

## Solicitation 206-10606

Engineering Services - Mechanical, Electrical,  
Plumbing - CCNA



City of Fort Lauderdale

## Bid 206-10606

### Engineering Services - Mechanical, Electrical, Plumbing - CCNA

Bid Number 206-10606  
Bid Title Engineering Services - Mechanical, Electrical, Plumbing - CCNA

Bid Start Date Aug 20, 2010 2:11:35 PM EDT  
Bid End Date Sep 9, 2010 2:00:00 PM EDT  
Question & Answer End Date Sep 3, 2010 5:00:00 PM EDT

Bid Contact Jim Hemphill  
Sr. Procurement Specialist  
Procurement Department  
954-828-5143  
jhemphill@fortlauderdale.gov

#### Description

The City of Fort Lauderdale is interested in entering into a continuing contract for professional services with a Mechanical / Electrical / Plumbing / Engineering firm to provide Mechanical / Electrical / Plumbing Engineering services for various City projects. Work to be accomplished under this contract will include, but not be limited to, various, but some not as yet identified, Mechanical / Electrical / Plumbing Engineering projects. This will be a continuing contract in accordance with Florida Statute 287.055(g). The initial term of the continuing contract will be for (2) years. The City reserves the right to renew the contract for One (1) subsequent one-year term based on satisfactory performance and mutual agreement. Interested firms must provide full Mechanical / Electrical / Plumbing Engineering /study activity professional services to the City using in-house staff and additional consultant services in required.

NOTE: This is a 'Paper Only' solicitation - electronic submittal via BIDSYNC.COM is not available.

***Request for Qualifications***

***RFQ #206-10606***

**ENGINEERING SERVICES - MEP  
Mechanical, Electrical, Plumbing -  
Continuing Contract  
(CCNA – Consultants’ Competitive Negotiation Act)**



***City of Fort Lauderdale***

**Issued on behalf of: THE ENGINEERING DEPARTMENT**

**Department of Procurement Services  
James T. Hemphill – Sr. Procurement Specialist  
Fort Lauderdale City Hall  
100 N. Andrews Avenue, 6<sup>th</sup> Floor  
Fort Lauderdale, Florida 33301  
Web Site Address: [www.fortlauderdale.gov/purchasing](http://www.fortlauderdale.gov/purchasing)**

**Submission Deadline**

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**Day/Date: September 9th, 2010  
Time: 2:00 PM EST  
Location/Mail Address: Fort Lauderdale City Hall  
Procurement Department  
100 N. Andrews Avenue, #619  
Fort Lauderdale, FL 33301**

Sealed written Responses shall be received by the City of Fort Lauderdale, Department of Procurement Services, no later than the date, time and at the location indicated above for receipt. Submittal of Response by fax is not acceptable. Refer to SECTION IV - SUBMITTAL REQUIREMENTS.

### **SECTION I - RFQ SCHEDULE**

Release RFQ	8/20/2010
Last day for questions	9/3/2010
PROPOSAL DUE (Prior to 2:00 PM)	September 9th, 2010
Evaluation Committee Review and Short Listing of Proposals (Estimated)	9/20/2010
Oral Interviews with Finalists and Selection of First Ranked Consultant (Estimated)	9/27/2010
City Commission for approval to negotiate with 1 <sup>st</sup> ranked consultant (estimated)	10/19/2010

**SECTION II -INTRODUCTION TO REQUEST FOR QUALIFICATIONS**

1.1. The City of Fort Lauderdale, FL ("City"), through its Department of Procurement Services invites proposals that offer to provide Engineering Services - MEP ( Mechanical / Electrical / Plumbing) Continuing Contract. These services are described in greater detail in Section III: "Scope of Services."

1.2 **TRANSACTION FEES:**

THE CITY OF FORT LAUDERDALE WILL USE BIDSYNC (www.bidsync.com) TO DISTRIBUTE AND RECEIVE BIDS AND PROPOSALS. THERE IS NO CHARGE TO VENDORS/CONTRACTORS TO REGISTER AND PARTICIPATE IN THIS SOLICITATION PROCESS.

Proposals for this solicitation are not to be uploaded and submitted electronically through Bidsync. Proposal must be submitted in a sealed envelope marked on the outside with the RFQ number to the City of Fort Lauderdale, at the address indicated in SECTIONIV - SUBMITTAL REQUIREMENTS.

1.3 **INFORMATION OR CLARIFICATION**

For information concerning procedures for responding to this RFQ, technical specifications, etc., utilize the question / answer feature provided by BIDSYNC.COM. Such contact shall be for clarification purposes only. 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). No variation in Scope or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the proposer has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required.

1.4 **Lobbyist Ordinance**

**ALL CONSULTANTS PLEASE NOTE:** Any consultant submitting a response to this solicitation is responsible for being aware of, and complying with City of Fort Lauderdale Ordinance No. 00-27, Lobbying Activities. Copies of Ordinance No. C-00-27 may be obtained from the City Clerk's Office on the 7<sup>th</sup> floor of City Hall, 100 N. Andrews Avenue, Fort Lauderdale, FL, or the ordinance may be viewed on the City's website at:

<http://www.fortlauderdale.gov/clerk/LobbyistDocs/lobbyistord1009.pdf>. Questions concerning whether you may or may not need to comply with said ordinance, please contact the City of Fort Lauderdale City Clerk's Office at 954-828-5002.

1.5 **Award of Contract(s)**

Contracts (the "Contract" or Agreement") will be awarded in accordance with Florida Statutes, by the City Commission. The City reserves the right to execute or not execute, as applicable, a contract with the Consultant(s) that is determined to be in the City's best interests. Such contract(s) will be furnished by the City and contain certain terms as are in the City's best interests. The City reserves the right to award multiple contracts if it is in the City's best interest.

1.6 **Term of Contract**

The initial contract term shall commence upon final execution of the contract by the City and shall be for a TWO (2) year period. The City reserves the right to extend the contract for ONE (1) 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.

1.7 **Unauthorized Work**

The Successful Consultant(s) shall not begin work until a City Purchase Order or Notice to Proceed or Task Order is received.

## 1.8. Instructions

Careful attention must be given to all requested items contained in this RFQ. Consultants are invited to submit responses in accordance with the requirements of this RFQ. **PLEASE READ THE ENTIRE SOLICITATION BEFORE SUBMITTING A PROPOSAL.** Consultants must provide a response to each requirement of the RFQ. Responses should be prepared in a concise manner with an emphasis on completeness and clarity. Consultant's notes, exceptions, and comments may be rendered on an attachment, provided the same format of this RFQ text is followed. All Responses shall be submitted in a sealed envelope or package with the RFQ number and opening date clearly noted on the outside of the envelope.

## 1.9. Changes / Alterations

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

## 1.10. Sub-Consultant(s)

A Sub-Consultant is an individual or firm contracted by the Consultant or Consultant's firm to assist in the performance of services required under this RFQ. A Sub-Consultant shall be paid through Consultant or Consultant's firm and not paid directly by the City. Sub-Consultants are allowed by the City in the performance of the services delineated within this RFQ. **Consultant must clearly reflect in its Proposal the major Sub-Consultant to be utilized in the performance of required services.** The City retains the right to accept or reject any Sub-Consultant proposed in the response of Successful Consultant(s) or prior to contract execution. Any and all liabilities regarding the use of a Sub-Consultant shall be borne solely by the successful consultant and insurance for each Sub-Consultant must be maintained in good standing and approved by the City throughout the duration of the Contract. Neither Successful Consultant nor any of its Sub-Consultants are considered to be employees or agents of the City. Failure to list all Sub-Consultants and provide the required information may disqualify any proposed Sub-Consultant from performing work under this RFQ.

Consultants shall include in their Responses the requested Sub-Consultant information and include all relevant information required of the Consultant. In addition, within five (5) working days after the identification of the award to the Successful Consultant(s), the Consultant shall provide a list confirming the Sub-Consultant(s) that the Successful Consultant intends to utilize in the Contract, if applicable. The list shall include, at a minimum, the name, and location of the place of business for each Sub-Consultant, the services Sub-Consultant will provide relative to any contract that may result from this RFQ, any applicable licenses, references, ownership, and other information required of Consultant.

## 1.11. Discrepancies, Errors, and Omissions

Any discrepancies, errors, or ambiguities in the RFQ or addenda (if any) should be reported in writing to the City's Department of Procurement Services. Should it be necessary, a written addendum will be incorporated to the RFQ. The City will **NOT** be responsible for any oral instructions, clarifications, or other communications.

## 1.12. Disqualification

The City reserves the right to disqualify responses before or after the submission date, upon evidence of collusion with intent to defraud or other illegal practices on the part of the Consultant. It also reserves the right to waive any immaterial defect or informality in any Responses, to reject any or all Responses in whole or in part, or to reissue a Request for Qualifications.

## 1.13. Responses/Proposal Receipt

Sealed Responses will be accepted in accordance with the schedule detailed on the cover of this RFQ. After that date and time, Responses will **not** be accepted. The Consultant shall file all documents necessary to support its Proposal and shall include them with its Proposal. Consultants shall be responsible for the actual delivery of Responses during business hours to the exact address indicated on the cover and in the RFQ.

**1.14. INSURANCE:**

The Successful Consultant(s) shall furnish to City of Fort Lauderdale, c/o Department of Procurement Services, 100 N. Andrews Avenue, #619, Fort Lauderdale, FL 33301, Certificate(s) of Insurance prior to contract execution which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

**I. COMMERCIAL GENERAL LIABILITY**

- A. Limits of Liability  
 Bodily Injury and Property  
 Combined Single Limit  
 Each Occurrence \$1,000,000  
 General Aggregate Limit \$2,000,000  
 Personal and Adv. Injury \$1,000,000  
 Products/Completed Operations \$1,000,000
- B. Endorsements Required  
 City of Fort Lauderdale included as an Additional Insured  
 Contractual Liability  
 Waiver of Subrogation  
 Premises/ Operations

**II. AUTOMOBILE BUSINESS**

- A. Limits of Liability  
 Bodily Injury and Property Damage Liability  
 Combined Single Limit  
 Any Auto  
 Including Hired, Borrowed or Non-Owned Autos  
 Any One Accident \$1,000,000
- B. Endorsements Required  
 City of Fort Lauderdale included as an Additional Insured  
 Waiver of Subrogation

**III. WORKER'S COMPENSATION**

Limits of Liability  
 Statutory-State of Florida.

**IV. PROFESSIONAL LIABILITY/ERRORS AND OMISSIONS COVERAGE**

Combined Single Limit  
 Each Occurrence \$1,000,000  
 General Aggregate Limit \$2,000,000  
 Deductible- not to exceed 10%

The City is required to be named as additional insured on General Liability. **BINDERS ARE UNACCEPTABLE.** The insurance coverage required shall include those classifications, as listed in standard liability insurance manuals, which most nearly reflect the operations of the Successful Consultant(s).

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The Company must have a Financial Size Categories (FSC) rating of no less than 'A-' as to management by the latest edition of Best's Key Rating Insurance Guide or acceptance of insurance company that holds a valid Florida Certificate of Authority issued by the State of Florida, Department of Insurance, and are members of the Florida Guarantee Fund.

Certificates will indicate no modification or change in insurance shall be made without thirty (30) days written advance notice to the certificate holder.

**1.14. INSURANCE (cont):**

**NOTE: CITY RFQ NUMBER AND/OR TITLE OF RFQ MUST APPEAR ON EACH CERTIFICATE.**

Compliance with the foregoing requirements shall not relieve the Successful Consultant(s) of his liability and obligation under this section or under any other section of this Agreement.

The Successful Consultant(s) shall be responsible for assuring that the insurance certificates required in conjunction with this Section remain in force for the duration of the project. **If insurance certificates are scheduled to expire** during the contractual period, the Successful Consultant(s) shall be responsible for submitting new or renewed insurance certificates to the City at a minimum of thirty (30) calendar days in advance of such expiration. **In the event that expired certificates are not replaced** with new or renewed certificates that cover the contractual period, the City shall:

- A) Suspend the Contract until such time as the new or renewed certificates are received by the City in the manner prescribed in the RFQ.
- B) The City may, at its sole discretion, terminate the Contract for cause and seek re-procurement damages from the Successful Consultant(s) in conjunction with the violation of the terms and conditions of the Contract.

**1.15. CONSULTANTS' COSTS**

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

**1.16 RFQ DOCUMENTS**

The consultant shall examine this RFQ carefully. The submission of a proposal shall be prima facie evidence that the consultant 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 consultant from liability and obligations under the Contract.

**1.17 BID TABULATIONS/INTENT TO AWARD**

Notice of Intent to Award Contract/Bid, resulting from the City's Formal solicitation process, requiring City Commission action, may be found at [http://www.fortlauderdale.gov/purchasing/notices\\_of\\_intent.htm](http://www.fortlauderdale.gov/purchasing/notices_of_intent.htm). Tabulations of receipt of those parties responding to a formal solicitation may be found at <http://www.fortlauderdale.gov/purchasing/bidresults.htm>, or any interested party may call the Procurement Office at 954-828-5933

**By submitting a proposal each firm is confirming that the firm has not been placed on the convicted vendors list as described in Florida Statue §287.133 (2) (a).**

**The Consultant acknowledges that they have read the above information and agrees to comply with all the above RFQ requirements.**

### **SECTION III - SCOPE OF SERVICES**

The City of Fort Lauderdale is interested in entering into a continuing contract *for* professional services with a **Mechanical / Electrical / Plumbing / Engineering** firm to provide **Mechanical / Electrical / Plumbing Engineering** services for various City projects. Work to be accomplished under this contract will include, but not be limited to, various, but some not as yet identified, **Mechanical / Electrical / Plumbing Engineering** projects. This will be a continuing contract in accordance with Florida Statute 287.055(g). The initial term of the continuing contract will be for (2) years. The City reserves the right to renew the contract for One (1) subsequent one-year term based on satisfactory performance and mutual agreement. Interested firms must provide full **Mechanical / Electrical / Plumbing Engineering** /study activity professional services to the City using in-house staff and additional consultant services in required.

The CONSULTANT shall perform design, engineering, analysis and inspection professional services which shall include, but not be limited to the following services as authorized by individual Task Orders for individual projects.

- Analysis, design development and production of construction documents for City Fire Station projects.
- Water and wastewater pumping stations and treatment plant modifications as identified in the City's CIP or similar projects as may be identified on an as-needed basis.
- Design of MEP systems in whole or part for small projects being designed by City in-house architectural staff.
- Analysis of new MEP systems and existing MEP systems conditions in City owned buildings and facilities.
- Inspection and approval of MEP construction elements performed by outside contractors.
- Pre-design MEP analysis to determine feasibility of new additions or modifications to existing buildings or facilities.
- Inspection of electrical systems and components as required by County Ordinance for 40-year old buildings and preparation of required reports.
- Energy, lighting and water usage analysis as may be required in conjunction with LEED designs and submissions.
- Commissioning services.

## **SECTION IV - SUBMITTAL REQUIREMENTS**

### **INSTRUCTIONS FOR SUBMITTING A RESPONSE**

The following information and documents are required to be provided with Consultants Response to this RFQ. The proposal should respond to all parts of the submittal requirements. Failure to do so may deem your proposal non-responsive or affect the overall evaluation score.

#### **3.1 Submission Requirements**

Proposals shall be submitted and received on or before 2:00 P.M., EDT, on date indicated in SECTION I - RFQ SCHEDULE. One (1) original and Seven (7) copies plus one (1) CD of your proposal are to be delivered to: 100 N. Andrews Avenue, #619, Fort Lauderdale, FL 33301. It is the sole responsibility of the consultant to ensure the proposals are received on or before the date and time stated, in the specified number of copies and in the format stated herein or your proposal may be rejected.

The City prefers that responses to this RFQ be no more than 50 pages (double-sided if practical), be bound in a soft cover bidder and utilize recyclable materials as much as practical. Elaborate binders are not necessary or desired.

#### **CONTENTS OF QUALIFICATION STATEMENT / SUBMITTALS: (to be indexed and submitted in the order listed)**

The selected consultant shall demonstrate a proven track record of required Engineering services for similar projects, and should demonstrate a thorough understanding of building practices, building ordinances and modern methods for building construction, alteration and repair. Consultants should demonstrate where they have successfully achieved rapid implementation of similar type projects and have a history of delivering projects on time and under budget.

**1. Table of Contents**

The table of contents should outline in sequential order the major areas of the submittal, including enclosures. All pages must be consecutively numbered and correspond to the Table of Contents.

**2. Proposal Letter / Letter of Interest**

Provide a Letter on Interest indicating the project for which the firm is applying, and your firm's commitment to the project. Provide point of contact information (name, telephone and Fax numbers, E-Mail address). Also include the Signature page and non-collusion statement in this section

**3. Qualifications of the Firm**

Respondents must submit a **Standard Form 330** and provide any other documentation that demonstrates their ability to satisfy all of the minimum qualification requirements. Indicate the firm's number of years of experience in providing the professional services as it relates specifically to the project. Indicate business structure, IE: Corp., Partnership, LLC. Firm should be registered as a legal entity in the State of Florida; Minority or Woman owned Business (if applicable); Company address, phone number, fax number, E-Mail address, web site, contact person(s), etc; Relative size of the firm, including management, technical and support staff; licenses and any other pertinent information shall be submitted. Submittals that do not contain such documentation may be deemed as non-responsive.

**4. Qualifications of the Project Team**

Respondents must submit the Consultant Qualification Statement and **Standard Form 330** for each project. List the members of the project team. Provide a list of the personnel to be used on each project and their qualifications. A brief resume including education, experience, licenses and any other pertinent information shall be included for each team member, for each project, including subconsultants to be assigned to each project. Provide any other documentation that demonstrates their ability to satisfy all of the

minimum qualification requirements. Submittals that do not contain such documentation may be deemed non-responsive.

**5. Project Manager's Experience**

Provide a comprehensive summary of the experience and qualifications of the individual(s) who will be selected to serve as the project managers for the City. Individuals MUST have a minimum of five (5) years' experience in required discipline, and have served as project manager/construction manager on similar projects on a minimum of three previous occasions.

**6. Approach to Scope of Work**

Provide in concise narrative form, your understanding of the City's needs, goals and objectives as they relate to the project, and your overall approach to accomplishing the project. Give an overview on your proposed vision, ideas and methodology.

Describe your proposed approach to the project. As part of the project approach, the firm shall propose a scheduling methodology (time line) for effectively managing and executing the work in the optimum time. Also provide information on your firm's current workload and how this project will fit into your workload. Describe available facilities, technological capabilities and other available resources you offer for the project.

**7. References**

A minimum of three references are required. Should be of projects with similar scope as indicated. Information should include:

\* Client Name, address, contact person phone number and e-mail. *NOTE: e-mail will be the primary method of contacting these references. Please be sure that you have a current and correct e-mail address for each of your references.*

\* Description of work.

\* Year the project was completed.

**8. Minority/Women (M/WBE) Participation**

If your firm is a certified minority business enterprise as defined by the Florida Small and Minority Business Assistance Act of 1985, include your certification.

If your firm is not a certified M/WBE, describe your company's previous efforts, as well as planned efforts for this project in meeting M/WBE procurement goals under Florida Statutes s287.09451

**9. Sample Insurance Certificate**

Demonstrate your firm's ability to comply with insurance requirements. Provide a previous certificate or other evidence listing the Insurance Companies names for both Professional Liability and General Liability and the dollar amounts of the coverage.

**10. Joint Ventures**

Any firm(s) involved in a joint venture in its Proposal will be evaluated individually, as each firm of the joint venture would have to stand on its own merits.

**11. Sub-Consultants**

Consultant must clearly reflect in its Proposal any Sub-Consultants proposed to be utilized along with a summary of their background and qualifications. The City retains the right to accept or reject any Sub-Consultants proposed.

## **SECTION V - EVALUATION/SELECTION PROCESS**

A Selection and Evaluation Committee consisting of design professionals and City staff will review each submission for compliance with the submission requirements of the RFQ, including verifying that each submission includes all documents required. In addition, the Committee will ascertain whether the provider is qualified to render the required services according to State regulations and the requirements of this RFQ. The consultant shall furnish the City such additional information as the City may reasonably require.

The committee will score and rank all responsive proposals and determine a minimum of three (3), firms deemed to be the most highly qualified to perform the required service, if more than three (3) proposals are responsive, to be finalists for further consideration. In the event there are less than three (3) responsive proposals, the committee will give further consideration to all responsive proposals received. The selected firms will be required to provide brief public presentations to the Committee for final recommendation ranking. The City will not be liable for any costs incurred by the consultant in connection with such presentation.

In accordance with §287.055, the Evaluation Committee shall forward their recommendation to the City Manager in rank order the response or responses of which the Evaluation Committee deems to be in the best interest of the City. The City Commission of the City of Fort Lauderdale, FL, shall be requested to authorize staff to negotiate a contract with the top ranked consultant(s). Additional negotiations may occur in accordance with Florida Statutes.

### **EVALUATION CRITERIA**

Responses shall be evaluated based upon the following criteria and weight:

<b><u>CRITERIA</u></b>	<b><u>PERCENTAGE</u></b>
<b>Qualifications of firm:</b> To include years of experience, licenses, Insurance, previous M/WBE participation efforts, other pertinent information	<b>25</b>
<b>Qualification of Project Team:</b> To include personnel used for the project, project manager, Sub Consultants, Joint ventures.	<b>25</b>
<b>Approach to Scope of Work</b>	<b>25</b>
<b>Previous Similar Projects; References</b>	<b>25</b>
<b>TOTAL</b>	<b>100 %</b>

- End -

**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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**BID/PROPOSAL SIGNATURE PAGE**

**How to submit bids/proposals:** It is preferred that bids/proposals be submitted electronically at [www.bidsync.com](http://www.bidsync.com), unless otherwise stated in the bid packet. If mailing a hard copy, it will be the sole responsibility of the Bidder to ensure that the bid reaches the City of Fort Lauderdale, City Hall, Procurement Department, Suite 619, 100 N. Andrews Avenue, Fort Lauderdale, FL 33301, prior to the bid opening date and time listed. Bids/proposals submitted by fax or email will NOT be accepted.

The below signed 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. 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.

**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.

Submitted by: \_\_\_\_\_  
(signature) (date)

Name (printed) \_\_\_\_\_ Title: \_\_\_\_\_

Company: (Legal Registration) \_\_\_\_\_

**CONTRACTOR, IF FOREIGN CORPORATION, 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/>).**

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

City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Telephone No. \_\_\_\_\_ FAX No. \_\_\_\_\_ Email: \_\_\_\_\_

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

Payment Terms (section 1.03): \_\_\_\_\_ Total Bid Discount (section 1.04): \_\_\_\_\_

Does your firm qualify for MBE or WBE status (section 1.08): MBE \_\_\_\_\_ WBE \_\_\_\_\_

**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>
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**VARIANCES:** State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. **HAVE YOU STATED ANY VARIANCES OR EXCEPTIONS BELOW? BIDDER MUST CLICK THE EXCEPTION LINK IF ANY VARIATION OR EXCEPTION IS TAKEN TO THE SPECIFICATIONS, TERMS AND CONDITIONS.** If this section does not apply to your bid, simply mark N/A in the section below.

Variances:  
\_\_\_\_\_  
\_\_\_\_\_

## Question and Answers for Bid #206-10606 - Engineering Services - Mechanical, Electrical, Plumbing - CCNA

### OVERALL BID QUESTIONS

There are no questions associated with this bid. If you would like to submit a question, please click on the "Create New Question" button below.