, exhibits, addenda, delivery instructions and special conditions pertaining to the ITB. Failure of the Bidder to examine all pertinent documents shall not entitle the bidder to any relief from the conditions imposed in the contract.
- 3.09 SAMPLES AND DEMONSTRATIONS:** Samples or inspection of product may be requested to determine suitability. Unless otherwise specified in Special Conditions, samples shall be requested after the date of bid opening, and if requested should be received by the City within seven (7) working days of request. Samples, when requested, must be furnished free of expense to the City and if not used in testing or destroyed, will upon request of the Bidder, be returned within thirty (30) days of bid award at Bidder's expense. When required, the City may request full demonstrations of units prior to award. When such demonstrations are requested, the Bidder shall respond promptly and arrange a demonstration at a convenient location. Failure to provide samples or demonstrations as specified by the City may result in rejection of a bid.
- 3.10 LIFE CYCLE COSTING:** If so specified in the ITB, the City may elect to evaluate equipment proposed on the basis of total cost of ownership. In using Life Cycle Costing, factors such as the following may be considered: estimated useful life, maintenance costs, cost of supplies, labor intensity, energy usage, environmental impact, and residual value. The City reserves the right to use those or other applicable criteria, in its sole opinion that will most accurately estimate total cost of use and ownership.
- 3.11 BIDDING ITEMS WITH RECYCLED CONTENT:** In addressing environmental concerns, the City of Fort Lauderdale encourages Bidders to submit bids or alternate bids containing items with recycled content. When submitting bids containing items with recycled content, Bidder shall provide documentation adequate for the City to verify the recycled content. The City prefers packaging consisting of materials that are degradable or able to be recycled. When specifically stated in the ITB, the City may give preference to bids containing items manufactured with recycled material or packaging that is able to be recycled.
- 3.12 USE OF OTHER GOVERNMENTAL CONTRACTS:** The City reserves the right to reject any part or all of any bids received and utilize other available governmental contracts, if such action is in its best interest.
- 3.13 QUALIFICATIONS/INSPECTION:** Bids will only be considered from firms normally engaged in providing the types of commodities/services specified herein. The City reserves the right to inspect the Bidder's facilities, equipment, personnel, and organization at any time, or to take any other action necessary to determine Bidder's ability to perform. The Procurement Director reserves the right to reject bids where evidence or evaluation is determined to indicate inability to perform.
- 3.14 BID SURETY:** If Special Conditions require a bid security, it shall be submitted in the amount stated. A bid security can be in the form of a bid bond or cashier's check. Bid security will be returned to the unsuccessful bidders as soon as practicable after opening of bids. Bid security will be returned to the successful bidder after acceptance of the performance bond, if required; acceptance of insurance coverage, if required; and full execution of contract documents, if required; or conditions as stated in Special Conditions.
- 3.15 PUBLIC RECORDS/TRADE SECRETS/COPYRIGHT:** The Proposer's response to the RFP is a public record pursuant to Florida law, which is subject to disclosure by the City under the State of Florida Public Records Law, Florida Statutes Chapter 119.07 ("Public Records Law"). The City shall permit public access to all documents, papers, letters or other material submitted in connection with this RFP and the Contract to be executed for this RFP, subject to the provisions of Chapter 119.07 of the Florida Statutes.

Any language contained in the Proposer's response to the RFP purporting to require confidentiality of any portion of the Proposer's response to the RFP, except to the extent that certain information is in the City's opinion a Trade Secret pursuant to Florida law, shall be void. If a Proposer submits any documents or other information to the City which the Proposer claims is Trade Secret information and exempt from Florida Statutes Chapter 119.07 ("Public Records Laws"), the Proposer shall clearly designate that it is a Trade Secret and that it is asserting that the document or information is exempt. The Proposer must specifically identify the exemption being claimed under Florida Statutes 119.07. The City shall be the final arbiter of whether any information contained in the Proposer's response to the RFP constitutes a Trade Secret. The city's determination of whether an exemption applies shall be final, and the proposer agrees to defend, indemnify, and hold harmless the City and the City's officers, employees, and agents, against any loss or damages incurred by any person or entity as a result of the City's treatment of records as public records. In addition, the proposer agrees to defend, indemnify, and hold harmless the City and the City's officers, employees, and agents, against any loss or damages incurred by any person or entity as a result of the City's treatment of records as exempt from disclosure or confidential. Proposals bearing copyright symbols or otherwise purporting to be subject to copyright protection in full or in part may be rejected. The proposer authorizes the City to publish, copy, and reproduce any and all documents submitted to the City bearing copyright symbols or otherwise purporting to be subject to copyright protection.

EXCEPT FOR CLEARLY MARKED PORTIONS THAT ARE BONA FIDE TRADE SECRETS PURSUANT TO FLORIDA

LAW, DO NOT MARK YOUR RESPONSE TO THE RFP AS PROPRIETARY OR CONFIDENTIAL. DO NOT MARK YOUR RESPONSE TO THE RFP OR ANY PART THEREOF AS COPYRIGHTED.

**3.16 PROHIBITION OF INTEREST:** No contract will be awarded to a bidding firm who has City elected officials, officers or employees affiliated with it, unless the bidding firm has fully complied with current Florida State Statutes and City Ordinances relating to this issue. Bidders must disclose any such affiliation. Failure to disclose any such affiliation will result in disqualification of the Bidder and removal of the Bidder from the City's bidder lists and prohibition from engaging in any business with the City.

**3.17 RESERVATIONS FOR AWARD AND REJECTION OF BIDS:** The City reserves the right to accept or reject any or all bids, part of bids, and to waive minor irregularities or variations to specifications contained in bids, and minor irregularities in the bidding process. The City also reserves the right to award the contract on a split order basis, lump sum basis, individual item basis, or such combination as shall best serve the interest of the City. The City reserves the right to make an award to the responsive and responsible bidder whose product or service meets the terms, conditions, and specifications of the ITB and whose bid is considered to best serve the City's interest. In determining the responsiveness of the offer and the responsibility of the Bidder, the following shall be considered when applicable: the ability, capacity and skill of the Bidder to perform as required; whether the Bidder can perform promptly, or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the Bidder; the quality of past performance by the Bidder; the previous and existing compliance by the Bidder with related laws and ordinances; the sufficiency of the Bidder's financial resources; the availability, quality and adaptability of the Bidder's supplies or services to the required use; the ability of the Bidder to provide future maintenance, service or parts; the number and scope of conditions attached to the bid.

If the ITB provides for a contract trial period, the City reserves the right, in the event the selected bidder does not perform satisfactorily, to award a trial period to the next ranked bidder or to award a contract to the next ranked bidder, if that bidder has successfully provided services to the City in the past. This procedure to continue until a bidder is selected or the contract is re-bid, at the sole option of the City.

**3.18 LEGAL REQUIREMENTS:** Applicable provisions of all federal, state, county laws, and local ordinances, rules and regulations, shall govern development, submittal and evaluation of all bids received in response hereto and shall govern any and all claims and disputes which may arise between person(s) submitting a bid response hereto and the City by and through its officers, employees and authorized representatives, or any other person, natural or otherwise; and lack of knowledge by any bidder shall not constitute a cognizable defense against the legal effect thereof.

**3.19 BID PROTEST PROCEDURE: ANY PROPOSER OR BIDDER WHO IS NOT RECOMMENDED FOR AWARD OF A CONTRACT AND WHO ALLEGES A FAILURE BY THE CITY TO FOLLOW THE CITY'S PROCUREMENT ORDINANCE OR ANY APPLICABLE LAW MAY PROTEST TO THE CHIEF PROCUREMENT OFFICER, BY DELIVERING A LETTER OF PROTEST TO THE DIRECTOR OF FINANCE WITHIN FIVE (5) DAYS AFTER A NOTICE OF INTENT TO AWARD IS POSTED ON THE CITY'S WEB SITE AT THE FOLLOWING URL:**  
<https://www.fortlauderdale.gov/departments/finance/procurement-services/notices-of-intent-to-award>

**THE COMPLETE PROTEST ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING URL:**  
[https://library.municode.com/fl/fort\\_lauderdale/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTVFI\\_DIV2PR\\_S2-182DIREPR](https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTVFI_DIV2PR_S2-182DIREPR)

#### **PART IV BONDS AND INSURANCE:**

**4.01 PERFORMANCE BOND:** If a performance bond is required in Special Conditions, the Contractor shall within fifteen (15) working days after notification of award, furnish to the City a Performance Bond, payable to the City of Fort Lauderdale, Florida, in the face amount specified in Special Conditions as surety for faithful performance under the terms and conditions of the contract. If the bond is on an annual coverage basis, renewal for each succeeding year shall be submitted to the City thirty (30) days prior to the termination date of the existing Performance Bond. The Performance Bond must be executed by a surety company of recognized standing, authorized to do business in the State of Florida and having a resident agent.

Acknowledgement and agreement is given by both parties that the amount herein set for the Performance Bond is not intended to be nor shall be deemed to be in the nature of liquidated damages nor is it intended to limit the liability of the Contractor to the City in the event of a material breach of this Agreement by the Contractor.

**4.02 INSURANCE:** The Contractor shall assume full responsibility and expense to obtain all necessary insurance as required by City or specified in Special Conditions.

The Contractor shall provide to the Procurement Services Division original certificates of coverage and receive notification of approval of those certificates by the City's Risk Manager prior to engaging in any activities under this contract. The Contractor's insurance is subject to the approval of the City's Risk Manager. The certificates must list the City as an ADDITIONAL INSURED for General Liability Insurance, and shall have no less than thirty (30) days written notice of cancellation or material change. Further modification of the insurance requirements may be made at the sole discretion of the City's Risk Manager if circumstances change or adequate protection of the City is not presented. Bidder, by submitting the bid, agrees to abide by such modifications.

#### **PART V PURCHASE ORDER AND CONTRACT TERMS:**

- 5.01 COMPLIANCE WITH SPECIFICATIONS, LATE DELIVERIES/PENALTIES:** Items offered may be tested for compliance with bid specifications. Items delivered which do not conform to bid specifications may be rejected and returned at Contractor's expense. Any violation resulting in contract termination for cause or delivery of items not conforming to specifications, or late delivery may also result in:
- Bidder's name being removed from the City's bidder's mailing list for a specified period and Bidder will not be recommended for any award during that period.
  - All City Departments being advised to refrain from doing business with the Bidder.
  - All other remedies in law or equity.
- 5.02 ACCEPTANCE, CONDITION, AND PACKAGING:** The material delivered in response to ITB award shall remain the property of the Seller until a physical inspection is made and the material accepted to the satisfaction of the City. The material must comply fully with the terms of the ITB, be of the required quality, new, and the latest model. All containers shall be suitable for storage and shipment by common carrier, and all prices shall include standard commercial packaging. The City will not accept substitutes of any kind. Any substitutes or material not meeting specifications will be returned at the Bidder's expense. Payment will be made only after City receipt and acceptance of materials or services.
- 5.03 SAFETY STANDARDS:** All manufactured items and fabricated assemblies shall comply with applicable requirements of the Occupation Safety and Health Act of 1970 as amended.
- 5.04 ASBESTOS STATEMENT:** All material supplied must be 100% asbestos free. Bidder, by virtue of bidding, certifies that if awarded any portion of the ITB the bidder will supply only material or equipment that is 100% asbestos free.
- 5.05 OTHER GOVERNMENTAL ENTITIES:** If the Bidder is awarded a contract as a result of this ITB, the bidder may, if the bidder has sufficient capacity or quantities available, provide to other governmental agencies, so requesting, the products or services awarded in accordance with the terms and conditions of the ITB and resulting contract. Prices shall be F.O.B. delivered to the requesting agency.
- 5.06 VERBAL INSTRUCTIONS PROCEDURE:** No negotiations, decisions, or actions shall be initiated or executed by the Contractor as a result of any discussions with any City employee. Only those communications which are in writing from an authorized City representative may be considered. Only written communications from Contractors, which are assigned by a person designated as authorized to bind the Contractor, will be recognized by the City as duly authorized expressions on behalf of Contractors.
- 5.07 INDEPENDENT CONTRACTOR:** The Contractor is an independent contractor under this Agreement. Personal services provided by the Proposer shall be by employees of the Contractor and subject to supervision by the Contractor, and not as officers, employees, or agents of the City. Personnel policies, tax responsibilities, social security, health insurance, employee benefits, procurement policies unless otherwise stated in this ITB, and other similar administrative procedures applicable to services rendered under this contract shall be those of the Contractor.
- 5.08 INDEMNITY/HOLD HARMLESS AGREEMENT:** Contractor shall protect and defend at Contractor's expense, counsel being subject to the City's approval, and indemnify and hold harmless the City and the City's officers, employees, volunteers, and agents from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, expenses, or liabilities, including any award of attorney fees and any award of costs, in connection with or arising directly or indirectly out of any act or omission by the Contractor or by any officer, employee, agent, invitee, subcontractor, or sublicensee of the Contractor. Without limiting the foregoing, any and all such claims, suits, or other actions relating to personal injury, death, damage to property, defects in materials or workmanship, actual or alleged violations of any applicable statute, ordinance, administrative order, rule or regulation, or decree of any court shall be included in the indemnity hereunder.
- 5.09 TERMINATION FOR CAUSE:** If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Contractor shall violate any of the provisions of this Agreement, the City may upon written notice to the Contractor terminate the right of the Contractor to proceed under this Agreement, or with such part or parts of the Agreement as to which there has been default, and may hold the Contractor liable for any damages caused to the City by reason of such default and termination. In the event of such termination, any completed services performed by the Contractor under this Agreement shall, at the option of the City, become the City's property and the Contractor shall be entitled to receive equitable compensation for any work completed to the satisfaction of the City. The Contractor, however, shall not be relieved of liability to the City for damages sustained by the City by reason of any breach of the Agreement by the Contractor, and the City may withhold any payments to the Contractor for the purpose of setoff until such time as the amount of damages due to the City from the Contractor can be determined.
- 5.10 TERMINATION FOR CONVENIENCE:** The City reserves the right, in the City's best interest as determined by the City, to cancel any contract by giving written notice to the Contractor thirty (30) days prior to the effective date of such cancellation.
- 5.11 CANCELLATION FOR UNAPPROPRIATED FUNDS:** The obligation of the City for payment to a Contractor is limited to the availability of funds appropriated in a current fiscal period, and continuation of the contract into a subsequent fiscal period is subject to appropriation of funds, unless otherwise authorized by law.
- 5.12 RECORDS/AUDIT:** The Contractor shall maintain during the term of the contract all books of account, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract. The Contractor agrees to make available to the City Auditor or the City Auditor's designee, during normal business hours and in



Broward, Miami-Dade or Palm Beach Counties, all books of account, reports, and records relating to this contract. The Contractor shall retain all books of account, reports, and records relating to this contract for the duration of the contract and for three years after the final payment under this Agreement, until all pending audits, investigations or litigation matters relating to the contract are closed, or until expiration of the records retention period prescribed by Florida law or the records retention schedules adopted by the Division of Library and Information Services of the Florida Department of State, whichever is later.

**5.13 PERMITS, TAXES, LICENSES:** The successful Contractor shall, at his/her/its own expense, obtain all necessary permits, pay all licenses, fees and taxes, required to comply with all local ordinances, state and federal laws, rules and regulations applicable to business to be carried out under this contract.

**5.14 LAWS/ORDINANCES:** The Contractor shall observe and comply with all Federal, state, local and municipal laws, ordinances rules and regulations that would apply to this contract.

**NON-DISCRIMINATION:** The Contractor shall not, in any of its activities, including employment, discriminate against any individual on the basis of race, color, national origin, religion, creed, sex, disability, sexual orientation, gender, gender identity, gender expression, or marital status.

1. The Contractor certifies and represents that it will comply with Section 2-187, Code of Ordinances of the City of Fort Lauderdale, Florida, as amended by Ordinance C-18-33 (collectively, "Section 2-187").

2. The failure of the Contractor to comply with Section 2-187 shall be deemed to be a material breach of this Agreement, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.

3. The City may terminate this Agreement if the Contractor fails to comply with Section 2-187.

4. The City may retain all monies due or to become due until the Contractor complies with Section 2-187.

5. The Contractor may be subject to debarment or suspension proceedings. Such proceedings will be consistent with the procedures in section 2-183 of the Code of Ordinances of the City of Fort Lauderdale, Florida.

**5.15 UNUSUAL CIRCUMSTANCES:** If during a contract term where costs to the City are to remain firm or adjustments are restricted by a percentage or CPI cap, unusual circumstances that could not have been foreseen by either party of the contract occur, and those circumstances significantly affect the Contractor's cost in providing the required prior items or services, then the Contractor may request adjustments to the costs to the City to reflect the changed circumstances. The circumstances must be beyond the control of the Contractor, and the requested adjustments must be fully documented. The City may, after examination, refuse to accept the adjusted costs if they are not properly documented, increases are considered to be excessive, or decreases are considered to be insufficient. In the event the City does not wish to accept the adjusted costs and the matter cannot be resolved to the satisfaction of the City, the City will reserve the following options:

1. The contract can be canceled by the City upon giving thirty (30) days written notice to the Contractor with no penalty to the City or Contractor. The Contractor shall fill all City requirements submitted to the Contractor until the termination date contained in the notice.
2. The City requires the Contractor to continue to provide the items and services at the firm fixed (non-adjusted) cost until the termination of the contract term then in effect.
3. If the City, in its interest and in its sole opinion, determines that the Contractor in a capricious manner attempted to use this section of the contract to relieve Contractor of a legitimate obligation under the contract, and no unusual circumstances had occurred, the City reserves the right to take any and all action under law or equity. Such action shall include, but not be limited to, declaring the Contractor in default and disqualifying Contractor from receiving any business from the City for a stated period of time.

If the City does agree to adjusted costs, these adjusted costs shall not be invoiced to the City until the Contractor receives notice in writing signed by a person authorized to bind the City in such matters.

**5.16 ELIGIBILITY:** If applicable, the Contractor must first register with the Florida Department of State in accordance with Florida Statutes, prior to entering into a contract with the City.

**5.17 PATENTS AND ROYALTIES:** The Contractor, without exception, shall defend, indemnify, and hold harmless the City and the City's employees, officers, employees, volunteers, and agents from and against liability of any nature and kind, including cost and expenses for or on account of any copyrighted, patented or un-patented invention, process, or article manufactured or used in the performance of the contract, including their use by the City. If the Contractor uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the bid prices shall include any and all royalties or costs arising from the use of such design, device, or materials in any way involved in the work.

**5.18 ASSIGNMENT:** Contractor shall not transfer or assign the performance required by this ITB without the prior written consent of the City. Any award issued pursuant to this ITB, and the monies, which may become due hereunder, are not assignable except

with the prior written approval of the City Commission or the City Manager or City Manager's designee, depending on original award approval.

- 5.19 **GOVERNING LAW; VENUE:** The Contract shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any lawsuit by either party against the other party or otherwise arising out of the Contract, and for any other legal proceeding, shall be in the courts in and for Broward County, Florida, or in the event of federal jurisdiction, in the Southern District of Florida.

- 5.20 **PUBLIC RECORDS:**

**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 CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT PRRCONTRACT@FORTLAUDERDALE.GOV, 954-828-5002, CITY CLERK'S OFFICE, 100 N. ANDREWS AVENUE, FORT LAUDERDALE, FLORIDA 33301.**

Contractor shall:

1. Keep and maintain public records required by the City to perform the service.
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 (2018), as may be amended or revised, or as otherwise provided by law.
3. 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 contract if the Contractor does not transfer the records to the City.
4. Upon completion of the Contract, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the 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.

**REFERENCES**

All references shall include company name, address, contact name, email and phone number, the contract value and term. A minimum of three (3) references shall be provided and none shall be the City of Fort Lauderdale.

1. **Company Name:**   
Address:   
Contact:   
Phone #:   
Email:   
Contract Value:  Term:
  
2. **Company Name:**   
Address:   
Contact:   
Phone #:   
Email:   
Contract Value:  Term:
  
3. **Company Name:**   
Address:   
Contact:   
Phone #:   
Email:   
Contract Value:  Term:
  
4. **Company Name:**   
Address:   
Contact:   
Phone #:   
Email:   
Contract Value:  Term:
  
5. **Company Name:**   
Address:   
Contact:   
Phone #:   
Email:   
Contract Value:  Term:





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**NON-COLLUSION STATEMENT:**

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

**Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.**

**NAME****RELATIONSHIPS**

-







**In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.**

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**CONTRACTOR'S CERTIFICATE OF COMPLIANCE WITH  
NON-DISCRIMINATION PROVISIONS OF THE CONTRACT**

The completed and signed form should be returned with the Contractor's submittal. If not provided with submittal, the Contractor must submit within three business days of City's request. Contractor may be deemed non-responsive for failure to fully comply within stated timeframes.

Pursuant to City Ordinance Sec. 2-187(c), bidders must certify compliance with the Non-Discrimination provision of the ordinance.

The Contractor shall not, in any of his/her/its activities, including employment, discriminate against any individual on the basis of race, color, national origin, religion, creed, sex, disability, sexual orientation, gender, gender identity, gender expression, or marital status.

1. The Contractor certifies and represents that he/she/it will comply with Section 2-187, Code of Ordinances of the City of Fort Lauderdale, Florida, as amended by Ordinance C-18-33 (collectively, "Section 2-187").
2. The failure of the Contractor to comply with Section 2-187 shall be deemed to be a material breach of this Agreement, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.
3. The City may terminate this Agreement if the Contractor fails to comply with Section 2-187.
4. The City may retain all monies due or to become due until the Contractor complies with Section 2-187.
5. The Contractor may be subject to debarment or suspension proceedings. Such proceedings will be consistent with the procedures in section 2-183 of the Code of Ordinances of the City of Fort Lauderdale, Florida.

Authorized Signature

Print Name and Title

Date

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## LOCAL BUSINESS PREFERENCE

Section 2-199.2, Code of Ordinances of the City of Fort Lauderdale, (Ordinance No. C-12-04), provides for a local business preference.

In order to be considered for a local business preference, a bidder must include the Local Business Preference Certification Statement of this bid/proposal, as applicable to the local business preference class claimed **at the time of bid submittal**.

Upon formal request of the City, based on the application of a Local Business Preference the Bidder shall, within ten (10) calendar days, submit the following documentation to the Local Business Preference Class claimed:

A) Copy of City of Fort Lauderdale current year business tax receipt, **or** Broward County current year business tax receipt, **and**

B) List of the names of all employees of the bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of bid submittal shall result in the bidder being found ineligible for the local business preference.

**THE COMPLETE LOCAL BUSINESS PREFERENCE ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING LINK:**

**[https://library.municode.com/fl/fort\\_lauderdale/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTVFI\\_DIV2PR\\_S2-186LOBUPRPR](https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTVFI_DIV2PR_S2-186LOBUPRPR)**

**Definitions:** The term "Business" shall mean a person, firm, corporation or other business entity which is duly licensed and authorized to engage in a particular work in the State of Florida. Business shall be broken down into four (4) types of classes:

1. Class A Business – shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **and** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
2. Class B Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **or** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
3. Class C Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone **and** staffed with full-time employees within the limits of Broward County.
4. Class D Business – shall mean any Business that does not qualify as either a Class A, Class B, or Class C business.

### LOCAL BUSINESS PREFERENCE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the local business preference classification as indicated herein, and further certifies and agrees that it will re-affirm its local preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this ITB. Violation of the foregoing provision may result in contract termination.

- |     |  |               |   |
|-----|--|---------------|---|
| (1) |  | Business Name | is a <b>Class A</b> Business as defined in City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the City of Fort Lauderdale current year Business Tax Receipt <u>and</u> a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City. |
| (2) |  | Business Name | is a <b>Class B</b> Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Business Tax Receipt <u>or</u> a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.                                   |
| (3) |  | Business Name | is a <b>Class C</b> Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Broward County Business Tax Receipt shall be provided within 10 calendar days of a formal request by the City.   |
| (4) |  | Business Name | requests a <b>Conditional Class A</b> classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.   |
| (5) |  | Business Name | requests a <b>Conditional Class B</b> classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.   |
| (6) |  | Business Name | is considered a <b>Class D</b> Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186 and does not qualify for Local Preference consideration.   |

BIDDER'S COMPANY:

AUTHORIZED COMPANY PERSON:		
----------------------------------	--	--

PRINTED NAME

TITLE

SIGNATURE:		DATE:	
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## CONTRACT PAYMENT METHOD

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to credit card payments via MasterCard or Visa as part of this program.

This allows you as a vendor of the City of Fort Lauderdale to receive your payments fast and safely. No more waiting for checks to be printed and mailed.

In accordance with the contract, payments on this contract will be made utilizing the City's P-Card (MasterCard or Visa). Accordingly, bidders must presently have the ability to accept these credit cards or take whatever steps necessary to implement acceptance of a card before the start of the contract term, or contract award by the City.

All costs associated with the Contractor's participation in this purchasing program shall be borne by the Contractor. The City reserves the right to revise this program as necessary.

By signing below you agree with these terms.

Please indicate which credit card payment you prefer:

☐ MasterCard

☐ Visa

Company Name

Name (Printed)

Signature

Date

Title

## BID/PROPOSAL CERTIFICATION

**Please Note:** If responding to this solicitation through BidSync, the electronic version of the bid response will prevail, unless a paper version is clearly marked by the bidder in some manner to indicate that it will supplant the electronic version. All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the Department of State, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration)  EIN (Optional):

Address:

City:  State:  Zip:

Telephone No.  FAX No.  Email:

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions):

Total Bid Discount (section 1.05 of General Conditions):

Check box if your firm qualifies for MBE / SBE / WBE (section 1.09 of General Conditions): ☐

**ADDENDUM ACKNOWLEDGEMENT** - Proposer acknowledges that the following addenda have been received and are included in the proposal:

Addendum No.	Date Issued	Addendum No.	Date Issued	Addendum No.	Date Issued
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**VARIANCES:** If you take exception or have variances to any term, condition, specification, scope of service, or requirement in this competitive solicitation you must specify such exception or variance in the space provided below or reference in the space provided below all variances contained on other pages within your response. Additional pages may be attached if necessary. No exceptions or variances will be deemed to be part of the response submitted unless such is listed and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby implied that your response is in full compliance with this competitive solicitation. If you do not have variances, simply mark N/A. **If submitting your response electronically through BIDSINC you must also click the "Take Exception" button.**

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, that in no event shall the City's liability for respondent's direct, indirect, incidental, consequential, special or exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:

<input type="text"/> Name (printed)	<input type="text"/> Signature
<input type="text"/> Date:	<input type="text"/> Title

revised 07/10/19

## Question and Answers for Bid #12317-893 - Vehicle Graphics, Installation and Removal - Re-Bid

### Overall Bid Questions

#### Question 1

Group S: What name brand and series vinyl? (Submitted: Jul 30, 2019 2:58:49 PM EDT)

#### Answer

- We are not specifying a manufacturer. The material must be designed for easy removal. See bid sections 3.3.6 and 3.3.8 for material and warranty criteria. (Answered: Jul 31, 2019 2:39:11 PM EDT)

#### Question 2

What colors do you want for the 60" wide material?

Do you want reflective or non reflective for the 60" wide material? (Submitted: Aug 5, 2019 5:04:12 PM EDT)

#### Answer

- The color for the 60 inch wide material will vary.

Non-reflective 60 inch wide material. (Answered: Aug 6, 2019 9:28:34 AM EDT)

#### Question 3

Do you have a line item for exhibit "A"? for pricing? (Submitted: Aug 6, 2019 12:36:31 PM EDT)

#### Answer

- Yes, all line items for Exhibit A are represented in the bid. (Answered: Aug 7, 2019 9:54:38 AM EDT)

### 12317-893--01-57 - Group S: Cost Of Vehicle Graphic Material 60" Wide Roll

#### Question 1

For Group S, do you want reflective or non reflective material? (Submitted: Aug 1, 2019 4:47:51 PM EDT)

#### Answer

- Non-Reflective (Answered: Aug 2, 2019 10:19:12 AM EDT)



**EXHIBIT B****Screen Graphics of Florida, Inc.**

Bid Contact **Chris Tomkin**  
**lsearles@screen-graphics.com**  
**Ph 954-485-4050**

Address **1801 N. Andrews Ave**  
**Pompano Beach, FL 33069**

Item #	Line Item	Notes	Unit Price	Qty/Unit	Attch. Docs
12317-893--01-01	Group A: Compact four-door sedan, materials	Supplier Product Code:	First Offer - \$115.40	55 / each	\$6,347.00 Y
12317-893--01-02	Group A: Compact four-door sedan, installation	Supplier Product Code:	First Offer - \$140.25	55 / each	\$7,713.75 Y
12317-893--01-03	Group A: Compact four-door sedan, removal	Supplier Product Code:	First Offer - \$127.72	1 / each	\$127.72 Y
12317-893--01-04	Group B: Full-size sedan marked Police Patrol Unit, materials	Supplier Product Code:	First Offer - \$468.81	5 / each	\$2,344.05 Y
12317-893--01-05	Group B: Full-size sedan marked Police Patrol Unit, installation	Supplier Product Code:	First Offer - \$178.50	5 / each	\$892.50 Y
12317-893--01-06	Group B: Full-size sedan marked Police Patrol Unit, removal	Supplier Product Code:	First Offer - \$159.69	1 / each	\$159.69 Y
12317-893--01-07	Group C: Full-size sedan marked Police Patrol Unit, subdued (ghost), materials	Supplier Product Code:	First Offer - \$468.81	5 / each	\$2,344.05 Y
12317-893--01-08	Group C: Full-size sedan marked Police Patrol Unit, subdued (ghost) installation	Supplier Product Code:	First Offer - \$178.50	5 / each	\$892.50 Y
12317-893--01-09	Group C: Full-size sedan marked Police Patrol Unit, subdued (ghost) removal	Supplier Product Code:	First Offer - \$159.69	1 / each	\$159.69 Y
12317-893--01-10	Group D: Full-sized sedan marked Police K-9 Unit, materials	Supplier Product Code:	First Offer - \$468.81	5 / each	\$2,344.05 Y

12317-893--01-11	Group D: Full-sized sedan marked Police K-9 Unit, installation	<b>Supplier Product Code:</b>	<b>First Offer - \$178.50</b>	5 / each	<b>\$892.50</b>	<b>Y</b>
12317-893--01-12	Group D: Full-sized sedan marked Police K-9 Unit, removal	<b>Supplier Product Code:</b>	<b>First Offer - \$159.69</b>	1 / each	<b>\$159.69</b>	<b>Y</b>
12317-893--01-13	Group E: Full-sized sedan Police K-9 Unit, subdued (ghost) materials	<b>Supplier Product Code:</b>	<b>First Offer - \$468.81</b>	5 / each	<b>\$2,344.05</b>	<b>Y</b>
12317-893--01-14	Group E: Full-sized sedan Police K-9 Unit, subdued (ghost), installation	<b>Supplier Product Code:</b>	<b>First Offer - \$178.50</b>	5 / each	<b>\$892.50</b>	<b>Y</b>
12317-893--01-15	Group E: Full-sized sedan Police K-9 Unit, subdued (ghost) removal	<b>Supplier Product Code:</b>	<b>First Offer - \$159.69</b>	1 / each	<b>\$159.69</b>	<b>Y</b>
12317-893--01-16	Group F: Full-sized marked Police Sport Utility Vehicle (SUV), materials	<b>Supplier Product Code:</b>	<b>First Offer - \$468.81</b>	138 / each	<b>\$64,695.78</b>	<b>Y</b>
12317-893--01-17	Group F: Full-sized marked Police Sport Utility Vehicle (SUV), installation	<b>Supplier Product Code:</b>	<b>First Offer - \$178.50</b>	138 / each	<b>\$24,633.00</b>	<b>Y</b>
12317-893--01-18	Group F: Full-sized marked Police Sport Utility Vehicle (SUV), removal	<b>Supplier Product Code:</b>	<b>First Offer - \$159.69</b>	1 / each	<b>\$159.69</b>	<b>Y</b>
12317-893--01-19	Group G: Full-sized marked Police (SUV), subdued (ghost) materials	<b>Supplier Product Code:</b>	<b>First Offer - \$468.81</b>	138 / each	<b>\$64,695.78</b>	<b>Y</b>
12317-893--01-20	Group G: Full-sized marked Police (SUV), subdued (ghost), installation	<b>Supplier Product Code:</b>	<b>First Offer - \$178.50</b>	138 / each	<b>\$24,633.00</b>	<b>Y</b>
12317-893--01-21	Group G: Full-sized marked Police (SUV), subdued (ghost), removal	<b>Supplier Product Code:</b>	<b>First Offer - \$159.69</b>	1 / each	<b>\$159.69</b>	<b>Y</b>
12317-893--01-22	Group H: Full-sized marked Police K-9 Sport Utility Vehicle (SUV), materials	<b>Supplier Product Code:</b>	<b>First Offer - \$474.93</b>	12 / each	<b>\$5,699.16</b>	<b>Y</b>
12317-893--01-23	Group H: Full-sized marked Police K-9 Sport Utility	<b>Supplier Product Code:</b>	<b>First Offer - \$178.50</b>	12 / each	<b>\$2,142.00</b>	<b>Y</b>

Vehicle (SUV), installation		Code:				
12317-893--01-24	Group H: Full-sized marked Police K-9 Sport Utility Vehicle (SUV), removal	Supplier Product Code:	First Offer - \$159.69	1 / each	\$159.69	Y
12317-893--01-25	Group I: Full-sized marked Police K-9 (SUV), subdued (ghost) materials	Supplier Product Code:	First Offer - \$468.81	12 / each	\$5,625.72	Y
12317-893--01-26	Group I: Full-sized marked Police K-9 (SUV), subdued (ghost) installation	Supplier Product Code:	First Offer - \$178.50	12 / each	\$2,142.00	Y
12317-893--01-27	Group I: Full-sized marked Police K-9 (SUV), subdued (ghost), removal	Supplier Product Code:	First Offer - \$159.69	1 / each	\$159.69	Y
12317-893--01-28	Group J: Mid-sized Sport Utility Vehicle (SUV), materials	Supplier Product Code:	First Offer - \$92.82	15 / each	\$1,392.30	Y
12317-893--01-29	Group J: Mid-sized Sport Utility Vehicle (SUV), installation	Supplier Product Code:	First Offer - \$125.97	15 / each	\$1,889.55	Y
12317-893--01-30	Group J: Mid-sized Sport Utility Vehicle (SUV), removal	Supplier Product Code:	First Offer - \$112.20	1 / each	\$112.20	Y
12317-893--01-31	Group K: Full-size Sport Utility Vehicle (SUV), materials	Supplier Product Code:	First Offer - \$116.33	5 / each	\$581.65	Y
12317-893--01-32	Group K: Full-size Sport Utility Vehicle (SUV), installation	Supplier Product Code:	First Offer - \$125.46	5 / each	\$627.30	Y
12317-893--01-33	Group K: Full-size Sport Utility Vehicle (SUV), removal	Supplier Product Code:	First Offer - \$112.20	1 / each	\$112.20	Y
12317-893--01-34	Group L: Compact Cargo/Mini Van, materials	Supplier Product Code:	First Offer - \$130.06	3 / each	\$390.18	Y
12317-893--01-35	Group L: Compact Cargo/Mini Van, installation	Supplier Product Code:	First Offer - \$137.70	3 / each	\$413.10	Y

12317-893--01-36	Group L: Compact Cargo/Mini Van, removal	<b>Supplier Product Code:</b>	<b>First Offer - \$122.40</b>	1 / each	<b>\$122.40</b>	<b>Y</b>
12317-893--01-37	Group M: Full-size Cargo Utility Van, materials	<b>Supplier Product Code:</b>	<b>First Offer - \$150.29</b>	22 / each	<b>\$3,306.38</b>	<b>Y</b>
12317-893--01-38	Group M: Full-size Cargo Utility Van, installation	<b>Supplier Product Code:</b>	<b>First Offer - \$160.14</b>	22 / each	<b>\$3,523.08</b>	<b>Y</b>
12317-893--01-39	Group M: Full-size Cargo Utility Van, removal	<b>Supplier Product Code:</b>	<b>First Offer - \$142.80</b>	1 / each	<b>\$142.80</b>	<b>Y</b>
12317-893--01-40	Group N: Full-size Passenger Van, materials	<b>Supplier Product Code:</b>	<b>First Offer - \$150.297</b>	3 / each	<b>\$450.891</b>	<b>Y</b>
12317-893--01-41	Group N: Full-size Passenger Van, installation	<b>Supplier Product Code:</b>	<b>First Offer - \$160.14</b>	3 / each	<b>\$480.42</b>	<b>Y</b>
12317-893--01-42	Group N: Full-size Passenger Van, removal	<b>Supplier Product Code:</b>	<b>First Offer - \$132.60</b>	1 / each	<b>\$132.60</b>	<b>Y</b>
12317-893--01-43	Group O: Compact, Med., 1/2, 3/4 & 1 ton pick-up Trucks (Single cab), materials	<b>Supplier Product Code:</b>	<b>First Offer - \$130.47</b>	14 / each	<b>\$1,826.58</b>	<b>Y</b>
12317-893--01-44	Group O: Compact, Med., 1/2, 3/4 & 1 ton pick-up Trucks (Single cab). install	<b>Supplier Product Code:</b>	<b>First Offer - \$149.17</b>	14 / each	<b>\$2,088.38</b>	<b>Y</b>
12317-893--01-45	Group O: Compact, Med., 1/2, 3/4 & 1 ton pick-up Trucks (Single cab). removal	<b>Supplier Product Code:</b>	<b>First Offer - \$132.00</b>	1 / each	<b>\$132.00</b>	<b>Y</b>
12317-893--01-46	Group P: Compact, Med., 1/2, 3/4 and 1 ton pick-up Trucks (Ext. Cab), materials	<b>Supplier Product Code:</b>	<b>First Offer - \$127.00</b>	19 / each	<b>\$2,413.00</b>	<b>Y</b>
12317-893--01-47	Group P: Compact, Med., 1/2, 3/4 and 1 ton pick-up Trucks (Ext. Cab), install	<b>Supplier Product Code:</b>	<b>First Offer - \$149.17</b>	19 / each	<b>\$2,834.23</b>	<b>Y</b>
12317-893--01-48	Group P: Compact, Med.,	<b>Supplier</b>	<b>First Offer - \$132.60</b>	1 / each	<b>\$132.60</b>	<b>Y</b>

1/2, 3/4 and 1 ton pick-up  
Trucks (Ext. Cab), removal

**Product  
Code:**

12317-893--01-49	Group Q: Compact, Medium, 1/2, 3/4 and 1 ton pick-up Trucks (Crew cab) materials	<b>Supplier Product Code:</b>	<b>First Offer - \$111.40</b>	5 / each	<b>\$557.00</b>	<b>Y</b>
12317-893--01-50	Group Q: Compact, Medium, 1/2, 3/4 and 1 ton pick-up Trucks (Crew cab), install	<b>Supplier Product Code:</b>	<b>First Offer - \$149.17</b>	5 / each	<b>\$745.85</b>	<b>Y</b>
12317-893--01-51	Group Q: Compact, Medium, 1/2, 3/4 and 1 ton pick-up Trucks (Crew cab), removal	<b>Supplier Product Code:</b>	<b>First Offer - \$132.60</b>	1 / each	<b>\$132.60</b>	<b>Y</b>
12317-893--01-52	Group R: Specialty Vehicles Larger than 1 Ton, materials	<b>Supplier Product Code:</b>	<b>First Offer - \$102.39</b>	33 / each	<b>\$3,378.87</b>	<b>Y</b>
12317-893--01-53	Group R: Specialty Vehicles Larger than 1 Ton, installation	<b>Supplier Product Code:</b>	<b>First Offer - \$160.65</b>	33 / each	<b>\$5,301.45</b>	<b>Y</b>
12317-893--01-54	Group R: Specialty Vehicles Larger than 1 Ton, removal	<b>Supplier Product Code:</b>	<b>First Offer - \$142.80</b>	1 / each	<b>\$142.80</b>	<b>Y</b>
12317-893--01-55	Group S: Cost of Vehicle Graphic Material 48" Wide Roll	<b>Supplier Product Code:</b>	<b>First Offer - \$22.40</b>	1 / linear foot	<b>\$22.40</b>	<b>Y</b>
12317-893--01-56	Group S: Cost of Vehicle Graphic Material 54" Wide Roll	<b>Supplier Product Code:</b>	<b>First Offer - \$21.979</b>	1 / linear foot	<b>\$21.979</b>	<b>Y</b>
12317-893--01-57	Group S: Cost of Vehicle Graphic Material 60" Wide Roll	<b>Supplier Product Code:</b>	<b>First Offer - \$23.37</b>	1 / linear foot	<b>\$23.37</b>	<b>Y</b>
12317-893--01-58	Group T: Turn Your Key - 3.125 x 1.375", Decal - 25	<b>Supplier Product Code:</b>	<b>First Offer - \$5.42</b>	25 / each	<b>\$135.50</b>	<b>Y</b>
12317-893--01-59	Group T: Turn Your Key - 3.125 x 1.375 Decal - 50	<b>Supplier Product Code:</b>	<b>First Offer - \$2.963</b>	50 / each	<b>\$148.15</b>	<b>Y</b>

12317-893--01-60	Group T: Turn Your Key - 3.125 x 1.375 Decal - 100	<b>Supplier Product Code:</b>	<b>First Offer - \$1.696</b>	100 / each	<b>\$169.60</b>	<b>Y</b>
12317-893--01-61	Group T: Turn Your Key - 3.125 x 1.375 Decal - 250	<b>Supplier Product Code:</b>	<b>First Offer - \$1.10</b>	250 / each	<b>\$275.00</b>	<b>Y</b>
12317-893--01-62	Group U: Lock Vehicle at All Times 2.5 x 1.5 Decal - 25	<b>Supplier Product Code:</b>	<b>First Offer - \$5.38</b>	25 / each	<b>\$134.50</b>	<b>Y</b>
12317-893--01-63	Group U: Lock Vehicle at All Times 2.5 x 1.5 Decal - 50	<b>Supplier Product Code:</b>	<b>First Offer - \$2.863</b>	50 / each	<b>\$143.15</b>	<b>Y</b>
12317-893--01-64	Group U: Lock Vehicle at All Times 2.5 x 1.5 Decal - 100	<b>Supplier Product Code:</b>	<b>First Offer - \$1.654</b>	100 / each	<b>\$165.40</b>	<b>Y</b>
12317-893--01-65	Group V: 3 Feet Please, it's the Law 6 x 4 Decal - 25	<b>Supplier Product Code:</b>	<b>First Offer - \$5.637</b>	25 / each	<b>\$140.925</b>	<b>Y</b>
12317-893--01-66	Group V: 3 Feet Please, it's the Law 6 x 4 Decal - 50	<b>Supplier Product Code:</b>	<b>First Offer - \$3.218</b>	50 / each	<b>\$160.90</b>	<b>Y</b>
12317-893--01-67	Group V: 3 Feet Please, it's the Law 6 x 4 Decal - 100	<b>Supplier Product Code:</b>	<b>First Offer - \$2.009</b>	100 / each	<b>\$200.90</b>	<b>Y</b>
12317-893--01-68	Group W: Vision Zero - 17 x 16.25 Decal - 25	<b>Supplier Product Code:</b>	<b>First Offer - \$9.63</b>	25 / each	<b>\$240.75</b>	<b>Y</b>
12317-893--01-69	Group W: Vision Zero - 17 x 16.25 Decal - 50	<b>Supplier Product Code:</b>	<b>First Offer - \$7.23</b>	50 / each	<b>\$361.50</b>	<b>Y</b>
12317-893--01-70	Group W: Vision Zero - 17 x 16.25 Decal - 100	<b>Supplier Product Code:</b>	<b>First Offer - \$6.025</b>	100 / each	<b>\$602.50</b>	<b>Y</b>
12317-893--01-71	Group X: If you don't see me 16 x 16 Decal - 25	<b>Supplier Product Code:</b>	<b>First Offer - \$5.83</b>	25 / each	<b>\$145.75</b>	<b>Y</b>
12317-893--01-72	Group X: If you don't see me 16 x 16 Decal - 50	<b>Supplier Product Code:</b>	<b>First Offer - \$4.85</b>	50 / each	<b>\$242.50</b>	<b>Y</b>

## Code:

12317-893--01-73	Group X: If you dont see me 16 x 16 Decal - 100	<b>Supplier Product Code:</b>	<b>First Offer - \$4.03</b>	100 / each	<b>\$403.00</b>	<b>Y</b>
12317-893--01-74	Group Y: 6 Inch Round Decals, Various - 25	<b>Supplier Product Code:</b>	<b>First Offer - \$5.891</b>	25 / each	<b>\$147.275</b>	<b>Y</b>
12317-893--01-75	Group Y: 6 Inch Round Decals, Various - 50	<b>Supplier Product Code:</b>	<b>First Offer - \$3.47</b>	50 / each	<b>\$173.50</b>	<b>Y</b>
12317-893--01-76	Group Y: 6 Inch Round Decals, Various - 100	<b>Supplier Product Code:</b>	<b>First Offer - \$2.26</b>	100 / each	<b>\$226.00</b>	<b>Y</b>
12317-893--01-77	Group Z: 8 Inch Round Decals, Various - 25	<b>Supplier Product Code:</b>	<b>First Offer - \$6.25</b>	25 / each	<b>\$156.25</b>	<b>Y</b>
12317-893--01-78	Group Z: 8 Inch Round Decals, Various - 50	<b>Supplier Product Code:</b>	<b>First Offer - \$3.75</b>	50 / each	<b>\$187.50</b>	<b>Y</b>
12317-893--01-79	Group Z: 8 Inch Round Decals, Various - 100	<b>Supplier Product Code:</b>	<b>First Offer - \$2.50</b>	100 / each	<b>\$250.00</b>	<b>Y</b>
12317-893--01-80	Group AA: 10 Inch Round Decals, Various - 25	<b>Supplier Product Code:</b>	<b>First Offer - \$6.67</b>	25 / each	<b>\$166.75</b>	<b>Y</b>
12317-893--01-81	Group AA: 10 Inch Round Decals, Various - 50	<b>Supplier Product Code:</b>	<b>First Offer - \$4.16</b>	50 / each	<b>\$208.00</b>	<b>Y</b>
12317-893--01-82	Group AA: 10 Inch Round Decals, Various - 100	<b>Supplier Product Code:</b>	<b>First Offer - \$3.10</b>	100 / each	<b>\$310.00</b>	<b>Y</b>
12317-893--01-83	Group BB: 12 Inch Round Decals, Various - 25	<b>Supplier Product Code:</b>	<b>First Offer - \$7.68</b>	25 / each	<b>\$192.00</b>	<b>Y</b>
12317-893--01-84	Group BB: 12 Inch Round Decals, Various - 50	<b>Supplier Product Code:</b>	<b>First Offer - \$5.18</b>	50 / each	<b>\$259.00</b>	<b>Y</b>

12317-893--01-85	Group BB: 12 Inch Round Decals, Various - 100	<b>Supplier Product Code:</b>	<b>First Offer - \$3.93</b>	100 / each	<b>\$393.00</b>	<b>Y</b>
12317-893--01-86	Group CC: 2 Inch Round Decals, Various - 25	<b>Supplier Product Code:</b>	<b>First Offer - \$5.29</b>	25 / each	<b>\$132.25</b>	<b>Y</b>
12317-893--01-87	Group CC: 2 Inch Round Decals, Various - 50	<b>Supplier Product Code:</b>	<b>First Offer - \$2.877</b>	50 / each	<b>\$143.85</b>	<b>Y</b>
12317-893--01-88	Group CC: 2 Inch Round Decals, Various - 100	<b>Supplier Product Code:</b>	<b>First Offer - \$2.07</b>	100 / each	<b>\$207.00</b>	<b>Y</b>
12317-893--01-89	Group CC: 2 Inch Round Decals, Various - 250	<b>Supplier Product Code:</b>	<b>First Offer - \$1.38</b>	250 / each	<b>\$345.00</b>	<b>Y</b>
12317-893--01-90	Group DD: Motorcycles Decal Set	<b>Supplier Product Code:</b>	<b>First Offer - \$73.07</b>	40 / set	<b>\$2,922.80</b>	<b>Y</b>
12317-893--01-91	Group EE: Lock Vehicle at All Times - 250	<b>Supplier Product Code:</b>	<b>First Offer - \$0.00</b>	250 / each	<b>\$0.00</b>	<b>Y</b>
		<b>Supplier Notes:</b> delete				
		<b>Supplier Product Code:</b>	<b>Alt 1 - \$1.458</b>	250 / each	<b>\$364.50</b>	<b>Y</b>
		<b>Supplier Notes:</b> delete				
		<b>Supplier Product Code:</b>	<b>Alt 2 - \$1.458</b>	250 / each	<b>\$364.50</b>	<b>Y</b>
12317-893--01-92	Group FF: Hourly labor rate for repairs of existing decals	<b>Supplier Product Code:</b>	<b>First Offer - \$0.00</b>	1 / hourly rate	<b>\$0.00</b>	<b>Y</b>
		<b>Supplier Notes:</b> delete				
		<b>Supplier</b>	<b>Alt 1 - \$0.00</b>	1 / hourly rate	<b>\$0.00</b>	<b>Y</b>



		<b>Product Code:</b>				
		<b>Supplier Notes:</b> delete				
		<b>Supplier Product Code:</b>	<b>Alt 2 - \$57.37</b>	1 / hourly rate	<b>\$57.37</b>	<b>Y</b>
<hr/>						
12317-893--01-93	Group FF: Hourly labor rate for additional installations	<b>Supplier Product Code:</b>	<b>First Offer - \$0.00</b>	1 / hourly rate	<b>\$0.00</b>	<b>Y</b>
		<b>Supplier Notes:</b> delete				
		<b>Supplier Product Code:</b>	<b>Alt 1 - \$0.00</b>	1 / hourly rate	<b>\$0.00</b>	<b>Y</b>
		<b>Supplier Notes:</b> Delete				
		<b>Supplier Product Code:</b>	<b>Alt 2 - \$57.37</b>	1 / hourly rate	<b>\$57.37</b>	<b>Y</b>
<hr/>						
12317-893--01-94	Group FF: Material cost (Provide percentage % discount off current manufacturer.	<b>Supplier Product Code:</b>	<b>First Offer - 0.00%</b>	1 / each	<b>0.00%</b>	<b>Y</b>
		<b>Supplier Notes:</b> Normal				
		<b>Supplier Product Code:</b>	<b>Alt 1 - 0.00%</b>	1 / each	<b>0.00%</b>	<b>Y</b>
		<b>Supplier Notes:</b> delete				

Supplier Total **\$266.678.23**

**CITY OF FORT LAUDERDALE  
GENERAL CONDITIONS**

These instructions and conditions are standard for all contracts for commodities or services issued through the City of Fort Lauderdale Procurement Services Division. The City may delete, supersede, or modify any of these standard instructions for a particular contract by indicating such change in the Invitation to Bid (ITB) Special Conditions, Technical Specifications, Instructions, Proposal Pages, Addenda, and Legal Advertisement. In this general conditions document, Invitation to Bid (ITB), Request for Qualifications (RFQ), and Request for Proposal (RFP) are interchangeable.

**PART I BIDDER PROPOSAL PAGE(S) CONDITIONS:**

- 1.01 BIDDER ADDRESS:** The City maintains automated vendor address lists that have been generated for each specific Commodity Class item through our bid issuing service, BidSync. Notices of Invitations to Bid (ITB'S) are sent by e-mail to the selection of bidders who have fully registered with BidSync or faxed (if applicable) to every vendor on those lists, who may then view the bid documents online. Bidders who have been informed of a bid's availability in any other manner are responsible for registering with BidSync in order to view the bid documents. There is no fee for doing so. If you wish bid notifications be provided to another e-mail address or fax, please contact BidSync. If you wish purchase orders sent to a different address, please so indicate in your bid response. If you wish payments sent to a different address, please so indicate on your invoice.
- 1.02 DELIVERY:** Time will be of the essence for any orders placed as a result of this ITB. The City reserves the right to cancel any orders, or part thereof, without obligation if delivery is not made in accordance with the schedule specified by the Bidder and accepted by the City.
- 1.03 PACKING SLIPS:** It will be the responsibility of the awarded Contractor, to attach all packing slips to the OUTSIDE of each shipment. Packing slips must provide a detailed description of what is to be received and reference the City of Fort Lauderdale purchase order number that is associated with the shipment. Failure to provide a detailed packing slip attached to the outside of shipment may result in refusal of shipment at Contractor's expense.
- 1.04 PAYMENT TERMS AND CASH DISCOUNTS:** Payment terms, unless otherwise stated in this ITB, will be considered to be net 45 days after the date of satisfactory delivery at the place of acceptance and receipt of correct invoice at the office specified, whichever occurs last. Bidder may offer cash discounts for prompt payment but they will not be considered in determination of award. If a Bidder offers a discount, it is understood that the discount time will be computed from the date of satisfactory delivery, at the place of acceptance, and receipt of correct invoice, at the office specified, whichever occurs last.
- 1.05 TOTAL BID DISCOUNT:** If Bidder offers a discount for award of all items listed in the bid, such discount shall be deducted from the total of the firm net unit prices bid and shall be considered in tabulation and award of bid.
- 1.06 BIDS FIRM FOR ACCEPTANCE:** Bidder warrants, by virtue of bidding, that the bid and the prices quoted in the bid will be firm for acceptance by the City for a period of one hundred twenty (120) days from the date of bid opening unless otherwise stated in the ITB.
- 1.07 VARIANCES:** For purposes of bid evaluation, Bidder's must indicate any variances, no matter how slight, from ITB General Conditions, Special Conditions, Specifications or Addenda in the space provided in the ITB. No variations or exceptions by a Bidder will be considered or deemed a part of the bid submitted unless such variances or exceptions are listed in the bid and referenced in the space provided on the bidder proposal pages. If variances are not stated, or referenced as required, it will be assumed that the product or service fully complies with the City's terms, conditions, and specifications.
- By receiving a bid, City does not necessarily accept any variances contained in the bid. All variances submitted are subject to review and approval by the City. If any bid contains material variances that, in the City's sole opinion, make that bid conditional in nature, the City reserves the right to reject the bid or part of the bid that is declared by the City as conditional.
- 1.08 NO BIDS:** If you do not intend to bid please indicate the reason, such as insufficient time to respond, do not offer product or service, unable to meet specifications, schedule would not permit, or any other reason, in the space provided in this ITB. Failure to bid or return no bid comments prior to the bid due and opening date and time, indicated in this ITB, may result in your firm being deleted from our Bidder's registration list for the Commodity Class Item requested in this ITB.
- 1.09 MINORITY AND WOMEN BUSINESS ENTERPRISE PARTICIPATION AND BUSINESS DEFINITIONS:** The City of Fort Lauderdale wants to increase the participation of Minority Business Enterprises (MBE), Women Business Enterprises (WBE), and Small Business Enterprises (SBE) in its procurement activities. If your firm qualifies in accordance with the below definitions please indicate in the space provided in this ITB.

Minority Business Enterprise (MBE) "A Minority Business" is a business enterprise that is owned or controlled by one or more socially or economically disadvantaged persons. Such disadvantage may arise from cultural, racial, chronic economic circumstances or background or other similar cause. Such persons include, but are not limited to: Blacks, Hispanics, Asian Americans, and Native Americans.

The term "Minority Business Enterprise" means a business at least 51 percent of which is owned by minority group members or, in the case of a publicly owned business, at least 51 percent of the stock of which is owned by minority group members. For the purpose of the preceding sentence, minority group members are citizens of the United States who include, but are not limited to: Blacks, Hispanics, Asian Americans, and Native Americans.

Women Business Enterprise (WBE) a "Women Owned or Controlled Business" is a business enterprise at least 51 percent of which is owned by females or, in the case of a publicly owned business, at least 51 percent of the stock of which is owned by females.

Small Business Enterprise (SBE) "Small Business" means a corporation, partnership, sole proprietorship, or other legal entity formed for the purpose of making a profit, which is independently owned and operated, has either fewer than 100 employees or less than \$1,000,000 in annual gross receipts.

BLACK, which includes persons having origins in any of the Black racial groups of Africa.

WHITE, which includes persons whose origins are Anglo-Saxon and Europeans and persons of Indo-European decent including Pakistani and East Indian.

HISPANIC, which includes persons of Mexican, Puerto Rican, Cuban, Central and South American, or other Spanish culture or origin, regardless of race.

NATIVE AMERICAN, which includes persons whose origins are American Indians, Eskimos, Aleuts, or Native Hawaiians.

ASIAN AMERICAN, which includes persons having origin in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands.

#### 1.10 MINORITY-WOMEN BUSINESS ENTERPRISE PARTICIPATION

It is the desire of the City of Fort Lauderdale to increase the participation of minority (MBE) and women-owned (WBE) businesses in its contracting and procurement programs. While the City does not have any preference or set aside programs in place, it is committed to a policy of equitable participation for these firms. Proposers are requested to include in their proposals a narrative describing their past accomplishments and intended actions in this area. If proposers are considering minority or women owned enterprise participation in their proposal, those firms, and their specific duties have to be identified in the proposal. If a proposer is considered for award, he or she will be asked to meet with City staff so that the intended MBE/WBE participation can be formalized and included in the subsequent contract.

#### 1.11 SCRUTINIZED COMPANIES

As to any contract for goods or services of \$1 million or more and as to the renewal of any contract for goods or services of \$1 million or more, subject to *Odebrecht Construction, Inc., v. Prasad*, 876 F.Supp.2d 1305 (S.D. Fla. 2012), affirmed, *Odebrecht Construction, Inc., v. Secretary, Florida Department of Transportation*, 715 F.3d 1268 (11th Cir. 2013), with regard to the "Cuba Amendment," the Contractor certifies that it is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and that it does not have business operations in Cuba or Syria, as provided in section 287.135, Florida Statutes (2018), as may be amended or revised. As to any contract for goods or services of any amount and as to the renewal of any contract for goods or services of any amount, the Contractor certifies that it is not on the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2018), and that it is not engaged in a boycott of Israel. The City may terminate this Agreement at the City's option if the Contractor is found to have submitted a false certification as provided under subsection (5) of section 287.135, Florida Statutes (2018), as may be amended or revised, or been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or the Scrutinized Companies that Boycott Israel List created pursuant to Section 215.4725, Florida Statutes (2018), or is engaged in a boycott of Israel, or has been engaged in business operations in Cuba or Syria, as defined in Section 287.135, Florida Statutes (2018), as may be amended or revised.

#### 1.12 DEBARRED OR SUSPENDED BIDDERS OR PROPOSERS

The bidder or proposer certifies, by submission of a response to this solicitation, that neither it nor its principals and subcontractors are presently debarred or suspended by any Federal department or agency.

#### PART II DEFINITIONS/ORDER OF PRECEDENCE:

#### 2.01 BIDDING DEFINITIONS The City will use the following definitions in its general conditions, special conditions, technical specifications, instructions to bidders, addenda and any other document used in the bidding process:

INVITATION TO BID (ITB) The solicitation document used for soliciting competitive sealed bids for goods or services.

INVITATION TO NEGOTIATE (ITN) All solicitation documents, regardless of medium, whether attached to or incorporated by reference in solicitations for responses from firms that invite proposals from interested and qualified firms so the city may enter into negotiations with the firm(s) determined most capable of providing the required goods or services.

REQUEST FOR PROPOSALS (RFP) A solicitation method used for soliciting competitive sealed proposals to determine the best value among proposals for goods or services for which price may not be the prevailing factor in award of the contract, or the scope of work, specifications or contract terms and conditions may be difficult to define. Such solicitation will consider the qualifications of the proposers along with evaluation of each proposal using identified and generally weighted evaluation criteria. RFPs may include price criteria whenever feasible, at the discretion of the city.

REQUEST FOR QUALIFICATIONS (RFQ) A solicitation method used for requesting statements of qualifications in order to determine the most qualified proposer for professional services.

BID – a price and terms quote received in response to an ITB.

PROPOSAL – a proposal received in response to an RFP.

BIDDER – Person or firm submitting a Bid.

PROPOSER – Person or firm submitting a Proposal.

RESPONSIVE BIDDER – A firm who has submitted a bid, offer, quote, or response which conforms in all material respects to the competitive solicitation document and all of its requirements.

RESPONSIBLE BIDDER – A firm who is fully capable of meeting all requirements of the solicitation and subsequent contract. The respondent must possess the full capability, including financial and technical, ability, business judgment, experience, qualifications, facilities, equipment, integrity, capability, and reliability, in all respects to perform fully the contract requirements and assure good faith performance as determined by the city.

FIRST RANKED PROPOSER – That Proposer, responding to a City RFP, whose Proposal is deemed by the City, the most advantageous to the City after applying the evaluation criteria contained in the RFP.

SELLER – Successful Bidder or Proposer who is awarded a Purchase Order or Contract to provide goods or services to the City.

CONTRACTOR – Any firm having a contract with the city. Also referred to as a "Vendor".

CONTRACT – All types of agreements, including purchase orders, for procurement of supplies, services, and construction, regardless of what these agreements may be called.

CONSULTANT – A firm providing professional services for the city.

#### 2.02 SPECIAL CONDITIONS: Any and all Special Conditions contained in this ITB that may be in variance or conflict with these General Conditions shall have precedence over these General Conditions. If no changes or deletions to General Conditions are made in the Special Conditions, then the General Conditions shall prevail in their entirety,

**PART III BIDDING AND AWARD PROCEDURES:**

- 3.01 SUBMISSION AND RECEIPT OF BIDS:** To receive consideration, bids must be received prior to the bid opening date and time. Unless otherwise specified, Bidders should use the proposal forms provided by the City. These forms may be duplicated, but failure to use the forms may cause the bid to be rejected. Any erasures or corrections on the bid must be made in ink and initialed by Bidder in ink. All information submitted by the Bidder shall be printed, typewritten or filled in with pen and ink. Bids shall be signed in ink. Separate bids must be submitted for each ITB issued by the City in separate sealed envelopes properly marked. When a particular ITB or RFP requires multiple copies of bids or proposals they may be included in a single envelope or package properly sealed and identified. Only send bids via facsimile transmission (FAX) if the ITB specifically states that bids sent via FAX will be considered. If such a statement is not included in the ITB, bids sent via FAX will be rejected. Bids will be publicly opened in the Procurement Office, or other designated area, in the presence of Bidders, the public, and City staff. Bidders and the public are invited and encouraged to attend bid openings. Bids will be tabulated and made available for review by Bidder's and the public in accordance with applicable regulations.
- 3.02 MODEL NUMBER CORRECTIONS:** If the model number for the make specified in this ITB is incorrect, or no longer available and replaced with an updated model with new specifications, the Bidder shall enter the correct model number on the bidder proposal page. In the case of an updated model with new specifications, Bidder shall provide adequate information to allow the City to determine if the model bid meets the City's requirements.
- 3.03 PRICES QUOTED:** Deduct trade discounts, and quote firm net prices. Give both unit price and extended total. In the case of a discrepancy in computing the amount of the bid, the unit price quoted will govern. All prices quoted shall be F.O.B. destination, freight prepaid (Bidder pays and bears freight charges, Bidder owns goods in transit and files any claims), unless otherwise stated in Special Conditions. Each item must be bid separately. No attempt shall be made to tie any item or items contained in the ITB with any other business with the City.
- 3.04 TAXES:** The City of Fort Lauderdale is exempt from Federal Excise and Florida Sales taxes on direct purchase of tangible property. Exemption **number for EIN is 59-6000319, and State Sales tax exemption number is 85-8013875578C-1.**
- 3.05 WARRANTIES OF USAGE:** Any quantities listed in this ITB as estimated or projected are provided for tabulation and information purposes only. No warranty or guarantee of quantities is given or implied. It is understood that the Contractor will furnish the City's needs as they arise.
- 3.06 APPROVED EQUAL:** When the technical specifications call for a brand name, manufacturer, make, model, or vendor catalog number with acceptance of APPROVED EQUAL, it shall be for the purpose of establishing a level of quality and features desired and acceptable to the City. In such cases, the City will be receptive to any unit that would be considered by qualified City personnel as an approved equal. In that the specified make and model represent a level of quality and features desired by the City, the Bidder must state clearly in the bid any variance from those specifications. It is the Bidder's responsibility to provide adequate information, in the bid, to enable the City to ensure that the bid meets the required criteria. If adequate information is not submitted with the bid, it may be rejected. The City will be the sole judge in determining if the item bid qualifies as an approved equal.
- 3.07 MINIMUM AND MANDATORY TECHNICAL SPECIFICATIONS:** The technical specifications may include items that are considered minimum, mandatory, or required. If any Bidder is unable to meet or exceed these items, and feels that the technical specifications are overly restrictive, the bidder must notify the Procurement Services Division immediately. Such notification must be received by the Procurement Services Division prior to the deadline contained in the ITB, for questions of a material nature, or prior to five (5) days before bid due and open date, whichever occurs first. If no such notification is received prior to that deadline, the City will consider the technical specifications to be acceptable to all bidders.
- 3.08 MISTAKES:** Bidders are cautioned to examine all terms, conditions, specifications, drawings, exhibits, addenda, delivery instructions and special conditions pertaining to the ITB. Failure of the Bidder to examine all pertinent documents shall not entitle the bidder to any relief from the conditions imposed in the contract.
- 3.09 SAMPLES AND DEMONSTRATIONS:** Samples or inspection of product may be requested to determine suitability. Unless otherwise specified in Special Conditions, samples shall be requested after the date of bid opening, and if requested should be received by the City within seven (7) working days of request. Samples, when requested, must be furnished free of expense to the City and if not used in testing or destroyed, will upon request of the Bidder, be returned within thirty (30) days of bid award at Bidder's expense. When required, the City may request full demonstrations of units prior to award. When such demonstrations are requested, the Bidder shall respond promptly and arrange a demonstration at a convenient location. Failure to provide samples or demonstrations as specified by the City may result in rejection of a bid.
- 3.10 LIFE CYCLE COSTING:** If so specified in the ITB, the City may elect to evaluate equipment proposed on the basis of total cost of ownership. In using Life Cycle Costing, factors such as the following may be considered: estimated useful life, maintenance costs, cost of supplies, labor intensity, energy usage, environmental impact, and residual value. The City reserves the right to use those or other applicable criteria, in its sole opinion that will most accurately estimate total cost of use and ownership.
- 3.11 BIDDING ITEMS WITH RECYCLED CONTENT:** In addressing environmental concerns, the City of Fort Lauderdale encourages Bidders to submit bids or alternate bids containing items with recycled content. When submitting bids containing items with recycled content, Bidder shall provide documentation adequate for the City to verify the recycled content. The City prefers packaging consisting of materials that are degradable or able to be recycled. When specifically stated in the ITB, the City may give preference to bids containing items manufactured with recycled material or packaging that is able to be recycled.
- 3.12 USE OF OTHER GOVERNMENTAL CONTRACTS:** The City reserves the right to reject any part or all of any bids received and utilize other available governmental contracts, if such action is in its best interest.
- 3.13 QUALIFICATIONS/INSPECTION:** Bids will only be considered from firms normally engaged in providing the types of commodities/services specified herein. The City reserves the right to inspect the Bidder's facilities, equipment, personnel, and organization at any time, or to take any other action necessary to determine Bidder's ability to perform. The Procurement Director reserves the right to reject bids where evidence or evaluation is determined to indicate inability to perform.

- 3.14 BID SURETY:** If Special Conditions require a bid security, it shall be submitted in the amount stated. A bid security can be in the form of a bid bond or cashier's check. Bid security will be returned to the unsuccessful bidders as soon as practicable after opening of bids. Bid security will be returned to the successful bidder after acceptance of the performance bond, if required; acceptance of insurance coverage, if required; and full execution of contract documents, if required; or conditions as stated in Special Conditions.
- 3.15 PUBLIC RECORDS/TRADE SECRETS/COPYRIGHT:** The Proposer's response to the RFP is a public record pursuant to Florida law, which is subject to disclosure by the City under the State of Florida Public Records Law, Florida Statutes Chapter 119.07 ("Public Records Law"). The City shall permit public access to all documents, papers, letters or other material submitted in connection with this RFP and the Contract to be executed for this RFP, subject to the provisions of Chapter 119.07 of the Florida Statutes.

Any language contained in the Proposer's response to the RFP purporting to require confidentiality of any portion of the Proposer's response to the RFP, except to the extent that certain information is in the City's opinion a Trade Secret pursuant to Florida law, shall be void. If a Proposer submits any documents or other information to the City which the Proposer claims is Trade Secret information and exempt from Florida Statutes Chapter 119.07 ("Public Records Laws"), the Proposer shall clearly designate that it is a Trade Secret and that it is asserting that the document or information is exempt. The Proposer must specifically identify the exemption being claimed under Florida Statutes 119.07. The City shall be the final arbiter of whether any information contained in the Proposer's response to the RFP constitutes a Trade Secret. The city's determination of whether an exemption applies shall be final, and the proposer agrees to defend, indemnify, and hold harmless the City and the City's officers, employees, and agents, against any loss or damages incurred by any person or entity as a result of the City's treatment of records as public records. In addition, the proposer agrees to defend, indemnify, and hold harmless the City and the City's officers, employees, and agents, against any loss or damages incurred by any person or entity as a result of the City's treatment of records as exempt from disclosure or confidential. Proposals bearing copyright symbols or otherwise purporting to be subject to copyright protection in full or in part may be rejected. The proposer authorizes the City to publish, copy, and reproduce any and all documents submitted to the City bearing copyright symbols or otherwise purporting to be subject to copyright protection.

EXCEPT FOR CLEARLY MARKED PORTIONS THAT ARE BONA FIDE TRADE SECRETS PURSUANT TO FLORIDA LAW, DO NOT MARK YOUR RESPONSE TO THE RFP AS PROPRIETARY OR CONFIDENTIAL. DO NOT MARK YOUR RESPONSE TO THE RFP OR ANY PART THEREOF AS COPYRIGHTED.

- 3.16 PROHIBITION OF INTEREST:** No contract will be awarded to a bidding firm who has City elected officials, officers or employees affiliated with it, unless the bidding firm has fully complied with current Florida State Statutes and City Ordinances relating to this issue. Bidders must disclose any such affiliation. Failure to disclose any such affiliation will result in disqualification of the Bidder and removal of the Bidder from the City's bidder lists and prohibition from engaging in any business with the City.
- 3.17 RESERVATIONS FOR AWARD AND REJECTION OF BIDS:** The City reserves the right to accept or reject any or all bids, part of bids, and to waive minor irregularities or variations to specifications contained in bids, and minor irregularities in the bidding process. The City also reserves the right to award the contract on a split order basis, lump sum basis, individual item basis, or such combination as shall best serve the interest of the City. The City reserves the right to make an award to the responsive and responsible bidder whose product or service meets the terms, conditions, and specifications of the ITB and whose bid is considered to best serve the City's interest. In determining the responsiveness of the offer and the responsibility of the Bidder, the following shall be considered when applicable: the ability, capacity and skill of the Bidder to perform as required; whether the Bidder can perform promptly, or within the time specified, without delay or interference; the character, integrity, reputation, judgment, experience and efficiency of the Bidder; the quality of past performance by the Bidder; the previous and existing compliance by the Bidder with related laws and ordinances; the sufficiency of the Bidder's financial resources; the availability, quality and adaptability of the Bidder's supplies or services to the required use; the ability of the Bidder to provide future maintenance, service or parts; the number and scope of conditions attached to the bid.

If the ITB provides for a contract trial period, the City reserves the right, in the event the selected bidder does not perform satisfactorily, to award a trial period to the next ranked bidder or to award a contract to the next ranked bidder, if that bidder has successfully provided services to the City in the past. This procedure to continue until a bidder is selected or the contract is re-bid, at the sole option of the City.

- 3.18 LEGAL REQUIREMENTS:** Applicable provisions of all federal, state, county laws, and local ordinances, rules and regulations, shall govern development, submittal and evaluation of all bids received in response hereto and shall govern any and all claims and disputes which may arise between person(s) submitting a bid response hereto and the City by and through its officers, employees and authorized representatives, or any other person, natural or otherwise; and lack of knowledge by any bidder shall not constitute a cognizable defense against the legal effect thereof.
- 3.19 BID PROTEST PROCEDURE: ANY PROPOSER OR BIDDER WHO IS NOT RECOMMENDED FOR AWARD OF A CONTRACT AND WHO ALLEGES A FAILURE BY THE CITY TO FOLLOW THE CITY'S PROCUREMENT ORDINANCE OR ANY APPLICABLE LAW MAY PROTEST TO THE CHIEF PROCUREMENT OFFICER, BY DELIVERING A LETTER OF PROTEST TO THE DIRECTOR OF FINANCE WITHIN FIVE (5) DAYS AFTER A NOTICE OF INTENT TO AWARD IS POSTED ON THE CITY'S WEB SITE AT THE FOLLOWING URL: <https://www.fortlauderdale.gov/departments/finance/procurement-services/notices-of-intent-to-award>**

**THE COMPLETE PROTEST ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING URL: [https://library.municode.com/fl/fort\\_lauderdale/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTVFI\\_DIV2PR\\_S2-182DIREPR](https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTVFI_DIV2PR_S2-182DIREPR)**

#### **PART IV BONDS AND INSURANCE:**

- 4.01 PERFORMANCE BOND:** If a performance bond is required in Special Conditions, the Contractor shall within fifteen (15) working days after notification of award, furnish to the City a Performance Bond, payable to the City of Fort Lauderdale, Florida, in the face amount specified in Special Conditions as surety for faithful performance under the terms and conditions of the contract. If the bond is on an annual coverage basis, renewal for each succeeding year shall be submitted to the City thirty (30) days prior to the termination date of the existing Performance Bond. The Performance Bond must be executed by a surety company of recognized standing, authorized to do business in the State of Florida and having a resident agent.

Acknowledgement and agreement is given by both parties that the amount herein set for the Performance Bond is not intended to be nor shall be deemed to be in the nature of liquidated damages nor is it intended to limit the liability of the Contractor to the City in the event of a material breach of this Agreement by the Contractor.

- 4.02 INSURANCE:** The Contractor shall assume full responsibility and expense to obtain all necessary insurance as required by City or specified in Special Conditions.

The Contractor shall provide to the Procurement Services Division original certificates of coverage and receive notification of approval of those certificates by the City's Risk Manager prior to engaging in any activities under this contract. The Contractor's insurance is subject to the approval of the City's Risk Manager. The certificates must list the City as an ADDITIONAL INSURED for General Liability Insurance, and shall have no less than thirty (30) days written notice of cancellation or material change. Further modification of the insurance requirements may be made at the sole discretion of the City's Risk Manager if circumstances change or adequate protection of the City is not presented. Bidder, by submitting the bid, agrees to abide by such modifications.

**PART V PURCHASE ORDER AND CONTRACT TERMS:**

- 5.01 COMPLIANCE WITH SPECIFICATIONS, LATE DELIVERIES/PENALTIES:** Items offered may be tested for compliance with bid specifications. Items delivered which do not conform to bid specifications may be rejected and returned at Contractor's expense. Any violation resulting in contract termination for cause or delivery of items not conforming to specifications, or late delivery may also result in:
- Bidder's name being removed from the City's bidder's mailing list for a specified period and Bidder will not be recommended for any award during that period.
  - All City Departments being advised to refrain from doing business with the Bidder.
  - All other remedies in law or equity.
- 5.02 ACCEPTANCE, CONDITION, AND PACKAGING:** The material delivered in response to ITB award shall remain the property of the Seller until a physical inspection is made and the material accepted to the satisfaction of the City. The material must comply fully with the terms of the ITB, be of the required quality, new, and the latest model. All containers shall be suitable for storage and shipment by common carrier, and all prices shall include standard commercial packaging. The City will not accept substitutes of any kind. Any substitutes or material not meeting specifications will be returned at the Bidder's expense. Payment will be made only after City receipt and acceptance of materials or services.
- 5.03 SAFETY STANDARDS:** All manufactured items and fabricated assemblies shall comply with applicable requirements of the Occupation Safety and Health Act of 1970 as amended.
- 5.04 ASBESTOS STATEMENT:** All material supplied must be 100% asbestos free. Bidder, by virtue of bidding, certifies that if awarded any portion of the ITB the bidder will supply only material or equipment that is 100% asbestos free.
- 5.05 OTHER GOVERNMENTAL ENTITIES:** If the Bidder is awarded a contract as a result of this ITB, the bidder may, if the bidder has sufficient capacity or quantities available, provide to other governmental agencies, so requesting, the products or services awarded in accordance with the terms and conditions of the ITB and resulting contract. Prices shall be F.O.B. delivered to the requesting agency.
- 5.06 VERBAL INSTRUCTIONS PROCEDURE:** No negotiations, decisions, or actions shall be initiated or executed by the Contractor as a result of any discussions with any City employee. Only those communications which are in writing from an authorized City representative may be considered. Only written communications from Contractors, which are assigned by a person designated as authorized to bind the Contractor, will be recognized by the City as duly authorized expressions on behalf of Contractors.
- 5.07 INDEPENDENT CONTRACTOR:** The Contractor is an independent contractor under this Agreement. Personal services provided by the Proposer shall be by employees of the Contractor and subject to supervision by the Contractor, and not as officers, employees, or agents of the City. Personnel policies, tax responsibilities, social security, health insurance, employee benefits, procurement policies unless otherwise stated in this ITB, and other similar administrative procedures applicable to services rendered under this contract shall be those of the Contractor.
- 5.08 INDEMNITY/HOLD HARMLESS AGREEMENT:** Contractor shall protect and defend at Contractor's expense, counsel being subject to the City's approval, and indemnify and hold harmless the City and the City's officers, employees, volunteers, and agents from and against any and all losses, penalties, fines, damages, settlements, judgments, claims, costs, charges, expenses, or liabilities, including any award of attorney fees and any award of costs, in connection with or arising directly or indirectly out of any act or omission by the Contractor or by any officer, employee, agent, invitee, subcontractor, or sublicensee of the Contractor. Without limiting the foregoing, any and all such claims, suits, or other actions relating to personal injury, death, damage to property, defects in materials or workmanship, actual or alleged violations of any applicable statute, ordinance, administrative order, rule or regulation, or decree of any court shall be included in the indemnity hereunder.
- 5.09 TERMINATION FOR CAUSE:** If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Contractor shall violate any of the provisions of this Agreement, the City may upon written notice to the Contractor terminate the right of the Contractor to proceed under this Agreement, or with such part or parts of the Agreement as to which there has been default, and may hold the Contractor liable for any damages caused to the City by reason of such default and termination. In the event of such termination, any completed services performed by the Contractor under this Agreement shall, at the option of the City, become the City's property and the Contractor shall be entitled to receive equitable compensation for any work completed to the satisfaction of the City. The Contractor, however, shall not be relieved of liability to the City for damages sustained by the City by reason of any breach of the Agreement by the Contractor, and the City may withhold any payments to the Contractor for the purpose of setoff until such time as the amount of damages due to the City from the Contractor can be determined.
- 5.10 TERMINATION FOR CONVENIENCE:** The City reserves the right, in the City's best interest as determined by the City, to cancel any contract by giving written notice to the Contractor thirty (30) days prior to the effective date of such cancellation.
- 5.11 CANCELLATION FOR UNAPPROPRIATED FUNDS:** The obligation of the City for payment to a Contractor is limited to the availability of funds appropriated in a current fiscal period, and continuation of the contract into a subsequent fiscal period is subject to appropriation of funds, unless otherwise authorized by law.
- 5.12 RECORDS/AUDIT:** The Contractor shall maintain during the term of the contract all books of account, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract. The Contractor agrees to make available to the City Auditor or the City Auditor's designee, during normal business hours and in Broward, Miami-Dade or Palm Beach Counties, all books of account, reports, and records relating to this contract. The

Contractor shall retain all books of account, reports, and records relating to this contract for the duration of the contract and for three years after the final payment under this Agreement, until all pending audits, investigations or litigation matters relating to the contract are closed, or until expiration of the records retention period prescribed by Florida law or the records retention schedules adopted by the Division of Library and Information Services of the Florida Department of State, whichever is later.

**5.13 PERMITS, TAXES, LICENSES:** The successful Contractor shall, at his/her/its own expense, obtain all necessary permits, pay all licenses, fees and taxes, required to comply with all local ordinances, state and federal laws, rules and regulations applicable to business to be carried out under this contract.

**5.14 LAWS/ORDINANCES:** The Contractor shall observe and comply with all Federal, state, local and municipal laws, ordinances rules and regulations that would apply to this contract.

**NON-DISCRIMINATION:** The Contractor shall not, in any of its activities, including employment, discriminate against any individual on the basis of race, color, national origin, religion, creed, sex, disability, sexual orientation, gender, gender identity, gender expression, or marital status.

1. The Contractor certifies and represents that it will comply with Section 2-187, Code of Ordinances of the City of Fort Lauderdale, Florida, as amended by Ordinance C-18-33 (collectively, "Section 2-187").

2. The failure of the Contractor to comply with Section 2-187 shall be deemed to be a material breach of this Agreement, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.

3. The City may terminate this Agreement if the Contractor fails to comply with Section 2-187.

4. The City may retain all monies due or to become due until the Contractor complies with Section 2-187.

5. The Contractor may be subject to debarment or suspension proceedings. Such proceedings will be consistent with the procedures in section 2-183 of the Code of Ordinances of the City of Fort Lauderdale, Florida.

**5.15 UNUSUAL CIRCUMSTANCES:** If during a contract term where costs to the City are to remain firm or adjustments are restricted by a percentage or CPI cap, unusual circumstances that could not have been foreseen by either party of the contract occur, and those circumstances significantly affect the Contractor's cost in providing the required prior items or services, then the Contractor may request adjustments to the costs to the City to reflect the changed circumstances. The circumstances must be beyond the control of the Contractor, and the requested adjustments must be fully documented. The City may, after examination, refuse to accept the adjusted costs if they are not properly documented, increases are considered to be excessive, or decreases are considered to be insufficient. In the event the City does not wish to accept the adjusted costs and the matter cannot be resolved to the satisfaction of the City, the City will reserve the following options:

1. The contract can be canceled by the City upon giving thirty (30) days written notice to the Contractor with no penalty to the City or Contractor. The Contractor shall fill all City requirements submitted to the Contractor until the termination date contained in the notice.

2. The City requires the Contractor to continue to provide the items and services at the firm fixed (non-adjusted) cost until the termination of the contract term then in effect.

3. If the City, in its interest and in its sole opinion, determines that the Contractor in a capricious manner attempted to use this section of the contract to relieve Contractor of a legitimate obligation under the contract, and no unusual circumstances had occurred, the City reserves the right to take any and all action under law or equity. Such action shall include, but not be limited to, declaring the Contractor in default and disqualifying Contractor from receiving any business from the City for a stated period of time.

If the City does agree to adjusted costs, these adjusted costs shall not be invoiced to the City until the Contractor receives notice in writing signed by a person authorized to bind the City in such matters.

**5.16 ELIGIBILITY:** If applicable, the Contractor must first register with the Florida Department of State in accordance with Florida Statutes, prior to entering into a contract with the City.

**5.17 PATENTS AND ROYALTIES:** The Contractor, without exception, shall defend, indemnify, and hold harmless the City and the City's employees, officers, employees, volunteers, and agents from and against liability of any nature and kind, including cost and expenses for or on account of any copyrighted, patented or unpatented invention, process, or article manufactured or used in the performance of the contract, including their use by the City. If the Contractor uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the bid prices shall include any and all royalties or costs arising from the use of such design, device, or materials in any way involved in the work.

**5.18 ASSIGNMENT:** Contractor shall not transfer or assign the performance required by this ITB without the prior written consent of the City. Any award issued pursuant to this ITB, and the monies, which may become due hereunder, are not assignable except with the prior written approval of the City Commission or the City Manager or City Manager's designee, depending on original award approval.

**5.19 GOVERNING LAW; VENUE:** The Contract shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any lawsuit by either party against the other party or otherwise arising out of the Contract, and for any other legal proceeding, shall be in the courts in and for Broward County, Florida, or in the event of federal jurisdiction, in the Southern District of Florida.

**5.20 PUBLIC RECORDS:**

**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 CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT PRRCONTRACT@FORTLAUDERDALE.GOV, 954-828-5002, CITY CLERK'S OFFICE, 100 N. ANDREWS AVENUE, FORT LAUDERDALE, FLORIDA 33301.**

Contractor shall:

1. Keep and maintain public records required by the City to perform the service.
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 (2018), as may be amended or revised, or as otherwise provided by law.
3. 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 contract if the Contractor does not transfer the records to the City.
4. Upon completion of the Contract, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the 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.



**REFERENCES**

All references shall include company name, address, contact name, email and phone number, the contract value and term. A minimum of three (3) references shall be provided and none shall be the City of Fort Lauderdale.

**1. Company Name: Republic Services**

Address: **18500 north allied way Phoenix az 85054**

Contact: **Roy Svehia**

Phone # **480-627-2269**

Email: **Rsvehia@republicservices.com**

Contract Value: **25,000,000** Term: **5 years**

**2. Company Name: waste Managment**

Address: **1021 Main st Houston Tx 77002**

Contact: **John Velandia**

Phone # **713-394-2273**

Email: **jvelandia@wm.coom**

Contract Value: **7,000,000** Term: **3years**

**3. Company Name: Waste Connections**

Address: **3waterway square place The woodlands tx**

Contact: **Chris Flood**

Phone # **281-446-0239**

Email: **Christopher.flood@wasteconnections.com**

Contract Value: **3,000,000** Term: **1 Year**

**4. Company Name:**

Address:

Contact:

Phone #

Email:

Contract Value: Term:

**5. Company Name:**

Address:

Contact:

Phone #

Email:

Contract Value: Term:



**NON-COLLUSION STATEMENT:**

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

**Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.**

**NAME****RELATIONSHIPS**

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**In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.**

**CONTRACTOR'S CERTIFICATE OF COMPLIANCE WITH  
NON-DISCRIMINATION PROVISIONS OF THE CONTRACT**

The completed and signed form should be returned with the Contractor's submittal. If not provided with submittal, the Contractor must submit within three business days of City's request. Contractor may be deemed non-responsive for failure to fully comply within stated timeframes.

Pursuant to City Ordinance Sec. 2-187(c), bidders must certify compliance with the Non-Discrimination provision of the ordinance.

The Contractor shall not, in any of his/her/its activities, including employment, discriminate against any individual on the basis of race, color, national origin, religion, creed, sex, disability, sexual orientation, gender, gender identity, gender expression, or marital status.

1. The Contractor certifies and represents that he/she/it will comply with Section 2-187, Code of Ordinances of the City of Fort Lauderdale, Florida, as amended by Ordinance C-18-33 (collectively, "Section 2-187").
2. The failure of the Contractor to comply with Section 2-187 shall be deemed to be a material breach of this Agreement, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.
3. The City may terminate this Agreement if the Contractor fails to comply with Section 2-187.
4. The City may retain all monies due or to become due until the Contractor complies with Section 2-187.
5. The Contractor may be subject to debarment or suspension proceedings. Such proceedings will be consistent with the procedures in section 2-183 of the Code of Ordinances of the City of Fort Lauderdale, Florida.

**Alan Mohl**  
Authorized Signature

**Alan Mohl, CFO**  
Print Name and Title

**7/3/19**  
Date

## LOCAL BUSINESS PREFERENCE

Section 2-199.2, Code of Ordinances of the City of Fort Lauderdale, (Ordinance No. C-12-04), provides for a local business preference.

In order to be considered for a local business preference, a bidder must include the Local Business Preference Certification Statement of this bid/proposal, as applicable to the local business preference class claimed **at the time of bid submittal**.

Upon formal request of the City, based on the application of a Local Business Preference the Bidder shall, within ten (10) calendar days, submit the following documentation to the Local Business Preference Class claimed:

A) Copy of City of Fort Lauderdale current year business tax receipt, **or** Broward County current year business tax receipt, **and**

B) List of the names of all employees of the bidder and evidence of employees' residence within the geographic bounds of the City of Fort Lauderdale or Broward County, as the case may be, such as current Florida driver license, residential utility bill (water, electric, telephone, cable television), or other type of similar documentation acceptable to the City.

Failure to comply at time of bid submittal shall result in the bidder being found ineligible for the local business preference.

**THE COMPLETE LOCAL BUSINESS PREFERENCE ORDINANCE MAY BE FOUND ON THE CITY'S WEB SITE AT THE FOLLOWING LINK:**

**[https://library.municode.com/fl/fort\\_lauderdale/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTVFI\\_DIV2PR\\_S2-186LOBUPRPR](https://library.municode.com/fl/fort_lauderdale/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTVFI_DIV2PR_S2-186LOBUPRPR)**

**Definitions:** The term "Business" shall mean a person, firm, corporation or other business entity which is duly licensed and authorized to engage in a particular work in the State of Florida. Business shall be broken down into four (4) types of classes:

1. Class A Business – shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **and** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
2. Class B Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone and staffed with full-time employees within the limits of the City **or** shall maintain a staffing level of the prime contractor for the proposed work of at least fifty percent (50%) who are residents of the City.
3. Class C Business - shall mean any Business that has established and agrees to maintain a permanent place of business located in a non-residential zone **and** staffed with full-time employees within the limits of Broward County.
4. Class D Business – shall mean any Business that does not qualify as either a Class A, Class B, or Class C business.

## LOCAL BUSINESS PREFERENCE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the local business preference classification as indicated herein, and further certifies and agrees that it will re-affirm its local preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this ITB. Violation of the foregoing provision may result in contract termination.

- |     |  |   |
|-----|--|---|
| (1) | Business Name  | is a <b>Class A</b> Business as defined in City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the City of Fort Lauderdale current year Business Tax Receipt <u>and</u> a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City. |
| (2) | Business Name  | is a <b>Class B</b> Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Business Tax Receipt <u>or</u> a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.                                   |
| (3) | <b>Screen Graphics of Florida<br/>inc</b><br>Business Name | is a <b>Class C</b> Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Broward County Business Tax Receipt shall be provided within 10 calendar days of a formal request by the City.   |
| (4) | Business Name  | requests a <b>Conditional Class A</b> classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.   |
| (5) | Business Name  | requests a <b>Conditional Class B</b> classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.   |
| (6) | Business Name  | is considered a <b>Class D</b> Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186 and does not qualify for Local Preference consideration.   |

BIDDER'S COMPANY: **Screen Graphics of Florida Inc**

AUTHORIZED PERSON:	COMPANY	<b>Alan Mohl</b>	<b>CFO</b>
		PRINTED NAME	TITLE
SIGNATURE:	<b>Alan Mohl</b>	DATE:	<b>8/13/19</b>

## CONTRACT PAYMENT METHOD

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to credit card payments via MasterCard or Visa as part of this program.

This allows you as a vendor of the City of Fort Lauderdale to receive your payments fast and safely. No more waiting for checks to be printed and mailed.

In accordance with the contract, payments on this contract will be made utilizing the City's P-Card (MasterCard or Visa). Accordingly, bidders must presently have the ability to accept these credit cards or take whatever steps necessary to implement acceptance of a card before the start of the contract term, or contract award by the City.

All costs associated with the Contractor's participation in this purchasing program shall be borne by the Contractor. The City reserves the right to revise this program as necessary.

By signing below you agree with these terms.

Please indicate which credit card payment you prefer:

☐ MasterCard

☒ Visa

**Screen Graphics of Florida INC**

Company Name

**Alan Mohl**

Name (Printed)

**8/13/19**

Date

**Alan Mohl**

Signature

**CFO**

Title

**BID/PROPOSAL CERTIFICATION**

**Please Note:** If responding to this solicitation through BidSync, the electronic version of the bid response will prevail, unless a paper version is clearly marked **by the bidder** in some manner. All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the Department of State, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl>).

Company: (Legal Registration) **Screen Graphics of Florida Ink** EIN (Optional):

Address: **1801 North Andrews ave**

City: **Pompano Beach** State: **FL** Zip: **33069**

Telephone No. **800.346.4420** FAX No. Email: **Ddunn@screen-graphics.com**

Delivery: Calendar days after receipt of Purchase Order (**section 1.02 of General Conditions**): **10 days**

Total Bid Discount (**section 1.05 of General Conditions**): **Zero**

Check box if your firm qualifies for MBE / SBE / WBE (**section 1.09 of General Conditions**): ☒

**ADDENDUM ACKNOWLEDGEMENT** - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>

**VARIANCES:** If you take exception or have variances to any term, condition, specification, scope of service, or requirement in this competitive solicitation you must specify such exception or in the space provided below all variances contained on other pages within your response. Additional pages may be attached if necessary. No exceptions or variances will be deemed to be provided and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby accepted with this competitive solicitation. If you do not have variances, simply mark N/A. **If submitting your response electronically through BIDSINC you must also click the "Take Exception" button.**

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisements, and all other terms and conditions of the City of Fort Lauderdale. By submitting this signed proposal, I will accept a contract if approved by the City and its specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, that in no event shall the City's liability for respondent's exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, or amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:

**Alan Mohl**  
Name (printed)

**Alan Mohl**  
Signature

**8/13/19**  
Date:

**CFO**  
Title