

# INVITATION TO BID

**CITY OF GREENACRES**

**PALM BEACH COUNTY, FLORIDA**



**BID NO. 26-005**

## **FIRE RESCUE STATION 95 LOUNGE RENOVATION**

**Publish Date:**

**12/14/2025**

**All Questions Due:**

**1/20/2026 by 5:00 PM**

**Pre-Bid Conference:**

**12/30/2025 at 11:00 AM  
via Microsoft Teams**

**Bid Due and Bid Opening Date:**

**1/30/2026 at 3:00 PM**

**Meeting Information Below:**

Meeting ID: 266 922 573 746 64  
Passcode: vo2Dm7Ux

**Where to Deliver Bid:**

**Purchasing Department  
5800 Melaleuca Lane  
Greenacres, FL 33463**

**You can also dial in using your phone.**

**United States: +1 561-232-6910,,712054582#**

**Phone conference ID: 712 054 582#**

**City of Greenacres  
Purchasing Department  
(561) 642-2030**

**[purchasing@greenacresfl.gov](mailto:purchasing@greenacresfl.gov)**

**FIRE RESCUE STATION 95 LOUNGE RENOVATION  
BID NO. 26-005**

**TABLE OF CONTENTS**

<b><u>Document No. and Title</u></b>	<b><u>Page No.</u></b>
00 01 10      Table of Contents	00 01 10 - 1
00 11 13      Advertisement	00 11 13 - 1
00 11 16      Bid Summary	00 11 16 - 1 thru 00 11 16 - 7
00 21 13      Instructions to Bidders	00 21 13 - 1 thru 00 21 13 - 7
00 21 13      General Terms and Conditions	00 21 13 - 8 thru 00 21 13 - 14
 <b>Appendix A</b>	
00 41 00      Bid Proposal Form	00 41 00 - 1 thru 00 41 00 - 2
00 41 00      Bidder Certification	00 41 00 - 3
00 41 00      Site Inspection Form	00 41 00 - 4
00 45 13      Bidders Qualification Form	00 45 13 - 1 thru 00 45 13 - 7
 <b>Appendix B</b>	
00 43 13      Bid Bond	00 43 13 - 1
00 43 36      Subcontractors List	00 43 36 - 1
00 45 00      Corporate Certificate	00 45 00 - 1
00 45 00      Partnership Certificate	00 45 00 - 2
00 45 00      Drug-Free Workplace Certification	00 45 00 - 3
00 45 00      Scrutinized Companies	00 45 00 - 4
00 45 00      E-Verify Acknowledgement	00 45 00 - 5
00 45 00      Affidavit of Compliance with Anti-Human Trafficking Laws	00 45 00 - 6
00 45 19      Non-Collusive Affidavit	00 45 19 - 1 thru 00 45 19 - 2
 <b>Appendix C – Sample Agreement</b>	
00 52 00      Sample Agreement	00 52 00 - 1 thru 00 52 00 - 10
 <b>Appendix D – Post Award Documents</b>	
00 61 13.13      Performance Bond	00 61 13.13 - 1 thru 00 61 13.13 - 2
00 61 13.16      Payment Bond	00 61 13.16 - 1 thru 00 61 13.16 - 2
00 62 73      Schedule of Values and Work Completed	00 62 73 - 1
00 62 76      Application for Payment	00 62 76 - 1
00 65 19.16      Contractor's Affidavit to City	00 65 19.16 - 1
00 65 19.26      Final Release	00 65 19.26 - 1
00 65 36      Warranty of Title	00 65 36 - 1
1-Year General Contractor Warranty	
00 72 00      General Conditions (CSI MasterFormat 2018)	Attachment A



## CITY OF GREENACRES, FLORIDA

### ADVERTISEMENT FOR BIDS

#### BID NUMBER 26-005

Sealed bids for **FIRE RESCUE STATION 95 RENOVATION** will be received by the City of Greenacres, Florida at the office of the Director of Purchasing 5800 Melaleuca Lane, Greenacres, Florida 33463, until 3:00 pm Friday, January 30, 2026. At that time all bids will be publicly opened and read aloud. Any bid received after the designated closing time will be returned unopened.

**All bids shall be submitted in duplicate, in one sealed envelope addressed to the Director of Purchasing and marked "SEALED BID – BID NUMBER 26-005 FIRE RESCUE STATION 95 LOUNGE RENOVATION". The base bid work consists of converting existing open bunk room (approximately 480 square feet) into six (6) private lounge rooms. This includes demolition and installation of VCT flooring, base, and act ceiling; construction of partition walls with pocket doors for each lounge; addition of new electrical outlets, data, and cable connections; providing and installing ceiling speakers in each lounge; integration of HVAC supply diffusers, with undercut doors facilitating return air into the hallway with one (1) thermostat located in the hallway; providing and installing all furniture, fixtures, and equipment (FFE); and all associated and incidental work.**

Each bidder shall file with their bid, a bond issued by an authorized surety licensed to do business in the State of Florida, a certified check, a cashier's check or bid bond, made payable to the City of Greenacres, Florida in an amount of not less than five percent (5%) of the sum total of the bid, which shall be retained by the City of Greenacres until a contract for the project has been executed. Bid bonds will be returned to the unsuccessful bidders upon request, with the exception of the second qualifying bidder, at such time as their bids are rejected. Performance and payment bonds in an amount equal to 100% of the contract amount will be required to be provided to the City prior to contract execution. The bid deposit of the successful bidder and the second qualifying bidder will be returned when the required performance and payment bonds and insurance certificates have been furnished and the Contract Documents have been executed.

The City reserves the right to accept or reject any and all bids and to waive any technicalities or irregularities therein. Award will be made to the lowest responsible, responsive bidder. No bidder may withdraw their bid for a period of sixty (60) days from the date set for the opening thereof. The obligations of the CITY under this award are subject to the availability of funds lawfully appropriated for its purpose by the City Council.

Monica Powery, CPPB  
Director of Purchasing

Dated: December 14, 2025  
Published: Palm Beach Post

## BID SUMMARY

The purpose of this Bid Summary is to summarize the major terms, conditions and requirements of the bid. Bidders shall note that various paragraphs within these bid documents have a box ( ☐ ) which may be checked ( ☒ ). If the box is checked, the language is made a part of the bid documents and compliance therewith is required of the Bidder; if the box is not checked, the language is not made a part of the bid documents. It is the Bidder's responsibility to become familiar with all terms, conditions and requirements of the bid, whether or not included in the Bid Summary. Further, it is the Bidder's responsibility to make note of and account for any revisions to any portion of the Bid Summary that may result from an addendum to the bid.

BID INFORMATION & GENERAL REQUIREMENTS	
Bid No.:	26-005
Bid Title:	FIRE RESCUE STATION 95 LOUNGE RENOVATION
Date of Issuance:	December 14, 2025
Project Description & Scope of Work:	The base bid work consists of converting existing open bunk room (approximately 480 square feet) into six (6) private lounge rooms. This includes demolition and installation of VCT flooring, base, and act ceiling; construction of partition walls with pocket doors for each lounge; addition of new electrical outlets, data, and cable connections; providing and installing ceiling speakers in each lounge; integration of HVAC supply diffusers, with undercut doors facilitating return air into the hallway with one (1) thermostat located in the hallway; providing and installing all furniture, fixtures, and equipment (FFE); and all associated and incidental work.
Project Location:	5095 S. Haverhill Road, Greenacres, FL 33463
Estimated Budget:	\$133,000.00
Procurement Contact:	Name: Monica Powery, Director of Purchasing Telephone: 561-642-2030 Email: <a href="mailto:purchasing@greenacresfl.gov">purchasing@greenacresfl.gov</a>

## IMPORTANT DATES

Due Date & Time for Bid Submittal:	<p><b>The deadline for submittal of bids is 3:00 PM, on Friday, January 30, 2026.</b></p> <p>Due date may be modified by addendum to the bid. It is important that bidder download all addenda.</p> <p>Bidders are cautioned that late bids cannot be submitted. Bidders are fully responsible for assuring that bids are received by the deadline.</p>
<p><b>Pre-Bid Conference:</b></p> <p><input checked="" type="checkbox"/> Pre-Bid Conference will be held.</p> <p><input type="checkbox"/> Pre-Bid Conference is Mandatory.</p> <p><input type="checkbox"/> A Pre-Bid Conference will not be held.</p>	<p>Date: <b>December 30, 2025</b> Time: <b>11:00 am</b></p> <p>Location: <b>Virtually via Microsoft Teams</b></p> <p>Meeting ID: 266 922 573 746 64 Passcode: vo2Dm7Ux</p> <p><u>Dial-in Instructions:</u></p> <ul style="list-style-type: none"> <li>• Dial the Telephone Number: <u>+1 561-232-6910,,712054582#</u></li> <li>• Phone Conference ID: 712 054 582#</li> </ul> <p>Reference: Introductions to Bidders, Sub-Section 4, Pre-Bid Conference.</p>
<p><b>Site Visit:</b></p> <p><input type="checkbox"/> Site Visit will be held.</p> <p><input checked="" type="checkbox"/> Site Visit is Mandatory.</p> <p><input type="checkbox"/> Site Visit will not be held.</p>	<p>Bidders are not permitted to visit the site without an accompanying City representative. Attendance at one of the scheduled site visit dates below is mandatory.</p> <p>December 19, 2025 at 1:00 pm December 29, 2025 at 1:00 pm January 8, 2026 at 10:00 am January 14, 2026 at 10:00 am</p>
Last Day for Receipt of Questions:	<p><b>Tuesday, January 20, 2026 by 5:00 PM ET</b></p> <p>Questions will be allowed up to 10 days before the initial deadline for submittal of bid proposals. Questions must be directed to <a href="mailto:purchasing@greenacresfl.gov">purchasing@greenacresfl.gov</a>.</p> <p>Reference: Introductions to Bidders, Sub-Section 10, Pre-Bid Interpretations.</p>

## PROJECT SPECIFIC INFORMATION & REQUIREMENTS

<p>Minimum Requirements:</p> <p><input checked="" type="checkbox"/> Shall apply.</p> <p><input type="checkbox"/> Shall not apply.</p>	<p>Bids from bidders that do not meet the following Minimum Requirements shall be deemed non-responsive and shall not be considered.</p> <ol style="list-style-type: none"> <li>1. County Business Tax Receipt where the business is located (included with the proposal).</li> <li>2. Copy of State of Florida or County Competency license, if applicable, (to be included with proposal).</li> <li>3. Verification of the number of continuous years the bidder has been in business under the same ownership and management. Bid proposals will only be considered from bidders in business for a minimum of five (5) continuous years under the same ownership and management providing the services specified in this bid document.</li> <li>4. A minimum of five (5) references for similar work. Preference will be given to bidders with governmental experience. Provide a list and brief description of similar contracts of similar size, with location, dates of contract service, contact name, phone number, type of services provided, and address of proprietor(s). Bidder is responsible for verifying correct phone numbers and contact information. Failure to provide accurate data may result in the reference not being considered.</li> </ol>
<p>Bid Bond Requirements:</p> <p><input checked="" type="checkbox"/> Shall apply.</p> <p><input type="checkbox"/> Shall not apply.</p>	<p>If the requirement applies, Bidder shall submit, WITH ITS BID, an original bid bond, certified check, or cashier's check, in the amount of 5% of the bid amount, payable to City of Greenacres, Florida.</p> <p><b>Failure to include the bid bond WITH THE BID PROPOSAL shall result in the bid being deemed non-responsive and not being considered.</b></p>
<p>Davis-Bacon Wage Rates:</p> <p><input type="checkbox"/> Shall apply.</p> <p><input checked="" type="checkbox"/> Shall not apply.</p>	<p>If the requirement applies, Bidder agrees it, and its sub-contractors, shall pay laborers and mechanics employed under the contract no less than the prevailing wage rate and fringe benefit payments to be used in implementation of this article shall be those last published by the United States Department of Labor in the Federal Register prior to the date of issuance of the bid.</p>
<p>Insurance:</p> <p><input checked="" type="checkbox"/> Shall apply.</p> <p><input type="checkbox"/> Shall not apply.</p> <p><input type="checkbox"/> Amended by Supplementary Conditions</p>	<p>If the requirement applies, Bidder agrees it shall fully comply with the following insurance requirements:</p> <p>A. Workers' Compensation Insurance for all employees of the Contractor as required by Florida Statute Chapter 440 and Employer Liability Insurance with a limit of no less than \$1,000,000 per accident for bodily injury or disease. Should the Contractor be exempt from this Statute, the Contractor and each employee shall hold the City harmless from any injury incurred during performance of the Contract. The exempt contractor shall also submit (i) a written statement detailing the number of employees and that they are not required to carry Workers' Compensation insurance and do not anticipate hiring any additional employees during the term of this contract or (ii) a copy of a Certificate of Exemption.</p>

	<p>B. Commercial General Liability Insurance on an occurrence basis, including products and completed operations, property damage, bodily injury and personal &amp; advertising injury with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project or the general aggregate limit shall be twice the required occurrence limit.</p> <p>C. Automobile Liability Insurance covering any automobile, if vendor has no owned automobiles, then coverage for hired and non-owned automobiles, with limit no less than \$1,000,000 combined per accident for bodily injury and property damage.</p> <p>D. Professional Liability (Errors &amp; Omissions) Insurance with limits no less than \$1,000,000 per occurrence or claim, and \$1,000,000 policy aggregate.</p> <p>E. Builders Risk Insurance utilizing an "All Risk" coverage form, with limits equal to the completed value of the project and no coinsurance penalty. (City of Greenacres shall be named as a Loss Payee on this policy, as its interest may appear. This policy shall remain in force until acceptance of the project by the City.)</p> <p>F. Umbrella Liability Insurance in an amount no less than \$1,000,000 per occurrence. The umbrella coverage must be as broad as the primary General Liability coverage.</p> <p>G. Contractors' Pollution Legal Liability with limits no less than \$1,000,000 per occurrence or claim, and \$1,000,000 policy aggregate.</p> <p>Additional Insured - City of Greenacres must be included by endorsement as an additional insured with respect to all liability policies (except Professional Liability and Workers' Compensation) arising out of work or operations performed on behalf of the contractor including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired or borrowed in the form of an endorsement to the contractor's insurance.</p> <p>Notice of Cancellation - Each insurance policy required above shall provide that coverage shall not be cancelled, except with notice to the City of Greenacres.</p> <p>Waiver of Subrogation – Contractor agrees to obtain any endorsement that may be necessary to affect the waiver of subrogation on the coverages required. However, this provision applies regardless of whether the City has received a waiver of subrogation endorsement from the insurer.</p> <p>Acceptability of Insurers – Insurance must be placed with insurers with a current A.M. Best rating of A:VII or higher. If not rated, exceptions may be made for members of the Florida Insurance Funds (i.e. FWCIGA, FAJUA). Carriers may also be considered if they are licensed and authorized to do insurance business in the State of Florida.</p> <p>Verification of Coverage – Contractor shall furnish the City with original certificates and amendatory endorsements, or copies of the applicable insurance language, effecting coverage required by this contract. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The</p>
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	<p>City reserves the right to require complete, certified copies of all required insurance policies, including endorsements, required by these specifications, at any time.</p> <p>Certificate Holder Must Read:  City of Greenacres  Purchasing Department  5800 Melaleuca Lane  Greenacres, FL 33463</p> <p>Special Risks or Circumstances - The City of Greenacres reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.</p> <p>Compliance with the foregoing requirements shall not relieve the Contractor of his liability and obligation under this section or under any other section of this agreement.</p>
<p>Contract Price:</p> <p><input checked="" type="checkbox"/> Lump sum pricing shall apply.</p> <p><input type="checkbox"/> Unit pricing shall Apply.</p>	<p>As indicated, contract pricing shall be based on lump sum or unit pricing.</p>
<p>Contract Completion Time &amp; Schedule:</p>	<p>Days for Completion: <u>90</u> days</p> <p>Reference: Introductions to Bidders, Sub-Section 18, Construction Schedule &amp; Sub-Section 19, Time of Completion, Liquidated Damages</p>
<p>Liquidated Damages:</p> <p><input checked="" type="checkbox"/> Shall apply.</p> <p><input type="checkbox"/> Shall not apply.</p>	<p>1. Failure to achieve Substantial Completion: <u>\$250/day</u></p> <p>2. Failure to achieve Final Completion: <u>\$250/day</u></p> <p>Reference: Introductions to Bidders, Sub-Section 19, Time of Completion, Liquidated Damages</p>
<p>Performance &amp; Payment Bond Requirements:</p> <p><input checked="" type="checkbox"/> Shall apply.</p> <p><input type="checkbox"/> Shall not apply.</p>	<p>See Introductions to Bidders, Sub-Section 25, Contract Security</p>
<p>Prevailing Wage Rates:</p> <p><input type="checkbox"/> Shall apply.</p> <p><input checked="" type="checkbox"/> Shall not apply.</p>	<p>If the requirement applies, Bidder agrees it, and its sub-contractors, shall pay laborers and mechanics employed under the contract no less than the prevailing wage rate and fringe benefit payments to be used in implementation of this article shall be those last published by the United States Department of Labor in the Federal Register prior to the date of issuance of the bid.</p>



<p>Required Licenses/Permits:</p> <p><input checked="" type="checkbox"/> Shall apply.</p> <p><input type="checkbox"/> Shall not apply.</p>	<p><b><u>LICENSES:</u></b> If the Contractor is a State of Florida Certified General Contractor OR Palm Beach County Licensed Contractor the following will be required:</p> <ol style="list-style-type: none"> <li>1. Copy of State Contractors Certification OR Palm Beach County Competency License. Prime: Florida CGC or CBC with qualifying agent; all trade work by properly licensed EC/EF, CMC/CAC, CFC, Fire Marshal–licensed contractor, and other specialties as shown in the specs.</li> <li>2. Place of Business Occupational License</li> </ol> <p><b><u>PERMITS:</u></b> The CONTRACTOR shall obtain and pay for any permits that may be required for execution of the work, including but not limited to:</p> <ol style="list-style-type: none"> <li>1. City of Greenacres (no fee permit)</li> </ol>
<p>Standard General Conditions of the Construction Contract:</p> <p><input checked="" type="checkbox"/> Shall apply.</p> <p><input type="checkbox"/> Shall not apply.</p>	<p>These can be found as Attachment A to the bid document.</p>
<p>Supplementary Conditions to the General Conditions:</p> <p><input type="checkbox"/> Shall apply.</p> <p><input checked="" type="checkbox"/> Shall not apply.</p>	<p>N/A</p>
<p>Federal Compliance Documents:</p> <p><input type="checkbox"/> Shall apply.</p> <p><input checked="" type="checkbox"/> Shall not apply.</p>	<p>N/A</p>
<p>Trench Safety Act Requirements:</p> <p><input checked="" type="checkbox"/> Shall apply.</p> <p><input type="checkbox"/> Shall not apply.</p>	<p>Reference: General Terms and Conditions</p>
<p>Consultant:</p>	<p>Damon A. Robling, Robling Architecture Construction, Inc.</p>
<p>Contract Coordinator:</p>	<p>Ibrahim Younis, Construction Manager</p>

## SUBMITTAL REQUIREMENTS

Submittal Location:	<p>Bids shall be submitted in duplicate, in one sealed envelope addressed to the Director of Purchasing and marked "BID NO. 26-005 FIRE RESCUE STATION 95 LOUNGE RENOVATION at the following address:</p> <p style="text-align: center;">City of Greenacres Purchasing Department 5800 Melaleuca Lane Greenacres, FL 33463</p>
Submittal Format & Requirements:	<p>In order to maintain comparability, facilitate the review process and assist in the review of bid submittals, it is strongly recommended that bids be organized and tabbed as specified below.</p> <p><b>TAB 1: <u>APPENDIX A FORMS</u></b> The following documents shall be submitted by the established deadline.</p> <ol style="list-style-type: none"> <li>1. Bid Proposal Form</li> <li>2. Bid Schedule</li> <li>3. Bidder Certification</li> <li>4. Site Inspection Form</li> <li>5. Bidders Qualification Form</li> </ol> <p style="text-align: center;"><b>FAILURE TO SUBMIT THESE DOCUMENTS WITH ITS BID SHALL RESULT IN BID BEING DEEMED NON RESPONSIVE.</b></p> <p><b>TAB 2: <u>MINIMUM QUALIFICATIONS AND SUBMITTAL REQUIREMENTS</u></b> Submit evidence, as specifically requested in the Bid Summary, of compliance with each minimum requirement(s) of this bid. Bidders that do not comply, or for whom the City cannot verify compliance, shall be deemed non-responsive and its bid shall not be considered.</p> <p><b>TAB 3: <u>APPENDIX B FORMS</u></b> The following documents shall be submitted:</p> <ol style="list-style-type: none"> <li>1. Corporate or Partnership Certificate</li> <li>2. Bid Bond</li> <li>3. Subcontractors List</li> <li>4. Drug-Free Workplace Certification</li> <li>5. Scrutinized Companies</li> <li>6. E-Verify Acknowledgement</li> <li>7. Non-Collusive Affidavit</li> <li>8. Affidavit of Compliance with Anti-Human Trafficking Laws</li> </ol> <p><b>TAB 4: <u>OTHER DOCUMENTATION</u></b> Submit any other documentation your company deems as relevant.</p>

## INSTRUCTIONS TO BIDDERS

- The City utilizes DemandStar ([www.demandstar.com](http://www.demandstar.com)) for automatic notification of solicitation opportunities. Any prospective bidder who has received this bid by any means other than through DemandStar is solely responsible for registering immediately with DemandStar to assure it receives any addendum issued to this bid. Additionally, prior to submittal of the bid, bidder shall verify that it has received and complied with all addenda issued. **Failure to receive an addendum, or comply with an addendum requirement, may result in disqualification of bid submitted.**

- "Sealed Bid - BID NUMBER 26-005 FIRE RESCUE STATION 95 LOUNGE RENOVATION"**

It is the sole responsibility of the Bidder to ensure that their bid reaches the Purchasing Department on or before the closing date and time. The City shall in no way be responsible for delays caused by any other occurrence. Bids by telephone, telegram, email or facsimile shall not be accepted.

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5. **Proposal Forms.** Submit Bid Proposal in duplicate on the forms furnished herewith (Document No.00300). All blank spaces must be filled in as noted (in blue or black ink or typed) in both words and figures with amounts extended and totaled. The time of completion of the work will be the number of calendar days stated from the date of the Notice to Proceed to the date of the final pay request approval by the Engineer. This project is required to be completed in ninety (90) days.

Bidders must use the original Bid Proposal Form(s) provided by the Purchasing Department and enter information only in the spaces where a response is requested. Bid proposals on vendor quotation forms will not be accepted. Bidders may use an attachment as an addendum to the Bid Proposal Form(s) if sufficient space is not available on the original form for the bidder to enter a complete response. Any modifications or alterations to the original bid documents by the bidder, whether intentional or otherwise, will constitute grounds for rejection of a bid proposal. Any such modifications or alterations a bidder wishes to propose must be clearly stated in the bidder's bid proposal and presented in the form of an addendum to the original bid documents.

6. **Signature On Proposal.** Sign Bid Proposal correctly. Electronic signatures are accepted. If an individual makes the Bid Proposal, the individual's name and post office address shall be shown. If made by a firm or partnership, the name and post office address of each member of the firm or partnership shall be shown. If made by a corporation, the person signing the Bid

Proposal shall show the name of the state under the law of which the corporation was incorporated, also names and business addresses of its president, secretary, and treasurer. The Bid Proposal shall bear the seal of the corporation attested by the secretary. Anyone signing the Bid Proposal, as agent, shall file (with the proposal) legal evidence of authority to do so. The partnership or corporate certificate, as applicable, must be completed and submitted with the Bid Proposal.

7. **Addenda.** Each Bidder will be held responsible for familiarity with all component parts of the proposed Contract Documents furnished for the Bid, including all addenda issued during the bidding period. Any addenda issued after procurement of the Contract Documents will be emailed to each party holding Bid Documents at that time. Each Addendum, including attachments, will be posted on the DemandStar web site which may be accessed at [www.demandstar.com](http://www.demandstar.com). Such addenda will be issued only to correct errors, omissions or discrepancies discovered during the bidding period, at the sole discretion of the City, and not later than seven (7) days prior to Bid opening. Any verbal clarifications given by any party during the bidding period shall in no way modify the terms or conditions of the Bidding Documents. Prior to submittal of a Bid, each Bidder shall be responsible for determining if any addenda have been issued.
8. **Examination of Contract Documents and Site.** It is the responsibility of each Bidder before submitting a Bid, to:
- a. Examine the Contract Documents thoroughly.
  - b. Visit the site or structure to become familiar with conditions that may affect costs, progress, performance or furnishing of the Work.

- c. Take into account federal, state and local (City and Palm Beach County) laws, regulations, permits, and ordinances that may affect costs, progress, performance, furnishing of the Work, or award.
- d. Study and carefully correlate Bidder's observations with the Contract Documents.
- e. Carefully review the Contract Documents and notify City of all conflicts, errors or discrepancies in the Contract Documents of which Bidder knows or reasonably should have known.

The submission of a Bid shall constitute an incontrovertible representation by Bidder that Bidder has complied with the above requirements and that without exception, the Bid is premised upon performing and furnishing the Work required by the Contract Documents and that the Contract Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

9. **Inspection of Site.** It is the Bidder's responsibility to visit the sites of the proposed work at locations as indicated herein and become fully informed as to the nature and extent of the work required and its relation to any other work in the area, including possible interference from other site activities. **The site inspection form included herein must be signed and submitted with bids. Bids received from Bidders not submitting the mandatory site inspection form will be considered non-responsive and will be rejected.**

**Bidders are not permitted to visit the site without an accompanying City representative. Attendance at one of the scheduled site visit dates is mandatory.**

10. **Pre-Bid Interpretations.** Only those questions answered by the City's Purchasing Department, via written addendum to this bid, shall be binding as to this bid. City's answers to questions may supersede terms noted in this bid, and in such event, such answers shall govern and control this bid. Verbal and other interpretations or clarifications of City representatives or employees will be without legal effect. All questions about the meaning or intent of the contract documents are to be in writing. Interpretations or clarifications considered necessary by the City's Purchasing Director in response to such questions will be issued by City by means of addenda. **Written questions should be received no less than ten (10) calendar days prior to the date of the opening of Bids. There shall be no obligation on the part of City or the City's Purchasing Director to respond to questions received less than ten (10) calendar days prior to bid opening.**

All questions, comments and other communications by all prospective contractors, material suppliers, vendors, etc., shall be directed to the following individual:

<b>Purchasing Director:</b>	<b>Monica Powery</b> City of Greenacres 5800 Melaleuca Lane Greenacres, FL 33463 Ph: (561) 642-2030 purchasing@greenacresfl.gov
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11. **Award of Contract.** The award of the contract, if it is awarded, will be to the lowest responsible and responsive Bidder whose qualifications indicate the award will be to the best interest of the City and who's Bid Proposal shall comply with the requirements of the Contract Documents. The City will award this contract to the lowest responsive responsible Bidder

based on the Base Bid. Time is of the essence for this project and the time limits are set in the Bid Proposal. In no case will the award be made until all necessary investigations have been made into the responsibility of the low Bidder and the City is satisfied that the Bidder is qualified to do the work and has the necessary organization, capital and equipment to carry out the provisions of the contract to the satisfaction of the City within the time specified.

12. **Warranty.** Contractor shall provide the one (1) Year General Contractor Warranty in the form provided in Appendix D at Final Acceptance. Warranty obligations are a material condition of the Contract.
13. **Bid Quantities.** The Bidder's attention is called to the fact that the estimate of quantities of all work to be done and material to be furnished under these specifications, as shown on the plans, is approximate and is given only as a convenience for the Contractor. The City does not assume any responsibility that the final quantities shall remain in strict accordance with the estimated quantities. The City reserves the right to increase or decrease the amount of, or delete entirely, any bid item or portion of any bid item that may be deemed necessary or advisable, and to adjust the contract price accordingly. The bid total price is to be based upon lump sum amount and not on unit price quantity. Bidder is responsible to make sure total bid amount is adequate to complete all work required on the contract plans. Bidder shall provide detailed estimated quantities in a bid schedule of values in the format of AIA Document G703 provided including unit price for each item. Any discrepancies with the quantities shall be submitted ten (10) days prior to the Bid closing date to the contact person where name and address are included in Introductions to Bidders, Sub-Section 10, Pre-Bid Interpretations.
14. **Financial Statement.** If requested by the City, a Bidder under consideration for award shall furnish a certified financial statement, current within the past thirty days, which must be a complete report of the financial resources and liabilities, equipment available, past performance records, personnel and organization experience.
15. **Regulations Affecting the Work.**
  - **Compliance with Laws:** The Contractor hereby agrees and shall be solely responsible for ensuring that they and any subcontractors make themselves fully aware of the requirements of any applicable ordinances, statutes, laws or federal regulations which may affect this project or the Contractor's/Subcontractor's work under this project, including but not limited to safety regulations, Federal wage regulations and others. The Contractor further agrees that neither the City of Greenacres nor its Engineers shall be responsible for ensuring compliance or notification of any changes or modifications to any such applicable ordinances, laws, statutes, rules and regulations.
  - **State and County Licenses:** When applicable, Contractor must hold Certificate of Competency issued by the State of Florida or the Palm Beach County Construction Industry Licensing Board and a current Occupational License for Palm Beach County. Copy of certificate and license must be submitted with Bid and must be in the name of the Bidder shown on the Bid Proposal page.
  - **City Licenses and Permits:** When applicable, it shall be the responsibility of the successful Bidder to obtain, at no additional cost to the City of Greenacres, any and all licenses and permits required to complete this contractual service. A copy of these licenses and permits shall be submitted prior to commencement of work. Permit fees required by the City shall be waived for this work; however, the successful vendor must pay any applicable City Occupational License or Registration fees.

16. **Utilities and Structures Shown on the Plans.** Existing utilities and facilities are shown on the Contract Drawings only for the convenience of all parties concerned and were established without guarantee as to their accuracy or completeness of location. Because of conflicting and sometimes erroneous information, certain facilities may not be located precisely as shown, or may be omitted entirely. Prior to performing any work, the Contractor shall determine, by site inspection or otherwise, all pertinent data concerning the existing utilities, structure and facilities, including the request of each utility agency to advise Contractor of the location of their facilities in the work vicinity.

The Contractor shall be completely responsible for the relocation, as required, of existing utilities and structures with such work accomplished at no additional cost to the City. The City will assume no liability for damages sustained or costs incurred because of the Contractor's operations in the vicinity of the existing utilities or structures. The Contractor shall schedule work in such a manner that the utility companies relocating or supporting their utilities cause no delay. No compensation shall be made for such loss of time.

The position of certain structures and utilities directly affects the proposed construction. Therefore, in order to insure that the proposed work can actually be positioned as planned, the Contractor shall make any excavation necessary for location of structures and utilities prior to construction of that particular portion of the job.

All overhead, surface or underground structures encountered during construction, whether shown on the plans or not shown on the plans, are to be carefully protected from injury or displacement, and all damage to such structure is to be completely repaired within a reasonable time; otherwise, the City may give twenty-four (24) hours notice to the Contractor, then repair the damage at the Contractor's expense. All such repairs made by the Contractor are to be made to the satisfaction of the City.

17. **Construction Staking.** The Contractor shall be responsible for laying out the work area.
18. **Construction Rights.** The City has obtained construction rights to assure sufficient rights-of-way to construct the project. The Contractor shall be responsible for payment of all costs or charges by entities other than the City for, but not necessarily limited to, the following and shall have included all such costs in the Base Bid prices stated in Bid:
1. Licenses required by law;
  2. Inspection, testing and construction supervision fees charged by utility companies, railroad companies, public authorities or others;
  3. All charges by others for assistance to the Contractor for such work as supporting, replacing, moving or providing protection for their facilities as necessitated by the contractor's operation;
  4. All costs of restoration of the work site to condition equal or better than that prior to construction;
  5. All costs of restoration of pavements and structures damaged by the Contractor's operation. Likewise, the Contractor shall pay all costs of restoring all work areas and all areas where construction materials are stored, whether new materials to be installed or materials removed from the work area incidental to the work **solely to the satisfaction of the City**; and
  6. All public liability, property damage and contractual liability insurance required by others to permit the Contractor's operation.

19. **Construction Schedule.** The Contractor shall submit on a form acceptable to the City, an overall construction schedule for the project. This construction schedule shall start with the proposed date of signing the Contract, and the completion date shall be on or before the date specified in the Contract.
20. **Time of Completion, Liquidated Damages.** The time allowed to complete the work is **ninety (90) days**. By submitting a Bid Proposal for the work, the Contractor agrees with the rate of accrual of liquidated damages as stated in the Contract Documents for Contractor's failure to complete the work within a time so specified.
21. **Return of Proposal Guaranty.** As soon as the Bid Proposals have been compared, the City may, at its discretion, return the guaranty deposit accompanying such proposals as in its judgment would not likely be considered in making the award. All other proposal guaranties will be held until the Contract has been executed, after which they will be returned upon request to the respective bidders whose proposals they accompany.
22. **Failure to Execute the Contract.** The failure on the part of the successful Bidder to execute the Contract as required will be just cause for the amount of the guaranty deposited with the Bid Proposal, either in the form of a certified or cashier's check, or a Bid Bond, to be retained or be paid upon demand by the City; not as a forfeiture, but rather for liquidated damages, it being agreed to by each Bidder in advance that the City will sustain certain damages by reason of the failure of the Bidder to sign the Contract and that such damages equal the amount of the bid security or exceed the same, and in no event shall the Bidder thereafter be permitted to contest to the contrary and does waive such right upon submitting a Bid Proposal.
23. **Time of Award.** The City reserves the right to hold all Bid Proposals and Bid guaranties for a period not to exceed sixty (60) days after the date of Bid opening stated in the Invitation to Bid. Bid files may be examined during working hours by appointment only thirty days after Bid opening or after City provides notice of an intended award decision, whichever is earlier.
24. **Proposal Modifications.** Modifications must be received from Bidders prior to opening of first Bid. Modifications must be in written or printed form. Bidders shall not be allowed to modify their Bids after the opening time and date.
25. **Substitutions.** To obtain approval to use unspecified products, Bidders shall submit written request at least fourteen (14) days before the Bid date. Requests received after this time will not be considered. The request shall clearly describe the product for which the approval is asked, including all data necessary to demonstrate acceptability, as required by the Engineer. If the product is acceptable, the Engineer will approve it through an addendum issued through the City Purchasing Director to all the Bidders on record.
26. **Contract Security.** Paragraph 5.01 of the General Conditions sets forth the City's requirements as to performance and payment bonds. Prior to execution of contract, the successful Bidder must deliver the required performance and payment bonds. These bonds must be executed on the forms provided in the Bidding Documents and accompanied by the surety company's current valid Certificate of Authority issued by the United States Department of the Treasury under S.S.31, U.S.C. 9304-9308.
27. **Hours of Work.** The Contractor is hereby informed and understands that the City of Greenacres restricts certain noise between the hours of 7:00 p.m. and 7:00 a.m. Therefore, the work is restricted during these hours, unless the Engineer determines



emergency conditions exist and are endangering life or property. If the Contractor is authorized to operate equipment 24 hours per day, the engines shall be provided with residential type silencers approved by the Engineer. The Contractor and or any subcontractor shall not be authorized to work exclusively on nights, Saturdays, Sundays or holidays unless the Contractor agrees to reimburse the City for all expenses incurred; nor is the contractor or any subcontractor allowed to perform 100% of their work on this project on nights, Saturdays, Sundays or County recognized holidays without a County waiver and at a minimum, perform work on this project for one regular working day.

- 28. Errors.** In the event of extension error(s), the unit price will prevail and the Bidder's total offer will be corrected accordingly. In the event of addition errors, the extended totals will prevail and the total Bid amount will be adjusted accordingly. In the event of a conflict between prices in words and figures, the stated prices in words will take precedence. The Bidder must initial bids having erasures or corrections in ink.

## GENERAL TERMS AND CONDITIONS

### **1. GENERAL INFORMATION:**

These documents constitute the complete set of specification requirements and bid forms. Bid proposal is to be filled in, signed, sealed and mailed or presented to the Purchasing Department on or before the specified date and time.

It is sole responsibility of the bidder to ensure that his/her bid proposal reaches the Purchasing Department on or before the closing date and time. The City shall in no way be responsible for delays caused by any other occurrence. Offers by telephone, email, telegram or facsimile will not be accepted.

The bid time must be and shall be scrupulously observed. Under no circumstances will bid proposals delivered after the time specified be considered. Such bid proposals shall be returned to the vendor unopened.

All bid proposals must be typewritten or written in ink, and must be signed by an officer or employee having authority to bind the company or firm. Electronic signatures are accepted.

Bidders shall not be allowed to modify their bid proposals after the opening date and time. Bid proposal files may be examined during normal working hours, after bid opening, by appointment only.

For information concerning this bid, please contact:  
City of Greenacres  
Purchasing Department  
[purchasing@greenacresfl.gov](mailto:purchasing@greenacresfl.gov)  
(561) 642-2030

### **2. INQUIRIES:**

Interested bidders may contact the City's Director of Purchasing, Monica Powery, CPPB, with questions about the bid by e-mail at [purchasing@greenacresfl.gov](mailto:purchasing@greenacresfl.gov). The Purchasing Department is located in the Greenacres City Hall at 5800 Melaleuca Lane, Greenacres, Florida 33463. All bidders are expected to carefully examine the bid documents. Any ambiguities or inconsistencies should be brought to the attention of the City Director or Purchasing through written communication. The Director of Purchasing will receive written requests for clarification concerning the meaning or interpretations of this bid, until ten (10) days prior to the submittal date. City personnel are authorized only to direct the attention of prospective bidders to various portions of the bid so that they may read and interpret such for themselves. No employee of the City is authorized to interpret any portion of this bid or give information as to the requirements of the bid in addition to what is contained in the written bid document.

### **3. BID TABULATION:**

Bidders may download the bid tabulation directly from DemandStar at [www.demandstar.com](http://www.demandstar.com). The City does not notify unsuccessful bidders of agreement awards.

### **4. POSTING OF BID TABULATIONS:**

Bid tabulations with recommended awards will be posted for review by interested parties on DemandStar at [www.demandstar.com](http://www.demandstar.com) prior to submission through the appropriate approval process and will remain posted for a period of five (5) calendar days. Failure to file a protest to the Purchasing Agent within the time prescribed shall constitute a waiver of proceedings.

### **5. BID FORMS:**

Bidders must use the original Bid Proposal Form(s) provided by the Purchasing Department and enter information only in the spaces where a response is requested. Bid proposals on vendor quotation forms will not be accepted. Bidders may use

an attachment as an addendum to the Bid Proposal Form(s) if sufficient space is not available on the original form for the bidder to enter a complete response. Any modifications or alterations to the original bid documents by the bidder, whether intentional or otherwise, will constitute grounds for rejection of a bid proposal. Any such modifications or alterations a bidder wishes to propose must be clearly stated in the bidder's bid proposal and presented in the form of an addendum to the original bid documents.

### **6. DEVELOPMENT COSTS:**

Neither the City nor its representatives shall be liable for any expenses incurred in connection with preparation of a response to this Invitation to Bid. Bidders should prepare their bid proposals simply and economically, providing a straightforward and concise description of the bidder's ability to meet the requirements of the bid.

### **7. DELAYS:**

The City may delay scheduled due dates if it is to the advantage of the City to do so. The City will notify bidders of changes in scheduled due dates by written addendum(s).

### **8. LICENSES AND PERMITS:**

When applicable, it shall be the responsibility of the successful bidder to obtain at no additional cost to the City, any and all licenses and permit required to complete contractual service. A copy of these licenses shall be submitted with bid proposal. A copy of these permits shall be submitted prior to commencement of work. Fees for permits from the City shall be waived for work related to this bid, however, the successful bidder must pay any applicable City Business Tax Receipt fees.

### **9. CERTIFICATIONS:**

When applicable, bidder must hold Certificate of Competency issued by the State of Florida or the Palm Beach County Construction Industry Licensing Board and a current Business Tax Receipt for Palm Beach County. Copy of certificate and license must be submitted with bid proposal and must be in the name of the bidder shown on the Bid Proposal page.

### **10. CONTRACT EXTENSION:**

The City reserves the right to require the Contractor to extend contract past the stated termination date for a period of up to 120 days in the event that a subsequent contract has not yet been awarded. Additional extensions past the 120 days may occur as needed by the City and as mutually agreed upon by the City and the contractor.

### **11. AWARDS:**

As the best interest of the City Council may require, the right is reserved to make award(s) by individual commodities/services, all or none or any combination thereof. A bidder desiring to bid "No Charge" must so indicate, otherwise the bid proposal will be construed as incomplete and may be rejected.

### **12. CONTRACTUAL AGREEMENT:**

The form of the agreement will be determined by the City. If a sample agreement is included in the bid, the City anticipates that the final agreement will be in substantial conformance with this sample agreement; nevertheless, bidders are advised that any agreement that may result from the bid may deviate from the sample agreement.

It is expressly agreed that the bidder is and shall be in the performance of all work, services, and activities under the agreement independent and not an employee, agent, or

servant of the City. All persons engaged in any work, service or activity performed pursuant to the purchase order shall at all times and in all places be subject to bidder's sole direction, supervision and control. Bidder shall exercise control over the means and manner in which it and its employees perform and work. In all respects bidder's relationship and the relationship of its employees to the City shall be independent and not as employees or agents of the City.

This Invitation to Bid shall be included and incorporated in the final award. The order of contractual precedence will be the agreement or price agreement document, original bid terms and conditions, purchase order, and bidder proposal. Any and all legal action necessary to enforce the award will be held in Palm Beach County and the contractual obligations will be interpreted according to the laws of Florida. Any cost of expenses to enforce the agreement, including attorney's fees, incurred by the City of Greenacres shall be borne by the bidder. Any additional contract or agreement requested for consideration by bidder must be attached and enclosed as part of the bid proposal.

### **13. SUBCONTRACTING:**

If a bidder subcontracts any portion of services provided under a resulting agreement for any reason, bidder must include, in writing, the name and address of the subcontractor and extent of work to be performed. This information shall be submitted with bid proposal response and approved by the City. The City reserves the right to reject a bid proposal, of any bidder, if the bid proposal names a subcontractor who has failed in the proper performance of an agreement or is not in position to perform properly under this award. Subcontractors shall be responsible for meeting and submitting the insurance and licensing requirements set forth in the bid documents to the bidder, or the bidder shall extend their insurance policy to cover the subcontractor and their employees. It shall be the responsibility of the bidder to ensure that insurance and licenses required by this agreement are in effect.

### **14. E-VERIFY:**

Pursuant to Section 448.095(2), Florida Statutes, beginning on January 1, 2021, the Contractor shall:

1. Register with and use the E-Verify system to verify the work authorization status of all newly hired employees and require all subcontractors (providing services or receiving funding under this Agreement) to register with and use the E-Verify system to verify the work authorization status of all the subcontractors' newly hired employees;
2. Secure an affidavit from all subcontractors (providing services or receiving funding under this Agreement) stating that the subcontractor does not employ, contract with, or subcontract with an "unauthorized alien" as defined in Section 448.095(1)(k), Florida Statutes;
3. Maintain copies of all subcontractor affidavits for the duration of this Agreement and provide the same to the City upon request;
4. Comply fully, and ensure all of its subcontractors comply fully, with Section 448.095, Florida Statutes;
5. Be aware that a violation of Section 448.09, Florida Statutes (Unauthorized aliens; employment prohibited) shall be grounds for termination of this Agreement; and,
6. Be aware that if the City terminates this Agreement under Section 448.095(2)(c), Florida Statutes, the Contractor may not be awarded a contract for at least 1 year after the date on which the Agreement is terminated and will be liable for any additional costs incurred by the City as a result of the termination of the Agreement.

### **15. FLORIDA TRENCH SAFETY ACT:**

If the work involves trench excavations that will exceed a depth of 5 feet, the requirements of Florida Statutes, Chapter 553, Part III, Trench Safety Act, will be in effect. The Bidder, by virtue of submitting a bid, certifies that such Act will be complied with during the execution of the work. Bidder acknowledges that included in the total bid price are all costs for complying with the Florida Trench Safety Act.

### **16. PRICE/DELIVERY:**

The City requires a firm price for the agreement period. Any fees incurred will be checked to confirm compliance with quoted pricing. Failure to hold prices firm through the entire agreement term will be grounds for agreement termination.

All prices shall be F.O.B. destination, freight prepaid (bidder) pays and bears freight charges, bidder owns goods in transit and files any claims). Pricing shall include all transportation charges, labor, and equipment used for delivery to destination and any charges necessary for the exchange of any item that fails to meet specifications.

Price quoted must be the price for new merchandise and free from defects. Any bid proposals containing modifying or "escalator" clauses will not be considered unless specifically requested in the bid specifications.

"Acceptance" as herein used means the acceptance by City of Greenacres, herein referred to as City, after the Purchasing Agent or his authorized agent has, by inspection or test of such items, determined that they fully comply with specifications.

Deliveries of all items shall be made as soon as possible. In the appropriate blank on the bid proposal form, the vendor must indicate the best delivery date after receipt of order (ARO). Deliveries resulting from this bid are to be made during the normal working hours of the City. Time is of the essence and the bidder's delivery date must be specified and adhered to. Should the bidder, to whom the order or agreement is awarded, fail to deliver on or before his/her stated date, the City reserves the right to CANCEL the order or agreement and make the purchase elsewhere. The successful bidder(s) shall be responsible for making any and all claims against carriers for missing or damaged items.

### **17. NEWS RELEASES:**

The bidder shall obtain the prior approval of the City Manager's Office for any and all news releases and/or other publicity pertaining to this bid or the service, study or project to which it relates.

### **18. ADDITIONS OR DELETION OF SERVICES:**

The City reserves the right to add to the services specified in this bid, or to delete any portion of the scope of services at any time.

### **19. QUANTITIES:**

The quantity requirements, if established herein, are estimated. The City reserves the right to increase or decrease the total quantities of any item or service to meet actual needs. There shall be no quantity pricing restrictions.

### **20. ACCEPTANCE/REJECTION:**

The City reserves the right to accept or to reject any or all bids and make the award to that bidder, who in the opinion of the City, will be in the best interest of and/or the most advantageous to the City. The City also reserves the right to reject the bid proposal of any bidder who has previously failed in the proper performance of an award or to deliver on time agreements of a similar nature or who is not in a position to

perform properly under this award. The City reserves the right to waive any irregularities and technicalities and may, at its discretion, request a re-bid.

**21. DISQUALIFICATION OF BIDDER:**

The submittal of more than one proposal from an individual, firm, partnership, corporation or association under the same or different names will not be considered and will be cause for rejection of all proposals submitted by a Bidder.

**22. ALTERNATIVES/APPROVED EQUAL/DEVIATIONS:**

Unless otherwise specified, the mention of the particular manufacturer's brand name or number in the specifications does not imply that this particular product is the only one that will be considered for purchase. This reference is intended solely to designate the type or quality of merchandise that will be acceptable. Alternate offers will be considered and must include descriptive literature and/or specifications. Failure to provide descriptive literature and/or specifications with alternate offers may be cause for disqualification of the bid. The City shall make the determination as to whether any alternate product or service is or is not equal, and such determination shall be final and binding upon all bidders.

The bidder shall be responsible for reading carefully, and understanding completely, the requirements and specifications of the items bid upon. Any deviation from specifications listed herein must be clearly indicated, otherwise it will be considered that items offered are in strict compliance with these specifications, and the successful bidder will be held responsible. Therefore deviations must be explained in detail on an attached sheet(s) and itemized by number. Any item(s) that do not meet the City's specifications upon delivery will not be accepted and if the item cannot be brought up to specifications in a reasonable time (reasonable time as determined by the City), the bidder will be required to compensate the City for difference in price incurred from going to the next low bidder.

**23. NO BID:**

Where more than one item is listed, any items not bid upon shall be indicated "NO BID." If no items are bid on, the "Statement of Non-Response" should be returned, with the envelope plainly marked "NO BID" and with the bid number. Failure to do so will be an indication that the bidder does not wish to be considered for future bids/RFPs.

**24. OMISSION OF DETAILS:**

Omission of any essential details from these specifications will not relieve the bidder of supplying such product(s) as specified.

**25. MISTAKES:**

In the event of extension error(s) the unit price will prevail and the bidder's total offer will be corrected accordingly. In the event of addition errors, the extended totals will prevail and the bidder's total will be corrected accordingly. If there is a difference between the written price and the numerical price, the written price shall prevail. Bidders must check their bid proposal where applicable. Failure to do so will be at the bidder's risk. Bid proposals having erasures or corrections must be initialed by the bidder.

**26. AVAILABILITY OF FUNDS:**

The obligations of the City under this award are subject to the availability of funds lawfully appropriated for its purpose by the Greenacres City Council.

**27. PAYMENT:**

The City will make payment after all commodities/services have been received/completed, accepted and properly invoiced as indicated in agreement and/or order. Invoices must bear the purchase order number. Payment shall be made within 30 days of such acceptance.

**28. DISCOUNT:**

Bidders may offer a discount for prompt payment. However, such discounts will not be considered in determining the lowest net cost for bid evaluation purposes, unless otherwise specified in Special Conditions. Bidders should reflect any discounts to be considered in the bid evaluation in the unit prices bid.

**29. ADDITIONAL SERVICES:**

The City may require additional services, similar in scope to the requirements of this bid, from time to time. Services not specifically identified in this bid may be added by mutual agreement of the Parties and approval of the City Manager.

**30. TERMINATION:**

a. Termination for Cause

If, through any cause, the bidder shall fail to fulfill in a timely and proper manner, its obligations under the Purchase Order, or if the bidder shall violate any of the provisions of the Purchase Order, the City may upon written notice to the bidder, terminate the right of the bidder to proceed under the Purchase Order, and may hold the bidder liable for any damages caused to the City by reason of such default and termination. In the event of such termination, any completed services performed by the bidder under the agreement shall, at the option of the City, become the City's property and the bidder shall be entitled to receive equitable compensation for any work completed to the satisfaction of the City. The bidder, however, shall not thereby be relieved of liability to the City for damages sustained by the City by reason of any breach of the agreement by the bidder, and the City may withhold any payments to the bidder for the purpose of off set until such time as the amount of damages due the City from the bidder is determined. The bidder shall not be held liable for damages solely for reasons of delay if the delay is due to causes beyond its control and without its fault or negligence, but this shall not prevent the City from terminating the agreement because of such delay.

b. Termination for Convenience

The City reserves the right, in its best interest as determined by the City, to cancel any agreement by giving the bidder a thirty (30) day written notice.

**31. PERFORMANCE:**

The City may return, for full credit, any item(s) received which fail to meet the City's performance standards.

**32. CANCELLATION:**

Orders will be subject to immediate cancellation if either product or service does not comply with specifications, as stated herein, or fails to meet the City's performance standards.

**33. COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH:**

Bidder certifies that all material, equipment, etc., contained in his/her bid proposal meets all O.S.H.A. requirements. Bidder further certifies that, if he/she is the successful bidder, and the material, equipment, etc., delivered is subsequently found to be deficient in any O.S.H.A. requirement in effect on date of delivery, all costs necessary to bring the material, equipment,

etc., into compliance with the aforementioned requirements shall be borne by the bidder.

**34. MATERIAL SAFETY DATA SHEET:**

In compliance with Chapter 442, Florida Statutes, a Material Safety Data Sheet (MSDS) must accompany any toxic substance resulting from this bid. The MSDS must include the following information:

- (a) The identity used on the chemical product's label.
- (b) The chemical and the common name(s) of all ingredients that have been determined to be a health hazard.
- (c) Physical and chemical characteristics of the hazardous chemicals (i.e. vapor pressure, flashpoint).
- (d) The physical hazards of the hazardous chemical, including the potential for fire, explosion and reactivity.
- (e) The health hazards of the hazardous chemical, including signs and symptoms of exposure.
- (f) The primary route(s) of entry.
- (g) The Occupational Safety and Health Administration (OSHA) permissible exposure limit, American Conference of Governmental Industrial Hygienists (ACGIH) Threshold Limit Value, and any other exposure limit used or recommended.
- (h) Whether the hazardous chemical is listed on the National Toxicology Program (NTP) Annual Report on Carcinogens (latest edition) or has been found to be a potential carcinogen.
- (i) Any general applicable precautions for safe handling and use that are known.
- (j) Any general applicable control measures that are known.
- (k) Emergency and first aid procedures.
- (l) The date of MSDS preparation or last change to it.
- (m) The name, address and telephone number of the chemical manufacturer or importer.

**35. CHEMICAL APPROVALS:**

Any chemicals used in the construction of this project by the bidder must have prior approval of the Environmental Protection Agency (EPA) or United States Department of Agriculture (USDA).

**36. SAFETY REGULATIONS:**

Equipment must meet all State and Federal safety regulations for grounding of electrical equipment.

**37. CODES AND REGULATIONS:**

The bidder must strictly comply with all Federal, State and local building and safety codes.

**38. FEDERAL AND STATE TAX:**

The City is exempt from all Federal, State, and Local taxes. An exemption certificate will be provided where applicable upon request.

The City is exempt from Federal and State Taxes for tangible personal property. The Purchasing Agent will sign an exemption certificate submitted by the successful bidder. Vendors or contractors doing business with the City shall not be exempted from paying sales tax to their suppliers for materials to fulfill contractual obligations with The City, nor shall any said vendor or contractor be authorized to use the City's tax exemption number in securing such materials.

**39. LEGAL REQUIREMENTS:**

Federal, State, County and local laws, ordinances, rules and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the bidder shall in no way be a cause for relief from responsibility.

- (a) Bidders doing business with the City are prohibited from discriminating against any employee, applicant or client because of race, creed, color, religion, national origin,

sex, age or non-disqualifying physical or mental disability, with regard to but not limited to the following: employment practices, rates of pay or other compensation methods, and training selection.

- (b) Identical Tie Bids/Proposals shall be awarded in accordance with the preference established in Section 287.087, Florida Statutes, to a bidder submitting the attached Drug-Free Workplace Certification form properly completed and certified. In the event that tie bids/proposals are received either from bidders who have all submitted a Drug-Free Workplace Certification or none of whom who have submitted such certification, the award will be made in accordance with City purchasing procedures pertaining to tie bids/proposals.
- (c) A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid proposal on an agreement to provide any goods or services to a public entity, may not submit a bid proposal on an agreement with a public entity for the construction or repair of a public building or public work, may not submit bid proposals on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under an agreement with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO (Currently \$35,000) for a period of 36 months from the date of being placed on the convicted vendor list.

**40. UNIFORM COMMERCIAL CODE:**

The Uniform Commercial Code (Florida Statutes, Chapter 672) shall prevail as the basis for contractual obligations between the awarded bidder and the City for any terms and conditions not specifically stated in the Invitation to Bid.

**41. INDEMNIFICATION:**

Bidder agrees to protect, defend, reimburse, indemnify and hold the City, its agents, employees and elected officers and hold each of them free and harmless at all times from and against any and all claims, liability, expenses, losses, suits, costs, fines and damages (including attorney fees) and causes of action of every kind and character against or from the City by reason of any damage to property or the environment, or bodily injury (including death) incurred or sustained by any party hereto, or any party acquiring any interest hereunder, and any third or other party whomsoever, or any governmental agency, arising out of or incident to or in connection with bidder's performance under this agreement, bidder's acts, omissions or operations hereunder, or the performance, nonperformance or purported performances of the bidder or any breach of the items of this agreement; provided, however, the bidder shall not be responsible to the City for damages resulting out of bodily injury or to property which bidder can establish as being attributable to the sole negligence of the City, its respective agents, servants, employees or officers.

This indemnification shall include, but not be limited to, suits, actions or claims brought because of any injuries or damage sustained by any person or property on account of the bidder's operations in connection with the agreement; or on account of or in consequence of any neglect in constructing the work; or because of any act or omission by the bidder; or because of any claims or amounts recovered for any infringement of patent, trademark or copyright; or from any claims or amounts arising or recovered under the bidder under his agreement; as is considered necessary by the City, or in the case no monies are due, his surety shall be held until such suits, actions or claims for injuries or damages, as aforesaid, shall have been

steeled and suitable evidence to the effect furnished to the City.

The bidder acknowledges and agrees that the City would not enter into an agreement without this indemnification of the City by the awarded bidder, and that the City's entering into an agreement shall constitute good and sufficient consideration for this indemnification. These provisions shall survive the expiration or earlier termination of the agreement. Nothing in the agreement shall be construed to affect in any way the City's rights, privileges, and immunities as set forth in Florida Statutes 768.28.

#### **42. CONE OF SILENCE:**

The City complies with the Palm Beach County Lobbyist Registration Ordinance. Section 2-355, Cone of Silence, which provides for a prohibition on any communication, except for written correspondence, regarding a particular request for bid, request for qualification, bid, or any other competitive solicitation between any person or person's representative seeking an award and any member of the City Council or employee authorized to act on behalf of the City Council to award an agreement. The cone of silence shall be in effect as of the deadline to submit the proposal, bid, or other response to a competitive solicitation and shall terminate at the time the City Council or department authorized to act on behalf of the City Council, awards or approves a proposal, rejects all proposals, responses, or otherwise takes action which ends the solicitation process.

All communications regarding this competitive solicitation shall be addressed in written form to Purchasing staff only. These provisions do not apply to oral communications at any public proceeding, selection committee presentation, or negotiation meeting.

#### **43. CONFLICT OF INTEREST:**

The award is subject to provisions of State Statutes and City Ordinances. All bidders must disclose with their bid proposal the name of any officer, director or agent who is also an employee of the City. Further, all bidders must disclose the name of any City employee who owns, directly or indirectly, an interest of ten (10) percent or more in the bidder's firm or any of its branches.

#### **44. NON-COLLUSION:**

Bidder, by submitting a bid proposal, certifies that their bid proposal is made without previous understanding, agreement or connection with any person, firm or corporation making a bid proposal for the same material, supplies, equipment or services and is in all respects, fair and without collusion or fraud.

No premiums, rebates or gratuities permitted; either with, prior to, or after any delivery of material or provision of services. Any such violation may result in agreement cancellation, return of materials or discontinuation of services and the possible removal from the vendor bid list(s). Only one (1) bid proposal from any individual, firm, partnership, or corporation, under the same or different names, will be considered. Should it appear to the City that any bidder is interested in more than one (1) bid proposal for work contemplated; all bid proposals in which such a bidder is interested will be rejected.

#### **45. CODE OF ETHICS:**

If any bidder violates or is a party to a violation of the code of ethics of Palm Beach County or the State of Florida with respect to this bid, such bidder may be disqualified from performing the work described in this bid or from furnishing the goods or services for which the bid proposal is submitted and shall be further disqualified from submitting a response

on any future bids/RFPs for work, goods or services for the City of Greenacres.

#### **46. GOVERNING LAW AND VENUE:**

Any agreement resulting from this bid shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the agreement will be held in Palm Beach County and the agreement will be interpreted according to the laws of Florida. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party or any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

#### **47. EEO STATEMENT:**

The City is committed to assuring equal opportunity in the award of agreements and, therefore, complies with all laws prohibiting discrimination on the basis of race, creed, color, religion, national origin, sex, age and non-disqualifying physical or mental disability.

#### **48. SEVERABILITY:**

The invalidity, illegality, or unenforceability of any provision of the agreement, or the occurrence of any event rendering any portion or provision of the agreement void, shall in no way affect the validity or enforceability of any other portion or provision of the agreement. Any void provision shall be deemed severed from the agreement and the balance of the agreement shall be construed and enforced as if the agreement did not contain the particular portion or provision held to be void. The parties further agree to reform the agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this section shall not prevent the entire agreement from being void should a provision which is of the essence of the agreement be determined to be void.

#### **49. INSPECTOR GENERAL OF PALM BEACH COUNTY:**

The bidder is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of any resulting agreement and in furtherance thereof may demand and obtain records and testimony from the bidder and its subcontractors and lower tier subcontractors. The bidder understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the bidder or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the municipality to be a material breach of this agreement justifying its termination.

#### **50. SCRUTINIZED COMPANIES:**

As provided in Section 287.135, Florida Statutes, as amended from time to time, by entering into the Contract Documents, the Contractor certifies that it and any authorized subcontractors are not participating in a boycott of Israel. The City and Contractor agree that the City will have the right to immediately terminate the Contract Documents if the Contractor and/or any authorized subcontractors is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

#### **51. PUBLIC RECORDS:**

Upon award recommendation or thirty (30) days after opening, whichever occurs first, bid proposals become public records and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes. Bidders must invoke the

exemptions to disclosure provided by law in the response to the bid, and must identify the data or other materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary.

## **52. RECORDS/AUDITS:**

The City of Greenacres is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records Law. Specifically, the Contractor shall:

- (a) Keep and maintain public records required by the City in order to perform the service.
- (b) Upon request from the City's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the City.
- (d) Upon completion of the contract, transfer, at no cost to the City, all public records in possession of the Contractor, or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records in a format that is compatible with the information technology systems of the City.

During the term of the contract, the Contractor shall maintain all books, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract. The form of all records and reports shall be subject to the approval of the City's Auditor. The Contractor agrees to make available to the City's Auditor, during normal business hours and in Broward, Dade or Palm Beach Counties, all books of account, reports and records relating to this contract.

## **53. PURCHASING PROTESTS:**

- (a) *Right to protest.* Any actual bidder, proposer, offeror, vendor or contractor who is aggrieved in connection with an invitation to bid, request for proposals or other competitive selection process may protest such purchase.
- (b) *Protest deadline.* The deadline for filing a protest is not later than three (3) days (excluding Saturdays, Sundays and legal holidays) after the date the applicable competitive selection process has been advertised by the City (for protests alleging a deficiency in the advertised competitive selection process) or after the date that notice of the written recommendation of award has been posted on the City's website or purchasing bulletin board by the Purchasing Agent or designee (for protests challenging the award). It shall be the responsibility of a bidder, offeror, vendor or contractor to ascertain the advertisement date and/or bid award information from the Purchasing Department. Protestors shall file their protests in writing with the Purchasing Agent during normal office hours of the City, but in no

event later than 4:00 p.m. on any normal business day of the City, prior to the expiration of the deadline for protests. Protests shall specifically describe the subject matter and facts giving rise to the protest. Protests shall be deemed effective on the date they are received by the Purchasing Agent.

- (c) *Decision.* If the protest is not resolved by mutual agreement, the Purchasing Agent shall issue a decision in writing within a reasonable amount of time. The Purchasing Agent shall have the authority to settle and resolve a protest of an aggrieved bidder, offeror, vendor or contractor concerning the competitive selection process or award. If the Purchasing Agent is unable to resolve the protest, the Purchasing Agent in consultation with the City Manager shall render a decision. The decision of the City Manager shall:

- (1) State the reasons for the action taken; and

- (2) Inform the protestor of its right to appeal as provided in this section.

- (d) *Notice of decision.* A copy of the decision of the Purchasing Agent and City Manager shall be mailed or otherwise furnished promptly to the protestor and any other party intervening. A refusal to accept a copy furnished by mail or otherwise shall not affect the validity of the decision.
- (e) *Appeal to City Council.* A protestor may appeal the decision of the City Manager to the City Council by filing a written notice of appeal within seven (7) business days after receipt of the notice of decision of the City Manager. The notice of appeal shall be filed with the City Manager during normal office hours of the City Manager, but in no event later than 5:00 p.m. on any normal business day of the City prior to the expiration of the deadline for the notice of appeal. The notice of appeal shall set forth the grounds for the appeal. The protest shall be heard by the City Council within a reasonable time of the filing of the notice of appeal with the City Manager.
- (f) *Finality of decision.* A decision of the Purchasing Agent and City Manager regarding a protest which is not timely appealed to the City Manager, or a decision of the City Manager which is not timely appealed to the City Council, or a decision of the City Council regarding a protest, shall be final and conclusive. A bidder, offeror, vendor or contractor who has not timely appealed the decision(s) regarding the protest to the City Council shall not be deemed to have exhausted his or her administrative remedies.
- (g) *Stay of procurements during protests.* In the event of a timely protest under this section, the Purchasing Agent shall not proceed further with the competitive selection process or award until all administrative remedies have been exhausted or until the City Manager makes a written determination that the competitive selection process and/or award without delay is necessary to protect substantial interests of the City. The City Council may, upon determination that a bona fide emergency exists, waive all bid protest procedures and approve an award.
- (h) *Failure to follow procedure.* Failure to follow the protest procedure set forth herein shall automatically nullify any protest or claim brought by an aggrieved bidder, offeror, vendor or contractor.

**54. PUBLIC RECORDS**

**CUSTODIAN:**

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

**CITY CLERK  
5800 MELALEUCA LANE  
GREENACRES, FL 33463  
(561) 642-2006  
CITYCLERK@GREENACRESFL.  
GOV**



## APPENDIX A

# CITY OF GREENACRES

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Bid Proposal Form  
Bidder Certification  
Site Inspection Form  
Bidders Qualification Form

**MUST BE SUBMITTED WITH THE BID. FAILURE TO DO SO WILL RENDER BID  
NON-RESPONSIVE.**

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## BID PROPOSAL

### FIRE RESCUE STATION 95 LOUNGE RENOVATION

**BID NO. 26-005**

**Name of Bidder:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Fax Number:** \_\_\_\_\_

**Submitted:** \_\_\_\_\_, 20\_\_\_\_

Bidder:

The undersigned, as Bidder, hereby declares that the only person or persons interested in the Bid Proposal, as principal or principals, is or are named herein and that no other person than herein mentioned has any interest in the Bid Proposal of the Contract to which the work pertains; that this Bid Proposal is made without connection or arrangement with any other person, company, or parties submitting a Bid or Proposal and that the Bid Proposal is in all respects fair and made in good faith without collusion or fraud.

The Bidder further declares that they have examined the site of the work, or Bidder has made sufficient test holes and/or other subsurface investigations to be fully satisfied, and that from personal knowledge and experience such site is a correct and suitable one for this work and Bidder assumes full responsibility therefore; that Bidder has examined the Drawings and Specifications for the work to be done and has examined the other Contractual Documents relating thereto, including the Advertisement for Bids, Instructions to Bidders, Bid Proposal, Bid security, form of Contract, Performance and Payment Bonds, General Conditions and Supplementary Conditions, Technical Specifications, Drawings and has read all Addenda prior to the opening of Bids, and that Bidder is satisfied fully, relative to all matters and conditions with respect to the work to which this Bid Proposal pertains.

The Bidder proposes and agrees, if this Bid Proposal is accepted, to Contract with the City of Greenacres, in the form of Contract specified, to furnish all necessary materials, all equipment, all necessary machinery, tools, apparatus, means of transportation, and labor necessary to complete the work specified in the Bid Proposal and the Contract, and called for by the Drawings and Specifications and in the manner specified.

The Bidder hereby agrees to commence work under this contract on a date to be specified in written "Notice to Proceed" by the City and to fully complete the project,

**Within ninety (90) consecutive calendar days,**

Thereafter as stipulated in the Contract Documents. The Bidder further agrees to pay as liquidated damages the sum of \$250.00 for each consecutive calendar day thereafter, through the calendar day on which the project is complete in accordance with the Contract Documents.

The Bidder further agrees to execute a Contract and furnish satisfactory Contract Bonds and Insurance Certificates after written notice being given by the City of the award of the Contract, and the undersigned agrees that in case of failure on Bidder's part to execute the Contract and furnish the said Contract Bonds and Insurance Certificates within the fifteen (15) consecutive calendar days after the award of the Contract, the cashier's check or Bid Bond accompanying Bid and money payable thereon shall be paid into the fund of the City of Greenacres, Palm Beach County, Florida, as liquidation of damages sustained by the City. Otherwise, the check or Bid Bond accompanying the Bid Proposal shall be returned to the undersigned after the Contract Bond and Insurance Certificates are filed, Contract is signed and the Notice to Proceed is issued.

The contract is lump sum. The **Bidder is responsible for determining the existing site conditions and quantity** estimates. The undersigned agrees to accept in full compensation for a Lump Sum amount for all the work described in the Contract Documents:

**STATE PRICE IN WORDS AND FIGURES**

**TOTAL BASE BID: FIRE RESCUE STATION 95 LOUNGE RENOVATION**

Shall include all work shown on contract documents pertaining to converting existing open bunk room (approximately 480 square feet) into six (6) private lounge rooms. This includes demolition and installation of VCT flooring, base, and act ceiling; construction of partition walls with pocket doors for each lounge; addition of new electrical outlets, data, and cable connections; providing and installing ceiling speakers in each lounge; integration of HVAC supply diffusers, with undercut doors facilitating return air into the hallway with one (1) thermostat located in the hallway; providing and installing all furniture, fixtures, and equipment (FFE); and all associated and incidental work.

**TOTAL BASE BID\*:** \_\_\_\_\_

**DOLLARS** (\$ \_\_\_\_\_)

\*Bidder shall submit a detailed broken-down schedule of values of their total bid amount in the format of AIA Document G703. Spec items in contradiction with the drawings, the drawings shall prevail.

**BIDDER:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Name of Contractor Service Representative:

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

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

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

City, State, and Zip Code: \_\_\_\_\_

Telephone No: \_\_\_\_\_ Fax No: \_\_\_\_\_

Federal I.D. No.: \_\_\_\_\_



**BID NO. 26-005 FIRE RESCUE STATION 95 LOUNGE RENOVATION**  
**SITE INSPECTION FORM**

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**Bidders are not permitted to visit the site without an accompanying City representative. Attendance at one of the scheduled site visit dates below is mandatory.**

**December 19, 2025 at 1:00 pm**  
**December 29, 2025 at 1:00 pm**  
**January 8, 2026 at 10:00 am**  
**January 14, 2026 at 10:00 am**

(Name of person who inspected site of proposed work for your firm)

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

Date of Inspection: \_\_\_\_\_

Name of Proposer, Corporation, Firm or Individual: \_\_\_\_\_

Business Address of Corporation, Firm or Individual: \_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Typed Name and Title

**City Representative:**

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Typed Name and Title

## BIDDERS QUALIFICATION FORM

**PROJECT NAME: FIRE RESCUE STATION 95 LOUNGE RENOVATION**

**BID NUMBER: 26-005**

**DATE: \_\_\_\_\_**

Please fill out this form completely and submit with each Bid Proposal. Additional information may be required. **Failure to comply with this requirement will render the proposal non- responsive and may cause its rejection.**

In order for the City to properly qualify your firm and its Bid Proposal for the referenced project, please provide the following information:

1. Legal Name and Address:

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

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

2. Check one: Corporation: \_\_\_\_\_ Partnership: \_\_\_\_\_ Individual: \_\_\_\_\_

3. If Corporation, state:

Date of Incorporation: \_\_\_\_\_

State in which Incorporated: \_\_\_\_\_

4. If an out-of-state Corporation currently authorized to do business in Florida, give date of such authorization: \_\_\_\_\_

5. Name and Title of Principal Officers:

Date Elected:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 5.1 Name of Qualifying Agents: Date of Initial Qualification:

\_\_\_\_\_  
\_\_\_\_\_

5.2 Name of Financially Responsible Officers (if any):

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6. If Partnership, state: Date of Partnership: \_\_\_\_\_

Name and Address of Partners:

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7. If Sole Proprietorship, state: Name and Address of Owner:

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8. List State, County or other Public Agencies with which your organization is qualified to perform work by some means of pre-qualification:

Agency	Trade in which Qualified	Expiration Date	Amount Approved
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9. Has your Organization or any member been involved in any litigation, arbitration or administrative proceeding within the last ten (10) years as a result of construction contracts, including but not limited to liens, delays, defective performance or workmanship? If yes, provide the following information for each case: (Submit attachments as necessary.)

a. Style or caption of litigation OR ARBITRATION; \_\_\_\_\_

b. All parties to such proceedings:

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c. Names, addresses, telephone numbers of Attorneys for each party:

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d. Date Litigation Started: \_\_\_\_\_

e. Status of Case: \_\_\_\_\_

f. Provide explanation of each claim by and against each party. (Attachments, as necessary.)

10. Have you or any principal of your company ever declared bankruptcy?

Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, provide dates and particulars:

**Date**

**Reason**


11. List three (3) construction-related credit references.

**Name**

**Address**

**Phone No.**


12. List all subsidiaries or holding companies:


13. List Corporate names or business names under which each of the principals in the present Corporation have done business for the last ten years.




14. List major subcontractors and suppliers from your three (3) largest most recent projects:

Project Name	Subcontr./Supp.	Contact	Phone

15. State construction experience of principal members of your organization:

Name & Title	Years Exper.	Type Work	Cost Range	In What Capacity

List projects under direct supervision of the assigned Qualifying Agent(s), Project Manager(s), and/or Superintendent. (Attachments.)

Project/Type	Size/Value	Date

If not listed above, provide work experience or assigned Qualifying Agent(s), Project Manager(s) and/or Superintendent.


16. List licenses of key members, including Qualifying Agents, and attach copies, including Certificate of Competency:


17. List six (5) similar projects your organization has completed in the last five (5) years. List similar Florida Public Works projects first.

NAME OF PROJECT \_\_\_\_\_ ADDRESS \_\_\_\_\_  
OWNER \_\_\_\_\_ ADDRESS \_\_\_\_\_  
PHONE # \_\_\_\_\_  
ARCHITECT \_\_\_\_\_ ADDRESS \_\_\_\_\_  
PHONE NO. \_\_\_\_\_  
CONTRACT AMOUNT \_\_\_\_\_ DATE OF COMPLETION \_\_\_\_\_  
WAS PROJECT COMPLETED WITHIN ALLOWED CONTRACT TIME? YES\_\_\_ NO\_\_\_  
PERCENTAGE OF THE COST OF THE WORK DONE BY YOUR OWN FORCES: \_\_\_\_\_%

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NAME OF PROJECT \_\_\_\_\_ ADDRESS \_\_\_\_\_  
OWNER \_\_\_\_\_ ADDRESS \_\_\_\_\_  
PHONE # \_\_\_\_\_  
ARCHITECT \_\_\_\_\_ ADDRESS \_\_\_\_\_  
PHONE NO. \_\_\_\_\_  
CONTRACT AMOUNT \_\_\_\_\_ DATE OF COMPLETION \_\_\_\_\_  
WAS PROJECT COMPLETED WITHIN ALLOWED CONTRACT TIME? YES\_\_\_ NO\_\_\_  
PERCENTAGE OF THE COST OF THE WORK DONE BY YOUR OWN FORCES: \_\_\_\_\_%

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NAME OF PROJECT \_\_\_\_\_ ADDRESS \_\_\_\_\_  
OWNER \_\_\_\_\_ ADDRESS \_\_\_\_\_  
PHONE # \_\_\_\_\_  
ARCHITECT \_\_\_\_\_ ADDRESS \_\_\_\_\_  
PHONE NO. \_\_\_\_\_  
CONTRACT AMOUNT \_\_\_\_\_ DATE OF COMPLETION \_\_\_\_\_  
WAS PROJECT COMPLETED WITHIN ALLOWED CONTRACT TIME? YES\_\_\_ NO\_\_\_  
PERCENTAGE OF THE COST OF THE WORK DONE BY YOUR OWN FORCES: \_\_\_\_\_%

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NAME OF PROJECT \_\_\_\_\_ ADDRESS \_\_\_\_\_

OWNER \_\_\_\_\_ ADDRESS \_\_\_\_\_

PHONE # \_\_\_\_\_

ARCHITECT \_\_\_\_\_ ADDRESS \_\_\_\_\_

PHONE NO. \_\_\_\_\_

CONTRACT AMOUNT \_\_\_\_\_ DATE OF COMPLETION \_\_\_\_\_

WAS PROJECT COMPLETED WITHIN ALLOWED CONTRACT TIME? YES\_\_\_ NO\_\_\_

PERCENTAGE OF THE COST OF THE WORK DONE BY YOUR OWN FORCES: \_\_\_\_\_%

NAME OF PROJECT \_\_\_\_\_ ADDRESS \_\_\_\_\_

OWNER \_\_\_\_\_ ADDRESS \_\_\_\_\_

PHONE # \_\_\_\_\_

ARCHITECT \_\_\_\_\_ ADDRESS \_\_\_\_\_

PHONE NO. \_\_\_\_\_

CONTRACT AMOUNT \_\_\_\_\_ DATE OF COMPLETION \_\_\_\_\_

WAS PROJECT COMPLETED WITHIN ALLOWED CONTRACT TIME? YES\_\_\_ NO\_\_\_

PERCENTAGE OF THE COST OF THE WORK DONE BY YOUR OWN FORCES: \_\_\_\_\_%

18. Status of Current Contracts Over \$10,000

Project Name, Location & Description Owner Contact & Phone No.	Contract Amount	% Complete	Projected Completion Date
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19. What is the maximum bonding capacity of your company? (N/A if not applicable)

a. Aggregate Capacity (Dollar Amount): \_\_\_\_\_

b. Single Limit Capacity (Dollar Amount, Per Project): \_\_\_\_\_

c. Include the name, phone number and address of your current bonding company and any others you have used in the past five (5) years.

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## APPENDIX B

# CITY OF GREENACRES

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Bid Bond  
Subcontractors List  
Corporate Certificate  
Partnership Certificate  
Drug-Free Workplace Certification  
Scrutinized Companies  
E-Verify Acknowledgement  
Affidavit of Compliance with Anti-Human  
Trafficking Laws  
Non-Collusive Affidavit

TO BE SUBMITTED WITH THE BID.

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**BID BOND**

**KNOW ALL MEN BY THESE PRESENTS**, that we the undersigned, \_\_\_\_\_  
\_\_\_\_\_, as PRINCIPAL, AND

\_\_\_\_\_  
as SURETY are held and firmly bound unto the City of Greenacres, hereinafter called the Obligee,  
in the penal sum of:

\_\_\_\_\_ Dollars, (\$\_\_\_\_\_) lawful  
money of the United States, for the payment of which sum well and truly to be made, we bind  
ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally;  
firmly by these presents.

WHEREAS, the Principal has submitted a bid for the construction of:

\_\_\_\_\_  
\_\_\_\_\_

**NOW THEREFORE, THE CONDITIONS OF THIS OBLIGATION ARE SUCH**, that if the bid of  
the Principal herein is accepted and said Principal within the time stated in the written notice of  
award, (i) enter into a written contract with the City, then this obligation shall be void. If the  
Principal fails to complete (i) above, the sum herein stated shall be due and payable to the City,  
and the Surety herein agrees to pay said sum immediately upon demand of the City, in good and  
lawful money of the United States of America, as liquidated damages for failure of said Principal.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, A.D.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Principal

BY:

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Surety Seal

BY:

\_\_\_\_\_  
Attorney in Fact

## **SUBCONTRACTORS LIST**

**PROJECT NAME: FIRE RESCUE STATION 95 LOUNGE RENOVATION**

**BID NUMBER: 26-005**

**DATE: \_\_\_\_\_**

A list of all subcontractors to be utilized on the project shall be provided herein. **This list of subcontractors shall be included with the bid submittal.** The contractor shall complete all categories that apply.

The purpose of this list is to discourage "sub-shopping" in general, and to provide a basis for the implementation of the substitution provisions of this Contract. The receipt of this Attachment in no way constitutes approval or disapproval by the City of any subcontractor listed.

Each subcontractor must hold a current Palm Beach County license as may be required for the purpose of performing the specified work for which they are listed. Each subcontractor listed and submitted with the bid proposal by the successful bidder will not be changed without prior written approval of the City. City consideration will be given only when the change is a benefit to the project and, therefore, the City, or when the absence of a change would be a detriment to the project by impacting the ability of the Contractor to complete his/her contract obligations.

Following are the subcontractors to be used if the undersigned is awarded the contract.

TRADE	NAME	LICENSE NO.
Demolition	_____	_____
Concrete	_____	_____
Storefront and Glazing	_____	_____
Doors and Hardware	_____	_____
Lightweight Insulating Concrete	_____	_____
Roofing	_____	_____
Insulation	_____	_____
Drywall and Lightguage Framing	_____	_____
Acoustical Ceilings	_____	_____
Resilient Flooring	_____	_____
Painting	_____	_____
HVAC	_____	_____
Electrical	_____	_____
Plumbing	_____	_____
Other (if cost exceeds 10% of Bid amount)	_____	_____

**BIDDING CONTRACTOR:**

Name of Firm: \_\_\_\_\_

Signed By: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

## CORPORATE CERTIFICATE

<b>PROJECT NAME: FIRE RESCUE STATION 95 LOUNGE RENOVATION</b> <b>BID NUMBER: 26-005</b>
--

I, \_\_\_\_\_, certify:

1. That I am the \_\_\_\_\_, of the Corporation Officer named in the foregoing Bid Proposal; and
2. That \_\_\_\_\_, who signed said Bid Proposal on behalf of the Contractor was then \_\_\_\_\_ of the said Corporation; Officer and authorized to sign the Bid Proposal, and is authorized to sign Contracts and other instruments on behalf of Corporation; and
3. That submitting said Bid Proposal and entering into a Contract with the Owner for the construction of the work based upon said Bid Proposal, is within the scope of the corporate powers of the Corporation.
4. That the Corporation is in good standing and authorized to do business in the State of Florida.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, A.D.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Corporate Seal

STATE OF \_\_\_\_\_)

COUNTY OF \_\_\_\_\_)

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, who was physically present, as \_\_\_\_\_ (title), of \_\_\_\_\_ (name of entity) which is authorized to do business in the State of Florida, and who is personally known to me or who has produced the following \_\_\_\_\_ as identification.

Notary Public

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

My commission expires: \_\_\_\_\_



## PARTNERSHIP CERTIFICATE

<b>PROJECT NAME: FIRE RESCUE STATION 95 LOUNGE RENOVATION</b> <b>BID NUMBER: 26-005</b>
--

STATE OF FLORIDA           )  
COUNTY OF                ) SS

\_\_\_\_\_, being duly sworn, deposes and says; that he/she is a member of the partnership firm designated as \_\_\_\_\_, named in the foregoing Bid Proposal. That he/she has been duly vested with authority to submit the Bid Proposal and to make and sign instruments for the partnership by \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ who constitute all other members of the Partnership.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, A.D.

\_\_\_\_\_  
Signature, General Partner

By:

\_\_\_\_\_  
Name & Title

STATE OF \_\_\_\_\_)

COUNTY OF \_\_\_\_\_)

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, who was physically present, as \_\_\_\_\_ (title), of \_\_\_\_\_ (name of entity) which is authorized to do business in the State of Florida, and who is personally known to me or who has produced the following \_\_\_\_\_ as identification.

Notary Public

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

My commission expires: \_\_\_\_\_

## **DRUG-FREE WORKPLACE CERTIFICATION**

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Whenever two (2) or more bid proposals, which are equal with respect to price, quality, and service, are received by the City of Greenacres for the procurement of commodities or contractual services, a bid proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

- (1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of controlled substances is prohibited in the workplace 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 workplace, the business's policy of maintaining a drug-free workplace, 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 number (1).
- (4) In the statement specified in number (1), notify the employees that as a condition for 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 on or plea of guilty or nolo contendere to any violation of Chapter 893, Florida Statutes or of any controlled substance law of the United States or any singular state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- (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.
- (6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of Section 287.087, Florida Statutes.

**This Certification is submitted by \_\_\_\_\_ the**  
**(Individual's Name)**

\_\_\_\_\_ of \_\_\_\_\_  
**(Title/Position with Company/Vendor) (Name of Company/Vendor)**

Who does hereby certify that said Company/Vendor has implemented a drug-free workplace program, which meets the requirements of Section 287.087, Florida Statutes, which are identified in numbers (1) through (6) above.

\_\_\_\_\_  
**Date**

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

**BID NO. 26-005 FIRE RESCUE STATION 95 LOUNGE RENOVATION**  
**SCRUTINIZED COMPANIES**

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**CERTIFICATION PURSUANT TO FLORIDA STATUTE §  
287.135**

As provided in Section 287.135(8), Florida Statutes, as amended from time to time, by entering into the Contract Documents, the Contractor certifies that it and any authorized subcontractors are not participating in a boycott of Israel. The City and Contractor agree that the City will have the right to immediately terminate the Contract Documents if the Contractor and/or any authorized subcontractors is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.

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

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

1. Participate in a boycott of Israel.

Signature and Date \_\_\_\_\_

Title/Company \_\_\_\_\_

**BID NO. 26-005 FIRE RESCUE STATION 95 LOUNGE RENOVATION**  
**E-VERIFY ACKNOWLEDGEMENT FORM**

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Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

- (a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and
- (b) All persons (including subvendors/subconsultants/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Greenacres; and

Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the EVerify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

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

Authorized Signature: \_\_\_\_\_

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

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

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

**BID NO. 26-005 FIRE RESCUE STATION 95 LOUNGE RENOVATION**  
**AFFIDAVIT OF COMPLIANCE WITH ANTI-HUMAN TRAFFICKING LAWS**

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The undersigned, on behalf of the contractor listed below ("CONTRACTOR"), hereby attests under penalty of perjury as follows:

The CONTRACTOR, by signing this affidavit as set forth below, attests that the CONTRACTOR does not use coercion for labor or services as defined in section 787.06, Florida Statutes. (Source: § 787.06 (13), Florida Statutes – Human Trafficking).

The undersigned is authorized to execute this affidavit on behalf of Entity.

Date: \_\_\_\_\_, 20\_\_\_\_ Signed: \_\_\_\_\_

Entity: \_\_\_\_\_ Name: \_\_\_\_\_

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

STATE OF \_\_\_\_\_)

COUNTY OF \_\_\_\_\_)

THE FOREGOING instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, by \_\_\_\_\_, as the \_\_\_\_\_ [title] of \_\_\_\_\_, a company authorized to do business in the State of Florida, who is ☐ personally known to me or ☐ who has produced \_\_\_\_\_ as identification, and who did take an oath under penalty of perjury that the facts stated with regard to section 787.06, Florida Statutes, are true and correct, and that he or she is duly authorized to execute the foregoing instrument and bind \_\_\_\_\_ [CONTRACTOR'S Name] to the same.

Notary Seal

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

My commission expires: \_\_\_\_\_

**BID NO. 26-005 FIRE RESCUE STATION 95 LOUNGE RENOVATION**  
**NON-COLLUSIVE AFFIDAVIT**

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STATE OF \_\_\_\_\_)

COUNTY OF \_\_\_\_\_)SS

\_\_\_\_\_ being first duly sworn  
deposes and says that:

1. He/she is the \_\_\_\_\_, (Owner, Partner, Officer, Representative or Agent) of \_\_\_\_\_, the Offeror that has submitted the attached Proposal;
2. He/she is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;
3. Such Proposal is genuine and is not a collusive or sham Proposal;
4. Neither the said Offeror nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Offeror, firm, or person to submit a collusive or sham Proposal in connection with the Work for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Offeror, firm, or person to fix the price or prices in the attached Proposal or of any other Offeror, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price of any other Offeror, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Work;
5. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Offeror or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

**BID NO. 26-005 FIRE RESCUE STATION 95 LOUNGE RENOVATION**  
**NON-COLLUSIVE AFFIDAVIT**

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Signed, sealed and delivered in the presence of:

WITNESSES:

BY: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Typed Name

\_\_\_\_\_  
Title

STATE OF \_\_\_\_\_)

COUNTY OF \_\_\_\_\_)

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by \_\_\_\_\_, who was physically present, as \_\_\_\_\_ (title), of \_\_\_\_\_ (name of entity) which is authorized to do business in the State of Florida, and who is personally known to me or who has produced the following \_\_\_\_\_ as identification.

Notary Public

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

My commission expires: \_\_\_\_\_

## APPENDIX C

# CITY OF GREENACRES

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### Sample Agreement

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## **SAMPLE AGREEMENT**

**THIS AGREEMENT** is dated as of the \_\_\_\_\_ day of \_\_\_\_\_ in the year 2026, by and between the City of Greenacres (hereinafter called CITY or OWNER) and \_\_\_\_\_ (hereinafter called CONTRACTOR). CITY and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

### **ARTICLE 1 - WORK**

CONTRACTOR shall complete all work as specified or indicated in the Construction Contract Documents. The work is generally described as follows:

**Converting existing open bunk room (approximately 480 square feet) into six (6) private lounge rooms. This includes demolition and installation of VCT flooring, base, and act ceiling; construction of partition walls with pocket doors for each lounge; addition of new electrical outlets, data, and cable connections; providing and installing ceiling speakers in each lounge; integration of HVAC supply diffusers, with undercut doors facilitating return air into the hallway with one (1) thermostat located in the hallway; Providing and installing all furniture, fixtures, and equipment (FFE); and all associated and incidental work.**

### **ARTICLE 2 - PROJECT**

The project for which the work under the Contract Documents may be the whole or only a part, is generally described as follows:

#### **FIRE RESCUE STATION 95 LOUNGE RENOVATION BID NO. 26-005**

### **ARTICLE 3 - ARCHITECT & ENGINEER**

The project has been designed by:

**Damon A. Robling**  
Robling Architecture Construction, Inc.  
101 Walker Avenue  
Greenacres, FL 33467  
Phone: (561) 649-6705  
Email: dr@robling.com

Who is hereafter called ENGINEER and who is to act as CITY'S contract administrator, assume all duties and responsibilities and have the rights and authority assigned ENGINEER in the Contract Documents in connection with completion of the work in accordance with the Contract Documents.

The City's Contract Administrator for this project is:

**Ibrahim Younis**  
Construction Manager  
City of Greenacres  
Greenacres, FL 33463  
Ph: (561) 790-6191  
Email: iyounis@greenacresfl.gov

## ARTICLE 4 - CONTRACT TIMES

- 4.1 Time is of the essence throughout this Agreement, and all time limits for completion and readiness for final payment are as set forth and mandated pursuant to the Contract Documents issued in BID NO. 26-005. This Project shall be completed within **ninety (90)** consecutive calendar days.
- 4.2 The work will be completed and ready for final payment in accordance with paragraph 27 of the General Terms and Conditions. This Agreement mandates that the Project shall be completed within **ninety (90)** consecutive calendar days from the date when the Agreement time commences to run as delineated and set forth by the City's Notice to Proceed for the Project.
- 4.3 The CITY and the CONTRACTOR recognize that time is of the essence for the completion of the Project and this Agreement, and that CITY will suffer financial or economic loss if the work on the Project is not completed within the time specified in paragraphs 4.1 and 4.2 above, plus any expressly permitted delay(s) or extension(s) thereof allowed in accordance with paragraphs 7 or 10 of the General Terms and Conditions. The parties also recognize the delays, expense and difficulties involved in initiating and proving a breach of the Agreement through a legal action or arbitration proceeding, which will further be an actual loss suffered by CITY if the work is not completed on time.

Accordingly, instead of requiring any such proof, the CITY and CONTRACTOR have agreed that as liquidated damages for delay, the CONTRACTOR shall pay the CITY **Two Hundred and Fifty Dollars (\$250.00)** for each calendar day after the time specified in paragraphs 4.1 and 4.2 for completion and readiness for final payment. These amounts are not penalties but are liquidated damages to the CITY for its inability to obtain full beneficial occupancy and/or use of the Project. The liquidated damages are hereby fixed and agreed upon between the Parties, recognizing the impossibility of precisely ascertaining the amount of damages that will be sustained by the CITY as a consequence of such delay, and both Parties desiring to obviate any question of dispute concerning the amount of said damages and the cost and effect of the failure of the CONTRACTOR to complete the Agreement on time.

The above-stated liquidated damages shall apply separately to each portion of the Project, if any, for which a time for completion is given.

- 4.4 The CITY is authorized to deduct liquidated damages from monies due to CONTRACTOR for the work under this Agreement or as much thereof as the CITY may, in its sole discretion, deem just and reasonable.

## ARTICLE 5 - CONTRACT PRICE

- 5.1 The CITY shall pay the CONTRACTOR for completion of the work in accordance with, and as described in the Contract Documents, the total amount in current funds as follows:

The lump sum contract price of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) as outlined in the BID No. 26-005 proposal documents, which are hereby reproduced and is inserted herein, and is an integral part of this Agreement. The Unit prices within Base Bid Schedule shall be used in calculating Add or Deduct changes to the base bid work as described within the Contract Documents.

## **ARTICLE 6 - PAYMENT PROCEDURES**

The CONTRACTOR shall submit application(s) for payment in accordance with paragraph 27 of the General Terms and Conditions, and for work completed for the Project. Application(s) for payment will be processed by the ENGINEER as provided in the General Terms and Conditions.

- 6.1 The CITY is not obligated or required to make any monthly progress payments. The Contract Documents and BID No. 26-005 set forth that the contract price for the Project is a lump sum pricing, and the CONTRACTOR'S application(s) for monthly payments shall be at the sole discretion of the ENGINEER, upon consultation with the CITY Representative for the Project. However, progress payments may be made to the CONTRACTOR based upon the recommendation of the ENGINEER. The CONTRACTOR shall include, but same shall not be limited to, with each application for payment, an updated progress schedule that is acceptable to the ENGINEER as may be required by this Agreement or the Contract Documents as set forth within BID No. 26-005 and pursuant to the requirements this provision.
- 6.2 Final Payment. Upon final completion and acceptance of the work in accordance with paragraph 27 of the General Terms and Conditions, the CITY will pay the remainder of the contract price, minus any monthly payments (if any), as recommended by the ENGINEER pursuant to the requirements of paragraph 27. Any monthly payment(s) recommended by the ENGINEER must be approved by the CITY's Representative before such payment(s) are issued by the CITY to the CONTRACTOR.

## **ARTICLE 7 - CONTRACTOR'S REPRESENTATIONS**

In order to induce the CITY to enter into this Agreement, CONTRACTOR makes the following representations:

- 7.1 The CONTRACTOR has examined and carefully studied the Contract Documents and the other related data identified in the ITB No. 26-005 Bidding Documents.
- 7.2 The CONTRACTOR has visited the site and has become familiar with and is satisfied as to the general, local, and Project site conditions that may affect cost, progress, and performance of the work.
- 7.3 The CONTRACTOR is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and the performance of the work.
- 7.4 The CONTRACTOR has carefully studied all reports of explorations and tests of subsurface conditions at or contiguous to the Project site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site (except underground facilities).
- 7.5 The CONTRACTOR has obtained and carefully studied (or assumes responsibility for having done so) all examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and underground facilities) at or contiguous to the Project location which may affect cost, progress, or performance of the work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by CONTRACTOR, including applying the specific means, methods, techniques, sequences, and procedures of construction, if any, expressly required by the Contract Documents to be employed by CONTRACTOR, and safety precautions and programs incident thereto.

- 7.6 The CONTRACTOR does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the work at the contract price, within the contract times, and in accordance with the other terms and conditions of the Contract Documents.
- 7.7 The CONTRACTOR is aware of the general nature of work to be performed by the City and others, if any, at the Project location that relates to the work as indicated in the Contract Documents.
- 7.8 The CONTRACTOR has correlated the information known to CONTRACTOR, information and observations obtained from visits to the Project location, reports and drawings identified in the Contract Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Contract Documents.
- 7.9 CONTRACTOR has given ENGINEER written notice of all conflicts, errors, ambiguities, or discrepancies that CONTRACTOR has discovered in the Contract Documents, and the written resolution thereof by ENGINEER is acceptable to CONTRACTOR.
- 7.10 The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishings of the work.
- 7.11 It is expressly agreed that CONTRACTOR is and shall be in the performance of all work, services, and activities under this Agreement an independent CONTRACTOR and not an employee, agent, or servant of the CITY. All persons engaged in any work, service or activity performed pursuant to this Agreement shall at all times and in all places be subject to CONTRACTOR'S sole direction, supervision and control. The CONTRACTOR shall exercise control over the means and manner in which it and its employees perform and work. In all respects CONTRACTOR'S relationship and the relationship of its employees to the CITY shall be that of an independent CONTRACTOR and not as employees or agents of the CITY.
- 7.12 In the event CONTRACTOR, during the term of this Agreement, requires the services of any subcontractors or other professional associates in connection with services covered under this Agreement, CONTRACTOR must secure the prior written approval of CITY'S Procurement Department. The CONTRACTOR shall be solely and exclusively responsible for payment to all subcontractors and obtaining the necessary Release of Liens. The CITY shall in no way be obligated for payments to any subcontractors.

## **ARTICLE 8 - CONTRACT DOCUMENTS**

The Contract Documents, which comprise the entire agreement between CITY and CONTRACTOR concerning the work, consist of the following:

- 8.1 Instructions to Bidders (pages 00 21 13 - 1 thru 00 21 13 - 7)
- 8.2 Drug Free Workplace Certification (pages 00 45 00 - 3)
- 8.3 This Agreement
- 8.4 Construction Performance Bond (pages 00 61 13.13 - 1 thru 00 61 13.13 - 2)
- 8.5 Construction Payment Bond (pages 00 61 13.16 - 1 thru 00 61 13.16 - 2)

- 8.6 Application for Payment (page 00 62 76 - 1)
- 8.7 Warranty of Title (page 00 65 36 - 1)
- 8.8 Contractor's Affidavit to City (page 00 65 19.16 - 1)
- 8.9 Final Release (page 00 65 19.26 - 1)
- 8.10 General Conditions (pages 00 72 00/Attachment A)
- 8.13 Notice of Award
- 8.14 Notice to Proceed
- 8.15 Technical Specifications as listed in the Index of Construction Contract Documents.
- 8.16 One set of Construction Drawings consisting of 34 sheets bearing the following general title:**
  - FIRE RESCUE STATION 95 LOUNGE RENOVATION**
- 8.17 Addenda Numbers \_\_\_\_\_ to \_\_\_\_\_, Inclusive
- 8.18 CONTRACTOR'S Bid - Designated as Bidder's Proposal including attachments (Corporate Certificates, Qualification Form, Subcontractors list)
- 8.19 Documentation Submitted by CONTRACTOR Prior to Notice of Award
- 8.20 The following which may be delivered or issued after effective date of the Agreement and are not attached hereto: All written amendments and other documents amending, modifying or supplementing the Contract Documents pursuant to the General Terms and Conditions.

There are no Contract Documents other than those listed above in this provision. The Contract Documents may only be amended, modified or supplemented as provided in the General Terms and Conditions.

## **ARTICLE 9 - MISCELLANEOUS**

- 9.1 The requirements of the Contract Documents, as such term is delineated in the Invitation to Bid No. 26-005 and this Agreement, are hereby incorporated by reference as if fully set forth herein. The terms used in this Agreement, which are identified within the General Terms and Conditions and any other documents of the Invitation to Bid No. 26-005, will have the meanings indicated herein. This Agreement is part of, and incorporated in, the Contract Documents as defined herein. Accordingly, all of the documents incorporated by the Contract Documents shall govern this Project.
- 9.2 No assignment by a party hereto of any rights under or interest in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation, moneys that may become due and moneys that are due may be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents. The CONTRACTOR represents that all persons delivering the services required by this

Agreement have the knowledge and skills, either by training, experience, education, or a combination thereof, to adequately and competently perform the duties, obligations, and services set forth in the Scope of Work and ITB 26-005, and to provide and perform such services to the CITY'S satisfaction for the agreed compensation.

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

- 9.3 The CITY and CONTRACTOR each binds itself, its partners, successors, assigns and legal representative to the other party hereto, its partners, successors, assigns and legal representative in respect of all covenants, agreements and obligations contained in the Contract Documents. Where there is a conflict between any provisions set forth within the Contract Documents and a more stringent provision elsewhere in the Contract Documents or under any law, regulation, statute or code requirement which is applicable to this Project, the more stringent provision shall prevail and govern the performance of the Work.
- 9.4 GOVERNING LAW AND VENUE. The Agreement shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the Agreement will be held in Palm Beach County and the Agreement will be interpreted according to the laws of Florida. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party or any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

**BY ENTERING INTO THIS AGREEMENT, THE CONTRACTOR AND CITY HEREBY EXPRESSLY WAIVE ANY RIGHTS EITHER PARTY MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO, OR ARISING OUT OF THE PROJECT. THE CONTRACTOR SHALL SPECIFICALLY BIND ALL SUBCONTRACTORS TO THE PROVISIONS OF THIS AGREEMENT.**

- 9.5 PUBLIC RECORDS. The City is a public agency subject to Chapter 119 of the Florida Statutes. As required by Chapter 119 of the Florida Statutes, the CONTRACTOR and all sub-contractors for services shall comply with Florida's Public Records Law. Specifically, the CONTRACTOR and sub-contractors shall:

Keep and maintain public records required by the public agency to perform the service.

Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.

Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.

Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public

records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

**IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (561) 642-2006, CITYCLERK@GREENACRESFL.GOV, CITY CLERK 5800 MELALEUCA LANE, GREENACRES, FLORIDA 33463.**

- 9.6 ALL PRIOR AGREEMENTS SUPERSEDED: This document incorporates and includes all prior negotiations, correspondence, conversations, agreements or understandings applicable to the matters contained herein; and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements whether oral or written. It is further agreed that no modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document.
- 9.7 SEVERABILITY: The invalidity, illegality, or unenforceability of any provision of this Agreement, or the occurrence of any event rendering any portion or provision of this Agreement void, shall in no way affect the validity or enforceability of any other portion or provision of the Agreement. Any void provision shall be deemed severed from the Agreement and the balance of the Agreement shall be construed and enforced as if the Agreement did not contain the particular portion or provision held to be void. The parties further agree to reform the Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this section shall not prevent the entire Agreement from being void should a provision which is of the essence of the Agreement be determined to be void.
- 9.8 PUBLIC ENTITY CRIMES. The CONTRACTOR acknowledges that the provisions of the Public Entity Crimes Act, Section 287.133 of the Florida Statutes shall apply to this Agreement, which statute provides, in pertinent part, that a person or affiliate who is a contractor, consultant or other provider, who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to the CITY, may not submit a bid on a contract with the CITY for the construction or repair of a public building or public work, may not submit bids on leases of real property to the CITY, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with the CITY, and may not transact any business with the CITY in excess of the threshold amount provided in Section 287.017 of the Florida Statutes, for category two purchases for a period of 36 months from the date of being placed on the convicted vendor list. Violation of this section by the CONTRACTOR shall result in cancellation of the CITY purchase and may result in CONTRACTOR debarment.

9.9 INDEPENDENT CONTRACTOR. The CONTRACTOR is an independent contractor under this Agreement. The services provided by the CONTRACTOR pursuant to this Agreement shall be subject to the supervision of the CONTRACTOR. In providing such services, neither CONTRACTOR nor its agents shall act as officers, employees, or agents of the City. This Agreement shall not constitute or make the Parties a partnership or joint venture.

9.9.1 THIRD PARTY BENEFICIARIES. Neither the CONTRACTOR nor the City intends to directly or substantially benefit a third party by this Agreement. Therefore, the Parties agree that there are no third party beneficiaries to this Agreement and that no third party shall be entitled to assert a claim against either of them based upon this Agreement. The Parties acknowledge that it is not their intent to create any rights or obligations in any third person or entity under this Agreement.

9.9.2 NOTICES. Whenever either party desires to give notice to the other, such notice must be in writing, sent by certified United States Mail, postage prepaid, return receipt requested, or by hand-delivery with a request for a written receipt of acknowledgement of delivery, addressed to the party for whom it is intended at the place last specified.

The place for giving notice shall remain the same as set forth herein until changed in writing in the manner provided in this section. For the present, the Parties designate the following:

For the CITY:

PURCHASING AGENT  
CITY OF GREENACRES  
5800 MELALEUCA LANE  
GREENACRES, FL 33463

For the CONTRACTOR:

9.9.3 MATERIALITY AND WAIVER OF BREACH. The CITY and the CONTRACTOR agree that each requirement, duty, and obligation set forth in these Contract Documents is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. The CITY'S failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach of a provision of this Agreement shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this Agreement.

9.10 E-VERIFY. The Contractor is hereby acknowledging that by entering this Agreement, the CONTRACTOR becomes obligated to comply with the provisions of 448.095 of the Florida Statutes, titled "Verification of Employment Eligibility." This includes but is not limited to utilization of the U.S. Department of Homeland Security's E-Verify System, and beginning on January 1, 2021, the CONTRACTOR shall:

- A. Register with and use the E-Verify system to verify the work authorization status of all newly hired employees and require all subcontractors (providing services or receiving funding under this Agreement) to register with and use the E-Verify system to verify the work authorization status of all the subcontractors' newly hired employees;
- B. Secure an affidavit from all subcontractors (providing services or receiving funding under this Agreement), which affidavit must state that the subcontractor does not employ, contract with, or subcontract with an "unauthorized alien" as defined in Section 448.095(1)(k) of the Florida Statutes;



- C. Maintain copies of all subcontractor affidavit(s) for the duration of this Agreement, and shall provide the same to the CITY upon request;
- D. Comply fully with, and ensure that all of its subcontractors, comply fully with Section 448.095 of the Florida Statutes.

Failure to comply may lead to termination of this Agreement, or if a Subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination of this Agreement. If this Agreement is terminated for a violation of the statute by the CONTRACTOR, the CONTRACTOR may not be awarded a public contract for a period of one year after the date of termination, and the CONTRACTOR may be liable for any additional costs incurred by the CITY resulting from the termination of the Agreement. Public and private employers must enroll in the E-Verify System (<http://www.uscis.gov/e-verify>) and retain the I-9 Forms for inspection.

- 9.11 SCRUTINIZED COMPANIES. As provided in Section 287.135, Florida Statutes, as amended from time to time, by entering into the Contract Documents, the Contractor certifies that it and any authorized subcontractors are not participating in a boycott of Israel. The City and Contractor agree that the City will have the right to immediately terminate the Contract Documents if the Contractor and/or any authorized subcontractors is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel.
- 9.12 COMPLIANCE WITH SECTION 787.06, FLORIDA STATUTES (2024). By signing this Agreement before a notary public and taking an oath under the penalty of perjury, the CONTRACTOR attests and warrants that the CONTRACTOR does not use coercion for labor or services as defined in section 787.06, Florida Statutes (2024).

## **ARTICLE 10 - INDEMNIFICATION**

- 10.1 Contractor shall indemnify and hold harmless Owner and Engineer and their respective officers and employees from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorney's fees, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Contractor and persons employed or utilized by the Contractor in the performance of the Contract Documents. Compliance with any insurance requirements required elsewhere in the Contract Documents shall not relieve Contractor of its liability and obligation to hold harmless and indemnify the City as set forth in this section. It is the specific intent of the parties hereto that the foregoing indemnification complies with section 725.06, Florida Statutes. It is further the specific intent and agreement of the parties that all of the Contract Documents on this Project are hereby amended to include the foregoing indemnification and the required "Specific Consideration" therefore. Nothing contained in the Contract Documents shall be construed or interpreted as consent by the City to be sued, nor shall the Contract Documents be construed as a waiver of sovereign immunity beyond the waiver provided in section 768.28, Fla. Stat., as amended from time to time.

*This Space Intentionally Left Blank*

**IN WITNESS WHEREOF**, CITY AND CONTRACTOR have signed this Agreement. All portions of the Contract Documents have been signed or identified by CITY or by ENGINEER on their behalf and by the CONTRACTOR.

This Agreement will be effective \_\_\_\_\_, 20\_\_\_\_.

**CITY OF GREENACRES,**  
A municipal corporation of the State of  
Florida

ATTEST:

BY: \_\_\_\_\_  
Chuck Shaw, Mayor

\_\_\_\_\_  
Quintella Moorer, City Clerk

ENDORSED AS TO FORM & LEGALITY:

\_\_\_\_\_  
Glen J. Torcivia, City Attorney

(CORPORATE SEAL)

**FIRM:**

WITNESSES:

BY: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Typed Name

\_\_\_\_\_  
Title

THE FOREGOING instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization on this \_\_\_\_ day of \_\_\_\_\_ 2026, by \_\_\_\_\_, as the \_\_\_\_\_ [title] of \_\_\_\_\_, a company authorized to do business in the State of Florida, who is ☐ personally known to me or ☐ who has produced \_\_\_\_\_ as identification, and who did take an oath that the facts stated with regard to section 787.09, Florida Statutes, are true and correct, and that he or she is duly authorized to execute the foregoing instrument and bind \_\_\_\_\_[CONTRACTOR's Name] to the same.

Notary Public

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

My commission expires: \_\_\_\_\_

## APPENDIX D

# CITY OF GREENACRES

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### Post Award Forms

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## PERFORMANCE BOND

Any singular reference to Contractor, Surety, Owner, or other party shall be considered plural where applicable.

CONTRACTOR (Name and Address):

SURETY (Name and Address of Principal Place of Business):

OWNER (Name and Address):

### CONTRACT

Date:

Amount:

Description (Name and Location):

### BOND

Bond Number:

Date (Not earlier than Contract Date):

Amount:

Modifications to this Bond Form:

Surety and Contractor, intending to be legally bound hereby, subject to the terms printed on the reverse side hereof, do each cause this Performance Bond to be duly executed on its behalf by its authorized officer, agent, or representative.

CONTRACTOR AS PRINCIPAL

Company:

Signature: \_\_\_\_\_ (Seal)

Name and Title:

(Space is provided below for signatures of additional parties, if required.)

CONTRACTOR AS PRINCIPAL

Company:

Signature: \_\_\_\_\_ (Seal)

Name and Title:

SURETY

\_\_\_\_\_  
(Seal)

Surety's Name and Corporate Seal

By:

Signature and Title

(Attach Power of Attorney)

Attest:

Signature and Title

SURETY

\_\_\_\_\_  
(Seal)

Surety's Name and Corporate Seal

By:

Signature and Title

(Attach Power of Attorney)

Attest:

Signature and Title:

### EJCDC No. C-610 (2002 Edition)

Originally prepared through the joint efforts of the Surety Association of America, Engineers Joint Contract Documents Committee, the Associated General Contractors of America, and the American Institute of Architects.

1. Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to Owner for the performance of the Contract, which is incorporated herein by reference.

2. If Contractor performs the Contract, Surety and Contractor have no obligation under this Bond, except to participate in conferences as provided in Paragraph 3.1.

3. If there is no Owner Default, Surety's obligation under this Bond shall arise after:

3.1. Owner has notified Contractor and Surety, at the addresses described in Paragraph 10 below, that Owner is considering declaring a Contractor Default and has requested and attempted to arrange a conference with Contractor and Surety to be held not later than 15 days after receipt of such notice to discuss methods of performing the Contract. If Owner, Contractor and Surety agree, Contractor shall be allowed a reasonable time to perform the Contract, but such an agreement shall not waive Owner's right, if any, subsequently to declare a Contractor Default; and

3.2. Owner has declared a Contractor Default and formally terminated Contractor's right to complete the Contract. Such Contractor Default shall not be declared earlier than 20 days after Contractor and Surety have received notice as provided in Paragraph 3.1; and

3.3. Owner has agreed to pay the Balance of the Contract Price to:

1. Surety in accordance with the terms of the Contract;
2. Another contractor selected pursuant to Paragraph 4.3 to perform the Contract.

4. When Owner has satisfied the conditions of Paragraph 3, Surety shall promptly and at Surety's expense take one of the following actions:

4.1. Arrange for Contractor, with consent of Owner, to perform and complete the Contract; or

4.2. Undertake to perform and complete the Contract itself, through its agents or through independent contractors; or

4.3. Obtain bids or negotiated proposals from qualified contractors acceptable to Owner for a contract for performance and completion of the Contract, arrange for a contract to be prepared for execution by Owner and Contractor selected with Owner's concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Contract, and pay to Owner the amount of damages as described in Paragraph 6 in excess of the Balance of the Contract Price incurred by Owner resulting from Contractor Default; or

4.4. Waive its right to perform and complete, arrange for completion, or obtain a new contractor and with reasonable promptness under the circumstances:

1. After investigation, determine the amount for which it may be liable to Owner and, as soon as practicable after the amount is determined, tender payment therefor to Owner; or
2. Deny liability in whole or in part and notify Owner citing reasons therefor.

5. If Surety does not proceed as provided in Paragraph 4 with reasonable promptness, Surety shall be deemed to be in default on this Bond 15 days after receipt of an additional written notice from Owner to Surety demanding that Surety perform its obligations under this Bond, and Owner shall be entitled to enforce any remedy available to Owner. If Surety proceeds as provided in Paragraph 4.4, and Owner refuses the payment tendered or Surety has denied liability, in whole or in part, without further notice Owner shall be entitled to enforce any remedy available to Owner.

6. After Owner has terminated Contractor's right to complete the Contract, and if Surety elects to act under Paragraph 4.1, 4.2, or 4.3 above, then the responsibilities of Surety to Owner shall not be greater than those of Contractor under the Contract, and the responsibilities of Owner to Surety shall not be greater than those of Owner under the Contract. To a limit of the amount of this Bond, but subject to commitment by Owner of the Balance of the Contract Price to mitigation of costs and damages on the Contract, Surety is obligated without duplication for:

6.1. The responsibilities of Contractor for correction of defective Work and completion of the Contract;

6.2. Additional legal, design professional, and delay costs resulting from Contractor's Default, and resulting from the actions or failure to act of Surety under Paragraph 4; and

6.3. Liquidated damages, or if no liquidated damages are specified in the Contract, actual damages caused by delayed performance or non-performance of Contractor.

7. Surety shall not be liable to Owner or others for obligations of Contractor that are unrelated to the Contract, and the Balance of the Contract Price shall not be reduced or set off on account of any such unrelated obligations. No right of action shall accrue on this Bond to any person or entity other than Owner or its heirs, executors, administrators, or successors.

8. Surety hereby waives notice of any change, including changes of time, to Contract or to related subcontracts, purchase orders, and other obligations.

9. Any proceeding, legal or equitable, under this Bond may be instituted in any court of competent jurisdiction in the location in which the Work or part of the Work is located and shall be instituted within two years after Contractor Default or within two years after Contractor ceased working or within two years after Surety refuses or fails to perform its obligations under this Bond, whichever occurs first. If the provisions of this paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

10. Notice to Surety, Owner, or Contractor shall be mailed or delivered to the address shown on the signature page.

**11. When this Bond has been furnished to comply with a statutory requirement in the location where the Contract was to be performed, any provision in this Bond conflicting with said statutory requirement shall be deemed deleted herefrom and provisions conforming to such statutory requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory bond and not as a common law bond.**

12. Definitions.

12.1 Balance of the Contract Price: The total amount payable by Owner to Contractor under the Contract after all proper adjustments have been made, including allowance to Contractor of any amounts received or to be received by Owner in settlement of insurance or other Claims for damages to which Contractor is entitled, reduced by all valid and proper payments made to or on behalf of Contractor under the Contract.

12.2 Contract: The agreement between Owner and Contractor identified on the signature page, including all Contract Documents and changes thereto.

12.3 Contractor Default: Failure of Contractor, which has neither been remedied nor waived, to perform or otherwise to comply with the terms of the Contract.

12.4 Owner Default: Failure of Owner, which has neither been remedied nor waived, to pay Contractor as required by the Contract or to perform and complete or comply with the other terms thereof.

FOR INFORMATION ONLY – Name, Address and Telephone  
Surety Agency or Broker  
Owner's Representative (engineer or other party)

## PAYMENT BOND

Any singular reference to Contractor, Surety, Owner, or other party shall be considered plural where applicable.

CONTRACTOR (Name and Address):

SURETY (Name and Address of Principal Place of Business):

OWNER (Name and Address):

### CONTRACT

Date:

Amount:

Description (Name and Location):

### BOND

Bond Number:

Date (Not earlier than Contract Date):

Amount:

Modifications to this Bond Form:

Surety and Contractor, intending to be legally bound hereby, subject to the terms printed on the reverse side hereof, do each cause this Payment Bond to be duly executed on its behalf by its authorized officer, agent, or representative.

CONTRACTOR AS PRINCIPAL

Company:

Signature: \_\_\_\_\_ (Seal)

Name and Title:

SURETY

\_\_\_\_\_  
(Seal)

Surety's Name and Corporate Seal

By: \_\_\_\_\_

Signature and Title

(Attach Power of Attorney)

Attest: \_\_\_\_\_

Signature and Title

(Space is provided below for signatures of additional parties,  
if required.)

CONTRACTOR AS PRINCIPAL

Company:

Signature: \_\_\_\_\_ (Seal)

Name and Title:

SURETY

\_\_\_\_\_  
(Seal)

Surety's Name and Corporate Seal

By: \_\_\_\_\_

Signature and Title

(Attach Power of Attorney)

Attest: \_\_\_\_\_

Signature and Title:

EJC DC No. C-615 (2002 Edition)

Originally prepared through the joint efforts of the Surety Association of America, Engineers Joint Contract Documents Committee, the Associated General Contractors of America, the American Institute of Architects, the American Subcontractors Association, and the Associated Specialty Contractors.

1. Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to Owner to pay for labor, materials, and equipment furnished by Claimants for use in the performance of the Contract, which is incorporated herein by reference.

2. With respect to Owner, this obligation shall be null and void if Contractor:

2.1. Promptly makes payment, directly or indirectly, for all sums due Claimants, and

2.2. Defends, indemnifies, and holds harmless Owner from all claims, demands, liens, or suits alleging non-payment by Contractor by any person or entity who furnished labor, materials, or equipment for use in the performance of the Contract, provided Owner has promptly notified Contractor and Surety (at the addresses described in Paragraph 12) of any claims, demands, liens, or suits and tendered defense of such claims, demands, liens, or suits to Contractor and Surety, and provided there is no Owner Default.

3. With respect to Claimants, this obligation shall be null and void if Contractor promptly makes payment, directly or indirectly, for all sums due.

4. Surety shall have no obligation to Claimants under this Bond until:

4.1. Claimants who are employed by or have a direct contract with Contractor have given notice to Surety (at the addresses described in Paragraph 12) and sent a copy, or notice thereof, to Owner, stating that a claim is being made under this Bond and, with substantial accuracy, the amount of the claim.

4.2. Claimants who do not have a direct contract with Contractor:

1. Have furnished written notice to Contractor and sent a copy, or notice thereof, to Owner, within 90 days after having last performed labor or last furnished materials or equipment included in the claim stating, with substantial accuracy, the amount of the claim and the name of the party to whom the materials or equipment were furnished or supplied, or for whom the labor was done or performed; and

2. Have either received a rejection in whole or in part from Contractor, or not received within 30 days of furnishing the above notice any communication from Contractor by which Contractor had indicated the claim will be paid directly or indirectly; and

3. Not having been paid within the above 30 days, have sent a written notice to Surety and sent a copy, or notice thereof, to Owner, stating that a claim is being made under this Bond and enclosing a copy of the previous written notice furnished to Contractor.

5. If a notice by a Claimant required by Paragraph 4 is provided by Owner to Contractor or to Surety, that is sufficient compliance.

6. When a Claimant has satisfied the conditions of Paragraph 4, the Surety shall promptly and at Surety's expense take the following actions:

6.1. Send an answer to that Claimant, with a copy to Owner, within 45 days after receipt of the claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed.

6.2. Pay or arrange for payment of any undisputed amounts.

7. Surety's total obligation shall not exceed the amount of this Bond, and the amount of this Bond shall be credited for any payments made in good faith by Surety.

8. Amounts owed by Owner to Contractor under the Contract shall be used for the performance of the Contract and to satisfy claims, if any, under any performance bond. By Contractor furnishing and Owner accepting this Bond, they agree that all funds earned by Contractor in the performance of the Contract are dedicated to satisfy obligations of Contractor and Surety under this Bond, subject to Owner's priority to use the funds for the completion of the Work.

**9. Surety shall not be liable to Owner, Claimants, or others for obligations of Contractor that are unrelated to the Contract. Owner shall not be liable for payment of any costs or expenses of any Claimant under this Bond, and shall have under this Bond no obligations to make payments to, give notices on behalf of, or otherwise have obligations to Claimants under this Bond.**

10. Surety hereby waives notice of any change, including changes of time, to the Contract or to related Subcontracts, purchase orders and other obligations.

11. No suit or action shall be commenced by a Claimant under this Bond other than in a court of competent jurisdiction in the location in which the Work or part of the Work is located or after the expiration of one year from the date (1) on which the Claimant gave the notice required by Paragraph 4.1 or Paragraph 4.2.3, or (2) on which the last labor or service was performed by anyone or the last materials or equipment were furnished by anyone under the Construction Contract, whichever of (1) or (2) first occurs. If the provisions of this paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

12. Notice to Surety, Owner, or Contractor shall be mailed or delivered to the addresses shown on the signature page. Actual receipt of notice by Surety, Owner, or Contractor, however accomplished, shall be sufficient compliance as of the date received at the address shown on the signature page.

13. When this Bond has been furnished to comply with a statutory requirement in the location where the Contract was to be performed, any provision in this Bond conflicting with said statutory requirement shall be deemed deleted herefrom and provisions conforming to such statutory requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory Bond and not as a common law bond.

14. Upon request of any person or entity appearing to be a potential beneficiary of this Bond, Contractor shall promptly furnish a copy of this Bond or shall permit a copy to be made.

## 15. DEFINITIONS

15.1. Claimant: An individual or entity having a direct contract with Contractor, or with a first-tier subcontractor of Contractor, to furnish labor, materials, or equipment for use in the performance of the Contract. The intent of this Bond shall be to include without limitation in the terms "labor, materials or equipment" that part of water, gas, power, light, heat, oil, gasoline, telephone service, or rental equipment used in the Contract, architectural and engineering services required for performance of the Work of Contractor and Contractor's Subcontractors, and all other items for which a mechanic's lien may be asserted in the jurisdiction where the labor, materials, or equipment were furnished.

15.2. Contract: The agreement between Owner and Contractor identified on the signature page, including all Contract Documents and changes thereto.

15.3. Owner Default: Failure of Owner, which has neither been remedied nor waived, to pay Contractor as required by the Contract or to perform and complete or comply with the other terms thereof.

**FOR INFORMATION ONLY – Name, Address and Telephone Surety**

**Agency or Broker:**

**Owner's Representative (engineer or other party):**

## SCHEDULE OF VALUES AND WORK COMPLETED

PROJECT TITLE: FIRE RESCUE STATION 95 LOUNGE RENOVATION

CONTRACTOR: \_\_\_\_\_

CITY'S BID NO.: \_\_\_\_\_ FOR PERIOD ENDING: \_\_\_\_\_

TO ACCOMPANY APPLICATION NO.: \_\_\_\_\_

ITEM NO.	ITEM DESCRIPTION	UNIT	CONTRACT		THIS PERIOD		TO DATE	
			QUANTITY	UNIT PRICE	QTY.	AMT.	QTY.	AMT.
						\$		\$

**NOTE:** CONTRACTOR SHALL PREPARE APPROPRIATE SCHEDULE WITH ALL CONTRACT ITEMS SHOWN  
FOR ATTACHMENT TO EACH APPLICATION FOR PAYMENT.

**NOTE:** CHANGE ORDER(S) SHALL BE ITEMIZED AS APPLICABLE.

TOTAL WORK TO DATE: \$ \_\_\_\_\_



## APPLICATION FOR PAYMENT

NO. \_\_\_\_\_

**PROJECT NAME: FIRE RESCUE STATION 95 LOUNGE RENOVATION**  
**BID NUMBER: 26-005**

**DATE:** \_\_\_\_\_

**Application is made for payment, as hereinafter shown, in connection with this Contract:**

Original Contract Price	\$	
Net Change Orders	\$	
Current Contract Price	\$	
Total Work to Date (see attached schedule)	\$	
Retainage (10%)	\$	
Amount Due to Date (total work to date less Retainage)	\$	
Previous Payment (s)	\$	
Amount Due this Application (amount to date less previous payment)	\$	

The undersigned contractor hereby swears under penalty of perjury that; (1) all previous progress payments received from the City on account of work performed under the contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior applications for payment under said contract, being applications for payment number 1 through , inclusive; and (2) title to all work, materials and equipment covered by this application for payment, whether incorporated in the project or not, will pass to the City upon receipt of such payment by the contractor, free and clear of all liens, claims, security interests or encumbrances.

DATED \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Contractor

COUNTY OF PALM BEACH       )  
STATE OF FLORIDA            ) SS

BY: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Name and Title

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, by \_\_\_\_\_, who is personally known to me or has produced \_\_\_\_\_ as identification, who being duly sworn, did depose and say that he is \_\_\_\_\_ of the contractor mentioned above, that he executed the above application for payment and statement on behalf of said contractor; and, that all of the statements contained therein are true, correct and complete.

\_\_\_\_\_  
Notary Seal

\_\_\_\_\_  
Signature of Notary

In accordance with above Contract, the undersigned recommends payment to the Contractor for the Amount Due as shown.

BY: \_\_\_\_\_  
Signature

DATE \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Name and Title

STATE OF FLORIDA )  
COUNTY OF \_\_\_\_\_ ) SS

Before me, the undersigned authority, authorized to administer oaths and take acknowledgments, personally appeared \_\_\_\_\_, who, being by me first duly sworn, on oath depose(s) and say(s):

1. He/She is (They are) a **(Corporation, Partnership or Individual)** of \_\_\_\_\_, doing business as \_\_\_\_\_, hereinafter called "Contractor".
2. Contractor heretofore entered into a contract with \_\_\_\_\_ hereinafter called "City" to do work (furnish material, labor and services) for the construction of \_\_\_\_\_ located at \_\_\_\_\_ County, Florida.
3. Contractor has fully completed construction in accordance with the terms of the contract, and all lienors have been paid in full, except:

<u>NAME OF LIENOR</u>	<u>AMOUNT DUE AND UNPAID</u>
	\$
4. All workmen's compensation claims have been settled and no liability claims are pending, in connection with, arising out of or resulting from the Contract.
5. Receipt by the Contractor of the final payment, under the aforementioned Contract, shall constitute a full release and discharge by the Contractor to the City of any and all claims of the Contractor against the City arising out of, connected with or resulting from performance of the obligations of the Contractor pursuant to the Contract Documents.
6. The term "lienor" as used in this affidavit means any person having a lien or a prospective lien, under the Mechanics Lien Law of Florida, on the land and property of the City referred to in paragraph two of this affidavit.
7. This affidavit is given pursuant to the provisions of Section 713.06, Florida Statutes.

Signed and sealed in the presence of:

ATTEST

SEAL

CONTRACTOR

\_\_\_\_\_  
ATTEST

BY: \_\_\_\_\_ SEAL

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, who is  
personally known to me or has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Notary Seal

Commission No. \_\_\_\_\_

# CITY OF GREENACRES

## FINAL RELEASE

**KNOWN ALL MEN BY THESE PRESENTS**, that the undersigned, for and in consideration of the payment of the sum of \$ \_\_\_\_\_ dollars (\$ \_\_\_\_\_), paid by the City of Greenacres, Florida, receipt of which is hereby acknowledged as total payment for the Contract described below, simultaneously with the execution of this Release of Lien, hereby releases and quit claims to the City of Greenacres, Florida, all liens, lien rights, claims or demand of any kind whatsoever, which the undersigned now has or might have against the property, building and other improvements on the premises commonly known and described as \_\_\_\_\_, Greenacres, Florida, on account of labor performed and/or material furnished for construction, or in otherwise improving said property situated as above described.

The undersigned waives all claims, disputes and other matters arising out of, or relating to, the Contract which have not been raised by way of written demand prior to this date and are not either in arbitration or court litigation, as the case may be, pursuant to the Contract Documents.

The undersigned further covenants that all subcontractors, suppliers and materialmen and any or all other persons supplying service or labor have been paid in full for all work under this Contract.

The undersigned agrees to maintain in full force and effect the provisions of the Contract respecting the guaranty against defective work for the term provided in the Contract Documents, which term shall begin to run from the date specified in the Contract Documents.

I HEREBY ACKNOWLEDGE that the statements contained in the foregoing Release are true and correct.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Attest

BY:

\_\_\_\_\_

\_\_\_\_\_

Title

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

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

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, who is personally known to me or has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Signature of Notary

Commission No. \_\_\_\_\_

\_\_\_\_\_  
Notary Seal

**WARRANTY OF TITLE**

STATE OF FLORIDA

COUNTY OF \_\_\_\_\_

\_\_\_\_\_, being first duly sworn, deposes and says as follows:

He/She is \_\_\_\_\_ of \_\_\_\_\_

\_\_\_\_\_  
Title  
Firm

\_\_\_\_\_  
Name of Corporation or

a \_\_\_\_\_ corporation which is named in Construction Contract dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, between said corporation as the CONTRACTOR and the \_\_\_\_\_, Florida as the OWNER, for the construction of \_\_\_\_\_, and Affiant is authorized to make this Affidavit as, or in behalf of, the Contractor as named above.

Title to all work, materials and equipment covered by the attached Periodical Estimate for payment dated \_\_\_\_\_, 20\_\_\_\_\_, passes to the City at the time of payment free and clear of all liens, and all laborers, materialman and subcontractors have been paid for performing or furnishing the work, labor or materials upon said Contract work covered by the aforesaid Periodical Estimate of Payment.

This statement under oath is given in compliance with Section 713.06 Florida Statutes.

\_\_\_\_\_  
Affiant

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by \_\_\_\_\_, who is personally known to me or has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Notary Seal

\_\_\_\_\_  
Signature of Notary

Commission No. \_\_\_\_\_

## **1-Year General Contractor Warranty**

This 1-Year General Contractor Warranty ("Warranty") is issued by [Contractor legal name], a [state] [entity type] holding Florida License No. [license number] ("Contractor"), to the City of Greenacres, Florida ("Owner"), for the Project known as "[Project Title]" located at [Project Address], under Contract No. [Contract Number] dated [Contract Date].

### **1. Warranty Period and Commencement**

- Contractor warrants the Work for one (1) year beginning on:
  - The date of Final Acceptance by the City; or
- For any portion of the Work corrected under this Warranty, the Warranty Period for that portion restarts upon the Owner's written acceptance of the correction.

### **2. Scope of Warranty**

- Contractor warrants that all Work:
  - is free from defects in workmanship and materials;
  - conforms to the Contract Documents, applicable codes (including the Florida Building Code), and manufacturers' published requirements; and
  - has been installed in a good and workmanlike manner by properly licensed and qualified personnel.
- Contractor shall correct, repair, replace, or otherwise remedy, at its sole cost and expense, any nonconforming or defective Work discovered during the Warranty Period, including all associated access, removal, reinstallation, patching, finishing, testing, and re-inspection necessary to deliver conforming Work.

### **3. Manufacturer and Trade Warranties**

- Contractor shall deliver to Owner all original manufacturer and trade warranties and guarantees, properly executed and assignable to Owner, with effective dates not earlier than Substantial Completion (unless required for startup/commissioning).
- Contractor remains responsible for coordinating and pursuing manufacturer remedies; use of a manufacturer's warranty does not relieve Contractor of obligations under this Warranty.

### **4. Response and Correction Timeframes**

- Notice: Owner will provide written notice describing the issue. Email to the contacts below is sufficient.
- Initial Response: Contractor shall acknowledge receipt within 1 business day and coordinate inspection within 3 business days.

- Correction: Contractor shall commence corrective work within 7 calendar days after inspection, and diligently prosecute to completion.
- Emergencies: For life-safety hazards, active leaks/water intrusion, utility outages, or conditions risking further damage, Contractor shall respond on site within 4 hours and take immediate temporary measures, followed by permanent correction as soon as practicable.

#### 5. Flow-Down to Subcontractors

- Contractor shall flow down these obligations to all subcontractors and suppliers and remains the single point of responsibility to Owner, regardless of tier. The use of subcontractors does not diminish Contractor's obligations.

#### 6. Code, Permits, and Inspections

- All corrections shall comply with current applicable codes and standards and be performed under required permits with inspections as applicable. Fees for permits, inspections, testing, and re-inspection attributable to defective Work are Contractor's responsibility.

#### 7. Exclusions (do not relieve Contractor where Contractor's acts contributed)

- Normal wear and tear consistent with intended use after acceptance.
- Abuse, neglect, or improper operation.
- Alterations performed by others without Contractor's prior written consent (except in emergencies after notice to Contractor).
- Force majeure events after acceptance, provided Contractor did not fail to secure/protect the Work.

Note: These exclusions do not apply where the condition results from nonconforming Work, improper installation, or failure to follow manufacturer requirements by Contractor or its subcontractors.

#### 8. No Cost to Owner; Ancillary Damages

- All labor, materials, equipment, transport, access, temporary protection, patching/finishing to match adjacent work, and testing required for correction are at Contractor's expense.
- If Owner must undertake temporary measures to mitigate imminent harm due to Contractor's failure to respond as required, Contractor shall reimburse reasonable mitigation costs.

#### 9. Relationship to Bonds, Retainage, and Other Remedies

- This Warranty is in addition to, and not in lieu of, statutory warranties, the performance and payment bond, punch-list obligations, latent defect rights, or other remedies under the Contract or law (including Section 255.05, Florida Statutes).
- Release of retainage or issuance of final payment does not waive Warranty obligations.

#### 10. Warranty Claims Administration

- Owner Notice To: [Contractor Warranty Contact Name/Title]  
Address: [Address]  
Phone (24/7 for emergencies): [Phone]  
Email: [Email]
- Alternate/Escalation Contact: [Name/Title, phone, email]
- Contractor shall maintain records of each claim, proposed remedy, dates of response, permits/inspections (if any), and completion confirmation, and shall submit a closeout report upon completion of corrective work.

#### 11. Temporary Measures and Protection

- Contractor shall promptly install temporary safeguards to protect occupants, property, and systems during investigation and correction, maintain life-safety systems, and coordinate outages and after-hours work as required by the Owner.

#### 12. Special Systems and Extended Warranties (if applicable to the Project)

- The following minimum manufacturer/installer warranty durations shall be provided in addition to this 1-year Warranty (fill in or strike if not applicable):
  - Fire alarm/suppression: [2] years parts/labor plus manufacturer warranty requirements.
  - HVAC equipment; controls: [2] years parts/labor.
  - Flooring (resilient): [2] years installation; moisture mitigation per manufacturer.
  - Paint/coatings: [2] years against peeling, blistering, or excessive fading.
  - Systems integration/low-voltage: [2] years parts/labor on installed cabling and terminations.
- Where a longer period is specified in the Contract Documents or manufacturer warranty, the longer period governs.

#### 13. Latent Defects and Statutory Rights

- Nothing herein limits Owner's rights for latent defects or fraud/misrepresentation. Discovery of a latent defect outside the Warranty Period is governed by applicable Florida law and Contract terms.

14. Governing Law and Venue

- Florida law governs. Venue for disputes is as provided in the Contract. Nothing herein waives the City's sovereign immunity or limits protections afforded by Section 768.28, Florida Statutes.

15. Execution

Contractor warrants the above as of the date set forth below.

Contractor: [Legal Name]

By: \_\_\_\_\_

Name/Title: \_\_\_\_\_

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

Accepted for Receipt (not a waiver of rights):

City of Greenacres, Florida

By: \_\_\_\_\_

Name/Title: \_\_\_\_\_

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