



**BROWARD COUNTY HOUSING AUTHORITY  
SOLICITATION NUMBER QR 20-289  
QUOTATION REQUEST**

**SEALCOATING, RE-STRIPING AND REPAIRS OF PARKING LOT SERVICES  
FOR OCEAN DRIVE ESTATES**

**QUOTE DATE OF ISSUE: August 10, 2020**

**QUOTE DUE DATE: August 28, 2020 at 2:00 PM, EST**

*Please check BCHA's web site for addenda and changes before submitting your quote.*

**CONTACT: TEISHA PALMER  
BROWARD COUNTY HOUSING AUTHORITY  
4780 NORTH STATE ROAD 7  
LAUDERDALE LAKES, FL 33319  
TELEPHONE: 954-739-1114, EXTENSION 1366  
E-MAIL: tpalmer@bchaf1.org**

**SEALCOATING, RE-STRIPING AND REPAIRS OF PARKING LOT SERVICES**

**1. INTRODUCTION**

The Broward County Housing Authority (herein after, "BCHA") is a Public Housing Agency established in June 1969 under the U.S. Housing Act of 1937 and Chapter 421 of the Florida Statutes and is an Independent Special District of the State of Florida.

The mission of Broward County Housing Authority, its affiliates and instrumentalities (hereinafter, jointly referred to as "BCHA") is to create, provide and increase high quality housing opportunities for Broward County residents through effective and responsive management and responsible stewardship of public and private funds.

The United States Department of Housing and Urban Development ("HUD"), a federal agency, partially funds and monitors operations of the BCHA. Nothing contained in this Quotation Request (QR) or in the contract resulting from the selection process shall be construed to create any contractual relationship between the successful Proposer and HUD.

BCHA maintains a website at <http://www.bchafl.org> with information for clients, landlords, prospective business partners, and the public at large.

**2. STATEMENT OF WORK**

The Broward County Housing Authority (BCHA) as a Public Housing Authority existing under Florida statutes, and on behalf of related instrumentalities and single asset affiliated entities are actively soliciting quotations from qualified, licensed and insured contractors to provide **Sealcoating, Re-Striping and Repairs of Parking lot Services** for Ocean Drive Estates located at 101, 105, 111 SE 9<sup>th</sup> Avenue, Pompano Beach FL 33060 in Broward County Florida, in accordance with the specifications as set forth in this QR.

**3. CONTRACTOR RESPONSIBILITIES**

**Standard Service Requirements:** Except as specifically excluded, contractor shall be responsible for providing all services, permits (if required), licenses, materials, labor, supplies, tools and equipment necessary to meet the service requirements contained within this solicitation. The awarded contractor shall be familiar with all laws and regulations that may in any way affect the work. The cost/fees for permits must be included in the contractor's price and paid for by the contractor.

- 3.1.1 The Contractor shall be responsible for obtaining any permits required.
- 3.1.2 The cost/fees for permits must be included in the contractor's price and paid for by the contractor.
- 3.1.3 Contractor will be held responsible for (but not limited to) damage to sprinkler/irrigation systems, sidewalks, power lines, parked cars, buildings, etc.

- 3.1.4 The Contractor must cordon off work area as needed for safe operation of equipment
- 3.1.5 Contractor may not leave any holes or trenches uncovered after work hours.
- 3.1.6 Contractor may not use tenants' water or electricity from the site; the contractor must contact the property manager for site water and electricity usage.
- 3.1.7 Contractor will report any ensuing damage to property directly to the Property Manager or Contact Person.
- 3.1.8 Contractor will remove any and all construction debris from BCHA sites daily. BCHA dumpsters and trash receptacles **MUST NOT** be used for this purpose.
- 3.1.9 Contractor must provide competent supervision.
- 3.1.10 Contractor must provide qualified and experienced staff to perform all work.
- 3.1.11 Contractor will perform work between the hours of 8:30AM to 5:00PM, Monday through Friday.
- 3.1.12 Contractor must furnish all tools and materials and will operate, maintain, and repair all equipment necessary to perform work required within this solicitation.
- 3.1.13 Contractor **MUST NOT** store equipment or materials at any BCHA site without permission.
- 3.1.14 Contractor will provide a work order for each location on a per service basis and have it signed by a BCHA authorized person indicating completion and satisfaction of work performed. A copy of the work order is to be left on site and a copy is to be submitted with invoices.
- 3.1.15 At least one employee of the Contractor, assigned to any BCHA site must be able to fluently speak, read and communicate in the English language or the Contractor must provide a translator for communication at the Contractor's expense.
- 3.1.16 Contractor will perform tasks specified within Scope of Work at the property locations stated in this QR.
- 3.2 **Personnel:** All employees of the contractor shall be considered to be, at all times the sole employees of the Contractor, under his sole direction and not an employee or agent of BCHA. BCHA may require the contractor to remove an employee if it deems the employee to be careless, incompetent, insubordinate or otherwise objectionable and whose continued employment on BCHA property is not in the best interest of BCHA.
- 3.4 **Employee Identification:** Contractor's personnel must be appropriately attired, courteous and conduct themselves in a professional manner consistent with Uniform Physical Condition Standard (UPCS) requirements. While working on BCHA property, all contractors' inspectors shall wear clearly displayed photo identification badges at shirt pocket height showing they are employees of the contractor. The badges shall be provided by the contractor at the contractor's expense.
- 3.5 Contractor shall be responsible for informing their personnel that under no circumstances are they permitted to accept food or drink from any tenant.
- 3.6 Smoking is **NOT** permitted in any BCHA residential unit or facility.
- 3.7 Contractor's employees must call Property Manager to check in and provide them with the following information: Company name, building name and nature of work to be performed.

- 3.8 **HUD General Conditions:** Bidders are subject to General Conditions for Construction Contracts, HUD Form 5370-EZ, at <https://www.hud.gov/sites/dfiles/OCHCO/documents/5370-EZ.pdf>
- 3.9 Contractor shall submit permit application within **7 days** of the issuance of the purchase order.
- 3.10 Contractor shall fully complete the work within **45 days** from the issuance of the permit. No grace period for the completion of the work shall be granted unless previously established and written authorization is granted by the project manager.
- 3.11 In the event that the contractor fails to complete the work within the timeframe set forth, and in compliance with the specifications and requirements contained within this solicitation, BCHA reserves the right to pursue alternate remedies which may include the termination of the contract for default.

#### **4. LICENSING AND INSURANCE INFORMATION**

- 4.1 Before a contract pursuant to this Quotation Request (QR) is executed, the apparent successful Contractor must hold all necessary, applicable professional licenses required by the State of Florida and all regulatory agencies necessary to complete the Service. The Contractor shall obtain, at the Contractor's expense, any permits, certificates and licenses as may be required in the performance of work specified. All required licenses shall remain active and valid during the entire duration of the subsequent contract. BCHA may require any or all Contractors to submit evidence of proper licensure.
- 4.2 A copy of the contractor's business license allowing the contractor to provide such services within Broward County, Florida;
- 4.3 An original certificate evidencing the contractor's current worker's compensation carrier and coverage amount. BCHA will not accept state waiver of worker's compensation insurance liability;
- 4.4 An original certificate evidencing Commercial General Liability coverage evidencing a minimum of \$1,000,000 each occurrence, general aggregate minimum limit of \$1,000,000, together with damage to premises and fire damage of \$50,000 and medical expenses any one person of \$5,000 with a deductible of not greater than \$1,000;
- 4.5 An original certificate showing the contractor's Automobile vehicle insurance coverage in a combined single limit of \$1,000,000. For every vehicle utilized during the term of this contract, when not owned by the entity, each vehicle must have evidence of vehicle insurance coverage with limits of no less than \$50,000/\$100,000 and medical pay of \$5,000 must each be furnished with the proposer's response.
- 4.6 Contractor agrees, and hereby authorizes its insurer, to notify BCHA of any substantial change in such insurance coverage described herein. Substantial change includes, but not limited to, events such as cancellation, non-renewal, reduction in coverage, or receipt of a claim against such coverage with potential recovery in excess of twenty percent (20%) of available coverage. BCHA shall be notified at least 30 days in advance of cancellation, non-renewal or adverse change;

- 4.7 The premium cost of all insurance purchased by the Contractor for protection against risks assumed by virtue of the contract shall be borne by the Contractor and is not reimbursable by BCHA;
- 4.8 BCHA reserves the right, but not the obligation, to review and revise any insurance requirements, including limits, coverages and endorsements, based upon insurance market conditions affecting the availability and affordability of coverage. Additionally, BCHA reserves the right, but not the obligation, to review and reject any insurance policies, certificates of insurance, or insurer failing to meet the criteria stated herein;

## 5. COMPLIANCE WITH LAW

While conducting business with BCHA, Proposer shall comply with all applicable Federal, State and local laws, regulations, ordinances and requirements, applicable to the work described herein including, but not limited to, those applicable laws, regulations and requirements governing equal employment opportunity strategies, subcontracting with small and minority firms, women's business enterprise, and labor surplus area firms, equal opportunity for businesses and unemployed and underemployed persons as referenced in Section 3 of The Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u ("Section 3"), the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, the Davis-Bacon Act, and shall provide for such compliance in the contract documents as required. It is the policy of BCHA that all proposers that conduct business with BCHA must be authorized and/or licensed to do business in Florida. Proposer is responsible for contacting their local city and county authorities and the State of Florida to ensure that Proposer has complied with all laws and is authorized and/or licensed to do business in Florida. All applicable fees associated therewith are the responsibility of Proposer.

5.1.1 Proposers are subject to Instructions to Offerors – Non-Construction, HUD Form 5369-B, at <https://www.hud.gov/sites/documents/5369-B.PDF>

5.1.2 Proposers are subject to General Contract Conditions – Non-Construction, HUD Form 5370-C, at [https://www.hud.gov/sites/documents/DOC\\_12588.PDF](https://www.hud.gov/sites/documents/DOC_12588.PDF)

5.1.3 Proposers are subject to 24 CFR 135, Economic Opportunities for Low- and Very Low-Income Persons commonly referred to as Section 3, at [https://www.hud.gov/sites/documents/DOC\\_12047.PDF](https://www.hud.gov/sites/documents/DOC_12047.PDF) The proposer shall be required to, as detailed therein, "to the greatest extent feasible ... provide economic opportunities to low- and very-low income persons," meaning, if the proposer must hire anyone to help with the work, he/she must submit a work plan showing how he/she will give first preference to such jobs to Section 3 persons.

5.1.4 Bidders are subject to HUD Form 52158, *Maintenance Wage Rate Determination for Routine Maintenance*, General Decision Number: FL MWRD 2019-10-FL010A, included as an attachment to this solicitation document, for work classifications of as appropriate to the work being performed. Bidder acknowledges that he/she will not pay his/her employees at rates less than detailed on the applicable Wage Rate Determination (Davis-Bacon). The contractor will be required to submit certified payrolls; the contractor must make its payroll records available to BCHA or HUD on request, and failure on the part of the contractor to comply with this requirement will be the sole responsibility of the contractor, including any ensuing penalties, court costs, or wages due its employees. **See Attachment G** for the Wage Rate Determination currently in effect. Future Wage Rate Determinations will apply and will be provided to the contractor as available

5.1.5 Bidders are subjected to Sections 287.133 and 287.135, Florida Statutes, which prohibit BCHA from contracting or renewing an agreement for goods and services with any persons convicted of a public entity crime and with companies who fail to certify that they are not on the Scrutinized Companies that Boycott Israel or that are engaged in a boycott of Israel (“the Israel List”), the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List (collectively known as the “Scrutinized Companies”) in any amount. **See Attachments D & E** that must be completed, signed and returned with the vendor’s bid.

## 6. CONTACTS

For information regarding bidding procedures, terms and conditions, technical questions regarding the commodities/services listed in this quote contact Teisha Palmer at [tpalmer@bchafl.org](mailto:tpalmer@bchafl.org). Questions may also be posted on Vendor Registry. Such contact is to be for clarification purposes only. Changes if any, to the technical specification or quote procedures will only be transmitted by written addendum acknowledge by Vendor. **The deadline to submit questions is 8/19/2020 at 2:00 p.m.**

## 7. CONTRACT SERVICE STANDARD

All work performed pursuant to this solicitation must conform and comply with all applicable federal, state, and local laws, statutes, and regulations.

## 8. CONTRACT PAYMENT

8.1 Following the performance of work, the contractor will submit an invoice to Accounts Payable Department, Broward County Housing Authority, 4780 N. State Road 7, Lauderdale Lakes, Florida, 33319 or by email at [payments@bchafl.org](mailto:payments@bchafl.org).

- 8.2 Contractor's invoices shall reflect the prices established for the items on this Contract for all orders placed by BCHA even though the Contract number and/or correct prices may not be referenced on each order. Only properly submitted invoices will be officially processed for payment. Invoices submitted without required information will be returned for entry of the missing information and will not be paid until properly completed.
- 8.3 All invoices must be itemized showing contractor's name, remit to address, purchase order number, service location, site name and prices per the contract, itemized in order to facilitate contract auditing.
- 8.4 Each invoice must detail the service and location at which performed, accompanied by a copy of the work order signed by the BCHA Contact Person indicating satisfactory completion of work.
- 8.5 BCHA will pay the properly completed and authorized invoice within thirty (30) days of receipt. BCHA will pay invoices by check or ACH transfer.
- 8.6 All checks will be mailed.

## 9. SCOPE OF WORK

### 9.1 General Requirements

The Broward County Housing Authority (BCHA) is actively soliciting proposals from qualified, experienced, licensed and insured contractors to provide sealcoating, re-striping and parking lot repair services at its sites at 101, 105, 111 SE 9<sup>th</sup> Avenue, Pompano Beach FL 33060 locations in Broward County Florida. Prices quoted shall include all labor, materials, permits and any costs associated with repairing the parking lots for above mentioned property. *All work shall meet the latest requirements of the South Florida Building Code, as well as adhering to all state, county and municipal codes, guidelines and regulations.*

Sealcoating Area - Approx. 8,000 Square Feet

**The following is a summary of the Scope of Work and does not contain every nuance of the job for sealcoating, restriping and repairs of Ocean Drive Estates parking lots. The Contractor will be required to perform all work and furnish all labor, equipment, materials and permits, including, but not limited to, the following:**

- Sealcoat all areas of the driveways and parking spaces on the property measuring approximately 8,000 square feet. It is the contractor's responsibility to accurately measure the property.

- Include 50 square feet of asphalt removal and replacement, to match existing, in the total bid.
- Re-stripping with DOT traffic paint (must be 4' wide machine spray painted) and configurations of all areas that are seal coated, back to the exact way as before.
- DOT traffic paint must be submitted and approved before applying.
- Paint all car stops to match existing color and include all existing numbers and letters.
- Protect the surrounding area including sidewalks and vegetation. The contractor shall maintain a safe work area.
- Remove vegetation from any cracks and along the edge of asphalt surface and apply a total vegetation control herbicide at specified label rates for control under asphalt surfaces.
- Thoroughly clean asphalt with a high-power blower with air speeds equal or exceeding 200mph and mechanically or hand wire broom as necessary.
- Prep any oil, gas or diesel spots with a suitable primer compatible with sealcoating product.
- Sealcoat two applications with a Coal Tar Pitch Emulsion (CTPE) sealer that meets or exceeds RP 355e and ASTM D5727 specifications and standards. Include CTPE sealer specifications.
- Although Coal Tar Pitch Emulsion is specified in the above scope of work, sealcoating products of comparable quality and durability without the toxicity of CTPE products may be acceptable for this job quote. Please specify this product change in your quote.
- Seal cracks with a product that is suitable for crack size and also compatible with sealcoating product within the parking areas and driveways.
- All material shall be equal to or better than the existing quality.
- Contractor will be responsible for removal and disposal of all construction debris daily.
- Contractor will be responsible for the safety of the public and vehicles while performing work.
- Contractor will be responsible for keeping work area safe and secure from the general public.
- Contractor shall provide all warranty information upon completion of project.
- Cleaning or maintenance performed on the job site of equipment used during the completion of any job must be done in a manner as to prevent runoff, and possible contamination of soil or drainage areas, waterways and estuaries.
- Owner has the right to stop or reschedule work due to the weather.
- Contractor will be responsible for visiting site to determine preparation, materials, labor, and equipment required for completing quotation document.
- Contractor will be responsible for damage to utilities and manmade structures.
- Contractor shall include all required permits and follow all applicable city, county, state and federal codes and regulations, as well as proper safety requirements.



**Or Approved Equal Specifications**

- a) Any and all references to brand names and numbers in this solicitation are strictly for the purpose of describing the standard of quality, performance and characteristics desired and is not intended to limit or restrict competition, unless otherwise specified.
- b) All offers on equivalent items meeting the standards of quality thereby indicated will be considered, unless otherwise specified, providing the offer clearly describes the article being offered and states how it differs from the referenced brands. Unless the contractor specifies otherwise, it shall be understood by BCHA that the contractor is offering a referenced brand item as specified in the solicitation.
- c) If items requested have quality guidelines of brand name or equal; the items offered must be equal to or better than the brands or model numbers specified as determined by BCHA.
- d) BCHA will determine whether a substitute offer is equivalent to and whether it meets the standards of quality indicated by the brand name referenced. Substantially equivalent products to those referenced may be considered for award.
- e) "Or Equal" submissions will not be rejected because of minor differences in design, construction or features that do not affect the suitability of the product for its intended use.

**10 SOLICITATION BACKGROUND AND ANTICIPATED SCHEDULE**

- 10.1 BCHA is seeking to obtain quotations from firms qualified to perform services as described within the Scope of Work at location stated above.
- 10.2 This solicitation is subject to the BCHA Procurement Policy, as revised April 21, 2020, and available on BCHA's website link at <https://bchafl.org/wp-content/uploads/2018/08/BCHA-Procurement-Policy-2020-04-21-1.pdf>. A copy of BCHA's Procurement Policy will also be provided upon request.

Every effort will be made to maintain this schedule. However, all dates are subject to change if it is deemed to be in the best interest of BCHA.

Anticipated Solicitation Schedule Event	Date (and Time)
QR Published to BCHA Website/ Vendor Registry & DemandStar	August 10, 2020
Site Visits	August 13, 2020 10:00 AM. EST
Deadline for Receipt of Questions via E-Mail	August 19, 2020, 2:00 PM EST
Date of Addendum for Response to Questions	August 21, 2020
Deadline for Bid Submissions	August 28, 2020, 2:00 P.M. EST

**11 SITE VISIT**

It is highly recommended that proposers visit the project site. BCHA will not be held responsible for incorrect fee proposals due to contractor's misunderstanding of

requirements, measurements, and services required. BCHA staff will only be available to show the site at the date and time stated below. The wearing of mask and social distancing should be observed while at the site visit.

Should bidder not visit site, BCHA will not be held responsible for incorrect fee bids due to contractor's misunderstanding of requirements, size and services required at the site.

Location	Date & Time	Site Contact
<ul style="list-style-type: none"> <li>• Ocean Drive Estates 101,105,111 SE 9<sup>th</sup> Avenue, Pompano Beach FL 33060</li> </ul>	<p>August 13, 2020 @ 10:00 A.M.</p>	<p>Bill Sipala (Construction Manager.) Tel: 954-739-1114 ext. 1310.</p>

**12 BID SUBMISSION:**

Bid submission should include **pages 1 through 12 and Attachments A, B, C, D and E** of this solicitation. **Do not submit Attachments F, G, H and I.** All required sections should be completed. Bidder is responsible for the completeness of all forms and the submission of the required documents.

Bids may be submitted electronically through Vendor Registry at [www.vendorregistry.com](http://www.vendorregistry.com). See Attachment H regarding instructions on electronic bid submission, or bids may be mailed to Broward County Housing Authority at 4780 N. State Road 7 Lauderdale Lakes FL 33319.

For electronic bid submission, contractor **must** first be a registered vendor with BCHA by visiting the BCHA website at [www.bchafl.org](http://www.bchafl.org), or by selecting the link below directly: <https://vrapp.vendorregistry.com/Bids/View/BidsList?buyerId=fa7c46a4-0264-4ed8-a964-aa745868d2ca>. See Attachment I for instruction on how to register as a vendor.

**13 BID EVALUATION DOCUMENTATION AND MEETING:**

In order to verify that the bidder has adequately incorporated all elements of the work and the requirements of the contract documents in its bid prices, the bidder shall, upon request of the owner, promptly make available for the owner's review a complete itemization and breakdown of its total bid amount, a description of the bidder's understanding of the work, and a proposed schedule. Prior to award, upon request of the owner, the bidder and proposed subcontractors and suppliers shall attend a bid evaluation meeting with the owner, and shall bring to the meeting any documents requested by the owner to assist the owner in evaluating the bid and the bidder's understanding of the project. In the event the bidder refuses to provide the requested information or attend the bid evaluation meeting, the owner may reject the bid as non-responsive.

**14 PROPOSED FEES**

All prices submitted are to be on the form below.

- A. Instructions: Please indicate the cost.
- B. Price shall include all labor, materials, equipment, permits and associated costs.
- C. Schedule of value and time schedule may be requested prior to award.

DESCRIPTION	Total Price
<ul style="list-style-type: none"> <li>• Ocean Drive Estates: Sealcoating, Re-striping &amp; include 50 SF of Parking Lot Repairs;</li> </ul> <p>All labor, material, equipment, permits and associated costs as per the Scope of Work.</p>	<p>\$ _____</p> <p><b>Lump Sum</b></p>

**TOTAL**      \$ \_\_\_\_\_  
**Lump Sum**

**Optional Items**

DESCRIPTION	Total Price
<ul style="list-style-type: none"> <li>• Provide price for additional Asphalt Removal and Replacement to match existing:</li> </ul>	<p>\$ _____/Per Sq.Ft.</p>
<ul style="list-style-type: none"> <li>• Provide price for additional Concrete Bumper Stops to match existing:</li> </ul>	<p>\$ _____/EACH</p>

By completing and submitting this form and all other documents within this bid submission, the undersigned proposer hereby certifies and understands that:

1. He/she is verifying that all information provided herein is, to the best of his/her knowledge, true and accurate, and that if BCHA discovers that any information entered herein to be false, such shall entitle BCHA to not consider or make award of to cancel any award with the undersigned party.
2. He/she is agreeing to abide by all terms and conditions pertaining to this solicitation document as issued by BCHA including an agreement to execute a contract form.

3. He/she has the ability to sign and bind the firm or company to the services to be performed within the fees proposed.

Signature	
Title	
Date Signed	
Printed Name	
Firm or Company	
Telephone #	

**Service:**

Service is required within the time framed specified in Section 3.9 and 3.10 above. Failure of the Contractor to meet any of the time frames identified may be deemed as non-responsive.

**BROWARD COUNTY HOUSING AUTHORITY  
SOLICITATION NUMBER QR 20-289  
REQUEST FOR QUOTATION  
SEALCOATING, RE-STRIPING AND REPAIRS OF PARKING LOT SERVICES FOR  
OCEAN DRIVE ESTATES**

**PROFILE OF FIRM FORM – ATTACHMENT A**

**1. Proposer Information**

Name of Firm	
Address	
City, State, Zip	
Telephone	
Fax	
E-Mail Address	
Year Established	
Year Established in Florida	
Former Names (if applicable)	
Parent Company and Date Acquired (if applicable)	

2. Complete and attach IRS Form W-9, found at <http://www.irs.gov/pub/irs-pdf/fw9.pdf> . This completed form should be submitted with the proposal, or must be submitted within three (3) working days of the BCHA's request.
3. Debarred Statement: Has the firm or any principal(s) ever been debarred from providing any services to the federal government, any state government, or any local government agency?  
 Yes     No  
 If yes, please attach a full detailed explanation, including dates, circumstances and current status.
4. Disclosure Statement: Does this firm or any principal(s) have any current, past personal or professional relationship with any Commissioner or Officer of BCHA?  
 Yes     No  
 If yes, please attach a full detailed explanation, including dates, circumstances and current status.
5. This business is owned and operated by persons at least 51% of the following ethnic background:  
 Asian/Pacific  / Black  /Hasidic Jew  /Hispanic  /Native  Americans /White
6. This business qualifies as: Section 3 / Small Business / Woman Owned
7. Non-Collusive Affidavit: The undersigned party submitting this proposal hereby certifies that such proposal is genuine and not collusive and that said proposer entity has not colluded, conspired, connived or agreed, directly or indirectly, with any proposer or person, to put in a sham proposal or to refrain from proposing, and has not in any manner, directly or indirectly sought by agreement or collusion, or communication or conference, with any person, to fix the proposal fee of affiant or of any other proposer, to fix overhead, profit, or cost element of said proposal

fee, or that of any other proposer or to secure any advantage against BCHA or any person interested in the proposed contract; and that all statements in said proposal are true.

**8. Licensing and Insurance Information**

Business License Jurisdiction, Number, and Expiration Date	
Worker's Comp Carrier, Policy Number, and Expiration Date	
General Liability Carrier, Policy Number, and Expiration Date	
Professional Liability Carrier, Policy Number, and Expiration Date	<b>NOT APPLICABLE ( N/A)</b>
Vehicle Insurance Carrier, Policy Number, and Expiration Date	

9. Copies of license and insurance certificates should be submitted with the proposal, or must be submitted within three (3) working days of the BCHA's request.

10. Verification Statement: The undersigned proposer hereby states that by completing and submitting this form he/she is verifying that all information provided herein is, to the best of his/her knowledge, true and accurate, and agrees that if BCHA discovers that any information entered herein to be false, such shall entitle BCHA to not consider or make award of to cancel any award with the undersigned party.

Signature	
Title	
Date Signed	
Printed Name	
Firm or Company	

**BROWARD COUNTY HOUSING AUTHORITY  
SOLICITATION NUMBER QR 20-289  
REQUEST FOR QUOTATION  
SEALCOATING, RE-STRIPING AND REPAIRS OF PARKING LOT SERVICES FOR  
OCEAN DRIVE ESTATES**

**PROPOSED SERVICES – ATTACHMENT B**

Instructions: Complete this form by indicating the appropriate response or by indicating "N/A" if not applicable. Attach additional sheets if necessary.

1. Describe the methodology, equipment, and supplies to be utilized to perform services as described in the Scope of Work section.

2. Describe the experience of the company and staff expected to be assigned to this contract.

**BROWARD COUNTY HOUSING AUTHORITY  
SOLICITATION NUMBER QR 20-289  
SEALCOATING, RE-STRIPING AND REPAIRS OF PARKING LOT SERVICES FOR  
OCEAN DRIVE ESTATES**

**CLIENT REFERENCES – ATTACHMENT C**

**Instructions: Complete this form by indicating the appropriate response or by indicating “N/A” if not applicable.  
List at least three (3) clients for whom similar services are being performed currently or within the past two (2) years.  
Attach additional sheets if necessary. Failure to list previous experience and/or poor references may result in rejection of your bid.**

Name and Address	Services Performed	Contact Person	Contact Phone	Current or Past Client?





**SWORN STATEMENT UNDER SECTION 287.133 (3) (A), FLORIDA STATUTES ON PUBLIC ENTITY CRIMES**

(To be signed in the presence of notary public or other officer authorized to administer oaths.)

Before me, the undersigned authority, personally appeared \_\_\_\_\_ who, being by me first duly sworn, made the following statement:

1. The business address of  
(name of Offeror or business) is.
  
2. My relationship to \_\_\_\_\_  
(name of Offeror or business) is \_\_\_\_\_ (Relationship such as sole proprietor, partner, president, vice president).
  
3. I understand that a public entity crime as defined in Section 287.133 of the Florida Statutes includes 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 in Florida or with an agency political subdivision of any state or with the United States, including, but not limited to, any proposal or contract for goods or services to be provided to any public entity or such an agency or political subdivision and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy or material misrepresentation.
  
4. I understand that “convicted” or “conviction” is defined by the Florida Statutes to mean a finding of guilt or 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 jury verdict, non-jury trial, or entry of a plea of guilt or no contest.
  
5. I understand that “affiliate” is defined by the Florida Statutes to mean (1) a predecessor or successor of a person or a corporation convicted of a public entity crime or (2) an entity under the control of any natural person who is active in management of the entity and who has been convicted of a public entity crime, or (3) those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate, or (4) a person or corporation who knowingly entered into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months.

**ATTACHMENT D**

- 6. Neither the Offeror or contractor, nor any officer, director, executive, partner, shareholder, employee, member or agent who is active in the management of the Offeror or contractor, nor any affiliate of the Offeror or contractor has been convicted of a public entity crime subsequent to July 1, 1989. (Draw a line through paragraph 6 if paragraph 7 below applies.)
  
- 7. There has been a conviction of a public entity crime by the Offeror or contractor, or an officer, director, executive, partner, shareholder, employee, member or agent of the Offeror or contractor who is active in the management of the Offeror or contractor or an affiliate of the Offeror or contractor. A determination has been made pursuant to Section 287.133 (3) by order of the Division of Administrative Hearings that it is not in the public interest for the name of the convicted person or affiliate to appear on the convicted vendor list. The name of the convicted or affiliate is \_\_\_\_\_ a copy of the order of the Division of Administrative Hearings is attached to this statement. (Draw a line through paragraph 7 if paragraph 6 above applies.)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print name)

State of Florida  
County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_\_, by \_\_\_\_\_ who is personally known to me or who  
has produced \_\_\_\_\_ as identification and who did take an  
oath.

WITNESS my hand  
and official seal.

NOTARY PUBLIC

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF FLORIDA

SEAL OF OFFICE:

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



**CERTIFICATION PURSUANT TO FLORIDA  
STATUTE § 287.135**

I, \_\_\_\_\_, on behalf of \_\_\_\_\_,  
Print Name and Title Company Name

certify that \_\_\_\_\_ does not:  
Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The BCHA shall provide notice, in writing, to the Contractor of the BCHA's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the BCHA's determination of false certification was made in error then the BCHA shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the BCHA from:

- 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the

## ATTACHMENT E

company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and

2) Contracting with companies, for goods or services over \$1,000,000.00 that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the BCHA for goods or services may be terminated at the option of the BCHA if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

---

COMPANY NAME

---

SIGNATURE

---

PRINT NAME

---

TITLE

**Must be executed and returned with attached proposal to be considered.**



**ATTACHMENT G**

<b>Maintenance Wage Rate Determination</b>	<b>U.S. Department of Housing and Urban Development Office of Labor Relations</b>	<b>HUD FORM 52158 (04/2005)</b>
Agency Name: <b>BROWARD COUNTY HOUSING AUTHORITY</b>	LR 2000 Agency ID No: <b>FL010A</b>	Wage Decision Type: <input checked="" type="checkbox"/> <b>Routine Maintenance</b> <input type="checkbox"/> <b>Nonroutine Maintenance</b>
	Effective Date: <b>10/01/2019</b>	Expiration Date: <b>09/30/2021</b>
<p>The following wage rate determination is made pursuant to Section 12(a) of the U.S. Housing Act of 1937, as amended, (public housing agencies), or pursuant to Section 104(b) of the Native American Housing Assistance and Self-determination Act of 1996, as amended, (Indian housing agencies). The agency and its contractors may pay to maintenance laborers and mechanics no less than the wage rate(s) indicated for the type of work they actually perform.</p> <p><b>Steven A. Bales</b> /s/ <i>Steven A. Bales</i>  <b>Labor Relations Specialist</b>          HUD Labor Relations          (Name, Title, Signature)</p> <p align="right"><b>08/01/2019</b> Date</p>		
<b>WORK CLASSIFICATION(S)</b>	<b>HOURLY WAGE RATES</b>	
	<b>BASIC WAGE</b>	<b>FRINGE BENEFIT(S) (if any)</b>
Maintenance Repair Person	\$14.81	
Maintenance Assistant	\$13.28	
Janitor	\$9.37	
Grounds Worker – unskilled	\$8.56	
<b>TRADES FOR MAINTENANCE CONTRACTS</b>		
Elevator Installer/Repairer	\$41.95	
Electrician	\$19.24	
Grounds Worker – Unskilled	\$8.68	
HVAC Mechanic	\$17.83	
Landscaper/Groundskeeper	\$10.95	
Painter	\$14.57	
Plumber	\$18.76	
Tree Trimmer/Pruner	\$10.95	
		<input type="checkbox"/> The agency employee benefit program has been determined by HUD to be acceptable for meeting the prevailing fringe benefit requirements.  <small>(HUD Labor Relations: If applicable, check box and initial below.)</small>  _____ LR Staff Initial
		<b>FOR HUD USE ONLY</b> <b>LR2000:</b>  <b>Log in:</b>  <b>Log out:</b>

ATTACHMENT H  
How to Upload your Bid Electronically



**Vendor Registry, Inc.**  
123 Center Park Dr  
Knoxville, Tennessee 37922

1. [Log in](#) to your Vendor Registry Profile

service@vendorregistry.com' and 'Government call 864-747-4220 (toll-free)'."/>

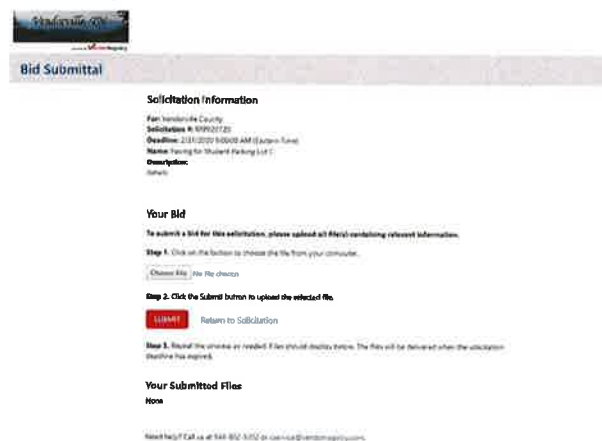
2. In your Bid Center, find the Registered Buyers filter, click the box next to 'Yes' and click the red 'Submit Search' button. In the table of bids listed, find the solicitation in which you would like to submit and click the Bid or Quote wording in the Type column (this will upload a new tab for the solicitation).

3. Click on the red "Submit Bid" button at the top.

4. If the government requests that the submittal be gated, you will be prompted to log in again. Click the red 'Continue' button.



5. To upload your bid submittal documents, click on the red 'Choose File' button and select the document(s) that you would like to upload for the submittal





6. Once you have selected a file, you will see the file name on Step 1. Click the red 'Submit' button. To upload more than 1 file, select the 'Choose File' button again and select another file to upload, then click the red 'Submit' button. Repeat this process until all desired documents are listed under 'Your Submitted Files'.

**Your Bid**

To submit a bid for this solicitation, please upload all file(s) containing relevant information.

**Step 1.** Click on the button to choose the file from your computer.

Choose File **Testing Document.docx**

**Step 2.** Click the Submit button to upload the selected file.

**SUBMIT** Return to Solicitation

**Step 3.** Repeat the process as needed. Files should display below. The files will be delivered when the solicitation deadline has expired.

**Your Submitted Files**

None

7. You can "Download" or "Withdraw" your submitted documents under 'Your Submitted Files'

- Please note, if you withdraw documents, the requesting government agency cannot view those files

8. Once you have finished submitting your bid or quote, you can exit out of the tab and return to your "Bid Center"

9. Check the email address associated with your Vendor Registry account for an email confirmation of your bid or quote submittal



**VendorRegistry**  
Hi Kelly,

Thank you for using Vendor Registry to submit your bid response with Vendorville County.

Your needed response for Funding the 2021-2022 School Transportation.

The deadline for the solicitation is 01/21/2022 0:00:00 (Mountain Standard Time).

If you are unable to upload your response to the system, please contact us at least 24 hours ahead of time if you would like to change your response, please [click here](#).

If you want the to see your account please log in [here](#).

If you have any questions regarding this email, please contact us any time.

Vendor Registry  
1000 E. 10th Street, Suite 100  
Cookeville, TN 38506  
[www.vendorregistry.com](http://www.vendorregistry.com)  
Copyright © 2022 Vendor Registry. All rights reserved.

If you have any questions, please do not hesitate to reach out to our Support Team by email at [cservice@vendorregistry.com](mailto:cservice@vendorregistry.com) or toll-free at (844)802-9202. We are happy to help.

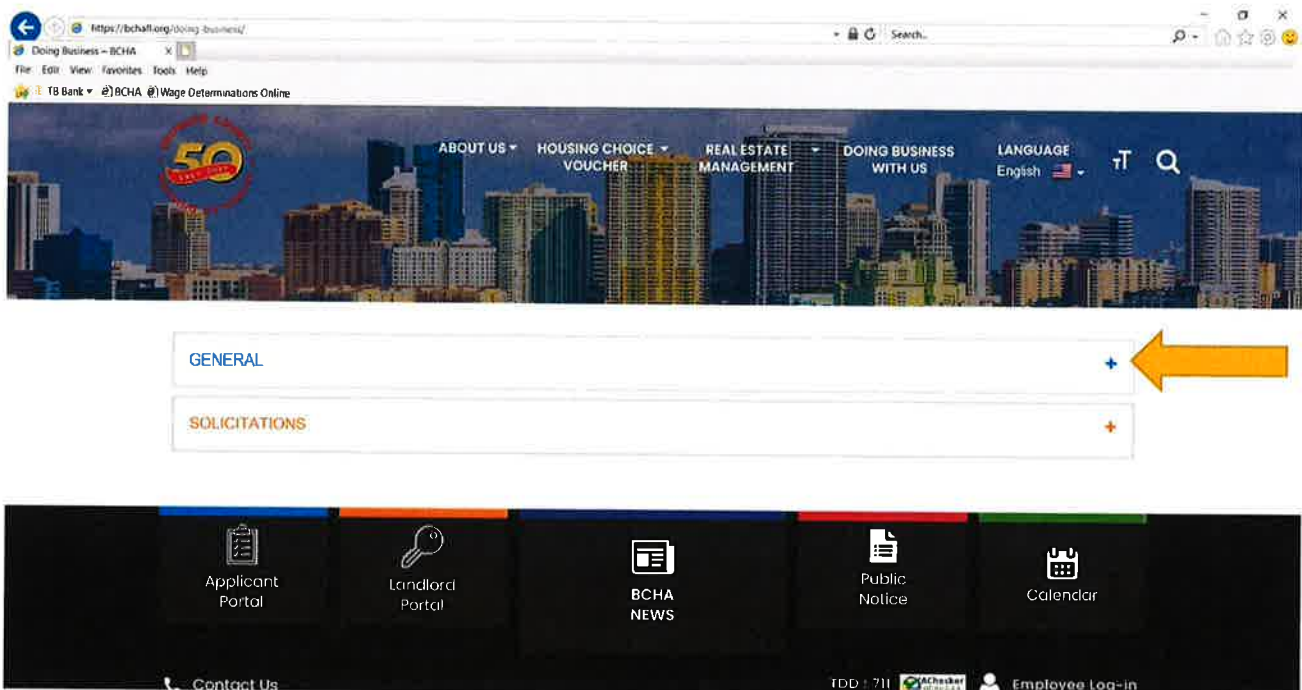
# ATTACHMENT I

## HOW TO BE A REGISTERED VENDOR WITH BCHA

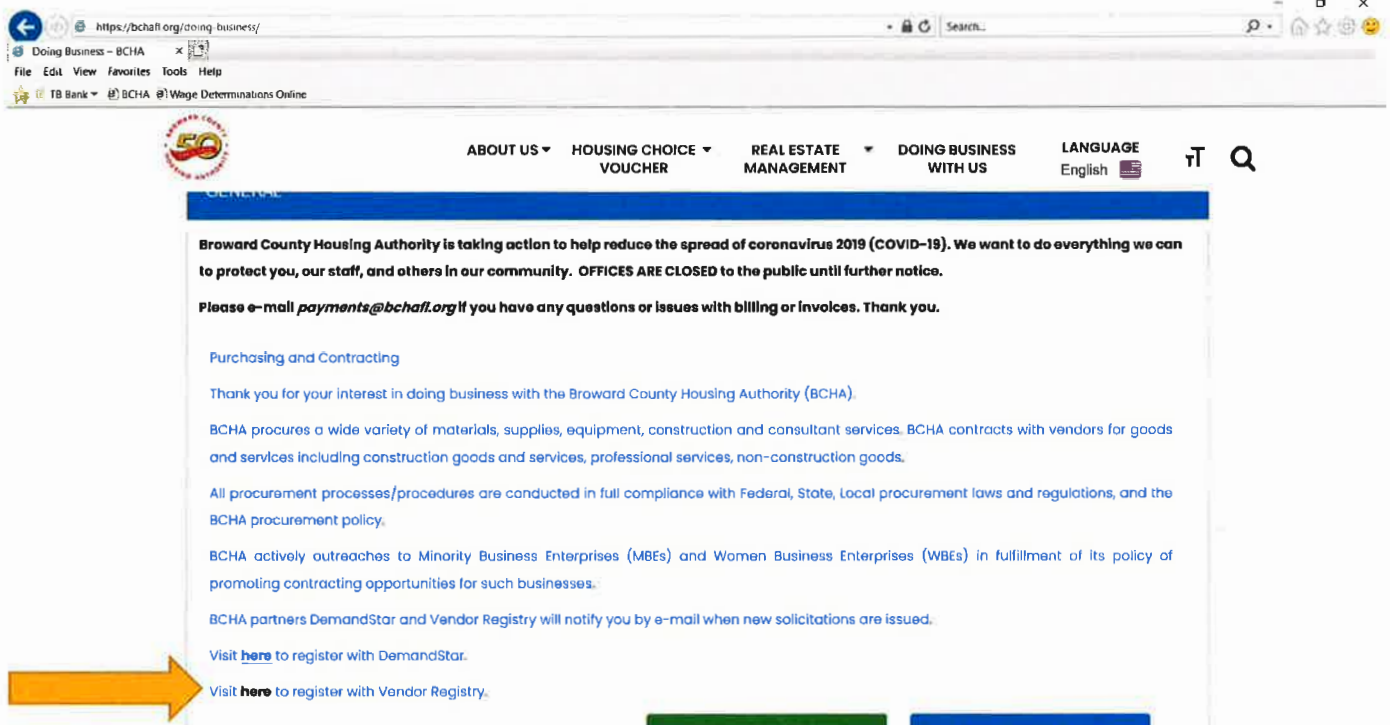
1. Visit BCHA website at [www.bchaf1.org](http://www.bchaf1.org)
2. Select “DOING BUSINESS WITH US”



3. Select “General”



## 4. Select “Visit here to register with Vendor Registry”



https://bchaff.org/doing-business/

Doing Business - BCHA

File Edit View Favorites Tools Help

TB Bank BCHA Wage Determinations Online

50

ABOUT US ▾ HOUSING CHOICE ▾ REAL ESTATE ▾ DOING BUSINESS ▾ LANGUAGE English

VOUCHER MANAGEMENT WITH US

GENERAL

**Broward County Housing Authority is taking action to help reduce the spread of coronavirus 2019 (COVID-19). We want to do everything we can to protect you, our staff, and others in our community. OFFICES ARE CLOSED to the public until further notice.**

**Please e-mail [payments@bchaff.org](mailto:payments@bchaff.org) if you have any questions or issues with billing or invoices. Thank you.**

Purchasing and Contracting

Thank you for your interest in doing business with the Broward County Housing Authority (BCHA).

BCHA procures a wide variety of materials, supplies, equipment, construction and consultant services. BCHA contracts with vendors for goods and services including construction goods and services, professional services, non-construction goods.

All procurement processes/procedures are conducted in full compliance with Federal, State, Local procurement laws and regulations, and the BCHA procurement policy.

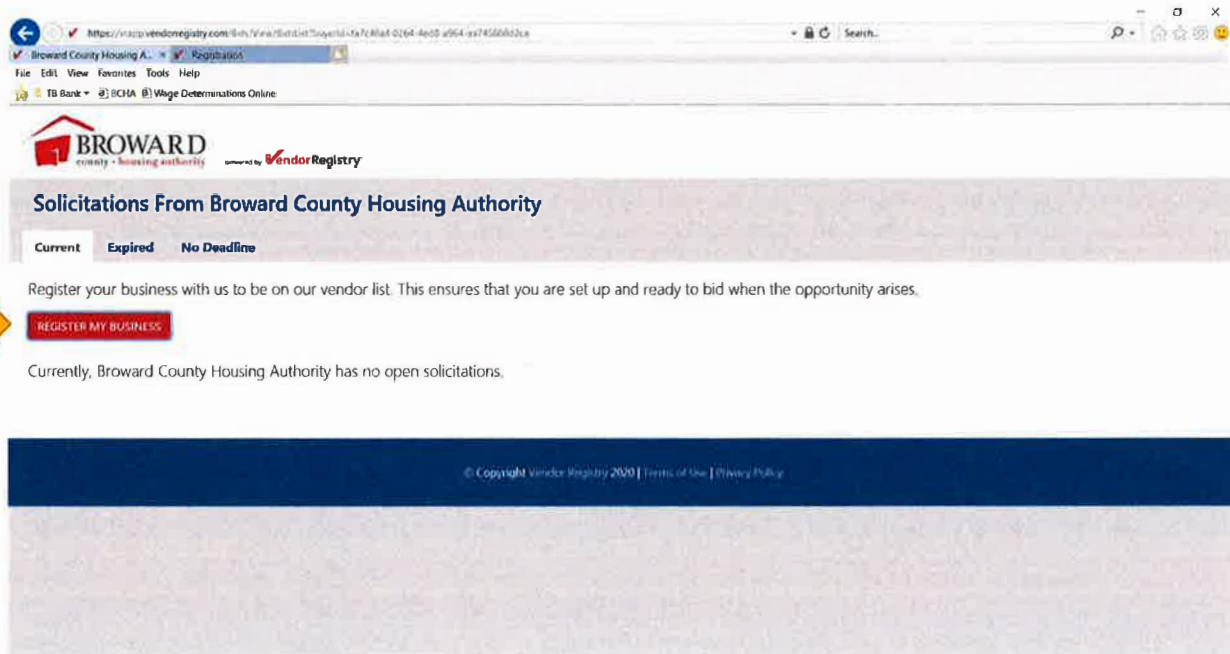
BCHA actively outreaches to Minority Business Enterprises (MBEs) and Women Business Enterprises (WBEs) in fulfillment of its policy of promoting contracting opportunities for such businesses.

BCHA partners DemandStar and Vendor Registry will notify you by e-mail when new solicitations are issued.

Visit [here](#) to register with DemandStar.

Visit [here](#) to register with Vendor Registry.

## 5. Select “Register My Business”



https://www.vendorregistry.com/Bch/Vna/Servlet?ayerId=1a7c81a4-064-4e0b-a964-9a74568b21c

Broward County Housing A... Registration

File Edit View Favorites Tools Help

TB Bank BCHA Wage Determinations Online

BROWARD county housing authority powered by VendorRegistry

Solicitations From Broward County Housing Authority

Current Expired No Deadline

Register your business with us to be on our vendor list. This ensures that you are set up and ready to bid when the opportunity arises.

**REGISTER MY BUSINESS**

Currently, Broward County Housing Authority has no open solicitations.

© Copyright Vendor Registry 2020 | Terms of Use | Privacy Policy

## 6. Complete Vendor Registration Information and submit.

The screenshot shows a web browser window with the URL <https://vrajo.vendorregistry.com/Vendor/Registry/index/broward-county-housing-authority-va-vendor-registration>. The browser tabs include "Broward County Housing Authority - Registration" and "Registration". The page header features the Broward County Housing Authority logo and the word "Registration".

**Registration**

Welcome to the Broward County Housing Authority Vendor Registration System

Broward County Housing Authority is pleased to offer a free, online vendor registration system, powered by Vendor Registry.

Begin your registration by entering the information below and clicking "Get Started"

**Already have a Vendor Registry Profile?**  
[Log in](#) to complete your registration with Broward County Housing Authority.

**TITLE**  
-Select-

**FIRST NAME \***  
First Name

**LAST NAME \***  
Last Name

**COMPANY NAME \***  
Company Name