



**MANATEE COUNTY GOVERNMENT  
REQUEST FOR QUOTATION #13-2438-OV  
Fiber Optic Installation  
Manatee County, Public Works Department**

Date Issued: **September 17, 2013**

Date Due: **October 9, 2013 at 4:00 PM**

**Clarification of Question Deadline: September 25, 2013 at 4:00 PM**

**Acceptable methods of receipt:**

Email: [olga.valcich@mymanatee.org](mailto:olga.valcich@mymanatee.org)

Fax: 941-749-3034

US Mail to: Manatee County Purchasing Division  
1112 Manatee Avenue West, Suite 803, Bradenton, FL 34205

**Manatee County, a political subdivision of the State of Florida, (hereinafter "Manatee County" or the "County") will receive quotations from individuals, corporations, partnerships, and other legal entities organized under the laws of the State of Florida or authorized to conduct business in the State of Florida.**

**Funding for this project provided by:**

This project is funded by the Federal Transit Administration and the American Recovery and Reinvestment Act (ARRA) of 2009. Quoters shall comply fully with all Federal and State Guidelines for this procurement.

**DEADLINE FOR CLARIFICATION REQUESTS: September 25, 2013 at 4:00 PM** shall be the deadline to submit all inquiries, suggestions, or requests concerning interpretation, clarification or additional information pertaining to the Request for Quotation. All questions shall be directed to:

**ATTENTION: OLGA VALCICH, MANATEE COUNTY PURCHASING  
EMAIL: [olga.valcich@mymanatee.org](mailto:olga.valcich@mymanatee.org)  
PHONE: (941) 749-3055  
FAX: (941) 749-3034**

*Olga Valcich*  
*9-17-13*



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**INFORMATION TO QUOTERS**

**PURPOSE**

This project involved two (2) separate locations within Manatee County. The purpose of this Request for Quotation is to procure the services of a Contractor to furnish all necessary labor, tools, materials, equipment, associated parts/hardware, testing of equipment, as-builts, engineering and any incidentals required for a total, complete, turn-key installation of fiber optics at the MCAT Palmetto Bus Station located in the City of Palmetto, 1802 8<sup>th</sup> Avenue West, Palmetto, FL 34221 and the Manatee County Bradenton Campus located at 1033 26<sup>th</sup> Avenue West, Bradenton, FL.

**QUOTE FORM DELIVERY REQUIREMENTS**

Any quote received after the stated time and date will not be considered. Acceptable methods of delivery of quotes are as follows:

Email Address: Olga.Valcich@mymanatee.org  
Fax: 941-749-3034  
US Mail to: Manatee County Purchasing Division, Suite 803  
1112 Manatee Avenue West, Bradenton, FL 34205

**SPECIFICATIONS**

Contractor must submit quotes strictly in accordance with the attached specifications. Each variance to these specifications must be specifically stated by the contractor on the quote form. Should the contractor not furnish the County a list of exceptions and supporting data, the County will assume the vendor is quoting in accordance with the specifications.

**CLARIFICATION**

It shall be the responsibility of all Quoters to request any additional clarification of the contents herein. Clarification will be furnished by written addendum from Purchasing. Quoter shall not accept any verbal or telecommunication explanation as authorized clarification of the contents herein.

**COSTS INCURRED IN RESPONDING**

This solicitation does not commit the County to pay any costs incurred in the submission of quotes or make necessary studies or designs for the preparation thereof, nor to procure or contract for the equipment.

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**DISCLOSURE**

Upon receipt, responses become "Public Records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes, Section 119.071(1) (b) 2 states that replies received from a competitive solicitation, regardless of the method of procurement, shall be exempt from inspection or copying until such time as the County provides a notice of a decision or until 30 days after the date the replies are opened, whichever is earlier.

**BE GREEN**

All quoters are encouraged to use as many environmentally preferable "green" products, materials, supplies, etc. as possible in order to promote a safe and healthy environment. Environmentally preferable are products or services that have a reduced adverse effect on the environment. Provide detail of your organization's initiative and its ability to meet the goal of environmental sustainability.

**TAXES**

Manatee County is exempt from Federal Excise and State Sales Taxes (F.E.T. Exempt Cert. No. 59-78-0089K and FL Sales Tax Exempt Cert.(No. 85-8012622206C-6); therefore, the quoter is prohibited from delineating a separate line item in his quote for any sales or service taxes. Nothing herein shall affect the quoter's normal tax liability.

**MATHEMATICAL ERRORS**

In the event of multiplication/extension error(s), the unit price shall prevail. In the event of addition error(s), the extension totals will prevail. All quotes shall be reviewed mathematically and corrected, if necessary, using these standards, prior to additional evaluation.

**ENCLOSURE**

Public Entity Crime Affidavit (Form No. PUR: 7068) shall be submitted complete with all quotes in excess of \$10,000.00.

**UNBALANCED BIDDING PROHIBITED (Applicable to unit based quotes only)**

Manatee County recognizes that large and / or complex projects will often result in a variety of methods, sources and prices. However, where in the opinion of the County such variation does not appear to be justified, given bid specifications and industry and market conditions, the bid will be presumed to be unbalanced. Examples of unbalanced quotes will include:

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**UNBALANCED BIDDING PROHIBITED (Applicable to unit based quotes only)**  
**(Continued)**

1. Quoters showing omissions, alterations of form, additions not specified or required conditional or unauthorized alternate quotes.
2. Quoters, quoting prices that substantially deviate, either higher or lower, from those included in the quotes of competitive quotes for the same line item unit costs.
3. Quotes where the unit costs offered are in excess of or below reasonable cost analysis values.
4. Quoters, quoting prices that substantially deviate, either higher or lower, from those included in the quotes of competitive quotes for the same line item unit costs.

In the event the County determines that a quote is presumed unbalanced, it will request the opportunity to, and reserves the right to, review all source quotes, quotes, Price lists, letters of intent, etc., which the quoter obtained and upon which the quoter relied upon to develop the quote. The County reserves the right to reject as non-responsive any presumptive unbalanced quotes where the quoter is unable to demonstrate the validity and / or necessity of the unbalanced unit costs.

**FRONT END LOADING OF BID PRICING PROHIBITED (Applicable to unit based quotes only)**

Prices offered for performance and/or acquisition activities to occur early in the project schedule, such as: mobilization, clearing and grubbing; or maintenance of traffic, that are substantially higher than pricing of competitive quoters within the same portion of the project schedule, will be presumed to be front end loaded. Front end loaded quotes could reasonably appear to be an attempt to obtain unjustified early payments creating a risk of insufficient incentive for the Contractor to complete the work or otherwise creating an appearance of an under-capitalized quoter.

In the event the County determines that a quote is presumed to be front end loaded, it will request the opportunity to, and reserves the right to, review all source quotes, bids, price lists, letters of intent, etc., which the quoter obtained and upon which the quoter relied upon to develop the pricing or acquisition timing for these bid items. The County reserves the right to reject as non-responsive any presumptive front end loaded quotes where the quoter is unable to demonstrate the validity and/or necessity of the front end loaded costs.

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**RESERVED RIGHTS**

The County reserves the right to accept or reject any and/or all quotes, to waive irregularities and technicalities, and to request resubmission. Also, the County reserves the right to accept all or any part of the quote and to increase or decrease quantities to meet additional or reduced requirements of the County. Any sole response received by the first submission date may or may not be rejected by the County depending on available competition and current needs of the County. For all items combined, the quote of the lowest responsive, responsible quoter will be accepted, unless all quotes are rejected. The lowest responsible quoter shall mean **that quoter who submits the lowest quote to sell goods and/or services of a quality which meets** or exceeds the quality of goods and/or services set forth in the attached specifications or otherwise required by the County, and who is fit and capable to perform the quote as made.

To be responsive, a quoter shall submit a quote which conforms in all material respects to the requirements set forth in the Request for Quotation. To be a responsible quoter, the quoter shall have the capability in all respects to perform fully the contract requirements, and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment, and credit which will assure good faith performance.

Also, the County reserves the right to make such investigation as it deems necessary to determine the ability of any quoter to furnish the service requested. Information the County deems necessary to make this determination shall be provided by the quoter. Such information may include, but shall not be limited to: current financial statements, verification of availability of equipment and personnel, and past performance records.

**APPLICABLE LAWS**

Quoter must be authorized to transact business in the State of Florida. All applicable laws and regulations of the State of Florida and ordinances and regulations of Manatee County will apply to any resulting agreement. Any involvement with any Manatee County procurement shall be in accordance with Manatee County Purchasing Code of Laws, as amended. Any actual or prospective quoter who is aggrieved in connection with the solicitation or award of a contract may protest to the Board of County Commissioners of Manatee County as required in Section 2-26/61 of the Purchasing Code.

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**CODE OF ETHICS**

With respect to this quote, if any quoter violates, directly or indirectly, the ethics provisions of the Manatee County Purchasing Code and/or Florida criminal or civil laws related to public procurement, including but not limited to Florida Statutes Chapter 112, Part II, Code of Ethics for Public Officers and Employees, such quoter will be disqualified from eligibility to perform the work described in this Request for Quotation, and may also be disqualified from furnishing future goods or services to, and from submitting any future quotes, bids or proposals to supply goods or services to Manatee County.

By submitting a quote, the quoter represents to the County that all statements made and materials submitted are truthful, with no relevant facts withheld. If a quoter is determined to have been untruthful in its quote or any related presentation, such quoter will be disqualified from eligibility to perform the work described in this Request for Quotation, and may also be disqualified from furnishing future goods or services to, and from submitting any future quotes, bids or proposals to supply good or services to Manatee County.

**COLLUSION**

By offering a submission to this Request for Quotation, the quoter certifies that he has not divulged, discussed or compared their quote with other quoters and has not colluded with any other quoter or parties to this quote whatsoever. Also, quoter certifies, and in the case of a joint quote each party thereto certifies as to their own organization, that in connection with this quote:

- a. any prices and/or cost data submitted have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices and/or cost data, with any other quoter or with any competitor;
- b. any prices and/or cost data quoted for this quote have not been knowingly disclosed by the quoter and will not knowingly be disclosed by the quoter, prior to the scheduled opening, directly or indirectly to any other quoter or to any competitor;
- c. no attempt has been made or will be made by the quoter to induce any other person or firm to submit or not to submit a quote for the purpose of restricting competition;

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**COLLUSION(Continued)**

- d. the only person or persons interested in this quote, principal or principals is/are named therein and that no person other than therein mentioned has any interest in this quote or in the contract to be entered into; and
- e. no person or agency has been employed or retained to solicit or secure this contract upon an agreement or understanding or a commission, percentage, brokerage, or contingent fee excepting bona fide employees or established commercial agencies maintained by quoter for purpose of doing business.

**EQUAL EMPLOYMENT OPPORTUNITY CLAUSE**

Manatee County, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 and title 15, Part 8 of the Code of Federal Regulations, Manatee County hereby notifies all prospective quoters that they will affirmatively ensure minority business enterprises will be afforded full opportunity to participate in response to this advertisement and will not be discriminated against on the grounds of race, color or national origin in consideration for an award of contract.

**E-Verification**

Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of;

- 1. All persons employed by the Contractor during the term of the Contract to perform employment duties within Florida: and
- 2. All persons, including subcontractors, assigned by the Contractor to Perform work pursuant to the contract with the State Agency.

**Securing of Documents:**

Complete individual CDs of the quoting documents for this project may be obtained free of charge at the Manatee County Administration Building. Location: 1112 Manatee Avenue West, Suite 803, Bradenton, FL 34205 between the hours of 8:00 AM to 4:00 PM Monday through Friday, exception of holidays. Should you wish to have your CD shipped, Contractor shall provide the Federal Express or UPS account number. Documents may also be downloaded from the County Website: <http://www.mymanatee.org>.

A complete set of quoting documents must be used in preparing the quote. The County assumes no responsibility for errors and misinterpretations resulting from the use of incomplete sets of quoting documents.

**END OF SECTION**



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**BASIS OF AWARD**

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Award shall be to the responsive, responsible quoter meeting specifications and having the **lowest total Quoted Price** for the requirements listed on the Quote Form for the Work as set forth in this Request for Quotation. Quoted Prices shall include all costs for furnishing all labor, equipment and/or materials for the completion of the Work in accordance with and in the manner set forth and described in the Contract Documents. . Only one (1) award shall be made.

In evaluating the quotes, the County shall consider the qualifications of the quoters; and if required, may also consider the qualifications of the subcontractors, suppliers, and other persons and organizations proposed. County may also consider the operating costs, maintenance requirements, performance data and guarantees of major items of materials and equipment proposed for incorporation in the Work.

Whenever two or more bids which are equal with respect to price, quality and service are received, the award shall be determined by a chance drawing conducted by the Purchasing Office and open to the public.

**SUBCONTRACTORS**

Subcontractors shall be bound by the terms and conditions of this contract insofar as it applies to their Work, but this shall not relieve the prime contractor from the full responsibility to the County for the proper completion of all Work to be executed under this contract.

The employment of unauthorized aliens by any Contractor is considered a violation of Section 274 (e) of the Immigration and Employment Act. If the Contractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this agreement.

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**QUALIFICATIONS OF BIDDERS**

No person who is not certified or registered as a **General Contractor or an Underground Utility and Excavation Contractor** pursuant to the terms of Florida Statutes Chapter 489 on the day the Bid is submitted, and who has continuously held that certification or registration for a period of at least five (5) consecutive years immediately prior to the day the Bid is submitted, may be qualified to bid on this project. In the event that a Bidder is a business organization, including a partnership, corporation, business trust or other legal entity as set forth in F.S. 489.119(2), then the Bidder shall only be qualified to bid on this project if: 1) the Bidder (the business organization) is on the day the Bid is submitted, and for at least five (5) consecutive years immediately prior to the day the Bid is submitted has been, in continuous existence, properly licensed and registered as required by Florida law; and 2) the Bidder, on the day the Bid is submitted, has a certified or registered Qualifying Agent, as required by F.S. 489.119, and that Qualifying Agent has been the same Qualifying Agent of the Bidder for a period of at least five (5) consecutive years immediately prior to the day the Bid is submitted.

A complete list of all Subcontractors proposed for any portion of the Work may be requested of any Bidder deemed necessary by the County. Subcontracts shall be awarded only to those Subcontractors considered satisfactory by the County.

**A copy of the Contractor's License shall be submitted with this quote.**

Whenever two or more bids which are equal with respect to price, quality and service are received, the award shall be determined by a chance drawing conducted by the Purchasing Office and open to the public.

**INSPECTION OF SITE**

**Prior to submission of the Quote Form, each quoter shall examine the site and all conditions thereon and fully familiarizing themselves with the full scope of the project. Failure to become familiar with the site conditions will in no way relieve the successful quoter from the necessity of furnishing any materials or performing any work that is required to complete the project in accordance with the plans and specifications. Site visit shall be acknowledged on page 48 of the Quote Form.**

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To demonstrate qualifications to perform the Work, each quoter must be prepared to submit within five (5) days of County's request; written evidence such as a financial data, previous experience, present commitments and other such data as may be requested. Quoter must be able to provide evidence of quoter's qualification to do business in the State of Florida. Each quoter shall submit as a portion of their quote, a completed **Contractor's Questionnaire** which is made a part of this **Request for Quotation**.

**Security Background Screening – Palmetto High School:**

The successful contractor, subcontractor(s), and all laborers shall also be required to present a valid driver's license and submit to a sexual offender's background screening. Should a match be identified, the person will be instructed to immediately leave the school grounds and will not be permitted to perform and work at the site location.

**END OF SECTION**

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**GENERAL TERMS AND CONDITIONS OF THE CONTRACT**

This project is funded by the Federal Transit Administration and the American Recovery and Reinvestment Act (ARRA) of 2009. Quoters shall comply fully with all Federal and State Guidelines for this procurement.

**Davis-Bacon Wage Determination Act for Prevailing Minimum Wage** is made a part of this Request for Quotation. The U.S. Department of Labor Wage Rates applicable to this Contract is **Wage Decision Number FL 130165 03/29/2013 FL 165 Construction Type: Heavy, Manatee County.** A copy of the Wage Decision Number FL 130165 is made a part of this Request for Quotation.

**Although no separate contract goal has been established for this specific project, Manatee County's overall goal for DBE participation is 2%.**

Contractor shall take all necessary and reasonable steps to ensure that the **Disadvantaged Business Enterprises** program as defined in 49 CFR 26 have the opportunity to participate in, compete for and perform subcontracts. Do not discriminate on the basis of age, race, color, religion, national origin, sex or disability in the award and performance of this contract.

**Equal Employment Opportunity** – It is the policy of Manatee County to assure that applicants are employed, and that employees are treated during employment, without regard to their age, race, religion, color, national origin, sex, or disability. Such action must include: employment upgrading, demotion or transfer; recruitment or recruitment, Advertising; layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship, pre-apprenticeship, and / or on-the job training.

**CONTRACT FORMS**

The agreement resulting from the acceptance of a quote shall be in the form of the agreement or purchase order as stated in this Request for Quotation.

**ASSIGNMENT OF CONTRACT**

Contractor shall not assign, transfer, convey, sublet or otherwise dispose of this Contract or of his right, title, or interest therein, or his power to execute such Contract or to assign any monies due or to become due there under to any other person, firm or corporation unless first obtaining the written consent of the County. The giving of such consent to a particular subcontractor assignment shall not dispense with the necessity of such consent to any further or other assignment.

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**LIQUIDATED DAMAGES**

If the Contractor refuses or fails to prosecute the Work, or any separable part thereof, with such diligence as will hinder its completion within the time specified, the County may seek damages. The actual damages for delay will be impossible to determine and in lieu thereof, the contractor shall pay to the County the sum of **\$388.00** as fixed, agreed, and liquidated damages for each calendar day of the delay until the Work is finally accepted by the County and the Contractor and his Surety shall be liable for the amount thereof.

**PAYMENT**

In accordance with the Prompt Payment Act, Florida Statute 218.71, contractor may apply for partial payment on monthly estimated based on the amount of Work done or completed in compliance with the provisions of the Contract. Contractor shall submit an application, on a form provided or approved by the County, of an approximate estimate of the proportionate value of the Work done, items and locations of the Work performed up to and including the last day of the period then ending. The County will then review said estimate and make any necessary revisions so that the estimate can receive approval for payment. If the contractor and the County do not agree on the approximate estimate of the proportionate value of the Work done for any pay period, the determination of County will be binding. The amount of said estimate after deducting any required retainage and all previous payments shall be due and payable to the contractor within 20 days after the pay estimate has been approved by the County.

**If Outside Agent approval is required, payment shall be due 25 business days after the pay estimate has been approved by the agent for the County.**

It is the contractor's responsibility for the care of the materials. Any damage to or loss of said materials is the full responsibility of the contractor. Any Periodical Pay Estimate signed by the contractor shall be final for any or all work covered by the Periodical Pay Estimate. Any requests for payment of materials stored on site must be accompanied with a paid receipt.

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**PAYMENT (Continued)**

The contractor warrants and guarantees that title to all work, materials and equipment covered by any application for payment, whether incorporated in the project or not, will pass to the County at the time of payment free and clear of all liens, claims, security interests and encumbrances (hereafter referred to as "Liens").

The contractor agrees to furnish an affidavit stating that all laborers, material men, and subcontractors have been paid on the project for Work covered by the application for payment and that a partial or complete release of lien, as may be necessary, be properly executed by the material men, laborers, subcontractors on the project for Work covered by the application for payment, sufficient to secure the County from any claim whatsoever arising out of the aforesaid Work.

When the contractor has completed the Work in compliance with the terms of the Contract Documents, he shall notify the County in writing that the project is ready for final inspection. The County will then advise the Contractor as to the arrangements for final inspection and what Work, if any, is required to prepare the project or a portion thereof for final inspection. When the County determines the project or portion thereof is ready for final inspection, the County shall perform same. Upon completion of final inspection, the County will notify Contractor of all particulars in which this inspection reveals that the Work is incomplete or defective. Contractor shall immediately take such measures as are necessary to complete such Work or remedy such deficiencies. When all such errors have been corrected, a final re-inspection will be made. The process will be repeated until, in the opinion of the County, the project has been completed in compliance with the terms of the Contract Documents.

When final acceptance has been made by the County, the County will make final payment of the Contract amount, plus all approved additions, less approved deductions and previous payments made. The Contract will be considered complete when all work has been finished, the final inspection made, approved as-builts received, and the project finally accepted in writing by the County. The contractor's responsibility shall then terminate except as otherwise stated.

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**RETAINAGE (For Contracts less than \$100,000.00)**

A **retainage** of 10% of the total Work in place shall be withheld until 50% complete. After 50% completion, the retainage shall be reduced to 5% of the total Work in place until final completion and acceptance of the Work by the County. Upon Final acceptance, the remaining retainage shall be included in the final payment.

**(Contracts over \$100,000)**

A **retainage** of 2.5% of the total Work in place shall be withheld from payments until 75% of the Work has been completed. After 75% completion, this retainage shall be reduced to 1% of the total Work in place, plus such amount as the County may reasonably deem necessary to repair, replace, complete or correct any damaged, defective, incorrect or incomplete work.

**BID BOND/CERTIFIED CHECK (For Projects Over \$100,000.00)**

By offering a submission to this Request for Quotation, the Quoter agrees should the Quoter's Response be accepted, **to execute the form of Contract and present the same to Manatee County for approval within ten (1) calendar days after notice of Intent to Award.** The Quoter further agrees that failure to execute and deliver said form of Contract within ten (10) calendar days will result in damages to Manatee County and as guarantee of payment of same a Bid Bond/Certified Check shall be enclosed within the submitted Request for Quotation in the amount of five (5%) percent of the total amount of the Quote. The Quoter further agrees that in case the Quoter fails to enter into a Contract, as prescribed by Manatee County, the Bid Bond/Certified Check accompanying the Quote shall be forfeited to Manatee County as agreed liquidated damages. If the County enters into a Contract with a Quoter, or if the County rejects any and / or all Quotes, accompanying bond will be promptly returned.

**PERFORMANCE AND PAYMENT BONDS**

The successful quoter shall furnish surety bonds as security for faithful performance of the contract awarded as a result of this quote, and for the payment of all persons performing labor and/or furnishing material in connection therewith. Surety of such bonds shall be in an amount equal to the quote award (100% each) and from a duly authorized and nationally recognized surety company, authorized to do business in Florida, satisfactory to this County. The attorney-in-fact who signs the bonds must file with the bonds a certificate and effective dated copy of power-of-attorney. (Reference Florida Statute 255.05)

Furnishing the performance and payment bonds shall be requisite to execution of a contract with the County. Said performance and payment bonds will remain in force for the duration of the contract with the premiums paid by the contractor. Failure of successful quoter to execute such contract and to supply the required bonds shall be just cause for annulment of the award. The County may then contract with another

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**PERFORMANCE AND PAYMENT BONDS (Continued)**

acceptable Quoter or re-advertise this Quotation. If another quote is accepted, and notice given within 90 days after the opening of quotes, this acceptance shall bind the Quoter as though they were originally the successful Quoter.

Failure of the County at any time, to require performance by the contractor of any provisions set out in the contract will in no way affect the right of the County, thereafter, to enforce the provisions

**WARRANTY AND GUARANTEE PROVISIONS**

All work, materials, and equipment furnished as defined herein shall be guaranteed and warranted by the contractor to be free from defects due to faulty materials or equipment or faulty workmanship for minimum period of three (3) years from date of Final Acceptance by the County to be free from defects due either to faulty materials or equipment or faulty workmanship.

All materials, equipment, and workmanship furnished and installed by the contractor is warranted and guaranteed by the contractor to be such as to meet the required standards and to accomplish the purpose and function of the project as defined, detailed, and specified herein.

The County shall, following discovery thereof, promptly give written notice to the contractor of faulty materials, equipment, or workmanship within the period of the guarantee and the contractor shall promptly replace any part of the faulty equipment, material, or workmanship at his own cost. These warranty and guarantee provisions create no limitations on the County as to any claims or actions for breach of guaranty or breach of warranty that the County might have against parties other than the contractor, and do not constitute exclusive remedies of the County against the contractor.

**ROYALTIES AND PATENTS**

The contractor shall pay all royalties and license fees for equipment or processes in conjunction with the equipment and / or services being furnished. Contractor shall defend all suits or claims for infringement of any patent, trademark or copyright, and shall save the County harmless from loss on account thereof, including costs and attorney's fees.

**AUTHORIZED PRODUCT REPRESENTATION**

The contractor, by virtue of submitting the name and specifications of a manufacturer's product, will be required to furnish and named manufacturer's product. Failure to perform accordingly may, in the County's sole discretion, be deemed a breach of Contract, and shall constitute grounds for the County's immediate termination of the Contract.



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**REGULATIONS**

It shall be the responsibility of the Quoter to assure compliance with any OSHA, EPA, and / or other federal or state of Florida rules, regulations or other requirements as each may apply.

**CANCELLATION**

Any failure of the contractor to furnish or perform the Work (including, but not limited to commencement of the Work, failure to supply sufficient skilled workers or suitable materials

or equipment) in accordance with the Contract, the County may order the stop of the Work, or any portion thereof, until the cause for such order has been eliminated. If the Contractor persistently fails to perform the Work, in accordance with the Contract, the County reserves the right to terminate the Contract and select the next qualified bidder or re-advertise this procurement in part or in whole. The County reserves the right to cancel all or any undelivered or unexecuted portion of this Contract with or without cause.

**INDEMNIFICATION**

The contractor covenants and agrees to **indemnify and save harmless** the County, its agents and employees, from and against all claims, suits, actions, damages, causes of action, or judgments arising out of the terms of the resulting agreement for any personal injury, loss of life, or damage to the property sustained as a result of the performance or non-performance of services or delivery of goods; from and against any orders, judgments, or decrees, which may be entered against the County, its agents or employees; and from and against all costs, attorney's fees, expenses and other liabilities incurred in the defense of any such claim, suit or action, and the investigation thereof. Nothing in the award, resulting agreement, contract or Purchase Order shall be deemed to affect the rights, privileges and immunities of the County as set forth in Florida Statute Section 768.28.

**MANUALS, SCHEMATICS, HANDBOOKS (If Applicable)**

All manuals, schematics and handbooks shall be provided which are applicable to the equipment delivered. An operators manual, parts manual and technical manual must also be provided. Parts lists (manuals) must include OEM part numbers for items not manufactured by the Quoter. Contractor shall furnish (2).

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**DISCRETIONARY WORK (If Applicable)**

This quote item entails minor increases (as directed in writing by the County) to the existing project quantities to provide a safe, complete project. This will not affect the requirement for change orders involving major modifications to the project. Payment for all Work under this item shall be made only at the County's discretion in order to satisfactorily complete the project. In general, this item is for unanticipated conflicts and / or design changes required during construction which are necessary to complete the project without changing the initial scope of Work and without costly delays.

**SCHEDULE OF VALUES**

Unit Prices shall be established for this contract by the submission of a schedule of values. The contractor shall submit a Schedule of Values within **10 days** of Notice to Proceed date. The Schedule shall include quantities and prices of items equaling the total Price and will subdivide the Work into component parts in sufficient detail to serve as a basis for progress payments during construction. Such prices will include an appropriate amount of overhead and profit applicable to each item of work. Upon request of the County, the contractor shall support the values with data which will substantiate their correctness.

**NO DAMAGES FOR DELAY**

No claim for damages or any claim other than for an extension of time shall be made or asserted against the County by reason of any delays. The contractor shall not be entitled to an increase in the Total Contract Price or payment or compensation of any kind from the County or direct, indirect, consequential impact or other costs, expenses for damages, including but not limited to costs of acceleration or inefficiency arising because of delay, disruption, interference or hindrance from any cause whatsoever; provided; however, that this provision shall not preclude recovery or damages by the contractor for hindrance or delays due solely to fraud, bad faith, or active interference on part of the County or its agents. Otherwise, the contractor shall only be entitled to extensions of the Contract Time as the sole and exclusive remedy for such resulting delay, in accordance with and to the extent specifically provided above.

**NO INTEREST**

Any monies not paid by the County when claimed to be due to the contractor under this Contract shall not be subject to interest including prejudgment interest. Any monies not paid by the County when claimed to be due to the contractor for damages awarded in the case of construction delays shall not be subject to prejudgment interest.

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**INSURANCE COVERAGE**

The Quoter will not commence work under a contract until all insurance under this section, and such insurance coverage as might be required by the County, has been obtained. Minimum amounts of insurance (inclusive of any amounts provided by an umbrella or excess policy) shall be as follows:

- a. Workers' Compensation/Employers' Liability  
Part One – There shall be no maximum limit (other than as limited by the applicable statute) for liability imposed by Florida Worker's Compensation Act, the Longshoremen's and Harbor Worker's Compensation Act or any other coverage required by the contract documents which are customarily insured under Part One of the standard Worker's Compensation Policy.

Part Two – The minimum amount of coverage for the coverage required by the contract documents which are customarily insured under Part Two of the standard Worker's Compensation Policy shall be:

(Each Accident	\$ 100,000
(Disease-Policy Limit)	\$ 500,000
(Disease-Each Employee)	\$ 100,000

- b. Commercial General Liability  
The limits are to be applicable only to work performed under this contract and shall be those that would be provided with the attachment of the Amendment of the Limits of Insurance (Designated Project of Premises) endorsement (ISO Form GC 25 03) to a Commercial General Liability Policy with the following minimum limits:

Products/Completed Operations Aggregate	\$ 1,000,000
Personal and Advertising Injury	\$ 1,000,000
Each Occurrence	\$ 1,000,000
Fire Damage (Any one fire)	\$ NIL
Medical Expense (Any one person)	\$ NIL

**ADDITIONAL INSURED:** Manatee County, a political subdivision of the State of Florida, shall be specifically named as additional insured on the Commercial General Liability Policy.

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**INSURANCE COVERAGE (Continued)**

- c. Business Auto Policy  
Each Occurrence Bodily Injury and Property  
Damage Liability Combined \$ 300,000  
Annual Aggregate (if applicable): \$1,000,000

**ADDITIONAL INSURED:** Manatee County, a political subdivision of the State of Florida shall be specifically named as additional insured on the Business Auto Policy.

- d. County's Protective Liability Coverage  
The minimum OPC Policy limits per occurrence and, if subject to an aggregate, annual aggregate to be provided by the bidder shall be the same as the amounts shown above as the minimum per occurrence and general policy aggregate limits respectively required for the Commercial General Liability Coverage. The limits afforded by the OPC Policy and any excess policies shall apply only to the Owner and the Owner's officials, officers, agents and employees and only to claims arising out of or in connection with the work under this contract.
- e. Property Insurance  
**If this Contract includes** construction to above ground buildings or structures, contractor shall provide "**Builder's Risk**" insurance with the minimum amount of insurance to be 100% of the value of such addition (s), building (s), or structure (s).
- f. Installation Floater  
**If this contract does not include** construction of or additions to above ground building or structures, **but does involve** the installation of machinery or equipment, contractor shall provide an "**Installation Floater**" with the minimum amount of insurance to be 100% of the value of such addition(s), building(s), or structure(s).
- g. Certificates of Insurance and Copies of Policies  
Certificates of Insurance in triplicate evidencing the insurance coverage specified herein shall be filed with the Purchasing Official before operations are begun. The required certificates of insurance shall name the types of policy, policy number, date of expiration, amount of coverage, companies affording coverage, and also shall refer specifically to the Quote number and the title of the project.

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- h. Certificates of Insurance and Copies of Policies All insurance policies required herein shall be issued by companies that are authorized to do business under the laws of the State of Florida and hold an A.M. Best rating of A- or better. Insurance, as specified herein, shall remain in force and effect for the duration of the project including any warranty periods.

i. **Complete Policies**

The entire and complete insurance policies required herein shall be provided to the County upon request.

If the initial insurance expires prior to the completion of operations and/or services by the Contractor, renewal certificates of insurance and required copies of policies shall be furnished by the Contractor and delivered to the Purchasing Official thirty (30) days prior to the date of expiration. Nothing herein shall in any manner create any liability of the County in connection with any claim against the Contractor for labor, services, or materials, or of Subcontractors; and nothing herein shall limit the liability of the Contractor or Contractor's sureties to the County or to any workers, suppliers, material men or employees in relation to this Contract.

- j. Certification Requirements – In order for the certificate of insurance to be accepted it must comply with the following:

1. The certificate holder shall be:  
**Manatee County Board of Commissioners, a political  
subdivision of the State of Florida  
P.O. Box 1000  
Bradenton, FL 34206-1000**
2. Certificate shall be mailed to:  
**Manatee County Purchasing  
11112 Manatee Avenue West, 8<sup>th</sup> FL  
Bradenton, FL 34205  
Attn: Olga Valcich, CPPB, Contract Specialist**

**End of Section**

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**TECHNICAL SPECIFICATIONS**

**OVERVIEW**

This project involves two separate locations within Manatee County. Of the two locations there are multiple sites or buildings involved with each. With respect to the two locations we will refer to them within the scope as Palmetto and Bradenton or **(Pal and Brad) from this point on.**

**General Scope for Palmetto:** is to install a 144-count **single-mode** Draka fiber optic cable between the Ag & Natural Resources and Palmetto MCAT Bus Station as well as a 12-count **single-mode** fiber optic cable between the AG & Natural Resources and Palmetto High School locations within the City of Palmetto, FL. The majority of 144ct fiber will remain un-terminated or "cut dead" at both ends within the vaults. Initially the Palmetto High School will be providing the network connectivity path to the A&NR along the 12-count fiber optic cable and the A&NR will act as the connectivity relay to the Palmetto MCAT Bus Station along strands of the 144-count fiber. The final fiber strand termination design will be determined by the County at a later date.

**Pal-SITE 0: Initial Fiber Optic Cable Installation (See Drawing 1, Attached)**

Furnish and install (1) 144-count Draka fiber optic cable from the newly placed fiber vault at the corner of 17<sup>th</sup> St. West and 14<sup>th</sup> Ave. West in Palmetto, FL. through existing fiber vault and HDPE conduit to the fiber vault located at the NW corner of 17<sup>th</sup> St. West and 8<sup>th</sup> Ave. West **as well as #6AWG locate wire pulled in with 144ct. FOC.** Also Furnish and install (1) 12-count Drake fiber optic cable from the fiber vault at the corner of 17<sup>th</sup> St. West and 14<sup>th</sup> Ave. West in Palmetto, FL. through same existing HDPE conduit as 144-count Draka Fiber but ending at the existing pull box in front of Palmetto High School, Site 2. This fiber will run continuously from the TR of the Ag Center to the TR of the High School, terminating the same 6-ct of the 12-ct at both ends and leaving the remaining 6-ct cut dead.

Note: This 12-count Draka fiber optic cable is in addition to the 144-count Draka fiber optic cable.

Note: In the event that available conduit is not present along the route please provide additional quote to include the installation of (1) 2" HDPE conduit along the same path.

**Pal-SITE 1: Agriculture and Natural Resources Center – 1303 17<sup>th</sup> Street West, Palmetto, FL 34221 (See Drawing 2, Attached)**

From the vault at the corner of 17<sup>th</sup> Street West and 14<sup>th</sup> Avenue West, Palmetto, FL, Contractor shall engineer, furnish and install (1) 2" HDPE Conduit along the indicated route to the Pedestal location as shown on Drawing 2. Place 12-count

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**Pal-SITE 1: Agriculture and Natural Resources Center – 1303 17<sup>th</sup> Street West, Palmetto, FL 34221 (See Drawing 2, Attached) (Continued)**

Draka fiber optic cable and traceable mule tape from the fiber vault at the corner of 17<sup>th</sup> Street West and 14<sup>th</sup> Avenue West through the new 2" HDPE and terminate within the TR of the Agriculture and Nature Resources Building. The County will define which strands are to be used for the termination into the 144ct. Upon completion of the fiber placement, cable is to be spliced, terminated, placed in proper interface unit, labeled, tested and documented as per specifications.

Note: Existing 4" conduit that Brighthouse is currently using to enter TR can be used for new fiber access, however exact exit point at the Pedestal location outside is not known at this time. Marked on updated drawing is location of alternate route into Ag Center's TR that can be used. **All fiber that are terminated or not terminated should be OTDR tested after installation with results presented to the County in writing.**

**Pal-SITE 2: Palmetto High School – 1200 17<sup>th</sup> Street West, Palmetto, FL 34221 (See Drawing 3, Attached)**

From existing vault in front of Palmetto High School, pull in the 12-count Draka fiber optic cable that was pulled in alongside the 144-count Draka Fiber optic cable, along with a traceable mule tape through existing 1-1/4" School Board HDPE conduit, terminating 6 of the 12-count within the TR of the Palmetto High School as indicated on the drawing. Upon completion of fiber placement, cable is to be spliced, terminated, placed in proper interface unit, labeled, tested and documented as per specifications.

Note: This fiber will require installation into an already occupied **with SDMC fiber optic cable**, conduit. As an option please give pricing to replace existing 11"x17" pull boxes with new 2x3x3 pull boxes as indicated on Drawing 3

**Note 1: Any existing mule tape which is used to pull in fiber at the Palmetto High School must be replaced. If any damage occurs to the High School's conduit or fiber, the Contractor shall be responsible to repair same to working condition at no cost to the County or to the School District of Manatee County (SDMC).**

**Pal-SITE 3: Palmetto MCAT Bus Station – 1802 8<sup>th</sup> Avenue West, Palmetto, FL 34221 (See Drawing 4, Attached)**

From the vault at the corner of 17<sup>th</sup> Street West and 8<sup>th</sup> Avenue West, Palmetto, FL, Contactor shall engineer, furnish and install (1) 2" HDPE Conduit along the indicated route to the location as shown on the drawing placing new 2 x 3 x 3 pull boxes at all designated locations. Place 12-count single-mode Draka fiber optic cable and a

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**Pal-SITE 3: Palmetto MCAT Bus Station – 1802 8<sup>th</sup> Avenue West, Palmetto, FL 34221 (See Drawing 4, Attached) (Continued)**

traceable mule tape from the fiber vault at the corner of 17<sup>th</sup> Street West and 8<sup>th</sup> Avenue West through new 2" HDPE and terminate with the TR of the Palmetto MCAT Bus Station. The County will define which strands are to be used for the termination into the 144ct. Upon completion of fiber placement, cable is to be spliced, terminated, placed in proper interface unit, labeled, tested and documented as per specifications.

**NOTE:** Transition point from the last newly placed pull box to existing underground conduit is not known at this time; however, the location of the last PB should be at that point once located. Existing conduit that Brighthouse is using may also be used for new fiber access. Approximate location of the conduit is shown on the drawing.

**ADDITIONAL NOTES:**

Detectable Mule tape does not negate any required Locate Wire.

**2<sup>nd</sup> LOCATION:**

**General Scope for Bradenton:** Referring to the aerial labeled as "Bradenton Campus", Drawing 5, install, terminate, test three 6 count single mode fiber optic cables at two different buildings within the campus, terminating those counts at three different junction box locations affixed on light poles within the campus. As well as install, terminate and test nine Category 5E copper runs at four different building locations existing TR's with opposite ends to be terminated at junction boxes affixed to the outsides of the buildings. All conduit and junction boxes will be pre-installed with pull strings.

**Brad-SITE 1: See Drawing 5, Attached**

Furnish, install, terminate, test and label one 6-count single mode fiber optic cable from the existing TR closet with-in the Public Works Admin. Building (identified on the drawing as "Site 1") to the newly placed communication junction box affixed to the outdoor light pole, designated as "LP1".

Within the same building furnish, install, terminate, test and label four CAT5-E copper cables from two different TR's to four newly placed communication junction boxes affixed to the outside of the building. The approximate length of each cable is shown on the drawing. These cables will be installed in plenum air space within the building.



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**Brad-SITE 2: See Drawing 5, Attached**

Furnish, install, terminate, test and label two 6-count single mode fiber optic cables from the existing TR closet with-in the Public Works Fleet Building (identified on the drawing as "Site 2") to the two newly placed communication junction box affixed to the outdoor light pole, designated as "LP2" and "LP3".

Within the same building furnish, install, terminate, test and label two (2) CAT5-E copper cables from the existing TR to two newly placed communication junction boxes affixed to the outside of the building. The approximate length of each cable is shown on the drawing. These cables will be installed in a closed conduit system with pull strings.

**Brad-SITE 3: See Drawing 5, Attached**

Furnish, install, terminate, test and label two (2) CAT5-E copper cables from the existing TR to two newly placed communication junction boxes affixed to the outside of the building. The approximate length of each cable is shown on the drawing. These cables will be installed in a closed conduit system with pull strings.

**Brad-SITE 4: See Drawing 5, Attached**

Furnish, install, terminate, test and label one (1) CAT5-E copper cable from the existing TR to a newly placed communication junction boxes affixed to the outside of the building. The approximate length of the cable is shown on the drawing. This cable will be installed in a closed conduit system with pull string.

**CONTRACTOR RESPONSIBILITY:**

The Lump Sum price shall include the Contractor to furnish and install all furnishing, placement, testing of all materials and equipment, and for all tools, labor, equipment, hardware, operational software package(s) and firmware(s), supplies, supports, personnel training, shop drawings, documentation, and incidentals necessary to complete the work.

The Contract price per site is inclusive of conduit, fiber optic cable, terminating components, locate wire, or route markers. Each pull box or splice box furnished shall include all equipment plus all shipping and handling costs involved in the delivery to the required site.

The Contract price per site shall include installed conduit and all miscellaneous hardware and materials, labor, trenching, backfilling, drilling, boring, testing, and restoration materials necessary for a complete and accepted installation.

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The Contract unit price, shall include all Mobilization/Demobilization, Furnishing and Installing, Engineering, all Labor, Materials, Tools, Equipment, Placement, Testing Supplies, As Builts, Hardware, Operational Software package(s) and Firmware(s), Supplies, Supports, Personnel Training, Shop Drawings, Documentation, Travel, Transportation, Delivery or any other incidental charges that may be required for the completion of the requested services.

The Contract price per site is inclusive of conduit, fiber optic cable, terminating components, locate wire, or route markers. Each pull box or splice box furnished shall include all equipment plus all shipping and handling costs involved in the delivery to the required site.

The Contractor's per site price of conduit, installed shall include all miscellaneous hardware and materials, labor, trenching, backfilling, drilling, boring, testing, and restoration materials necessary for a complete and accepted installation.

**WORKING HOURS**

All work shall be performed during regular working hours, Monday through Friday, between the hours of 7:00 am and 6:00 pm, excluding weekends and holidays.

Should weekend or holiday work hours be required, Contractor shall obtain prior permission in writing from the Project Manager.

**CONTRACTOR RESPONSIBILITIES**

Contractor shall be capable of providing service 24 hours a day, seven days a week, should the need arise.

1. Contractor shall furnish and assume full responsibility for all materials, equipment, labor, transportation, storage, installation equipment and insurance, tools and incidentals necessary for completion of the work. The County shall not assume responsibility for lost or stolen belongings. No subcontracting is permitted without the prior written approval of the County.
2. Upon completion of any project / job, Contractor shall notify Manatee County's Communications representative. The County representative shall inspect the work completed, and if the work is satisfactory, sign the original Work Order.
3. Contractor shall be responsible for any damages to property as a result of the work. Restoration and costs incurred as a result are the responsibility of the Contractor.

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**CONTRACTOR RESPONSIBILITIES (Continued)**

4. Should the Contractor awarded this project become unable to perform work due to breakdown, equipment scheduling, lack of equipment or manpower, and/or time constraints, then the County may go to the next lowest qualified Bidder without penalty.

5. The work to be performed under this contract may interface with on-going projects. When this interfacing occurs, the Contractor is to coordinate his work with that of other trades, agencies or utility companies so as to avoid interferences, delays and/or conflicts.

6. The Contractor, at all times, shall keep the premises free from accumulation of waste materials or rubbish caused by his operations. At the completion of the work, he shall remove all waste and rubbish, tools, construction equipment, and surplus materials from or about the project area.

**1.2 Material:**

**1.2.1 Fiber Optic Cable:** To insure compatibility and maintain integrity with recently installed Manatee County fiber optic cable, the following is the only approved fiber optic cable type for this project.

**Draka ezMICROduct Jetted Micro-Duct Loose Tube Cable**

**Draka Part # (F-MDS1 JKT-12-ES-012-E3) 12-County cable**

**Draka Part # (F-MDS1JKT-12-ES-144-E3) 144-Count cable**

**1.2.2 Splicing Materials:**

Ensure that all splice enclosures, organizers, cable end preparation tools, and procedures are compatible with the fiber optic cable, and are approved by the Engineer.

**1.2.2.1 Splice Enclosures:**

Contain all optical fiber splices within a splice enclosure. Ensure that the enclosures provide storage for fiber splices, non-spliced fiber, and buffer tubes. Ensure that the splice enclosure restores the mechanical and environmental integrity of the fiber optic cable, encases the sheath opening in the cable, and organizes and stores optical fiber. Ensure all hinges and latching devices are stainless steel. Ensure that the enclosure is airtight and prevents water intrusion. Ensure that the splice enclosure can accommodate pressurization and has the ability to be reentered without requiring specialized tools or equipment. Ensure that the enclosure provides fiber and splice organizers including splice trays and strain relief.

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**1.2.2.1 Splice Enclosures: (Continued)**

Ensure that splice enclosures allow re-entry and are hermetically sealed to protect internal components from environmental hazards such as moisture, insects and UV light.

Fiber optic splice enclosures shall also **comply with Telcordia Technologies' GR-711-CORE standard and all applicable NEC requirements.** Provide space for future expansion equal to 100% of the initial utilization.

Provide fiber optic cable penetration end caps to accommodate a minimum installation of two trunk fiber optic cables and two fiber optic drop cables. Ensure that the enclosure end caps are factory-drilled to the proper diameter to accept and seal the fiber optic cable entries. Ensure that the cable entry locations can accommodate an assortment of cables with ODs ranging from 0.20 to 0.55 inch, +10%, without jeopardizing the waterproof characteristics of the enclosure.

Provide fiber optic splice enclosures meeting the following requirements:

**Mechanical.**

Resist compression deformation to a maximum of 400 pounds.  
Withstand impact energy to a maximum of 40 foot-pounds at 0° F.  
Axial Tension: 100 pounds for 30 minutes.  
Cable Torsion: Ten (10) 90° rotations.  
Cable Flexing: Ten (10) 90° bends.

**Environmental**

Hydrostatic Pressure Head: Up to 20 foot pounds (-9 pounds per square inch).  
Withstand 40 freeze/thaw temperature cycles.  
Ultraviolet resistant during a maximum 30 day exposure in compliance with the requirements detailed in the ASTM B117 standard.

**Chemical**

Withstand a 90 day exposure to solutions of 3% sulfuric acid, 0.2 normal sodium hydroxide, 10% Igepal®, kerosene, and be fungus resistant as required in the ASTM G21 standard.

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**1.2.2.2 Splice Trays:**

Ensure that the splice trays are securely attached and accessible, and provide adequate storage for the fiber cable. Ensure the splice trays provide access to individual fibers without disrupting other fibers in the tray. Ensure that the splice trays hold the buffer tubes rigidly in place and provide protection for fusion splices. Ensure that the raceway accommodates the minimum bend radius of the fiber. Ensure that splice trays allow visible inspection of the fiber. Ensure that the splice tray includes a cover with a locking mechanism to hold it in place.

**1.2.3 Cable Terminations:**

Use Type LC connectors only, as specified in the plans or by the County representative(s). Ensure that connectors provide a strain relief mechanism when installed on a single fiber cable that contains strength elements. Ensure that the optical fiber within the body of all connectors is mechanically isolated from cable tension, bending, and twisting. Ensure that all connectors are compliant with the TIA/EIA-568-A and TIA/EIA-604 standards, as applicable, and are tested according to the Telcordia/Bellcore GR-326-CORE standard. When tested according to the TIA and EIA's Fiber Optic Test Procedure (FOTP)-171 (TIA/EIA-455-171), ensure that the connectors test to an average insertion loss of  $\leq 0.4$  decibel and a maximum loss of  $\leq 0.5$  decibel. Test the connectors as detailed in FOTP-107 (TIA/EIA-455-107) to reflectance values of  $\leq -50$  decibels. Ensure that the connectors have an operating and storage temperature range of  $-30^{\circ}$  to  $165^{\circ}$  F as per the NEMA TS 2 standard.

**1.2.3.1 Pre-terminated Connector Assemblies (pigtails):**

Ensure that pre-terminated connector assemblies are used for fiber termination. Ensure that the pre-terminated cable assemblies consist of fiber optic cables with factory-installed LC-type connectors on one end of the cable and an un-terminated optical fiber on the other. Ensure that the pre-terminated connector assemblies are installed with fusion splices. Ensure that all buffer tubes and fibers are protected once the attachment of pre-terminated connector assemblies is complete.

**1.2.3.2 Buffer Tube Fan-out Kits:**

Ensure that a buffer tube fan-out kit is installed when fiber optic cables are terminated. Use a kit compatible with the fiber optic cable being terminated and that is color-coded to match the optical fiber color scheme. Ensure that the buffer tube fan-out kit supports 12 fiber strands. Ensure that output tubing and the fiber strands contained therein are of sufficient length for routing and attachment of fiber optic cable to connected electronics or as directed by the County representative. Ensure that the kit and the connectors are supplied by the same manufacturer.

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**1.2.4 Patch Panels:**

Ensure that the patch panel is compatible with the fiber optic cable being terminated and color-coded to match the optical fiber color scheme. Ensure that the patch panel has a minimum of twelve (12) LC-type panel connectors. Ensure that the patch panel is suitable for mounting within an approved cabinet at the field device location.

**1.2.4.1 Pre-terminated Patch Panels:**

Ensure that the pre-terminated patch panel is a termination panel that includes a factory installed all-dielectric SMF cable stub. Ensure that the panel includes factory-installed and terminated LC-type panel connectors. Ensure that the cable stub is of adequate length to splice the stub and provide a fiber connection between the panel and the backbone fiber cable or as directed by the County representative(s).

**1.2.4.2 Field Assembled and Terminated Patch Panels:**

Ensure that the field-assembled patch panel is a termination panel that includes a connector panel and the hardware required to mount the patch panel within an approved cabinet at the field device location and connect the panel to the backbone fiber cable.

**1.2.4.2.1 Connector Panel:**

Ensure that the connector panel provides twelve LC-type bulkhead-mount coupling connectors. Ensure that each coupling connector allows connection of a cable terminated on one side of the panel to a cable on the opposite side.

Ensure that each bulkhead-mount coupling connector includes a locknut for mounting the connector in predrilled or punched holes in the connector panel.

**1.2.5.1 Cable End-Sealing:**

Ensure that fiber optic cable ends are capped or sealed to prevent the entry of moisture during shipping, handling, storage, and installation. Equip one end of the fiber optic cable with flexible pulling eyes.

**1.2.5.2 Protective Wrap:**

Ensure that the fiber optic cable is shipped and stored with a protective wrap or other approved mechanical reel protection device over the outer turns of the fiber optic cable on each reel. Ensure that the wrap is weather resistant and protects the cable reel from environmental hazards. Ensure that the cable reel remains wrapped until cable is to be installed.

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**1.2.5.3 Packaging, Shipping and Receiving:**

Ensure that the packaging and delivery of fiber optic cable reels comply with the following minimum requirements:

1. Ensure cable is shipped on reels of marked continuous length.
2. Ensure each cable is shipped on a separate, strongly constructed reel designed to prevent damage to the cable during shipment and installation.
3. Ensure each reel has a minimum of 6 feet on each end of the cable available for testing.
4. Ensure that all fiber optic cable is continuous and free from damage.
5. Ensure no point discontinuities greater than 0.1 decibel per reel.
6. Ensure that all cable delivered has been manufactured within 6 months of the delivery date.
7. Provide a copy of the transmission loss test results as required by the EIA/TIA-455-61 standard, as well as results from factory tests performed prior to shipping.
8. Ensure that the manufacturer provides the date of manufacture; product and serial numbers; cable data, including the reel length; refraction index; the project name and location; type of fiber and quantity of strands used; technical product data sheet(s); and reel number(s).

**1.3 Installation:**

Install all equipment according to the latest version of the manufacturer's installation procedures and the industry-accepted installation standards, codes, and practices, or as directed by the County representative(s). Ensure that all materials and installation practices are in accordance with the applicable OSHA requirements as found in 29 Code of Federal Regulations (CFR) Part 1926, Safety and Health Standards for Construction. In addition, perform the following:

1. Ensure conduit and inner-duct is clean and free from damage prior to installing fiber optic cable.
2. Document the sequential cable length markings at each splice box and pull box wall that the cable passes through, and include the information with the as-built documentation.

Provide all incidental parts needed to complete the installation, but not specified in the plans, as necessary for a complete and properly operating system.

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**1.3.1 Fiber Optic Cable Installation:**

Use preapproved cable nomenclature to create cable tags for the identification of fiber optic cable. Provide cable tag identification on all test results or fiber related documents provided to the County representative. Install cable tags within 1 foot of each splice and/or termination point indicating the cable type, fiber count, and each fiber optic cable origination and termination points. Ensure that the cable tags are permanent labels suitable for outside plant applications and are affixed to all fiber optic cables. Ensure that lettering is in permanent ink and displays the phrase "MANATEE COUNTY FIBER OPTIC CABLE".

**1.3.1.1 Pulling:**

Install the fiber optic cable by hand when necessary. The use of mechanical pulling machines is prohibited. Ensure that at no time the manufacturer's recommended maximum pulling tension is exceeded. Ensure that the central strength member and aramid yarn are attached directly to the pulling eye during cable pulling. Use pulling attachments, such as "basket grip" or "Chinese finger" type, to ensure that the optical and mechanical characteristics are not degraded during the fiber optic cable installation. Ensure that excess cable is coiled in a figure eight and fed manually when pulling through pull boxes and splice boxes by hand. If pulleys and sheaves will be used to mechanically pull through pull boxes and splice boxes, provide a drawing of the proposed layout showing that the cable will never be pulled through a radius less than the manufacturer's minimum bend radius. Use large diameter wheels, pulling sheaves, and cable guides to maintain the appropriate bend radius. Provide tension monitoring at all times during the pulling operation. Ensure that cable pulling lubricant used during installation is recommended by the optical fiber cable manufacturer.

**1.3.1.2 Blowing:**

Follow installation procedures and practices as listed in the Draka JETnet Design and installation guideline document.

**1.3.1.3 Slack Cable Storage:**

Provide and store fiber optic cable at each pull box and splice box to allow for future splices, additions, or repairs to the fiber network.

Store the fiber optic cable without twisting or bending the cable below the minimum bend radius. Store a total of 100 feet of fiber optic cable in splice boxes, with 50 feet of cable on each side of the cable splice point or as shown in the plans. Store 50 feet of spare fiber optic cable in specified pull boxes.



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**1.3.2 Splicing:**

Perform all optical fiber splicing using the fusion splicing technique, and according to the latest version of the manufacturer's cable installation procedures; industry-accepted installation standards, codes, and practices; or as directed by the County representative. Ensure that all splices match fiber and buffer tube colors unless shown otherwise in the plans. Where a fiber cable is to be accessed for lateral or drop signal insertion, only open the buffer tube containing the fiber to be accessed and only cut the actual fiber to be accessed. If a fiber end is not intended for use, cut the fiber to a length equal to that of the fiber to be used and neatly lay it into the splice tray. Treat any fibers exposed during splicing with a protective coating and place in a protective sleeve or housing to protect the fiber from damage or contaminants.

**1.3.2.1 Splice Plan:**

Provide a splice plan showing the location and configuration of splices in the system for approval by the County representative. Perform all splicing according to the plan. Document each splice location and identify the source and destination of each fiber in each splice tray. Document all fiber colors and buffer jacket colors used during installation, and develop a sequential fiber numbering plan as required in the TIA/EIA-598-A standard for color-coding in the documentation. Neatly store all splice enclosures within a splice box. Attach the splice enclosure to the splice box interior wall to prevent the enclosure from lying on the bottom of the splice box.

**1.3.2.2 Splice Equipment Specifications:**

Use a fusion splice machine to splice all optical fiber. Ensure that the unit is portable, and capable of 120 V<sub>AC</sub> and internal battery-powered operation. Ensure that the unit is able to splice fibers with a 250-micrometer coating. The fusion splice machine shall have the following capabilities:

1. Splice loss measurement.
2. Splice protection sleeve heater.
3. Battery with charging unit and power cable.
4. Spare electrodes, fuses, and lamps.
5. Power meter/light source with carrying case.

Ensure that the power meter/light source is a calibrated pair that is portable and battery operated. Ensure that the power meter/light source operates at selectable wavelengths of 850/1,300/1,550 nanometers. Ensure that the power meter has a decibel milliwatt measurement scale with a range of +3 to -45 decibel milliwatts for SMF operation and an accuracy of 0.5 decibel or better. Ensure that the splice machine is new from the factory, or serviced and certified by the factory or its authorized representative within the previous 6 months from the commencement of its use. Provide the County representative with a letter from the manufacturer or his authorized representative certifying compliance. Clean all splicing equipment and calibrate according to the manufacturer's recommendations prior to each splicing session at each location.

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**1.3.3 Cable Termination Installation:**

Ensure that cables, buffer tubes, or strands are neatly routed, secured and terminated in a patch panel. Ensure all cable termination points include documentation regarding the identification, route, and function of each fiber installed at that location. Ensure that at least one copy of this information is placed alongside the installed equipment (for instance, in a document pouch or drawer within a field cabinet).

**1.3.4 Patch Panel Installation:**

Ensure that patch panels neatly installed and secured in a rack or wall mount. Ensure all patch panel connectors are clearly and permanently labeled. Ensure all installed patch panels include documentation regarding the identification, route, and function of each patch panel connector at that location. Ensure that at least one copy of this information is placed alongside the installed equipment.

**1.4 Testing and Certification:**

**1.4.1 Manufacturer's Testing:**

Provide documentation of all factory tests performed by the manufacturer for all fiber optic cable, splicing material, cable terminations, and patch panels.

**1.4.2 Installation Testing:**

Notify the County representative of cable testing at least 14 calendar days in advance. Provide the testing procedures to the County representative for approval prior to commencement of testing. Perform all tests at 1,310/1,550 nanometer wavelengths, and include the last calibration date of all test equipment with the test parameters set on the equipment in the test documentation. Test all installed fibers (terminated and un-terminated) using methods approved by the County representative.

**1.4.2.1 End to End Attenuation Testing:**

Perform test on all fibers to ensure that no discontinuities greater than 0.2 decibel per 300 feet exist. Repair or replace cable sections exceeding allowable attenuation at no cost to the County.

**1.4.2.2 OTDR Tracing:**

Test all fibers from both cable end points with an optical time domain reflectometer (OTDR) at wavelengths of 1310 and 1550 nm. Test the fibers that are not terminated at the time of installation using a bare fiber adapter. Present the results of the OTDR testing (i.e., traces for each fiber) and a loss table showing details for each splice or termination tested to the County representative in an approved electronic format. Ensure all OTDR testing complies with the EIA/TIA-455-61 standard.

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**1.4.2.3 Splice Loss Testing:**

Ensure that the splice loss for a SMF fusion splice does not exceed a maximum bidirectional average of 0.1 decibel per splice. Repair or replace splices that exceed allowable attenuation at no cost to the County.

**1.4.2.4 Connector Loss Testing:**

Ensure that the attenuation in the connector at each termination panel and its associated splice does not exceed 0.5 decibel. Repair or replace connectors exceeding allowable attenuation at no cost to the County.

**1.4.2.5 Guaranty Provisions:**

Ensure that the fiber optic cable, the splice enclosures, and termination points have a **three year manufacturer's warranty** from the date of final acceptance by the County representative of all the work to be performed under the Contract. If the manufacturer's warranties for the components are for a longer period, those longer period warranties will apply.

Ensure that the manufacturer's warranties on the fiber optic cable, the splice enclosures, and termination points are fully transferable from the Contractor to the County. Ensure that these warranties require the manufacturer to furnish replacements for any part or equipment found to be defective during the warranty period at no cost to the County within 10 calendar days of notification by the County.

**2. Conduit System Overview**

The County is requesting quoters for tie in connections to the existing telecommunications conduit infrastructure. Once complete, the conduit extensions will provide fiber optic cable pathways between County facilities. This system will include underground conduit, fiber optic cable splice boxes, fiber optic cable pull boxes, and other items required to provide a turnkey solution for the subsequent installation of single mode fiber optic cables. The Contractor, with final approval by the County will be responsible for determining the best and most cost effective conduit installation method for the routes identified in Attachments A through D. A 2-inch HDPE conduit inner duct will be installed on all routes that do not otherwise already exist with an empty available conduit. The conduit system must comply with the requirements specified in Section 2.

All underground conduit must also include a locate system if not already in existence. The locate system must include above ground route markers, warning tape, tone wire, that allow detection of buried conduit and other related underground facilities as specified in Section 2.

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**2.1.1 Conduit**

The County requires the Contractor to install a 2-inch orange high density polyethylene (HDPE) outer conduit that is suitable for underground use in an ambient temperature range of -30 to 130 degrees F. without degradation of material properties along most routes. Installation should be done using trenching and / or directional boring processes at a minimum dept of 36 inches below grade or greater.

All conduits must conform to the requirements specified in Section 2, and shall be installed so as not to violate minimum bend radius requirements associated with the future fiber optic cable installation.

**2.2 Pull Boxes and Splice Boxes**

The Contractor is required to furnish and install pull boxes and splice boxes of the type, size, and quantity as specified in Section 3.

**2.3 Locate System**

The Contractor is required to furnish and install a locate system as directed by the County and ensure that the locate system conforms to the requirements specified in Section 4.

**2.4 Conduit System**

**2.4.1 General**

All conduits, orange inner ducts, splice boxes and pull boxes shall be installed underground and may fall outside or within existing right-of-way. All inner ducts shall be 2-inch High-Density Polyethylene (HDPE). All conduits shall be installed a minimum of 36" below finished grade.

**2.2.2 Junction Box Interface**

Conduit shall enter the communications fiber optic pull boxes at a 45-degree angle relative to the vertical wall of the pull box. The conduit shall terminate in each communications fiber optic pull box at diagonally opposite corners and extend into the fiber optic pull box to a distance of 12 inches from the opposite wall. Any modifications to typical conduit and fiber optic boxes shall be submitted to the County and approved prior to installation.

**2.2.3 Conduit Configuration**

Communications conduit shall include no more than 180 degrees of total bend and shall have a bending radius of at least ten (10) times the conduit diameter. All conduits shall be placed a minimum of 36 inches below the finished grade.

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**2.4.4 Tracer Wire**

All installed conduit routes must contain a continuous or spliced, conductive, insulated #12 AWG locate wire with a minimum 2 feet of wire accessible at each conduit termination point. The locate wire shall be installed at the same time the conduit system is installed.

**2.2.5 Conduit End Preparations**

All conduit ends shall be properly capped. Duct seal shall be used on all conduit openings.

**2.2.6 Identification Tape**

All underground conduit installed by open trenching methods shall be identified by conduit identification tape. Identification tape shall be a minimum of 2 ½ inches wide and be of a plastic-based non-deteriorating non-color-fading material capable of stretching at least 600 percent in length before breaking. Identification tape shall be orange in accordance with the American Public Works Association criteria, and shall be continuous emblazoned with black non-fading ink with the message “**WARNING, BURIED FIBER OPTIC CABLE BELOW**” or approved equal by the County. Identification tape shall be installed for the entire length of the trench and shall be 12 inches directly above the conduit(s).

**2.2.7 Conduit Protection**

The Contractor must prevent the ingress of water, dirt, sand, and other foreign materials into the conduit prior to, during, and after construction. Water and debris from buried conduit shall be excluded using a foam-sealing material, rubber plug, or other device designed for this application and approved by the County.

**2.2.8 Conduit Fittings**

All conduit fittings including, but not limited to, bends, sweeps, bells, bushings, couplings, caps, sealants, and all other incidental materials necessary to fully construct a complete telecommunications conduit system shall be provided by the Contractor. Approved methods for connecting inner duct or conduit within or between plowed portions, trenched portions, and bored portions shall be used.

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**2.2.9 Locate Wire**

Continuity tests and insulation resistance tests shall be performed on all locate wires. The Contractor shall provide the County with all test results and replace or repair defective locator wire at no additional cost. The Contractor shall ensure that locate wire splices are waterproof and suitable for direct burial. locate wire splices include a mechanical crimp connection with a butt sleeve, an oxide-preventing aerosol lacquer, Locate wire splices at the pull box must meet National Electric Code (NEC) requirements. The Contractor shall ensure that mastic electrical splicing tape, and standard electrical tape using methods and materials approved by the County. At the completion of the installation, the Contractor shall provide the County with as-built drawings that document all splice locations.

**3 Fiber Optic Pull Boxes and Splice Boxes**

**3.1.1 Materials**

The Contractor must ensure that all pull boxes and splice boxes are compatible with fiber optic cable and are approved by the County. Pull boxes and splice boxes that are stackable and are structurally designed to meet or exceed ANSI Tier 15 loading requirements shall be used.

The Contractor shall ensure that all pull box and splice box covers comply with ASTM C857 and are a single piece providing a 20,000-pound gross vehicle weight capacity with a live load rating of 20,000 pounds as required for ANSI Tier 15 loading conditions. All pull box and splice box covers shall include bolt holes and stainless steel hex head bolts to secure the cover to the box. Bolts shall be 0.375 inch in diameter with 16 unified coarse threads (UNC) for every 1 inch. The Contractor shall ensure that covers and bolts seat flush when installed on the box and that covers are equipped with a minimum 0.5 inch by 2 inch lifting slot with lift pin.

The Contractor shall ensure that all pull box and splice box covers include the words **“MANATEE COUNTY FIBER OPTIC SYSTEM”** permanently cast into their top surface. The manufacturer’s logo shall be stamped on each pull box cover. Markings shall be permanently affixed and clearly visible after installation.

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**3.1.2 Pull Box**

The Contractor shall ensure that all pull boxes have an open bottom and are constructed of polymer concrete consisting of an aggregate matrix bound together with a polymer resin. Box construction shall include internal reinforcement by means of steel, fiberglass, or a combination of the two. The pull box shall be equipped with a nonskid cover secured by hex head bolts and any other miscellaneous hardware required for installation or as shown in the plans. The Contractor shall ensure that the minimum pull box size is approximately 2 feet wide by 3 feet long by 3 feet deep, or as required in the plans.

**3.1.3 Splice Box**

The Contractor shall use 3' x 5' x 3' splice boxes at all fiber optic splice locations, as shown in the plans, and at other locations as approved by the County. All splice boxes shall have an open bottom and be constructed of polymer concrete consisting of an aggregate matrix bound together with a polymer resin. Box construction shall include internal reinforcement by means of steel, fiberglass, or a combination of the two. The splice box shall be equipped with a nonskid cover secured by hex head bolts, cable racks and hooks, pulling eyes, and any other miscellaneous hardware required for installation or as shown in the plans.

All splice boxes shall be large enough to house coiled fiber optic cable without subjecting the cable to a bend radius less than 14 times the diameter of the largest cable in the box.

**3.1.4 Installation Requirements**

The Contractor shall install all pull boxes and splice boxes according to the manufacturer's recommendations and shall provide all pull boxes and splice boxes at final finish grade elevation. Pull box and splice box installation sites shall be excavated to a depth of 1 foot below the bottom of the box and replaced with a 1 foot bed of pea rock or crushed stone at the excavation base prior to installing the box.

The box cover shall be flush with the existing finish grade after installation. Finish grade contour shall be tapered to provide drainage from the splice or pull box.

**3.1.5 General Placement and Spacing**

The Contractor shall place pull boxes and splice boxes as detailed in plans and at the following locations unless directed otherwise by the County.

1. At all major fiber optic cable and conduit junctions.
2. Approximately every 2,500 feet in rural areas with any continuous section of straight conduit if no fiber optic cable splice is required.
3. At a maximum of 1,760 feet in metropolitan areas.

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4. At each end of a tunnel and on each side of a river or lake crossing.
5. On each side of an aboveground conduit installation, such as an attachment to a bridge or wall.
6. At all 90-degree turns in the conduit system.

Pull boxes shall not be placed in roadways, driveways, parking areas, ditches, or public sidewalk curb ramps. Placing pull boxes and splice boxes on steep slopes where the cover cannot be leveled within a tolerance of 1 inch of drop to 1 foot of grade or in low-lying locations with poor drainage should be avoided.

**3.1.6 Bonding and Grounding**

The Contractor shall ensure that pull box and splice box installation includes a bonding and grounding system including a driven rod that is a minimum of 10 feet in length and 0.75 inches in diameter. Grounding rod shall be constructed of copper clad steel and comply with the UL 467 standard.

Bonding conductors shall be bare solid AWG #6 copper wire. Splice and termination components shall meet or exceed the UL 467 requirements and are clearly marked with the manufacturer, catalog number, and conductor size. Grounding system shall comply with NEC requirements.

**3.1.7 Material Removal and Restoration Specifications**

The Contractor shall provide all material, equipment, and labor for the removal of turf, earth, concrete/asphalt pavement, or other site specific material to be removed for box installation. Original turf, earth, concrete/asphalt pavement, or other site specific material shall be restored to its original condition once box installation is complete.

The Contractor must perform compaction tests for each soil type encountered. Sufficient in-place density tests shall be provided to confirm the adequacy and uniformity of the compaction procedures as required by the governing authorities or right-of-way owners, or as shown in the plans. Compaction testing shall be performed by an independent agency at the Contractor's expense.



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**4 Locate System**

**4.1.1 Standard Route Marker**

The Contractor shall ensure that the SRM post is white with a top fitting cover that is orange with white lettering and graphics, or otherwise approved by the County. SRM shall be tubular configuration with both the marker post and the top fitting made from virgin Type 111 HDPE. Any fasteners used with the SRM shall be constructed of stainless steel.

All SRMs shall have a minimum outside diameter (OD) of 3.5 inches with 0.125 inch wall thickness and a minimum 10-foot length. The top fitting cover shall be a minimum of 1.5 feet long and have an OD of 3.75 inches with a 0.125 inch wall thickness. Each SRM shall provide a tensile strength of 4,200 pounds per square inch [29 megapascals] as required in the ASTM D638 standard. Each SRM shall be manufactured for use in temperatures range of -30 degree to 165 degree F. [-34 degree to 74 degree C.] as per the NEMA TS 2 standard.

The Contractor shall ensure that an SRM installed at the minimum 2 foot depth withstands at least one (1) vehicle impact at 45 miles per hour by a car or truck weighing no less than 3,500 pounds. After impact, each post will return to an upright position within 10 degrees of vertical alignment within 30 seconds from the time of impact. All SRMs shall withstand a 12 gauge shotgun blast without penetration by any pellets when fired from a 50 foot distance.

The Contractor shall ensure that route marker signs are labeled with a unique identification number as detailed in the plans or as approved by the County. As-built documentation shall be provided at the completion of installation that includes identification number and location of all installed route markers and correlates the marker to the fiber optic infrastructure that it signifies. (See Marker Post Detail)

**4.1.2 Locate Wire Surge Protection**

The Contractor shall furnish and install a locate wire surge protection system as directed by the County. Locate wires shall be attached to a surge protection system dedicated to safely dissipating high transient voltages or other foreign electrical surges induced into the designating system. Grounding shall be provided through a stand-alone system that does not include electric power device grounding. The Contractor shall ensure that the surge protection system normally allows signals generated by locate system transmitters to pass through the protection system without going to ground. The protection system shall automatically reset and pass locate system transmitter signals after the unit has grounded to dissipate over-voltages. The locate wire surge protection is intended for below- or above-grade applications.

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The locate wire surge protection system shall be grounded to a driven rod within 10 feet of the system using a AWG #6 single conductor wire with green insulation. The locate wire surge protection shall be enclosed for protection from environmental hazards and accessible for connection of portable locate system transmitters. (See Locate Detail)

The Contractor shall ensure that the locate wire surge protection system meets the following minimum standards for surge protection:

Surge Element	3-element maximum duty fail-safe gas tube.
Rating	40,000 A surge capacity (single-cycle, 8 by 20 microsecond waveform).
Life	Minimum 1,000 surges (1000 A to ground).
Fail-Safe	Integral fail-shortened device.
Insulation Resistance	1,000 megohm minimum at 100 volts of direct current ( $V_{DC}$ ).
Clamp Voltages	a. Impulse at 100 Volts per Microsecond: Typically 500 volts. b. Direct Current: 300 to 500 volts.

## **5 Design Requirements**

The Contractor shall be responsible for providing all design for the installation of a complete, functional system. This shall include all necessary supporting components to produce the functional system, whether included in this specification or not. Detailed descriptions of all components/products shall be included as part of the system design/submittal documents and shall be subject to approval or request for modification by the County.

The Contractor shall submit a list of all selected technologies/products; product cut sheets, selection alternatives, reasons for selection, and selected component locations and construction details to the County for review and approval prior to commencement of any materials procurement or contract installation. No device shall be procured or installed prior to this approval. The system components shall be new production products. Untried or prototype units shall not be acceptable.

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**5.1 Design and Construction Plan**

The plan will develop design and construction stages for the project and develop scheduling for each of the identified stages. The Design and Construction plan will identify all design methods and procedures to be utilized for each of the design phases and detail methods of construction for constructing of the project. No formal design may commence without formal written approval of the Design and Construction Plan by the County.

**5.1.1 Stages**

Through coordination with the County, the Contractor shall develop an optimized construction staging plan, detailing the breakdown of each of the stages of the project. The stages shall be configured to optimize the design and construction processes, as well as minimize any impacts to the County.

The County shall participate in the development of the stages, as well as conduct a final review and approval of the stages prior to commencing with formal design activities.

**5.1.2 Scheduling**

The Design and Construction Plan will include scheduling for the project. The Contractor shall develop a design and construction schedule for each of the stages. The schedule will specify all start and completion dates for the design and construction of each stage. The schedule will specify the start and completion dates for all design milestones, as well as define the start and completion dates for the construction of each stage.

**5.1.3 Permits**

The Design and Construction Plan will also identify all permits that will be required for the project. The Contractor will be responsible for obtaining all permits for the successful design and construction of the project.

**5.1.4 Utilities**

The Design and Construction Plan will identify methods and procedures to be used to identify existing utilities, identify possible conflicts or issues pertaining to existing utilities as well as procedures for addressing any conflicts or issues identified. The Contractor shall fully define in the Design and Construction Plan a utility coordination plan that identifies the methods and procedures for utility coordination to be utilized by the Contractor. The Design and Construction Plan shall include a listing of all utility companies located within the project limits, as well as primary points of contact for each of the utility companies.

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**5.1.5 Project Management**

The Design and Construction Plan shall include a detailed project management plan. The project management plan shall identify all meetings and other management tasking to be included in the project. The project management plan shall define a communications plan and establish points of contact, including all contact information for each person included in the plan. Emergency contact information shall be included. The project management plan shall include a cost estimate template that is to be used for the construction cost estimates for each stage.

**Survey**

The Contractor will be responsible for all survey work necessary to validate right-of-way for the project. The Contractor shall be responsible for preparing base mapping with correct right-of-way data included.

**5.1.6 Maintenance of Traffic Plan**

The Contractor will be required to develop a comprehensive Maintenance of Traffic Plan that defines all operational maintenance and traffic maintenance required during the entire length of each project. The Contractor shall submit for review and formal approval to the County two (2) copies of the Contractor's proposed overall plan and methods for performing the work including a listing of equipment and personnel anticipated for use. The Contractor's safety and traffic plan shall show the proposed methods of ensuring safety and minimum interference with the normal flow of traffic on the travel lanes. Approval of the Contractor's safety and traffic plan by the County shall not relieve the Contractor of responsibility or liability for injury to persons or damage to property caused by the operation of equipment and/or personnel. The design shall include the preparation of all maintenance of traffic plans required for each of the project stages. The detailed plans or quote of FDOT indexes shall be developed in accordance to all applicable standards and specifications, as well as requirements defined in this Scope of Services.

**5.1.7 Meetings**

The Contractor shall meet with the County and representatives to provide a plan of work, and the associated traffic management measures to be implemented for each project.

**5.1.8 Lane Closures**

As a general rule, lane closures will not be permitted between 6:00 am and 10:00 am and 3:00 pm and 7 pm., on any roadway on any day of the week unless approved by the County. If the Contractor wants to close lanes on any roadway during hours other than those permitted, the Contractor shall submit a request to the County with a detailed traffic control plan at least seven (7) calendar days prior to the desired closure date. Lane closures at times other than those permitted above will not be allowed without the written approval of the County.

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**5.1.8 Lane Closures (Continued)**

If, in the opinion of the County any lane closure(s) causes extended traffic congestion, the County may direct the Contractor to open any temporary lane closure(s) until traffic is returned to an acceptable flow as determined by the County.

**5.1.9 Maintenance of Traffic Staffing**

The Contractor shall provide capable, experienced personnel with the ability to interpret traffic County representative standards and applications, and to make judgments in the field as situations warrant. Personnel shall be certified by the American Traffic Safety Services Association under its Worksite Traffic Supervisor Certification Program (or an equal approved by the County) and FDOT procedure 750-030-006(a), which are hereby incorporated by reference and made a part of the Contract as if fully set forth herein. The contractor shall ensure that its workers and subcontractors use orange vests/garments conforming to ANSI/ISEA 107-1999 Standard Class 3 whenever workers are within 15 feet of the edge of the travel way. Class 3 vest garments will be required for all speeds.

An off-duty law enforcement officer with a marked law enforcement vehicle shall be provided by the Contractor at each location where lane closures are in effect unless otherwise approved by the County.

**5.1.10 Traffic Control Devices**

Traffic control devices, warning devices and barriers shall be kept in the correct position and clearly visible and clean at all times. Batteries in barricades equipped with flashers shall be checked and replaced if necessary to ensure proper operation. Damaged, defaced, or dirty devices or barriers shall immediately be repaired, replaced or cleaned as directed by the County.

The Contractor shall be responsible for performing regular inspection (not less than every other day including weekends and holidays) of all traffic control devices installed and replacing all equipment and devices not conforming with the specified standards during that inspection.

**6 Material Staging**

**All staging of construction materials and equipment shall be the responsibility of the Contractor. The County will not be able to provide staging locations.**

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**7 DOCUMENTATION**

The Contractor shall be responsible for all project documentation necessary to fully document the project, including the design, materials used, construction, the as-built plans and the operations and maintenance of the constructed facilities. Project documentation shall include, but is not limited to:

- basemapping
- design plans,
- product information and specifications,
- maintenance of traffic plans,
- operations and maintenance manuals,
- record drawings (as-builts),
- cable testing results

**SUBCONTRACTORS, SUPPLIERS AND OTHER**

The identity of subcontractors, suppliers, and other persons and organizations (including those who are to furnish the principal items of material and equipment) may be requested by the County for each quote item from any of the Quoters; and the Quoter shall respond within five days after the date of such request. Such list shall be accompanied by an experience statement with pertinent information regarding similar projects and other evidence of qualification for each such subcontractor, supplier, persons or organization if requested by County. If County, after due investigation, has reasonable objection to any proposed subcontractor, supplier, other person or organization, County may, before the Notice of Award is given, request the apparent successful Quoter to submit an acceptable substitute without an increase in Contract Price or Contract Time.

If apparent successful Quoter declines to make any such substitution, County may award the contract to the next lowest qualified quoter that proposes to use acceptable subcontractors, suppliers, and other persons who County does not make written objection to Contractor shall not be required to employ any subcontractor, supplier, other person or organization who Contractor has reasonable objection to.

Subcontractors shall be bound by the terms and conditions of this contract insofar as it applies to their Work, but this shall not relieve the prime contractor from the full responsibility to the County for the proper completion of all Work to be executed under this contract.

**MANATEE COUNTY GOVERNMENT**  
**REQUEST FOR QUOTATION #13-2438-OV**  
**Fiber Optic Installation**  
**Manatee County, Public Works Department**

**EXAMINATION OF CONTRACT DOCUMENTS AND SITE**

It is the responsibility of each Quoter before submitting a Quote, to (a) examine the Quote Documents thoroughly (b) visit the site to become familiar with local conditions that may affect cost, progress, performance, or furnishing of the Work; (c) consider federal, state, and local codes, laws, and regulations that may affect costs, progress, performance, or furnishing of the Work; (d) study and carefully correlate Quoter's observations with the Quote Documents; and (e) notify County of all conflicts, errors, or discrepancies in the Quote Document.

The accuracy of the existing utility locations shown on the plans is approximate and without express or implied warranty. Each Quoter may, at Quoter's own expense, make or obtain any additional examinations, investigations, explorations, tests and studies, and obtain any additional information and data which pertain to the physical conditions at or contiguous to the site or otherwise which may affect cost, progress, performance or furnishing of the Work and which Quoter deems necessary to determine his quote for performing and furnishing the Work in accordance with the time, price and other terms and conditions of the Contract Documents.

County will provide each Bidder access to the site to conduct such explorations and tests. Bidder shall fill all holes, clean up and restore the site to its former condition upon completion of such explorations. The lands upon which the Work is to be performed, rights-of-way and easements for access thereto, and other lands designated for use by Contractor in performing the Work are identified in the Contract Documents.

**PERMITS**

The Contractor shall procure (unless otherwise stated) all permits and licenses, pay all charges, fees, and taxes and give all notices necessary and incidental to the due and lawful prosecution of the Work.

**NOTE:** The successful Contractor will be required to prepare and submit a "Right of Way" permit to the City of Palmetto for approval.

**END OF SECTION**

**QUOTATION FORM / RFQ #13-2438/OV**  
**Fiber Optic Installation Manatee County, Public Works Department**

**DATE DUE: October 9, 2013 at 4:00 PM**

**To:** Manatee County Purchasing  
1112 Manatee Avenue West, Suite 803, Bradenton, FL 34205  
Attention: Olga Valcich / **OR** Email: olga.valcich@mymanatee.org  
**OR** Fax: 941-749-3034

We, the undersigned, hereby declare that we have carefully reviewed the quote documents, and with full knowledge and understanding of the aforementioned herewith submit this quote, meeting each and every specification, term, and condition contained in the Request for Quotation.

We understand that the technical specifications, terms, and conditions in their entirety shall be made a part of any agreement or contract between Manatee County and the successful Quoter. Failure to comply shall result in contract default, whereupon, the defaulting contractor shall be required to pay for any and all re-procurement costs, damages, and attorney fees as incurred by the County.

**Quoters Note: Mobilization and Demobilization to be included in the unit prices proposed and will not be a separate line item.**

ITEM	DESCRIPTION	Unit of Measure	Qty	EXTENDED PRICE
1.	<b><u>Pal-Site 0:</u></b> Include all Furnishing and Installing, Engineering, all Labor, Materials, Tools, Equipment, Placement, Testing Supplies, As Builts, Hardware, Operational Software package(s) and Firmware(s), Supplies, Supports, Personnel Training, Shop Drawings, Documentation, Travel, Transportation, Delivery or any other incidental charges that may be required for the completion of the requested.	LS	1	\$
2.	<b><u>Pal-Site 1: Agriculture and Natural Resources Center:</u></b> Include all Furnishing and Installing, Engineering, all Labor, Materials, Tools, Equipment, Placement, Testing Supplies, As Builts, Hardware, Operational Software package(s) and Firmware(s), Supplies, Supports, Personnel Training, Shop Drawings, Documentation, Travel, Transportation, Delivery or any other incidental charges that may be required for the completion of the requested.	LS	1	\$



3.	<b>Pal-Site 2: Palmetto High School:</b> Include all Furnishing and Installing, Engineering, all Labor, Materials, Tools, Equipment, Placement, Testing Supplies, As Builts, Hardware, Operational Software package(s) and Firmware(s), Supplies, Supports, Personnel Training, Shop Drawings, Documentation, Travel, Transportation, Delivery or any other incidental charges that may be required for the completion of the requested.	LS	1	\$
4.	<b>Pal-Site 3: Palmetto MCAT Bus Station:</b> Include all Furnishing and Installing, Engineering, all Labor, Materials, Tools, Equipment, Placement, Testing Supplies, As Builts, Hardware, Operational Software package(s) and Firmware(s), Supplies, Supports, Personnel Training, Shop Drawings, Documentation, Travel, Transportation, Delivery or any other incidental charges that may be required for the completion of the requested.	LS	1	\$
5.	<b>Brad-Site 1 through 5:</b> Include all Furnishing and Installing, Engineering, all Labor, Materials, Tools, Equipment, Placement, Testing Supplies, As Builts, Hardware, Operational Software package(s) and Firmware(s), Supplies, Supports, Personnel Training, Shop Drawings, Documentation, Travel, Transportation, Delivery or any other incidental charges that may be required for the completion of the requested.	LS	1	\$
6.	On an “ <b>As Required Basis</b> ” Install (1) 2” HDPE Conduit along the same path	LF	1	\$
7.	On an “ <b>As Required Basis</b> ” install 2 x 3 x 3 pull box	LS	1	\$
8.	On an “ <b>As Required Basis</b> ” install 3 x 5 x 3 pull box	LS	1	\$
9.	Maintenance of Traffic (MOT)	LS	1	\$
<b>TOTAL COST OF PROJECT:</b>				\$

Bidder: \_\_\_\_\_

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

**REF: REQUEST FOR QUOTATION #13-1398-OV**  
**Fiber Optic Installation, City of Palmetto, MCAT Palmetto Bus Station**

Communications concerning this Quote shall be addressed as follows:

Person's

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

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

Date: \_\_\_\_\_ FLContractorLicense# \_\_\_\_\_

Quoter is a WBE/MBE Vendor \_\_\_\_\_ Certification \_\_\_\_\_

COMPANY

NAME: \_\_\_\_\_

AUTHORIZED

SIGNATURE(S): \_\_\_\_\_

Name and Title of Above Signer(s)

COMPANY MAILING

ADDRESS: \_\_\_\_\_

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STATE OF INCORPORATION \_\_\_\_\_ (if applicable)

TELEPHONE: ( ) \_\_\_\_\_ FAX: ( ) \_\_\_\_\_

EMAIL

ADDRESS: \_\_\_\_\_

Acknowledge Addendum No. \_\_\_\_ Dated: \_\_\_\_ Acknowledge Addendum No. \_\_\_\_ Dated: \_\_\_\_

**SIGN AND CONFIRM DATE OF PROJECT VISIT: \_\_\_\_\_ DATE: \_\_\_\_\_**

**SWORN STATEMENT  
THE FLORIDA TRENCH SAFETY ACT**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR BY AN OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This Sworn Statement is submitted with RFQ No. #13-2438-OV
2. This Sworn Statement is submitted by \_\_\_\_\_  
whose business address is \_\_\_\_\_  
and, if applicable, its Federal Employer Identification Number (FEIN) is \_\_\_\_\_. If  
the entity has no FEIN, include the Social Security Number of the individual signing this  
sworn statement \_\_\_\_\_.
3. Name of individual signing this Sworn Statement is: \_\_\_\_\_,  
Whose relationship to the above entity is: \_\_\_\_\_.
4. The Trench Safety Standards that will be in effect during the construction of this project shall  
include, but are not limited to: Laws of Florida, Chapters 90-96, TRENCH SAFETY ACT,  
and OSHA RULES AND REGULATIONS 29 CFR 1926.650 Subpart P, effective October 1,  
1990.
5. The undersigned assures that the entity will comply with the applicable Trench Safety  
Standards and agrees to indemnify and hold harmless the Owner and Engineer, and any of  
their agents or employees from any claims arising from the failure to comply with said  
standard.
6. The undersigned has appropriated the following costs for compliance with the applicable  
standards:

Trench Safety Measure Extended (Description)	Units of Measure (LF, SY)	Unit Quantity	Unit Cost	Cost
a. _____	_____	_____	\$ _____	_____
b. _____	_____	_____	\$ _____	_____
c. _____	_____	_____	\$ _____	_____
d. _____	_____	_____	\$ _____	_____

7. The undersigned intends to comply with these standards by instituting the following  
procedures:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

THE UNDERSIGNED, in submitting this Bid, represents that they have reviewed and considered all available geotechnical information and made such other investigations and tests as they may deem necessary to adequately design the trench safety system(s) to be utilized on this project.

\_\_\_\_\_  
(AUTHORIZED SIGNATURE / TITLE)

SWORN to and subscribed before me this \_\_\_\_ day of \_\_\_\_\_, 2013  
(impress official seal)

\_\_\_\_\_  
Notary Public, State of Florida  
My commission expires: \_\_\_\_\_

## CONTRACTOR'S QUESTIONNAIRE

The Quoter warrants the truth and accuracy of all statements and answers herein contained. **(Include additional sheets if necessary.)**

THIS QUESTIONNAIRE MUST BE COMPLETED AND SUBMITTED WITH YOUR BID.

1. LICENSE # and \_\_\_\_\_  
COMPANY'S NAME \_\_\_\_\_

CO. PHYSICAL  
ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: (\_\_\_\_) \_\_\_\_\_ FAX (\_\_\_\_) \_\_\_\_\_

EMAILADDRESS: \_\_\_\_\_

2. Quoting as an; individual \_\_\_\_ a partnership \_\_\_\_ a corporation; \_\_\_\_  
a joint venture; \_\_\_\_

3. If a partnership: list names and addresses of partners; if a corporation: list names of officers, directors, shareholders, and state of incorporation; if joint venture: list names and address of ventures' and the same if any venture are a corporation for each such corporation, partnership, or joint venture:

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4. Your organization has been in business under this firm's name as a  
\_\_\_\_\_ for how many years? \_\_\_\_\_.

5. Provide a list of key personnel you propose to use and their qualifications and experience.

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6. Provide at least three (3) examples of similar projects which you have completed satisfactorily within the past two (2) years.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

7. Describe and give the date and owner of the last three government projects you've completed which are similar in cost, type, size, and nature as the one proposed (for a public entity). Include contact name and phone number:

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8. Have you ever been assessed liquidated damages under a contract during the past five (5) years? If so, state when, where (contact name, address, and phone number) and why.

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9. Have you ever failed to complete work awarded to you? If so, state when, where and provide Contact name, address, phone number and why?

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10. Have you ever been debarred or prohibited from bidding on a governmental entity's construction project? If yes, name the entity and describe the circumstances:

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11. Name three individuals, governmental entities, or corporations for which you have performed similar work and to which you refer. Include contact name and phone number:

1. 

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2. 

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3. 

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12. Describe and give the date and owner of the last three (3) private contracts you have completed which are similar in cost, type, size and nature. Include contact name and phone number. Also include: Project Title, Location and Work Summary, Contractor's Project Manager.

1. 

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2. 

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3. 

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13. What specific steps have you taken to examine the physical conditions at or contiguous to the site, including but not limited to, the location of existing underground facilities? State date of Site Visit.

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14. What specific physical conditions, including, but not limited to, the location of existing underground facilities have you found which will, in any manner, affect cost progress, performance, or finishing of the work?

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15. Will you subcontract any part of this Work? If so, describe which major portion(s):

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16. If any, list (with contract amount) WBE/MBE to be utilized:

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17. What equipment do you own to accomplish this Work?

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18. What equipment will you purchase / rent for the Work? (Specify which)

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19. Provide detail of your organization's initiative to meet the goal of encouraging and promoting environmentally preferable "green" products?

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20. List the following in connection with the Surety which is providing the Bond(s):

Surety's Name: \_\_\_\_\_

Surety's Address: \_\_\_\_\_

Surety's Address: \_\_\_\_\_

Name, address and phone number of Surety's resident agent for service of process in Florida:

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Phone: (\_\_\_\_\_) \_\_\_\_\_

Email \_\_\_\_\_



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## **PUBLIC CONTRACTING AND ENVIRONMENTAL CRIMES CERTIFICATION**

### **SWORN STATEMENT PURSUANT TO ARTICLE 5, MANATEE COUNTY PURCHASING CODE**

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to the Manatee County Board of County Commissioners by \_\_\_\_\_ [print individual's name and title]

for \_\_\_\_\_ [print name of entity submitting sworn statement]

whose business address is: \_\_\_\_\_

and (if applicable) its Federal Employer Identification Number (FEIN) is \_\_\_\_\_. If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:

\_\_\_\_\_

I understand that no person or entity shall be awarded or receive a county contract for public improvements, procurement of goods or services (including professional services) or a county lease, franchise, concession or management agreement, or shall receive a grant of county monies unless such person or entity has submitted a written certification to the County that it has not:

- (1) been convicted of bribery or attempting to bribe a public officer or employee of Manatee County, the State of Florida, or any other public entity, including, but not limited to the Government of the United States, any state, or any local government authority in the United States, in that officer's or employee's official capacity; or
- (2) been convicted of an agreement or collusion among bidders or prospective bidders in restraint of freedom of competition, by agreement to bid a fixed price, or otherwise; or
- (3) been convicted of a violation of an environmental law that, in the sole opinion of the County's Purchasing Director, reflects negatively upon the ability of the person or entity to conduct business in a responsible manner; or
- (4) made an admission of guilt of such conduct described in items (1), (2) or (3) above, which is a matter of record, but has not been prosecuted for such conduct, or has made an admission of guilt of such conduct, which is a matter of record, pursuant to formal prosecution. An admission of guilt shall be construed to include a plea of nolo contendere; or
- (5) where an officer, official, agent or employee of a business entity has been convicted of or has admitted guilt to any of the crimes set forth above on behalf of such an entity and pursuant to the direction or authorization of an official thereof (including the person committing the offense, if he is an official of the business entity), the business shall be chargeable with the conduct herein above

**PUBLIC CONTRACTING AND ENVIRONMENTAL CRIMES  
CERTIFICATION (Continued)**

set forth. A business entity shall be chargeable with the conduct of an affiliated entity, whether wholly owned, partially owned, or one which has common ownership or a common Board of Directors. For purposes of this Form, business entities are affiliated if, directly or indirectly, one business entity controls or has the power to control another business entity, or if an individual or group of individuals controls or has the power to control both entities. Indicia of control shall include, without limitation, interlocking management or ownership, identity of interests among family members, shared organization of a business entity following the ineligibility of a business entity under this Article, or using substantially the same management, ownership or principles as the ineligible entity.

Any person or entity, who claims that this Article is inapplicable to him/hers/it because a conviction or judgment has been reversed by a court of competent jurisdiction, shall prove the same with documentation satisfactory to the County's Purchasing Director. Upon presentation of such satisfactory proof, the person or entity shall be allowed to contract with the County.

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR MANATEE COUNTY IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT ANY CONTRACT OR BUSINESS TRANSACTION SHALL PROVIDE FOR SUSPENSION OF PAYMENTS, OR TERMINATION, OR BOTH, IF THE CONTRACTING OFFICER OR THE COUNTY ADMINISTRATOR DETERMINES THAT SUCH PERSON OR ENTITY HAS MADE FALSE CERTIFICATION.

\_\_\_\_\_  
[Signature]

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_\_ by \_\_\_\_\_

\_\_\_\_\_  
[Print, type or stamp Commissioned name of Notary Public]

**Signatory Requirement** - In the case of a business entity other than a partnership or a corporation, this affidavit shall be executed by an authorized agent of the entity. In the case of a partnership, this affidavit shall be executed by the general partner(s). In the case of a corporation, this affidavit shall be executed by the corporate president.

## Drug Free Work Place Certification

**THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.**

This sworn statement is submitted to the Manatee County Board of County Commissioners by \_\_\_\_\_  
[print  
individual's name and title]

\_\_\_\_\_ for \_\_\_\_\_  
[print name of entity submitting  
sworn statement]

whose business address is: \_\_\_\_\_

and (if applicable) its Federal Employer Identification Number (FEIN) is: \_\_\_\_\_ (If the  
entity has no FEIN,

include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_.)

I understand that no person or entity shall be awarded or receive a county contract for public improvements, procurement of goods or services (including professional services) or a county lease, franchise, concession or management agreement, or shall receive a grant of county monies unless such person or entity has submitted a written certification to the County that it will provide a drug free work place by:

(1) providing a written statement to each employee notifying such employee that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance as defined by § 893.02(4), Florida Statutes, as the same may be amended from time to time, in the person's or entity's work place is prohibited specifying the actions that will be taken against employees for violation of such prohibition. Such written statement shall inform employees about:

- (i) the dangers of drug abuse in the work place;
- (ii) the person's or entity's policy of maintaining a drug free environment at all its work places, including but not limited to all locations where employees perform any task relating to any portion of such contract, business transaction or grant;
- (iii) any available drug counseling, rehabilitation, and employee assistance programs; and
- (iv) the penalties that may be imposed upon employees for drug abuse violations.

(2) Requiring the employee to sign a copy of such written statement to acknowledge his or her receipt of same and advice as to the specifics of such policy. Such person or entity shall retain the statements signed by its employees. Such person or entity shall also post in a prominent place at all of its work places a written statement of its policy containing the foregoing elements (i) through (iv).

(3) Notifying the employee in the statement required by subsection (1) that as a condition of employment the employee will

(i) abide by the terms of the statement; and

(ii) notify the employer of any criminal drug statute conviction for a violation occurring in the work place no later than five (5) days after such a conviction.

(4) Notifying the County within ten (10) days after receiving notice under subsection (3) from an employee or otherwise receiving actual notice of such conviction.

(5) Imposing appropriate personnel action against such employee up to and including termination; or requiring such employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

(6) Making a good faith effort to continue to maintain a drug free work place through implementation of sections (1) through (5) stated above.

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR MANATEE COUNTY IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT ANY CONTRACT OR BUSINESS TRANSACTION SHALL PROVIDE FOR SUSPENSION OF PAYMENTS, OR TERMINATION, OR BOTH, IF THE CONTRACTING OFFICER OR THE COUNTY ADMINISTRATOR DETERMINES THAT:

- (1) Such person or entity has made false certification.
- (2) Such person or entity violates such certification by failing to carry out the requirements of sections (1), (2), (3), (4), (5), or (6) or subsection 3-101(7)(B); or
- (3) Such a number of employees of such person or entity have been convicted of violations occurring in the work place as to indicate that such person or entity has failed to make a good faith effort to provide a drug free work place as required by subsection 3-101(7)(B).

\_\_\_\_\_  
[Signature]

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_ day of \_\_\_\_\_, 200\_\_ by \_\_\_\_\_

Personally known \_\_\_\_\_ OR Produced identification \_\_\_\_\_  
[Type of  
identification]

\_\_\_\_\_  
Notary Public Signature My commission expires \_\_\_\_\_

\_\_\_\_\_  
[Print, type or stamp Commissioned name of Notary Public]

**Signatory Requirement** - In the case of a business entity other than a partnership or a corporation, this affidavit shall be executed by an authorized agent of the entity. In the case of a partnership, this affidavit shall be executed by the general partner(s). In the case of a corporation, this affidavit shall be executed by the corporate president.

**STATEMENT OF NO OFFER**

If you do not intend to quote please return this form immediately:

**Acceptable methods of return:**

**EMAIL**-----see front of Request For Quote.

**FAX**----- (941) 749-3034

**MAIL TO:**

**Manatee County Purchasing Office  
1112 Manatee Avenue West, Suite 803  
Bradenton, FL 34205**

We, the undersigned, have declined to quote on **RFQ#13-2438-OV** for the following reason(s):

- ☐ Specifications too restrictive
- ☐ Insufficient time to respond
- ☐ We do not offer this product or service
- ☐ Our schedule would not permit us to perform
- ☐ Unable to meet specifications
- ☐ Specifications unclear (explain below)
- ☐ Other (specify below)

**REMARKS PLEASE PRINT**


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

Company Address \_\_\_\_\_

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

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

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

Print or type name and title of above signer

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**GENERAL CONDITIONS**  
**For Construction Quotations as a Stipulated Unit Cost Contract**

**ARTICLE 1. DEFINITIONS**

Whenever used in the Bid documents, the following terms have the meaning indicated which are applicable to both the singular and plural thereof:

Addendum - Written or graphic instruments issued prior to the opening of Bids which clarify or change the Bidding documents or the Contract documents.

Agreement - The written Agreement between Owner and Contractor covering the Work to be performed; other Contract documents are attached to the Agreement and made a part thereof as provided therein.

Application for Payment - The form accepted by the Project Representative which is to be used by Contractor in requesting progress or final payments and which is to include such supporting documentation as is required by the Contract documents.

Award - Acceptance of the Bid from the person, firm, or corporation which in the Owner's sole and absolute judgment will under all circumstances best serve the public interest. Award shall be made in accordance with Manatee County Code of Laws.

Bid - The offer of the Bidder submitted on the prescribed form setting forth the prices for the Work to be performed.

Bidder - One who submits a Bid directly to the Owner, as distinct from a Sub-bidder, who submits a Bid to a Bidder.

Bidding Documents - Consists of the Invitation for Bid, which includes but is not limited to the Bid Form, drawings, technical specifications, terms and conditions, and the proposed Contract documents (including all addenda issued prior to receipt of Bids); and becomes a part of the Agreement.

Bonds - Performance and payment bonds and other instruments of security.

Change Order - A document recommended by the Project Representative which is signed by Contractor and Owner and authorizes an addition, deletion, or revision in the Work or an adjustment in the Contract price or the Contract time, issued on or after the effective date of the Agreement.

Compensable Delay - Any delay beyond the control and without the fault or negligence of the Contractor resulting from Owner-caused changes in the Work,

differing site conditions, suspensions of the Work, or termination for convenience by Owner.

Contract Documents - The Agreement, addenda (which pertain to the Contract documents), Contractor's Bid (including documentation accompanying the Bid and any post-Bid documentation submitted prior to the Notice of Award), the bonds, the specifications, special provisions and the drawings, together with all amendments, modifications and supplements issued on or after the effective date of the Agreement.

Contract Price - The monies payable by Owner to Contractor under the Contract documents as stated in the Agreement.

Contract Time - The number of days or the date stated in the Notice to Proceed for the completion of the Work.

Contractor - The person, firm or corporation with whom Owner has entered into an Agreement.

Days - All references to days are to be considered calendar days except as specified differently.

Defective - An adjective which when modifying the Work refers to work that is unsatisfactory, faulty or deficient, or does not conform to the Contract documents, or does not meet the requirements of any inspection, reference standard, test or approval referred to in the Contract documents, or has been damaged prior to Project Representative's recommendation of final payment (unless responsibility for the protection thereof has been assumed by Owner).

Discretionary - Payment for all Work that shall be made only at the Owner's discretion in order to satisfactorily complete the project in accordance with the plans and specifications.

Drawings - The drawings which show the character and Scope of Work to be performed and which have been prepared or approved by Engineer and are referred to in the Bidding and Contract documents.

Effective Date of the Agreement - The date indicated in the Agreement on which it becomes effective (date of execution).

Excusable Delay - Any delay beyond the control and without the negligence of the Contractor, the Owner, or any other Contractor caused by events or circumstances such as, but not limited to, acts of God or of the public enemy, fires, floods, freight embargoes, acts of government other than Owner or epidemics. Labor disputes and above average rainfall shall give rise only to excusable delays.



Field Order - A written order issued by Project Representative which orders minor changes in the Work, but which does not involve a change in the Contract price or the Contract time.

Float or Slack Time - The time available in the progress schedule during which an unexpected activity can be completed without delaying substantial completion of the Work.

Inexcusable Delay - Any delay caused by events or circumstances within the control of the Contractor, such as inadequate crewing, slow submittals, etc., which might have been avoided by the exercise of care, prudence, foresight, or diligence on the part of the Contractor.

Non-prejudicial Delay - Any delay impacting a portion of the Work within the available total float or slack time and not necessarily preventing completion of the Work within the Contract time.

Notice of Award - The written notice to the successful Bidder stating Award has been approved by the Board of County Commissioners; or by the Purchasing Official in accordance with Manatee County Code of Laws, Chapter 2-26, Manatee County Purchasing Ordinance.

Notice of Intent to Award - The written notice to the apparent low Bidder stating Award has been recommended with final Award to be authorized by the Board of County Commissioners.

Notice to Proceed - Written notice by Owner (after execution of Contract) to Contractor fixing the date on which the Contract time will commence to run and on which Contractor shall start to perform (ten (10) days from date of such notice) Contractor's obligations under the Contract documents.

Owner - Manatee County, Florida, Board of County Commissioners.

Preconstruction Conference - Prior to starting the Work, a meeting scheduled by Owner with Contractor to review the Work schedules, to establish procedures for handling shop drawings and other submissions, for processing periodical pay estimates, and such other matters as may be pertinent to the project.

Prejudicial Delay - Any excusable or compensable delay impacting the Work and exceeding the total float available in the progress schedule, thus preventing completion of the Work within the Contract time unless the Work is accelerated.

Pre-operation Testing - All field inspections, installation checks, water tests, performance tests and necessary corrections required of Contractor to demonstrate that individual components of the Work have been properly constructed and do operate in accordance with the Contract documents for their intended purposes.

Project - The total construction of which the Work to be provided under the Contract documents may be the whole or a part as indicated elsewhere in the Contract documents.

Project Representative - The authorized representative of Owner who is assigned to the project or any part thereof.

Schedule of Values – Unit prices shall be established for this Contract by the submission of a schedule of values. The Contractor shall submit a schedule of values within ten (10) days of Notice to Proceed date. The schedule shall include quantities and prices of items equaling the Total Bid Price and will subdivide the Work into components in sufficient detail to serve as the basis for progress payments during construction. Such prices will include an appropriate amount of overhead and profit applicable to each item of Work. Upon request of the County, the Contractor shall support the values with data which will substantiate their correctness.

Shop Drawings - All drawings, diagrams, illustrations, schedules and other data which are specifically prepared by or for Contractor to illustrate some portion of the Work and all illustrations, brochures, standard schedules, performance charts, instructions, diagrams and other information prepared by a supplier and submitted by Contractor to illustrate material or equipment for some portion of the Work.

Special Provisions: As required to define work or procedures not covered in the standard specifications, and as necessary to supplement or modify items in the standard specifications.

Specifications - Those portions of the Contract documents consisting of written technical descriptions of materials, equipment, construction systems, standards and workmanship as applied to the Work and certain administrative details applicable thereto.

Subcontractor - An individual or corporation having a direct contact with Contractor or with any other Subcontractor for the performance of a part of the Work at the site. Such person or firm has contractual relations with the Contractor, not with the Owner.

Substantial Completion - The Work (or a specified part thereof) has progressed to the point when, in the opinion of the Engineer as evidenced by Engineer's definitive certificate of substantial completion, it is sufficiently complete in accordance with Contract documents so that the Work can be utilized for the purposes for which it is intended; or if there be no such certificate issued, when final payment is due.

Successful Bidder - The lowest, responsible and responsive Bidder to whom an Award is made.

Supplier - A manufacturer, fabricator, supplier, distributor, material man or vendor.

Underground Facilities - All pipelines, conduits, ducts, cables, wires, manholes, vaults, tanks, tunnels or other such facilities or attachments and any encasement containing such facilities which have been installed underground to furnish any of the following services or materials: electricity, gases, steam, liquid petroleum products, telephone or other communications, cable television, sewage and drainage removal, traffic or other control systems or water.

Unit Price Work - Work to be paid for on the basis of unit prices.

Work - The entire completed construction or the various separately identifiable parts thereof required to be furnished under the Contract documents. Work is the result of performing services, furnishing labor and furnishing and incorporating materials and equipment into the construction, all as required by the Contract documents.

Work Directive Change - A written directive to Contractor, issued on or after the effective date of the Agreement and signed by Owner and recommended by Project Representative ordering an addition, deletion or revision in the Work, or responding to differing or unforeseen physical conditions under which the Work is to be performed or to emergencies. A work directive change may not change the Contract price or the Contract time; but is evidence that the parties expect that the change directed or documented by a work directive change will be incorporated in a subsequently issued change order following negotiations by the parties as to its effect, if any, on the Contract price or Contract time.

Written Amendment - A written amendment of the Contract documents, signed by Owner and Contractor on or after the effective date of the Agreement and normally dealing with the non-engineering or non-technical rather than strictly work related aspects of the Contract documents.

## **ARTICLE 2. PRELIMINARY MATTERS**

Computation of Time: When time is referred to in the Contract documents by days, it will be computed to exclude the first and include the last day of such period. If the last day of any such period falls on a Saturday or Sunday or legal holiday, such day will be omitted from the computation.

- 2.1 The Contractor must submit a proposed schedule of the Work at the preconstruction conference. The purpose of this schedule is to enable the Owner to govern the Work, to protect the functions of the local government and its citizens and to aid in providing appropriate

surveillance. The Owner shall have the right to reschedule Work provided such rescheduling is in accord with the remainder of terms of the Contract. The schedule shall show, as a minimum, the approximate dates on which each segment of the Work is expected to be started and finished, the proposed traffic flows during each month, the anticipated earnings by the Contractor for each month and the approximate number of crews and equipment to be used. The Owner, after necessary rescheduling and obtaining additional information for specific purposes, shall review and approve the schedule. The Contractor shall also forward to the Owner, as soon as practicable after the first day of each month, a summary report of the progress of the various parts of the Work under the Contract, in fabrication and in the field, stating the existing status, estimated time of completion and cause of delay, if any. Together with the summary report, the Contractor shall submit any necessary revisions to the original schedule for the Owner's review and approval. In addition, more detailed schedules may be required by the Owner for daily traffic control.

- 2.2 A Notice to Proceed may be given at any time within thirty (30) days after the effective date of the Agreement. The Contract time will commence at the time specified in such notice. Contractor shall start to perform the Work on the date specified in the Notice to Proceed, but no Work shall be done at the site prior to the date on which the Contract time commences to run.
- 2.3 If at any time the materials and appliances to be used appear to the Owner as insufficient or improper for securing the quality of Work required or the required rate of progress, the Owner may order the Contractor to increase his efficiency or to improve the character of his Work and the Contractor shall conform to such an order. The failure of the Owner to demand any increase of such efficiency or any improvement shall not release the Owner from his obligation to secure the quality of Work or the rate of progress necessary to complete the Work within the limits imposed by the Contract. The Owner may require the Contractor to remove from the Work such employees as the Owner deems incompetent, careless, insubordinate or otherwise objectionable, or whose continued employment on the Work is deemed to be contrary to the Owner's interest.
- 2.4 The Owner reserves the right to let other Contracts in connection with this Work. The Contractor shall afford other Contractors reasonable opportunity for the introduction and storage of their materials and execution of their Work, and promptly connect and coordinate the Work with theirs.

### **ARTICLE 3. CONTRACT DOCUMENTS: INTENT, AMENDING, RE-USE**

- 3.1 The Contract documents comprise the entire Agreement between Owner and Contractor concerning the Work. The Contract documents are

complementary; what is called for by one is as binding as if called for by all. The Contract documents will be construed in accordance with the laws and ordinances of the State of Florida and Manatee County.

Should a conflict exist within the Contract documents, the precedence in ascending order of authority are as follows: 1) Standard Printed Contract Documents, 2) Special Conditions, 3) General Conditions, and 4) Drawings.

Note: Computed dimensions shall govern over scaled dimensions.

- 3.2 It is the intent of the Contract documents to describe a functionally complete project (or part thereof) to be constructed in accordance with the Contract documents. Any work, materials or equipment that may reasonably be inferred from the Contract documents as being required to produce the intended result will be supplied whether or not specifically called for. When words which have a well-known technical or trade meaning are used to describe work, materials, or equipment, such words shall be interpreted in accordance with that meaning. Reference to standard specifications, manuals or codes of any technical society, organization or association, or to the laws or regulations of any governmental authority, whether such reference be specific or by implication, shall mean the latest standard specification, manual, code or laws or regulations in effect at the time of opening of Bids, except as may be otherwise specifically stated. However, no provision of any referenced standard specification, manual or code (whether or not specifically incorporated by reference in the Contract documents) shall be effective to change the duties and responsibilities of Owner, Contractor or Engineer, or any of their agents or employees from those set forth in the Contract documents.
- 3.3 The Contract documents may be amended to provide for additions, deletions and revisions in the Work or to modify the terms and conditions thereof in one or more of the following ways:
- 3.3.1 A Formal Written Amendment
  - 3.3.2 A Change Order
  - 3.3.3 Administrative Contract Adjustment (ACA)
  - 3.3.4 A Work Directive Change
- 3.4 In addition, the requirements of the Contract documents may be supplemented and minor variations and deviations in the Work may be authorized in one or more of the following ways:

### 3.4.1 Discretionary Work – Field Directive

### 3.4.2 Engineer's approval of a Shop Drawing or sample

## **ARTICLE 4. CONTRACTOR'S RESPONSIBILITIES**

4.1 Contractor shall keep on the Work at all times during its progress a competent resident superintendent; who shall be the Contractor's representative at the site and shall have authority to act on behalf of Contractor. All communications given to the superintendent shall be as binding as if given to Contractor.

4.2 Contractor shall provide competent, suitable qualified personnel to survey and lay out the Work and perform construction as required by the Contract documents. Contractor shall at all times maintain good discipline and order at the site. Except in connection with the safety or protection of persons or the Work or property at the site or adjacent thereto and except as otherwise indicated in the Contract documents, all Work at the site shall be performed during regular working hours and Contractor will not permit overtime work or the performance of work on Saturday, Sunday or legal holiday without Owner's written consent given after prior notice to Engineer (at least seventy-two (72) hours in advance).

4.2.1 Contractor shall pay for all additional engineering charges to the Owner for any overtime work which may be authorized. Such additional engineering charges shall be a subsidiary obligation of Contractor and no extra payment shall be made by Owner on account of such overtime work. At Owner's option, overtime costs may be deducted from Contractor's monthly payment request or Contractor's retainage prior to release of final payment.

### **4.2.2 Security Background Screening – Palmetto High School:**

The successful contractor, subcontractor(s), and all laborers shall also be required to present a valid driver's license and submit to a sexual offender's background screening. Should a match be identified, the person will be instructed to immediately leave the school grounds and will not be permitted to perform and work at the site location.

4.3 Unless otherwise specified, Contractor shall furnish and assume full responsibility for all bonds, insurance, materials, equipment, labor, transportation, construction equipment and machinery, tools, appliances, fuel, power, light, heat, telephone, water, sanitary facilities, temporary facilities and all other facilities and incidentals necessary for the furnishing, performance, testing, start-up and completion of the Work.

- 4.4 All materials and equipment shall be of good quality and new, except as otherwise provided in the Contract documents. If required by Engineer, Contractor shall furnish satisfactory evidence (including reports of required tests) as to the kind and quality of materials and equipment. All materials and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned in accordance with the instruction of the applicable supplier except as otherwise provided in the Contract documents.
- 4.5 Contractor shall be fully responsible to Owner for all acts and omissions of the Subcontractors, Suppliers and other persons and organizations performing or furnishing any of the Work under a direct or indirect Contract with Contractor just as Contractor is responsible for Contractor's own acts and omissions. Nothing in the Contract documents shall create any contractual relationship between Owner or Engineer and any such Subcontractor, Supplier or other person or organization, nor shall it create any obligation on the part of Owner to pay or to see to the payment of any monies due any such Subcontractor, Supplier or other person or organization.
- 4.6 Permits: Unless otherwise provided, Contractor shall obtain and pay for all construction permits and licenses. Owner shall assist Contractor, when necessary, in obtaining such permits and licenses. Contractor shall pay all governmental charges and inspection fees necessary for the prosecution of the Work. **Note: The successful contractor will be required to prepare and submit a "Right of Way" permit to the City of Palmetto for approval.**
- 4.7 During the progress of the Work, Contractor shall keep the premises free from accumulation of waste materials rubbish and other debris resulting from the Work. At the completion of the Work, Contractor shall remove all waste materials, rubbish, and debris from and about the premises as well as all tools, appliances, construction equipment and machinery and surplus materials and shall leave the site clean and ready for occupancy by Owner. Contractor shall restore to original conditions all property not designated for alteration by the Contract documents.
- 4.8 Contractor shall not load nor permit any part of any structure to be loaded in any manner that will endanger the structure, nor shall Contractor subject any part of the Work or adjacent property to stresses or pressures that will endanger it.
- 4.9 Safety and Protection: Contractor shall comply with the Florida Department of Commerce Safety Regulations and any local safety regulations. Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the

Work. Contractor shall take all necessary precautions for the safety of and shall provide the necessary protection to prevent damage, injury or loss to:

- 4.9.1 all employees on the work and other persons and organizations who may be affected thereby;
- 4.9.2 all the work and materials and equipment to be incorporated therein, whether in storage on or off the site; and
- 4.9.3 other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures, utilities and underground facilities not designated for removal, relocation or replacement in the course of construction.
- 4.9.4 Contractor shall comply with all applicable laws and regulations of any public body having jurisdiction for the safety of persons or property or to protect them from damage, injury or loss; and shall erect and maintain all necessary safeguards for such safety and protection. Contractor shall provide and maintain all passageways, guard fences, lights and other facilities for the protection required by public authority or local conditions. Contractor shall provide reasonable maintenance of traffic way for the public and preservation of the Owner's business, taking into full consideration all local conditions. Contractor's duties and responsibilities for the safety and protection of the Work shall continue until such time as all the Work is completed.
- 4.10 Emergencies: In emergencies affecting the safety or protection of persons or the Work or property at the site or adjacent thereto, Contractor, without special instruction or authorization from Engineer or Owner, is obligated to act to prevent threatened damage, injury or loss. Contractor shall give Owner prompt written notice if Contractor believes that any significant changes in the Work or variations from the Contract documents have been caused thereby. If Owner determines that a change in the Contract documents is required because of the action taken in response to an emergency, a work directive change or change order will be issued to document the consequences of the changes or variation.
- 4.11 For substitutes not included with the Bid, but submitted after the effective date of the Agreement, Contractor shall make written application to Engineer for acceptance thereof, certifying that the proposed substitute will perform adequately the functions and achieve the results called for by the general design, be similar and of equal substance to that specified and be suited to the same use as that specified. The application will also contain an itemized estimate of all costs and delays or schedule impacts



that will result directly or indirectly from review, acceptance and provisions of such substitute, including costs of redesign and claims of other Contractors affected by the resulting change, all of which will be considered by the Engineer in evaluating the proposed substitute. Engineer may require Contractor to furnish at Contractor's expense, additional data about the proposed substitute. In rendering a decision, Owner/Engineer and Contractor shall have access to any available float time in the construction schedule. In the event that substitute materials or equipment not included as part of the Bid, but proposed after the effective date of the Agreement, are accepted and are less costly than the originally specified materials or equipment, then the net difference in cost shall be credited to the Owner and an appropriate change order executed.

4.11.1 If a specific means, method, technique, sequence of procedure of construction is indicated in or required by the Contract documents, Contractor may furnish or utilize a substitute means, method, sequence, technique or procedure of construction acceptable to Engineer if Contractor submits sufficient information to allow Engineer to determine that the substitute proposed is equivalent to that indicated or required by the Contract documents.

4.11.2 Engineer will be allowed a reasonable time within which to evaluate each proposed substitute. Engineer will be the sole judge of acceptability and no substitute will be ordered, installed or utilized without Engineer's prior written acceptance which will be evidenced by either a change order or an approved shop drawing. Owner may require Contractor to furnish at Contractor's expense a special performance guarantee or other surety with respect to any substitute.

4.11.3 Contractor shall reimburse Owner for the charges of Engineer and Engineer's Consultants for evaluating each proposed substitute submitted after the effective date of the Agreement and all costs resulting from any delays in the Work while the substitute was undergoing review.

4.12 The Contractor shall furnish, free of charge, all labor, stakes, surveys, batter boards for structures, grade lines and other materials and supplies and shall set construction stakes and batter boards for establishing lines, position of structures, slopes and other controlling points necessary for the proper prosecution of the construction work. Where rights-of-way, easements, property lines or any other conditions which make the lay-out of the project or parts of the project critical are involved, the Contractor will employ a competent surveyor who is registered in the State of Florida for lay-out and staking. These stakes and marks shall constitute the field control by and in accord with which the Contractor shall govern and

execute the Work. The Contractor will be held responsible for the preservation of all stakes, marks and if for any reason any of the stakes or marks or batter boards become destroyed or disturbed, they will be immediately and accurately replaced by the Contractor.

- 4.13 The Contractor has, by careful examination, satisfied himself as to the nature and location of the Work and all other matters which can in any way affect the Work under this Contract, including, but not limited to details pertaining to boring, as shown on the drawings, are not guaranteed to be more than a general indication of the materials likely to be found adjacent to holes bored at the site of the Work, approximately at the locations indicated. The Contractor shall examine boring data, where available, and make his own interpretation of the subsoil investigations and other preliminary data, and shall base his Bid on his own opinion of the conditions likely to be encountered. In no event shall an extension of time be considered for any conditions that existed at the time of bidding, nor shall the Contractor receive extra compensation for completion of the project as intended by the drawings and in keeping with the Contract documents. No verbal agreement or conversation with any officer, agent or employee of the Owner, before or after the execution of this Contract, shall affect or modify any of the terms or obligations herein contained.
- 4.14 If the Contractor, in the course of the Work, finds that the drawings and/or Contract documents cannot be followed, he shall immediately inform the Owner in writing, and the Owner shall promptly check the accuracy of the information. Any work done after such discovery, until any necessary changes are authorized, will be done at the Contractor's risk.

#### **ARTICLE 5. OWNER'S RESPONSIBILITIES**

- 5.1 Owner shall furnish the data required of Owner under the Contract documents promptly and shall make payments to the Contractor within a reasonable time (no more than twenty (20) days) after the Work has been accepted by the Owner. The form of all submittals, notices, change orders and other documents permitted or required to be used or transmitted under the Contract documents shall be determined by the Owner/Engineer. Standard County forms shall be utilized.
- 5.2 The Owner shall provide the lands upon which the Work under this Contract is to be done, except that the Contractor shall provide all necessary additional land required for the erection of temporary construction facilities and storage of his materials, together with right of access to same.
- 5.3 The Owner shall have the right to take possession of and use any completed portions of the Work, although the time for completing the entire Work or such portions may not have expired, but such taking

possession and use shall not be deemed an acceptance of any Work not completed in accordance with the Contract documents.

#### **ARTICLE 6. CHANGES IN THE WORK**

- 6.1 Without invalidating the Agreement and without notice to any Surety, Owner may, at any time, order additions, deletions or revisions in the Work. These will be authorized by a written amendment, a change order, or a work directive change. Upon receipt of any such document, Contractor shall promptly proceed with the Work involved which will be performed under the applicable conditions of the Contract documents (except as otherwise specifically provided).
- 6.2 Contractor shall not be entitled to an increase in the Contract price or an extension of the Contract time with respect to any Work performed that is not required by the Contract documents as amended, modified and supplemented.
- 6.3 Owner and Contractor shall execute appropriate change orders (or written amendments) covering changes in the Work which are ordered by Owner, or which may be required because of acceptance of defective Work.
- 6.4 At any time Engineer may request a quotation from Contractor for a proposed change in the Work and within twenty-one (21) calendar days after receipt, Contractor shall submit a written and detailed proposal for an increase or decrease in the Contract price or Contract time for the proposed change. Engineer shall have twenty-one (21) calendar days after receipt of the detailed proposal to respond in writing. The proposal shall include an itemized estimate of all costs and time for performance that will result directly or indirectly from the proposed change. Unless otherwise directed, itemized estimates shall be in sufficient detail to reasonably permit an analysis by Engineer of all material, labor, equipment, subcontracts, overhead costs and fees, and shall cover all Work involved in the change, whether such Work was deleted, added, changed or impacted. Notwithstanding the request for quotation, Contractor shall carry on the Work and maintain the progress schedule. Delays in the submittal of the written and detailed proposal will be considered non-prejudicial.

#### **ARTICLE 7. CHANGE OF CONTRACT PRICE**

- 7.1 The Contract price constitutes the total compensation (subject to authorized adjustments) payable to Contractor for performing the Work. All duties, responsibilities and obligations assigned to or undertaken by Contractor shall be at his expense without change in the Contract price.

- 7.2 The Contract price may only be changed by change order or by a written amendment. Any claim for an increase or decrease in the Contract price shall be based on written notice delivered by the party making the claim to the other party. Notice of the amount of the claim with supporting data shall be delivered within ten (10) days from the beginning of such occurrence and shall be accompanied by claimant's written statement that the amount claimed covers all known amounts (direct, indirect and consequential) to which the claimant is entitled as a result of the occurrence of said event.
- 7.3 The value of any Work covered by a change order or of any claim for an increase or decrease in the Contract price shall be determined in one of the following ways (at Owner's discretion):
- 7.3.1 Where the Work involved is covered by unit prices contained in the Contract documents, cost will be determined by application of such unit prices to the quantities of the items involved.
- 7.3.2 By mutual acceptance of lump sum.
- 7.3.3 On the basis of the cost of the Work, plus a 15% Contractor's fee for overhead and profit. (Contractor shall submit an itemized cost breakdown together with supporting data.)
- 7.4 Either Owner or Contractor may make a claim for an adjustment in the Contract price. The unit price of an item of Unit Price Work shall be subject to re-evaluation and adjustment under the following conditions:
- 7.4.1 If the total cost of a particular item of Unit Price Work amounts to 5% or more of the Contract price and the variation in the quantity of the particular item of Unit Price Work performed by Contractor differs by more than 15% from the estimated quantity of such item indicated in the Agreement; and
- 7.4.2 If there is no corresponding adjustment with respect to any other item of Work; and
- 7.4.3 If a Contractor believes that it has incurred additional expense as a result thereof; or
- 7.4.4 If Owner believes that the quantity variation entitles it to an adjustment in the unit price; or
- 7.4.5 If the parties are unable to agree as to the effect of any such variations in the quantity of Unit Price Work performed.

**ARTICLE 8. CHANGE OF CONTRACT TIME**

- 8.1 Contract time may only be changed by a change order or a written amendment. Any claim for an extension or shortening of the Contract time shall be based on written notice delivered by the party making the claim to the other party. Notice of the extent of the claim with supporting data shall be delivered within fifteen (15) days from detection or beginning of such occurrence and shall be accompanied by the claimant's written statement that the adjustment claimed is the entire adjustment to which the claimant has reason to believe it is entitled as a result of the occurrence of said event.
- 8.2 The Contract time will be extended in an amount equal to time lost due to delays beyond the control of Contractor. Such delays shall include, but not be limited to, acts or neglect by Owner or others performing additional Work; or to fires, floods, epidemics, abnormal weather conditions or acts of God.
- 8.3 All time limits stated in the Contract documents are of the essence.

**ARTICLE 9. WARRANTY, TEST/INSPECTION, CORRECTION**

- 9.1 Contractor warrants (for a minimum period of three (3) years or as otherwise stated herein) and guarantees to Owner that all Work will be in accordance with the Contract documents and will not be defective; that Owner, representatives of Owner, governmental agencies with jurisdictional interests will have access to the Work at reasonable time for their observation, inspecting and testing (Contractor shall give Engineer timely notice of readiness of the Work for all required approvals and shall assume full responsibility, including costs, in obtaining required tests, inspections, and approval certifications and/or acceptance, unless otherwise stated by Owner).
- 9.2 If any Work (including work of others) that is to be inspected, tested, or approved is covered without written concurrence of Engineer, it must, if requested by Engineer, be uncovered for observation. Such uncovering shall be at Contractor's expense unless Contractor has given Engineer timely notice of Contractor's intention to cover the same and Engineer has not acted with reasonable promptness in response to such notice. Neither observations by Engineer nor inspections, tests, or approvals by others shall relieve Contractor from Contractor's obligations to perform the Work in accordance with the Contract documents.
- 9.3 If the Work is defective, or Contractor fails to supply sufficient skilled workers, or suitable materials or equipment, or fails to furnish or perform the Work in such a way that the completed Work will conform to the Contract documents, Owner may order Contractor to stop the Work, or

any portion thereof and terminate payments to the Contractor until the cause for such order has been eliminated. Contractor shall bear all direct, indirect and consequential costs for satisfactory reconstruction or removal and replacement with non-defective Work, including, but not limited to fees and charges of engineers, architects, attorneys and other professionals and any additional expenses experienced by Owner due to delays to other Contractors performing additional Work and an appropriate deductive change order shall be issued. Contractor shall further bear the responsibility for maintaining schedule and shall not be entitled to an extension of the Contract time and the recovery of delay damages due to correcting or removing defective Work.

9.3.1 If Contractor fails within seven (7) days after written notice to correct defective Work, or fails to perform the Work in accordance with the Contract documents, or fails to comply with any other provision of the Contract documents, Owner may correct and remedy any such deficiency to the extent necessary to complete corrective and remedial action. Owner may exclude Contractor from all or part of the site, take possession of all or part of the Work, Contractor's tools, construction equipment and machinery at the site or for which Owner has paid Contractor but which are stored elsewhere. All direct and indirect costs of Owner in exercising such rights and remedies will be charged against Contractor in an amount approved as to reasonableness by Engineer and a change order will be issued incorporating the necessary revisions.

9.3.2 If within three (3) years after the date of completion or such longer period of time as may be prescribed by laws or regulations or by the terms of any applicable special guarantee required by the Contract documents, any Work is found to be defective, Contractor shall promptly, without cost to Owner and in accordance with Owner's written instructions, either correct such defective Work or if it has been rejected by Owner, remove it from the site and replace it with non-defective Work. If Contractor does not promptly comply with the terms of such instruction, Owner may have the defective Work corrected/removed and all direct, indirect and consequential costs of such removal and replacement will be paid by Contractor.

#### **ARTICLE 10. SUSPENSION/TERMINATION OF WORK**

10.1 Owner may, at any time and without cause, suspend the Work or any portion thereof for a period of not more than ninety (90) days by written notice to Contractor, which will fix the date on which Work will be resumed. Contractor shall be allowed an increase in the Contract price or an extension of the Contract time, or both, directly attributable to any suspension if Contractor makes an approved claim therefore.

10.2 Owner may terminate the Contract if Contractor commences a voluntary case under any chapter of the Bankruptcy Code or any similar action by filing a petition under any other federal or state law relating to the bankruptcy or insolvency; if a petition is filed against the Contractor under any chapter of the Bankruptcy Code or similar relief under any other federal or state law; if Contractor persistently fails to perform the Work in accordance with the Contract documents; if Contractor disregards laws or regulations of any public body having jurisdiction or the Engineer; or otherwise violates in any substantial way any provisions of the Contract.

10.2.1 Owner may, after giving Contractor (and the Surety, if there is one) seven (7) days written notice and to the extent permitted by laws and regulations, terminate the services of Contractor; exclude Contractor from the site and take possession of the Work and of all Contractor's tools, construction equipment and machinery at the site and use the same to the full extent they could be used (without liability to Contractor for trespass or conversion); incorporate in the Work all materials and equipment stored at the site or for which Owner has paid Contractor but which are stored elsewhere, and finish the Work as Owner may deem expedient. In such case, Contractor shall not be entitled to receive any further payment beyond an amount equal to the value of material and equipment not incorporated in the Work, but delivered and suitably stored, less the aggregate of payments previously made. If the direct and indirect costs of completing the Work exceed the unpaid balance of the Contract price, Contractor shall pay the difference to Owner. Such costs incurred by Owner shall be verified by Owner and incorporated in a change order; but in finishing the Work, Owner shall not be required to obtain the lowest figure for the Work performed. Contractor's obligations to pay the difference between such costs and such unpaid balance shall survive termination of the Agreement.

10.3 If, through no act or fault of Contractor, the Work is suspended for a period of more than ninety (90) days by Owner or under an order of court or other public authority, or Engineer fails to act on any application or fails to pay Contractor any sum finally determined to be due; then Contractor may, upon seven (7) days written notice to Owner terminate the Agreement and recover from Owner payment for all Work executed, any expense sustained plus reasonable termination expenses. In lieu of terminating the Agreement, if Engineer has failed to act on any application of payment or Owner has failed to make any payment as aforesaid, Contractor may upon seven (7) days written notice to Owner stop the Work until payment of all amounts then due.

## **ARTICLE 11. CONTRACT CLAIMS**

- 11.1 The rendering of a decision by Engineer with respect to any such claim, dispute or other matter (except any which have been waived by the making or acceptance of final payment) will be a condition precedent to any exercise by Owner or Contractor of such right or remedies as either may otherwise have under the Contract documents or by laws or regulations in respect of any such claim, dispute or other matter. No action, either at law or at equity, shall be brought in connection with any such claim, dispute or other matter later than thirty (30) days after the date on which Owner/Engineer has rendered such written decision in respect thereof. Failure to bring an action within said thirty (30) day period shall result in Engineer's decision being final and binding on the Contractor. In no event may any such action be brought after the time at which instituting such proceedings would be otherwise barred by the applicable statute of limitations.
- 11.2 Before bringing any action in court pertaining to any claim, dispute or other matter in question(s) arising out of or relating to the Contract documents or the breach thereof, or Engineer's final decision, except for claims which have been waived by the making and acceptance of final payment, the Contractor shall first submit written notice(s) of Contract claims to the Purchasing Official for a decision; within the earlier of sixty (60) days after the last date on which the Contractor provided any goods or services required by the Contract or after the date on which the Contractor knew or should have known such a claim existed. The Manatee County Code of Laws, Section 2-26-63, Contract Claims, details the requirements and process for such a claim.

## **ARTICLE 12. RESIDENT PROJECT REPRESENTATIVE - DUTIES, RESPONSIBILITIES**

- 12.1 Resident Project Representative is Engineer/Owner's Agent, who will act as directed by and under the supervision of the Engineer, and who will confer with Owner/Engineer regarding his actions. Resident Project Representative's dealing in matters pertaining to the on-site Work shall, in general, be only with the Owner/Engineer and Contractor and dealings with Subcontractors shall only be through or with the full knowledge of Contractor.
- 12.2 Resident Project Representative will:
- 12.2.1 Review the progress schedule, schedule of shop drawing submissions and schedule of values prepared by Contractor and consult with Owner/Engineer concerning their acceptability.



- 12.2.2 Attend preconstruction conferences. Arrange a schedule of progress meetings and other job conferences as required in consultation with Owner/Engineer and notify those expected to attend in advance. Attend meetings and maintain and circulate copies of minutes thereof.
- 12.2.3 Serve as Owner/Engineer's liaison with Contractor, working principally through Contractor's superintendent and assist him in understanding the intent of the Contract documents. As requested by Owner/Engineer, assist in obtaining additional details or information when required at the job site for proper execution of the Work.
- 12.2.4 Receive and record date of receipt of shop drawings and samples, receive samples which are furnished at the site by Contractor and notify Owner/Engineer of their availability for examination.
- 12.2.5 Advise Owner/Engineer and Contractor or his superintendent immediately of the commencement of any Work requiring a shop drawing or sample submission if the submission has not been approved by the Owner/Engineer.
- 12.2.6 Conduct on-site observations of the Work in progress to assist Owner/Engineer in determining if the Work is proceeding in accordance with the Contract documents and that completed Work will conform to the Contract documents.
- 12.2.7 Report to Owner/Engineer whenever he believes that any Work is unsatisfactory, faulty or defective or does not conform to the Contract documents, or does not meet the requirements of any inspections, tests or approvals required or if Work has been damaged prior to final payment; and advise Owner/Engineer when he believes Work should be corrected or rejected or should be uncovered of observation or requires special testing, inspection or approval.
- 12.2.8 Verify that tests, equipment and system start-ups and operating and maintenance instructions are conducted as required by the Contract documents and in the presence of the required personnel, and that Contractor maintains adequate records thereof; observe, record and report to Engineer appropriate details relative to the test procedures and start-ups.

- 12.2.9 Accompany visiting inspectors representing public or other agencies having jurisdiction over the project; record the outcome of these inspections and report to Owner/Engineer.
- 12.2.10 Transmit to Contractor, Owner/Engineer's clarifications and interpretations of the Contract documents.
- 12.2.11 Consider and evaluate Contractor's suggestions or modifications in drawings or Contract Documents and report them with recommendations to Owner/Engineer.
- 12.2.12 Maintain at the job site orderly files for correspondence, reports of job conferences, shop drawings and sample submissions, reproductions of original Contract documents including all addenda, change orders, field orders, additional drawings issued subsequent to the execution of the Contract, Owner/Engineer's clarifications and interpretations of the Contract documents, progress reports and other project related documents.
- 12.2.13 Keep a diary or log book, recording hours on the job site, weather conditions, data relative to questions of extras or deductions; list of visiting officials and representatives or manufacturers, fabricators, suppliers and distributors; daily activities, decisions, observations in general and specific observations in more detail as in the case of observing test procedures. Send copies to Owner/Engineer.
- 12.2.14 Record names, addresses and telephone numbers of all Contractors, Subcontractors and major Suppliers of materials and equipment.
- 12.2.15 Furnish Owner/Engineer periodic reports as required of progress of the Work and Contractor's compliance with the approved progress schedule and schedule of shop drawing submissions.
- 12.2.16 Consult with Owner/Engineer in advance of scheduling major tests, inspections or start of important phases of the Work.
- 12.2.17 Report immediately the occurrence of any accident.
- 12.2.18 Review applications for payment with Contractor for compliance with the established procedure for their submission and forward them with recommendations to Owner/Engineer, noting particularly their relation to the Schedule of Values, Work completed and materials and equipment delivered at the site but not incorporated in the Work.

- 12.2.19 During the course of the Work, verify that certificates, maintenance and operations manuals and other data required to be assembled and furnished by Contractor are applicable to the items actually installed, and deliver this material to Owner/Engineer for his review prior to final acceptance of the Work.
  - 12.2.20 Before Owner/Engineer issues a Certificate of Substantial Completion, submit to Contractor a list of observed items requiring completion or correction.
  - 12.2.21 Conduct final inspection in the company of Owner/Engineer and Contractor and prepare a final list of items to be completed or corrected.
  - 12.2.22 Verify that all items on final list have been completed or corrected and make recommendations to Owner/Engineer concerning acceptance.
- 12.3 Except upon written instructions of Owner/Engineer, Resident Project Representative:
- 12.3.1 Shall not authorize any deviation from the Contract documents or approve any substitute materials or equipment;
  - 12.3.2 Shall not exceed limitations on Owner/Engineer's authority as set forth in the Contract documents;
  - 12.3.3 Shall not undertake any of the responsibilities of Contractor, Subcontractors or Contractor's superintendent, or expedite the Work;
  - 12.3.4 Shall not advise on or issue directions relative to any aspect of the means, methods, techniques, sequences or procedures of construction unless such is specifically called for in the Contract documents;
  - 12.3.5 Shall not advise on or issue directions as to safety precautions and programs in connection with the Work;
  - 12.3.6 Shall not authorize Owner to occupy the project in whole or in part; and
  - 12.3.7 Shall not participate in specialized field or laboratory tests.

**ARTICLE 13. APPRENTICES**

13.1 If successful Contractor employs apprentices, he shall be governed and comply with the provisions of F.S. § 446.011.

NOTE: The form of all submittals, notices, change orders and other documents permitted or required to be used or transmitted under the Contract shall be determined by the County. Standard County forms shall be utilized.

**END OF SECTION**

SECTION 00150

**MANATEE COUNTY LOCAL PREFERENCE LAW AND VENDOR REGISTRATION**

**E.01 Vendor Registration**

All vendors are encouraged to register with Manatee County using the on-line "Vendor Registration" web page on [www.mymanatee.org](http://www.mymanatee.org).

Enclosed are a copy of the current Manatee County law that details the County's Local Preference and the County's definition of a local business.

If you assert that your firm meets the stated definition of a local business, we ask that in addition to registering on the County's web page, you fill out the attached "**Affidavit As To Local Business Form**" that is included in this section, have the completed document notarized, and mail the original to the following address: Manatee County Purchasing Division, 1112 Manatee Avenue West, Suite 803, Bradenton, FL 34205.

Your cooperation in registering your business with Manatee County will enhance our opportunities to identify sources for goods and services, plus identify local businesses. This information is used for soliciting quotations up to \$250,000.00 and for competitive solicitations of larger purchases.

You will note that Manatee County collaborates with the Manatee Chamber of Commerce, posting Bids on [www.manateechamber.com](http://www.manateechamber.com) as well as using the same vendor categories for registration.

Our staff can assist you with your registration as needed. Our office hours are 8:00 A.M. to 5:00 P.M., Monday through Friday on regular business days. Please call (941) 749-3014 if you wish to have a Purchasing staff member assist you.

**Quick steps to registration:**                      **[www.mymanatee.org](http://www.mymanatee.org)**

A link to "Purchasing" is listed under "Quick Links" on page one of the County web site.

On the left hand side of the Purchasing web page, click on "Vendor Registration".

This will bring up the Vendor Registration form for on-line input. Please note that the definition of a "local business" changed on March 17, 2009. The web page will be updated to include the current law which has been provided in this section of the Bid.

Thank you for reviewing this information and considering registering your business with Manatee County. Registration is not mandatory; however, by taking the time to register, you are helping the County to provide timely notifications of Quotation, Bid and Proposal opportunities to your business.

**E.02 Section 2-26-6. Local preference, tie Bids, local business defined.**

- a) Whenever a responsible local business Bidder and a responsible non-local business Bidder are found, upon the opening of Bids, to have both submitted the lowest responsive Bid, the Bid of the local Bidder shall be awarded the Contract. Should more than one responsible local business Bidder match the responsible non-local business Bidder's lowest responsive Bid, or should no responsible local business Bidder match the lowest responsive Bid but two or more responsible non-local business Bidders submit lowest responsive Bids for equal amounts, then the Award of the Contract shall be determined by a chance drawing, coin toss, or similar tie-breaking method conducted by the Purchasing Division and open to the public. Any Bidders seeking to be recognized as local businesses for purposes of this local business preference provision may be required by the terms of the Bid announcement to certify they meet the definition of local business set forth in this section, and to register as a local business with the County in the manner prescribed by the County to facilitate the County's ability to track the Award of Contracts to local businesses and to allow the County to provide future notifications to its local businesses concerning other Bidding opportunities.
- b) Nothing herein shall be deemed to prohibit the inclusion of requirements with respect to operating and maintaining a local place of business in any Invitation for Bids when the Bidder's location materially affects the provisions of the services or supplies that are required by the invitation.
- c) **Local business is defined as a business legally authorized to engage in the sale of the goods and/or services to be procured, and which certifies within its Bid that for at least six (6) months prior to the announcement of the solicitation of Bids it has maintained a physical place of business in Manatee, Desoto, Hardee, Hillsborough, Pinellas or Sarasota County with at least one full-time employee at that location.**
- d) **Each solicitation for Bids made by the County shall contain terms expressly describing the local business preference policies of the County, and shall provide that by electing to submit a Bid pursuant to an Invitation for Bid, all Bidders are deemed to understand and agree to those policies.**
- e) For all Contracts for architecture, professional engineering, or other professional services governed by Florida Statute § 287.055, the Consultants' Competitive Negotiation Act, the County shall include the local business status of a firm among the factors considered when selecting which firms are "most highly qualified." In determining which firm is the "most qualified" for purposes of negotiating a satisfactory Contract, preference shall be given to a local business where all other relevant factors are equal.

E.02 Section 2-26-6. Local preference, tie Bids, **local business defined** (Continued)

f) Local preference shall not apply to the following categories of Contracts:

1. Goods or services provided under a cooperative purchasing agreement or similar "piggyback" contract;
2. Contracts for professional services subject to Florida Statute § 287.055, the Consultants' Competitive Negotiation Act, except as provided for in subsection (e) above;
3. Purchases or Contracts which are funded, in whole or in part, by a governmental or other funding entity, where the terms and conditions of receipt of the funds prohibit the preference;
4. Purchases or Contracts made pursuant to a non-competitive award process, unless otherwise provided by this section;
5. Any Bid announcement which specifically provides that the general local preference policies set forth in this section are suspended due to the unique nature of the goods or services sought, the existence of an emergency as found by either the County Commission or County Administrator, or where such suspension is, in the opinion of the County Attorney, required by law.

g) To qualify for local preference under this section, **a local business must certify to the County that it:**

1. Has not within the five (5) years prior to the Bid announcement admitted guilt or been found guilty by any court or state or federal regulatory enforcement agency of violation of any criminal law, or a law or administrative regulation regarding fraud;
2. Is not currently subject to an unresolved citation or notice of violation of any Manatee County Code provision, except citations or notices which are the subject of a current legal appeal, as of the date of the Bid announcement;
3. Is not delinquent in the payment of any fines, liens, assessments, fees or taxes to any governmental unit or taxing authority within Manatee County, except any such sums which are the subject of a current legal appeal.

Ref: Ordinance 09-21 and 09-23 **PASSED AND DULY ADOPTED** in open session, with a quorum present and voting, on the 17<sup>th</sup> day of March, 2009.

**END OF SECTION E**

**MANATEE COUNTY GOVERNMENT  
AFFIDAVIT AS TO LOCAL BUSINESS  
(Complete and Initial Items B-F)**

**A. Authorized Representative**

I, [name] \_\_\_\_\_, am the [title] \_\_\_\_\_ and the duly authorized representative of: [name of business] \_\_\_\_\_, and that I possess direct personal knowledge to make informed responses to these certifications and the legal authority to make this Affidavit on behalf of myself and the business for which I am acting; and by electing to submit a Bid pursuant to this Invitation for Bids, shall be deemed to understand and agree to the local business preference policies of Manatee County; and that I have the direct knowledge to state that this firm complies with all of the following conditions to be considered to be a local business as required by the Manatee County Code of Law, Section 2-26-6.

**B. Place of Business:** I certify that the above business is legally authorized to engage in the sale of goods and/or services and has a physical place of business in Manatee, DeSoto, Hardee, Hillsborough, Pinellas or Sarasota County with at least one (1) fulltime employee at that location. The physical address of the location which meets the above criteria is: \_\_\_\_\_ [Initial] \_\_\_\_\_

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

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

**C. Business History:** I certify that business operations began at the above physical address with at least one fulltime employee on [date] \_\_\_\_\_ [Initial] \_\_\_\_\_

**D. Criminal Violations:** I certify that within the past five (5) years of the date of this Bid announcement, this business has not admitted guilt nor been found guilty by any court or local, state or federal regulatory enforcement agency of violation of any criminal law or administrative regulation regarding fraud. [Initial] \_\_\_\_\_

**E. Citations or Code Violations:** I certify that this business is not currently subject to any unresolved citation or notice of violation of any Manatee County Code provision, with the exception of citations or notices which are the subject of a legal current appeal within the date of this Bid announcement. [Initial] \_\_\_\_\_

**F. Fees and Taxes:** I certify that this business is not delinquent in the payment of fines, liens, assessments, fees or taxes to any governmental unit or taxing authority within Manatee County, with the exception of those which are the subject of a current legal appeal. [Initial] \_\_\_\_\_

*Each of the above certifications is required to meet the qualification of "local business" under Manatee County Code of Laws, 2-26-6.*

Signature of Affiant \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

Sworn to (or affirmed) and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by (name of person making statement).

(Notary Seal) Signature of Notary: \_\_\_\_\_

Name of Notary: (Typed or Printed) \_\_\_\_\_

Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_ Type of Identification Produced \_\_\_\_\_

**Submit executed copy to Manatee County Purchasing Division - 1112 Manatee Avenue West - Suite 803 - Bradenton, FL 34205**

00150-4

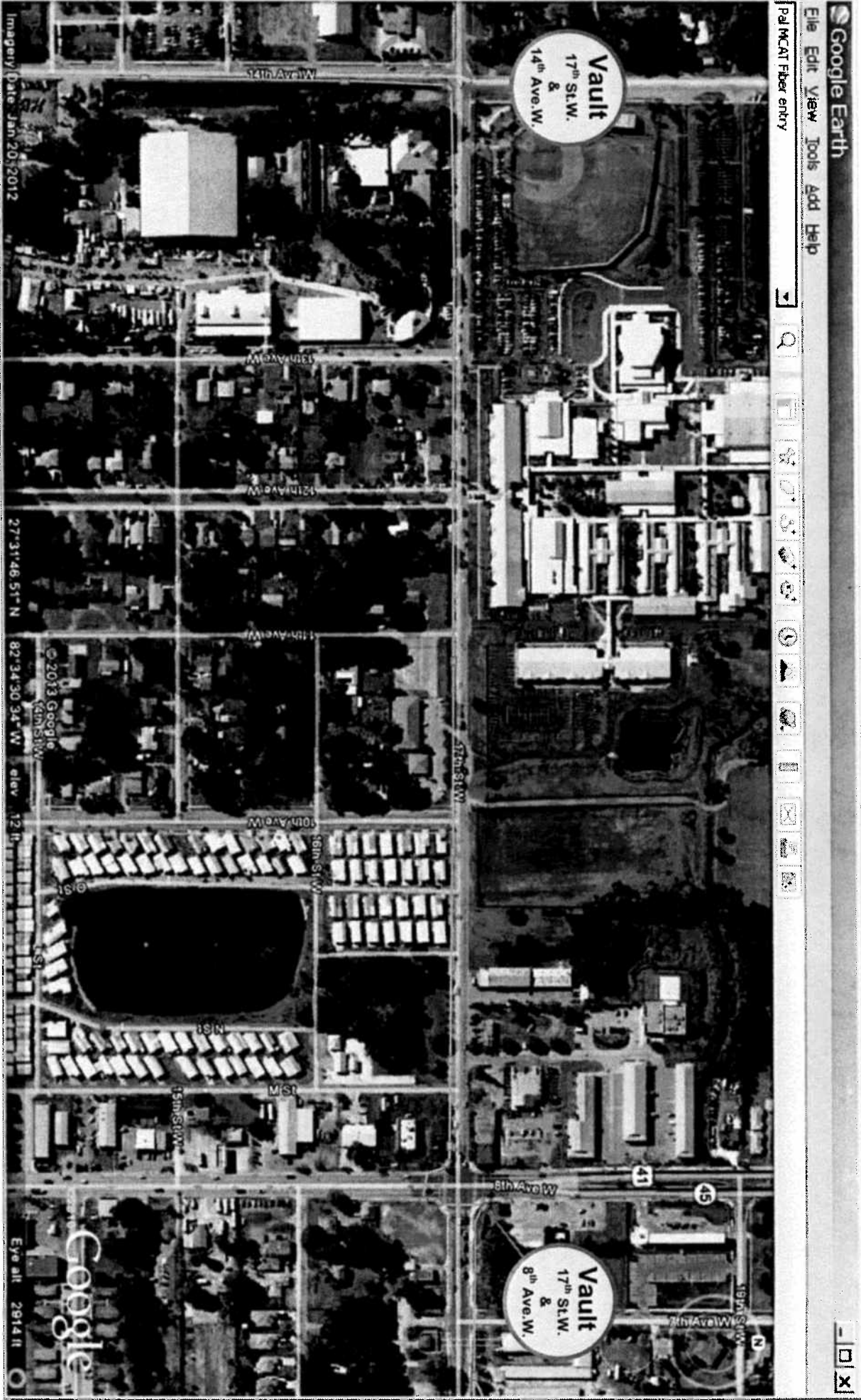


ATTACHMENT 'A'

Site 0 – Initial Fiber Installation

ATTACHMENT 'A'

17<sup>th</sup> Ave West, Palmetto, FL 34221

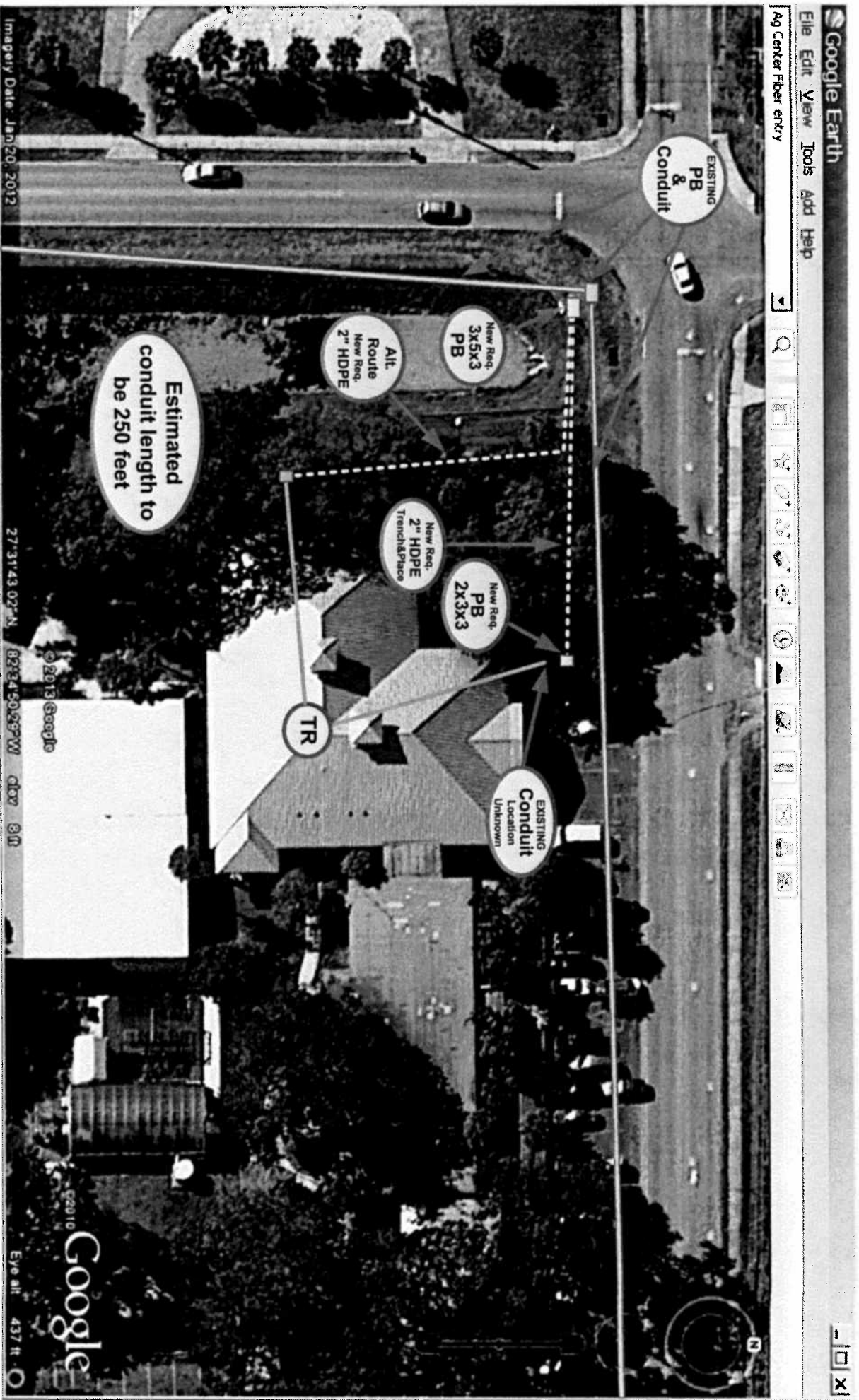


ATTACHMENT 'B'

Site 1 – AG and Natural Resources

ATTACHMENT 'B'

1303 17<sup>th</sup> St. W., Palmetto, FL 34221



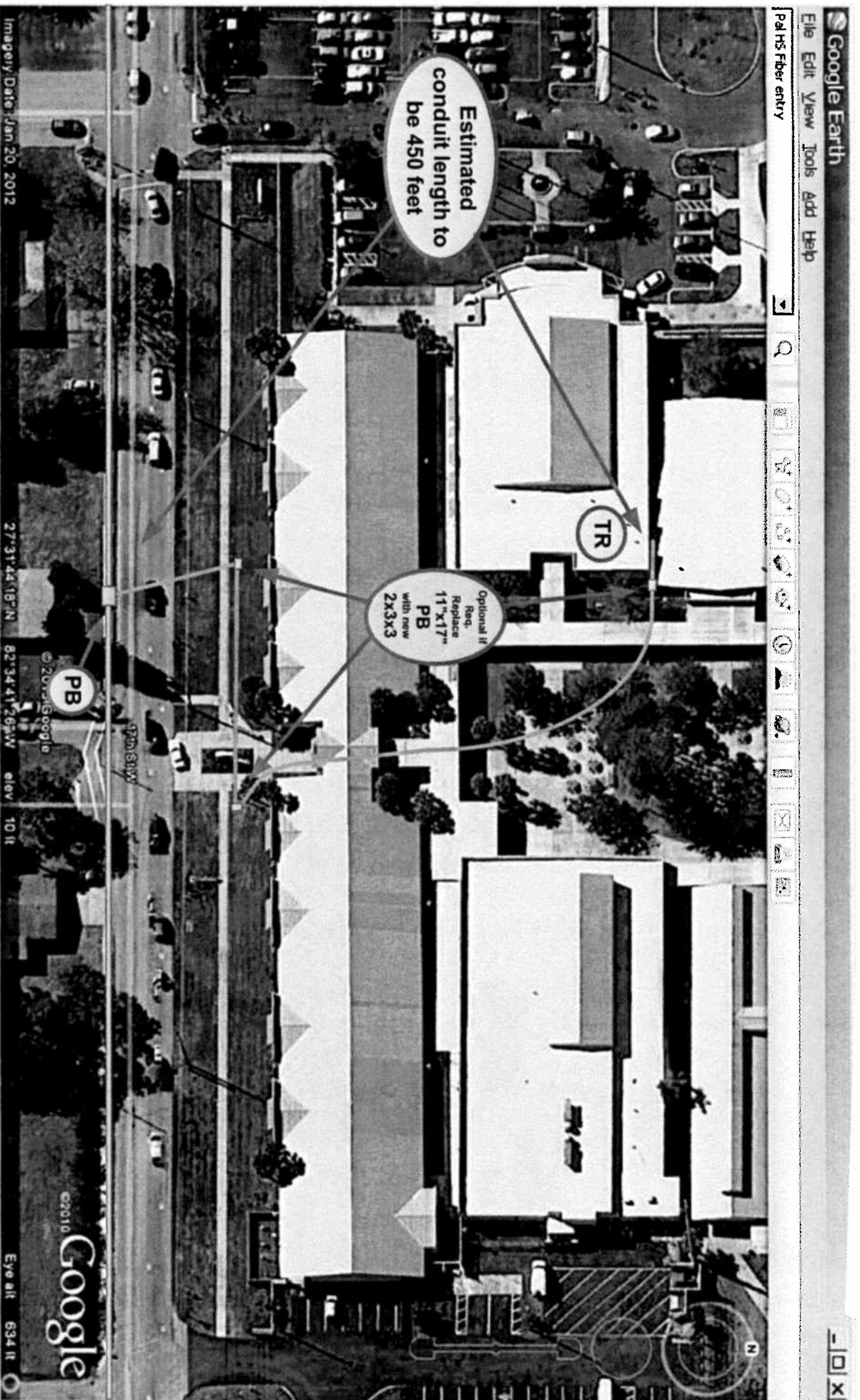
Drawing 2

ATTACHMENT 'C'

Site 2 – Palmetto High School

1200 17th Street, West, Palmetto, FL 34221

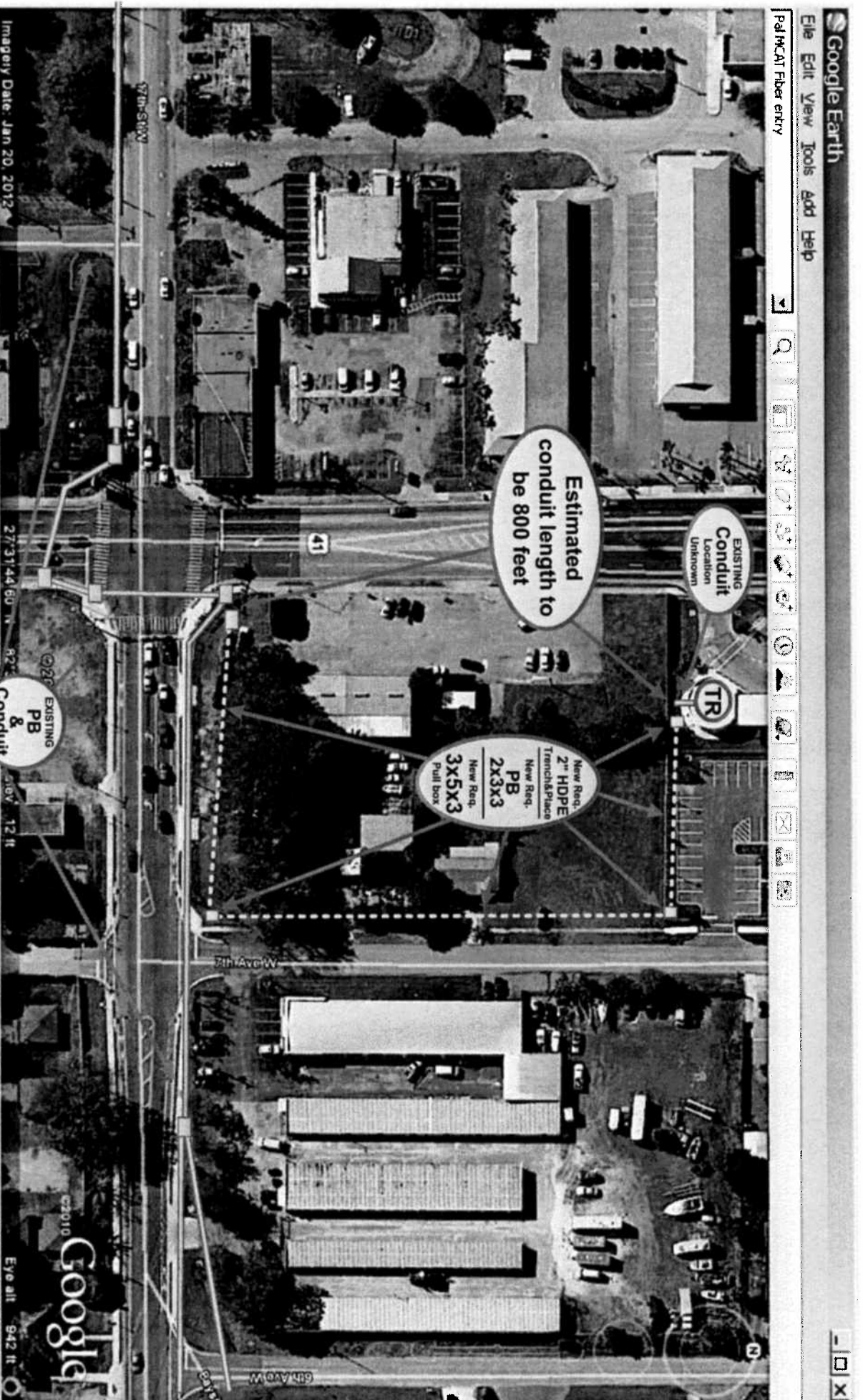
ATTACHMENT 'C'





# Site 3 – Palmetto MCAAT Bus Station

1802 8<sup>th</sup> Avenue West, Palmetto, FL 34221



1033 26<sup>th</sup> Ave. West, Bradenton, FL.

Required installation of Three (3) 6ct Singlemode Fibers and Nine (9) Category 5E Copper Cables.



- - Fiber Junction Box
- - Telecomm Rm
- - Required 6ct SM Fiber Run
- - - Required Cat5-E Copper Run

# Product Specifications

ATTACHMENT 'F'

COMMScope®



Systimax Solutions

760164616 | WBE-EMT-BK/2P-MOD

Wall Mount Building Enclosure configured for two G2 Modular Cassettes

## Construction Materials

Material Type Steel

## Dimensions

Depth 63.5 mm | 2.5 in  
Height 279.40 mm | 11.00 in  
Width 330.20 mm | 13.00 in  
Weight 2.7 kg | 6.0 lb

## General Specifications

Product Type Surface mount enclosure  
Application Accepts one RoloSplice | Accepts two G2 modular cassettes  
Color Black

## Regulatory Compliance/Certifications

**Agency**  
RoHS 2011/65/EU  
ISO 9001:2008

**Classification**  
Compliant  
Designed, manufactured and/or distributed under this quality management system



ATTACHMENT 'F'

# Product Specifications

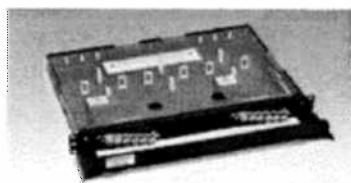
ATTACHMENT 'G'



600G2-1U-IP-FX

Material ID: 760055475

G2 1U Fixed Adapter Panel Shelf



## CHARACTERISTICS

### Dimensions

Depth	355.6 mm		14.0 in
Height	44.45 mm		1.75 in
Width	482.6 mm		19.0 in
Weight	3.3 kg		7.2 lb

### General Specifications

Brand	SYSTIMAX®
Product Type	Adapter panel shelf
Rack Units	1
Shelf Movement	Fixed
Application	Accepts three 1000-type adapter panels or InstaPATCH® Plus DM2 modules   Accepts two RoloSplices with three trays each

### Regulatory Compliance/Certifications

#### Agency

RoHS 2002/95/EC  
ISO 9001:2000

#### Classification

Compliant  
Compliant



## ATTACHMENT 'G'

**SYSTIMAX®**  
**SOLUTIONS**  
[www.commscope.com](http://www.commscope.com)

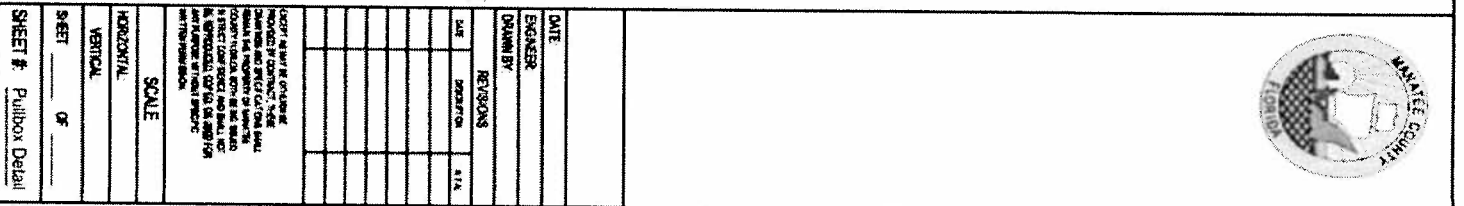
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page 1 of 1  
3/12/2010

**DETAIL "3"**

[illegible][illegible]





# **ATTACHMENT “J”**

## **FEDERAL TRANSIT ADMINISTRATION CONTRACT CLAUSES**

### **INDEX**

1. Fly America Requirements
2. Buy America Requirements
3. Cargo Preference Requirements
4. Seismic Safety Requirements
5. Energy Conservation Requirements
6. Clean Water Requirements
7. Lobbying
8. Access to Records and Reports
9. Federal Changes
10. Bonding Requirements
11. Clean Air
12. Recycled Products
13. Davis-Bacon and Copeland Anti-Kickback Acts
14. Contract Work Hours and Safety Standards Act
15. No Government Obligation to Third Parties
16. Program Fraud and False or Fraudulent Statements and Related Acts
17. Termination
18. Government-wide Debarment and Suspension (Nonprocurement)
19. Privacy Act
20. Civil Rights Requirements
21. Breaches and Dispute Resolution
22. Disadvantaged Business Enterprises (DBE)
23. Incorporation of Federal Transit Administration (FTA) Terms
24. ADA Access

# FEDERAL TRANSIT ADMINISTRATION (FTA) CONTRACT CLAUSES

## 1. FLY AMERICA REQUIREMENT

49 U.S.C. §40118  
41 CFR Part 301-10

**Applicable to:** *Contracts that have transportation of persons or property, by air, between a place in the U.S. and a place outside the U.S., or between places outside the U.S., when the FTA will participate in the costs of such air transportation.*

## 2. BUY AMERICA REQUIREMENTS

49 U.S.C. 5323 (j)  
49 C.F.R. Part 661

**Applicable to:** *Construction contracts and acquisition of goods or rolling stock (valued at more than \$100,000).*

The Contractor agrees to comply with 49 U.S.C. 5323(j) and 49 C.F.R. Part 661, which provide that Federal Funds may not be obligated unless steel, iron and manufactured products used in FTA-funded projects are produced in the United States, unless a waiver has been granted by FTA or the product is subject to a general waiver. General waivers are listed in 49 C.F.R. 661.7, and include final assembly in the United States for 15 passenger vans and 15 passenger wagons produced by Chrysler Corporation, and microcomputer equipment and software. Separate requirements for rolling stock are set out at 49 U.S.C. 5323(j)(2)© and 49 C.F.R. 661.11. Rolling stock must be assembled in the United States and have a 60 percent domestic content.

A bidder or offeror must submit to the FTA recipient the appropriate Buy America certification which is made a part of the Invitation for Bid. Bids that are not accompanied by a completed Buy America certification shall be rejected as nonresponsive. This requirement does not apply to lower tier subcontractors

**The certification titled *Buy America* must be completed and returned with your bid. The certification is located behind the bid form.**

## 3. CARGO PREFERENCE REQUIREMENTS

46 U.S.C. 1241  
46 CFR Part 381

**Applicable to:** *All contracts involving equipment, materials, or commodities which may be transported by ocean vessels.*

#### 4. SEISMIC SAFETY REQUIREMENTS

42 U.S.C. 7701 ET SEQ 49  
CFR Part 41

**Applicable to:** *Only to construction of new buildings or additions to existing buildings*

#### 5. ENERGY CONSERVATION REQUIREMENT

42 U.S.C. 6321 et seq.  
49 CFR Part 18

**Applicable to:** *All Contracts*

*The Contractor agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.*

#### 6. CLEAN WATER REQUIREMENTS

33 U.S.C. 1251

**Applicable to:** *All contracts and subcontracts which exceed \$100,000*

The Contractor (1) agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq. The Contractor agrees to report each violation to the County and understands and agrees that the County will, in turn report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.

(2) The Contractor also agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance provided by FTA.

#### 7. LOBBYING

31 U.S.C. 1352  
49 CFR Part 19  
49 CFR Part 20

**Applicable to Contracts:**

*The Lobbying requirements apply to Construction/Architectural and Engineering Acquisition of Rolling Stock/Professional Service Contract/Operational Service Contract/Turnkey contracts.*

The Lobbying requirements mandate the maximum flow down, pursuant to Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352(b)(5) and 49 C.F.R. Part 19, Appendix A, Section 7.

Clause and specific language therein are mandated by 49 CFR Part 19, Appendix A.

Modifications have been made to the Clause pursuant to Section 10 of the Lobbying Disclosure Act of 1995, P.L. 104-65 [to be codified at 2 U.S.C. § 1601, et seq.]

## 7. LOBBYING (Continued)

-Lobbying Certification and Disclosure of Lobbying Activities for third party Contractors are mandated by 31 U.S.C. 1352(b)(5), as amended by Section 10 of the Lobbying Disclosure Act of 1995, and DOT implementing regulation, "New Restrictions on Lobbying," at 49 CFR § 20.110(d)

-Language in Lobbying Certification is mandated by 49 CFR Part 19, Appendix A, Section 7, which provides that Contractors file the certification required by 49 CFR Part 20, Appendix A.

Modifications have been made to the Lobbying Certification pursuant to Section 10 of the Lobbying Disclosure Act of 1995.

-Use of "Disclosure of Lobbying Activities," Standard Form-LLL set forth in Appendix B of 49 CFR Part 20, as amended by "Government wide Guidance For New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96) is mandated by 49 CFR Part 20, Appendix A.

Byrd Anti-Lobbying Amendment, 31 U.S. C. 1352 as amended by the Lobbying Disclosure Act of 1995, P. L. 104-65 [to be codified at 2 U.S.C. §1601, et seq.] Contractors who apply or bid for an award of \$100,000 or more shall file the certification required by 49 CFR part 20, "New Restrictions on Lobbying." Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of an agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose the name of any registrant under the Lobbying Disclosure Act of 1995 who has made lobbying contacts on behalf with non-Federal funds with respect to that Federal contract, grant or award covered by 31 U.S.C. 1352. Such disclosures are forwarded from tier to tier up to the recipient.

### APPENDIX A, 49 CFR PART 20 – CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans and Cooperative Agreements

#### **(To be submitted with each bid or offer exceeding \$100,000)**

The undersigned [Contractor] certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form—LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96)]. Note: Language in paragraph (2)

## 7. LOBBYING (Continued)

herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, *et seq.*)]

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contract under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each expenditure or failure.]

The Contractor, \_\_\_\_\_, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A3801, *et seq.*, apply to this certification and disclosure, if any.

\_\_\_\_\_  
Signature of Contractor's Authorized Official

\_\_\_\_\_  
Name and Title of Contractor's Authorized Official

\_\_\_\_\_  
Date

## 8. ACCESS TO RECORDS AND REPORTS

49 U.S.C. 5325  
18 CFR 18.36 (i)  
49 CFR 633.17

***Applicable to:*** *Contracts as described below*

(1) Where the Purchaser is not a State but a local government and is the FTA Recipient or a subgrantee of the FA Recipient in accordance with 49 C.F.R. 18.36(i), The Contractor agrees to provide the Purchaser, the FTA Administrator, the Comptroller General of the United States or any of their authorized representatives access to any books, documents, papers and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions. Contractor also agrees, pursuant to 49 C.F.F. 633.17 to provide the FTA Administrator or his authorized representatives including any PMO Contractor access to Contractor's records and construction sites pertaining to a major capital

## 8. ACCESS TO RECORDS AND REPORTS (Continued)

project , defined at 49 U.S.C. 5302 (a) 1, which is receiving federal financial assistance through the programs described at 49 U.S.C. 5307, 5309, or 5311.

(2) Where the Purchaser is a State and is the FTA Recipient or a subgrantee of the FTA Recipient in accordance with 49 C.F.R. 633.17, Contractor agrees to provide the Purchaser, the FTA Administrator or his authorized representative, including any PMO Contractor, access to the Contractor's records and construction sites pertaining to a major capital project, defined at 49 U.S.C. 5307, 5309 or 5311. By definition, a major capital project excludes contracts of less than the simplified acquisition threshold currently set at \$100,000.

(3) Where the Purchaser enters into a negotiated contract for other than a small purchase or under the simplified acquisition threshold and is an institution of higher education, a hospital or other non-profit organization and is the FTA Recipient or a subgrantee of the FTA Recipient in accordance with 49 C.F. R. 1948, Contractor agrees to provide the Purchaser, FTA Administrator, the Comptroller General of the United States or any of their duly authorized representatives with access to any books, documents, papers and record of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions.

(4) Where any Purchaser which is the FTA Recipient or a subgrantee of the FTA Recipient in accordance with 49 U.S.C. 5325(a) enters into a contract for a capital project or improvement (defined at 49 U.S.C. 5302(a)1) through other than competitive bidding, the Contractor shall make available records related to the contract to the Purchaser, the Secretary of Transportation and the Comptroller General or any authorized officer or employee of any of them for the purposes of conducting an audit and inspection.

(5) The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

(6) The Contractor agrees to maintain all books, records, accounts and reports required under this contract for a period of not less than three (3) years after the termination or expiration of this contract, except in the event of litigation or settlement of claims arising from the performance of this contract, in which case Contractor agrees to maintain same until the Purchaser, the FTA Administrator, the Comptroller General, or any of their duly authorized representatives, have disposed of all such litigation, appeals, claims or exceptions related thereto. Reference 49 CFR 18.39(i)(11).

(7) FTA does not require the inclusion of these requirements in subcontracts.

## 9. FEDERAL CHANGES

FTA Contract Clauses. 08.15.2013.

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Updated 09.12.2013 (Added Item 24 ADA)

**Applicable to:** *All contracts*

The Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement between the County and FTA, as they may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this contract.

## 10. BONDING REQUIREMENTS

For Bonding requirements, refer to Manatee County's bonding requirements for bid guaranty, payment and performance bonds which is made a part of this Invitation for Bid OR Request for Proposal.

## 11. Clean Air

42 U.S.C. 7401 ET SEQ  
40 CFR 15.61  
49 CFR Part 18

**Applicable to:** *All contracts exceeding \$100,000*

(1) The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §§ 7401 et seq. The Contractor agrees to report each violation to the County and understands and agrees that the County will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional office.

(2) The Contractor also agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance provided by FTA.

## 12. RECYCLED PRODUCTS

42 U.S.C. 7401 ET SEQ  
40 CFR 15.61  
49 CFR Part 18

**Applicable to:** *The Recycled Products requirements apply to all contracts for items designated by the EPA, when the purchaser or contractor procures \$10,000 or more of these items during the fiscal year, or has procured \$10,000 or more of such items in the previous fiscal year, using Federal funds. These regulations apply to all procurement actions involving items designed by the EPA, where the procuring agency purchases \$10,000 or more of one of these items in a fiscal year, or when the cost of such items purchased during the previous fiscal year was \$10,000.*

## 12. RECYCLED PRODUCTS(Continued)



The Contractor agrees to comply with all requirements of Section 6002 of the Resource Conservation and Recovery ACT (RCRA), as amended (42 U.S.C. 6962) including but not limited to the regulatory provisions of 40 CFR Part 247, and Executive Order 12873, as they apply to the procurement of the items designated in Subpart B of 40 CFR Part 247.

### 13. DAVIS-BACON AND COPELAND ANTI-KICKBACK ACTS

**Applicable to:** *Construction contracts over \$2000 for Davis-Bacon Act*

**Applicable to:** *Construction contractors over \$100,000 for Copeland Anti-Kickback Act*

#### **Background and Application**

The Davis-Bacon and Copeland Acts are codified at 40 USC 3141, *et seq.* and 18 USC874. The Acts apply to grantee construction contracts and subcontracts that “at least partly are financed by a loan or grant from the Federal Government.” 40 USC 3145(a), 29 CFR 5.2(h), 49 CFR18.36(i)(5). The Acts apply to any construction contract over \$2,000. 40 USC 3142(a), 29 CFR 5.5(a). ‘Construction,’ for purposes of the Acts, includes “actual construction, alteration and /or repair, including painting and decorating.” 29 CFR 5.5 (a). The requirements of both Acts are incorporated into a single clause (see 29 CFR 3.11) enumerated at 29 CFR 5.5(a) and reproduced below.

The clause language is drawn directly from 29 CFR 5.5(a) and any deviation from the model clause should be coordinated with counsel to ensure the Acts’ requirements are satisfied.

#### **Clause Language**

Davis-Bacon and Copeland Anti-Kickback Acts:

**(1) Minimum wages** – (i) All laborers and mechanics employed or working upon the site of the work (or under the United States Housing Act of 1937 or under the Housing Act of 1949 in the construction or development of the project), will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR part 3), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics.

Contributions made or costs reasonably anticipated for bona fide fringe benefits under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of paragraph (1) (iv) of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR Part 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: Provided that the employer’s payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classifications and wage rates conformed under paragraph (1)(ii) of this section)

### **13. DAVIS-BACON AND COPELAND ANTI-KICKBACK ACT (Continued)**

and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor and its subcontractors at the site of work in a prominent and accessible place where it can be easily seen by the workers.

(ii)(A) The contracting officer shall require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

(1) Except with respect to helpers as defined as 29 CFR 5.2(n)(4), the work to be performed by the classification requested is not performed by a classification in the wage determination; and

(2) The classification is utilized in the area by the construction industry; and

(3) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination; and

(4) With respect to helpers as defined in 29 CFR 5.2(n)(4), such a classification prevails in the area in which the work is performed.

(B) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administration, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(C) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Administrator for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(D) The wage rate (including fringe benefits where appropriate) determined pursuant to paragraphs (a)(1)(ii) (B) or (C) of this section, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

(iii) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

### 13. DAVIS-BACON AND COPELAND ANTI-KICKBACK ACT (Continued)

(iv) If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, Provided, That the Secretary of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

(v)(A) The contracting officer shall require that any class of laborers or mechanics which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

(1) The work to be performed by the classification requested is not performed by a classification in the wage determination; and

(2) The classification is utilized in the area by the construction industry; and

(3) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(B) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(C) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Administrator for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(D) The wage rate (including fringe benefits where appropriate) determined pursuant to paragraphs (a) (1) (v) (B) or (C) of this section, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

**(2) Withholding** – The County shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld from the contractor under this contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor, so much of the accrued payments or advances as

### 13. DAVIS-BACON AND COPELAND ANTI-KICKBACK ACT(Continued)

may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of the work (or under the United States Housing Act of 1937 or under the Housing Act of 1949 in the construction or development of the project), all of part of the wages required by the contract, the County may, after written notice to the contractor, sponsor, applicant, or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

**(3) Payrolls and basic records** – (i) Payrolls and basic records relating thereto shall be maintained by the contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work (or under the United States Housing Act of 1937), or under the Housing Act of 1949, in the construction or development of the project). Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1 (b) (2) (B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5(a) (1) (iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1 (b)(2) (B) of the Davis-Bacon Act, the contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits.

Contractors employing apprentices or trainees under approved programs shall maintain written evident of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

(ii)(A) The contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the County for the transmission to the Federal Transit Administration. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under section 5.5(a)(3)(i) of Regulations, 29 CFR part 5. This information may be submitted in any form desired. Optional Form WH-347 is available for this purpose and may be purchased from the Superintendent of Documents (Federal Stock Number 029-005-0014-1), U.S. Government Printing Office, Washington, DC 20402. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors.

(B) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the Contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

(1) That the payroll for the payroll period contains the information required to be maintained under section 5.5(a) (3) (i) of Regulations, 29 CFR part 5 and that such information is correct and complete:

### 13. DAVIS-BACON AND COPELAND ANTI-KICKBAC ACT (Continued)

(2) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations, 29 CFR part 3;

(3) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(C) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by paragraph (a) (3) (ii) (B) of this section.

(D) The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under section 1001 of title 18 and section 231 of title 31 of the United States Code.

(iii) The contractor or subcontractor shall make the records required under (a) (3) (i) of this section available for inspection, copying, or transcription by authorized representatives of the Federal Transit Administration or the Department of Labor and shall permit such representatives to interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them available, the Federal agency may, after written notice to the contractor, sponsor, applicant, or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

**(4) Apprentices and Trainees – (i) Apprentices** – Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Bureau of Apprenticeship and Training, or with a State Apprenticeship Agency recognized by the Bureau, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Bureau of Apprenticeship and Training or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice. The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed.

### **13. DAVIS-BACON AND COPELAND ANTI-KICKBAC ACT (Continued)**

Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the contractor's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator of the Wage and Hour Division of the U.S. Department of Labor determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event the Bureau of Apprenticeship and Training, or a State Apprenticeship Agency recognized by the Bureau, withdraws approval of an apprenticeship program, the contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

**(ii) Trainees** – Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices.

Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the wage rate on the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage ratio on the wage determination for work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

**(iii) Equal employment opportunity** – The utilization of apprentices, trainees and journeymen under this part shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR part 30.

**(5) Compliance with Copeland Act requirements** – The contractor shall comply with the requirements of 29 CFR part 3, which are incorporated by reference in this contract.

### 13. DAVIS-BACON AND COPELAND ANTI-KICKBAC ACT (Continued)\

**(6) Subcontracts** – The contractor or subcontractor shall insert in any subcontracts the clauses contained in 29 CFR 5.5 (a) (1) through (10) and such other clauses as the Federal Transit Administration may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in 29 CFR 5.5.

**(7) Contract termination: debarment** – A breach of the contract clause in 29 CFR 5.5 may be grounds for termination of the contract, and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

**(8) Compliance with Davis-Bacon and Related Act requirements** – All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR parts 1, 2 and 5 are herein incorporated by reference in this contract.

**(9) Disputes concerning labor standards** – Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR parts 5, 6 and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

**(10) Certification of eligibility** – (i) By entering into this contract, the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12 (a) (1).

(ii) No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(iii) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C 1001.

### 14. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

#### **Background and Application**

The Contract Work Hours and Safety Standards Act is codified at 40 USC 3701, *et seq.* The Act applies to grantee contracts and subcontracts "financed at least in part by loans or grants from ... the Federal Government." 40 USC 3701 (b) (1) (B) (iii) and (b) (2), 29 CFR 5.2 (h), 49 CFR 18.36 (i) (6). Although the original Act required its application in any construction contract over \$2,000 or non-construction contract to which the Act applied over \$2,500 (and language to that effect is still found in 49 CFR 18.36(i) (6), the Act no longer applies to any "contract in an amount that is not greater than \$100,000." 40 USC 3701 (B) (3) (A) (iii).

## 14. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (Continued)

The Act applies to construction contracts and, in very limited circumstances, non-construction projects that employ “laborers or mechanics on a public work.” These non-construction applications do not generally apply to transit procurements because transit procurements (to include rail cars and buses) are deemed “commercial items.” 40 USC 3707, 41 USC 403 (12). A grantee that contemplates entering into a contract to procure a developmental or unique item should consult counsel to determine if the Act applies to that procurement and that additional language required by 29 CCFR 5.5(c) must be added to the basic clause below. The clause language is drawn directly from 29 CFR 5.5 (b) and any deviation from the model

Clause below should be coordinated with counsel to ensure the Act’s requirements are satisfied.

**(1) Overtime requirements** – No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty (40) hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

**(2) Violation; liability for unpaid wages; liquidated damages** – In the event of any violation of the clause set forth in paragraph (1) of this section the contractor and any subcontractor responsible therefore shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty (40) hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.

**(3) Withhold for unpaid wages and liquidated damages** – The County shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any money payable on account of work performed by the contractor or subcontractor under such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.

**(4) Subcontracts** – The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs (1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this section.



## 15. NO GOVERNMENT OBLIGATION TO THIRD PARTIES

***Applicable to:*** All contracts

(1) Manatee County and Contractor acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to the County, Contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.

(2) The Contractor agrees to include the above clause in each subcontractor financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

## 16. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS AND RELATED ACTS

31 U.S.C. 3801 ET SEQ  
49 CFR Part 31 18 U.S.C. 1001  
49 U.S.C. 5307

***Applicable to:*** All contracts

(1) The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extend the Federal Government deems appropriate.

(2) The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307 (n)(1) on the Contractor to the extend the Federal Government deems appropriate.

(3) The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

## 17. TERMINATION

49 U.S.C. Part 18  
FTA Circular 4220.1E

***Applicable to:*** All contracts in excess of \$10,000

**a. Termination for Convenience (General Provision):** Manatee County may terminate this contract, in whole or in part, at any time by written notice to the Contractor when it is in the Government's best interest. The Contractor shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim to the County to be paid to the Contractor. If the Contractor has any property in its possession belonging to the County, the Contractor will account for the same, and dispose of it in the manner the County directs.

**b. Termination for Default [Breach or Cause] (General Provision):** If the Contractor does not deliver supplies in accordance with the contract delivery schedule, or, if the contract is for services, the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, the County may terminate this contract for default. Termination shall be effected by serving a notice of termination on the contractor setting forth the manner in which the Contractor is in default. The Contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract.

If it is later determined by the County that the Contractor had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of the Contractor, the County, after setting up a new delivery of performance schedule, may allow the Contractor to continue work, or treat the termination as a termination for convenience.

**c. Opportunity to Cure (General Provisions):** The County in its sole discretion may, in the case of termination for breach or default, allow the Contractor [an appropriately short period of time] in which to cure the defect. In such case, the notice of termination will state the time period in which cure is permitted and other appropriate conditions.

If Contractor fails to remedy to the County's satisfaction the breach or default of any of the terms, covenants, or conditions of this contract within [ten (10) days] after receipt by Contractor of written notice from the County setting forth the nature of said breach or default, the County shall have the right to terminate the contract without any further obligation to the Contractor. Any such termination for default shall not in any way operate to preclude the County from also pursuing all available remedies against the Contractor and its Sureties for said breach or default.

**d. Waiver of Remedies for any Breach:** In the event that the County elects to waive its remedies for any breach by Contractor of any covenant, term or condition of this contract, such waiver by the County shall not limit the County's remedies for any succeeding breach of that or any other term, covenant, or condition of this contract.

## 17. TERMINATION (Continued)

**e. Termination for Convenience (Professional or Transit Service Contracts):** The County, by written notice, may terminate this contract, in whole or in part, when it is in the Government's interest. If this contract is terminated, the County shall be liable only for payment under the payment provisions of this contract for services rendered before the effective date of termination.

**f. Termination for Default (Supplies and Service):** If the Contractor fails to deliver supplies or to perform the services within the time specified in this contract or any extension or if the Contractor fails to comply with any other provisions of this contract, the County may terminate this contract for default. The County shall terminate by delivering to the Contractor a Notice of Termination specifying the nature of the default. The Contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner or performance set forth in this contract.

If, after termination for failure to fulfill contract obligations, it is determined that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the Recipient.

**g. Termination for Default (Transportation Services):** If the Contractor fails to pick up the commodities or to perform the services, including delivery services, within the time specified in this contract or any extension or if the Contractor fails to comply with any other provisions of this contract, the County may terminate this contract for default. The County shall terminate by delivering to the Contractor a Notice of Termination specifying the nature of default. The Contractor will only be paid the contract price for services performed in accordance with the manner of performance as set forth in this contract.

If this contract is terminated while the Contractor has possession of the County's goods, the Contractor shall, upon direction of the County, protect and preserve the goods until surrendered to the County or its agent. The Contractor and the County shall agree on payment for the preservation and protection of goods. Failure to agree on an amount will be resolved under the Dispute clause.

If, after termination for failure to fulfill contract obligation, it is determined that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the County.

**h. Termination for Default (Construction):** If the Contractor refuses or fails to prosecute the work or any separable part, with the diligence that will insure its completion within the time specified in this contract or any extension or fails to complete the work within this time, or if the Contractor fails to comply with any other provisions of this contract, the County may terminate this contract for default. The County shall terminate by delivering to the Contractor a Notice of Termination specifying the nature of the default. In this event, the County may take over the work and complete it by contract or otherwise, and may take possession of and use any materials, appliances, and plant on the work site necessary for the completing the work. The Contractor and its Sureties shall be liable for any damage to the County resulting from the Contractor's refusal or failure to complete the work within specified time, whether or not the Contractor's right to proceed with the work is terminated. This liability includes any increased costs incurred by the County in completing the work.

The Contractor's right to proceed shall not be terminated nor the Contractor charged with damages under this clause if:

## **17. TERMINATION (Continued)**

1. the delay in completing the work arises from unforeseeable causes beyond the control and without the fault or negligence of the Contractor. Examples of such causes include: acts of God, acts of the County, acts of another Contractor in the performance of a contract with the County, epidemics, quarantine restrictions, strikes, freight embargoes; and

2. the contractor, with ten (10) days from the beginning of any delay, notifies the County in writing of the causes of delay. If in the judgment of the County, the delay is excusable, the time for completing the work shall be extended. The judgment of the County shall be final and conclusive on the parties, but subject to appeal under the Dispute clauses.

If, after termination of the Contractor's right to proceed, it is determined that the Contractor was not in default, or that the delay was excusable, the rights and obligations of the parties will be the same as if the termination had been issued for the convenience of the County.

**i. Termination for Convenience or Default (Architect and Engineering):** The County may terminate this contract in whole or in part, for the County's convenience or because of the failure of the Contractor to fulfill the contract obligations. The County shall terminate by delivering to the Contractor a Notice of Termination specifying the nature, extent, and effective date of the termination. Upon receipt of the notice, the Contractor shall (1) immediately discontinue all services affected (unless the notice directs otherwise), and (2) deliver to the Contracting Officer all data, drawings, specifications, reports, estimates, summaries, and other information and materials accumulated in performing this contract, whether completed or in process.

If the termination is for the convenience of the County, the Contracting Officer shall make an equitable adjustment in the contract price but shall allow no anticipated profit on unperformed services.

If the termination is for failure of the Contractor to fulfill the contract obligations, the County may complete the work by contract or otherwise and the Contractor shall be liable for any additional cost incurred by the County.

If, after termination for failure to fulfill contract obligations, it is determined that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the County.

**j. Termination for Convenience or Default (Cost-Type Contracts):** The County may terminate this contract, or any portion of it, by serving a notice of termination on the Contractor. The notice shall state whether the termination is for convenience of the County or for the default of the Contractor. If the termination is for default, the notice shall state the manner in which the contractor has failed to perform the requirements of the contract. The Contractor shall account for any property in its possession paid for from funds received from the County, or property supplied to the Contractor by the County. If the termination is for default, the County may fix the fee, if the contract provides for fees, to be paid the Contractor in proportion to the value, if any, of work performed up to the time of termination.

## **17. TERMINATION (Continued)**

## **i. Termination for Convenience of Default (Cost-Type Contracts): Continued**

The Contractor shall promptly submit its termination claim to the County and the parties shall negotiate the termination settlement to be paid the Contractor.

If the termination is for convenience of the County, the Contractor shall be paid its contract close-out costs, and a fee, if the contract provided for payment of a fee, in proportion to the work performed up to the time of termination.

If, after serving a notice of termination for default, the County determines that the Contractor has an excusable reason for not performing, such as strike, fire, flood, events which are not the fault of and are beyond the control of the Contractor, the County, after setting up a new work schedule, may allow the Contractor to continue work, or treat the termination as a termination for convenience.

## **18. GOVERNMENT-WIDE DEBARMENT AND SUSPENSION (NONPROCUREMENT)**

49 CFR Part 29

Executive Order 12459

***Applicable to:*** All contracts and subcontracts which exceed \$25,000

This contract is a covered transaction for purposes of 49 CFR Part 29. As such, the Contractor is required to verify that none of the Contractor, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified as defined at 49 CFR 29.940 and 29.945.

The Contractor is required to comply with 49 CFR 29, Subpart C and must include the requirement to comply with 49 CFR, Subpart C in any lower tier covered transaction it enters into. By signing and submitting its bid or proposal, the bidder or proposer certifies as follows:

The certification in this clause is a material representation of fact relied upon by the County. If it is later determined that the bidder or proposer knowingly rendered an erroneous certification, in addition to remedies available to the County, the Federal Government may pursue available remedies, including but not limited to suspension and /or debarment. The bidder or proposer agrees to comply with the requirements of 49 CFR 29, Subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

## **19. PRIVACY ACT**

**Applicable to:** All contracts

**Contracts Involving Federal Privacy Act Requirements:** The following requirements apply to the Contractor and its employees that administer any system of records on behalf of the Federal Government under any contract:

(1) The Contractor agrees to comply with, and assures the compliance of its employees with, the information restrictions and other applicable requirements of the Privacy Act of 1974, 5U.S.C. § 552a. Among other things, the Contractor agrees to obtain the express consent of the Federal Government before the Contractor or its employees operate a system of records on behalf of the Federal Government. The Contractor understands that the requirements of the Privacy Act, including the civil and criminal penalties for violation of that Act, apply to those individuals involved, and that failure to comply with the terms of the Privacy Act may result in termination of the underlying contract.

(2) The Contractor also agrees to include these requirements in each subcontract or administer any system of records on behalf of the Federal Government financed in whole or in part with Federal assistance provided by FTA.

## 20. CIVIL RIGHTS REQUIREMENTS

29 U.S.C. § 623, 42 U.S.C. § 2000  
42 U.S.C. § 6102, 42 U.S.C. § 12112  
42U.S.C. § 12132, 49 U.S.C. § 5332  
29 CFR Part 1630, 41 CFR Parts 60 et seq.

**Applicable to:** All contracts

**(1) Nondiscrimination:** In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

**(2) Equal Employment Opportunity:** The following equal employment opportunity requirements apply to the underlying contract:

## 20. CIVIL RIGHTS REQUIREMENTS (Continued)

### **(2) Equal Employment Opportunity: (Continued)**

**(a) Race, Color, Creed, National Origin, Sex:** In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F. R. Part 60 et seq., (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

**(b) Age:** In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § § 623 and Federal Transit law at 49 U.S.C § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

**(c) Disabilities:** In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

(3) The Contractor also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

## 21. BREACHES AND DISPUTE RESOLUTION

49 CFR Part 18

FTA Circular 4220.1E

***Applicable to:*** All contracts in excess of \$100,000

Breaches and Dispute Resolution are in accordance with Manatee County Code of Law, Chapter 2-26, Manatee County Purchasing Ordinance.

## 22. DISADVANTAGED BUSINESS ENTERPRISE (DBE)

49 CFR Part 26

**Applicable to:** All contracts

(a) This contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs. The national goal for participation of Disadvantaged Business Enterprises is 10%. Manatee County's overall goal for DBE participation is 2%.

If a specific DBE goal is assigned to this contract, it will be clearly stated in the bid documents.

(b) The Contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT assisted contract. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or other such remedy as the County may deem appropriate. Each subcontract the Contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13 (b)).

(c) **If a separate contract goal has been established**, the Bidders / Offerors are required to document sufficient DBE participation to meet these goals or, alternatively, document adequate good faith efforts to do so, as provided for in 49 CFR 26.53. Award of this contract is conditioned on submission of the following **[concurrent with and accompanying sealed bid] [concurrent with and accompanying an initial proposal] [prior to award]**:

1. The names and addresses of DBE firms that will participate in the contract;
2. A description of the work each DBE will perform;
3. The dollar amount of the participation of each DBE firm participating;
4. Written documentation of the bidder/offeror's commitment to use a DBE subcontractor whose participation it submits to meet the contract goal;
5. Written confirmation from the DBE that it is participating in the contract as provided in the prime contractor's commitment; and
6. If the contract goal is not met, evident of good faith efforts to do so.

**[Bidders] [Offerors]** must present the information above **[as a matter of responsiveness] with initial proposals [prior to contract award]** (see 49 CFR 26.53 (3)).

**If NO separate contract goal has been established**, the successful bidder/offeror will be required to report its DBE participation obtained through race-neutral means throughout the period of performance.

## 22. DISADVANTAGED BUSINESS ENTERPRISE (DBE) (Continued)

FTA Contract Clauses. 08.15.2013.

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Updated 09.12.2013 (Added Item 24 ADA)



(d) The Contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contractor no later than 10 days from the receipt of each payment the Contractor receives from the County. The Contractor agrees further to return retainage payments (if any) to each subcontractor within 30 calendar days after the subcontractor(s)' work is satisfactory completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval by the County. This clause applies to both DBE and non-DBE subcontractors. The Contractor and its subcontractors shall further comply with Section 218.735 of the Florida Prompt Payment Statute to the extent applicable.

(e) The Contractor must promptly notify the County whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work, and must make good faith efforts engage another DBE subcontractor to perform at least the same amount of work. The Contractor may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of the County.

## 23. INCORPORATION OF FEDERAL TRANSIT ADMINISTRATION (FTA TERMS)

FTA Circular 4220.1E

***Applicable to:*** All contracts

**Incorporation of Federal Transit Administration (FTA) Terms:** The preceding provisions include, in part, certain Standard Terms and Conditions required by DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by DOT, as set forth in FTA Circular 4220.1E, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of conflict or other provisions contained in this Agreement. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any County requests which would cause the County to be in violation of the FTA terms and conditions.

**Notification of Federal Participation:** In the announcement of any third party contract award for goods or services (including construction services) having an aggregate value of \$500,000 or more, the Contractor agrees to specify the amount of Federal assistance to be used in financing that acquisition of goods and services and to express the amount of that Federal assistance as a percentage of the total cost of that third party contract.

## 24. ADA ACCESS

49 U.S.C. § 5301(d)

***Applicable to:*** Contracts for Rolling Stock or Facilities Construction / Renovation

The Recipient agrees to comply with 49 U.S.C. §5301(d), which states the Federal policy that elderly individuals and individuals with disabilities have the same right as other individuals to use public transportation services and facilities, and that special effort shall be made in planning and designing those services and facilities to implement transportation accessibility rights for elderly individuals and individuals with disabilities.

## 24. ADA ACCESS (Continued)

The Receipt also agrees to comply with all applicable provisions of section 504 of the Rehabilitation Act of 1973, as amended, with 29 U.S. C. § 794, which prohibits discrimination of the basis of disability; with the Americans with Disabilities Act of 1990 (ADA), as amended, 42 U.S. C. § § 12101 et seq., which requires that accessible facilities and services be made available to individuals with disabilities; and with the Architectural Barriers Act of 1968, as amended, 42 U.S. C. § § 4151 et seq., which requires that buildings and public accommodations be accessible to individuals with disabilities. In addition, the Recipient agrees to comply with applicable Federal regulations and directives and any subsequent amendments thereto, except to the extent the Federal Government determines otherwise in writing as follows:

(1) U.S. DOT regulations, "Transportation Services for Individuals with Disabilities (ADA)," 49 C.F.R. Part 37;

(2) U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49 C.F.R. Part 27;

(3) Joint U.S. Architectural and Transportation Barriers Compliance Board (U.S. ATBCB)/U.S. DOT regulations, "Americans with Disabilities (ADA) Accessibility Specifications for Transportation Vehicles," 36 C.F.R. Part 1192 and 49.C.F.R. Part 38;

(4) U.S. DOJ regulations, "Nondiscrimination on the Basis of Disability in State and Local Government Services," 28 C.F. R. Part 35;

(5) U.S. DOJ regulations, "Nondiscrimination on the Basis of Disability b Public Accommodations and in Commercial Facilities," 28 C.F.R. Part 36;

(6) U.S. General Services Administration (U.S. GSA) regulations, "Accommodations for the Physically Handicapped," 41 C.F. R. Subpart 101-19;

(7) U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F. R. Part 1630;

(8) U.S. Federal Communications Commission regulations, "Telecommunications Relay Services and Related Customer Premises Equipment for the Hearing and Speech Disabled," 47 C.F. R. Part 64, Subpart F; and

(9) U.S. ATBCB regulations, "Electronic and Information Technology Accessibility Standards," 36 C.F. R. Part 1194;

(10) FTA regulations, "Transportation for Elderly and Handicapped Persons," 49 C.F. R. Part 609; and

(11) Federal Civil Rights and Nondiscrimination Directives implementing the foregoing regulations.

**ATTACHMENT 'K'**

General Decision Number: FL130165 03/29/2013 FL165

Superseded General Decision Number: FL20120165

State: Florida

Construction Type: Heavy

County: Manatee County in Florida.

HEAVY CONSTRUCTION PROJECTS (Including Sewer and Water Lines)

Modification Number	Publication Date
0	01/04/2013
1	03/08/2013
2	03/29/2013

ELEC0915-003 12/01/2012

	Rates	Fringes
ELECTRICIAN.....	\$ 25.13	34%+\$0.25

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ENGI0925-008 01/01/2012

	Rates	Fringes
POWER EQUIPMENT OPERATOR:		
Crawler Cranes; Truck		
Cranes; Pile Driver		
Cranes; Rough Terrain		
Cranes; and Any Crane not		
otherwise described below...	\$ 28.91	10.74
Hydraulic Cranes Rated 100		
Tons or Above but Less		
Than 250 Tons; and Lattice		
Boom Cranes Less Than 150		
Tons if not described below.	\$ 29.91	10.74
Lattice Boom Cranes Rated		
at 150 Tons or Above;		
Friction Cranes of Any		
Size; Mobile Tower Cranes		
or Luffing Boom Cranes of		
Any Size; Electric Tower		
Cranes; Hydraulic Cranes		
Rated at 250 Tons or		
Above; and Any Crane		
Equipped with 300 Foot or		
More of Any Boom		
Combination.....	\$ 30.91	10.74
Oiler.....	\$ 22.38	10.74

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IRON0397-006 07/01/2012

	Rates	Fringes
IRONWORKER, STRUCTURAL.....	\$ 27.67	12.59

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LABO0517-002 05/01/2008

	Rates	Fringes
LABORER: Grade Checker.....	\$ 17.20	5.47
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* PAIN0088-008 09/01/2011		

	Rates	Fringes
PAINTER: Brush, Roller and Spray.....	\$ 19.50	7.93
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SUFL2009-161 06/24/2009		

	Rates	Fringes
CARPENTER.....	\$ 14.95	2.92
CEMENT MASON/CONCRETE FINISHER...	\$ 14.77	3.50
LABORER: Common or General.....	\$ 10.90	0.38
LABORER: Landscape.....	\$ 7.25	0.00
LABORER: Pipelayer.....	\$ 13.75	2.06
LABORER: Power Tool Operator (Hand Held Drills/Saws, Jackhammer and Power Saws Only).....	\$ 10.63	2.20
OPERATOR: Asphalt Paver.....	\$ 11.59	0.00
OPERATOR: Backhoe Loader Combo.....	\$ 16.10	2.44
OPERATOR: Backhoe/Excavator.....	\$ 15.00	0.52
OPERATOR: Bulldozer.....	\$ 17.00	0.00
OPERATOR: Grader/Blade.....	\$ 16.00	2.84
OPERATOR: Loader.....	\$ 14.75	0.00
OPERATOR: Mechanic.....	\$ 14.32	0.00
OPERATOR: Roller.....	\$ 10.76	0.00
OPERATOR: Scraper.....	\$ 11.00	1.74
OPERATOR: Trackhoe.....	\$ 20.92	5.50
OPERATOR: Tractor.....	\$ 10.54	0.00
TRUCK DRIVER, Includes Dump Truck.....	\$ 11.00	0.00
TRUCK DRIVER: Lowboy Truck.....	\$ 12.73	0.00
TRUCK DRIVER: Off the Road Truck.....	\$ 12.21	1.97

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WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

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Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (ii)).

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The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of "identifiers" that indicate whether the particular rate is union or non-union.

#### Union Identifiers

An identifier enclosed in dotted lines beginning with characters other than "SU" denotes that the union classification and rate have found to be prevailing for that classification. Example: PLUM0198-005 07/01/2011. The first four letters, PLUM, indicate the international union and the four-digit number, 0198, that follows indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. The date, 07/01/2011, following these characters is the effective date of the most current negotiated rate/collective bargaining agreement which would be July 1, 2011 in the above example.

Union prevailing wage rates will be updated to reflect any changes in the collective bargaining agreements governing the rates.

0000/9999: weighted union wage rates will be published annually each January.

#### Non-Union Identifiers

Classifications listed under an "SU" identifier were derived from survey data by computing average rates and are not union rates; however, the data used in computing these rates may include both union and non-union data. Example: SULA2004-007 5/13/2010. SU indicates the rates are not union majority rates, LA indicates the State of Louisiana; 2004 is the year of the survey; and 007 is an internal number used in producing the wage determination. A 1993 or later date, 5/13/2010, indicates

the classifications and rates under that identifier were issued as a General Wage Determination on that date.

Survey wage rates will remain in effect and will not change until a new survey is conducted.

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#### WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- \* an existing published wage determination
- \* a survey underlying a wage determination
- \* a Wage and Hour Division letter setting forth a position on a wage determination matter
- \* a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations  
Wage and Hour Division  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator  
U.S. Department of Labor  
200 Constitution Avenue, N.W.  
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board  
U.S. Department of Labor  
200 Constitution Avenue, N.W.

Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

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END OF GENERAL DECISION

# Buy America Certification / Attachment "L"

(Title 49 U.S.C. Section 50101)

<b>PROJECT NAME:</b>	Fiber Optic Installation, Manatee County Public Works Department
<b>RFQ No.:</b>	RFQ #13-2438-OV

This solicitation and any resulting contract are subject to the Buy America requirements of 49 U.S.C. Section 50101. The bidder certifies it and all associated subcontractors will comply with the Buy American preferences established under Title 49 U.S.C. Section 50101 as follows:

## U.S.C. Section 50101 - Buying goods produced in the United States

- (a) Preference. - The Secretary of Transportation may obligate an amount that may be appropriated to carry out section 106(k), 44502(a)(2), or 44509, subchapter I of chapter 471 (except section 47127), or chapter 481 (except sections 48102(e), 48106, 48107, and 48110) of this title for a project only if steel and manufactured goods used in the project are produced in the United States.
- (b) Waiver. - The Secretary may waive subsection (a) of this section if the Secretary finds that -
  - (1) Applying subsection (a) would be inconsistent with the public interest;
  - (2) The steel and goods produced in the United States are not produced in a sufficient and reasonably available amount or are not of a satisfactory quality;
  - (3) When procuring a facility or equipment under section 44502(a)(2) or 44509, subchapter I of chapter 471 (except section 47127), or chapter 481 (except sections 48102(e), 48106, 48107, and 48110) of this title -
    - A. The cost of components and subcomponents produced in the United States is more than 60 percent of the cost of all components of the facility or equipment; and
    - B. Final assembly of the facility or equipment has occurred in the United States; or
  - (4) Including domestic material will increase the cost of the overall project by more than 25 percent.
- (c) Labor Costs. - In this section, labor costs involved in final assembly are not included in calculating the cost of components.

\* \* \* \* \*

Please note that approval of waivers listed under (b) (1) & (2) above, can only be approved by the FAA Office of Airports in Washington DC and approval is rare. Waivers listed under (b) (3) & (4) may be approved by FAA Regional or District Offices. A listing of Equipment and Products that have been approved and on the national waiver list may be located at: [http://www.faa.gov/airports/aip/procurement/federal\\_contract\\_provisions/media/buy\\_american\\_waiver.xls](http://www.faa.gov/airports/aip/procurement/federal_contract_provisions/media/buy_american_waiver.xls)

As a matter of bid responsiveness, the bidder or offeror must complete and submit this certification with their bid proposal. The bidder must sign and date the certification. The bidder/offeror must indicate how they propose to comply with the Buy America provision by selecting one of the following certification statements.

- ☐ **The bidder hereby certifies that it will comply with Title 49 U.S.C Section 50101(a) by only installing steel and manufactured products produced in the United States of America. The bidder further agrees that if chosen as the apparent low bid, it will submit documentation to the owner that demonstrate all steel and manufactured products are 100% manufactured in the United States.**
- ☐ **The bidder hereby certifies that it cannot fully comply with the Buy America preferences of Title 49 U.S.C Section 50101(a); the bidder therefore requests a waiver per Title 49 U.S.C Section 50101(b). The bidder further agrees that upon notification from the Owner, the bidder identified with the apparent low bid agrees to prepare and submit a waiver request and component calculation information to the owner within \_\_\_\_\_ calendar days of the date of the notice of apparent low bid.**

\_\_\_\_\_  
Bidder's Firm Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature