



Cisco Infrastructure Hardware

Invitation for Bids # TS-24-05

General Information		
Project Cost Estimate	Not Applicable	Not Applicable
Project Timeline	Products shall be delivered within thirty (30) calendar days of the City's issuance of a Purchase Order.	See Section 1.4
Evaluation of Proposals	Staff	See Section 1.7
Pre-Bid Meeting	Not Applicable	Not Applicable
Question Due Date	April 22, 2024	See Section 1.8
Proposals will be accepted until	2:00 p.m. on May 7, 2024	See Section 1.8
5% Proposal Security / Bid Bond	<input checked="" type="checkbox"/> Not required. <input type="checkbox"/> Required, regardless of proposal cost. <input type="checkbox"/> Required in the event that the proposal exceeds \$200,000.	Not Applicable
100% Payment and Performance Bonds	<input checked="" type="checkbox"/> Not required. <input type="checkbox"/> Required, regardless of proposal cost. <input type="checkbox"/> Required in the event that the proposal exceeds \$200,000.	Not Applicable
Grant or Federal Funding Information	Not Applicable	Not Applicable

THE CITY OF PEMBROKE PINES
 PROCUREMENT DEPARTMENT
 8300 SOUTH PALM DRIVE
 PEMBROKE PINES, FLORIDA 33025
 (954) 518-9020



Table of Contents

SECTION 1 - INSTRUCTIONS	5
1.1 NOTICE	5
1.1.1 VIRTUAL BID OPENING	5
1.2 PURPOSE	6
1.3 SPECIFICATIONS	7
1.4 PROJECT TIMELINE	10
1.5 PROPOSAL REQUIREMENTS	10
1.5.1 Pricing Sheet / Bid Tables	10
1.5.2 Questionnaires	12
1.5.3 Other Completed Documents	12
1.5.4 Optional Documentation	12
1.6 VENDOR REGISTRATION DOCUMENTS	14
1.6.1 Vendor Information Form	14
1.6.2 Form W-9 (Rev. October 2018)	14
1.6.3 Company Profile Form	14
1.6.4 Sworn Statement on Public Entity Crimes Form	14
1.6.5 Equal Benefits Certification Form	14
1.6.6 Vendor Drug-Free Workplace Certification Form	14
1.6.7 Scrutinized Company Certification	14
1.6.8 E-Verify System Certification Statement	14
1.6.9 Veteran Owned Small Business Preference Certification	15
1.6.10 Local Business Tax Receipts	15
1.6.11 Local Vendor Preference Certification	15
1.7 EVALUATION OF PROPOSALS & PROCESS OF SELECTION	15
1.8 TENTATIVE SCHEDULE OF EVENTS	15
1.9 SUBMISSION REQUIREMENTS	16
SECTION 2 - INSURANCE REQUIREMENTS	17
SECTION 3 - GENERAL TERMS & CONDITIONS	24
3.1 EXAMINATION OF CONTRACT DOCUMENTS	24
3.2 CONFLICT OF INSTRUCTIONS	24
3.3 ADDENDA or ADDENDUM	24
3.4 INTERPRETATIONS AND QUESTIONS	24



3.5	RULES, REGULATIONS, LAWS, ORDINANCES and LICENSES	24
3.6	WARRANTIES FOR USAGE	25
3.7	BRAND NAMES.....	25
3.8	QUALITY	25
3.9	SAMPLES.....	25
3.11	DEVELOPMENT COSTS.....	25
3.12	PRICING.....	25
3.13	DELIVERY POINT	26
3.14	TAX EXEMPT STATUS	26
3.15	CONTRACT TIME	26
3.16	COPYRIGHT OR PATENT RIGHTS	26
3.17	PUBLIC ENTITY CRIMES	26
3.18	CONFLICT OF INTEREST	26
3.19	FACILITIES	26
3.20	ENVIRONMENTAL REGULATIONS.....	27
3.21	SIGNATURE REQUIRED.....	27
3.22	MANUFACTURER’S CERTIFICATION.....	27
3.23	MODIFICATION OR WITHDRAWAL OF PROPOSAL	27
3.24	PUBLIC BID; BID OPENING AND GENERAL EXEMPTIONS	27
3.25	RESERVATIONS FOR REJECTION AND AWARD.....	28
3.26	BID PROTEST	28
3.27	INDEMNIFICATION.....	28
3.28	DEFAULT PROVISION	29
3.29	ACCEPTANCE OF MATERIAL.....	29
3.30	LOCAL GOVERNMENT PROMPT PAYMENT ACT.....	30
3.31	SCRUTINIZED COMPANIES LIST.....	30
3.32	PUBLIC RECORDS; TRADE SECRET, PROPRIETARY AND CONFIDENTIAL SUBMITTALS	30
3.33	PURCHASING AGREEMENTS WITH OTHER GOVERNMENT AGENCIES....	31
3.34	CONE OF SILENCE	31
3.35	E-VERIFY	32
3.36	JESSICA LUNSFORD ACT	33
3.37	PROHIBITION AGAINST CONSIDERING SOCIAL, POLITICAL OR IDEOLOGICAL INTERESTS IN GOVERNMENT CONTRACTING	33



ATTACHMENTS

Attachment A: Non-Collusive Affidavit



SECTION 1 - INSTRUCTIONS

1.1 NOTICE

Notice is hereby given that the City Commission of the City of Pembroke Pines is seeking sealed proposals for:

IFB # TS-24-05 Cisco Infrastructure Hardware

Solicitations may be obtained from the City of Pembroke Pines website at <http://www.ppines.com/index.aspx?NID=667> and on the <https://ppines.bonfirehub.com/> website.

If you have any problems downloading the solicitation, please contact the Bonfire Support at Support@GoBonfire.com.

If additional information help is needed with downloading the solicitation package please contact the Procurement Department at (954) 518-9020 or by email at purchasing@ppines.com. The Procurement Department hours are between 7:00 a.m. - 6:00 p.m. on Monday through Thursday and is located at 8300 South Palm Drive, Pembroke Pines, Florida 33025.

The City requires all questions relating to the solicitation be entered through the “Messages” section for the specific project on the <https://ppines.bonfirehub.com/> website. Under the “Messages” section, vendors will find the “Opportunity Q&A” tab in which they can ask their specific question(s). Responses to the questions will be provided online at https://ppines.bonfirehub.com. Such request must be received by the “Question Due Date” stated in the solicitation. The issuance of a response via Bonfire is considered an Addendum and shall be the only official method whereby such an interpretation or clarification will be made.

Proposals will be accepted until 2:00 p.m., Tuesday, May 7, 2024. Proposals must be submitted electronically at <https://ppines.bonfirehub.com/>. The sealed electronic proposals will be publicly opened at 2:30 p.m. by the City Clerk’s Office, in the City Hall Administration Building, 4th Floor Conference Room located at 601 City Center Way, Pembroke Pines, Florida, 33025.

1.1.1 VIRTUAL BID OPENING

The City may not be opening up the physical location for public access.

As a result, meetings may be a combination of in-person and virtual, all as provided by law. **In any event, the public is encouraged to attend the bid opening process virtually in lieu of attending the meeting in person.**



Bid openings for this project will be live-streamed from the City Clerk's Office, in the City Hall Administration Building, 4th Floor Conference Room located at 601 City Center Way, Pembroke Pines, Florida, 33025 at **2:30 PM on the bid due date**.

While recognizing the importance of public accessibility to the bid openings, and considering public health concerns, in the abundance of caution, the City is requesting that interested parties utilize live streaming as a safe way for vendors and the public to view the bid opening process in lieu of attending the meeting in person.

The public is invited to attend the meeting virtually via the Cisco Webex Meetings platform.

- WebEx Meeting Link: <https://ppines.webex.com/meet/purchasing>
- Cisco Webex Meeting Number: 717 019 586
- Join by Phone Number: +1-408-418-9388

The public may download the **Cisco Webex Meetings app** from <https://www.webex.com/downloads.html/>, to view and listen to the meeting, however please make sure to mute your phone/microphone/device's audio and camera as the **public may attend the meeting but will not be allowed to comment or participate in the proceedings.**

If any member of the public requires additional information about this meeting or has any questions about how to access the meeting, please contact:

Danny Benedit, Procurement Department
 City of Pembroke Pines
 8300 South Palm Drive,
 Pembroke Pines, FL 33025
 954-518-9022
purchasing@ppines.com

1.2 PURPOSE

The City of Pembroke Pines is seeking proposals from qualified firms, hereinafter referred to as the Contractor, to provide the requested Cisco infrastructure hardware for the City of Pembroke Pines in accordance with the terms, conditions, and specifications contained in this solicitation. New hardware will be replacing aged and end of life (EOL) hardware at various locations throughout the City. The hardware requested is as follows:

Cisco FPR2140-NGFW-K9 firewall

The Cisco Firepower NGFW (next-generation firewall) is the industry's first fully integrated, threat-focused next-gen firewall with unified management. It uniquely provides advanced threat protection before, during, and after attacks. The Cisco Firepower 2100 Series NGFW appliances deliver business resiliency through superior threat defense. They provide sustained network



performance when threat inspection features are activated to keep your business running securely.

Cisco Catalyst C9500-24Y4C-A9500 core switch

Core switches serve as gateways to City's wide area network (WAN) or Internet and provide the final aggregation point for the network allowing for multiple aggregation modules to work together Cisco Catalyst 9500 series switches are the next generation of enterprise-class core and aggregation layer switches, supporting full programmability and serviceability including advanced routing and infrastructure services.

Cisco Catalyst C9200L-48P-4X-A edge switch

These switches connect end-user local area networks (LANs) to Internet service provider (ISP) networks. Cisco Catalyst C9200L-48P-4X-A series switches provide 48 ports, full PoE+, 4x10G uplink Switch, with Network Advantage software.

1.3 SPECIFICATIONS

The City is seeking prices for the following:

Item Name	Description	Quantity
FPR2140-NGFW-K9	Cisco Firepower 2140 NGFW Appliance, 1U, 1 x NetMod Bay	1
FPR2140T-TMC	Cisco FPR2140 Threat Defense Threat, Malware and URL License	1
L-FPR2140T-TMC-1Y	Cisco FPR2140 Threat Defense Threat, Malware and URL 1Y Subs	1
CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	2
SF-F2K-TD7.0.1-K9	Cisco Firepower Threat Defense software v7.0.1 for FPR2100	1
FPR2K-SSD200	Firepower 2000 Series SSD for FPR-2130/2140	1
FPR2K-SLIDE-RAILS	Firepower 2000 Slide Rail Kit	1
FPR2K-NM-BLANK	Firepower 2000 Series Network Module Blank Slot Cover	1
FPR2K-FAN	Firepower 2000 Series Fan Tray	1
FPR2K-PWR-AC-400	Firepower 2000 Series 400W AC Power Supply	2



FPR2K-SSD-BBLKD	Firepower 2000 Series SSD Slot Carrier	1
FPR-LTP-QR-LBL	Cisco Firepower QR Label - Internal Use Only	1
CON-SNT-FPR2140N	SNTC-8X5XNBD Cisco Firepower 2140 NGFW Appliance, 1U, 1Y	1
C9500-24Y4C-A	Catalyst 9500 24x1/10/25G and 4-port 40/100G, Advantage	5
CAB-N5K6A-NA	Power Cord, 200/240V 6A North America	10
C9K-PWR-650WAC-R	650W AC Config 4 Power Supply front to back cooling	5
C9K-PWR-650WAC-R/2	650W AC Config 4 Power Supply front to back cooling	5
C9K-T1-FANTRAY	Catalyst 9500 Type 4 front to back cooling Fan	10
C9500-NW-A	C9500 Network Stack, Advantage	5
SC9500HUK9-176	Cisco Catalyst 9500H XE.17.6 UNIVERSAL	5
C9K-F1-SSD-240G	Cisco pluggable SSD storage	5
C9500-DNA-24Y4C-A	C9500 DNA Advantage, Term License	5
C9500-DNA-L-A-3Y	Cisco Catalyst 9500 DNA Advantage 3 Year License	5
CON-SSTCM-C9512QA	SOLN SUPP SW SUBC9500 DNA Advantage	5
PI-LFAS-T	Prime Infrastructure Lifecycle & Assurance Term - Smart Lic	15
PI-LFAS-AP-T-3Y	PI Dev Lic for Lifecycle & Assurance Term 3Y	15
NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	5
CON-SSSNT-C95024YA	SOLN SUPP 8X5XNBD Catalyst 9500 24-port 25/100G only, Adva	5
C9200L-48P-4X-A	Catalyst 9200L 48-port PoE+, 4 x 10G, Network Advantage	49
C9200L-NW-A-48	C9200L Network Advantage, 48-port license	49
CAB-TA-NA	North America AC Type A Power Cable	49



PWR-C5-BLANK	Config 5 Power Supply Blank	49
C9200L-DNA-A-48	C9200L Cisco DNA Advantage, 48-port Term license	49
C9200L-DNA-A-48-3Y	C9200L Cisco DNA Advantage, 48-port, 3 Year Term license	49
CON-SSTCM-C92LA48	SOLN SUPP SW SUBC9200L Cisco DNA Adv	49
PI-LFAS-T	Prime Infrastructure Lifecycle & Assurance Term - Smart Lic	49
PI-LFAS-AP-T-3Y	PI Dev Lic for Lifecycle & Assurance Term 3Y	49
C9200L-STACK-KIT	Cisco Catalyst 9200L Stack Module	49
C9200-STACK	Catalyst 9200 Stack Module	98
STACK-T4-50CM	50CM Type 4 Stacking Cable	49
NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	49
CON-SSSNT-C920L48P	SOLN SUPP 8X5XNBD Catalyst 9200L 48-port PoE+, 4 x 10G, Ne	49
C9200L-48P-4X-A	Catalyst 9200L 48-port PoE+, 4 x 10G, Network Advantage	24
C9200L-NW-A-48	C9200L Network Advantage, 48-port license	24
PWR-C5-1KWAC/2	1KW AC Config 5 Power Supply - Secondary Power Supply	24
CAB-TA-NA	North America AC Type A Power Cable	48
C9200L-DNA-A-48	C9200L Cisco DNA Advantage, 48-port Term license	24
C9200L-DNA-A-48-3Y	C9200L Cisco DNA Advantage, 48-port, 3 Year Term license	24
CON-SSTCM-C92LA48	SOLN SUPP SW SUBC9200L Cisco DNA Adv	24
PI-LFAS-T	Prime Infrastructure Lifecycle & Assurance Term - Smart Lic	24
PI-LFAS-AP-T-3Y	PI Dev Lic for Lifecycle & Assurance Term 3Y	24
C9200L-STACK-KIT	Cisco Catalyst 9200L Stack Module	24
C9200-STACK	Catalyst 9200 Stack Module	48



STACK-T4-50CM	50CM Type 4 Stacking Cable	24
NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	24
CON-SSSNT-C920L48P	SOLN SUPP 8X5XNBD Catalyst 9200L 48-port PoE+, 4 x 10G, Ne	24

- Vendor(s) must quote the items as specified.
- No substitutions will be accepted for any of the line items listed under the Specifications section.
- All installations will be handled internally.

1.4 PROJECT TIMELINE

Products shall be delivered within thirty (30) calendar days of the City's issuance of a Purchase Order.

1.5 PROPOSAL REQUIREMENTS

The <https://ppines.bonfirehub.com> website allows for vendors to complete, scan and upload their documents as part of the proposer's submittal on the website.

Prospective proposers interested in responding to this solicitation are requested to provide all of the information listed in this section. Submittals that do not respond completely to all of requirements specified herein may be considered non-responsive and eliminated from the process. Brevity and clarity are encouraged.

The Bonfire system utilizes "Questionnaires" to request the following information from prospective proposers.

1.5.1 Pricing Sheet / Bid Tables

1. **Bid Table:** The vendor must provide their pricing through the designated lines items listed on the Excel Sheet that is available for download on the Bonfire website under the "**Pricing Sheet / Bid Table**" section. Please follow the instructions given in this package and on the Excel Sheet to complete and upload the information back onto the Bonfire website.
2. **Responses:** This tab of the Bid Table includes a "**Vendor Notes**" column for any additional comments regarding the requested line item(s). A comment is required in the "**Vendor Notes**" column. If the vendor does not need to submit any comments, please enter N/A or similar.
 - a. Below is a sample of the "**Responses**" tab of the Bid Table:



Responses						
				Numeric	Text	
#	Item	Description	Quantity	Cost	Vendor Notes	Total Cost
FPR2140-NGFW-K9						
#1-1	FPR2140-NGFW-K9	Cisco Firepower 2140 NGFW Appliance, 1U, 1 x NetMod Bay	1			-
#1-2	FPR2140T-TMC	Cisco FPR2140 Threat Defense Threat, Malware and URL License	1			-
#1-3	L-FPR2140T-TMC-1Y	Cisco FPR2140 Threat Defense Threat, Malware and URL 1Y Subs	1			-
#1-4	CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	2			-
#1-5	SF-F2K-TD7.0.1-K9	Cisco Firepower Threat Defense software v7.0.1 for FPR2100	1			-
#1-6	FPR2K-SSD200	Firepower 2000 Series SSD for FPR-2130/2140	1			-
#1-7	FPR2K-SLIDE-RAILS	Firepower 2000 Slide Rail Kit	1			-
#1-8	FPR2K-NM-BLANK	Firepower 2000 Series Network Module Blank Slot Cover	1			-
#1-9	FPR2K-FAN	Firepower 2000 Series Fan Tray	1			-
#1-10	FPR2K-PWR-AC-400	Firepower 2000 Series 400W AC Power Supply	2			-
#1-11	FPR2K-SSD-BBLKD	Firepower 2000 Series SSD Slot Carrier	1			-
#1-12	FPR-LTP-QR-LBL	Cisco Firepower QR Label - Internal Use Only	1			-
#1-13	CON-SNT-FPR2140N	SNTC-8X5XNBD Cisco Firepower 2140 NGFW Appliance, 1U, 1Y	1			-
C9500-24Y4C-A						
#2-1	C9500-24Y4C-A	Catalyst 9500 24x1/10/25G and 4-port 40/100G, Advantage	5			-
#2-2	CAB-N5K6A-NA	Power Cord, 200/240V 6A North America	10			-
#2-3	C9K-PWR-650WAC-R	650W AC Config 4 Power Supply front to back cooling	5			-
#2-4	C9K-PWR-650WAC-R/2	650W AC Config 4 Power Supply front to back cooling	5			-
#2-5	C9K-T1-FANTRAY	Catalyst 9500 Type 4 front to back cooling Fan	10			-
#2-6	C9500-NW-A	C9500 Network Stack, Advantage	5			-
#2-7	SC9500HUK9-176	Cisco Catalyst 9500H XE.17.6 UNIVERSAL	5			-
#2-8	C9K-F1-SSD-240G	Cisco pluggable SSD storage	5			-
#2-9	C9500-DNA-24Y4C-A	C9500 DNA Advantage, Term License	5			-
#2-10	C9500-DNA-L-A-3Y	Cisco Catalyst 9500 DNA Advantage 3 Year License	5			-
#2-11	CON-SSTCM-C9512QA	SOLN SUPP SW SUBC9500 DNA Advantage	5			-
#2-12	PI-LFAS-T	Prime Infrastructure Lifecycle & Assurance Term - Smart Lic	15			-
#2-13	PI-LFAS-AP-T-3Y	PI Dev Lic for Lifecycle & Assurance Term 3Y	15			-
#2-14	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	5			-
#2-15	CON-SSSNT-C95024YA	SOLN SUPP 8X5XNBD Catalyst 9500 24-port 25/100G only, Adv	5			-
C9200L-48P-4X-A						
#3-1	C9200L-48P-4X-A	Catalyst 9200L 48-port PoE+, 4 x 10G, Network Advantage	49			-
#3-2	C9200L-NW-A-48	C9200L Network Advantage, 48-port license	49			-
#3-3	CAB-TA-NA	North America AC Type A Power Cable	49			-
#3-4	PWR-C5-BLANK	Config 5 Power Supply Blank	49			-
#3-5	C9200L-DNA-A-48	C9200L Cisco DNA Advantage, 48-port Term license	49			-
#3-6	C9200L-DNA-A-48-3Y	C9200L Cisco DNA Advantage, 48-port, 3 Year Term license	49			-
#3-7	CON-SSTCM-C92LA48	SOLN SUPP SW SUBC9200L Cisco DNA Adv	49			-
#3-8	PI-LFAS-T	Prime Infrastructure Lifecycle & Assurance Term - Smart Lic	49			-
#3-9	PI-LFAS-AP-T-3Y	PI Dev Lic for Lifecycle & Assurance Term 3Y	49			-
#3-10	C9200L-STACK-KIT	Cisco Catalyst 9200L Stack Module	49			-
#3-11	C9200-STACK	Catalyst 9200 Stack Module	98			-
#3-12	STACK-T4-50CM	50CM Type 4 Stacking Cable	49			-
#3-13	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	49			-
#3-14	CON-SSSNT-C920L48P	SOLN SUPP 8X5XNBD Catalyst 9200L 48-port PoE+, 4 x 10G, Ne	49			-
C9200L-48P-4X-A						
#4-1	C9200L-48P-4X-A	Catalyst 9200L 48-port PoE+, 4 x 10G, Network Advantage	24			-
#4-2	C9200L-NW-A-48	C9200L Network Advantage, 48-port license	24			-
#4-3	PWR-C5-1KWAC/2	1KW AC Config 5 Power Supply - Secondary Power Supply	24			-
#4-4	CAB-TA-NA	North America AC Type A Power Cable	48			-
#4-5	C9200L-DNA-A-48	C9200L Cisco DNA Advantage, 48-port Term license	24			-
#4-6	C9200L-DNA-A-48-3Y	C9200L Cisco DNA Advantage, 48-port, 3 Year Term license	24			-
#4-7	CON-SSTCM-C92LA48	SOLN SUPP SW SUBC9200L Cisco DNA Adv	24			-
#4-8	PI-LFAS-T	Prime Infrastructure Lifecycle & Assurance Term - Smart Lic	24			-
#4-9	PI-LFAS-AP-T-3Y	PI Dev Lic for Lifecycle & Assurance Term 3Y	24			-
#4-10	C9200L-STACK-KIT	Cisco Catalyst 9200L Stack Module	24			-
#4-11	C9200-STACK	Catalyst 9200 Stack Module	48			-
#4-12	STACK-T4-50CM	50CM Type 4 Stacking Cable	24			-
#4-13	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	24			-
#4-14	CON-SSSNT-C920L48P	SOLN SUPP 8X5XNBD Catalyst 9200L 48-port PoE+, 4 x 10G, Ne	24			-



1.5.2 Questionnaires

1. Contact Information Form
2. Proposer's Background Information
3. Vendor Registration Checklist

1.5.3 Other Completed Documents

1. Attachment A: Non-Collusive Affidavit

1.5.4 Optional Documentation

1. Trade Secrets:

- a. The Proposer's response to this solicitation is a public record pursuant to Florida law, which is subject to disclosure by the City under the State of Florida Public Records Law, Florida Statutes Chapter 119.07 ("Public Records Law"). The City shall permit public access to all documents, papers, letters or other material submitted in connection with this solicitation and the Contract to be executed for this solicitation, subject to the provisions of Chapter 119.07 of the Florida Statutes.
- b. Any language contained in the Proposer's response to the solicitation purporting to require confidentiality of any portion of the Proposer's response to the solicitation, except to the extent that certain information is in the City's opinion a Trade Secret pursuant to Florida law, shall be void. If a Proposer submits any documents or other information to the City which the Proposer claims is Trade Secret information and exempt from Florida Statutes Chapter 119.07 ("Public Records Laws"), the Proposer shall clearly designate that it is a Trade Secret and that it is asserting that the document or information is exempt. The Proposer must specifically identify the exemption being claimed under Florida Statutes 119.07. The City shall be the final arbiter of whether any information contained in the Proposer's response to the solicitation constitutes a Trade Secret.
- c. EXCEPT FOR CLEARLY MARKED PORTIONS THAT ARE BONA FIDE TRADE SECRETS PURSUANT TO FLORIDA LAW, DO NOT MARK YOUR RESPONSE TO THE SOLICITATION AS PROPRIETARY OR CONFIDENTIAL. DO NOT MARK YOUR RESPONSE TO THE SOLICITATION OR ANY PART THEREOF AS COPYRIGHTED. ALL DOCUMENTS THAT THE FIRM PURPORTS TO BE CONFIDENTIAL, PROPRIETARY OR A TRADE SECRET SHALL BE UPLOADED TO THE BONFIRE WEBSITE AS A SEPARATE ATTACHMENT, IN THIS SECTION, CLEARLY



IDENTIFYING THE EXEMPTION BEING CLAIMED UNDER FLORIDA STATUTES 119.07.

- d. The city's determination of whether an exemption applies shall be final, and the proposer agrees to defend, indemnify, and hold harmless the city and the city's officers, employees, and agent, against any loss or damages incurred by any person or entity as a result of the city's treatment of records as public records.

2. Financial Statements:

- a. The City is **not** requesting the vendor to submit any financial statements for this project and prefers if the vendor does not submit financial statements. In addition, if the City needs a copy of the vendor's financial statements, the City can contact the vendor after the bid due date to request those documents. However, if the vendor does submit the financial statements, they should be uploaded in this section.
- b. Any claim of confidentiality on financial statements must be asserted at the time of submittal. The firm must identify the specific statute that authorizes the exemption from the Public Records Law. Please note that the financial statement exemption provided for in Section 119.071(1)c, Florida Statutes only applies to submittals in response to a solicitation for a "public works" project.

3. Alternatives:

- a. If you are submitting an alternative product, please upload any related information in this section (such as specification sheets, etc.).
- b. In addition, pursuant to **Section 3.7 "Brand Names,"** if and wherever in the specifications a brand name, make, name of manufacturer, trade name, or vendor catalog number is mentioned, it is for the purpose of establishing a grade or quality of material only. Since the City does not wish to rule out other competition and equal brands or makes, the phrase "OR EQUAL" is added. However, if a product other than that specified is bid, Proposers shall indicate on their proposal and clearly state the proposed substitution and deviation. It is the vendor's responsibility to provide any necessary documentation and samples within their bid submittal to prove that the product is equal to that specified. Such samples are to be furnished before the date of bid opening, unless otherwise specified. Additional evidence in the form of documentation and samples may be requested if the proposed brand is other than that specified. The City retains the right to determine if the proposed brand shall be considered as an approved equivalent or not.



4. Additional Information:

- a. Please provide any additional information that you deem necessary to complete your proposal in this section, if it has not been requested in another section.

1.6 VENDOR REGISTRATION DOCUMENTS

The <https://ppines.bonfirehub.com/> website will allow vendors to update their information and documents on an as-needed basis. This process is intended to make the bidding process easier for vendors that bid on multiple City projects. This process will allow vendors to complete and submit the following standard forms and documents at any time prior to bidding on a project. In addition, the vendors will be able to utilize these same forms without the need to re-fill and re-submit the forms each time they bid on a City project. In the event that the City does not have one of the forms or documents listed below for your company, the City may reach out to your company after the bid has closed to obtain the document(s).

Furthermore, please make sure to update this information on an as-needed basis so that all pertinent information is accurate, such as local business tax receipts, and any other relevant information.

The following documents can be completed prior to the bidding process through the <https://ppines.bonfirehub.com/> website and do not need to be attached to your submittal as the Bonfire website will automatically include it.

1.6.1 Vendor Information Form

1.6.2 Form W-9 (Rev. October 2018)

- a. Previously dated versions of this form will delay the processing of any payments to the selected vendor.

1.6.3 Company Profile Form

1.6.4 Sworn Statement on Public Entity Crimes Form

1.6.5 Equal Benefits Certification Form

1.6.6 Vendor Drug-Free Workplace Certification Form

1.6.7 Scrutinized Company Certification

1.6.8 E-Verify System Certification Statement

- a. Effective January 1, 2021, pursuant to Section 448.095, Florida Statutes, the City may not enter into a contract with a vendor/contractor/subcontractor unless that



vendor/contractor/subcontractor is registered with and uses the E-Verify system administered by the U.S. Department of Homeland Security (“DHS”).

- b. Contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract.

1.6.9 Veteran Owned Small Business Preference Certification

- a. If claiming Veteran Owned Small Business Preference Certification, business must attach the “Determination Letter” from the United States Department of Veteran Affairs Center for Verification and Evaluation notifying the business that they have been approved as a Veteran Owned Small Business (VOSB).
- b. The Veteran Owned Small Business Preference Certification form must be completed by/for the proposer; the proposer **WILL NOT** qualify for Veteran Owned Small Business Preference based on their sub-contractors’ qualifications.

1.6.10 Local Business Tax Receipts

1.6.11 Local Vendor Preference Certification

1.7 EVALUATION OF PROPOSALS & PROCESS OF SELECTION

- A. Staff will evaluate all responsive proposals received from proposers who meet or exceed the bid requirements contained in the solicitation. Evaluations shall be based upon the information contained in the proposals as submitted.
- B. Staff will make a recommendation to the City Commission for award of contract.

1.8 TENTATIVE SCHEDULE OF EVENTS

Event	Time &/or Date
Issuance of Solicitation (Posting Date)	April 9, 2024
Pre-Bid Meeting	Not Applicable
Question Due Date	April 22, 2024
Anticipated Date of Issuance for the Addenda with Questions and Answers	April 25, 2024
Proposals will be accepted until	2:00 p.m. on May 7, 2024
Proposals will be opened at	2:30 p.m. on May 7, 2024
Evaluation of Proposals by Staff	TBD
Recommendation of Contractor to City Commission award	TBD



1.9 SUBMISSION REQUIREMENTS

Bids/proposals **must be submitted electronically** at <https://ppines.bonfirehub.com/> on or before 2:00 p.m. on May 7, 2024.

Please note vendors should be registered on Bonfire under the name of the organization that they are operating as and it should match the organization name on the documents that they are submitting and utilizing when responding to the solicitation.

In addition, the vendor must complete any questionnaires on the <https://ppines.bonfirehub.com/> website and provide any additional information requested throughout this solicitation. Any additional information requested in the solicitation should be scanned and uploaded.

The City recommends for proposers to submit their proposals as soon as they are ready to do so. Please allow ample time to submit your proposals on the <https://ppines.bonfirehub.com/> website. Proposals may be modified or withdrawn prior to the deadline for submitting Proposals. Bonfire Support is happy to help you with submitting your proposal and to ensure that you are submitting your proposals correctly, but we ask that you contact Support@GoBonfire.com with ample time before the bid closing date and time.

PLEASE DO NOT SUBMIT ANY PROPOSALS VIA MAIL, E-MAIL OR FAX.