

# THE CITY OF TREASURE ISLAND, FLORIDA

## Invitation to Bid NO: ITB 1718-14 - June 29, 2018

### TRAFFIC SIGNS

Sealed Bids may be hand-delivered or mailed to City of Treasure Island City Hall, 120 – 108<sup>th</sup> Ave., Treasure Island, FL 33706 to the attention of the Purchasing Coordinator. All Bids, **with original signature, and one (1) additional copy** must be received **no later than Friday, AUGUST 3rd 2018 at 2:00 PM.** All bids shall be submitted on the City's official Bid Form. **All envelopes shall be clearly marked TRAFFIC SIGNS**".

Immediately thereafter, at the City of Treasure Island Public Works Conference Room, located at 152 – 108<sup>th</sup> Ave, Treasure Island, FL and immediately following the deadline for receipt of the bids, those bids received will be publicly opened and read aloud. Any Bids received after the specified date and time will not be considered. The public meeting will be held at the City of Treasure Island Public Works Conference Room, located at 152 – 108<sup>th</sup> Ave, Treasure Island, FL. Persons with disabilities requiring reasonable accommodations to participate in this proceeding/event should call (727) 547-4575, no later than seven (7) days prior to the proceeding.

Any questions should be addressed to Hal Bruce at [hbruce@mytreasureisland.org](mailto:hbruce@mytreasureisland.org) by Wednesday, July 18th, 2018 at 3:00 PM. All questions will be answered and posted on the City's website and Vendor Registry by Friday, July 20th at 3:00 PM, 2018.

Complete specifications and any additional information may be obtained from the City of Treasure Island's website at [www.mytreasureisland.org](http://www.mytreasureisland.org) and/or from the Vendor Registry.

The City of Treasure Island reserves the right to accept or reject any or all bids, to wave any bid informalities and to advertise for bids when deemed in the best interest of the City of Treasure Island.

### SECTION I

### SCOPE OF WORK

The Bidder shall provide quotes for Traffic Signs listed in the bid documents.

#### Delivery

**Bids shall include all freight costs to Treasure Island, Florida to a point(s) specified at the time the purchase order is placed.**

**Payment will only be made upon successful delivery of the specified quality and quantity of the Traffic Signs solely by the City.**

The City of Treasure Island reserves the right to accept, or reject any or all bids, to wave any bid informalities and to re-advertise for bids when deemed in the best interest of the City of Treasure Island.

**SECTION II  
GENERAL INSTRUCTIONS**

**Bid Format**

All Bids must be typewritten. Legibility, clarity, and completeness are essential. The Bid must be signed by individual(s) legally authorized to bind the Contractor.

**Submission Procedures**

One (1) copy of the Bid and one original are to be submitted in a sealed envelope to:

*Hal Bruce, Purchasing Coordinator  
City of Treasure Island  
120 108<sup>th</sup> Avenue  
Treasure Island, FL 33706*

To prevent opening by unauthorized individuals, your Bid should be identified on the envelope or wrapper as follows:

**THE CITY OF TREASURE ISLAND, FLORIDA  
TRAFFIC SIGNS**

**Invitation to Bid No. 1718-14**

**Name of Contractor:** \_\_\_\_\_

**Address of Contractor:** \_\_\_\_\_

\_\_\_\_\_

The deadline for submission of Bids is **Friday, August 3, 2018 at 2:00 PM.** Bids may not be withdrawn after the submission deadline.

**Additional Information and Specification Changes**

Request for additional information and questions should be addressed to Hal Bruce, Purchasing Coordinator, by email at [hbruce@mytreasureisland.org](mailto:hbruce@mytreasureisland.org). Questions and requests for additional information must be submitted by e-mail by **Wednesday, July 18<sup>th</sup>, 2018 at 3:00 PM.** All questions will be answered and posted on the City's website by **Friday, July 20<sup>th</sup>, 2018 at 3:00 PM.** No oral interpretations or answers will be made to any Bidder as to the meaning or specifications of the scope of this ITB. It is the further responsibility of each Bidder to determine whether any addenda have been issued to this ITB and to incorporate any such addenda into the submission of qualifications. Bidders can locate issued addenda via the "Business/Request for Bids" section of the City's website at [www.mytreasureisland.com](http://www.mytreasureisland.com) and/or Vendor Registry.

**SECTION III  
BID FORMS**

**Invitation to Bid No. 1718-14**

**City Signs**

**Bid Schedule**

<b>Sign/Item</b>	<b>Description</b>	<b>Size</b>	<b>Unit Price</b>
U-Channel	Galvanized	12'x2#	
Stop Sign	High Intensity	30x30	
Stop Sign	High Intensity	24x24	
4-Way	High Intensity	12x6	
ALL WAY	High Intensity	18x6	
Yield	High Intensity; (Stock, U-ch)	30x30	
Speed Limit (Various Speeds)	High Intensity (15mph; 20mph;25mph; 35mph)	24x30	
STRICTLY ENFORCED	Paired with Speed Limit Sign	18x24	
Disabled Parking		12x18	
Fine \$250.00 Max	EGP (Stock U-ch)	12x6	
Van Accessible		12x6	
Do Not enter	High Intensity (Stock U-ch)	30x30	
No Dogs Allowed	Custom Sign; Black and White	12x18	
Dog Dropping	Custom Sign; Black and White	12x9	
To Kingfish Dr (Left Arrow)	Custom Sign; Black and White	12x18	
City Vehicles Only	Custom Sign; Blue and White	12x18	
City Vehicle Parking Only		12x18	
Visitor Parking	Custom Sign; Green and White	12x18	
Stingray Shuffle	Custom Sign; Black and White	12x18	
Suspicious Activity Info		12x18	
Authorized Personnel Only	Custom Sign	12x12	
No Parking Police Vehicles Only	White and Red	12x18	
Police Internet Purchase Exchange	Custom Sign	18x24	
No Parking on Pavement		12x18	
No Overnight Parking	Red and White	12x18	
No vehicles beyond this point	red and white	12x18	
No Parking- (Various Versions)	Here to Corner (LA); Here to Corner (RA); This Side ; This Side of Street; Anytime; Anytime (DA); Anytime (RA); Between Signs (DA; LA; RA)	12x18	
No Parking Anytime	(LA)Left Arrow, (RA)Right Arrow,(DA)Double Arrow	18x24	

Fire Station	Yellow and black	24x18	
Slow - Children Playing	yellow and black	18x24	
No fishing from bridge or abutment	custom sign; red and white	18x24	
Save our Sea Turtles		24x18	
Strictly enforced	black and white	24x18	
No Right Turn	white and black	24x18	
Please note side street parking regulations	red and white	24x18	
No Parking This Side of Street - Special Days	Custom Sign	18x24	
No Parking This Side	RA; LA; DA	18x24	
Parallel Parking Only	white and black	12x18	
No Parking 15 min. Loading	Custom Sign	18x24	
Tennis Court Light Timer	Custom, White and blue	18x24	
Unauthorized Vehicles Prohibited On The Beach At Any Time	Custom	24x24	
Note Your Parking Space Number	White and Blue	18x24	
Parking Symbol, Pay Here In Advance, Arrow Symbol pointing down	White and Blue	18x24	
Illegal Dumping		18x24	
Employee Parking Only	LA, RA	12x18	
No Parking Fire Lane		12x18	
Overnight Parking By City Permit Only		12x18	
This Space Only	white and red	12x6	
Stop Ahead	Stop sign symbol w/Arrow above	30x30	
Commercial Vehicle Parking Prohibited	Custom	12x18	
Community Center	Blue and White	24x6	
To Cross Causeway	Green and White	36x24	
No U Turn	Symbol	24x24	
No U Turn/Left Turn	Symbol	30x30	
FDC	White and Red	18x12	
Camping Prohibited		12x6	
Employee Parking Only	In permit lot	18x12	
Employee Parking	In permit lot	18x12	
Permit Holder Parking	In permit lot	18x12	
Reduce Speed Ahead		24x30	

All Trucks; North Bound/South Bound		24x30	
No Left Turn/No Right Turn	Symbols	24x24	
Information Signs	Golf Course; Recycling Drop-off Site	18x24	
Speed Tables		30x30	
15 MPH	paired with Speed Table Sign	24x12	
Slow - Hidden Drive		24x24	
Keep Kids Alive Drive 25	Includes Kid Symbols	24x30	
Road Curves Right/Left	Symbol	30x30	
Draw Bridge Ahead		36x36	
Beach Vendor Parking Only		12x18	
Exit To Mainland		30x30	
Dogs Must Be On Leash - w/Ordinance		12x18	
Beach Access Parking On Side Streets Every day		18x24	
Public Recreation Area Hours		18x24	
Alcohol Prohibited w/Ordinance		12x18	
Reserved Picnic Area		9x12	
Public Scenic Boardwalk 6/10	Blue and White	18x24	
Slow - Deaf Child w/Symbol		18x24	
Parking For Trailers Only - No Vehicles Allowed		12x18	
Loading Zone	No parking symbol above "Loading Zone 30 Minute Limit"	12x18	
No Swimming Diving or Docking		18x24	
CTI Transient Boat Slip	Custom; White and Blue	18x24	
No Overnight Mooring		12x18	
Beach Rules	Custom sign; (4) Symbols only	48x6	
Beach Rules	Custom sign	18x24	
Beach Rules	Custom Sign	12x18	
Beach symbols; Leave no Trace	Custom sign	48x6	
Pedestrian Symbol	Diamond grade, fluorescent yellow green	30x30	
Arrow	Paired with pedestrian symbol; Diamond grade, fluorescent yellow green; LA, RA	24x12	
AHEAD	Paired with pedestrian symbol; Diamond grade, fluorescent yellow green	24x12	
Turning Vehicles - Yield to (Pedestrian symbol)	Top half diamond grade, fluorescent yellow green	30x30	
Bridge Tender Parking Only	white and black	12x18	
Do Not Block Intersection	white and black	18x24	

Beach Vegetation; Playground Timer	Custom Signs	12x9	
Dangerous currents swim at own risk	white and red	18x24	
Dangerous currents		24x24	
Idle Speed No Wake	Waterway sign	48x36	
One way	(LA); black and white	18x24	
One way	(RA); black and white	18x24	
Crime Watch TIPD		18x24	
Caution Slippery Boat Ramp	Custom Sign	12x18	
Neighborhood Boat Ramp Courtesy	Custom Sign	18x24	
Boat Ramp Regulations	Custom Sign	24x30	
Boat Ramp Closed	Custom Sign	12x18	
No fishing from bridge	Custom	12x18	
NEW	Yellow Circle sign paired with signs new to a location	24	
Right Turn Symbol, 20 MPH	Yellow and Black	48x48	
Left Turn Symbol, 20 MPH	Yellow and Black	48x48	
Left Turn Symbol, 15 MPH	Yellow and Black	30x30	
No trucks (Symbol)	black red white	30x30	
No Bike (Symbol)		24x24	
No Bike (Symbol)	black red white	30x30	
Bike (Symbol)	yellow and black; diamond	30x30	
Fire Truck (Symbol)	yellow and black; diamond	30x30	
Dead end	yellow and black; diamond	30x30	
No outlet	yellow and black; diamond	30x30	
Object Marker	Angled yellow and black lines	12x36	
Leave No Trace w/ord. number	Custom Sign	12x18	
Leave No Trace w/ord. number	Custom Sign	48x6	
NO OUTLET (RA)		36x12	
BIKE XING	yellow and black	24x30	
BIKE XING		18x24	
Right Turn Only (Words)	black and white	24x30	
Keep Right of Median (Symbol)	black and white	24x30	
<> Right Lane (bed & Ped Symbol)	black and white	24x30	
Wrong Way		24x36	
No Outlet	(RA; LA) yellow & black	36x12	
NO OUTLET		30x30	
One Way	(RA; LA) black & white	36x12	
Street Name Sign	High Intensity; Double faced; green and white	24-36"x6"	

Evacuation Route (various arrow directions)	High Intensity; blue & white	24x24	
90* Flat U-Channel Cap	with 2-3/4" bolts & lock washer	5.5"	
90* Flat Cross		5.5"	
Nuts, Bolts, Washers	Sets (2ea: SS Bolt, SS Nut, and Nylon Washer)	5/16"x2.5"	
<b>Total Price for All:</b>			<b>\$</b>

**Percentage increase years 2 through 5 if any:**

**Year 2**      **Year 3**      **Year 4**      **Year 5**  
 \_\_\_\_\_

**BID SHEET  
TRAFFIC SIGNS**

**BID-TOTAL COST FOR ALL SIGNS: YEAR ONE**    \$ \_\_\_\_\_

**YEAR TWO**    \$ \_\_\_\_\_

**YEAR THREE** \$ \_\_\_\_\_

**YEAR FOUR** \$ \_\_\_\_\_

**YEAR FIVE** \$ \_\_\_\_\_

**AVERAGE COST PER YEAR FOR ALL SIGNS**                    \$ \_\_\_\_\_

Company: \_\_\_\_\_

Street Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Print name: \_\_\_\_\_ FEIN #: \_\_\_\_\_

Date: \_\_\_\_\_

List any Exceptions to Specifications

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**QUALIFICATIONS STATEMENT**

**SUBMITTED BY:**

Official Name of Firm: \_\_\_\_\_  
Address: \_\_\_\_\_

**SUBMITTED TO:** City of Treasure Island

**SUBMITTED FOR:** No. ITB 1718-14 Traffic Signs

**BIDDER'S CONTACT INFORMATION**

Contact Person: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**AFFILIATED COMPANIES:**

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

**BIDDERS GENERAL INFORMATION**

Type of License: \_\_\_\_\_  
License Number: \_\_\_\_\_  
Years of Business under License Number: \_\_\_\_\_



If nonresident, proof of authority to do business in the State of Florida. Attach with form submission.

Primary type of work your company performs: \_\_\_\_\_

Is this organization an equal employment opportunity employer? \_\_\_\_\_

Does this organization have a written drug and alcohol policy? \_\_\_\_\_

Does this organization have a Drug-Free Workplace program pursuant to Section 287.087, Florida statutes  YES  NO If yes include Attachment in this Section

**1. BIDDERS BUSINESS REFERENCES**

Company Name: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Company Name: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

**2. CERTIFICATIONS**

CERTIFIED BY:

Disadvantage Business Enterprise: \_\_\_\_\_

Minority Business Enterprise: \_\_\_\_\_

Woman Owned Enterprise: \_\_\_\_\_

Small Business Enterprise: \_\_\_\_\_

Has any Corporate Officer, Partner, Joint Venture participant or Proprietor ever failed to complete a contract awarded to them in their name or when acting as a principal of another entity?

YES  NO

**REQUIRED ATTACHMENTS**

1. Recent Similar Orders.
2. Additional items as pertinent.

**COMPANY** \_\_\_\_\_

The undersigned, as Bidder, does declare that no other persons other than the Bidder herein named has any interest in this Bid or in the contract to be executed, and that it is made without any connection with any other person or persons making a Bid for the same articles, and it is in all respects fair and without collusion or fraud. More than one Bid received for the same work from an individual, firm, partnership, corporation or joint venture under the same name nor different names will not be considered. Reasonable grounds for believing that any Bidder, has interest in more than one Bid for the same work will cause the rejection of all Bids that the Bidder is interested. If there are reasonable grounds for believing collusion exists among Bidders, the Bids of participants will not be considered.

The undersigned further declares that he/she has carefully examined the specifications and is thoroughly familiar with their provisions and penalties. The Bidder, by signing below, accepts all of the terms and conditions of the Bid and makes all representations required by the General Conditions.

The Bidder agrees if this Bid is accepted to contract with the City of Treasure Island, Florida, in the form of contract specified, to furnish all material, equipment, machinery, tools, apparatus, means of transportation and labor necessary to provide the work in the Bid.

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
NAME (PRINT)

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**DRUG-FREE WORK PLACE CERTIFICATE**

**IDENTICAL TIE BIDS:** Pursuant to Section 287.087, Florida Statutes, preference shall be given to businesses with Drug-Free Work Place Programs. Whenever two or more bids which are equal with respect to price, quality, and service are received for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a Drug-Free Work Place Program shall be given preference in the award process. Established procedures for processing tie bids will be followed in the event that none of the tied bidders have a Drug-Free Work Place Program. In order to have a Drug-Free Work Place Program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the work place and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the work place, the company’s policy of maintaining a Drug-Free Work Place, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 of the Florida Statutes, or of any controlled substance law of the United States or any state, for a violation occurring in the work place no later than five (5) days after such conviction or plea.
- 5) Impose a sanction on, or require the satisfactory participation in, a drug abuse assistance or rehabilitation program if such is available in the employee’s community, by any employee who is so convicted or who has pled.
- 6) Make a good faith effort to continue to maintain a drug-free work place through implementation of this section.

**AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Printed Name**

## SECTION IV GENERAL CONDITIONS

To ensure acceptance, all contractors submitting Bids to the City of Treasure Island shall be governed by the following conditions, attached specifications, and Bid form(s) unless otherwise specified. Bids not submitted on the Bid form(s) provided shall be rejected, and the Bids not complying with these conditions will be subject to rejection.

1. **Interpretations.** All questions concerning the specifications or conditions shall be directed by e-mail to Hal Bruce, Purchasing Coordinator at [hbruce@mytreasureisland.com](mailto:hbruce@mytreasureisland.com) as instructed on the Request for Bid page 1. Interpretations will be posted on the City's website and on Vendor Registry. The Purchasing Coordinator shall not be responsible for any other explanation or interpretation. Only questions answered in writing will be binding. Oral and other representations, interpretations, or clarifications will be without legal effect.

2. **Bidder Representations.** It is the responsibility of each Bidder before submitting a Bid to:

i. examine and carefully study the Bid Documents, and any data and reference items identified in the Bid Documents;

ii. become familiar with and satisfy itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work;

iii. agree that at the time of submitting its Bid no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of its Bid for performance of the Work at the price Bid and within the times required, and in accordance with the other terms and conditions of the Bid Documents;

iv. promptly give the City written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder discovers in the Bid Documents and confirm that the written resolution thereof by the City is acceptable to Bidder;

v. determine that the Bid Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work; and

vi. agree that the submission of a Bid will constitute an incontrovertible representation by Bidder that Bidder has complied with every requirement of the Bid Documents, that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bid Documents and that the Contract Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions of performance of the Work.

3. **Sealed Bids.** The specifications and all executed Bid forms must be submitted in a sealed envelope. An authorized representative of the Bidder must sign all Bids. The face of the Bid envelope shall be plainly marked identifying the item(s) and the date of the Bid opening. No Bids will be accepted after closing time for receipt of Bids, nor will any offers by telephone, fax or internet E-mail be accepted.

4. **Intent of Specifications.** It is the intent of the specifications herein described a certain item(s) or service(s) to be purchased by the City of Treasure Island including all materials, equipment, machinery, tools, apparatus, and means of transportation (including freight costs) necessary to provide the item(s) or service(s).

5. **Exceptions to Specifications.** During the drafting of written specifications, a sincere effort is made to describe products and services best suited to the needs of the City; however, in order that due consideration be given in evaluating Bids, any exceptions to or deviations from the specifications as written must be noted and fully explained. The City Manager is the final authority in determining the acceptability of any exceptions to specifications.

6. **Approved Equivalent or Equals.** Any manufacturer's names, trade names, brand names, model numbers, etc. listed in the specifications are for information only, and are not intended to limit competition. The Bidder may offer any brand for which he is an authorized representative, which meets or exceeds the specifications as written. If the Bid is based on an "approved equivalent or equal" item, supportive information in the form of the manufacturer's printed literature or brochures, sketches, diagrams, and/or complete specifications must accompany the Bid. The Bidder must explain in detail the reasons why the proposed equivalent or equal will meet specifications and not be considered an exception thereto. The City of Treasure Island reserves the right to determine acceptance of proposed equivalent of equal items.

7. **Delivery.** Bid quotations shall include all freight costs to Treasure Island, Florida to a point(s) specified herein or specified at the time the purchase order is placed. No title to the item(s) ordered nor any risk of loss shall be passed to the City of Treasure Island until after receipt of delivery has been acknowledged by authorized representative of the City of Treasure Island.

8. **Mistakes.** Bidders are expected to examine the conditions, scope of work, Bid prices, extensions, and all instructions pertaining to the item(s) involved. Failure to do so will be at the Bidder's risk. The actual unit prices of Bid will govern an award.

9. **Bid Withdrawals.** A Bid may be withdrawn by an appropriate document duly executed in the same manner that a Bid must be executed and delivered to the place where Bids are to be submitted prior to the date and time for the opening of Bids. Upon receipt of such notice, the unopened Bid will be returned to the Bidder. If a Bidder wishes to modify its Bid prior to Bid opening, Bidder must withdraw its initial Bid and submit a new Bid prior to the date and time for the opening of Bids. Withdraw of a Bid will not prejudice the rights of a Bidder to submit a new Bid prior to the Bid submission deadline date and time. After expiration of the period for receiving Bids, no Bid may be modified or withdrawn.

10. **Selection of Bid.** Prior to contract award, any Bidder may be required to show that the company has the necessary facilities, equipment, ability and financial resources to perform the work specified in a satisfactory manner and within the time specified. In addition, the company must have experience in work of the same or similar nature, and can provide references, which will satisfy the City. The City may conduct such investigations as the City deems necessary to establish the responsibility, qualifications, and financial ability of Bid and any proposed subcontractors,

suppliers and individuals, or entities to perform the Work in accordance with the Contract Documents. In evaluating whether a Bidder is responsible, the City will consider the qualifications of the Bidder and may consider the qualifications and experience suppliers proposed for those portions of the Work for which the identify suppliers must be submitted as provided in the Bid Documents. The City will also consider whether the Bidder is of doubtful financial ability or fails to meet any other pertinent standard or criteria established by the City. City, at its sole discretion, may select the Bidder that it believes is appropriately qualified, responsible, and responsive.

11. **Bid Results.** The Bid price on the original sublimated Bid form shall be the price used for ranking the Bids in the bid opening.

12. **Award of Bids.** Recommendation for award of Bid are made to the City Commission based on the lowest, responsive, and most responsible Bidder meeting all conditions and requirements of the specifications. The contract awarded shall be legally binding on both parties at the time of award by the City Commission.

13. **Rejection of Bids.** The City of Treasure Island reserves the right to accept or reject any or all Bids.

14. **Identical Tie Bids.** In the event that two or more Bids are identical in price, preference shall be given to business with Drug-Free Work Place Programs. A Drug-Free Work Place Certificate is enclosed.

15. **Protests.** Bidders who do not agree with the City's recommendation for award shall be afforded the opportunity to protest the recommendation by submitting written notice to the contracting department head. Such notice shall be given to the Purchasing Coordinator Hal Bruce within five (5) working days after notice of award or of the date the petitioner could reasonably be expected to have known of the City's recommendation. The protest shall state the grounds for the protest and the action requested. Bids not meeting the minimum published requirements (including specifications and/or scope of service) are not subject to protest. The petitioner shall be furnished a copy of the written determination and recommendation.

16. **Lobbying.** Lobbying shall be prohibited in all City of Treasure Island competitive selection processes and contract awards including but not limited to, requests for qualifications, bids, or Bids or the aware of purchasing contracts of any type. The purpose of this prohibition is to protect the integrity of the procurement process by shielding it from undue influences prior to the contract award, a Bid protest being resolved, or the competitive selection process being otherwise concluded. The prospective Bidder may contact the City's main office as specified on page 1 of this Request for Bid, to address situations such as clarifications relating to the procurement process or Bidder protest.

Lobbying of evaluation committee members, city government employees, or elected officials regarding request for proposals, request for qualifications, invitations to bid, purchasing contracts, or bid protests, by the Bidder/protestor any member of the Bidder's/protestor's staff, any agent or representative of the Bidder/protestor, or any person employed by any legal entity affiliated with or representing a Bidder/protestor, is strictly prohibited from the date of the advertisement, or on a date

otherwise established by the City Commission, until either an award is final, any protest is finally resolved, or the competitive selection process is otherwise concluded. Any lobbying activities in violation of this section or on behalf of a Bidder/protestor shall result in the disqualification or rejection of the Bid, quotation, statement of qualification, bid or contract, and may lead to debarment of the Bidder or Bidder/protestor.

For purposes of this provision, lobbying shall mean influencing or attempting to influence action or non-action, and/or attempting to obtain the goodwill of persons specified herein relating to the selection, ranking, or contract award in connection with any request for Bid, request for quotation, requests for qualification, bid or purchasing contract through direct or indirect oral or written communication. The final award of a purchasing contract shall be the effective date of the purchasing contract.

Any evaluation committee member, city government employee or elected official who has been lobbied shall immediately report the lobbying activity to the City Manager.

17. **Bids From Related Parties or Multiple Bids Received From One Bidder.** Where two (2) or more related parties each submit a Bid or multiple bids are received from one (1) bidder, for any contract, such Bids shall be judged non-responsive. Related parties mean Bidders or the principles thereof, which have a direct or indirect ownership interest in another Bidder for the same contract or in which a parent company or the principles thereof of one (1) Bidder have a direct or indirect ownership interest in another Bidder for the same contract.

18. **Assignment/Subcontracting/Corporate Acquisition and/or Mergers.** The Contractor shall perform this Contract. If a Bidder intends to subcontract a portion of this work, the Bidder must disclose that intent in the Bid. No assignment or subcontracting shall be allowed without prior written consent of the City. In the event of a corporate acquisition and/or merger, the Contractor shall provide written notice to the City within thirty (30) business days of Contractor's notice of such action or upon the occurrence of said action, whichever occurs first. The right to terminate this contract, which shall not be unreasonably exercised by the City, shall include, but not be limited to, instances in which a corporate acquisition and/or merger represent a conflict of interest or are contrary to any local, state, or federal laws. Action by the City awarding a bid to a Bidder, which has disclosed its intent to assign or subcontract in its response to the ITB, without exception shall constitute approval for purposes of this Contract.

19. **Additional Requirements.** The City reserves the right to request additional goods or services relating to this Agreement from the Contractor. When approved by the City as an amendment to this Agreement and authorized in writing, the Contractor shall provide such additional requirements as may become necessary.

20. **Required Disclosure.** With its Bid submission the Bidder shall disclose all material facts pertaining to any felony conviction or any pending felony charges in the last three (3) years in this state or any other state of the United States against (i) Bidder, (ii) any business entity related to or affiliated with Bidder, or (iii) any present or former executive employee, officer, director, stockholder, partner or owner of Bidder or of any such related or affiliated entity. This disclosure shall not apply to any person or entity which is only a stockholder, which person or entity owns 20 percent or less of the outstanding shares of a Bidder whose stock is publicly owned and traded.

At its sole discretion, the City may reject any Bid the City finds to lack, or whose present or former executive employees, officers, directors, stockholders, partners or owners are found by the City to lack honesty, integrity, or moral responsibility. The discretion of the City may be exercised based on the disclosure required herein. By submitting a Bid, Bidder recognizes and accepts that the City may reject the Bid based upon the exercise of its sole discretion and Bidder waives any claim it might have for damages or other relief resulting from the rejection of its Bid based on these grounds.

21. **Public Entity Crimes.** By submitting a Bid, each Bidder is confirming that the company has not been placed in the convicted vendor list or the discriminatory vendor list as described in Sections 287.133 and 287.134, Florida Statutes.

a. A person or affiliate who has been placed on the convicted vendor list following the conviction for a public entity crime, may not submit a bid, proposal or reply on a contract to provide 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, sub-contractor, or consultant under a contract with a public entity, and may not transact business with any public entity in excess of the threshold amount as provided in Section 287.017, Florida Statutes, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.

b. A person or affiliate who has been placed on the discriminatory vendor list, may not submit a bid, proposal or reply on a contract to provide 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 a public entity, and may not transact business with any public entity for a period of 36 months from the date of being placed on the discriminatory vendor list.

22. **Tax.** The City of Treasure Island is exempt from all State and local sales tax.

23. **Payment of Invoices.** The City of Treasure Island issues checks for payment of invoices on the 1<sup>st</sup>, and 3<sup>rd</sup> Friday of every month. The signed purchase order and a correct invoice must have been received before payment can be made. All purchases are subject to availability of funds in the City's budget (see paragraph 24.).

24. **Appropriations Clause.** By submitting a Bid, the Bidder certifies that he/she understands that the City, an entity of government, is subject to the appropriation of funds by its legislative body in an amount sufficient to allow continuation of its performance in accordance with the terms and conditions of this contract for each and every fiscal year following the fiscal year in which this contract is executed and entered into and for which this contract shall remain in effect. The City shall, upon receipt of notice that sufficient funds are not available to continue its full and faithful performance of this contract, provide written notice to the consultant of such event within thirty (30) days and, be thereafter released at all further obligations in any way related to the contract.



25. **Legal Requirements.** All applicable provisions of federal, state, county, and local laws including all ordinances, rules, and regulations shall govern the development, submittal and evaluation of all Bids received in response to these specifications, and shall govern any and all claims between person(s) submitting a Bid and the City of Treasure Island, by and through its officers, employees and authorized representatives. A lack of knowledge by the Bidder concerning any of the aforementioned shall not constitute a cognizable defense against the legal effect thereof. The Bidder agrees that it will not discriminate on the basis of race, creed, color, national origin, sex, age or disability.

26. **Licenses, Registration and Certificates.** Each Bidder shall possess at the time of submitting its bid all licenses, registrations and certificates necessary to engage in the business of contracting (or special contracting if the work to be performed necessitates a particular type of specialty contractor) in the City of Treasure Island. Bidder must also possess all licenses, registrations and certificates necessary to comply with federal, state and local laws and regulations.

27. **Permits and Taxes.** The Bidder shall procure all permits (no cost), pay all charges, fees, and taxes, and give all notices necessary and incidental to the due and lawful prosecution of the work.

28. **Public Records.** By submitting a Bid, the Bidder certifies that he/she understands that the City, an entity of government, is subject to the Public Records Act and in accordance with Section 119.0701 of the Florida Statutes the Consultant may be subject to the Public Records Act. Any claim of confidentiality is waved upon submission, effective after Bid opening pursuant to Section 119.07 of the Florida Statutes. Any subsequent contract entered into between the City and the Bidder related to the scope of services outlined in this ITB shall be conditioned on the selected Bidder's compliance with the Public Records Act as provided in Section 119.0701 of the Florida Statutes.

29. **Unauthorized Aliens.** The City of Treasure Island shall consider the employment by the Bidder of unauthorized aliens a violation of Section 274A of the Immigration and Nationality Act. Such violation shall be cause for unilateral termination of this contract.

30. **Utilities.** The City of Treasure Island will not provide utilities such as water, electricity or refuse pickup unless noted in Bid documents.

31. **Termination.** A contract may be terminated in whole or in part by the City at any time and for any reason in accordance with this clause, whenever the City shall determine, in its sole discretion that such termination is in the best interests of the City. A Notice of Termination shall be effective if delivered to the Bidder at least five (5) calendar days prior to the termination date contained in the Notice. The Notice of Termination shall specify the extent to which performance shall be terminated, and the date upon which termination becomes effective. An equitable adjustment in the contract price shall be made for the completed service, but no amount shall be allowed for anticipated profit on unperformed services.

32. **Conflict of Interest.** The Bidder represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict any manner with the performance or services required hereunder. The Bidder further represents that no person having any such interest shall be employed by him/her during the agreement term and any extensions.

The Bidder shall promptly notify the City's representative, in writing, by certified mail, of all potential conflicts of interest for any prospective business association, interest, or other circumstance, which may influence or appear to influence the Contractor's judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the Bidder may undertake and request an opinion of the City as to whether the association, interest or circumstance would, in the opinion of the City, constitute a conflict of interest if entered into by the Bidder. The City agrees to notify the Bidder of its opinion, by certified mail, within thirty (30) days of receipt of notification by the Bidder.

**ANY AND ALL SPECIAL CONDITIONS AND SPECIFICATIONS ATTACHED  
HERETO WHICH VARY FROM THESE GENERAL CONDITIONS SHALL HAVE  
PRECEDENCE**

**AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT  
THIS FIRM AGREES TO COMPLY WITH AND ACCEPTS THE GENERAL  
CONDITIONS.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_