

Solicitation 191778JSO

Service, Maintenance, and Purchase for Xylem and Caterpillar Equipment

Bid Designation: Public



Sarasota County

Bid 191778JSO

Service, Maintenance, and Purchase for Xylem and Caterpillar Equipment

Bid Number	191778JSO
Bid Title	Service, Maintenance, and Purchase for Xylem and Caterpillar Equipment
Bid Start Date	Sep 23, 2019 12:42:37 PM EDT
Bid End Date	Oct 23, 2019 2:30:00 PM EDT
Question & Answer End Date	Oct 11, 2019 5:00:00 PM EDT
Bid Contact	Jose Soto OFM - Procurement 861-5266 jsoto@scgov.net
Contract Duration	3 years
Contract Renewal	2 annual renewals
Prices Good for	120 days
Pre-Bid Conference	Sep 30, 2019 2:00:00 PM EDT Attendance is optional Location: Sarasota County Operations Center Conference Room # 2 1001 Sarasota Center Blvd. Sarasota, FL 34240
Bid Comments	Sarasota County ("County"), a political subdivision of the State of Florida, will receive bids on the date indicated in BidSync for the purpose of selecting a supplier or suppliers to provide the service, maintenance, and purchase of Xylem and Caterpillar equipment for an initial term of three years.
Required Vendor Qualifications	NO LOBBY, IMMIGRATION, LEGAL NAME

Item Response Form

Item	191778JSO-01-01 - CATEGORY 1 - CATERPILLAR BRAND: Caterpillar Bid Form
Quantity	1 each
Prices are not requested for this item.	
Delivery Location	Sarasota County <u>No Location Specified</u>
	Qty 1
Description	
Must upload a completed copy of 191778JSO_Caterpillar Bid Form for the purpose of identifying line item pricing. Required pursuant to Part I, Section 8.5.1.	

Item	191778JSO-01-02 - CATEGORY 1 - CATERPILLAR BRAND: Caterpillar Credentials - Required
Quantity	1 each

Prices are not requested for this item.

Delivery Location **Sarasota County**
No Location Specified

Qty 1

Description

Must upload credentials for the purpose of identifying the Bidder is authorized to perform corrective maintenance, supply original manufacture parts, and warranty work on Caterpillar equipment. Required pursuant to Part I, Section 4.1.1.

Item **191778JSO-01-03 - CATEGORY 1 - CATERPILLAR BRAND: Caterpillar Total Extended Bid Price**

Quantity **1 lump sum**

Unit Price

Delivery Location **Sarasota County**
No Location Specified

Qty 1

Description

Total extended bid price from Caterpillar Bid Form. (Required)

Item **191778JSO-02-01 - CATEGORY 2 - XYLEM BRAND: Xylem Bid Form**

Quantity **1 each**

Prices are not requested for this item.

Delivery Location **Sarasota County**
No Location Specified

Qty 1

Description

Must upload a completed copy of 191778JSO_Xylem Bid Form for the purpose of identifying line item pricing. Required pursuant to Part I, Section 8.5.2.

Item **191778JSO-02-02 - CATEGORY 2 - XYLEM BRAND: Xylem Credentials - Required**

Quantity **1 each**

Prices are not requested for this item.

Delivery Location **Sarasota County**
No Location Specified

Qty 1

Description

Must upload credentials for the purpose of identifying the Bidder is authorized to perform corrective maintenance, supply original manufacture parts, and warranty work on Xylem equipment. Required pursuant to Part I, Section 4.1.2.

Item **191778JSO-02-03 - CATEGORY 2 - XYLEM BRAND: Xylem Total Extended Bid Price**

Quantity **1 lump sum**

Unit Price

Delivery Location **Sarasota County**

No Location Specified

Qty 1

Description

Total extended bid price from Xylem Bid Form. (Required)

INVITATION FOR BIDS (“IFB”) - PART I

IFB #: 191778JSO

IFB TITLE: Service, Maintenance and Purchase of Xylem and Caterpillar Equipment

1.0 PURPOSE

Sarasota County (“County”), a political subdivision of the State of Florida, will receive bids on the date indicated in BidSync for the purpose of selecting a supplier or suppliers to provide service, maintenance, and the purchase of Xylem and Caterpillar equipment as stated herein for an initial term of three (3) years. Bidders are required to comply with Part II, Scope of Services.

2.0 BIDDER

2.1 For the purpose of this IFB, the term “Bidder” (also identified as “Offeror”) is defined as the legal entity submitting a bid and/or identified on the electronic bid submittal.

2.2 Bidders intending to submit a bid as a joint venture with another company must provide documentation attesting to the formation of that joint venture with their bid submittal.

2.2.1. Bidders proposing to engage in construction contracting as a joint venture or partnership must apply for registration with the State of Florida, Department of Business and Professional Regulation and any other state or local licensing agencies, as required by Florida State Statute 489.119, prior to the date bids are due.

3.0 BACKGROUND

Sarasota County recognizes the need for properly maintaining and servicing equipment to best serve the public. Sarasota County requires proper maintenance and service by qualified contractors of our 72 Xylem and 62 Caterpillar generators, pumps, ancillary parts, and equipment located throughout the County.

4.0 QUALIFICATIONS

4.1 Required Credentials

4.1.1. Category 1 – Caterpillar Equipment

- a. Bidder must provide credentials attesting they are an approved representative for Caterpillar equipment and authorized to perform corrective maintenance, supply original manufacture parts, and warranty work on said equipment.
- b. Failure to submit proof of required credentials at time of bid submittal may result in Bidder being declared non-responsive.

4.1.2. Category 2 – Xylem Equipment

- a. Bidder must provide credentials attesting they are an approved representative for Xylem equipment and authorized to perform corrective maintenance, supply original manufacture parts, and warranty work on

INVITATION FOR BIDS (“IFB”) - PART I

said equipment.

- b. Failure to submit proof of required credentials at time of bid submittal may result in Bidder being declared non-responsive.

4.2 Required Experience

4.2.1. Category 1 – Caterpillar Equipment – Bidder must provide a minimum of one (1) verifiable reference demonstrating their experience providing service, maintenance and parts for Caterpillar equipment within the past five (5) years.

- a. A single reference may be used to verify both preventive and corrective maintenance. Only references submitted at the time of bid submittal will be used to verify qualifications have been met.

4.2.2. Category 2 – Xylem Equipment – Bidder must provide a minimum of one (1) verifiable reference demonstrating their experience providing service, maintenance and parts for Xylem equipment within the past five (5) years.

- a. A single reference may be used to verify both preventive and corrective maintenance. Only references submitted at the time of bid submittal will be used to verify qualifications have been met.

5.0 ALTERNATES

5.1 Unless otherwise specifically provided in Part II of this IFB, reference to any equipment, material, article or patented process, by trade name, brand name, make or catalog number, shall be regarded as establishing a minimum standard of quality and shall not be construed as limiting competition.

5.2 If a Bidder wishes to make a substitution in the specifications, the Bidder shall furnish to the County the name of the manufacturer, the model number, and other identifying data and information necessary to aid the County in evaluating the substitution. Any such substitution shall be subject to County approval. Substitutions shall be approved only if determined by the County to be equivalent to the prescribed specifications.

5.3 To be considered, substitutions must be submitted electronically with the bid submittal.

5.4 A bid containing a substitution is subject to disqualification if the substitution is not approved by the County. Items bid must be identified by brand name, number, manufacturer and model, and shall include full descriptive information, brochures, and appropriate attachments.

6.0 PRE-BID CONFERENCE AND/OR SITE VISIT

6.1 All conferences and site visits will take place at the time, date and location specified in BidSync.

☐ There will be a mandatory pre-bid conference or site visit

☒ There will be a non-mandatory pre-bid conference or site visit

INVITATION FOR BIDS (“IFB”) - PART I

☐ No pre-bid conference or site visit is scheduled

- 6.2** Failure by a Bidder to attend a mandatory pre-bid conference or site visit will result in their bid being considered non-responsive.
- 6.3** When applicable, Bidders are advised to visit each location to familiarize themselves with all work areas. Failure to do so will in no manner relieve the Bidder from furnishing materials or services that may be required to carry out and complete the contract in accordance with the intent of the specifications listed herein.
- 6.4** Questions asked at a pre-bid conference will be formally answered via an addendum. Bidders shall not rely on oral communications.

7.0 SUBMITTAL INSTRUCTIONS

- 7.1** Bids must be submitted electronically in BidSync no later than the bid end date specified in BidSync. Bids submitted by any other method will not be accepted. The County assumes no responsibility for any bids received after the bid end date. Late submittals will not be accepted.
- 7.2** Bids submitted cannot be viewed by anyone other than the Bidder until the official bid opening occurs. Submitted bids will be made public in accordance with Florida Public Record laws found in Ch. 119, F.S.

8.0 SUBMITTAL DOCUMENTS

- 8.1 Electronic Forms** - The forms below are provided as attachments to this IFB. Failure to **complete** and submit any of the forms electronically with your submittal cause a Bidder to be declared non-responsive.

8.1.1. Reference Form – Minimum of one (1) verifiable reference is required for each Category bid. Bidders are not required to bid on both categories to be considered for award.

☒ Required ☐ Not Applicable

8.1.2. Local Business Certification – Select “N/A” on the Local Business Certification if you do not qualify as a local business.

☒ Required ☐ Not Applicable

8.1.3. Other: N/A

- 8.2 Required Qualification Documents** – All Bidders must complete the qualifications listed below in BidSync prior to the submittal due date and time. Failure to complete any of the required qualifications by the specified due date and time, may cause a Bidder to be declared non-responsive.

8.2.1. (REQUIRED) NO LOBBY: All Bidders must complete a No Lobby qualification in BidSync prior to the submittal due date and time.

INVITATION FOR BIDS (“IFB”) - PART I

- 8.2.2. **(REQUIRED) IMMIGRATION:** All Bidders must verify they meet Federal and State employment eligibility requirements by completing the Immigration Qualification (Employment Eligibility) in BidSync prior to the submittal due date and time.
- 8.2.3. **(REQUIRED) LEGAL NAME:** All Bidders must provide the legal name of the organization submitting the bid by completing the Legal Name qualification in BidSync prior to the submittal due date and time.
- 8.3 JV (Joint Venture):** Bidders submitting as a joint venture or partnership must complete the JV qualification (and upload all required joint venture documentation) in BidSync prior to the submittal due date and time.
- 8.4 PR (Public Records Disclosure):** Bidders claiming an exemption from public records disclosure under Florida public records law must complete the PR qualification (and upload all required documentation) in BidSync prior to the submittal due date and time.
- 8.5 Attached Documents:** The documents listed below are provided as attachments to this IFB and must be completed and **uploaded** as an attachment with your submittal. Failure to provide any of the required documents electronically with your bid submittal may be cause to declare a Bidder non-responsive.
- 8.5.1. **191778JSO_Caterpillar Bid Form** – Upload a completed copy to BidSync.
- ☒ Required for Caterpillar ☐ Not Applicable
- 8.5.2. **Caterpillar Equipment Credentials** – Upload a copy to BidSync.
- ☒ Required for Caterpillar ☐ Not Applicable
- 8.5.3. **191778JSO_Xylem Bid Form** – Upload a completed copy to BidSync.
- ☒ Required for Xylem ☐ Not Applicable
- 8.5.4. **Xylem Equipment Credentials** – Upload a copy to BidSync.
- ☒ Required for Xylem ☐ Not Applicable

9.0 AWARD

- 9.1** It is the intent of the County to award a contract to the responsive and responsible Bidder submitting the lowest price per category. Unless otherwise noted, Bidders must submit a price for every line item in a category to be considered for award of that category.
- 9.1.2. Category 1 – Caterpillar Equipment – A contract will be awarded to the lowest responsive and responsible bidder for Category 1.
- 9.1.1. Category 2 – Xylem Equipment – A contract will be awarded to the lowest responsive and responsible bidder for Category 2.
- 9.2** In the event of a tie, the IFB tie-breaking procedures identified in the Sarasota County Procurement Manual will apply.

INVITATION FOR BIDS (“IFB”) - PART I

9.2.1. To be considered, tied Bidders will be required to provide documentation certifying they have implemented a drug-free workplace program meeting the requirements stipulated in Section 287.087, Florida Statutes. Documentation must be provided within the time specified by the County at the time of request.

9.3 Local Preference

- ☒ In awarding this bid, preference shall be given to local businesses in accordance with Section 2-215 of the Sarasota County Procurement Code.
- ☐ Local preference does not apply in the award of this bid, due to Grant funding requirements.

10.0 PRICING

10.1 Contractor pricing submitted shall remain firm for the initial term.

10.2 As applicable, all trip charges, mileage, vehicle charges, travel time and labor are to be included in the hourly rate. Only time on the job site may be charged.

10.3 As applicable, estimated usage for each item is listed in the bid. This is an estimated figure only and no guarantee is made or implied as to the actual quantities that will be acquired under resulting contracts. Quantities listed herein are subject to increase or decrease during the term of the contract. In either occurrence, the Offeror will perform the work at the unit price as bid. The County, at its discretion, may authorize an initial contract for a greater not-to-exceed amount than that submitted by the Bidder.

11.0 COUNTY WORKPLACE POLICY COMPLIANCE

11.1 Smoking – Smoking is not permitted inside any County facility. Smoking is restricted to designated smoking areas outside a facility.

11.2 Parking – The Bidder’s representatives shall abide by all parking restrictions. The Bidder’s vehicles are subject to the same restrictions, limitations, fines and tickets as posted for any other vehicle. Where time limit restrictions exceed the required time to provide services, arrangements shall be made in advance.

11.3 Alcohol/Drugs – Service personnel under the influence of alcohol and/or non-prescription drugs are not permitted to work in County facilities. Any person known or thought to be under these influences will be escorted off County property.

11.4 Security - The Bidder must adhere to all Sarasota County security procedures. The Bidder’s work force shall be made up of persons legally authorized to perform work in the United States. The Bidder shall, at the County’s request, submit the following information for each of their employees: name, date of birth, social security number and green card (if applicable).

11.5 Identification - The Bidder shall require all employees to visibly wear identification while on County property. Said identification shall contain a color photograph of the employee, the name of the employee and the name of the company. The Bidder shall require all employees to wear a company uniform, which shall include the name of the employee and

**INVITATION FOR BIDS (“IFB”) - PART I**

the company. Persons not conforming to this requirement may be denied access to the building. Denial of access does not alleviate the Bidder’s responsibilities herein.

12.0 CONTINGENCY

☐ Only applicable if this box is checked.

If during the performance of construction or repair work, an unforeseen circumstance occurs that triggers an additional expense, a contingency of up to 10% may be allowed. Any use of contingency funds is subject to the written approval of the County project manager, and any unused contingency shall not be paid out as a part of any final payment.

PART II SCOPE OF SERVICES

The following applies to both Category 1 and Category 2 with the exception of Section 3, Load Testing which only applies to Category 1.

1. CONTRACTOR RESPONSIBILITIES

- A. The Contractor shall furnish all the labor, equipment, and materials required to perform the work as described herein in accordance with manufacturer's specifications on equipment.
 - i. All pricing shall be inclusive of supervision, driving time, and all other expenses necessitated to perform any preventive or corrective maintenance.
 - ii. Labor costs are inclusive of on-site and shop costs.
- B. The Contractor shall maintain a safe and clean work zone and comply with all Federal, State, and local laws, ordinances, codes, and regulations.
- C. The Contractor shall have at least one employee on site that can effectively communicate in English with the County staff and the public.
 - i. All Contractor's personnel shall have access to cell phone or radio to communicate with the Contractor or the County.
- D. The Contractor shall provide a qualified employee who shall be present during the course of work, who shall act as a fully authorized agent of the Contractor and who is capable of making on-site decisions. The agent shall be knowledgeable about all procedures and practices applicable to the contracted service requirements and conditions.
- E. The Contractor shall be responsible for damages to County or third-party property caused by the Contractor or their employees. Restoration shall be made to the County's satisfaction.
- F. The Contractor shall document and report all safety-related incidents on the project site immediately to the County's Site Manager and the County's Administrative Agent.
- G. The Contractor shall participate in performance or project report meetings as deemed necessary by the County.
- H. All Contractor's vehicles shall have identification and be equipped with proper safety equipment as deemed required by transportation authorities.
- I. When requested by the County's Administrative Agent and within five business days of request, the Contractor shall provide a written contingency plan for an All Hazards, Emergency Response Plan which shall identify pre-

PART II SCOPE OF SERVICES

event and post-event preparations for their equipment on site and their continuity of operations program. The Contractor shall address reliability in their All Hazards Emergency Response Plan to show how their continuity of operations in adverse situations will meet the reliability expectations of the County. For instance: tropical storm, hurricane or similar adverse conditions.

- J. The Contractor shall document and coordinate with County personnel in correcting any malfunction or repair of any equipment or system.
- K. The Contractor shall sign in and sign out where required.

2. COUNTY'S RESPONSIBILITIES

- A. The County shall ensure the Contractor with adequate space for the equipment and materials required to perform their work.
- B. The County will ensure there is a continuous supply of electricity during work and also ensure all circuit breakers are ground-fault protected.

3. LOAD TESTING

- A. Load Testing is only applicable to Category 1 - Caterpillar equipment.
- B. The County reserves the right to request a load test with a Portable Load bank.
 - i. The test shall last one hour.
 - ii. A written load test report shall be submitted to the County representative requesting the test within one week of completion.
 - iii. When requested, this load test shall be required once per year.
 - iv. The price for providing this test shall be quoted by the Contractor in advance, as per the unit fees provided as bid line items 7 and 8 under Corrective Maintenance.
 - v. At no time shall the Contractor be authorized to transfer load to any generator set without the prior approval of the County representative responsible for the generator set.
- C. The Contractor shall change equipment motor oil and filter, coolant, fuel, and air filters as specified by the manufacturer and submit documentation showing proper and legal disposal of the used oil and filters. Documentation shall be provided to the County representative within one week of disposal.

PART II SCOPE OF SERVICES

- i. The Contractor shall change equipment motor oil and filter and inspect hoses and belts (replacing as necessary) every 500 hours of operation or annually, whichever comes first or according to the manufacturer's maintenance specifications if they call for more frequent intervals.
- ii. Inspection of air filters every 1,000 hours of operation or annually, whichever comes first or according to the manufacturer's maintenance specifications if they call for more frequent intervals.

4. PREVENTATIVE MAINTENANCE

- A. Preventative Maintenance shall be performed on a routine basis as prescribed in the Fee Schedule. At the start of the Contract, the County and the Contractor shall create a mutually agreeable schedule for Preventative Maintenance. The Contractor shall perform routine maintenance and testing procedures on equipment in accordance with manufacturer's specifications and follow the Operations & Maintenance (O&M) specifications for the equipment for startup, shutdown, and malfunction response plan. In addition, Contractor shall also comply with all other requirements outlined under this section.
- B. The Contractor shall review previous test reports, and if necessary, consult County's representative for their comments on performance and knowledge of present test schedule.
- C. The Contractor shall document and coordinate with County personnel of any deficiencies of equipment or systems found during Preventative Maintenance.
 - i. Deficiencies found during Preventative Maintenance shall be repaired pursuant to Section 6, Corrective Maintenance.
- D. The Contractor shall make 360 degree walk around physical inspection.
- E. The Contractor shall only use original equipment from the manufacturer.
- F. The Contractor shall perform the following checks on the engine mounted radiator cooling system:
 - i. Cooling level.
 - ii. Inhibitor strength.
 - iii. Anti-freeze strength.
 - iv. Cap seal-spring tension.

PART II SCOPE OF SERVICES

- v. Hose condition plus clamps.
- vi. Re-check level after starting.
- vii. Current run hours.
- G. The Contractor shall check if the inlet and discharge louvers open properly on the air handling system.
- H. The Contractor shall perform the following on the air induction system:
 - i. Air cleaner-remove and perform a light test.
 - ii. Observe turbo wheel - free - play – check for dirt inside the air cleaner.
 - iii. Check air cleaner gasket seal.
- I. The Contractor shall perform the following on the fuel system:
 - i. Check main tank level.
 - ii. Check for water and sediment.
 - iii. Check for algae.
 - iv. Drain water and sediment from day tank.
 - v. Test level controls and alarms.
 - vi. Check fuel transfer pump.
 - vii. Clean primary filter.
 - viii. Visually inspect complete fuel piping system.
 - ix. Secure vents and bleed screws.
 - x. Observe fuel pressure.
 - xi. Inspect condition of flex fuel lines.
- J. The Contractor shall perform the following on the starting system:
 - i. Conduct startup in accordance with the O&M Manual.
 - ii. Check jacket water temperature before starting.

PART II SCOPE OF SERVICES

- iii. Cycle thermostat on jacket water heater.
- iv. Check battery voltage, charger on.
- v. Turn charger off, check electrolyte.
- vi. Check battery terminals, inner connectors.
- vii. Perform voltage drop test.
- viii. Start engine, then time initial crank to load voltage time starter disengagement.
- ix. Verify that the engine's idle time during start up is less than 30 minutes. If the idle time during start up is 30 minutes or more, coordinate with County personnel to adjust the idle time during startup to be less than 30 minutes.
- x. Check starting and control connections in junction box, cranking panel and automatic transfer switch.
- xi. Check relays in cranking panel.
- xii. Turn battery charger on. Observe charge rate, voltage.
- K. The Contractor shall perform the following on the governor, hydraulic type:
 - i. Test remote motor control if applicable.
 - ii. Check and lubricate linkage.
 - iii. After starting check stability and response.
- L. The Contractor shall check the safety shut-off and alarms for proper operation.
- M. The Contractor shall start, observe and log the following on the engine and generator instruments:
 - i. Jacket water temperature
 - ii. Oil pressure
 - iii. Fuel pressure
 - iv. Alternating Current (AC) ammeter

PART II SCOPE OF SERVICES

- v. AC voltmeter
- N. If any readings are suspect, the Contractor shall verify with the master instrument.
- O. For any generators with Continuous Parameter Monitoring Systems (CPMS), the Contractor shall operate and maintain the CPMS system in accordance with the CPMS Monitoring Plan in the O&M Manual.
 - i. Collect, monitor, and document continuous data from the CPMS system showing the engine is operating within the emission and operating limitations to be provided.
 - ii. If at any time the emission or operating limitations are not met, it must be documented and promptly reported to County personnel along with recommendations for corrective action immediately.
- P. The Contractor shall check unit for vibration both horizontal and vertical.
- Q. The Contractor shall check crankcase pressure.
- R. The Contractor shall check and maintain the Crankcase Ventilation System in accordance with O&M Manual.
- S. The Contractor shall observe exhaust characteristics including, but not limited to, flexibility, any condensation build up, soot deposits, and the like.
- T. The Contractor shall prep any rust spots on fuel tank and then spray with a rust inhibiting, outdoor, heat tolerant, metal spray paint in black.
- U. The Contractor shall check the following on the lube oil:
 - i. Check level before starting, drain or fill.
 - ii. Check records for service date.
- V. The Contractor shall perform the following on the generator:
 - i. Inspect and lubricate rear bearing if necessary.
 - ii. Observe air gap, dirt build-up on rotating parts.
 - iii. Inspect all loose wiring for wear.
 - iv. Verify good AC connections.
 - v. Check terminal connections to voltage regulator and field.

PART II SCOPE OF SERVICES

- vi. Check and lock voltage adjust rheostat, droop potentiometer and gain control.
 - vii. Use a Megger to measure all phases to ground (not necessary in dry indoor applications).
 - viii. Observe air flow and balance while running
 - ix. Secure all screens, clean if necessary.
 - x. Record regulation, response time and stability.
- W. The Contractor shall perform the following on the exhaust system:
- i. Inspect for possible leaks and fire hazard.
 - ii. Drain moisture traps.
 - iii. Check for allowance for growth at full load.
 - iv. For engines requiring, operate and maintain the Oxidation Catalyst in accordance with the O&M Manual and manufacturer's instructions. The Contractor shall document and coordinate with County personnel in correcting any malfunction of the Catalyst system.
- X. The Contractor shall perform the following on the automatic transfer switch:
- i. Lubricate solenoid plunger and mechanical linkage.
 - ii. Verify condition of all load contacts.
 - iii. Check operation of:
 - a. Time delay-engine start.
 - b. Time delay-retransfer.
 - c. Cool down timer.
 - d. Clock exerciser.
- Y. The Contractor shall perform the following during termination of test:
- i. Cranking control-on automatic.
 - ii. Circuit breaker-closed.

PART II SCOPE OF SERVICES

- iii. Voltage regulator switch on (fuse good).
 - iv. Phase selector switch 1-2-3 position.
 - v. Battery charger on.
 - vi. Fuel transfer pump-on.
 - vii. Fuel valves-open.
 - viii. Jacket water heater-on.
 - ix. Remote radiator fan-on.
 - x. Auxiliary water pump-on.
 - xi. Louvre motor control feed-on
 - xii. Jacket water shutoff valves-open.
 - xiii. For the engines with CPMS, conduct shutdown in accordance with the O&M Manual.
- Z. The Contractor shall also perform the following preventative maintenance inspections at a generator site:
- i. Fuel Cell
 - ii. Day Tank(s) for fuel
 - iii. Fuel lines and peripheral devices
 - iv. Fuel leak detection systems
 - v. Air intake and exhaust systems
 - vi. Engine exhaust systems
 - vii. Battery charging systems
 - viii. Generator set(s)
 - ix. Transfer switches
 - x. Oxidation Catalyst
 - xi. Continuous Performance Monitoring System (CPMS)

PART II SCOPE OF SERVICES

xii. Crankcase Ventilation System

AA. The Contractor shall also perform the following preventative maintenance inspections at a pump site:

- i. Inspect pump and remove dirt, debris, tools, etc. Open volute and discharge drains valves and remove any product from pump. Visually inspect volute from suction flange for any obstructions and remove accordingly.
- ii. The Contractor shall check for proper front and rear wear plate clearances with impeller.
- iii. The Contractor shall disconnect ejector assembly and inspect for wear and condition of O rings and nozzle, clean venturi, remove housing, and check condition of ball, seat and screen.
- iv. The Contractor shall drain oil from mechanical seal and replace.
- v. The Contractor shall check and replenish grease at Motor Adaptor.
- vi. The Contractor shall check compressor timing belt tension.
- vii. The Contractor shall inspect compressor oil for damage, air lines, and leaks.
- viii. If pump is trailer mounted, check for proper operation of jack stands, tire pressure, wheel bearings, fuel tank cap, and hitch fittings.
- ix. Record vacuum gauge readings.

BB. The Contractor shall perform, upon request, an "Operability Test" on each generator in compliance with applicable regulations and codes that meet or exceed the requirements of the agency having jurisdiction over that generator. This Operability Test shall be furnished to the County within thirty days of the request and shall be invoiced at the Service Technician Regular Hourly rate.

5. AS NEEDED REPORTING REQUIREMENTS

A. The Contractor shall complete an inspection/checklist form to report on all tests performed and submit this form to the County contact responsible for that particular generator. This form submittal is required, and invoices will not be approved for payment until the completed form has been submitted to the County's satisfaction. The County shall approve the inspection sheet used by the Contractor prior to first use. The Contractor must note any deficiencies or significant problems and report them to the user department

PART II SCOPE OF SERVICES

within 24 hours of finding. All maintenance records and completed inspection forms shall be submitted to the County within three days of maintenance being performed. Maintenance records are required to be kept on site for two years.

- B. The Contractor shall provide an annual inspection summary report listing all generators maintained and/or serviced for the previous 12 months and submit to the user department representative and County Administrative Agent by January 30 each year.
- C. The Contractor shall comply with all reporting requirements of 40 Code of Federal Regulations (CFR) Part 63, Subpart ZZZZ, 40 CFR Part 60, Subpart JJJJ, 40 CFR Part 60, Subpart IIII, and Florida Department of Environmental Protection for all generators listed in these Technical Specifications.
 - i. The Contractor shall prepare and submit to the County Administrative Agent the required semi-annual reports 30 days prior to the reporting date required under the rule.
 - ii. The Contractor shall prepare and submit to the County Administrative Agent all required notifications 30 days prior to the notification date required under the rule.

6. CORRECTIVE MAINTENANCE / RESPONSE TIME

- A. On an as-needed basis, the Contractor shall perform Corrective Maintenance service. Corrective Maintenance is defined as unscheduled maintenance events and services.
- B. Service requests shall be dispatched by the County by means of a telephone call or e-mail and followed up with a Work Order (WO). This work order number must be referenced on all correspondence to each job including the final invoice to the County.
- C. The Contractor shall be issued a Purchase Order (PO). The PO will be accompanied by a WO which will identify the location and describe the work to be performed with the required deadline to complete the work, as well as the County's contact for the site.
- D. The County shall designate all service requests as either an emergency or a non-emergency situation.
- E. Dispatch:
 - i. Non-Emergency/Regular hours: The Contractor shall verbally respond to the initial request for maintenance or repair service within twenty-four

PART II SCOPE OF SERVICES

hours. The County reserves the right to schedule time and dates for non-emergency services to be performed.

- a. When a project estimate is requested by the County, the Contractor shall verbally respond to the initial request within 24 hours and provide the written estimate within five business days of the initial request.
- ii. Emergency/After Hours: The Contractor shall verbally respond to the initial request for emergency repair service within one hour of notification and shall have a qualified service person on the job site within two hours of the initial request.
 - a. The Contractor shall provide a cellular telephone number for 24-hour contact between Sarasota County representatives and the Contractor's representative.
- F. In the event repairs cannot be completed with the initial response, the Contractor shall make every effort to provide limited repair to the equipment such as that it can function effectively until complete restoration can be made.
- G. The Contractor shall respond in writing as to the status of all work within 24 hours.
- H. The Contractor shall complete work orders no more than thirty business days after receipt. Any request for extension must be approved in writing by the County Site Manager identified on the Work Order

7. COUNTY WORK MANAGEMENT SYSTEM (WMS)

- A. The County operates a computer-based work management system (WMS). The Contractor shall utilize the WMS via an Internet website for receiving work orders and reporting performance. The Contractor's employees designated to schedule and manage work may attend a WMS training session provided by the County to learn how to properly use the website. This training session is expected to last no longer than four hours. The costs associated with this training and utilization of the WMS shall be considered overhead and incidental to the Contract. There is no separate payment for the Contractor's attendance at the WMS training. There is no requirement to purchase software for utilizing the WMS. End user is only required to install a specific web-browser in order to access the WMS website.
- B. End user shall maintain computing equipment with the following minimum specifications to run the County's WMS:

PART II SCOPE OF SERVICES

- i. Any tablet, device, or personal computer running the latest IOS or Windows operating systems.
- ii. Safari or Chrome is required to access the website.
- iii. High speed internet connection

8. NEW EQUIPMENT, PARTS, MATERIALS

- A. If new equipment and additional parts or material are necessary to repair or replace an existing piece of equipment, the Contractor shall furnish a written quote to the County. The quote shall include the Contractor's evidence of the direct cost for parts and materials, plus the markup percentage as listed on the contract's approved fee schedule. Only after approval from the County shall the Contractor supply the products.
- B. The County reserves the right to directly purchase equipment or parts for the Contractor to install without the addition of the Contractor's percentage markup. Sarasota County may directly purchase any parts in order to provide cost savings, when applicable, in terms of requirements.
- C. All parts supplied or installed shall meet original equipment manufacturer (OEM) specifications.

9. SUBCONTRACTING

- A. Any use of subcontractors must be pre-approved in writing by the County. Changes to subcontractors shall not be permitted without prior written approval from the County.
- B. The Contractor shall be reimbursed for the cost of the subcontractor plus the percent markup listed on the contract Fee Schedule.
- C. Copy of the subcontractor's invoice to the Contractor must be submitted with Contractor's invoice.

10. SUPERVISION AND INSPECTIONS

The County will randomly visit all buildings/facilities to ensure that the Contractor's schedules and performance are in accordance with all specifications listed herein.

11. BACKGROUND CHECKS

- A. Contractor's personnel may be required to have unescorted access to judicial offices and other areas containing certain criminal justice records and is now required by federal and state law to submit to an electronic criminal background check, fingerprinting and a biannual short training

PART II SCOPE OF SERVICES

program provided by the Florida Department of Law Enforcement (FDLE). An authorization and consent for release of personal information form must be completed and acknowledges that Sarasota County Government and the Sarasota County Sheriff's Office may conduct an investigation of criminal history information on file in local, state or federal agencies. A Secure CJIS Facilities Addendum is attached hereto and incorporated herein, and details the security requirements.

- B. All Contractor personnel who will perform services in designated Sarasota County facilities must pass FDLE's Criminal Justice Information Services (CJIS) background checks. Sarasota County will provide the forms to the Contractor for completion. Said forms will be forwarded to the County to perform the background checks for acceptance or rejection before the Contractor's personnel may enter County facilities to provide the services herein described.
- C. The County reserves the right, in its sole discretion, to preclude or deny access to any person known to be or thought to be a security risk. Failure of the Contractor's personnel who will perform services in Sarasota County facilities to pass the CJIS clearance may result in termination of the Contract.
- D. The Contractor shall ensure that unauthorized persons cannot gain access to rooms, areas, or building under the control of its personnel. At no time shall the Contractor violate building and/or room security by propping doors open and leaving them unattended, unless the County has provided its own security door monitor. All entrance and exit doors shall be secured at all times.
- E. Contractor staff working in the Judicial Center for the 12th Judicial Circuit Court will also be required to complete an "Authorization and Consent for Release of Personal Information and Criminal Background Check" form provided by the Court.
- F. All work performed at the County's jail facilities shall require the Contractor's employees to provide a Vendor Tool Inventory pursuant to the rules and regulations of the Sarasota County Sheriff's Office. The County's jail facilities shall provide the Contractor's employees with the Vendor Tool Inventory form to complete as directed by County Jail staff. The Vendor Tool Inventory form requires the Contractor to list all inventory brought into the jail and out of the jail, which shall be verified by County jail staff. The Contractor's tools, supplies, and equipment shall, at all times, remain in the direct physical possession and control of the Contractor. Any missing tools, supplies, or equipment shall be reported to the Jail Receiving Deputy or designee as soon as it is known.

PART II SCOPE OF SERVICES

12. SECURITY REQUIREMENTS

- A. The Contractor shall not fraternize with inmates or otherwise engage in activities with inmates that could endanger anyone's life, liberty, or property, or disrupt detention or court operations. The Contractor shall not pass or deliver any item or information to inmates or from one inmate to another inmate or accept or provide any gift from an inmate.
- B. The Contractor shall permit the security of the institution to be maintained at all times. Contractor shall cooperate fully with agency authorities regarding institution security; security measures under the general direction of the agency and the maintenance supervisors shall be observed.

13. PERMITS

The Contractor is responsible for determining if a permit is required for any Work Order and shall obtain all necessary permits. The Contractor's invoices for permits must include supporting documentation, clearly showing the cost paid out-of-pocket by the Contractor for the permit. The Contractor shall be reimbursed for the cost of the permit fee only. No percent markup shall be paid to the Contractor for permit fees.

14. WARRANTY

All work and materials provided by the Contractor shall be fully warranted from the date of County's acceptance of the work for a period of one year, or for the standard warranty period provided by the Contractor or by the materials manufacturer, whichever is greater.

15. HOURS OF WORK

- A. Standard working hours are defined as Monday through Friday between 7:00 a.m. - 5:00 p.m.
 - i. Weekend, after/early hours, and Holiday work may be performed upon written approval of the County. There shall be no additional cost considered for working these hours for convenience.

16. INVOICING

- A. The Contractor's Corrective Maintenance invoices shall include the PO and WO numbers.
- B. The Contractor shall provide supporting documentation for each invoice submitted to the County.

PART II
SCOPE OF SERVICES

- C. All Preventive Maintenance shall be provided during normal business hours at the rate provided on the Fee Schedule for Preventive Maintenance.
- D. All Corrective Maintenance provided during normal business hours will be paid at the Non-Emergency/Regular Hours hourly rate as provided on the fee schedule.
- E. All Corrective Maintenance provided after normal business hours must be pre-approved in writing by the County's project manager and shall be paid at the Emergency/After Hours hourly rate provided on the fee schedule.
- F. Emergency service-related calls shall only be performed with written approval of the County and shall be paid at the Emergency/After Hours hourly rate provided on the fee schedule.
- G. The Contractor shall only invoice for time spent on the job at the rate listed on the fee schedule. Hourly charges are to begin when the appropriate technician arrives at the jobsite. All trip charges, mileage, vehicle charges, travel time and labor shall be included in the hourly rate as outlined in the solicitation bid documents.
- H. The Contractor's invoices for parts and equipment shall include a documentation clearly showing the total cost paid by the Contractor for the equipment, parts and materials and show the percent markup, as listed on the fee schedule.
- I. The Contractor's invoices for subcontracted services shall include a copy of the subcontractor's invoice to the Contractor and show the percent markup, as listed on the fee schedule.

SECURE CJIS FACILITIES ADDENDUM

Physical and logical access to secure facilities

I. BACKGROUND

The FBI Criminal Justice Information Services (hereinafter referred to as "CJIS") Security Policy Version 5.6 mandates all agencies connected to the FBI CJIS systems adhere to regulation set forth within the CJIS Security Policy (hereinafter referred to as CSP). Part of the Security Policy outlines directives dealing with personnel security. Included within the term "personnel" are all individuals who are utilized by criminal justice agencies to implement, deploy, and/or maintain the computers and/or networks of the criminal justice agency which are used to access FBI CJIS systems. These individuals include city/County IT personnel, and private contractors.

The subject of non-criminal justice governmental personnel and private contractors is addressed in Sections 5.1.1.4 of the CJIS Security Policy and in the Security Addendum, which can be found in Appendix H. These sections include information on documentation which should be maintained in order to remain in compliance with the Security Policy.

II. PURPOSE

This Addendum establishes procedures and policies that will guide the parties to comply and adhere to the CJIS Security Policy pertaining to non-governmental personnel and private contractors.

These procedures will include the incorporation of the latest Security Addendums, fingerprint based background check, and the appropriate level of Security Awareness Training.

III. BACKGROUND CHECKS

It may at times be necessary for contracted personnel to have unescorted access to judicial offices and other area containing certain criminal justice records/information. Before access is allowed, contracted personnel must complete a fingerprint passed back ground check as stated in CSP.

An authorization and consent for criminal background check form will be provided by the Sheriff/County. All contracted personnel who will provide the services herein described are required to complete, sign and return the authorization form. By signing the authorization and consent for release of personal information form, the contractor's personnel acknowledge that Sarasota County Government and the Sarasota County Sheriff's Office may conduct an investigation of criminal history information on file in local, state and national databases. The contractor shall forward the completed forms to Sarasota County Sheriff's Office Local Agency Security Officer (LASO) to perform the background checks for acceptance or rejection.

III. APPROVAL AND REPLACEMENT OF PERSONNEL

The Sheriff/County shall have the right to approve all contractor personnel assigned to provide services to secure CJIS facilities. Prior to providing services, the contractor shall provide at least 10 days written notice of the names and qualifications of the contractor personnel assigned to perform the services pursuant to the agreement. The contractor and any subcontractor being used by the contractor will be required to comply with the Criminal Justice Information Security Policy (CSP).

The Sheriff/County, on a reasonable basis, shall have the right to require the removal or replacement of any of the contracted personnel performing services, at any time during the term of the agreement. The Sheriff/County will notify the contractor in writing in the event the Sheriff/County requires such action. The contractor shall accomplish removal within forty-eight (48) hours after receipt of the notice from the Sheriff/County and shall promptly and within a time framed agreed by both parties replace such person with another person, acceptable to the Sheriff/County. The Sheriff's Office LASO and/or County shall be notified as soon as possible if any contracted employee is no longer employed by the contractor or providing further service to the Sheriff/County.

IV. REMOTE ACCESS

Any contractor requiring remote access will be provided with administrative level unique log-in credentials to all servers, networks, databases and work stations that will be involved in the specific project. The remote connection will be secured via an approved FIPS 140-2 encrypted method. Contractors/vendors shall not disclose to any third parties any information contained in the Sheriff/County servers, networks, databases and workstations and shall not disclose any information to other employees of the contractor unless directly related to the services provided.

PART III – INSURANCE REQUIREMENTS

CONTRACTOR'S INSURANCE

Contractor shall, on a primary basis and at its sole expense, maintain in full force and effect, at all times during the life of this Contract, insurance coverage (including endorsements) and limits as described herein. These requirements, as well as the County's review or acceptance of insurance maintained by Contractor, are not intended to and shall not in any manner limit or qualify the liabilities or obligations assumed by Contractor under this Contract.

Insurance requirements itemized in this Contract and required of the Contractor shall extend to all subcontractors to cover their operations performed under this Contract. The Contractor shall be responsible for any modifications, deviations, or omissions in these insurance requirements as they apply to subcontractors.

Insurance carriers providing coverage required herein must be licensed to conduct business in the State of Florida and must possess a current A.M. Best's Financial Strength Rating of A- Class VII or better.

Each insurance policy required by this Contract shall apply separately to each insured against whom claim is made and suit is brought, except with respect to limits of the insurer's liability.

The Contractor shall be solely responsible for payment of all premiums for insurance contributing to the satisfaction of this Contract and shall be solely responsible for the payment of all deductibles and retentions to which such policies are subject.

Contractor shall furnish Certificates of Insurance to the County Administrative Agent evidencing the types and amounts of coverage, including endorsements, required by this Contract prior to commencement of work and prior to expiration of the insurance contract, when applicable. Such Certificate(s) of Insurance shall, to the extent allowable by the insurer, include a minimum thirty (30) day notice of cancellation (10 days for non-payment of premium) or non-renewal of coverage. Notwithstanding these notification requirements, the Contractor will be required to provide County with 5-day prior written notice of any policy cancellation or non-renewal.

The County reserves the right to review, modify, reject, or accept any required policies of insurance, including limits, coverage, or endorsements, herein from time to time throughout the term of this Contract. County reserves the right, but not the obligation, to review and reject any insurer providing coverage due to its poor financial condition or failure to operate legally.

A. WORKERS' COMPENSATION: Contractor agrees to maintain Workers' Compensation insurance in accordance with Florida Statutes, Chapter 440. Employers Liability to be included with a minimum limit of \$100,000.00 per accident/per disease/per employee. If work is to be performed over or adjacent to navigable water and involves maritime exposure, applicable LHWCA, Jones Act, or other maritime law coverage shall be included.

In the event the Contractor has "leased" employees, the Contractor or the employee leasing company must provide evidence of a Workers' Compensation policy for all personnel on the worksite.

PART III – INSURANCE REQUIREMENTS

Contractors who are exempt from Florida's Workers' Compensation law must provide proof of such exemption issued by the Florida Department of Financial Services, Bureau of Workers' Compensation.

- B. COMMERCIAL GENERAL LIABILITY:** Contractor agrees to maintain Commercial General Liability per ISO form CG0001 or its equivalent, including but not limited to coverage for premises and operations, personal injury, products & completed operations, liability assumed under an insured contract, and independent contractors with limits of not less than \$1,000,000.00 each occurrence, \$2,000,000.00 aggregate covering all work performed under this Contract. Contractor agrees to endorse **Sarasota County Government** as an additional insured on the Commercial General Liability coverage.
- C. BUSINESS AUTOMOBILE LIABILITY:** Contractor agrees to maintain Business Automobile Liability with limits not less than \$500,000.00 combined single limit for each accident covering all Owned, Non-Owned & Hired automobiles used in the performance of this Contract. In the event Contractor does not own automobiles, Contractor agrees to maintain coverage for Hired & Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

If the Contractor is shipping a product via common carrier, the contractor shall be responsible for any loss or damage sustained in delivery/transit.

GENERAL TERMS AND CONDITIONS OF SOLICITATIONS

1.0 DEFINITIONS

- 1.1 *County* shall mean Sarasota County.
- 1.2 *Offer* shall mean the response submitted by an offeror to the County's solicitation.
- 1.3 *Offeror* shall mean the legal entity or individual submitting an offer to the County in response to a solicitation. Offeror may also be referred to in solicitation documents as bidder, consultant, firm, proposer, vendor or contractor.
- 1.4 *Evaluation Committee* shall mean those individuals approved by the Procurement Official, or designee, to evaluate offers.

2.0 AVAILABILITY OF DOCUMENTS

- 2.1 All documentation related to Sarasota County solicitations is available through BidSync at www.bidsync.com.
- 2.2 It is solely the responsibility of each offeror to ensure they have obtained current copies of all documents issued by the County in relation to any solicitation.
- 2.3 Only documents obtained directly from BidSync (www.bidsync.com) are official versions. Offerors who rely on any other sources for such documents, do so at their own risk.

3.0 QUESTIONS & ADDENDA

- 3.1 Any inquiries, suggestions or requests concerning interpretation, clarification or additional information pertaining to the solicitation shall be submitted electronically through BidSync. All questions must be received no later than the deadline specified in the solicitation. No verbal requests for information will be honored.
- 3.2 The electronic response posted in BidSync or the posting of an addendum in BidSync are the only official methods whereby interpretation, clarification or additional information will be provided. It shall be the responsibility of each offeror, prior to submitting their offer, to visit BidSync and determine if addenda were issued and to make such addenda a part of their offer.
- 3.3 The County shall not be responsible for oral interpretations or representations made by County employees, representatives or third parties. Any questions raised at a pre-solicitation meeting will be formally answered in an addendum.
- 3.4 By submitting an offer, offerors acknowledge receipt of any and all issued addenda, and agree to the provisions of each.

4.0 PUBLIC MEETINGS

Notice of any public meetings pertaining to this solicitation shall be posted on the County calendar at www.scgov.net.

5.0 RESPONSIVENESS TO SOLICITATION REQUIREMENTS

- 5.1 To be responsive, an offeror shall submit an offer that conforms in all material respects to the requirements set forth in the solicitation.
- 5.2 Failure to submit the required forms and information in the

manner specified may result in the offer being found non-responsive, at the sole discretion of the County.

- 5.3 Offerors are required to submit pricing on forms supplied by the County. Offers, may be deemed non-responsive if required forms are not used and duly signed by an authorized representative of the offeror.
- 5.4 Offerors submitting more than one bid form or price proposal in response to a solicitation may be deemed non-responsive.
- 5.5 The County objects to and shall not consider any additional terms or conditions submitted by an offeror, including any appearing in documents attached as part of an offeror's offer. In submitting its offer, offeror agrees that any additional terms or conditions, whether submitted intentionally or inadvertently, shall have no force or effect. Failure to comply with terms and conditions, including those specifying information that must be submitted with an offer, shall be grounds for rejecting an offer.

6.0 QUALITY GUARANTEE

- 6.1 Unless otherwise specifically provided in the specifications, all equipment, materials and articles incorporated in the work covered by any resulting contract shall be new and of the most suitable grade for the purpose intended.
- 6.2 If any product/service delivered does not meet performance representations or other quality assurance representations as published by manufacturers, producers or distributors of such products or the specifications listed in this solicitation, the offeror shall pick up the product from the County at no expense to the County. The County reserves the right to reject any or all materials if, in its judgment, the item reflects unsatisfactory workmanship or manufacturing or shipping damage. Also, the offeror shall refund to Sarasota County any money which has been paid for same

7.0 RESPONSIBILITY

- 7.1 To be responsible an offeror shall have the demonstrated capability in all respects to perform fully the contract requirements, and the tenacity, perseverance, experience, integrity, reliability, capacity, facilities, equipment, and credit which will ensure good faith performance. The County reserves the right to make such investigation as it deems necessary to determine the ability of any offeror to deliver the goods or services requested in accordance with the solicitation documents to County's satisfaction within the prescribed time.
- 7.2 The offeror shall provide information the County deems necessary to make this determination. Such information may include, but shall not be limited to: project references, current financial statements, projected project schedule(s), verification of availability of equipment and personnel, evidence of authority to conduct business in the jurisdiction where services are being provided, and past performance records.
- 7.3 The County may review any scope of work with an offeror before accepting the offer. Before award of the contract,

GENERAL TERMS AND CONDITIONS OF SOLICITATIONS

the offeror shall furnish to the County an analysis of its prices, if requested to do so.

8.0 RETENTION OF OFFER

All offers submitted in response to this solicitation shall be retained by the County.

9.0 IRREVOCABLE OFFER

Any offer may be withdrawn up until the due date and time specified on the solicitation summary. Any offer not so withdrawn shall, upon opening, constitute an irrevocable offer for a period of 120 days.

10.0 INSURANCE

- 10.1 Before performing any work, offeror shall procure and maintain insurance listed in the solicitation.
- 10.2 The offeror shall submit proof of insurance per Sarasota County's specifications, including additional insured, upon request by the County. Failure to submit proof of required insurance within ten (10) business days of request by the County may result in an award being rescinded.

11.0 RESERVED RIGHTS

- 11.1 The County reserves the right to accept or reject any or all offers, to waive irregularities and technicalities, and to request clarifications or additional information from offerors.
- 11.2 The County reserves the right to accept all or any part of the offer and to increase or decrease quantities to meet additional or reduced requirements of the County.
- 11.3 Any sole offer received by the submission date may be accepted or rejected by the County Administrator or designee. In the event the County rejects the sole offer, it may elect to negotiate with any responsible provider.
- 11.4 The County reserves the right to cancel a solicitation at any time and to cancel any recommended award or recommended contract at any time prior to execution.
- 11.5 Offerors are advised that any person, firm, or other party to whom they propose to award a subcontract must meet all minimum qualifications as stated in the specifications.
- 11.6 Unless otherwise stated in the specifications, any contracts resulting from this solicitation are non-exclusive. The County reserves the right, in its sole opinion, to direct purchase items listed in this solicitation.
- 11.7 The County reserves the right to request price justification, if, in its sole opinion, offeror has submitted a bid or quote that appears to be unbalanced. Offerors submitting unbalanced bids or quotes (e.g. excessively high or excessively low line items) may be deemed non-responsive by the County.
- 11.8 County may remove materials from a contract and make direct purchases of those materials when the County determines it's in the best interest of the County. The contract price shall be adjusted based on the price of the materials removed and any related indirect costs.
- 11.9 The County reserves the right to correct formula errors on forms provided by the County for use by the offeror.

- 11.10 Any resulting contract may be terminated for convenience by Sarasota County by giving written notice to the offeror thirty (30) days in advance of termination, unless otherwise specified in the contract

12.0 ADDITIONAL INFORMATION

The County reserves the right to request clarifications or additional information from any offeror. Specific questions may be addressed to each of the offerors as applicable.

13.0 PROTESTS

Protests are processed in accordance with the procedures set forth in the Sarasota County Procurement Code. In the event of a protest of the terms, conditions and specifications, the County may issue an addendum indicating that a protest has been filed and extending the due date.

14.0 CONTACT WITH COUNTY STAFF

- 14.1 After the issuance of the solicitation, prospective offerors or any agent, representative or person acting at the request of such offeror shall not contact, communicate with or discuss any matter relating in any way to the solicitation with any officer, agent or employee of Sarasota County, including members of evaluation committees, other than the Procurement Official or Procurement Analyst named in the solicitation. Failure to comply with this provision may result in the disqualification of the offeror, at the option of the County.
- 14.2 This prohibition begins with the issuance of any solicitation, and ends upon issuance of a purchase order or execution of the contract, whichever comes first, or upon cancellation of the solicitation. Violation of this prohibition may result in the offeror being considered non-responsible.
- 14.3 Notwithstanding the foregoing, during the negotiation period, offeror may communicate with those members of County staff, consultants, or third parties designated by the County.

15.0 CODE OF ETHICS

- 15.1 With respect to this offer, if any offeror violates or is a party to a violation of the State of Florida Code of Ethics for Public Officers and Employees, Chapter 112, Part III, F.S., such offeror may be disqualified from performing the work described in the solicitation or from furnishing the goods or services for which the offer is submitted and may be further disqualified from submitting future offers.
- 15.2 The Florida Code of Ethics regulates the ability of the County to contract with its public officers (including board members), employees, and their immediate relatives. Offerors shall disclose any such potential conflicts on the provided Conflict of Interest Form. Offerors are responsible for reviewing Section 112.313, F.S. to determine whether they may have a conflict. If offeror is in doubt as to their ability to contract with the County they shall seek a conflicts of interest opinion from the County prior to submittal of an offer.

GENERAL TERMS AND CONDITIONS OF SOLICITATIONS

16.0 COLLUSION

- 16.1 By submitting an offer to a solicitation, the offeror certifies that it has not divulged to, discussed or compared its offer with other offerors and has not colluded with any other offeror or parties to this offer whatsoever. Also, offeror certifies, and in the case of a joint offer, each party thereto certifies, as to its own organization that in connection with the offer:
- a. Any prices and/or 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 offeror or with any competitor;
 - b. Any prices and/or cost data quoted for this offer have not been knowingly disclosed by the offeror prior to the scheduled opening directly or indirectly to any competitor;
 - c. No attempt has been made or will be made by the offeror to induce any other person or firm to submit, not to submit, or withdraw an offer for the purpose of restricting competition;
 - d. The only person or persons interested in this offer as principal or principals is/are named therein and that no person other than therein mentioned has any interest in this offer; and
 - e. No person or agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee except bona fide employees or established commercial agencies maintained by the offeror for the purpose of doing business.
- 16.2 An offer may be disqualified if an offeror submits more than one offer or if there is evidence of collusion.

17.0 PUBLIC ENTITY CRIMES

- 17.1 Pursuant to Subsection 287.133(a), F.S., a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months following the date of being placed on the convicted vendor list.
- 17.2 Additionally, pursuant to County policy, a conviction of a public entity crime may cause the rejection of an offer. The County may make inquiries regarding alleged convictions of public entity crimes. The failure of an offeror to promptly supply information in connection with an inquiry may be grounds for rejection of an offer.

18.0 PUBLIC RECORDS

- 18.1 By participating in this solicitation process and submitting an offer, an offeror acknowledges the requirements of the

Florida Public Record laws found in Ch. 119, F.S., and s. 24(a), Art. I of the Florida Constitution (the "Public Record Laws"), and agrees to the provisions set forth in this section.

- 18.2 Sarasota County is a public entity subject to the Public Record Laws. All offers and written communications regarding this solicitation become public records upon receipt by Sarasota County and therefore are subject to public disclosure. If an offeror asserts that any portion of its offer or written communication is exempt from disclosure under the Public Record Laws (a "Protected Record") then the offeror MUST comply with the following process. Failure to do so may lead to waiver of protections available under Public Records Laws.
- a. Clearly identify each portion of its Protected Record(s) that it believes is statutorily protected from disclosure and identify such statute(s);
 - b. In accordance with solicitation requirements, submit a separate electronic copy of offeror's offer or written communication with only the protected portions redacted.
- 18.3 In response to a public records request Sarasota County may produce offeror's entire non-redacted offer or communication, unless offeror submits a redacted copy in compliance with Section 18.2.
- 18.4 If offeror has complied with the provisions of this section by identifying certain documents as offeror's Protected Record(s) and Sarasota County receives a public record request for a Protected Record, then Sarasota County will produce the redacted copy provided by offeror in response to the public record request to the extent the redactions reasonably reflect protections available under applicable law. In the event a records requestor is seeking the entire un-redacted offer and offeror continues to assert in good faith that offeror's Protected Record(s) are confidential or exempt from disclosure or production pursuant to Chapter 119, F.S., then offeror shall be solely responsible for defending its position, seeking a judicial determination of exempt status of the Protected Record and defending Sarasota County in any action brought by a third party.
- 18.5 Notwithstanding the provisions of this section, in accordance with Federal or State law, Sarasota County will comply with any court order or government agency directive to produce a Protected Record.

19.0 EQUAL EMPLOYMENT OPPORTUNITY

Offeror shall comply with all federal, state, and local laws, regulations and ordinances applicable to the work or payment for work thereof, and shall not discriminate on the grounds of race, color, religion, sex, or national origin in the performance of work under the resulting contract or purchase order.

20.0 NON-DISCRIMINATION AND PUBLIC ACCOMODATIONS

- 20.1 Sarasota County prohibits discrimination in all services, programs or activities on the basis of race, color, national origin, age, disability, sex, marital status, familial status,

GENERAL TERMS AND CONDITIONS OF SOLICITATIONS

religion, or genetic information. Persons with disabilities who require assistance or alternative means for communication of program information (Braille, large print, audiotape, etc.), or who wish to file a complaint, should contact: Sarasota County ADA/ Civil Rights Coordinator, 1660 Ringling Blvd., Sarasota, Florida 34236, Phone: 941-861-5000, TTY: 7-1-1 or 1-800-955-8771, Email: adacoordinator@scgov.net.

- 20.2 Sarasota County does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the County's functions including one's access to, participation, employment, or treatment in its programs or activities. Anyone requiring reasonable accommodation for the public meetings related to any solicitation should contact the Procurement Analyst named in the solicitation at least 24 hours in advance of the meeting.

21.0 PROTECTION OF RESIDENT WORKERS

- 21.1 Sarasota County supports the Federal Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verification and non-discrimination. The offeror is held responsible to establish appropriate procedures and controls so no service under this contract will be performed by any worker who is not legally eligible to perform such services.
- 21.2 Sarasota County shall have the right to immediately terminate a contract if the County determines that the offeror has failed to perform satisfactorily with respect to its employment practices in support of INA.
- 21.3 Offerors shall be required to confirm the employment eligibility of all employees through participation in E-Verify or an employment eligibility program approved by the Social Security Administration and will require same requirement to confirm employment eligibility of all subcontractors.

22.0 RESULTING CONTRACT

Any contract resulting from a solicitation may, at the sole discretion of the County, contain provisions that differ from the terms of the solicitation.

23.0 APPLICABLE LAWS

- 23.1 Prior to entering into a contract with Sarasota County, an offeror must be authorized to transact business in the State of Florida.
- 23.2 Each offeror is responsible for full compliance with all applicable local, state and federal laws, ordinances and regulations. The offeror shall have and must provide all applicable insurance, permits, licenses, etc. which may be required by federal, state or local law as requested by the County. The successful offeror shall be required to submit proof of all licenses and/or certifications required by the County upon request.
- 23.3 The County shall deem any offeror to be non-responsible and ineligible for any award of a contract when either of the following conditions is present as a result of any County code enforcement action:

- a. A Code Enforcement Special Magistrate has determined that the offeror violated the Sarasota County Code of Ordinances, and the offeror has not corrected the violation; or
- b. Any code enforcement fines, whether originating from a Code Enforcement Special Magistrate proceeding or citations, remain unpaid.
- c. This prohibition shall remain during any appeal or other challenge to the validity of the code enforcement action. An offeror must inform County procurement staff and the Evaluation Committee about any pending code enforcement matters. In the event the County awards a contract to offeror and there is a subsequent violation of the Sarasota County Code of Ordinances, as determined by a Code Enforcement Special Magistrate or through the citation process, then such violation shall be grounds for termination of the contract.

- 23.4 Offerors located in Sarasota County must comply with the Local Business Tax ordinance. It shall be the responsibility of the offeror to obtain a current local business tax receipt from the Sarasota County Tax Collector (www.sarasotataxcollector.com) and supply a copy of that receipt to the County upon request.
- 23.5 Opt out of Construction Defects Statute. To the extent Chapter 558, F.S. is applicable, the parties expressly opt out of the requirements of Chapter 558, Florida Statutes, within the meaning of §558.005(1), F.S.
- 23.6 §287.135, F.S., prohibits agencies from contracting with companies for goods or services that are on the Scrutinized Companies that Boycott Israel List, or with companies that are engaged in a boycott of Israel, and from contracting with companies for goods or services of \$1,000,000 or more that are on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or are engaged in business operations in Cuba or Syria. The lists are created pursuant to §215.473 and §215.4725, F.S. Offeror certifies that the organization is not listed on the Scrutinized Companies that Boycott Israel List, the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and is not engaged in a boycott of Israel or engaged in business operations in Cuba or Syria, and understands that pursuant to §287.135, F.S., the submission of a false certification may subject company to civil penalties, attorney's fees, and/or costs. In accordance with §287.135, F.S., the County may terminate the resulting contract if a false certification has been made, or the offeror is subsequently placed on any of these lists, or engages in a boycott of Israel or is engaged in business operations in Cuba or Syria.

24.0 CONTRACT FORMS

- 24.1 Any contract or purchase order resulting from the acceptance of an offer shall be on forms either supplied by or approved by the County.

GENERAL TERMS AND CONDITIONS OF SOLICITATIONS

24.2 Any amendments to the resulting contract shall require the formal written approval of both parties.

25.0 TAXES

25.1 Sarasota County is exempt from paying state and local tax when payment is made directly by the County (Section 212.08(6), F.S.). This exemption does not include sales of tangible personal property made to contractors employed either directly or as agents by the County when such tangible personal property goes into or becomes a part of public works owned by the County. Sarasota County has the following tax-exempt certificate assigned:

Department of Revenue Certification No. 85-8012515235C-5

25.2 Sarasota County, being tax-exempt from State of Florida sales tax, reserves the right to require offeror to assign some or all of its or subcontractor's bids and contracts with materials suppliers directly to the County. All transactions shall be in accordance with Section 212.08(6), F.S. and FAC Rule 12A-1.094. The County will issue a Certificate of Entitlement to both the offeror and supplier for each purchase.

26.0 SHIPPING/DELIVERY

The price shall include any freight, handling, delivery, surcharges or other incidental charges. Unless otherwise specified in the solicitation, prices shall be F.O.B. Destination.

27.0 INVOICING

27.1 The County shall pay offeror through payment issued by the Clerk of the Circuit Court in accordance with Section 218.70 *et seq.*, F.S., Local Government Prompt Payment Act, upon receipt of the offeror's properly submitted invoice.

27.2 Offerors shall not perform any service or provide products until they have been issued a Purchase Order number. If the County has arranged to make payments with a purchasing card, the procedures below shall apply.

27.3 The County reserves the right to pay for purchases made under any contract resulting from a solicitation through its Purchasing Card Program.

28.0 TIME EXTENSION

The County may unilaterally extend a Term Contract up to ninety (90) days beyond the expiration date of the existing contract. The unit prices in effect on the last day of the contract shall remain in effect for the contract extension period.

29.0 DUE DILIGENCE

Due care and diligence have been exercised in the preparation of the solicitation, and all information contained within is believed to be substantially correct. However, the responsibility for determining the full extent of the services or goods being solicited rests solely with the offeror. The offeror's failure to familiarize itself with such conditions will in no way relieve the successful offeror from the necessity of furnishing any materials or performing any work that may be required to complete the work in accordance with the drawings and specifications.

30.0 MATHEMATICAL ERRORS

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

31.0 FUNDING

This solicitation is subject to availability of lawfully budgeted and appropriated funds by the County.

32.0 SOLICITATION EXPENSES

Offerors shall bear all costs and expenses incurred with developing, preparing, and submitting their offers.

33.0 OWNERSHIP AND FORMAT OF WORK PRODUCT

All plans and specifications developed under any contract resulting from this solicitation shall become the property of Sarasota County Government and may not be re-used by the offeror without the County's permission.

34.0 ROYALTIES AND PATENTS

The offeror shall pay all royalties and license fees for equipment or processes in conjunction with the equipment and/or services being furnished. Offerors 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.

35.0 INDEMNIFICATION OF THE COUNTY AND OFFICERS AND EMPLOYEES

35.1 For all procurements other than construction services and design professional services as defined in Section 725.06(2) and Section 725.08(1), F.S. respectively, the following indemnification requirements apply:

The offeror shall save, defend, indemnify and hold harmless the County from and against any and all claims, actions, damages, fees, fines, penalties, defense costs, suits or liabilities which may arise out of any act, neglect, error, omission or default of the offeror arising out of or in any way connected with the offeror or subcontractor's performance or failure to perform under the terms of any contract resulting from any solicitation.

35.2 For construction services, the following indemnification requirements apply:

Pursuant to Section 725.06(2), F.S. the Contractor shall indemnify and hold harmless Sarasota County Government from liabilities, damages, losses and costs, including but not limited to, reasonable attorney's fees to the extent caused by the negligence, recklessness or intentional wrongful misconduct of the Contractor and persons employed or utilized by the Contractor in the performance of the contract.

35.3 For design professional services, as defined by Section 725.08(1), F.S., the following indemnification requirements apply:

Pursuant to Section 725.08(1), F.S. the design professional shall indemnify and hold harmless Sarasota County Government from liabilities, damages, losses, and costs,

GENERAL TERMS AND CONDITIONS OF SOLICITATIONS

including but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the design professional and other persons employed or utilized by the design professional in the performance of the contract.

36.0 TECHNOLOGY

Computer systems and databases used for providing the documents necessary to any contract shall be compatible with existing County systems and Enterprise Information Technology policies. The County has standardized on MS Office (DOCX, XLSX, etc.) and Adobe (PDF) for documents and images.

37.0 SUSTAINABILITY

Sarasota County encourages sustainable practices as set forth in its Procurement Code.

38.0 LOCAL PREFERENCE (As Applicable)

38.1 Unless otherwise noted in the solicitation, preference shall be given to a "local business" in the awarding of any Invitation for Quote, Invitation for Bid or Request for Proposal, in accordance with the Sarasota County Procurement Code. Local preference shall not apply to other types of solicitations unless explicitly stated in subject solicitation.

38.2 "Local business" means (1) The vendor has paid a local business tax either to Sarasota, Manatee or Charlotte County, if applicable, or is a business entity registered with the State of Florida Division of Corporations indicating a principal office located in Sarasota, Manatee, or Charlotte County or presents other verifiable documents to substantiate business location in Sarasota, Manatee or Charlotte County that are satisfactory to the Procurement Official and (2) Has maintained a permanent physical business address located within the limits of either Sarasota, Manatee or Charlotte County from which the vendor operates or performs business for at least one year prior to the submission of an offer to a Sarasota County solicitation and, (3) Has at least five full time employees or one principal officer at this location.

38.3 Offerors wishing to be granted local preference must submit a Local Business Certification with their offer.

38.4 Offerors who submit falsified data may be suspended or debarred in accordance with the Sarasota County Procurement Code.

To determine if you may qualify for local business preference, please refer to the Local Preference Checklist for Vendors located at:

<https://www.scgov.net/procurement>

38.5 For local preference to be granted, the name of the company represented on required forms must be the same as the name on the local business certification.

38.6 Information regarding Sarasota County's Local Business Tax can be found at:

<http://sarasotataxcollector.governmax.com>.

38.7 In the case of a proposal submitted by more than one entity, any one of those entities can qualify the proposal for the local preference. Subcontractors cannot qualify a proposal for local preference.

**REFERENCES****REFERENCE #1**

Company
Name:
Address:
Contact
Name:
Telephone: Email:

REFERENCE #2

Company
Name:
Address:
Contact
Name:
Telephone: Email:

REFERENCE #3

Company
Name:
Address:
Contact
Name:
Telephone: Email:

REFERENCE #4

Company
Name:
Address:
Contact
Name:
Telephone: Email:

REFERENCE #5

Company
Name:
Address:
Contact
Name:
Telephone: Email:

Submitted by:

Business Name:
Authorized Representative: Title:

Solicitation #: 191778JSO

Date:



When applicable, Sarasota County grants preference to local businesses in accordance with Section 2-215 of the Sarasota County Procurement Code. All vendors submitting a response to this solicitation must submit a local business certification as part of their bid/proposal submittal.

- ☐ **N/A.** Vendor does not wish to be considered for local business preference (do not respond to items 1-4 below).
- ☐ Vendor would like to be considered for local business preference. If this box is checked, vendor must respond to items 1 – 4 below.

1. Place of Business

The business named below is legally authorized to engage in the sale of goods and/or services and has a permanent physical place of business in ☐ Sarasota County ☐ Manatee County ☐ Charlotte County

Current Business Address:

City: State: Zip:

Length of time at current location: [years] [months]

If the business has been located at the address above for less than 1 year, provide the previous address:

Previous Business Address:

City: State: Zip:

Length of time at previous location: [years] [months]

2. Local Business Tax

The business named below is located in and has an active local business tax receipt in:

☐ Sarasota County ☐ Charlotte County Local Business Tax Receipt #:

If the business named below is located in **Manatee County**, the business must be able to submit verifiable documentation (utility bill, tax receipt, etc) to substantiate the location of the business, within 5 business days of request by the County.

3. Local Business Employees

Number of full-time employees employed by the business named below:

4. Principal Officer

A Principal Officer of the Business listed below is employed at the location identified in Section 1.

☐ Yes (If yes, please provide name and title) ☐ No

Name of Principal Officer:

Title of Principal Officer:

The undersigned hereby certifies that the information provided above is true and correct. Businesses who submit falsified data shall be subject to Section 2-213 of the Sarasota County Procurement Code and subject to suspension and debarment pursuant to Chapter 13 of the Sarasota County Procurement Manual.

Business Name:

Authorized Representative:

Title:

Solicitation #:

Date:

Local Business Certification 03/25/15

Page 1 of 1

IFB # 191778JSO CATEGORY 1 - CATERPILLAR BID FORM							
Item	Description	Equipment Quantity	Unit of Measure	Unit Bid Price	Estimated Service Quantity	Extended Bid Price	
PREVENTATIVE MAINTENANCE							
Standby							
1	100kW - 350kW	2	Qrtly		X	4	= \$0.00
2	400kW - 800kW	6	Qrtly		X	4	= \$0.00
3	850kW - 2000kW	3	Qrtly		X	4	= \$0.00
Portable							
4	50kW - 250kW	35	Qrtly		X	4	= \$0.00
5	300kW - 500kW	1	Qrtly		X	4	= \$0.00
6	550kW - 800Kw	1	Qrtly		X	4	= \$0.00
CPMS Units							
7	100kW - 350kW	1	Mthly		X	12	= \$0.00
8	400kW - 800kW	4	Mthly		X	12	= \$0.00
9	850kW - 2000kW	9	Mthly		X	12	= \$0.00
						SUBTOTAL	\$0.00

CORRECTIVE MAINTENANCE							
1	Service Technician for electrical mechanical equipment work: Non-Emergency/Regular Hours	Per hour		X	100	=	\$0.00
2	Service Technician for pump work: Non-Emergency/Regular Hours	Per hour		X	50	=	\$0.00
3	Service Technician for electrical mechanical equipment work: Emergency/After Hours	Per hour		X	50	=	\$0.00
4	Service Technician for pump work: Emergency/After Hours	Per hour		X	25	=	\$0.00
5	Enter a percent markup up to be applied to the actual cost of new equipment, parts, and materials pursuant to Part II, Scope of Services. DO NOT enter a percentage greater than 10%. Bidders submitting a percent mark-up greater than 10% shall be deemed non-responsive.	Percent markup		X	100	=	\$100.00
6	SUBCONTRACTOR SERVICES - Enter a percent markup up to be applied to the actual cost of pre-approved subcontractor services. DO NOT enter a percentage greater than 10%. Bidders submitting a percent mark-up greater than 10% shall be deemed non-responsive.	Percent markup		X	100	=	\$100.00
7	Load Testing < =399 KW	EA		X	5	=	\$0.00
8	Load Testing >= 400 KW	EA		X	5	=	\$0.00
						SUBTOTAL	\$200.00
						TOTAL	\$200.00

IFB # 191778JSO CATEGORY 2 - XYLEM BID FORM								
Item	Description	Equipment Quantity	Unit of Measure	Unit Bid Price	Estimated Service Quantity		Extended Bid Price	
PREVENTATIVE MAINTENANCE								
Standby								
1	4"	2	Qrtly		X	4	=	\$0.00
2	6"	1	Qrtly		X	4	=	\$0.00
3	8"	3	Qrtly		X	4	=	\$0.00
4	12"	1	Qrtly		X	4	=	\$0.00
Portable								
5	4"	58	Qrtly		X	4	=	\$0.00
6	6"	1	Qrtly		X	4	=	\$0.00
7	8"	1	Qrtly		X	4	=	\$0.00
8	12"	1	Qrtly		X	4	=	\$0.00
CPMS Units								
9	4"	1	Mthly		X	12	=	\$0.00
10	6"	1	Mthly		X	12	=	\$0.00
11	8"	1	Mthly		X	12	=	\$0.00
12	12"	1	Mthly		X	12	=	\$0.00
						SUBTOTAL		\$0.00

CORRECTIVE MAINTENANCE								
1	Service Technician for electrical mechanical equipment work: Non-Emergency/Regular Hours	Per hour			X	100	=	\$0.00
2	Service Technician for pump work: Non-Emergency/Regular Hours	Per hour			X	50	=	\$0.00
3	Service Technician for electrical mechanical equipment work: Emergency/After Hours	Per hour			X	50	=	\$0.00
4	Service Technician for pump work: Emergency/After Hours	Per hour			X	25	=	\$0.00
5	Enter a percent markup up to be applied to the actual cost of new equipment, parts, and materials pursuant to Part II, Scope of Services. DO NOT enter a percentage greater than 10%. Bidders submitting a percent mark-up greater than 10% shall be deemed non-responsive.	Percent markup			X	100	=	\$100.00
6	SUBCONTRACTOR SERVICES - Enter a percent markup up to be applied to the actual cost of pre-approved subcontractor services. DO NOT enter a percentage greater than 10%. Bidders submitting a percent mark-up greater than 10% shall be deemed non-responsive.	Percent markup			X	100	=	\$100.00
SUBTOTAL							\$200.00	
TOTAL							\$200.00	

Question and Answers for Bid #191778JSO - Service, Maintenance, and Purchase for Xylem and Caterpillar Equipment

Overall Bid Questions

There are no questions associated with this bid.

Question Deadline: Oct 11, 2019 5:00:00 PM EDT