

***CITY OF FORT LAUDERDALE
SPECIFICATIONS PACKAGE***

682-9892

**CONTRACTOR PRE-QUALIFICATION FOR
CONSTRUCTION OF FIRE STATIONS**



Rick Andrews

954-828-4357

Bid 682-9892

CONTRACTOR PRE-QUALIFICATION FOR CONSTRUCTION OF FIRE STATIONS

Bid Number 682-9892
 Bid Title CONTRACTOR PRE-QUALIFICATION FOR CONSTRUCTION OF FIRE STATIONS

Bid Start Date Mar 5, 2008 12:23:40 PM EST
 Bid End Date Mar 26, 2008 2:00:00 PM EDT
 Question & Answer End Date Mar 19, 2008 5:00:00 PM EDT

Bid Contact Rick Andrews
 Procurement Specialist II
 Procurement
 954-828-4357
 Randrews@fortlauderdale.gov

Contract Duration See Specifications
 Contract Renewal Not Applicable
 Prices Good for Not Applicable

Bid Comments The City of Fort Lauderdale, Florida (City) is seeking Contractors to pre-qualify for construction of approximately eight (8) fire stations to be built throughout the City of Fort Lauderdale over a four to eight year period. The City of Fort Lauderdale reserves the right, at any time, to change the number of fire stations to be built.

Pre-qualification is a procedure by which a Contractor may qualify to bid on City Public Works projects when the City determines a project will require Contractors to be pre-qualified. Only Contractors who have been determined by the City to be pre-qualified as provided for under this RFQ are eligible to bid on the fire stations project identified herein. A Contractor who seeks to be pre-qualified for this fire station project shall submit a completed and fully executed application, consisting of a standardized questionnaire, financial statement, and statement of experience, to the City of Fort Lauderdale, Florida in accordance with the requirements herein.

In order to insure that the Contractor is eligible to participate in the initial bid a completed and fully executed application/questionnaire must be received no later than the due date specified in PART II - REQUEST FOR CONTRACTOR PRE-QUALIFICATION APPLICATION SCHEDULE

All pre-qualification applications must be submitted as specified on the application pages that follow. Any attachments must be clearly identified. To be considered, the application must respond to all parts of the RFQ. Any other information thought to be relevant, but not applicable to the enumerated categories, should be provided as an appendix to the application. If publications are supplied by an applicant as part of a response to an RFQ requirement, the applicant should include a reference to the document number and page number. This will provide a quick reference for the evaluators. Applications not providing this reference will be considered to have no reference material included in the additional documents.

Proposals may be submitted electronically through the City's electronic bidding service RFP Depot at www.rfpdepot.com or delivered by sealed hard copy marked on the outside with the RFQ number at 100 N. Andrews Avenue, Department of Procurement Services, 6th floor, Fort Lauderdale, FL 33301. When utilizing RFP Dept, only one submittal is required. If proposer chooses to submit by hard copy instead, then ONE (1) original and THREE (3) copies of your sets of response forms must be submitted or your proposal

may be disqualified. If more than one package is submitted they should be marked 1 of 2, etc.

All applications must be received in the Procurement Services Department, Room 619, 6th floor, City Hall, 100 North Andrews Avenue, Fort Lauderdale, Florida, 33301 or submitted electronically at www.rfpdepot.com by no later than 2:00 pm EST on the due date specified in PART II - REQUEST FOR CONTRACTOR PRE-QUALIFICATION APPLICATION SCHEDULE

Item Response Form

Item 682-9892-1-01 - CONTRACTOR PRE-QUALIFICATION APPLICATION

Quantity 1 each

Prices are not requested for this item.

Delivery Location City of Fort Lauderdale
See RFP Specifications
See RFP Specifications
Fort Lauderdale FL 33301
Qty 1

Description

A Contractor who seeks to be pre-qualified for this fire station project shall submit a completed and fully executed application, consisting of a standardized questionnaire, financial statement, and statement of experience, to the City of Fort Lauderdale, Florida in accordance with the requirements herein.

**REQUEST FOR QUALIFICATIONS (RFQ) 682-9892
CONTRACTOR PRE-QUALIFICATION FOR CONSTRUCTION OF FIRE STATIONS**

PART I – INTRODUCTION / INFORMATION

01. PURPOSE

The City of Fort Lauderdale, Florida (City) is seeking Contractors to pre-qualify for construction of approximately eight (8) fire stations to be built throughout the City of Fort Lauderdale over a four to eight year period. The City of Fort Lauderdale reserves the right, at any time, to change the number of fire stations to be built.

Pre-qualification is a procedure by which a Contractor may qualify to bid on City Public Works projects when the City determines a project will require Contractors to be pre-qualified. Only Contractors who have been determined by the City to be pre-qualified as provided for under this RFQ are eligible to bid on the fire stations project identified herein. A Contractor who seeks to be pre-qualified for this fire station project shall submit a completed and fully executed application, consisting of a standardized questionnaire, financial statement, and statement of experience, to the City of Fort Lauderdale, Florida in accordance with the requirements herein.

02. INFORMATION OR CLARIFICATION

Contact Rick Andrews, Procurement Specialist at telephone (954) 828-4357 or email: randrews@fortlauderdale.gov for information or clarification. Such contact shall be for clarification purposes only. Material changes, if any, to the scope of services or pre-qualification procedures will only be transmitted by written addendum.

Questions should be submitted in writing. Please utilize the question / answer feature provided by RFPDepot.com. Questions may also be submitted via e-mail to randrews@fortlauderdale.gov Questions of a material nature must be received prior to the cut-off date specified in the RFQ Schedule.

Applicants please note: No part of your submittal can be submitted via FAX. The entire RFQ must be submitted in accordance with the Instructions contained in this RFQ.

PART II - REQUEST FOR CONTRACTOR PRE-QUALIFICATION APPLICATION SCHEDULE

Release Request for Contractor Pre-Qualification.....	3/5/08
Last Date for Receipt of Questions of a Material Nature.....	3/19/08
Addendum Release (If required).....	3/21/08
Application Receipt Due Date: (no later than 2:00 pm EST).....	3/26/08

PART III - SPECIAL CONDITIONS

01. EFFECTIVE PERIOD

The application shall remain valid and the Contractor eligible to bid on this fire station project for a 24-month period from date of City acceptance of application. To remain eligible to bid on this fire station project the Contractor must update as required the information contained in the application. The Contractor must reapply to remain pre-qualified after the initial 24-month period has expired.

PART IV - POLICY AND PROCEDURES

01. RECEIPT OF APPLICATION

In order to insure that the Contractor is eligible to participate in the initial bid a completed and fully executed application/questionnaire must be received no later than the due date specified in PART II - REQUEST FOR CONTRACTOR PRE-QUALIFICATION APPLICATION SCHEDULE

All pre-qualification applications must be submitted as specified on the application pages that follow. Any attachments must be clearly identified. To be considered, the application must respond to all parts of the RFQ. Any other information thought to be relevant, but not applicable to the enumerated categories, should be provided as an appendix to the application. If publications are supplied by an applicant as part of a response to an RFQ requirement, the applicant should include a reference to the document number and page number. This will provide a quick reference for the evaluators. Applications not providing this reference will be considered to have no reference material included in the additional documents.

Proposals may be submitted electronically through the City's electronic bidding service RFP Depot at www.rfpdepot.com or delivered by sealed hard copy marked on the outside with the RFQ number at 100 N. Andrews Avenue, Department of Procurement Services, 6th floor, Fort Lauderdale, FL 33301. When utilizing RFP Dept, only one submittal is required. If proposer chooses to submit by hard copy instead, then ONE (1) original and THREE (3) copies of your sets of response forms must be submitted or your proposal may be disqualified. If more than one package is submitted they should be marked 1 of 2, etc.

All applications must be received in the Procurement Services Department, Room 619, 6th floor, City Hall, 100 North Andrews Avenue, Fort Lauderdale, Florida, 33301 or submitted electronically at www.rfpdepot.com by no later than 2:00 pm EST on the due date specified in PART II - REQUEST FOR CONTRACTOR PRE-QUALIFICATION APPLICATION SCHEDULE

A representative who is authorized to contractually bind the Contractor shall sign the application.

02. POLICY

- A. It is in the public interest for the City to adopt procedures that will help ensure that public works projects within the City are constructed by the highest qualified Contractors at the best possible price.
- B. Accordingly, it is in the public interest for the City to implement a program for pre-qualifying Contractors seeking to make bids for designated public works projects that require highly specialized skills and/or cost in excess of two million dollars (\$2,000,000).

- C. The procedures adopted by this Policy & Standards (Policy) are intended to facilitate construction of public works projects. Nothing herein, however, is intended, or should be interpreted, to compromise the City's firm commitment in selecting the most responsive responsible bidders, through established procurement procedures, for public works projects.

03. PROCEDURES

- A. The Public Works Director in consultation with the City Engineer, as directed by the City Manager and approved by the City Commissioners, may designate public works projects or parts thereof that require highly specialized skills or cost in excess of two million dollars (\$2,000,000) to be subject to this Policy.
- B. To become eligible to bid on any stated fire station (public works) contract or part thereof, a Contractor must submit to the City a pre-qualification application consisting of a standardized questionnaire, financial statement, and statement of experience. The forms for the questionnaire, financial statement, and statement of experience are approved by the City Engineer and provided to interested Contractors as part of the pre-qualification bidding packet.
- C. All documents submitted by an applicant will be submitted under penalty of perjury pursuant to Florida law. Records of the names of applicants applying for pre-qualification status, are public records and subject to disclosure pursuant to Florida law.
- D. Upon receiving the forms submitted by the applicant the Public Works Director, or designee, will rate applicants in accordance with the rating system contained within this document, and incorporated herein ("Rating System"). As projects are designated for pre-qualification pursuant to this Policy, the City Engineer will devise the questions, process and scoring for the Completion of Recent Projects and Quality of Performance section. This information will be provided as part of the pre-qualification bidding packet. The Rating System will be applied uniformly and objectively to all prospective Contractors, which have submitted properly completed documents in accordance with this Policy.
- E. If the City pre-qualifies a Contractor to bid on a designated public works project, that Contractor is eligible to bid the contract. When the Contractor must be pre-qualified pursuant to this policy, no bid shall be accepted for the project from ineligible Contractors. Notwithstanding any of the foregoing, a Contractor's pre-qualified status will be immediately suspended if any material information contained in its pre-qualification application changes. Failure of the Contractor to give the City written notice of changes in the information previously provided within ten (10) days before a bid opening will result in the Contractor being ineligible to bid on a project.
- F. A Contractor's pre-qualification status will immediately terminate if (1) the Contractor's contracting license is suspended or terminated for any reason by the Florida State Licensing Board; (2) the Contractor is convicted of any crime of moral turpitude; (3) the City determines, after the Contractor is given the opportunity to respond, that the Contractor's application contains information that is materially false; or (4) the Contractor's control over a public works contract, whether within the City's jurisdiction or otherwise, is terminated for cause.

PUBLIC ENTITY CRIMES

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 on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a Contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for Category Two for a period of 36 months from the date of being placed on the convicted vendor list.

- G. Nothing contained within this Policy, or otherwise, will require the City to rate, or consider, Contractors who have submitted documents that are materially false, substantially incomplete, or are untimely. Any Contractor who submits such documents will be deemed to have waived its right to be considered for bidding on the designated public works contracts. The City, however, reserves the right to waive minor irregularities and omissions in the information contained in the pre-qualification application submitted.
- H. Once each Contractor has been rated, the Public Works Director or designee shall give written notice to each Contractor of the pre-qualification determination for that Contractor (Notice of Determination). A Contractor who has submitted a completed application form and who receives a rating of "not qualified" may appeal that determination. There is no appeal from a finding that a Contractor is not pre-qualified because of a failure to submit required information or failure to submit required information in a timely manner.
- I. If, after considering a properly completed and timely submitted application, the Contractor is determined to be not qualified to bid on the designated public works contract, then that Contractor may appeal the decision as follows:
 - 1. By giving written Notice of Appeal to the City Engineer no later than ten days after receipt of the Notice of Determination. Unless a Contractor files a timely appeal, the Contractor waives any and all rights to challenge the qualification decision, whether by administrative process, judicial process or any other legal process or proceeding. A Notice of Appeal mailed by U.S. mail, or other similar means, will not be deemed timely unless received by the City Engineer within the time period set forth above.
 - 2. The Notice of Appeal will, at a minimum, contain the following:
 - a. The name, address and telephone number of the Contractor making the appeal;
 - b. A description of the determination which is the subject of the appeal, and the date of the Notice of Determination;
 - c. A brief description of the grounds for the appeal.
 - 3. Once a timely appeal is filed, the Public Works Director or designee will provide in writing to the Contractor the basis for the not qualified determination and any supporting evidence that has been received from others or adduced as a result of investigation (Notice of Reasons).
 - 4. Within 14 days of sending the Notice of Reason, the City Engineer shall schedule a meeting with the City Manager or designee to hear the appeal, but in no event will Public Works Director or City Engineer hear the appeal. The meeting shall be an informal process conducted by the City Manager or designee. The Contractor will be

given the opportunity at the appeal meeting to rebut any evidence used as a basis for the determination and to present evidence as to why the Contractor should be found qualified.

5. After the appeal meeting is completed the City Manager or designee may affirm the not qualified determination or reverse the determination and instruct the Public Works Director to give the Contractor a different rating. This appeal decision will be in writing containing a summary of the facts that led to the decision.
 6. The decision of the City Manager or designee shall be final. A Contractor receiving a not qualified determination may reapply for qualification if the Contractor's conditions change.
 7. The appeal process provided herein will allow an aggrieved Contractor to dispute their not qualified rating prior to the closing time for receipt of bids on the designated public works project.
- J. The Public Works director in his sole discretion at any time during the pre-qualification process, even after receiving and scoring applications, may cancel the pre-qualification process. If the pre-qualification process is cancelled as provided herein, and the City wishes to proceed with the designated public works project, then the normal competitive bidding rules will apply. The City assumes no liability for the cost a prospective Contractor may have incurred by submitting an application for pre-qualification, and the submittal of a pre-qualification application is a waiver to claim any such cost or losses due to cancellation of the process.

PART V – GENERAL SCOPE OF WORK FOR PRE-QUALIFICATIONS

GENERAL INFORMATION:

The City of Fort Lauderdale voters have approved a bond-funded program for new Fire Stations to be built within the City. The program value is in the order of \$40,000,000.00.

The Fire-Rescue Bond Program was to construct ten (10) new fire-rescue facilities throughout the City, replacing the existing obsolete structures. Two (2) of these Fire Stations, FS #47 and FS #53, have already been constructed and the City is proceeding with the next eight (8) Stations.

The time frame for construction is anticipated to be between 4 and 6 years. The current budget is \$255.00 per square foot of construction costs. The program requirements and square footage are listed below but are subject to change. The current Fire-Rescue Bond schedule anticipates the following order of fire station construction:

- # 29: 10,000 Square Feet, 2 story, 2 apparatus bays, 7 Fire Fighters;
- # 49: 12,000 Square Feet, 2 story, 2 apparatus bays, 7 Fire Fighters;
- # 3: 9,000 Square Feet, 1 story, 2 apparatus bays, 7 Fire Fighters;
- # 46: 11,000 Square Feet, 1 story, 3 apparatus bays, 10 Fire Fighters;
- # 13: 12,000 Square Feet, 2 story, 2 apparatus bays, 10 Fire Fighters;
- # 54: 10,000 Square Feet, 2 story, 2 apparatus bays, 7 Fire Fighters;
- # 35: 12,000 Square Feet, 2 story, 3 apparatus bays, 10 Fire Fighters;
- # 8: 10,000 Square Feet, 2 story, 2 apparatus bays, 7 Fire Fighters

Types of construction:

1. Steel/concrete columns on footings
2. Steel/pre-cast concrete beams and joists.
3. CMU walls with applied stucco
4. Metal wall panels
5. Modified Bitumen roof membrane on lightweight concrete
6. Barrel Tile Roofing
7. Roll-up metal doors
8. Heavy duty Concrete/Asphalt drives for heavy equipment
9. Impact resistant doors and windows
10. Fully sprinklered buildings
11. Alarm, communication and security systems
12. Emergency Generator
13. Landscaping
14. Elevators
15. Underground Utilities
16. Commercial Grade Kitchens

ESSENTIAL REQUIREMENTS FOR PRE-QUALIFICATION

1. Contractor possesses a valid and current Florida Contractor's license for the project or projects for which it intends to submit a bid.
2. Contractor has liability insurance with a combined single policy limit per occurrence of \$2,000,000 for both Comprehensive and Broad Form General Liability.
3. Contractor has current workers' compensation insurance policy as required by the State of Florida or is legally self-insured pursuant to the State of Florida.
4. Contractor shall be bondable for a minimum of four million dollars.
5. Contractor has attached the latest copy of a reviewed or audited financial statement with accompanying notes and supplemental information

NOTE: A financial statement that is not either reviewed or audited is not acceptable. A letter verifying availability of a line of credit may also be attached; however, it will be considered as supplemental information only, and is not a substitute for the required financial statement.

Contractor has attached a notarized statement from an admitted surety insurer authorized to issue bonds in the State of Florida, which states: (a) that Contractor's current bonding capacity is sufficient for the project for which Contractor is seeking pre-qualification, if Contractor is seeking pre-qualification for a single project; or (b) Contractor's current available bonding capacity.

NOTE: Notarized statement must be from the surety company, not an agent or broker.

PART VI - PRE-QUALIFICATION QUESTIONNAIRE

Completed questionnaire must be submitted as specified within this document. Any attachments must be clearly identified. To be considered, the applicant must respond to all parts of this Questionnaire in accordance with requirements of RFQ.

City of Fort Lauderdale

Contractor's Pre-Qualification Questionnaire For Construction of Fire Stations

CONTACT INFORMATION

Firm Name: _____
(as it appears on license)

Check One: Corporation
 Partnership
 Sole Prop.

Contact Person: _____

Address: _____

Phone: _____ Fax: _____

If firm is a sole proprietor or partnership:
Owner(s) of Company: _____

If firm is a Corporation:
State of Incorporation: _____ Date of Incorporation: _____ FID # _____

If out of state Corporation that is currently authorized to do business in the State of Florida, provide date of such authorization _____

Responsible Managing Employee (RME) (per definition) _____

Responsible Managing Officer (RMO) (per definition) _____

Definition

RME: Employee of Contractor who will be in a management or superintendent role on the project.

RMO: Any officer of the company working in the local office overseeing the project.

Contractor's License Number(s):

If applicable, list up to a combined total of three State, County, or other Public Agencies in which your Organization is qualified to perform work by mean of pre-qualification:

DATE	AGENCY NAME	TRADE APPROVED	AMOUNT APPROVED	EXP.
2.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

PART VI SECTION I - PRE-QUALIFICATION QUESTIONS - Business History and Organizational Performance (16 questions).

1. Is your organization licensed to do business in Florida as a Contractor under your present business name and license number?

Yes No

If yes, how many years? _____

List officers and responsible managing employees. _____

2. Is your firm, owners, partners or any principal of the company currently the debtor in a bankruptcy case?

Yes No

3. Was your firm, owners, partners or any principal of the company in bankruptcy any time during the last five years?

Yes No

4. Has any contracting license held by your firm or its Responsible Managing Employee (RME) or Responsible Managing Officer (RMO) been suspended within the last five years?

Yes No

5. At any time in the last five years, has your firm been assessed and paid liquidated damages after completion of a project, under a construction contract with either a public or private owner?

Yes No

If yes, list number and amounts above \$50,000 and below \$50,000 on a separate sheet

6. In the last five years has your firm, or any firm with which any of your company's owners, Officers or partners was associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason?

Yes No

NOTE: "Associated" refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and whom are listed as owner, partner or officer of your firm in response to Page 1 on this form.

7. In the last five years, has your firm been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible bidder?

Yes No

NOTE: The following two questions refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another Contractor, or subcontractor. You need not include information about "pass-through" disputes in which the actual dispute is between a sub-Contractor and a project owner. Also, you may omit reference to all disputes about amounts of less than \$50,000.

8. In the past five years, has any claim **against** your firm concerning your firm's work on a construction project, been **filed in court or arbitration**?

Yes No

If yes, how many? _____

9. In the past five years, has your firm made any claim against a project owner concerning work on a project or payment for a contract, and **filed that claim in court or arbitration**?

Yes No

If yes, how many? _____

10. At any time during the past five years, has any surety company made any payments on your firm's behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on your firm's behalf in connection with a construction project, either public or private?

Yes No

If yes, how many? _____

11. In the last five years, has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?

Yes No

If yes, how many? _____

12. Has your firm, or any of its owners, officers, or partners ever been found liable in a civil suit, or found guilty in a criminal action, for making any false claim or material misrepresentation to any public agency or entity?

Yes No

If yes, how many? _____

13. Has your firm, or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?

Yes No

If yes, how many? _____

14. Has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?

Yes No

If yes, how many? _____

15. If your firm was required to pay a premium of more than one per cent for a performance and payment bond on any project(s) on which your firm worked at any time during the last three years, state the percentage that your firm was required to pay. You may provide an explanation for a percentage rate higher than one per cent, if you wish to do so.

16. During the last five years, has your firm ever been denied bond credit by a surety company, or has there ever been a period of time when your firm had no surety bond in place during a public construction project when one was required?

Yes **No**

If yes, how many? _____

PART VI SECTION II - PRE-QUALIFICATION QUESTIONS - Compliance with Applicable Laws (11 questions)

1. Has the State of Florida cited and assessed penalties against your firm for any "serious," "willful" or "repeat" violations of its safety or health regulations in the past five years?
 Yes No
 If yes, attach a separate signed page describing each penalty.

Note: If you have filed an appeal of a citation and the Occupational Safety and Health Appeals Board has not yet ruled on your appeal, you need not include information about it.

2. Has the Federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five years?
 Yes No
 If yes, attach a separate signed page describing each citation.

Note: If you have filed an appeal of a citation and the appropriate appeals Board has not yet ruled on your appeal, you need not include information about it.

3. Has the EPA, or a State of Florida Agency /Department cited and assessed penalties against either your firm or the owner of a project on which your firm was the Contractor, in the past five years?
 Yes No
 If yes, attach a separate signed page describing each citation.

NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

4. How often do you require documented safety meetings to be held for construction employees and field supervisors during the course of a project?

5. List your firm's Experience Modification Rate (EMR) workers' compensation insurance for each of the past three premium years: _____
 Current year: _____ Previous year: _____ Year prior to previous year: _____

If your EMR for any of these three years is or was 1.00 or higher, you may, if you wish, attach a letter of explanation.

NOTE: An Experience Modification Rate is issued to your firm annually by your workers' compensation insurance carrier.

6. Within the last five years, has there ever been a period when your firm had employees but was without workers' compensation insurance or state-approved self-insurance?
 Yes No
 If yes, attach separate signed page describing time period without worker's compensation insurance.

7. Has there been more than one occasion during the last five years on which your firm was required to pay either back wages or penalties for your own firm's failure to comply with the prevailing wage laws?

Yes No

If yes, list occurrences

NOTE: This question refers *only* to your own firm's violation of prevailing wage laws. It does not pertain to violations of the prevailing wage laws by a subcontractor.

8. During the last five years, has there been more than one occasion on which your own firm has been penalized or required to pay back wages for failure to comply with the **federal** Davis-Bacon prevailing wage requirements?

Yes NO

If yes, list occurrences

9. Provide the **name, address, and telephone number** of all the apprenticeship program sponsor(s) (approved by the State of Florida) that will provide apprentices to your company for use on any public work project for which you are awarded a contract.

10. If your firm operates its own State-approved apprenticeship program:

- a. Identify the craft or crafts in which your firm provided apprenticeship training in the past year.
- b. State the year in which each such apprenticeship program was approved, and attach evidence of the most recent approval(s) of your apprenticeship program(s).
- c. State the number of individuals who were employed by your firm as apprentices at any time during the past three years in each apprenticeship and the number of persons who, during the past three years, completed apprenticeships in each craft while employed by your firm.

11. At any time during the last five years, has your firm been found to violate any provision of Florida apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works?

Yes No.

If yes, provide the date(s) of such findings, and attach copies of the final decision(s).

PART VI SECTION III - PROJECT EXPERIENCE (Project 1) – Questions concerning recent construction projects completed:

Contractor shall provide information about its three (3) most recently completed projects. Names and references must be current and verifiable. Use separate sheets of paper that contain all of the following information:

Project Name: _____
Location: _____
Owner: _____

Owner Contact (name and current phone number):

Architect, Engineer, or Consultant:

Architect, Engineer, or Consultant Contact (name and current phone number):

Construction Manager (name and current phone number):

Total Value of Construction: _____

Total Value of Change Orders: _____

Original Construction Contract Duration: _____

Original Contract Completion Date: _____

Actual Date of Completion: _____

Scope of Work Performed:

Provide a description of the work performed including the following work items. Include equipment manufacturers and suppliers, sub-Contractors, special construction methods, etc.

Percentage of contract completed by contractor's own forces (not subbed out) _____%

Percentage of contract completed by DBE, WBE or MBE? _____%

Is this project a Fire Station or Public Safety facility? ___ Yes ___ No

If yes, please state what makes this facility a Public Safety facility:

What is the useable floor space of project in square feet? _____

What was the Quantity of reinforced masonry block on Project? _____ Square Feet

How many floors/stories is in the project? _____ stories

Did the project include a commercial grade kitchen? ____ Yes ____ No

Commercial Grade Kitchen: Restaurant grade gas range, specialty cooking equipment (fryers, broilers, salamanders, warmers, etc.), large commercial hood system with make-up air, commercial microwave, refrigeration unit(s) or walk-in cooler, specialty cases, commercial grade dishwasher (or full dishwashing station), three compartment sink with grease trap, hand sink, stainless steel racks, cases and counters, specialty floor surfacing and floor drains.

NOTE: When responding to a question, if more space is required than provided on the questionnaire, a separate sheet shall be used to finish the response. If necessary, Contractor has attached a separate sheet noting the question number and question as stated and their response.

PART VI SECTION III - PROJECT EXPERIENCE (Project 2) – Questions concerning recent construction projects completed

Contractor shall provide information about its three (3) most recently completed projects. Names and references must be current and verifiable. Use separate sheets of paper that contain all of the following information:

Project Name: _____
Location: _____
Owner: _____
Owner Contact (name and current phone number):

Architect, Engineer, or Consultant:

Architect, Engineer, or Consultant Contact (name and current phone number):

Construction Manager (name and current phone number):

Total Value of Construction: _____

Total Value of Change Orders: _____

Original Construction Contract Duration: _____

Original Contract Completion Date: _____

Actual Date of Completion: _____

Scope of Work Performed:

Provide a description of the work performed including the following work items. Include equipment manufacturers and suppliers, sub-Contractors, special construction methods, etc.

Percentage of contract completed by contractor's own forces (not subbed out) _____%

Percentage of contract completed by DBE, WBE or MBE? _____%

Is this project a Fire Station or Public Safety facility? ___Yes ___No

If yes, please state what makes this facility a Public Safety facility _____

What is the useable floor space of project in square feet? _____

What was the Quantity of reinforced masonry block on Project? _____ Square Feet

How many floors/stories is in the project? _____ stories

Did the project include a commercial grade kitchen? ___Yes ___No

Commercial Grade Kitchen: Restaurant grade gas range, specialty cooking equipment (fryers, broilers, salamanders, warmers, etc.), large commercial hood system with make-up air, commercial microwave, refrigeration unit(s) or walk-in cooler, specialty cases, commercial grade dishwasher (or full dishwashing station), three compartment sink with grease trap, hand sink, stainless steel racks, cases and counters, specialty floor surfacing and floor drains.

NOTE: When responding to a question, if more space is required than provided on the questionnaire, a separate sheet shall be used to finish the response. If necessary, Contractor has attached a separate sheet noting the question number and question as stated and their response.

PART VI SECTION III- PROJECT EXPERIENCE (Project 3) – Questions concerning recent construction projects completed:

Contractor shall provide information about its three (3) most recently completed projects. Names and references must be current and verifiable. Use separate sheets of paper that contain all of the following information:

Project Name: _____
Location: _____
Owner: _____
Owner Contact (name and current phone number): _____

Architect, Engineer, or Consultant: _____

Architect, Engineer, or Consultant Contact (name and current phone number):

Construction Manager (name and current phone number):

Total Value of Construction:

Total Value of Change Orders:

Original Construction Contract Duration:

Original Contract Completion Date:

Actual Date of Completion:

Scope of Work Performed:

Provide a description of the work performed including the following work items. Include equipment manufacturers and suppliers, sub-Contractors, special construction methods, etc.

Percentage of contract completed by contractor's own forces (not subbed out) _____%

Percentage of contract completed by DBE, WBE or MBE? _____%

Is this project a Fire Station or Public Safety facility? ___Yes ___No

If yes, please state what makes this facility a Public Safety facility _____

What is the useable floor space of project in square feet? _____

What was the Quantity of reinforced masonry block on Project? _____ Square Feet

How many floors/stories is in the project? _____ stories

Did the project include a commercial grade kitchen? ___Yes ___No

Commercial Grade Kitchen: Restaurant grade gas range, specialty cooking equipment (fryers, broilers, salamanders, warmers, etc.), large commercial hood system with make-up air, commercial microwave, refrigeration unit(s) or walk-in cooler, specialty cases, commercial grade dishwasher (or full dishwashing station), three compartment sink with grease trap, hand sink, stainless steel racks, cases and counters, specialty floor surfacing and floor drains.

NOTE: When responding to a question, if more space is required than provided on the questionnaire, a separate sheet shall be used to finish the response. If necessary, Contractor has attached a separate sheet noting the question number and question as stated and their response.

PART VII - RATING SYSTEM

**EXHIBIT "A"
RATING SYSTEM**

This Rating System will be used for evaluating the qualifications of Contractors submitting applications to become pre-qualified to bid on designated public works projects.

To become eligible to bid on a public works project, a Contractor must have a passing grade on each of the three categories set forth in the questionnaire.

Table 1: Qualification Ratings

Category	Total Possible Score	Passing Score
Section I: Business History and Organizational Performance	76	57
Section II: Compliance with Applicable Laws	53	38
Section III: Completion of Recent Projects and Quality of Performance	105	45

The City will score an applicant's response in accordance with Table 2, below and in accordance with the specified rating for Section III. The City will add the total number of points each applicant receives for each category. The sum will be compared to the passing scores in Table 1 to determine whether an applicant is eligible to bid on a Public Works Project. Failure to receive a passing score in any category will result in an applicant being not qualified.

Table 2: Score Sheet

Category	Question No.	Scoring of Section I – Business History & Organizational Performance	Points
Part VI Section I	1.	Number of years licensed to do business in the state of Florida:	
		No: 0 Yes, less than 3 yrs.: 2 Yes, 4 yrs.: 3 Yes, 5 yrs.: 4 Yes: 6 yrs. or more: 5	
	2.	Firm, owner/s, partner/s or principal of company the debtor in a bankruptcy case:	
		Yes: 0 No: 3	
	3.	Firm, owner/s, partner/s or principal of company been the debtor in a bankruptcy case in the last five years:	
		Yes: 0 No: 3	
	4.	Contracting license been suspended in the last five years:	

Part VI Section I continued		Yes: 0 No: 5	
	5.	Payment of liquidated damages in the last five years:	
		None with LDs more than \$50k: 5 One with LDs more than \$50k: 4 Two with LDs more than \$50k: 3 Otherwise: 0	
	6.	Disbarred, disqualified, removed, prevented from bidding or completing a project in the last five years:	
		Yes: 0 No: 5	
	7.	Denied the award of a contract in the last five years:	
		Yes: 0 No: 5	
	8.	A claim against the firm filed in court or arbitration in the past five years:	
		If Contractor's revenue less than \$50 million for last 3 years: No: 5 One incident: 5 Two incidents: 3 More than two: 0 If Contractor's revenue more than \$50 million for last 3 years: No: 5 One to three incidents: 5 Four to five incidents: 3 More than 5 incidents: 0	
	9.	Your firm filed a claim against a project in court or arbitration in the past five years:	
		If Contractor's revenue less than \$50 million for last 3 years: No: 5 One incident: 4 Two incidents" 3 More than two: 0 If Contractor's revenue more than \$50 million for last 3 years: No: 5 One to three incidents: 4 Four to five incidents: 3 More than 5 incidents: 0	
	10.	Your surety company made any payments on your behalf in the past five years:	
		No: 5 One incident: 0 Two or more incidents: (-5)	
	11.	Has your insurance carrier refused to renew the policy in the last five years:	
		No: 5 One incident: 4 Two or more incidents: 3 More than two: 0	

Part VI Section I continued	12.	Have you been found liable in a civil suit, guilty of a crime or made a false claim on an entity in the last five years:	
		Yes: (-5) No: 5	
	13.	Been convicted of the Federal, state or local laws related to construction:	
		Yes: (-5) No: 5	
	14.	Been convicted of the Federal or state crime involving fraud, theft or other act of dishonesty:	
		Yes: (-5) No: 5	
	15.	Been required to pay more than one percent (1%) for a performance bond during the last three years:	
		If rate is less than 1%: 5 If rate is not more than 1.1%: 3 Other: 0	
	16.	Has the firm been denied bond credit by a surety company or a period of time when no bond was in place in the last five years:	
		Yes: 0 No: 5	

Category	Question No.	Scoring of Section II – Compliance with Applicable Laws	Points
Part VI Section II	1.	State of Florida cited and assessed penalties in the last five years:	
		If Contractor’s revenue less than \$50 million for last 3 years: No: 5 One incident: 4 Two incidents: 3 More than two:0 If Contractor’s revenue more than \$50 million for last 3 years: No: 5 One to three incidents: 4 Four to five incidents: 3 More than 5 incidents: 0	
	2.	Has OSHA cited and assessed penalties in the last five years:	
		If Contractor’s revenue less than \$50 million for last 3 years: No: 5 One incident: 4 Two incident: 3 More than two: 0 If Contractor’s revenue more than \$50 million for last 3 years: No: 5 One to three incidents: 4 Four to five incidents: 3 More than 5 incidents: 0	
	3.	Has the EPA cited and assessed penalties in the last five years:	
		If Contractor’s revenue less than \$50 million for last 3 years: No: 5 One incidents: 4 Two incidents: 3 More than two: 0 If Contractor’s revenue more than \$50 million for last 3 years: No: 5 One to three incidents: 4 Four to five incidents: 3 More than five incidents: 0	
	4.	How often do you require safety meetings on a project:	
		If one or more times a week: 3 Otherwise: 0	
	5.	List firm’s Experience Modification Rate (EMR) for worker’s compensation insurance for the last three years:	
		Avg. EMR of < .95:5 Avg. EMR of .95> up to 1.00:3 Otherwise: 0	
	6.	Has there been a period where the firm was without worker’s compensation insurance in the last five years:	
		No: 5 One incident: 3 Other: 0	

Part VI Section II continued	7.	Has there been more than one occasion in the last five years where the firm was required to pay back wages or penalties for failing to comply with prevailing wage laws:	
		<p>If Contractor's revenue less than \$50 million for last 3 years: No: 5 One to two incidents: 4 Three incidents: 3 More than two: 0</p> <p>If Contractor's revenue more than \$50 million for last 3 years: No: 5 One to four incidents: 4 Five to six incidents: 3 More than six incidents: 0</p>	
	8.	Has the firm been penalized or required to pay back wages for failure to with federal Davis-Bacon prevailing wage requirements:	
		<p>If Contractor's revenue less than \$50 million for last 3 years: No: 5 One or two incidents: 4 Three incidents: 3 More than three: 0</p> <p>If Contractor's revenue more than \$50 million for last 3 years: No: 5 One to four incidents: 4 Five or six incidents: 3 More than 6 incidents: 0</p>	
	9.	Provide information for all state approved apprenticeship program/s that will provide individuals to your company:	
		<p>One or more approved apprenticeship program: 5 None: 0</p>	
	10.	If your firm operated an apprenticeship program, identify craft/s, year program was approved & number of individuals employed after completion of the program in the last three years:	
		<p>If one or more persons complete: 5 If no person: 0</p>	
	11.	Has the firm violated any Florida apprenticeship laws or regulations in the last five years:	
		<p>If Contractor's revenue less than \$50 million for last 3 years: No: 5 One to two incidents: 4 Three incidents: 3 More than two:0</p> <p>If Contractor's revenue more than \$50 million for last 3 years: No: 5 One to four incidents: 4 Five to six incidents: 3 More than six incidents: 0</p>	

PART VI, SECTION III. SCORING FOR PROJECT EXPERIENCE

Category	Question No.	Scoring of Section III – Recent Construction Projects Completed	Project 1	Project 2	Project 3
Part VI	1.	Location of Project:			
		Outside Florida: 1			
		Within Florida: 2			
Part VI	2.	Public Agency or Private Project:			
		Private Project: 1			
		Public Agency Project: 2			
Part VI	3.	Project Cost:			
		0 - \$1 Million: 1			
		\$1 Million to \$2 Million: 2			
		More than \$2 Million: 3			
Part VI	4.	Construction Duration:			
		Completed After Original Completion Date: 1			
		Completed Prior to Original Completion Date: 3			
Part VI	5.	DBE Goal Achieved on Project:			
		0 – 8%: 1			
		8 – 11%: 3			
		Over 12%: 5			
Part VI	6.	Fire Station and/or Public Safety Facility:			
		No: 0			
		Yes: 3			
Part VI	7.	Size of Facility:			
		0 to 5,000 Square Feet: 1			
		5,001 to 8,000: 3			
		Over 8,000: 5			
Part VI	8.	Quantity of Reinforced Masonry Block:			
		0 – 10,000 Square Feet: 1			
		10 – 15, 000: 3			
		Over 15, 000: 5			
Part VI	9.	Number of Stories:			
		1 Story: 1			
		More than 1 story: 3			
Part VI	10.	Project include a commercial grade kitchen:			
		N: 0			
		Y:2			
Part VI	11.	Percentage of work completed by own forces:			
		0%: 0			
		Less than 10%: 1			
		More than 10%: 2			
		TOTALS:			

SCORING SUMMARY

Category	Total Possible Score	Passing Score	Actual Score
Section I: Business History and Organizational Performance	76	57	
Section II: Compliance with Applicable Laws	53	38	
Section III: Recent Project Experience (35 X 3)	105	45	

To become eligible to bid on a public works project as stipulated in this RFQ, a Contractor must have a passing grade on each of the three categories set forth in the questionnaire.

NON-COLLUSION STATEMENT:

By signing this offer, the vendor/contractor certifies that this offer is made independently and free from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

<u>NAME</u>	<u>RELATIONSHIPS</u>

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

BID/PROPOSAL SIGNATURE PAGE

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

The below signed hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal I will accept a contract if approved by the CITY and such acceptance covers all terms, conditions, and specifications of this bid/proposal.

Please Note: If responding to this solicitation through RFP Depot, the electronic version of the bid response will prevail, unless a paper version is clearly marked **by the bidder** in some manner to indicate that it will supplant the electronic version.

Submitted by:
(signature) (date)

Name (printed) Title:

Company: (Legal Registration)

CONTRACTOR, IF FOREIGN CORPORATION, MAY BE REQUIRED TO OBTAIN A CERTIFICATE OF AUTHORITY FROM THE DEPARTMENT OF STATE, IN ACCORDANCE WITH FLORIDA STATUTE §607.1501 (visit <http://www.dos.state.fl.us/doc/>).

Address:

City: State: Zip:

Telephone No. FAX No.

E-MAIL:

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

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

Does your firm qualify for MBE or WBE status (section 1.08): MBE WBE N/A

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

Issued	Addendum No.	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation.

Variances:

revised 8-17-07