



INVITATION TO BID

ITB# 021618
Lift Station Maintenance

CITY OF OAKLAND PARK
FINANCIAL SERVICES/PURCHASING DIVISION
3650 NE 12 AVE
OAKLAND PARK, FL. 33334
PHONE: 954-630-4257
EMAIL: margarett@oaklandparkfl.gov

SECTION I

INSTRUCTIONS TO BIDDERS

1. GENERAL: The following instructions are given for guiding proposers in properly preparing their proposals.
For information concerning procedures for responding to this Request for Proposal (RFP), contact Maggie Turner, at the phone number or email address listed on the title page of the document. Proposal documents are available for download via demandstar.com. Vendors who obtain specifications and plans from sources other than the City or DemandStar.com are cautioned that the bid package may be incomplete. All addendums, tabulations, and awards will be posted and disseminated by DemandStar.
2. SCOPE OF WORK: ; The goal of this bid is to establish firm prices by private contractors for Sanitary Sewer Lift Station and Stormwater Pump Station Maintenance. The successful bidder is responsible for all tools, materials, traffic, control and labor to perform all work specified in this document.
3. ADDITIONAL INFORMATION, QUESTIONS, INTERPRETATIONS, INCONSISTENCIES AND ADDENDA: Requests for additional information or questions, must be made in writing, to Maggie Turner, Purchasing Manager, via email at maggiet@oaklandparkfl.gov. Requests must be made prior to the deadline as listed in the timeline section of this ITB. Additional information will only be transmitted via a written addendum.
4. PRICE: The price is to include the furnishing of all materials, equipment, tools, utilities, acquisition of all permits, approvals, authorizations, certificates, including applicable taxes, all items or matter for which the proposer is responsible for herein and all facilities and the performance of all labor and services, necessary or proper for the completion of the work, except as may be otherwise expressly provided in the contract documents.
5. INSURANCE REQUIREMENTS: The proposer will be required to furnish evidence of the following insurance coverages by a licensed Florida Company that has at least a "BEST" rating of "A."
 - A. Without limiting any of the other obligations or liabilities of proposer, proposer will provide, pay for and maintain in force until all of its work to be performed under this contract has been completed and accepted by City (or for such duration as is otherwise specified after this), the insurance coverages set forth herein.
 - B. Workers compensation insurance to apply for all employees of the contractor, subcontractors, and the contractor's architect and/or engineer meeting the "Workers' Compensation Law" of the State of Florida and all applicable federal laws. In addition, the policy(s) must include:

Employers liability with a minimum of one hundred thousand dollars (\$100,000) each accident

- C. Comprehensive General Liability with minimum limits of one million dollars (\$1,000,000) per occurrence combined single limits for bodily injury liability and property damage liability;
- D. Personal Injury Coverage with employee and contractual exclusions removed with minimum limits of coverage equal to those required for bodily injury liability and property damage liability;
- E. Business automobile liability with minimum limits of five hundred thousand dollars (\$500,000) per occurrence combined single limits for bodily injury liability and property damage liability.
- F. The City is to be expressly included as an "Additional Insured" in the name of "City of Oakland Park" with respect to liability arising out of operations performed by City by or for proposer; or acts or omissions of City concerning general supervision of such operation.
- G. Notice of cancellation and/or restriction Policy(s) must be endorsed to give the City thirty (30) days notice of cancellation and/or restriction.
6. PROOF OF CARRIAGE OF INSURANCE: The proposer will furnish to the Contract administrator, Certificates of Insurance or endorsements evidencing the insurance coverage specified above within seven (7) days after notification of an award. The required Certificates of Insurance or endorsements will not only name the types of policies continued, but will also refer specifically to this contract and will state that such insurance is as required by this contract.
7. PROPOSER'S EXPERIENCE RECORD: The City will have the right to investigate the financial condition, experience record, and equipment of each proposer and determine to its satisfaction the competency of each to undertake the project. The proposer will submit documentation concerned with the past performance and integrity of a contractor/developer. Accordingly, proposer should provide information as to any of the following: (a) bankruptcy, (b) mortgage foreclosures; (c) previous or pending litigation and (d) restrictions, restraints or impositions imposed by federal or state regulatory agencies such as Federal Housing Administration, Securities and Exchange Commission, etc., that apply to the contractor/developer.
8. TERM OF AGREEMENT: The initial term of the Contract shall be for two (2) years. The City shall have the option to extend the Contract for two (2) additional two (2) year periods, at terms mutually acceptable by both parties. Award of any contract is contingent upon appropriation of sufficient budgeted funds.
9. NON- APPROPRIATION OF FUNDS: In the event no funds or insufficient funds are appropriated and budgeted or funding is otherwise unavailable in any fiscal period for payments due under the contract, then the City, upon written notice of such occurrence, shall have the unqualified right to terminate the contract without any penalty or expense to the City.

10. POSTPONEMENT OF DATE FOR SUBMITTING BIDS: The City reserves the right to extend the date for the receipt of bids and will give ample notice of any such postponement to each prospective proposer.
11. RIGHT TO WAIVE AND REJECT: The City Commission, in its absolute discretion, may reject any proposal of a proposer that has failed, in the opinion of the Commission, to complete or perform a City of Oakland Park contracted project in a timely fashion or has failed in any other way, in the opinion of the Commission, to perform a prior contract in a satisfactory manner, and has directed the City of Oakland Park Purchasing Manager to emphasize this condition to potential proposers.

There is no obligation on the part of the City to award the proposal to the lowest proposer, and the City reserves the right to award the proposal to proposer submitting a responsive proposal with a resulting negotiated agreement which is most advantageous and in the best interest of the City, and to reject any and all bids or to waive any irregularity or technicality in bids received. The City of Oakland Park shall be the sole judge of the proposal and the resulting negotiated agreement that is in its best interest and its decision shall be final.

The City of Oakland Park City Commissioners reserves the right to waive any informalities or reject any and all bids, in whole or part, to utilize any applicable state contracts in lieu of or in addition to this proposal and to accept the proposal that in its judgement will best serve the interest of the City.

The City Commissioners specifically reserve the right to reject any conditional proposal and will normally reject those which made it impossible to determine the true amount of the proposal. Each item must be proposed separately and no attempt is to be made to tie any item or items to any other item or items.

12. DISQUALIFICATION OF PROPOSERS: Any of the following reasons may be considered as sufficient for the disqualification of a proposer and the rejection of his proposal or bids:
 - A. More than one proposal for the same work from an individual, firm or corporation under the same or different name.
 - B. Evidence that the proposer has a financial interest in the firm of another proposer for the same work.
 - C. Evidence of collusion among proposers. Participants in such collusion will receive no recognition as proposers for any future work of the City until such participant shall have been reinstated as a qualified proposer.
 - D. Uncompleted work which in the judgment of the City might hinder or prevent the prompt completion of additional work if awarded.
 - E. Failure to pay or satisfactorily settle all bills due for labor and material on former contracts in force at the time of advertisement of bids.
 - F. Default under previous contract.

13. NONDISCRIMINATION EQUAL EMPLOYMENT OPPORTUNITY AND AMERICANS WITH DISABILITIES ACT Contractor shall not unlawfully discriminate against any person in its operations and activities or in its use or expenditure of funds in fulfilling its obligations under this Agreement. Contractor shall affirmatively comply with all applicable provisions of the Americans with Disabilities Act (ADA) in the course of providing any services funded by this Agreement, including Titles I and II of the ADA (regarding nondiscrimination on the basis of disability), and all applicable regulations, guidelines, and standards. In addition, contractor shall take affirmative steps to ensure nondiscrimination in employment against disabled persons.

Such actions shall include, but not be limited to, the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay, other forms of compensation, terms and conditions of employment, training (including apprenticeship) and accessibility.

Contractor's decisions regarding the delivery of services under this Agreement shall be made without regard to or consideration of race, age, religion, color, gender, sexual orientation (Broward County Code, Chapter 162), gender identity, gender expression, national origin, marital status, physical or mental disability, political affiliation, or any other factor which cannot be lawfully used as a basis for service delivery.

Contractor shall not engage in or commit any discriminatory practice in violation of the Broward County Human Rights Act (Broward County Code, Chapter 162) in performing any services pursuant to this Agreement.

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

A. Keep and maintain public records that ordinarily and necessarily would be required by the City in order to perform the service;

B. Provide the public with access to such public records on the same terms and conditions that the City would provide the records and at a cost that does not exceed that provided in chapter 119, Fla. Stat., or as otherwise provided by law;

C. Ensure that public records that are exempt or that are confidential and exempt from public record requirements are not disclosed except as authorized by law; and

D. Meet all requirements for retaining public records and transfer to the City, at no cost, all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt. All records stored electronically must be provided to the City in a format that is compatible with the information technology systems of the agency.

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

Renee M. Shrout, CMC

City Clerk

City of Oakland Park

3650 NE 12th Avenue

Oakland Park, FL 33334

954-630-4298

renees@oaklandparkfl.gov

15. **DOMESTIC PARTNER BENEFITS REQUIREMENT:** Effective November 7, 2012, Ordinance 2012-28, Requirement for city contractors to provide equal benefits for domestic partners, was passed. The ordinance requires that all Contractors, with 25 or more employees contracting with the City of Oakland Park in an amount over \$100,000, provide benefits to domestic partners of its employees on the same basis as it provides benefits to employees' spouses and the children of spouses, with certain exceptions as provided by the Ordinance.
16. **DEFINITION:** All references to proposer/ bidder will include the contractor and all references to the contractor will include proposer/ bidder .
17. **INDEMNIFICATION:** The Proposer will indemnify and save harmless the City and Broward County, its officers, agents and employees, from or because of any injuries or damages received or sustained by any person or persons during or because of any operations connected with the design, planning, investigation or construction of this project; or, by or in consequence of any intentional act, negligence (excluding negligence of City), concerning the same; or by use of any improper materials, design, work, construction or by or due to any act or omission of the said Proposer or its subcontractor, agents, servants or employees. The Proposer agrees to indemnify and save harmless the City from all such claims and fees, and from any and all suits and actions of every name and description that may be brought against the City due to any claims, fees, royalties or costs for any invention, copyright, or patent, and from any and all suits and actions that may be brought against the City for the infringement of any and all patents and rights claimed by any person, firm or corporation.

The indemnification provided above will obligate the Proposer to defend, at its own expense, or to provide for such defense, at the City's option, any and all claims of liability and all suits and actions of every name and description that may be brought against the City that may result from the operations and activities under this contract whether the activities are performed by the Proposer, contractors, subcontractors or by anyone directly or indirectly employed by any of them.

18. **TAXES:** The Contractor will pay all applicable sales, consumer use and other similar taxes required by law. The Contractor is responsible for reviewing the pertinent State statutes involving the sales tax and complying with all requirements.
19. **TERMINATION FOR CAUSE:** Any misrepresentation by the Proposer of its ability to perform the work described in this RFP places the Proposer in default and shall be just cause for termination of the contract. In such case, the City may award the contract to the next lowest responsible Proposer who can demonstrate the ability to perform the work, for the remainder of the contract period, or may rebid as the City may decide. In the event of such default and termination, any completed services performed by the Proposer under the agreement shall, at the option of the City become the City's property and the Proposer shall be entitled to receive equitable compensation for any work completed to the satisfaction of the City. The Proposer, however, shall not be relieved of liability to the City for damages sustained by the City by reason of any breach of agreement by the Proposer, and the City may withhold any payments to the Proposer for the purposes of set-off until such time as the amount of damage due to the City from the Proposer can be determined.
20. **TERMINATION FOR CONVENIENCE:** The City may terminate the contract, in whole or in part at any time for any reason by giving 30 days prior written notice, when it is in the best interest of the City. If the contract is terminated by the City, as provided herein, the Proposer will be paid for the work completed as of the date of termination. Upon receipt of the notice of termination issued under this section, the Proposer shall discontinue all work, cease any deliveries, shipment or carriage of goods, and make available to the Project Manager any and all reports, data, specifications, photos, estimates, summaries, and information as are required by the contract.
21. **SCRUTINIZED COMPANIES LIST:** In accordance with Florida Statue 287.135, as amended, principals or owners listed on the Scrutinized Companies that boycott Israel List, Scrutinized Companies with activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations in Syria or Cuba are prohibited from submitting a bid, proposal or response to a solicitation for goods or services in an amount equal to or greater than \$1 million.

By submitting a bid, proposal or response, the company, principals or owners certify that they are not listed on the Scrutinized Companies that boycott Israel List, Scrutinized Companies with activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or is engaged in business operations in Syria or Cuba.

22. **REFERENCES**

As part of the proposal evaluation process, the City shall conduct an investigation of references. Proposer's submission of a proposal constitutes acknowledgement of the process and consent to investigate. The City is the sole judge in determining Proposers qualifications.

23. ITB PROCESS TIMELINE: The anticipated timeline for this ITB is as follows. All dates are tentative and subject to change.

ITB Released	01/17/18
Pre-bid meeting	02/01/18 (9:00 AM)
Last date for submission of questions	02/06/18
Addendum issued (if necessary)	02/08/18
Bids due	02/16/18 (10:30 A.M.)

24. BID SUBMISSION DEADLINE AND OPENING Sealed bids will be received by the City Clerk's Office, City of Oakland Park, 3650 NE 12 Ave., Oakland Park, Florida until 10:30 AM, EST, February 16, 2018. The bids will be opened and read aloud shortly thereafter. One (1) electronic readable CD / flashdrive copy, one (1) original and two copies of bids must be presented in a sealed envelope and identified with the following information: **“Lift Station Maintenance ITB # 021618”**. The City of Oakland Park reserves the right to reject any or all bids, to waive any informalities or irregularities in any bids received, to re-advertise for bids, to award only portions of the project, to award to multiple contractors, or take any similar actions that may be deemed to be in the best interests of the City.

25. PRE-BID MEETING: A pre-bid meeting and lift station tour will be held on Thursday, February 1, 2018 at 9:00 AM, at City Hall, Commission Chambers, 3650 NE 12 Ave. Oakland Park, Fl. 33334. Attendance at the pre-bid meeting is encouraged but is not mandatory.

SECTION II

SCOPE OF WORK / SPECIFICATIONS

The purpose of this proposal is to establish firm prices by private contractors for Sanitary Sewer Lift Station and Stormwater Pump Station Maintenance. The successful proposer is responsible for all tools, materials, traffic, control and labor to perform all work specified in this agreement. These services include but are not limited to: Regularly scheduled preventive maintenance, inspections, and adjustments. Maintenance operations and repairs on an "as required basis" inclusive of response after hours for emergency conditions.

See Attachment "A" for listing of all lift stations locations and types, pumps etc.

- 1) The Contractor shall maintain the stations in a clean and safe manner. All OSHA safety standards shall be adhered to.
- 2) DESCRIPTION OF MONITORING: All stations shall be visually inspected for cleanliness, deterioration and function. The frequency of the inspections is as follows: All "Submersible Pumping" type stations, once a month; all other station every two weeks. The Contractor shall perform a complete systems check and check the following but not limited to these:
 - a) Amperage
 - b) Log run times
 - c) Pump Run Times
 - d) Control panel
 - e) High level in the wet well
 - f) Check Valves
 - g) Odor Control (including checking scrubber)
 - h) Air loss in bubbler system
 - i) Water in the dry well
 - j) Loss of phase or low voltage
 - k) Pump seal failure or thermal overload
 - l) Blowers
 - m) Exhaust Fan
 - n) Grounds
 - o) Loss of Power
 - p) Verify accurate SCADA / Telemetry Communications
 - q) Identify Station Deficiencies and/or needs to be addressed or which have were not evident from the previous months inspection
- 3) Inspection sheets must be submitted monthly (includes the above items a) – q)) to Utilities Department for all lift stations and pump stations inspected. (Format in which inspection sheets are submitted will be determined by the Utilities Department)
- 4) PREVENTIVE MAINTENANCE: Additionally, the Contractor shall engage and render to the City preventative maintenance services with respect to the City's stations. These preventative maintenance services shall consist of regularly scheduled inspections, and

adjustment of electrical and mechanical equipment in each Station. The Contractor shall perform a complete systems check and check the following but not limited to these:

- a) Check the control panels for proper operation
 - b) Check the motor amperage on a monthly basis
 - c) Check and clean the filter elements in mechanical seal pumps
 - d) Change and Maintain the oil level in the pumps
 - e) Lubricate and clean the Air Blowers as required
 - f) Maintain proper belt tension and change the belts as necessary
 - g) Poll the stations on a schedule basis by the telemetry
 - h) Clean the stations as necessary or at a minimum on a quarterly basis
 - i) Clean the floats as necessary
 - j) Check the RTU's for proper operation
 - k) Maintain station lighting and replace bulbs as necessary
 - l) Check levels in the wet wells for the proper distance for pumping
 - m) Check the motor starter contacts
 - n) Maintain alarm lights or horns
 - o) Change air pumps as required
 - p) Repair and maintain the RTUs and Telemetry System
 - q) Clean and remove debris from all models of pumps as required
 - r) Every six months suction, discharge, recirculation and bypass valves are to exercised
 - s) Clean the check valves as required
- 5) Preventive maintenance records shall be submitted monthly. The contractor shall supply all materials needed for the preventative maintenance program.
- 6) The intent is to maintain efficient, safe 24 hours operation of our wastewater and stormwater pump stations so that the City can improve a healthy, environmentally safe service to our customers.
- a) Regularly scheduled preventative maintenance inspections and adjustments
 - b) Maintenance operations and repairs and on an "As Required" basis
- 7) Repair on all control panels and lift/pump stations in emergency and non-emergency situations as directed.
- 8) Must be able to do work in wet wells and manholes.
- 9) Pull pumps at all pump stations
- 10) Contractor will respond to emergency phone calls within 15 minutes and if required shall be on site in 30 minutes or less.

FORCE MAINTENANCE: The Contractor shall repair and rehabilitate a Station as directed by the Public Works Director, Assistant Public Works Director or Utilities Manager.

The following is a list of items, which shall be included, but not limited, in the Force Maintenance if directed by the Public Works Director, Assistant Public Works Director or Utilities Manager.

- a) Rebuild and/or replace gate, check, and plug valves
- b) Remove and reinstall pumps and motors for repair
- c) Repair motors and pumps as necessary
- d) Furnish a crane truck when necessary
- e) Repair or replace rails, supports, piping, and/or pump bases as necessary
- f) Replace flapper valves on pump volutes as necessary
- g) Repair or replace electrical panels as necessary
- h) Be available for major station shutdowns and monitoring
- i) Be available to re-prime pumps after wet well cleaning
- j) Perform station upgrades as directed by the Utilities Department
- k) Assist other Contractors working for the City when requested
- l) Perform shutdowns of stations upon request
- m) Remove submersible pumps for cleaning, repairs, and gasket replacement
- n) Replace impellers; wear plates, bearings, and seals as required
- o) Remove debris from clogged pumps when necessary
- p) Replace piping on sump pumps when necessary
- q) Replace circulation lines as necessary
- r) Repair and/or replace RTU components when requested

SPECIFICATIONS : Contractor shall accept full responsibility for the work to be performed and the services to be rendered and shall protect the work against loss or damage sustained during the process of the work and promptly repair any damages done.

The words "Supervise" and "Inspect" whenever used in this proposal in connection with duties or activities of the Public Works Department of the City shall in no way expressly or implied relieve the Contractor from its responsibility for the safety of the workmen, the preservation of the work, or proper performance. The City of Oakland Park shall not be responsible for the workman, safeguarding the work or the proper performance of the Contractor.

All material and workmanship shall, in every respect, be in conformity with the latest Florida Building Code requirements.

The Contractor shall comply with Department of Labor safety and health regulations for construction promulgated under the Occupational Safety and Health Act of 1970 (PL 91-596) and under Section 107 of the Contract Work Hours and Safety Standards Act (PL 91-54)

Qualifications:

- Contractor has been in the business of service and repair of electric motors and pumps for at least ten (10) years.
- Contractor has never failed to complete work awarded to it.

- Contractor must have at least seven (7) years' experience with municipal lift station operations, maintenance, and repair within a municipality operating forty (40) lift stations. This includes, but not limited to submersible, vacuum, and drywell type stations.
- Contractor must have at least seven (7) years' experience as it pertains to SCADA systems, and various types of telemetry maintenance and operation
- Warranties
- The Contractor shall correct any defective or faulty work or materials, which may appear within one (1) year after completion of work upon notifications by the City.
- Contractor shall follow all equipment manufacturer instructions, and shall be installed in accordance with manufacturer specifications.

PARTS AND MATERIALS

All parts and materials to be utilized shall conform to standards of the trade, manufacturers' recommendations, and be acceptable to the City of Oakland Park.

The cost of parts and materials shall be based on the Contractor's wholesale price from the supply house plus a maximum of a 15% percent mark-up. (A mark-up on sales tax will not be allowed). The Contractor's invoice shall clearly show the manufactures' part number, description, supply house cost and percent mark-up cost. A copy of the supply house invoice shall be submitted with the Contractor's invoice.

The Contractor shall be expected to negotiate and obtain the lowest prices possible when purchasing parts/materials for sale to the City of Oakland Park. Invoices will be spot checked and verified through a quote procedure to verify that the City of Oakland Park is receiving the best possible pricing for these products.

Note: All invoices shall be billed on a cost plus basis.

USE OF SUBCONTRACTORS : The Contractor shall perform the work with its own employees under its immediate supervision and shall not subcontract any portion of the work unless approved in writing by the authorized representative of the Public Works Department. On occasion, the use of subcontracted services may be required. This is for service that is needed on occasion, not in the regular course of lift station repair, and maintenance service. Subcontracted services for repairs, installations, major rehabilitation, and emergency services for lift station installation, repair and maintenance service are to be billed at net cost. A maximum of 15% markup will be allowed. A mark-up on sales tax will not be allowed on invoice. The Contractor's invoices will clearly show the description of the subcontracted service, cost and percent mark-up cost. A copy of the Subcontractor will be submitted with Contractors invoice.

The City reserves the right to negotiate subcontracted work.

SECTION III
SUBMISSION FORMS

PROPOSAL SUBMISSION STATEMENT

Lift Station Maintenance ITB

The undersigned hereby declares that after examining the Proposal Documents, does hereby submit a response and warrants that:

- a. She/He is an officer of the organization.
- b. She/He is authorized to offer a proposal in full compliance with all requirements and conditions, as set forth in the RFP.
- c. She/He has fully read and understands the RFP and has full knowledge of the scope, nature, quantity and quality of the work to be performed, and the requirements and conditions under which the work is to be performed.

Authorized Signature

Printed Name & Title

Company Name

Company Address

City, State, Zip Code

Date

Phone Number

Email Address

Note: Business documents attesting to the authority of the above signor to commit the firm to this proposal must be available for review at the City's request.

Bidder understands that the City may inspect any equipment and related materials prior to the start of any preparatory or application procedures to insure full compliance with the attached specifications. The City also retains the right to conduct a confirming inspection at any time during the project and to stop the contractor from performing any activities pending the resolution of any non-conformance issues.

The City of Oakland Park
Sanitary Sewer Lift Station and Stormwater Pump Station Maintenance and Monitoring

CONDITIONS FOR EMERGENCY / HURRICANE OR DISASTER

It is hereby made a part of this Request for Proposal that before, during and after a public emergency, hurricane, disaster, flood or acts of God, that the City of Oakland Park, shall require a "first priority" basis for goods and services. It is vital and imperative that the majority of citizens are protected from any emergency situation which threatens public health and safety, as determined by the City of Oakland Park.

Vendor/Contractor agrees to rent/sell/ lease all goods and services to the City of Oakland Park, Utilities Department as opposed to a private citizen on a first priority basis. The City of Oakland Park expects to pay the prices listed in the Force Maintenance Bid Schedule for all services rendered in the event of an emergency, hurricane, or disaster. Vendor/Contractor shall furnish a "24 hour" phone number in the event of such an emergency.

_____ I hereby understand and agree to the above statement. Signature

Signature

Print Name

Emergency Contact _____

Emergency Telephone Number: _____

Home Telephone Number: _____

Cellular Phone Number _____

.....

_____ cannot comply with this request

Signature

Print Name

Title

Name of Company

NON-COLLUSION AFFIDAVIT

By submission of this affidavit, the Proposer certifies that this price is made independently and free from collusion. Proposer shall disclose below, to the best of its knowledge, any City of Oakland Park officer or employee, or any spouse, son, daughter, stepson, stepdaughter, or parent of any such officer or employee, who is an officer or director of, or has a material interest in, the Proposer's business who is in a position to influence this procurement. Any City of Oakland Park officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement. For purposes hereof, a person has a material interest if he or she directly or indirectly owns more than five percent (5%) of the total assets or capital stock of any business entity, or if he or she otherwise stands to personally gain if the contract is awarded to this vendor.

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

NAME

RELATIONSHIPS

Signature

Sworn to and subscribed before me in the state and county first mentioned above on this ____ day
of _____, 20__.

(affix seal)

Notary Public

My commission expires

SWORN STATEMENT UNDER SECTION 287.133(3)(A), FLORIDA STATUTES, ON THE PUBLIC ENTITY CRIMES (To be signed in the presence of a notary public or other officer authorized to administer oaths.)

STATE OF _____ COUNTY _____

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

Name of Proposer _____

Business address _____

I understand that a public entity crime as defined in Section 287.133 of the Florida Statutes includes a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity in Florida or with an agency or political subdivision of any other state or with the agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or any such agency or political subdivision and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation. I understand that “convicted” or “conviction” is defined by the statute to mean a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

I understand that “affiliate” is defined by the statute to mean (1) a predecessor or successor of a person or a corporation convicted of a public entity crime, or (2) an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime, or (3) those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate, or (4) a person or corporation who knowingly entered into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months.

Please mark the appropriate paragraph below:

_____ Neither the proposer, contractor, nor any officer, director, executive, partner, shareholder, employee member or agent who is active in the management of the proposer or contractor nor any affiliate of the proposer or contractor has been convicted of a public entity crime subsequent to July 1, 1989.

_____ There has been a conviction of a public entity crime by the proposer or contractor, or an officer, director, executive, partner, shareholder, employee, member or agent of the proposer or contractor who is active in the management of the proposer or contractor or an affiliate of the proposer or contractor. A determination has been made pursuant to Section 287.133(3) by order of the Division of Administrative Hearings that it is not in

the public interest for the name of the convicted person or affiliate to appear on the convicted vendor list. The name of the convicted person or affiliate is _____. A copy of the order of the Division of Administrative Hearings is attached to this statement

Proposer's Signature

Sworn to and subscribed before me on this _____ day of _____, 20__

(affix seal)

Notary Public Signature

DOMESTIC PARTNERSHIP CERTIFICATION FORM
THIS FORM MUST BE COMPLETED AND SUBMITTED AT TIME OF SUBMITTAL
FOR CONTRACTOR TO BE DEEMED RESPONSIVE

The Contractor, by virtue of the signature below, certifies that it is aware of the requirements of Section 2-197.1 of the City of Oakland Park's Code of Ordinances, "Requirement for city contractors to provide equal benefits to domestic partners", and certifies the following:

(Please check only one below)

- ☐ 1. The Contractor currently complies with the requirements of Section 2-197.1 of the City of Oakland Park's Code of Ordinances and provides benefits to domestic partners of its employees and the partners' dependents on the same basis as it provides benefits to employees' spouses and the spouses' dependents
- ☐ 2. The Contractor will comply with the requirements of Section 2-197.1 of the City of Oakland Park's Code of Ordinances at time of contract award and provide benefits to domestic partners of its employees and the partners' dependents on the same basis as it provides benefits to employees' spouses and the spouses' dependents
- ☐ 3. The Contractor will not comply with the requirements of Section 2-197.1 of the City of Oakland Park's Code of Ordinances at time of award
- ☐ 4. The Contractor does not need to comply with the requirements of Section 2-197.1 of the City of Oakland Park's Code of Ordinances at time of award because the following exemption applies: **(Please check only one below)**
 - ☐ The Contractor's price bid for the initial contract term is \$100,000 or less
 - ☐ The Contractor employs less than twenty-five (25) employees
 - ☐ The Contractor does not provide benefits to employees' spouses or spouse's dependents
 - ☐ The Contractor is a religious organization, association, society, or non-profit charitable or educational institution
 - ☐ The Contractor is a government entity
 - ☐ The Contractor cannot comply with the requirements of Section 2-197.1 of the City of Oakland Park's Code of Ordinances because it would violate the laws, rules or regulations of federal or state law or would violate or be inconsistent with the terms or conditions of a grant or contract with the United States or State of Florida. Indicate the law, statute or regulation _____, and attach explanation of its applicability.

I, _____, _____ of _____
(Name) (Title) (Contractor)

Hereby attest that I have the authority to sign this notarized certification and certify that the above-referenced information is true, complete and correct.

Signature

Print Name

DOMESTIC PARTNERSHIP CERTIFICATION FORM (continued)

STATE OF _____)

COUNTY OF _____)

SWORN TO AND SUBSCRIBED BEFORE ME this _____ day of _____, 20____

by _____, to me personally known ____ or produced

identification ____ type of identification produced: _____

Notary Public

My commission expires: _____ Signature of

(SEAL)

Print name of Notary Public

EXPERIENCE/REFERENCES

The following is a listing of references the contractor has supplied services to, with in the past five years. Please provide name and current contact information for references.

NAME OF AGENCY	
CONTACT PERSON, EMAIL ADDRESS & PHONE NUMBER	
PERIOD OF SERVICE	FROM: TO:

NAME OF AGENCY	
CONTACT PERSON, EMAIL ADDRESS & PHONE NUMBER	
PERIOD OF SERVICE	FROM: TO:

NAME OF AGENCY	
CONTACT PERSON, EMAIL ADDRESS & PHONE NUMBER	
PERIOD OF SERVICE	FROM: TO:

References may be attached separately.

MONTHLY MAINTENANCE FEE PROPOSALSCHEDULE"A"

The Contractor hereby bids the below listed prices for the monthly maintenance contract. The Contractor shall perform the following in accordance with Specifications and Scope listed in Description of Monitoring (Section II) and Preventative Maintenance (Section II) of this document.

Please note: price should be the cost of service per station/ per month

COST

Submersible Lift Station (34 stations): \$ ____ per station X 34 = ____ monthly charge

Grinder Type Simplex Lift Station (12 Stations) \$ ____ per station X 12 = ____ monthly charge

Stormwater Pump Stations 1, 2, 3 & 4: \$ ____ per station X 4 = ____ monthly charge

Stormwater Pump Station 5: ____ monthly charge

The above prices shall apply for any added and/or changed lift station in the City of Oakland Park system.

BID SCHEDULE "B"

HOURLY RATES for LABOR, MACHINE SHOP and EQUIPMENT "FORCE
MAINTENANCE"

LABOR:

Lift Station Mechanic-one (1) with truck and tools:

Monday-Friday 8:00am -4:30pm

Hourly Rate Bid: \$ _____

After normal work hours, weekends, & holidays Hourly Rate Bid: \$ _____

Lift Station Mechanic and Helper with truck and tools:

Monday-Friday 8:00am-4:30pm Hourly Rate Bid: \$ _____

After normal work hours, weekends, & holidays Hourly Rate Bid: \$ _____

Electronics Technician for Telemetry Repairs:

Monday-Friday 8:00am-4:30pm Hourly Rate Bid: \$ _____

After normal work hours, weekends, & holidays Hourly Rate Bid: \$ _____

Machine Shop Service:

Monday-Friday 8:00am-4:30pm Hourly Rate Bid: \$ _____

After normal work hours, weekends, & holidays Hourly Rate Bid: \$ _____

Crane Service w/Mechanic:

Monday-Friday 8:00am-4:30pm Hourly Rate Bid:\$ _____

After normal work hours, weekends, & holidays Hourly Rate Bid: \$ _____

Certified Electrician:

Monday-Friday 8:00am-4:30pm

Hourly Rate Bid: \$ _____

After normal work hours, weekends, & holidays

Hourly Rate Bid: \$ _____

All callouts for emergencies shall be at the force maintenance overtime rates if the call occurs.

- After 4:30pm until 8:00am Monday through Friday
- After 4:30pm Friday through 8:00am Monday

REPAIR PARTS & CRANE SERVICE: The City shall pay Contractor for all repair parts, or reverses the right to purchase repair parts or direct the Contractor to purchase said parts. The City reserves the right to assist the contractor in using crane truck on a case by case basis.

Prior authorization from the City's Public Works Director, Assistant Public Works Director, Utilities Manager or authorized representative will be required before any pump and motor repairs are made. The City of Oakland Park prefers factory authorized repair parts (no reconditioned seals). The City shall pay the Contractor for all pump and motor repairs or reserves the right to perform the repairs or direct the contractor to perform said repairs.

REPAIRS TO TELEMETRY EQUIPMENT

BID SCHEDULE "C"

Circuit board removal, repairs, and replacement:

Hourly cost dictated by Force Maintenance Bid Schedule

Base station equipment including Computer,radio, radio modem and printers to be repaired:

Hourly cost dictated by Force Maintenance Bid Schedule

Radio to be repaired:

Hourly cost dictated by Force Maintenance Bid Schedule

Antenna Replacement and Installation

\$ _____

Coaxial Cable Replacement and Installation

\$ _____

Note: The cost of parts and materials relative to the repairing and replacing Telemetry equipment shall be based on the Contractors wholesale price from the supply house plus a maximum of a 15% percent mark-up. (A mark- up on sales tax will not be allowed).

ATTACHMENTS

CITY OF OAKLAND PARK WASTEWATER LIFT STATIONS AND STORMWATER PUMP STATIONS

LIFT STATIONS					PUMP 1			PUMP 2			PUMP 3		
NO.	LIFT STATION	ADDRESS	TYPE	VOLTAGE	MAKE	MODEL	HP	MAKE	MODEL	HP	MAKE	MODEL	HP
1	1	1804 NE 45 Street	SUBMERSIBLE	480	FLYGT	NP-3153	20	FLYGT	NP-3153	20			
2	2	4209 NE 15 Avenue #2	SUBMERSIBLE	480	FLYGT	NP-3153	20	FLYGT	NP-3153	20			
3	3	4850 NE 13 Terrace	SUBMERSIBLE	240	FLYGT	NP-3153	20	FLYGT	NP-3153	20			
4	4	1750 NE 42 Street	SUBMERSIBLE	240	FLYGT	NP-3153	20	FLYGT	NP-3153	20			
5	5	3340 NE 20 Avenue	SUBMERSIBLE	240	FLYGT	NP-3153	20	FLYGT	NP-3153	20			
6	7	1810 EOPB	SUBMERSIBLE	240	FLYGT	NP-3085	3	FLYGT	NP-3085	3			
7	8	1698 EOPB	SUBMERSIBLE	240	EBARA	100DLMF618	25	EBARA	100DLMF618	25			
8	A-2	3625 NE 17 Avenue	SUBMERSIBLE	240	FLYGT	NP-3153	20	FLYGT	NP-3153	20			
9	B-1	3581 NE 12 Avenue	SUBMERSIBLE	480	FLYGT	NP-3301	85	FLYGT	NP-3301	85			
10	B-2	928 NE 48 Street	SUBMERSIBLE	240	FLYGT	NP-3153	20	FLYGT	NP-3153	20			
11	B2-A	4750 ne 7 ave	SUBMERSIBLE	240	FLYGT	NP-3102	5	FLYGT	NP-3102	5			
12	B-3	4920 NE 12 Avenue	SUBMERSIBLE	240	EBARA	100DLMF615	20	EBARA	100DLMF615	20			
13	C-1	3590 Andrews Avenue	SUBMERSIBLE	480	FLYGT	NP3231	90	FLYGT	NP3231	90	FLYGT	NP3231	90
14	C-2	840 NW 33 Street	SUBMERSIBLE	480	FLYGT	NP3171.091	34	FLYGT	NP3171.091	34			
15	C-3	3271 NW 3 Avenue	SUBMERSIBLE	240	FLYGT	CP3102	5	FLYGT	CP3102	5			
16	C-4	920 NW 38 Street	SUBMERSIBLE	240	FLYGT	CP3102	5	FLYGT	CP3102	5			
17	D-1	3301 NW 21 Avenue	SUBMERSIBLE	480	EBARA	150DLFU6454	60	EBARA	150DLFU6454	60			
18	D-2	4400 NW 18 Terrace	SUBMERSIBLE	480	EBARA	150DLFU6454	60	EBARA	150DLFU6454	60			
19	D-3	3700 NW 18 Avenue	SUBMERSIBLE	480	EBARA	150DLFU6454	60	EBARA	150DLFU6454	60			
20	D-4	3098 NW 21 Avenue	SUBMERSIBLE	480	EBARA	150DLFU6454	60	EBARA	150DLFU6454	60			
21	D4-A	2400 nw 27 st	SUBMERSIBLE	240	EBARA	100DLMF65.5	7.5	EBARA	100DLMF65.5	7.5			
22	D-5	3801 NW 10 Avenue	SUBMERSIBLE	240	FLYGT	CP3102	5	FLYGT	CP3102	5			
23	D-6	2901 W OPB	SUBMERSIBLE	240	EBARA	100DLMF63.7	5	EBARA	100DLMF63.7	5			
24	D-7	2700 NW 44 Street	SUBMERSIBLE	480	EBARA	150DLFU6454	60	EBARA	150DLFU6454	60			
25	D-8	4351 NW 21 Avenue	SUBMERSIBLE	240	FLYGT	CP3102	5	FLYGT	CP3102	5			
26	D-9	2751 NW 39 Street	SUBMERSIBLE	240	FLYGT	NP3102	5	FLYGT	NP3102	5			
27	D-10	2901 NW 44 Street	SUBMERSIBLE	240	FLYGT	CP3102	5	FLYGT	CP3102	5			
28	D-11	3500 N Oak Frst Dr	SUBMERSIBLE	480	EBARA	150DLFU6454	60	EBARA	150DLFU6454	60			
29	D-12	4900 Powerline Rd	SUBMERSIBLE	480	FLYGT	CP3152	20	EBARA	100DLMF615	20			
30	D-13	2203 WOPB	SUBMERSIBLE	480	FLYGT	CP3201	47	FLYGT	NP3202	45			
31	D-14	3308 N.W. 31 Terrace	SUBMERSIBLE	240	EBARA	80DLCMFU6112	15	EBARA	80DLCMFU6112	15			
32	ROCK ISL	2881 NW 19 Avenue	SUBMERSIBLE	240	FLYGT	NP3085	3.5	FLYGT	NP3085	3.5			
33	FARM STR	155 E Prospect Rd	SUBMERSIBLE	240	KSB	409550	4.5	KSB	409550	4.5			
34	MILBRAND	899 W Prospect Rd	SUBMERSIBLE	240	KSB	402329	10	KSB	402329	10			

GRINDER STATIONS

NO.	LIFT STATION	ADDRESS	TYPE	VOLTAGE	MAKE	MODEL	HP
1	G1	4421 NE 6 Terrace	SUBMERSIBLE	240	E-1	WR	1
2	G2	4438 NE 6 Terrace	SUBMERSIBLE	240	E-1	WR	1
3	G3	4441 NE 6 Terrace	SUBMERSIBLE	240	E-1	WR	1
4	G4	4489 NE 6 Terrace	SUBMERSIBLE	240	E-1	WR	1
5	G5	4488 NE 6 Terrace	SUBMERSIBLE	240	E-1	WR	1
6	G6	700 NE 45 Street	SUBMERSIBLE	240	E-1	WR	1
7	G7	719 NE 45 Street	SUBMERSIBLE	240	E-1	WR	1
8	G8	800 NE 45 Street	SUBMERSIBLE	240	E-1	WR	1
9	G9	803 NE 45 Street	SUBMERSIBLE	240	E-1	WR	1
10	G10	842 NE 45 Street	SUBMERSIBLE	240	E-1	WR	1
11	G11	860 NE 45 Street	SUBMERSIBLE	240	E-1	WR	1
12	G12	4444 NE 8 Avenue	SUBMERSIBLE	240	E-1	WR	1

STORMWATER PUMP STATIONS

					PUMP 1			PUMP 2			PUMP 3			PUMP 4		
NO.	PUMP STATION	ADDRESS	TYPE	VOLTAGE	MAKE	MODEL	HP	MAKE	MODEL	HP	MAKE	MODEL	HP	MAKE	MODEL	HP
1	1	1599 NW 38 Street	SUBMERSIBLE	480	EBARA	200DLFU6752	10	EBARA	200DLFU6752	10						
2	2	4410 NE 6 Terrace	AXIAL FLOW	240	AES-MOPS	401-322-31	2									
3	3	1110 E Floranada Rd	AXIAL FLOW	240	AES-MOPS	401-322-31	2									
4	4	4249 NE 11 Avenue	AXIAL FLOW	240	AES-MOPS	401-322-31	2									
5	5	3121 N Andrews Ave	AXIAL FLOW	480	MORRISON	VPS-12-11	15	MORRISON	VPS-32-32	75	MORRISON	VPS-32-32	75	MORRISON	VPS-32-32	75