



NON-MANDATORY PRE-BID MEETING
Via Teleconference, April 9, 2020 at 10:00 AM. call 386-671-3178
WESTSIDE REGIONAL WRF BIOSOLIDS DEWATERING SYSTEM
IMPROVEMENTS
ITB No 20403

PURPOSE OF PRE-BID MEEETING:

- Introductions
- Review Solicitation Requirements
- Review Contract Requirements

INTRODUCTION:

City Staff: Joanne Flick, Purchasing Agent
Eric Smith, Project Manager
Sudham Paranjape, Engineer, Carollo Engineers
Jack Cheney, Wastewater Plant Superintendent
Marvin Owens, Water Plant Superintendent
Shannon Ponitz, Utilities Director

DISCUSSION:

1. NON-MANDATORY PRE-BID CONFERENCE for **ITB 20403, WESTSIDE REGIONAL WRF BIOSOLIDS DEWATERING SYSTEM IMPROVEMENTS.** Attendees who have not pre-registered online, please identify yourself now to be included on the registration roster.
2. SUBMIT ONE ORIGINAL BID to the Purchasing Division; 301 S. Ridgewood Ave., Room 146, Daytona Beach, FL 32114 on or before **2:00 pm. sharp on May 1, 2020.** No Proposals will be accepted after **2:00 pm.**
3. ALL QUESTIONS or requests for interpretation must be submitted in writing to Joanne Flick, at **Fax Number (386) 671-3964**, via email to purchasing@codb.us or online through the City's Bid Platform. To be given consideration, such requests should be received 10 days prior to the bid opening.

All clarifications or corrections to the solicitation documents will be accomplished by written Addendum or an On-Line Response provided to the public through the Web-Based Bid Platform. The City will attempt to advise all those currently listed as being in possession of the ITB of the issuance of an Addendum or online response.

Bidders shall take all Addenda and On-Line Responses posted on the Web Based Bid Platform into consideration before submitting their Bid and shall acknowledge receipt of same on the Bid Proposal Letter.

4. THE CITY OF DAYTONA BEACH COMMISSIONERS reserves the right to accept or reject any or all Bids.
5. BID FORMAT:
 - Fill out in ink, initial any corrections, redlines, etc. and properly execute.
 - Submit one original
 - Acknowledge receipt of any and all addenda on the Bid Proposal Form.
6. SEALED BIDS: Bidders must indicate the following on their sealed bid envelope:
 - ITB Number –20403
 - Date of Opening – May 1, 2020
 - Name of Bidder
 - Return Address of the Bidder
7. DRUG FREE WORKPLACE: The awarded firm must provide the Drug Free Workplace Form in accordance with Florida Statute 287.087, prior to Contract award.
8. MBE/WBE CONTRACT PARTICIPATION AND EMPLOYMENT: Bidders' attention is directed to the Minority and Women Owned Business Enterprise (MBE/WBE) contract participation and minority and women employment provisions of the Bid Documents contained in the Special Instructions.

Bidders are asked to make a good faith effort to achieve 10% contract participation by certified MBE/WBE subs and suppliers and to document those efforts on Attachment A, "Good Faith Effort Documentation" and to report on the results of those efforts on Attachment B, "MBE/WBE Contract Participation". Attachment A & B should be submitted with the Bid.

The State of Florida Office of Supplier Diversity maintains a searchable database of Florida Minority and Woman Owned Businesses. Bidders may utilize that database or any other public agency maintained database of certified MBEs and WBEs to locate and contact MBE/WBEs for potential participation in the Bid. The database may be accessed through the Purchasing Division webpage: <http://www.codb.us/841/purchasing> by clicking the "Minority & Women Owned Business Enterprise" link.

Employment .The city commission has established a goal of 10% employment of minorities and women (combined) in the work forces of its contractors and subcontractors.

Bidders should list the total number of employees and total number and percentage of minority and women employees working for the Bidder on Attachment C and submit that Attachment with the Bid.

Bidders should list the total number of and percentage of minority and women employees working for each subcontractor and supplier. Bidders should submit Attachment D, "Subcontractor/Supplier Employment Levels", upon issuance by the City of a Notice of Intent to Award.

9. REFERENCES: The contact person(s) listed as a reference shall be someone who has personal knowledge of the contractor's performance during the referenced project. Contact persons must have been informed that they are being used as a reference and that the City may be calling them. More than one person can be listed but all must have knowledge of the project. DO NOT list principals or officers who will not be able to answer specific questions regarding the project.
10. LOCAL PREFERENCE: Local preference is not applicable to this project
11. CITY COMMISSION has the sole authority to bind the City to the terms and conditions of a contract.
12. SUBSTANTIAL COMPLETION Time is **395 days**, Final Completion within **30 days** of Substantial Completion.
13. LIQUIDATED DAMAGES of **\$570** per day for failure to achieve Substantial Completion; **\$285** per day for failure to achieve Final Completion.
14. BOND REQUIREMENTS: 10% Bid Security. If Contract Award exceeds \$100,000, 100% Payment and Performance Bonds.
15. INSURANCE PROVISIONS: **Commercial General Liability, Auto Liability**, limits not less than \$1 million/occurrence; with general aggregate not less than \$2 million. City named as additional insured for Commercial General Liability. Statutory Workers' Compensation limits not less than \$500,000/accident. **Umbrella Liability** Insurance in the amount of \$1,000,000 per occurrence. **Builders' Risk** on an "All risk" basis,.
16. SPECIAL INSTRUCTIONS: See attached for SI 1. Minimum Construction Experience Qualifications and SI 2. Minority and Women Owned Business Enterprise Participation.

17. BID FORMS/SCHEDULE: See attached

- The Bid Proposal Letter, the Bid Schedule, and all other required Forms must be completed. All blank spaces must be filled with dark ink or via typing. All corrections and erasures must be initialed by the party submitting the Bid on behalf of the Bidder.
- This solicitation requires submittal of all unit prices the using the Bid Item Schedule Excel spreadsheet posted on the Web Based Bid Platform. The unit price will take precedence if there is a conflict between the unit prices and the extended totals,.
- The Bid may not contain qualifications or exceptions of any kinds.
- Acknowledge addenda at the proper place on the Bid Proposal Letter.

18.ADDENDA ISSUED TO DATE: See attached

Addendum 1

- Replaced forms requiring Notary with revised forms
- Fixed opening date
- Revised checklist
- Provided missing form

Addendum 2

- Answered Bidder's questions
- Scheduled 2 site visits limited to 7 vendor representatives each
 - 4/13/20, 10:00 am
 - 4/17/10, 1:00 pm

19. SCOPE DISCUSSION by Eric Smith, Project Manager.

CITY OF DAYTONA BEACH
WESTSIDE REGIONAL WRF BIOSOLIDS DEWATERING IMPROVEMENTS
ITB 20403
BID SCHEDULE

The Undersigned, hereafter called "Bidder", having visited the site of the proposed project and familiarized himself with the local conditions, nature and extent of work, and having examined carefully the Contract Form, General Conditions, Supplementary Conditions, Plans and Specifications and other Contract Documents, with the Bond requirements herein, proposes to furnish all labor, materials, equipment and other items, facilities and services for the proper execution and completion of "Biosolids Dewatering System Improvements" project at the City of Daytona Beach's Westside Regional Water Reclamation Facility in full accordance with the plans and specifications prepared in accordance with the Contract Documents, and if awarded the Contract, to complete the said work within the time limits specified for the following BASE BID.

ITEM	QTY	UNIT	DESCRIPTION	PRICE IN NUMBERS	TOTAL
1	1	LS	Construction of biosolids dewatering system improvements at the existing dewatering building including new 3 belt filter presses, associated cake conveyor system, washwater pumps, polymer blending units, all supporting concrete, structural walkways, piping, valves, supports, HVAC, electrical, instrumentation and controls. Also includes bonds and insurance, mobilization and demobilization, EPA Public Awareness standard signage and demolition of existing equipment and ancillary equipment such as odor control ducts etc. as shown on the contract drawings and specifications		\$ -
			Write Base Bid Belt Filter Press Manufacturer:		
			Write Base Bid Cake Conveyance System Manufacturer:		
			Write Base Bid Motor Control Center Manufacturer:		
2	8	MONTH	Mobile (trailer mounted) biosolids dewatering system complete with a dewatering equipment such as a belt filter press or screw press or high solids centrifuge, a sludge feed pump, polymer storage and feed equipment, washwater pump and loading conveyor to allow taking the existing dewatering operation off-line for a period of time during construction of the dewatering improvements. The plug-and-play mobile biosolids dewatering system should be capable of handling a minimum of 300 gallons per minute of waste activated sludge at 0.6% total suspended solids concentration and be able to produce a dewatered cake of minimum 14% cake solids at all times. The trailer should be equipped with all necessary electrical and instrumentation and controls and ready for hook-up. Include 100-ft long 6-inch hoses for connection to sludge, water and drain connections. Include trailer set-up, test and start-up complete with all mobilization and demobilization services.		\$
			TOTAL BASE BID IN FIGURES		\$
			TOTAL BASE BID WRITTEN IN WORDS		

SUBMITTED BY: _____
Signature

NAME TYPED: _____

COMPANY NAME: _____

PHONE: _____

EMAIL: _____

SPECIAL INSTRUCTIONS

SI 1. MINIMUM CONSTRUCTION EXPERIENCE QUALIFICATIONS. The Bid requires that the BIDDER has sufficient experience in similar construction projects. This Special Instruction sets forth certain Minimum Construction Experience Qualifications (“Minimum Qualifications”) that must be met by the BIDDER, and describes the reference information that the BIDDER must submit as part of the Bid to allow the City to confirm that these Minimum Qualifications are met. The imposition of the Minimum Qualifications stated herein will not be deemed to restrict the City’s ability to determine whether the BIDDER is “responsible” as that term is referenced in Section 30-82(8) of Chapter 30 of the City of Daytona Beach Code of Ordinances.

1. **Definition:** “Task” means Dewatering Improvements

2. **Who Must Meet the Minimum Qualifications?** The BIDDER must meet a Minimum Qualification associated with a Task listed below, if the BIDDER proposes to perform 50% or more of the Task through the BIDDERS’ own forces for the Project. A Significant Task Subcontractor must meet a Minimum Qualification associated with a Task listed below, if the BIDDER proposes to have the Subcontractor perform 50% of the Task in the course of the Project.

3. What are the Minimum Qualifications?

Dewatering Improvements: The BIDDER shall be a licensed contractor and shall have completed a minimum of two (2) projects similar in character and scope to this project with a minimum value of \$3M each. At least one (1) of the projects or the BIDDER’s portion of the project completed must have included new belt filter press installation. Contractor shall provide two (2) project examples with references that were successfully and substantially completed within 10 years of the due date of this ITB.

A project will be deemed “successful” only if: (i) the entire project, including the Task referenced, achieved final acceptance; or (ii) the Task referenced was deemed substantially complete (i.e., the Facility Owner accepted the equipment installed or other result of the Task for the Facility Owner’s beneficial use).

A project will not be deemed to be “successful” for purposes above, even if it otherwise meets the foregoing, conditions, if any of the following occurred: (i) the BIDDER was terminated from the project for cause, (ii) in association with the work listed, the BIDDER received any enforcement agency warning letters, administrative fines or penalties, or the BIDDER was required to pay damages by a court of law, for Occupational Safety and Health Administration (OSHA) violations in association with work; (iii) after project completion, the Facility Owner requested the BIDDER to provide warranty work and the BIDDER failed to provide such work to the Facility Owner’s satisfaction; or (iv) the Facility Owner or the Facility Owner’s contact person (listed below), for any other reason provides the City a negative reference regarding the BIDDER.

4. What is the BIDDER Required to Provide?

BIDDER must submit the following as part of the signed and sealed Bid. All documents are included in the Bid Proposal Letter section ("Reference Package").

A. A list of Significant Task Subcontractor(s), including the name of the person or firm.

B. A Reference Package. The Reference Package includes the title page containing the CITY contract number and title as referenced in the Invitation to Bid; the name of the CONTRACTOR, followed by References for the BIDDER.

C. Each Project contained within the Reference Package will contain a sufficient number of references to show that the Minimum Qualification is met. Two references must be provided to show that the Minimum Qualification is met.

The BIDDER is encouraged to provide a backup Contact Person in each instance in case the City is unable to reach the primary Contact Person.

5. How will the city use the Information Submitted Above?

In evaluating the Bids received, the City intends to contact each reference listed (and with respect to OSHA violations, the appropriate agencies) to verify that the Minimum Qualification was met. BIDDERS meeting the Minimum Qualification (including with respect to their Significant Task Subcontractor(s)) will be considered qualified to perform the work and their Bid considered responsive provided other material requirements of the Bid are met.

SI 2. MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE PARTICIPATION.

The Daytona Beach City Commission has established a goal of 10% MBE/WBE participation in business contracts (i.e., contractors, subcontractors, and suppliers) with the City. The goal may be adjusted on a case-by-case basis to reflect experience and the relevant availability of MBE/WBE businesses.

Bidders are asked to provide documentation of their "good faith efforts" to achieve the MBE/WBE participation goal as outlined below.

A. Definitions:

Bid means all purchases prices sought by any procurement method

Construction means the process of building, altering, repairing, improving, or demolishing any public structure, building, roadway, or other public improvements of any kind to any public real property. It does not include the routine operation, repair, or maintenance of existing structures, buildings, or real property.

Contract means all types of city agreements, regardless of what they may be called, for the purchase or disposal of supplies or services or performance of construction with the following exceptions: salaries/employee benefits, taxes, judgments, travels, dues, pensions, utilities, subscriptions, auto allowances, debt service requirements and postage. It includes contracts for a fixed price, costs, cost plus a fixed fee, or incentive contracts, contracts providing for the issuance of job or task orders, leases, letter contracts, and purchase orders.

Good faith efforts includes demonstrations and actions which show that the stated goal was pursued far beyond neutrality; indeed, was pursued intensely. Acting in a manner such that a prudent and reasonable person would conclude that the stated goal would be achieved.

Minority means Blacks, Hispanics, American Indians, Alaskan Natives, Asians, and Pacific Islanders.

Minority-Owned Business Enterprise (MBE) means a business which is certified as an MBE by the State of Florida Office of Supplier Diversity or other Florida public agency.

Services means the furnishing of labor, time, or effort by a contractor, not involving the delivery of a specific end product other than reports which are merely incidental to the required performance. This term includes professional services, but does not include employment agreements or collective bargaining agreements.

Supplies means all property, including but not limited to equipment, materials, printing, insurance, and leases, but excluding land or a permanent interest in land.

Women-Owned Business Enterprise (WBE) means a business firm which is certified as a WBE by the State of Florida Office of Supplier Diversity or other Florida public agency

B. Contract Participation Good Faith Effort Documentation

(1) Bidders are asked to document its good faith efforts to achieve the 10% contract participation goal by submitting Attachment A *with the Bid*, listing all MBEs and WBEs contacted by the Bidder with a request to submit a subcontracting/supplier quote. Attachment A should be accompanied by copies of MBE/WBE certification for each MBE/WBE subcontractor and supplier.

The State of Florida Office of Supplier Diversity maintains a searchable database of Florida Minority and Woman Owned Businesses. Bidders may utilize that database or any other public agency maintained database of certified MBEs and WBEs to locate and contact MBE/WBEs for potential participation in the Bid. The State's

database may be accessed through the Purchasing Division webpage: <http://www.codb.us/841.purchasing> by clicking the "Minority & Women Owned Businesses Registration and Searchable Database" link.

(2) Bidders are asked to submit Attachment B with the Bid, listing all MBE and WBE subcontractors and suppliers selected to be awarded subcontracts or purchase orders by the Bidder if awarded the Contract.

(3) If the Bidder is an MBE or WBE and self-performs a minimum of 10% of the work with its own forces, the 10% participation goal will be considered achieved. Bidder should submit Attachment B and the Bidder's MBE/WBE certification *with the Bid* to document Bidder's achievement of the goal.

(4) Nothing in this section shall be construed to require the award of a contract or a sub-contract to an MBE, WBE, or other purveyor of supplies, services or construction which fails to meet contract specifications or for which the bid is unreasonably priced or for which the bid is not in the best interest of the City nor is the lowest and best bid.

(5) The Successful Bidder should submit copies of MBE and WBE subcontracts and purchase orders within 15 days of receipt of the City's Notice of Intent to Award.

C. MBE/WBE Reporting During performance of the contract, the Successful Bidder will report payments made to MBE and WBE subcontractors and suppliers with each progress payment using Attachment E.

D. Minority and Women Employment

(1) *Employment* .The city commission has established a goal of 10% employment of minorities and women (combined) in the work forces of its contractors and subcontractors. The goals for minority and women employment may be adjusted on a case-by-case basis to reflect experience and availability of minorities and women with requisite skills.

(2) Bidders should list the total number of employees working for the Bidder on Attachment C and submit that Attachment with the Bid.

(3) Bidders should list the total number of and percentage of minority and women employees working for each subcontractor and supplier. Bidders should submit Attachment D, "Subcontractor/Supplier Employment Levels", upon issuance by the City of a Notice of Intent to Award.

END SPECIAL INSTRUCTIONS

REFERENCE PACKAGE

MINIMUM QUALIFICATIONS OF PROSPECTIVE BIDDER

CITY CONTRACT NUMBER: 20403

PROJECT TITLE: Westside Regional WRF Biosolids Dewatering System Improvements

TO: City of Daytona Beach Purchasing Department
Attn: Joanne Flick
301 South Ridgewood Avenue, Room 146
P.O. Box 2451 Daytona Beach, FL 32115-2451
flickjoanne@codb.us

CONTRACTOR FIRM NAME:

BUSINESS ADDRESS:

CITY, STATE, ZIP CODE:

PHONE NUMBER: _____ **FAX NUMBER:** _____

EMAIL ADDRESS: _____

LIST OF SIGNIFICANT TASK SUBCONTRACTORS

Task: Dewatering Improvements

Name of Firm(s):



THE CITY OF DAYTONA BEACH OFFICE OF THE PURCHASING AGENT

Post Office Box 2451
Daytona Beach, Florida 32115-2451

Phone (386) 671-8080
Fax (386) 671-8085

ADDENDUM NO. 2

DATE: **April 2, 2020**

PROJECT: **ITB 20403**
WESTSIDE REGIONAL WRF BIOSOLIDS DEWATERING SYSTEM IMPROVEMENTS

OPENING DATE: **May 1, 2020**

This addendum is hereby incorporated into the Bid Documents for the project referenced above. The following items are clarifications, corrections, additions, deletions and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining, deletions are indicated by ~~strike through~~.

1. Answers to Bidders' questions:

Q1: Do you have an estimated budget and start date for the Westside Regional WRF Biosolids Dewatering System Improvements project? Also, please provide the plan-holders' list.

A1: The engineer's estimate is \$3.6 million.

The anticipated start date is 8-10 weeks after bid opening, however with COVID-19 national emergency, the timeframe is continually being reevaluated.

The list of firms that opened the ITB on-line is attached.

2. Site Visits will be conducted subsequent to the teleconferenced Pre-Bid meeting with those Bidders making such request and submitting the names of attendees to the Purchasing Agent at purchasing@codb.us. Due to Social Distancing requirements, a maximum of 7 people may attend a Site Visit along with 3 City staff. The first Site Visit will be conducted on **April 13, 2020 at 10:00 AM**. Bidders shall meet and sign in at the Administration Building located at the Westside Regional WRF, 3651 LPGA Blvd., Daytona Beach. Enter the complex, proceed to Road 6, turn right onto Road 6 and the Administration Building is the first building on the left. A second Site Visit is scheduled for **April 17, 2020 at 1:00 PM**. Both Site Visits require pre-registration as described above at least 24 hours before the scheduled meeting.

All other terms and conditions remain the same.

The Bidder shall acknowledge receipt of this addendum on the Bid Proposal Form.

The City of Daytona Beach
Joanne Flick, CPPO
Purchasing Agent

Posted online at <https://www.codb/841.us>

Date Added	Company Name	Email Address
3/30/2020 13:50	Black Sands Development Group PLLC	blacksandsdg@outlook.com
3/30/2020 10:39	BLD Services. LLC	gordon@bldllc.net
4/1/2020 16:48	BLD Services. LLC	gordon@bldllc.net
3/30/2020 16:09	Crossroads Site Development LLC	crossroadsdu@aol.com
4/1/2020 18:53	Crossroads Site Development LLC	crossroadsdu@aol.com
4/1/2020 8:27	Economy Electric Company	anncarter@economyelectricco.com
4/2/2020 9:48	Economy Electric Company	anncarter@economyelectricco.com
3/31/2020 8:50	Economy Electric Company	billywigginsjr@economyelectricco.com
4/1/2020 17:22	LEADDEX CORPORATION	frank@leadexcorp.com
3/31/2020 8:55	LEADDEX CORPORATION	nelson@leadexcorp.com
4/1/2020 17:03	LEADDEX CORPORATION	nelson@leadexcorp.com
3/30/2020 9:47	Recreational Design & Construction Inc.	info@rdcdesignbuild.com
4/1/2020 16:52	Trane U.S. Inc.	jtaki@trane.com
3/30/2020 10:15	Tremor Tech	bdavison@tremortech.com



THE CITY OF DAYTONA BEACH OFFICE OF THE PURCHASING AGENT

Post Office Box 2451
Daytona Beach, Florida 32115-2451

Phone (386) 671-8080
Fax (386) 671-8085

ADDENDUM NO. 1

DATE: **April 1, 2020**

PROJECT: **ITB 20403
WESTSIDE REGIONAL WRF BIOSOLIDS DEWATERING SYSTEM
IMPROVEMENTS**

OPENING DATE: ~~April 31, 2020~~ May 1, 2020

This addendum is hereby incorporated into the Bid Documents for the project referenced above. The following items are clarifications, corrections, additions, deletions and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining, deletions are indicated by ~~striketrough~~.

1. The Bid Opening Date is hereby CHANGED from ~~April 31, 2020~~ to May 1, 2020 at 2:00 p.m.
2. The Submittal Checklist on page Bid Proposal Letter-1 is hereby REPLACED with revised Page Bid Proposal Letter-1, attached.
3. Pages Bid Proposal Letter-3, "Noncollusion Affidavit of the Prime Bidder", and Bid Proposal Letter-8, "Affidavit on Public Entity Crimes" are hereby REPLACED with modified "Noncollusion Affidavit of the Prime Bidder" and "Affidavit on Public Entity Crimes" eliminating the notary public requirement during the COVID-19 crisis to comply with on-line bidding requirements. Failure to include these and other required forms will render the Bid non-responsive and in eligible from consideration for award.
4. Page Bid Proposal Letter-19, "Minority and Women Owned Business Enterprise Officer Certification Form", attached, is hereby ADDED to the ITB.

All other terms and conditions remain the same.

The Bidder shall acknowledge receipt of this addendum on the Bid Proposal Form.

The City of Daytona Beach
Joanne Flick, CPPO
Purchasing Agent

Posted online at <https://www.codb/841.us>

SUBMITTAL CHECKLIST

The following items will be submitted with the Bid Proposal Letter. Each blank on the form will be filled out. Use NA (not applicable) rather than leaving blank.

Item(s) Required with Submittal	
	BID PROPOSAL LETTER
	BID SCHEDULE
	NONCOLLUSION AFFIDAVIT OF PRIME BIDDER
	DRUG-FREE WORKPLACE CERTIFICATION
	AFFIDAVIT ON PUBLIC ENTITY CRIMES
	MINORITY AND WOMEN OWNED BUSINESS ENTERPRISES CERTIFICATION FORM
	REFERENCE PACKAGE
	MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE OFFICER CERTIFICATION FORM
	Bid Security (10% for all construction bids)
Label the outer most package with the following: Bid Number Date of the Opening Bidder's Name and Address	
Item(s) Required after Issuance of Notice of Intent to Award	
CERTIFICATE OF INSURANCE indicating the coverages outlined in this solicitation, including naming the City as additional insured	
Contract signed by Authorized Representative of the Bidder	
Payment & Performance Bonds to be returned as instructed within 15 days after the Notice of Award is issued <i>(Bond forms acceptable to the City will be sent with Notice of Award)</i>	
Attachment E – Minority and Woman Owned Business Enterprise Usage Form with each pay application	
Voluntary MBE/WBE Reporting	
Attachment A - Good Faith Effort Documentation	
Attachment B – MBE/WBE Contract Participation	
Attachment C – Bidder Employment Levels	
Attachment D – Subcontractor/Supplier Employment Levels	
MBE/WBE Subcontracts and Purchase Orders	

NONCOLLUSION AFFIDAVIT OF PRIME BIDDER

I, _____, depose and state:

(1) I am, _____ of _____, the
Title Company

Bidder that has submitted the attached Bid;

(2) I am fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

(3) Such Bid is genuine and is not a collusive or sham Bid;

(4) Neither the said Bidder nor any of its officers, partners, owners, agent, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from Bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any Bidder, firm or person to fix the price or prices or cost element of the Bid price or the Bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Daytona Beach, FL (Local Public Agency) or any person interested in the proposed Contract;

(5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

VERIFICATION

Under penalties of perjury, I declare that I have read the foregoing Non-collusion Affidavit of Prime Bidder and that the facts stated in it are true.

Print Name

Signature

Date

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

1. This sworn statement is submitted to _____
(print name of the public entity)
by _____
(print individual's name and title)
for _____
(print name of entity submitting sworn statement)

whose business address is

and (if applicable) its Federal Employer Identification Number (FEIN) is

(If the entity has no FEIN, insert the Social Security Number of the individual signing this sworn statement above:

 2. I understand that a “public entity crime” as defined in Paragraph 287.133(l)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
 3. I understand that "convicted" or "conviction" as defined In Paragraph 287.133(l)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
 4. I understand that an “affiliate” as defined in Paragraph 287.133(l)(a), Florida Statutes means:
 - (a) A predecessor or successor of a person convicted of a public entity crime, or

- (b) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, will be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months will be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(l)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (*Indicate which statement applies.*)

_____ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (*attach a copy of the final order.*)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO

UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

VERIFICATION

Under penalties of perjury, I declare that I have read the foregoing Sworn Statement Pursuant To Section 287.133(3)(A), Florida Statutes, On Public Entity Crimes and that the facts stated in it are true.

Print Name

Signature

Date

**MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE OFFICER
CERTIFICATION FORM**

I, _____,
Name of Executive Officer
certify that _____
Name of MBE Officer

has been named Minority and Women Owned Business Enterprise Officer for

☐

Company

☐

Corporation

Date: _____

By: _____

Name Typed: _____

Title: _____

Address: _____

BID PROPOSAL LETTER-19

TASK: Dewatering Improvements

Reference No. 1

Bidder: _____

Name of Project: _____

Location of Project _____

Type of Work on Project: _____

Dates Work was performed: _____

Project Components:

Yes No

a. Belt Filter Press installation?

☐

☐

b. Contract value? \$_____

c. Provide brief description of project scope/components. _____

Work Completion:

a. Was project substantially completed no earlier than ten years from Bid Opening Date?
(Yes/No) _____

b. Did the Bidder perform at least 50% of the work described for that project? (Yes/No) _____

c. Did project achieve final acceptance? (Yes/No) _____ or, was the project deemed substantially complete and available for beneficial use by the Facility Owner? (Yes/No) _____

Summary of any OSHA safety violations or significant injuries during the course of the work: _____

Name of Facility Owner: _____

Address: _____

Primary Contact Person for Facility Owner: _____

Employed by Owner: (Yes/No) _____ **Consultant:** (Yes/No) _____

Resident Construction Engineer: (Yes/No) _____ **Project Administrator:** (Yes/No) _____

Contact Person Company Name: _____

Telephone Number: _____ **Email Address:** _____

Secondary Contact Person: _____

Company Name: _____

Telephone Number: _____ **Email Address:** _____

TASK: Dewatering Improvements

Reference No. 2

Bidder: _____

Name of Project: _____

Location of Project _____

Type of Work on Project: _____

Dates Work was performed: _____

Project Components:

Yes No

a. Belt Filter Press installation?

☐

☐

b. Contract value? _____

c. Provide brief description of project scope/components. _____

Work Completion:

a. Was project substantially completed no earlier than ten years from Bid Opening Date?
(Yes/No) _____

b. Did the Bidder perform at least 50% of the work described for that project? (Yes/No) _____

c. Did project achieve final acceptance? (Yes/No) _____ or, was the project deemed
substantially complete and available for beneficial use by the Facility Owner? (Yes/No) _____

**Summary of any OSHA safety violations or significant injuries during the course of the
work:** _____

Name of Facility Owner: _____

Address: _____

Primary Contact Person for Facility Owner: _____

Employed by Owner: (Yes/No) _____ **Consultant:** (Yes/No) _____

Resident Construction Engineer: (Yes/No) _____ **Project Administrator:** (Yes/No) _____

Contact Person Company Name: _____

Telephone Number: _____ **Email Address:** _____

Secondary Contact Person: _____

Company Name: _____

Telephone Number: _____ **Email Address:** _____

ATTACHMENT A
GOOD FAITH EFFORT DOCUMENTATION

SECTION 1: PRIME CONTRACTOR

ITB # 20403

WESTSIDE REGIONAL WRF BIOSOLIDS
DEWATERING SYSTEM IMPROVEMENTS

Bidder: _____

Bidder is MBE Yes No

Bidder is WBE Yes No

The Bidder hereby certifies that in accordance with applicable provisions of the Daytona Beach Purchasing Code, Chapter 30, Daytona Beach Code of Ordinances, a good faith effort has been made to contact the following Minority and Women Owned Business Enterprises:

SECTION 2: SUBCONTRACTORS/SUPPLIERS

Sub/Supplier Company Name	Trade/ Commodity	Check if MBE	Check if WBE	Contact Name	Contact Phone #	Date of Contact

ATTACHMENT B

MBE/WBE CONTRACT PARTICIPATION

SECTION 1: PRIME CONTRACTOR

ITB # 20403

WESTSIDE REGIONAL WRF BIOSOLIDS DEWATERING SYSTEM IMPROVEMENTS

Bidder: _____

Bidder is MBE ☐ Yes ☐ No
 Bidder is WBE ☐ Yes ☐ No

Total Bid Amount \$ _____

Value of Self-Performed Work \$ _____

Percentage of Self-performed Work % _____

Bidder will list all certified MBE/WBE subcontractors and suppliers selected by the Bidder for award of subcontracts or purchase orders if Bidder is awarded the Contract.

Sub/Supplier Company Name	Trade/Commodity	Check if MBE	Check if WBE	Award Amount	Percentage of Sub Performed Work

Submit copies of all subcontracts/PO's to MBE and WBE subcontractors and suppliers upon receipt of the Notice of Intent to Award

Use additional sheets as necessary.

ATTACHMENT C - BIDDER EMPLOYMENT LEVELS

BIDDER: _____

ITB 20403
WESTSIDE REGIONAL WRF BIOSOLIDS DEWATERING SYSTEM
IMPROVEMENTS

Bidders shall indicate the total number of full-time staff employed by the Bidder at the time of bid opening, the total number of full time women employees, and the total number of full time minority employees. Bidders will calculate the total number of minority and women employees, and the percentage of all employees who are women and minorities.

A	Total Employees:	_____
B	Total Women Employees:	_____
C	Total Minority Employees:	_____
D	Total Women & Minority Employees (B + C):	_____
E	Percentage Women Employees (B ÷ A):	_____
F	Percentage Minority Employees (C ÷ A):	_____
	Total Percentage Women & Minority Employees (D ÷ A):	_____

Prepared by:

(Signature)

Name Printed:

Title:

ATTACHMENT D - SUBCONTRACTOR/SUPPLIER EMPLOYMENT LEVELS

SUBCONTRACTOR: _____

ITB 20403

WESTSIDE REGIONAL WRF BIOSOLIDS DEWATERING SYSTEM IMPROVEMENTS

PRIME CONTRACTOR: _____

Each subcontractor and supplier with contracts or purchase orders should indicate the total number of full-time staff employed by the sub/supplier at the time of bid opening, the total number of full time women employees, and the total number of full time minority employees. Subcontractor and Suppliers will calculate the total number of minority and women employees, and the percentage of all employees who are women and minorities

A	Total Employees:	_____
B	Total Women Employees:	_____
C	Total Minority Employees:	_____
D	Total Women & Minority Employees (B + C):	_____
E	Percentage Women Employees (B ÷ A):	_____
F	Percentage Minority Employees (C ÷ A):	_____
	Total Percentage Women & Minority Employees (D ÷ A)	_____

Prepared by: _____

(Signature)

Name Printed: _____

Title: _____

Bidder shall submit Attachment D within 15 days of issuance of the Notice of Intent to Award.

**ATTACHMENT E
MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE
USAGE FORM**

Contractor shall submit this form with each application for payment, indicating the MBE and WBE subcontractors and suppliers paid under the pay application.

This report provided by _____
Firm

Representative completing form: _____
Name

Contract Number: 20403

Pay Application No. _____
Indicate if "final"

Date form completed: _____

Total funds paid under this pay application to:

MBE Firms	
Firm Name	Amount

WBE Firms	
Firm Name	Amount

Total Amount Paid MBE's this
Pay Application: \$ _____

Total Amount Paid to WBE's this
Pay Application: \$ _____