



Fleet Maintenance

Request for Proposals # AD-16-05

General Information		
Project Timeline	This contract shall be for an initial five year period with three additional two-year renewal terms.	See Section 1.2.1
Evaluation of Proposals	Evaluation Committee	See Section 1.7
Non-Mandatory Pre-Bid Meeting	10:00 a.m. on November 30, 2016 in the Public Services Large Conference Room, located at 8300 S. Palm Drive, Pembroke Pines, Florida 33025.	See Section 1.8.1
Question Due Date	December 06, 2016	See Section 1.8
Proposals will be accepted until	2:00 p.m. on December 20, 2016	See Section 1.8
Proposal Security / Bid Bond	\$100,000	See Section 4.1
Payment and Performance Bonds	\$250,000	See Section 4.2

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



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Attachment B: Vendor Information Form and a W-9

Attachment C: Non-Collusive Affidavit

Attachment D: Sworn Statement on Public Entity Crimes Form

Attachment E: Local Vendor Preference Certification

Attachment F: Veteran Owned Small Business Preference Certification

Attachment G: Equal Benefits Certification Form

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Attachment I: Sample Insurance Certificate

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Attachment L: City’s Fleet Summary



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:

RFP # AD-16-05 Fleet Maintenance

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

If you have any problems downloading the solicitation, please contact the BidSync Support line at 1-800-990-9339.

If additional information help is needed with downloading the solicitation package please contact the Purchasing Office at (954) 518-9020 or by email at purchasing@ppines.com. The Purchasing Office 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 "Ask a Question" option tab available on the BidSync website. Responses to the questions will be provided online at www.bidsync.com. Such request must be received by the "Question Due Date" stated in the solicitation. The issuance of a response via BidSync 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, December 20, 2016. Proposals must be **submitted electronically at www.BidSync.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, 3rd Floor Conference Room located at 10100 Pines Boulevard, Pembroke Pines, Florida, 33026.

1.2 PURPOSE

The City of Pembroke Pines is seeking proposals from qualified firms, hereinafter referred to as the Contractor, to provide Repair, Maintenance, and Parts for the City's Fleet of vehicles, in accordance with the terms, conditions, and specifications contained in this solicitation.

The goals of this RFP include:

- Reduce overall fleet maintenance cost
- Improve fleet availability
- Improve services offered to the City departments using vehicles



1.2.1 CONTRACT LENGTH

The term of the initial contract will be for an initial five (5) year period.
This Agreement may be renewed for three (3) additional two (2) year terms upon mutual consent, evidenced by a written Amendment to this Agreement extending the term thereof.

1.3 BACKGROUND

The City of Pembroke Pines currently operates a fleet of approximately 520 automobiles, light trucks, heavy trucks, and specialty trucks. This list is attached as Attachment L “City’s Fleet Summary” and is to be used as an estimate and to help proposers understand the make-up of the City’s Fleet. However, the City’s fleet fluctuates as vehicles are added and removed from services on a regular basis.

The City currently owns two maintenance facilities in which the current contractor, Centerra Integrated Fleet Services, LLC, utilizes to perform services, including repairs and maintenance of the aforementioned fleet.

Location	Primary Purpose
Fire Department Garage 6057 SW 198 Terrace Pembroke Pines, FL 33332	Fire Department’s Fleet and Equipment
Public Services Garage 13975 Pembroke Road Pembroke Pines, FL 33027	All Other City Owned Fleet and Equipment

The City would like to have a contractor perform fleet maintenance services, at Contractor’s Owned/Leased Facility that is located within the City of Pembroke Pines in lieu of utilizing the City owned facilities mentioned above.

At this time, the major focus will be on the inclusion automobiles, light trucks, heavy trucks, and specialty trucks for all of the City Departments except for the Fire Department, however the Fire Department vehicles will also be considered for inclusion in the awarded contract. In addition, the City has other more specialized vehicles, including buses, dump trucks, etc. that may also be considered for inclusion under this contract.

1.4 SCOPE OF WORK

The Contractor shall provide preventative maintenance, remedial repairs and overhauls, accident, misuse, abuse, vandalism repairs, tire service, welding and fabrication, road service, and emergency mobile service as required. The Contractor will also provide other closely related services as may be required to provide continuity in the operation of the City fleet as described.



1.4.1 MANUFACTURER WARRANTIES & RECALLS

Proposers must be able to determine whether repairs or maintenance issues are covered under any existing warranties or recalls and provide those maintenance/repair services at no cost to the City. In addition, the Contractor shall be responsible for insuring that all work required on equipment to comply with the manufacturer's warranty. If the awarded proposer cannot provide services for the specific vehicle make or model under the warranty or recall, the awarded proposer shall coordinate and transport the vehicle to an authorized service location that can perform the warranty/recall service and have the vehicle returned to the City at no cost to the City.

1.4.2 CONTRACTOR WARRANTY ON WORK AND LABOR

The Contractor shall warrant all repairs, including parts and labor under this Contract for a period of 90 days following return of the vehicle to the user. If, during warranty period the equipment failure reoccurs the Contractor shall make all necessary repairs free of charge to the City. Warranties for all parts and new equipment shall be monitored by the Contractor.

The Contractor shall resolve all warranty questions relative to the parts failure with the supplier from which the parts were secured whether secured by the Contractor or the City. The City's Contract Administrator will participate in the resolution of warranty disputes if the Contractor is unable to resolve the issue in a timely fashion.

1.4.3 PARTS

The Contractor shall provide all parts and materials necessary to repair all City vehicles. The product(s) offered by the Contractor must be Original Equipment of the Manufacturer (OEM) or equivalent approved by the City's Contract Administrator.

The Contractor shall stock, or have readily available, the parts to repair the most common/typical failures for each vehicle.

1.4.4 TIRE SERVICES

The Contractor will provide onsite tire repair or replacement of all flat tires. The Contractor will repair flat tires or replace them at a breakdown site to minimize equipment downtime. The Contractor will provide wheel balancing service and shall also be responsible for disposal of all waste tires.

1.4.5 DRIVER AND VEHICLE TRANSPORTATION SERVICE



Contractor shall include free Shuttle Service to pickup and dropoff the drivers, of the City Vehicles, to and from the City Facilities. In addition, the Contractor can provide an option to have the vehicles picked up from the City facilities and transported to the Contractors facility for service and also have the vehicles returned to the City facilities after service is performed.

1.4.6 AFTER HOURS SERVICE AND DROP OFF

In addition to performing services during regular service hours, contractor shall also provide an option for the City to have vehicles dropped off at the facility after hours so that they can be worked on by after hour staff or worked on the next day during regular service hours.

1.4.7 FREE CARWASH SERVICE

Contractor shall also provide the City with free Carwash service when service is performed or on an as needed basis.

1.4.8 TURNAROUND TIME

Contractor shall provide reasonable turnaround times, for all vehicles, as approved by the City's Contract Manager. Routine maintenance including scheduled oil changes with tire rotation and multi-point safety inspections shall be completed within one hour.

The Contractor shall provide a Quick-Fix function for light repairs of less than a one-hour duration that shall be moved to top priority when the vehicle operator chooses to wait for the service.

In addition, contractor shall provide method of determining labor hours used for maintenance and repairs. For instance, some contractors may use pre-determined labor hours from companies such as "ALLDATA."

1.4.9 IN DEPTH VEHICLE ANALYSIS & RECOMMENDATIONS

Contractor shall conduct in-depth vehicle analysis and recommendations for vehicles, free of charge, on an as need basis from the City. The analysis shall identify any issues that the vehicle has included, transmission, A/C, etc. In addition, it shall also include the contractor's recommendation on whether or not the City should repair the vehicle or dispose of the vehicle.

1.4.10 HOUSING OF SPARE CITY VEHICLES

Contractor shall make space available to house and secure spare city vehicles onsite, so that when drivers drop off their vehicles for service, the driver shall have an option to drive the spare vehicle back to the City facility.



1.4.11 SECURITY

Unmarked Police undercover vehicles shall be serviced by and maintained by the Contractor as an integral part of the automotive fleet. The Contractor shall assure that the confidential nature of these vehicles including special equipment inside the vehicles is maintained. Security shall include:

- A. Control of idle discussion about these vehicles.
- B. Prohibition on handling and tampering with special equipment.
- C. Integrity of mechanics and staff.

1.4.12 INVOICING

Contractor shall provide the City with monthly statements, broken down by departments and vehicles in each department, detailing all services that were performed during that month. Invoices shall indicate approved labor rates, hours of service, parts and approved discount rates, and services on the a la carte menu.

1.4.13 CONTRACTOR'S RELATIONSHIP TO THE CITY

Contractor as Independent Contractor: It is expressly agreed and understood that the Contractor is in all respects an independent Contractor as to the work and is in no respect an agent, servant or employee of the City. This Contract specifies the work to be done by the Contractor, but the method to be employed to accomplish the work shall be the responsibility of the Contractor with City approval.

1.4.14 CITY'S CONTRACT ADMINISTRATOR

Unless provided otherwise elsewhere in this Contract, the City's Contract Administrator is hereby authorized to act on behalf of the City as to all matters relating to this Contract and/or services being performed hereunder. The City's Contract Administrator shall decide for the Contractor any and all questions which may arise as to the quantity, character and quality of services performed or to be performed pursuant to this Contract.

The extent and character of the work, to be done by the Contractor, shall be subject to the general control and approval of the City's Contract Administrator. The Contractor will not comply with requests and/or orders issued by other than the City's Contract Administrator acting within their authority for the City.

1.4.15 SUBCONTRACT

Contractor may subcontract services to be performed hereunder with the prior approval of the City, which approval shall not be unreasonably withheld. No such



approval will be construed as involving the City as a party of or to such subcontract, or subjecting the City to liability of any kind to any subcontractor. No subcontract shall, under any circumstances, relieve the Contractor of its liability and obligation under this Contract; and despite any such subcontracting the City shall deal through the Contractor, and subcontractors will be dealt with as workmen and representatives of the Contractor.

1.4.16 INSPECTION OF WORK

The Contractor shall furnish the City's authorized representative with every reasonable opportunity for determining whether or not the work is performed in accordance with the requirements of the Contract. The City's authorized representative may appoint qualified persons to inspect the Contractor's operations and equipment, and Contractor shall permit these City authorized representatives to make such inspections at a reasonable time and place.

1.4.17 AUDITING

The City's authorized representatives shall have access, at all reasonable times, to all Contractor's books, records, correspondence, and every description pertaining whether or not the work is performed in accordance with the requirements of the Contract. The City may appoint qualified persons to inspect the Contractor's operations and equipment, and the Contractor shall permit City authorities to reproduce any of the aforesaid documents pertaining to City vehicles.

1.4.18 RIGHT TO REQUIRE PERFORMANCE

The failure of the City at any time to require performance by the Contractor of any provisions hereof shall in no way affect the right of the City thereafter to enforce same. Nor shall the right of the City of any breach of any provision hereof be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of any provision itself.

1.4.19 OPERATION DURING EMERGENCY

The Contractor will mobilize the shop and provide repair and maintenance service for the duration of emergency situations, such as flood, hurricane, and other emergencies as declared by the City Manager. Such service will include adequate staffing to ensure continuous 24 hour support for vehicle operations for the period of time determined by the City Manager or his designee. Such circumstances may occur during hours outside normal hours of operation and can involve any number of employees, pieces of equipment, and vehicles. Cost incurred during these specific emergency situations for operations outside normal operating hours will be billed to the City for the total costs incurred by the Contractor. Staffing levels during emergencies will be set by the Contract Administrator or his designee. Repair priorities in these situations will be set by the Contract Administrator.



1.5 CONTRACTOR RATES/COMPENSATION

1.5.1 HOURLY RATE FOR REPAIRS

Contractor shall provide an hourly rate for:

- Maintenance service at the Contractor's Facility
- Maintenance service for Roadside/Off-site service
- Body Work and Similar Repairs

1.5.2 PARTS (OEM & OTHER)

Contractor shall provide a discount off of parts used for maintenance and repair services.

1.5.3 A LA CARTE SERVICES

The City is also requesting an Ala Carte Menu for Services, the list shall include the Labor Time and Cost for each service. The Ala Carte Menu will be provided on Attachment (A) which is to be filled out and maybe expanded upon.

1.6 PROPOSAL REQUIREMENTS

The following documents will need to be completed, scanned and submitted through www.bidsync.com as part of the bidder's submittal. The proposer interested in responding to this solicitation must provide the information requested below. Submittals that do not respond completely to all requirements specified herein may be considered non-responsive and eliminated from the process.

All proposals shall address and be tabbed/indexed as outlined below:

Title Page:

List the following:

Subject: **RFP # AD-16-05 "Fleet Maintenance"**

1. Date
2. Name of the Firm
3. Contact Person (including title) authorized to represent your firm
 - i. Note: This contact person shall also be listed on Attachment A: Contact Information Form
4. Telephone Number
5. Email Address



Tab 1 - Table of Contents:

Include a clear identification of the material included in the proposal by tab number and page number.

Tab 2 - Letter of Interest:

Limit to two (2) pages.

1. Attach a letter of interest that explains your firm's interest in working on this project, a positive commitment to perform the required work and a description of the firm including:
 - a. Include the size, range of activities, financial history, strength, stability, experience, honors, awards, recognitions, etc.
 - b. Summary of abilities and experience of the firms' professional personnel (More detail to be provided in **Tab 3 - Experience and Ability**)
 - c. Summary of past performance of the firm on similar projects (More detail to be provided in **Tab 4 - Previous Experience**)
 - d. Recent, current, and projected workload of the firm, and availability and access to the firms' top level management personnel.

Tab 3 - Experience and Ability (25 points):

The relative experience and qualification of each applicant's proposed team, with respect to the project scope, will be judged and a relative rating assigned. This parameter expresses the general and specific project-related capability of the in-house staff and indicates the adequate depth and abilities of the organization which it can draw upon as needed. This will include management, technical, and support staff. Major consideration will be given to the successful completion of previous projects comparable in design, scope, and complexity.

1. Describe the specialized experience and technical competence of the firm or persons with respect to working on similar projects. Please include the capability of carrying out all aspects of required activities. (Limit to three (3) pages)
2. A minimum of two (2) years fleet maintenance experience. Please provide proof of such experience.
3. The firm or person's must provide information on their proximity to and familiarity with the area in which the project is located.
4. Please describe the past record of performance of the firm or person with respect to accessibility to clients, ability to meet schedules, communication and coordination skills
5. Identify the contact person and supervisory personnel who will work on the various projects, including the relative experience of all professionals proposed for use on the team.
6. Provide resume(s) of key persons to be assigned to the project with emphasis on their experience with similar work.



7. Provide resume(s) of the on-site staff to be assigned to the project with emphasis on their experience with similar work.
8. Resumes should list qualifications, including education, experience, honors and awards received, and professional associations of which the firm and/or its personnel are members.
9. Explain the ability and experience of the staff with specific attention to project related experience.

Tab 4 - Previous Experience (25 points):

Provide specific examples of similar contracts delivered by the proposed team members. Provide details on related projects (preferably where the team was the same). References should be from the last five years and should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. As part of the proposal evaluation process, the City may conduct an investigation of references, including a record check or consumer affairs complaints. Proposers' submission of a proposal constitutes acknowledgment of the process and consent to investigate. The City is the sole judge in determining Proposers qualifications. Details should include the following:

1. Attachment K: References Form
2. List of ongoing contracts/projects with their current status and projected termination dates

Tab 5 - Firm's Understanding and Approach to the Work (20 points):

The understanding that the applicant demonstrates as to the requirements and needs of the project, including an evaluation of the thoroughness demonstrated in analyzing and investigating the scope of the project.

1. **Statement of Understanding:**
 - a. Provide a narrative statement demonstrating an understanding of the overall intent of this RFQ, as well as the methods used to complete assigned tasks.
 - b. Please clearly describe all aspects of the project proposed.
2. **Facility Location(s) and Hours:**
 - a. Please provide service facility locations, within the City of Pembroke Pines, in which the contractor will perform services under this contract.
 - b. Please identify the normal service hours and days.
 - c. Please identify if the contractor will provide maintenance/repairs after hours as well and indicate those hours.
 - d. Please identify how the contractor will handle vehicles being dropped off after hours.
 - e. Please identify how many spare vehicles the City will be able to house at the proposer's facility.
 - i. Please identify how these vehicles will be secured and maintained will on site.



- ii. Please identify the proposer's approach to managing these spares with Contract Administrator and City users.
 - f. Please identify if the contractor has an on-site car wash or if the vehicles will be washed off site.
 - i. If off site, please identify service facility, location and estimated turnaround time.
- 3. **Maintenance & Repair Service:**
 - a. Please identify if the proposer will be able to provide maintenance and repair services for all of the vehicles identified by the City.
 - b. Please identify any vehicles that the proposer will not be able to provide services for.
 - c. Please provide approach for handling Body work and similar repairs.
 - i. Will these services be performed at the same facility that performs the routine/preventative maintenance?
 - ii. Will these services be subcontracted?
 - 1. If so, who does the proposer intend to use for these services.
- 4. **Manufacturer Warranties and Recalls:**
 - a. Identify whether the proposer can provide warranty and recall service for all of the different vehicles makes and models that the City utilizes, at no charge to the City.
 - b. Identify if the proposer would need to take any of the vehicles to different facilities to have the warranty/recall services performed, at no charge to the City.
 - i. Contract shall identify the facilities that it plans to utilize and what makes and models will need to be transported to these facilities by the proposer.
 - ii. Identify how the contractor plans to work with these other facilities to perform these services.
 - c. Identify the proposer's method for tracking warranty and recall services.
- 5. **Contractor Warranty on Work and Labor:**
 - a. Please identify your method to ensure that the work and labor performed is performed properly to reduce the likelihood of vehicles being brought back for service related to prior issues/service.
 - b. Identify how the contractor will track services performed and vehicles returned for the same services to ensure that the City is not charged for recurring fixes and to ensure that problem is addressed with staff, management, etc. to ensure that similar problems do not occur in future.
- 6. **Road Side/Off Site Services:**
 - a. Please identify the proposers approach and method for handling road side/off site tire repairs, battery service, vehicle lock-out and similar services.
 - b. Please identify proposer's response time for road side repairs.
- 7. **Driver and Vehicle Transportation Service:**
 - a. Identify the proposer's approach to providing free Shuttle Service to pickup and dropoff drivers, of the City Vehicles, to and from City Facilities.
 - b. Identify approximate wait times for shuttle service.
 - c. Identify number of vehicles, drivers, and available times for service.
 - d. Identify method for scheduling services.



- e. In addition, identify if the proposer will include a free service to pick up vehicles from the City facilities and return the vehicles to the City facilities after service is performed.
- 8. **Scheduling and Prioritization System:**
 - a. Identify the system and details of the systems that will be used to schedule work.
 - b. Address the process in which the City will use to schedule appointments
 - c. Address the process of how vehicles that are not scheduled will be added to the scheduling system and how they will be prioritized.
 - d. Explain the process of prioritizing all of the City's vehicles and how they will be scheduled in comparison to other customers.
 - e. Address how the proposer will notify the City that the vehicles should be brought in for routine preventative maintenance.
 - f. Address the ability and the process for the City to remotely view the scheduling system to see what vehicles are currently scheduled for maintenance/repairs and their current status along with estimated completion time and other pertinent information.
- 9. **Maintenance Records:**
 - a. Identify the system and details of the systems that will be used to keep track of maintenance work and costs that were completed.
 - b. Please identify if the system will be able to accept maintenance records from the City's current service provider to ensure that the City will be able to retain all maintenance records in one system.
 - c. Address the ability and the process for the City to remotely view the system to obtain maintenance records and cost for any and all vehicles.
- 10. **Calculation of Labor Hours and Turnaround Time:**
 - a. Contractor shall provide method of determining labor hours used for maintenance and repairs. For instance, some contractors may use pre-determined labor hours from companies such as "ALLDATA."
 - i. Please provide samples from source for routine services.
 - b. Identify how fast service will be started on vehicles once they have arrived at the service facility.
 - c. Identify how turnaround times will be determined.
 - d. Identify list of services that will be considered "Quick-Fix" items that can be completed within one hour.
- 11. **Additional Information on Your Approach:**
 - a. Include any other additional details on your approach and work plans.
- 12. **Readiness and Timeline:**
 - a. Describe Proposer's ability and readiness to begin providing services as requested herein
 - b. Including the ability to provide services for the number of vehicles that the City plans to include under this contract.
 - c. Include the date that the proposer would be able to commence services
 - d. Identify if the proposer anticipates a need to hire additional staff, implement new training schedule, purchase of equipment, etc., to provide services under this contract. Proposer should include a time-line to get this accomplished.
- 13. **Concerns:**



- a. Identify any issues or concerns of significance that may be appropriate.
14. **Why is this Proposal the most beneficial to the City?**
 - b. A brief statement must be included which explains why your proposal would be the most effective and beneficial to the City of Pembroke Pines.

Tab 6 – Project Cost (25 points):

1. Attachment A: Contact Information Form
 - a. Attached is contact information form (Attachment A) where the vendor will enter their contact information and complete the proposal checklist. The Contact information form shall be electronically signed by the contact person authorized to represent the contractor. This form must be completed and submitted through www.bidsync.com as part of the bidder's submittal. The vendor must provide their pricing through the designated lines items listed on the BidSync website.
 - b. Please note vendors should be registered on BidSync 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.
 - c. The contact information form should contain an electronic signature of the authorized representative of the Proposer along with the address and telephone number for communications regarding the Proposal.
 - d. Proposals by corporations should be executed in the corporate name by the President or other corporate officer accompanied by evidence of authority to sign. The corporate address and state of incorporation must also be shown.
 - e. Proposals by partnerships should be executed in the partnership name and signed by a partner whose title and the official address of the partnership must be shown.

Tab 7 – Other Completed Documents (5 points for Vendor Preference - Local/VOSB):

1. Attachment B: Vendor Information Form and a W-9
 - a. In addition to the Vendor Information Form, please ensure that you provide the completed W-9 (Rev. December 2014), as previously dated versions of this form will delay the processing of any payments to the awarded vendor.
2. Attachment C: Non-Collusive Affidavit
3. Attachment D: Sworn Statement on Public Entity Crimes Form
4. Attachment E: Local Vendor Preference Certification
 - a. If claiming Local Pembroke Pines Vendor Preference, business must attach a current business tax receipt from the City of Pembroke Pines
 - b. If claiming Local Broward County Vendor Preference, business must attach a current business tax receipt from Broward County or the city within Broward County where the business resides.
 - c. The Local Vendor Preference Certification form must be completed by/for the proposer; the proposer **WILL NOT** qualify for Local Vendor Preference based on their sub-contractors' qualifications.
5. Attachment F: 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.
6. Attachment G: Equal Benefits Certification Form
7. Attachment H: Proposer’s Completed Qualification Statement
8. Proposal Security (Bid Bond Form or Cashiers Check)
 - a. The proposal must be accompanied by a certified or cashiers check or by a Bid Bond made payable to the City of Pembroke Pines on an approved form, duly executed by the Proposer as principal and having as surety thereon a surety company acceptable to CITY and authorized to write such Bond under the laws of the State of Florida, in an amount not less than \$100,000.
 - b. Proposers must submit a scanned copy of their bid security (bid bond form or cashiers check) with their bid submittal through BidSync.
 - c. Proposers must also submit their original bid security (bid bond form or cashiers check) at time of the bid due date, or they may be deemed as non-responsive.
 - d. The original Bid Bond or Cashier's Check should be in a sealed envelope, plainly marked “**BID SECURITY - RFP # AD-16-05 Fleet Maintenance**” and sent to the City of Pembroke Pines, City Clerk's Office, 5th Floor, 10100 Pines Boulevard, Pembroke Pines, FL 33026.
 - e. Please see SECTION 4 - SPECIAL TERMS & CONDITIONS of this RFP for additional information.

Tab 8 - Business Structure, Licenses and Professional Registration Certificates:

1. Copies of city, county, and state professional licenses and business tax receipts.
2. If the firm offering services is a corporation, or joint venture, it must be properly chartered with the Department of State to operate in Florida and provide a copy of the firm’s current Florida Corporate Charter.
3. A reproduction of the firm’s current professional registration certificate(s) is required for the services offered and must be in the name of the firm offering said services (architecture, engineering, general contractor or other certification required).
4. Firms must be properly registered at the time of application to practice their profession in the State of Florida and with the appropriate State Board governing the services offered.

Tab 9 - Additional Information:



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.

1.7 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 RFP. Evaluations shall be based upon the information and references contained in the proposals as submitted. **As such, the Proposal should be as comprehensive as possible; clearly describing the details of services that the Proposer intends to provide.**
- B. The City will convene an Evaluation Committee and brief its members on the scope of the project and the services required. The Evaluation Committee will evaluate proposals based on the following criteria

Criteria	Points
Experience and Ability	25 points
Previous Experience	25 points
Firm's Understanding and Approach to the Work	20 points
Project Cost	25 points
Local Vendor Preference/ Veteran Owned Small Business Preference*	5 points
Total Points	100 points

**Please note that the Local Vendor Preference is used to evaluate the submittals received from proposers and are assigned point totals, a preference of five (5) points of the total evaluation point shall be given to the Local Pembroke Pines Vendor(s); a preference of two and a half (2.5) points of the total evaluation point shall be given to the Local Broward County Vendor(s), all other vendors shall receive zero (0) points. Vendors must submit the attached Local Vendor Preference Certification Form in order to qualify for these evaluation points.*

Veteran Owned Small Business (VOSB) is also used to evaluate the submittals received from proposers and are assigned point totals, a preference of two and a half (2.5) points of the total evaluation point shall be given to the Veteran Owned Small Businesses. Vendors must submit the attached Veteran Owned Small Business Preference Certification Form in order to qualify for these evaluation points.

All other vendors shall receive zero (0) points.

- C. In the event that there are more than three (3) proposers, the Evaluation Committee shall have the option to short-list the proposers based on the criteria listed above. Then the Evaluation Committee may schedule a second meeting for the firms to make presentations and answer questions of clarification as part of its evaluation. As part of this process, the firms shall have officials of the appropriate management level present



and representing the firm. The project manager should be available. The firm shall be prepared to present an overall briefing regarding the manner in which the contractual obligations will be accomplished.

- D. The Evaluation Committee will make a recommendation to the City Commission for award of contract. The contract shall be awarded to the most responsive/responsible proposer whose proposal is determined to be the most advantageous to the City taking into consideration the evaluation criteria.

1.8 TENTATIVE SCHEDULE OF EVENTS

Event	Time &/or Date
Issuance of Solicitation (Posting Date)	November 15, 2016
Non-Mandatory Pre-Bid Meeting	10:00 a.m. on November 30, 2016
Question Due Date	December 06, 2016
Anticipated Date of Issuance for the Addenda with Questions and Answers	December 12, 2016
Proposals will be accepted until	2:00 p.m. on December 20, 2016
Proposals will be opened at	2:30 p.m. on December 20, 2016
Evaluation of Proposals by the Evaluation Committee	TBD
Recommendation of Contractor to City Commission award	TBD

1.8.1 NON-MANDATORY PRE-BID MEETING / SITE VISIT

There will be a non-mandatory scheduled pre-bid meeting on **November 30, 2016 at 10:00 a.m.** Meeting location will be in the Public Services Large Conference Room, located at 8300 S. Palm Drive, Pembroke Pines, Florida 33025.

1.9 SUBMISSION REQUIREMENTS

Bids/proposals **must be submitted electronically** at www.bidsync.com on or before **2:00 p.m. on November 08, 2016**.

Please note vendors should be registered on BidSync 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.

The vendor must provide their pricing through the designated lines items listed on the BidSync website. In addition, the vendor must complete any webforms on the BidSync website and provide any additional information requested throughout this solicitation. Any additional information requested in the solicitation should be scanned and uploaded. **Unless otherwise specified, the City requests for vendors to upload their documents as one (1) PDF document in the order that is outline in the bid package.**



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 BidSync website. Proposals may be modified or withdrawn prior to the deadline for submitting Proposals. BidSync 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 their support line at 1-800-990-9339 with ample time before the bid closing date and time.

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

However, please note that any required Bid Bond or Cashier's Check should be in a sealed envelope, plainly marked “**BID SECURITY - RFP # AD-16-05 Fleet Maintenance**” and sent to the City of Pembroke Pines, City Clerk's Office, 5th Floor, 10100 Pines Boulevard, Pembroke Pines, FL 33026.



SECTION 2 - INSURANCE REQUIREMENTS

The CONTRACTOR shall indemnify and hold harmless the CITY and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the CITY or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the CONTRACTOR or its employees, agents, servants, partners principals or subcontractors. The CONTRACTOR shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the CITY, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. The CONTRACTOR expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the CONTRACTOR shall in no way limit the responsibility to indemnify, keep and save harmless and defend the CITY or its officers, employees, agents and instrumentalities as herein provided.

CONTRACTOR shall not commence work under this Agreement until it has obtained all insurance required under this paragraph and such insurance has been approved by the Risk Manager of the CITY nor shall the CONTRACTOR allow any subcontractor to commence work on his subcontract until all similar such insurance required of the subcontractor has been obtained and similarly approved.

CERTIFICATES OF INSURANCE, reflecting evidence of the required insurance, shall be filed with the City's Risk Manager prior to the commencement of this Agreement. Policies shall be issued by companies authorized to do business under the laws of the State of Florida. The insurance company shall be rated no less than "A" as to management, and no less than "Class VI" as to financial strength according to the latest edition of Best's Insurance Guide published by A.M. Best Company.

Policies shall be endorsed to provide the CITY thirty (30) days notice of cancellation, material change or non-renewal of policies required under the contract. If the carrier will not agree to this notification, the CONTRACTOR or its insurance broker shall notify the CITY of any cancellation or reduction in coverage within seven days of receipt of insurer's notification of cancellation or reduction in coverage.

Insurance shall be in force until all obligations required to be fulfilled under the terms of the Agreement are satisfactorily completed as evidenced by the formal acceptance by the CITY. In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this Agreement, then in that event, the CONTRACTOR shall furnish, at least fifteen (15) days prior to the expiration of the date of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period of the Agreement and extension thereunder is in effect. The CONTRACTOR shall not commence nor continue to provide any services pursuant to this Agreement unless all required insurance remains in full force and effect. CONTRACTOR shall be liable to CITY for any lapses in service resulting from a gap in insurance coverage.

The insurance requirements specified in this Agreement are minimum requirements and in no way reduce any liability the CONTRACTOR has assumed in the indemnification/hold harmless section(s) of this Agreement.



2.1 REQUIRED INSURANCE

- A. COMMERCIAL GENERAL LIABILITY INSURANCE** including, but not limited to: coverage for premises & operations, personal & advertising injury, products & completed operations, Liability assumed under an Insured Contract (including tort liability of another assumed in a business contract), and independent contractors. Coverage must be written on an occurrence basis, with limits of liability no less than:

1. Each Occurrence Limit - \$1,000,000
2. Fire Damage Limit (Damage to rented premises) - \$100,000
3. Personal & Advertising Injury Limit - \$1,000,000
4. General Aggregate Limit - \$2,000,000
5. Products & Completed Operations Aggregate Limit - \$2,000,000 (**mostly for construction or equipment sold to the CITY**)

Products & Completed Operations Coverage shall be maintained for two (2) years after the final payment under this contract. (Increase to 10 years for construction projects) (For construction projects also include: Designated Construction Project(s) General Aggregate Limit)

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. City's Additional Insured status shall extend to any coverage beyond the minimum requirements for limits of liability found herein.

- B. WORKERS' COMPENSATION AND EMPLOYERS LIABILITY INSURANCE** covering all employees, and/or volunteers of the CONTRACTOR engaged in the performance of the scope of work associated with this Agreement. In the case any work is sublet, the CONTRACTOR shall require the subcontractors similarly to provide Workers Compensation Insurance for all the latter's employees unless such employees are covered by the protection afforded by the CONTRACTOR. Coverage for the CONTRACTOR and his subcontractors shall be in accordance with applicable state and/or federal laws that may apply to Workers' Compensation Insurance with limits of liability no less than:

1. Workers' Compensation : Coverage A – Statutory
2. Employers Liability: Coverage B \$500,000 Each Accident
\$500,000 Disease – Policy Limit
\$500,000 Disease – Each Employee

If CONTRACTOR claims to be exempt from this requirement, CONTRACTOR shall provide CITY proof of such exemption along with a written request for CITY to exempt CONTRACTOR, written on CONTRACTOR letterhead.

Coverage shall be included for injuries or claims under the USL&H or Jones Act, when applicable.

- C. AUTO LIABILITY INSURANCE** covering all owned, leased, hired, non-owned and employee non-owned vehicles used in connection with the performance of work under this Agreement, with a combined single limit of liability for bodily injury and property damage no less than:



1. Any Auto (Symbol 1)
Combined Single Limit (Each Accident) - \$1,000,000
2. Hired Autos (Symbol 8)
Combined Single Limit (Each Accident) - \$1,000,000
3. Non-Owned Autos (Symbol 9)
Combined Single Limit (Each Accident) - \$1,000,000

If work under this Agreement includes transportation of hazardous materials, policy shall include pollution liability coverage equivalent to that provided by ISO pollution liability-broadened coverage for auto endorsement CA9948 and the Motor Carrier Act endorsement MCS90.

- D. PROFESSIONAL LIABILITY/ERRORS & OMISSIONS INSURANCE**, when applicable, with a limit of liability no less than \$1,000,000 per wrongful act. This coverage shall be maintained for a period of no less than three (3) years after final payment of the contract. (Increase to 10 years for construction projects)
- E. ENVIRONMENTAL/POLLUTION LIABILITY** shall be required with a limit of no less than \$1,000,000 per wrongful act whenever work under this Agreement involves potential losses caused by pollution conditions. Coverage shall include: Contractor's completed operations as well as sudden and gradual pollution conditions. If coverage is written on a claims-made basis, coverage shall be maintained for a period of no less than three (3) years after final payment of the contract. **The City of Pembroke Pines must be shown as an additional insured with respect to this coverage.** Furthermore, the CITY'S Additional Insured status shall extend to any coverage beyond the minimum requirements for limits of liability found herein.
- F. CYBER LIABILITY including Network Security and Privacy Liability** when applicable, with a limit of liability no less than \$1,000,000 per loss. Coverage shall include liability arising from: theft, dissemination and/or use of confidential information stored or transmitted in electronic form, unauthorized access to, use of, or tampering with computer systems, including hacker attacks or inability of an authorized third party to gain access to your services, including denial of service, and the introduction of a computer virus into, or otherwise causing damage to, a customer's or third person's computer, computer system, network, or similar computer-related property and the data, software and programs thereon. This coverage shall be maintained for a period of no less than three (3) years after final payment of the contract. **The City of Pembroke Pines must be shown as an additional insured with respect to this coverage.** Furthermore, the CITY'S Additional Insured status shall extend to any coverage beyond the minimum requirements for limits of liability found herein.
- G. CRIME COVERAGE** when applicable, shall include employee dishonesty, forgery or alteration, and computer fraud in an amount of no less than \$1,000,000 per loss. If Contractor is physically located on the City's premises, a third-party fidelity coverage extension shall apply.
- H. BUILDER'S RISK INSURANCE** shall be "All Risk" for one hundred percent (100%) of the completed value of the project with a deductible of not more than five percent (5%) for Named Windstorm and \$20,000 per claim for all other perils. The Builder's Risk Insurance



shall include interests of the CITY, the CONTRACTOR and subcontractors of the project. The CONTRACTOR shall include a separate line item for all costs associated with the Builder's Risk Insurance Coverage for the project. The CITY reserves the right at its sole discretion to utilize the CONTRACTOR'S Builder's Risk Insurance or for the CITY to purchase its own Builder's Risk Insurance for the Project. Prior to the CONTRACTOR purchasing the Builder's Risk insurance for the project, the CONTRACTOR shall allow the CITY the opportunity to analyze the CONTRACTOR'S coverage and determine who shall purchase the coverage. Should the CITY utilize the CONTRACTOR'S Builder's Risk Insurance, the CONTRACTOR shall be responsible for all deductibles. If the CITY chooses to purchase the Builder's Risk Coverage on the project, the CONTRACTOR shall provide the CITY with a change order deduct for all premiums and costs associated with the Builder's Risk insurance in their schedule. Should the CITY choose to utilize the CITY'S Builder's Risk Program, the CITY shall be responsible for the Named Windstorm Deductible and the CONTRACTOR shall be responsible for the All Other Perils Deductible.

- I. **SEXUAL ABUSE** may not be excluded from any policy for Agreements involving any interaction with minors or seniors.

2.2 REQUIRED ENDORSEMENTS

1. The City of Pembroke Pines shall be named as an Additional Insured on each of the General Liability policies required herein
2. Waiver of all Rights of Subrogation against the CITY
3. 30 Day Notice of Cancellation or Non-Renewal to the CITY
4. CONTRACTORS' policies shall be Primary & Non-Contributory
5. All policies shall contain a "severability of interest" or "cross liability" liability clause without obligation for premium payment of the CITY
6. The City of Pembroke Pines shall be named as a Loss Payee on all Property and/or Inland Marine Policies as their interest may appear.

CONTRACTOR shall name the CITY, as an additional insured on each of the General Liability policies required herein and shall hold the CITY, its agents, officers and employees harmless on account of claims for damages to persons, property or premises arising out of the services provided hereunder. Any insurance required of the CONTRACTOR pursuant to this Agreement must also be required by any subcontractor in the same limits and with all requirements as provided herein, including naming the CITY as an additional insured, in any work is subcontracted unless such subcontractor is covered by the protection afforded by the CONTRACTOR and provided proof of such coverage is provided to CITY. The CONTRACTOR and any subcontractors shall maintain such policies during the term of this Agreement.

The CITY reserves the right to require any other additional types of insurance coverage and/or higher limits of liability it deems necessary based on the nature of work being performed under this Contract.



SECTION 3 - GENERAL TERMS & CONDITIONS

3.1 EXAMINATION OF CONTRACT DOCUMENTS

Before submitting a Proposal, each Proposer should (a) consider federal, state and local laws, ordinances, rules and regulations that may in any manner affect cost or performance of the work, (b) study and carefully correlate the Proposer's observations with the Proposal Documents; and (c) notify the Purchasing Manager of all conflicts, errors and discrepancies, if any, in the Proposal Documents.

The Proposer, by and through the submission of a Proposal, agrees that Proposer shall be held responsible for having familiarized themselves with the nature and extent of the work and any local conditions that may affect the work to be done and the services, equipment, materials, parts and labor required.

3.2 CONFLICT OF INSTRUCTIONS

If a conflict exists between the General Conditions and Instructions stated herein and specific conditions and instructions contained in specifications, the specifications shall govern.

3.3 ADDENDA or ADDENDUM

A formal solicitation may require an Addendum to be issued. An addendum in some way may clarify, correct or change the original solicitation (i.e. due date/time, specifications, terms, conditions, line item). Vendors submitting a proposal should check the BidSync website for any addenda issued. Vendors are cautioned not to consider verbal modifications to the solicitation, as the addendum issued through BidSync will be the only official method whereby changes will be made.

3.4 INTERPRETATIONS AND QUESTIONS

If the Proposer is in doubt as to the meaning of any of the Proposal Documents, is of the opinion that the Conditions and Specifications contain errors or contradictions or reflect omissions, or has any question concerning the conditions and specifications, the Proposer shall submit a question for interpretation or clarification. The City requires all questions relating to the solicitation be entered through the **"Ask a Question"** option tab available on the BidSync website. Responses to the questions will be provided online at www.bidsync.com. Such request must be received by the **"Question Due Date"** stated in the solicitation. Questions received after **"Question Due Date"** shall not be answered. Interpretations or clarifications in response to such questions will be issued via BidSync. The issuance of a response via BidSync is considered an Addendum and shall be the only official method whereby such an interpretation or clarification will be made.

BidSync Support is also available to assist proposers with submitting their proposal and to ensure that proposers are submitting their proposals correctly. Proposers should ensure that they contact the BidSync support line at 1-800-990-9339 with ample time before the bid closing date and time.

For all other questions related to this solicitation, please contact the Purchasing Division at purchasing@ppines.com.

3.5 RULES, REGULATIONS, LAWS, ORDINANCES and LICENSES

The awarded contractor shall observe and obey all laws, ordinances, rules, and regulations of the federal, state, and CITY, which may be applicable to the service being provided. The awarded firm shall have or be responsible for obtaining all necessary permits or licenses required, if necessary, in order to provide this service.



Bidder warrants by submittal that prices quoted here are in conformity with the latest federal price guidelines, if any.

3.6 WARRANTIES FOR USAGE

Whenever a bid is sought, seeking a source of supply for a specified time for materials or service, the quantities or usage shown are estimated only. No guarantee or warranty is given or implied by the City as to the total amount that may or may not be purchased from any resulting contracts. These quantities are for bidders information only and will be used for tabulation and presentation of bid.

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, Bidders 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.

3.8 QUALITY

All materials used for the manufacture or construction of any supplies, materials, or equipment covered by this bid shall be new, the latest model, of the best quality, and

highest grade workmanship, unless otherwise noted.

3.9 SAMPLES

Samples, when requested, must be furnished before, or at the bid opening, unless otherwise specified, and delivered free of expense to the City and if not used in testing or destroyed, will upon request within thirty (30) days of bid award be returned at the bidders expense.

3.10 DEVELOPMENT COSTS

Neither the City nor its representatives shall be liable for any expenses incurred in connection with the preparation, submission or presentation of a Bid in response to this Invitation for Bid. All information in the Bid shall be provided at no cost to the City.

3.11 PRICING

Prices should be stated in units of quantity specified in the bidding specifications. In case of discrepancy in computing the amount of the bid, the unit prices quoted will govern.

Bidder warrants by virtue of bidding that prices, terms, and conditions quoted in his bid will be firm for acceptance for a period of ninety (90) days from date of bid opening unless otherwise stated by the City or bidder.

3.12 DELIVERY POINT

All items shall be delivered F.O.B. destination, and delivery cost and charges included in the bid price. Failure to do so may be cause for rejection of bid.

3.13 TAX EXEMPT STATUS

The City is exempt from Florida Sales and Federal Excise taxes on direct purchase of tangible property.

3.14 CONTRACT TIME

By virtue of the submission of the Proposal, Proposer agrees and fully understands that



the completion time of the work of the Contract is an essential and material condition of the Contract and that time is of the essence. The Successful Proposer agrees that all work shall be prosecuted regularly, diligently and uninterrupted at such rate of progress as will ensure full completion thereof within the time specified. Failure to complete the work within the time period specified shall be considered a default.

In addition, time will be of the essence for any orders placed as a result of this bid. Purchaser reserves the right to cancel such orders, or part thereof, without obligation if delivery is not made at the time(s) or place(s) specified.

3.15 COPYRIGHT OR PATENT RIGHTS

Bidder warrants that there have been no violations of copyrights or patent rights in manufacturing, producing, or selling other goods shipped or ordered as a result of this bid, and seller agrees to hold the purchaser harmless from any and all liability, loss or expense occasioned by such violation.

3.16 PUBLIC ENTITY CRIMES

"A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list."

The Public Entity Crime Affidavit Form, attached to this solicitation, includes

documentation that shall be executed by an individual authorized to bind the Proposer. The Proposer further understands and accepts that any contract issued as a result of this solicitation shall be either voidable or subject to immediate termination by the City. In the event there is any misrepresentation or lack of compliance with the mandates of Section 287.133 or Section 287.134, respectively, Florida Statutes. The City in the event in such termination, shall not incur any liability to the Bidder for any goods, services or materials furnished.

3.17 CONFLICT OF INTEREST

The award of any contract hereunder is subject to the provisions of Chapter 112, Florida Statutes. Proposers must disclose with their Proposal the name of any officer, director, partner, proprietor, associate or agent who is also an officer or employee of CITY or any of its agencies. Further, all Proposers must disclose the name of any officer or employee of CITY who owns, directly or indirectly, an interest of five percent (5%) or more in the Proposer's firm or any of its branches or affiliate companies.

3.18 FACILITIES

The City reserves the right to inspect the Bidder's facilities at any time with prior notice.

3.19 ENVIRONMENTAL REGULATIONS

CITY reserves the right to consider Proposer's history of citations and/or violations of environmental regulations in determining a Proposer's responsibility, and further reserves the right to declare a Proposer not responsible if the history of violations warrant such determination. Proposer shall submit with the Proposal, a complete history of all citations and/or violations, notices and dispositions thereof. The non-submission of any such documentation shall be deemed to be an affirmation by the Proposer that there are no citations or violations. Proposer shall notify



CITY immediately of notice of any citation or violation that Proposer may receive after the Proposal opening date and during the time of performance of any contract awarded to Proposers.

3.20 SIGNATURE REQUIRED

All proposals must be signed with the firm name and by an officer or employee having authority to bind the company or firm by his signature. FAILURE TO PROPERLY SIGN PROPOSAL SHALL INVALIDATE SAME, AND IT MAY NOT BE CONSIDERED FOR AWARD.

The individual executing this Bid on behalf of the Company warrant to the City that the Company is authorized to do business in the State of Florida, is in good standing and that Company possesses all of the required licenses and certificates of competency required by the State of Florida and Broward County to provide the goods or perform the services herein described.

The signed bid shall be considered an offer on the part of the bidder or contractor, which offer shall be deemed accepted upon approval by the City Commission of the City of Pembroke Pines and in case of default on the part of the bidder or contractor after such acceptance, the City of Pembroke Pines may take such action as it deems appropriate including legal action for damages or specific performance.

3.21 MANUFACTURER'S CERTIFICATION

The City of Pembroke Pines reserves the right to request from bidder separate manufacturer certification of all statements made in the proposal.

3.22 MODIFICATION OR WITHDRAWAL OF PROPOSAL

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 BidSync

website. Proposals may be modified or withdrawn prior to the deadline for submitting Proposals.

3.23 PUBLIC BID; BID OPENING AND GENERAL EXEMPTIONS

All submittals received by the deadline will be recorded, and will subsequently be publicly opened on the same business day at 2:30 p.m. at the office of the City Clerk, 10100 Pines Boulevard, Pembroke Pines, FL.

All Proposals received from Proposers in response to the solicitation will become the property of CITY and will not be returned to the Proposers. In the event of Contract award, all documentation produced as part of the Contract shall become the exclusive property of CITY. Proposers are requested to identify specifically any information contained in their Proposals which they consider confidential and/or proprietary and which they believe to be exempt from disclosure, citing specifically the applicable exempting law.

Pursuant to Section 119.071 of the Florida Statutes, sealed bids, proposals, or replies received by a Florida public agency shall remain exempt from disclosure until an intended decision is announced or until 30 days from the opening, whichever is earlier.

Therefore, bidders will not be able to procure a copy of their competitor's bids until an intended decision is reached or 30 days has elapsed since the time of the bid opening.

However, pursuant to Section 255.0518 of the Florida Statutes, when opening sealed bids that are received pursuant to a competitive solicitation for **construction or repairs on a public building or public work**, the entity shall:

- (a) Open the sealed bids at a public meeting.
- (b) Announce at that meeting the name of each bidder and the price submitted in the bid.



- (c) Make available upon request the name of each bidder and the price submitted in the bid.

For solicitations that are **not** for **“construction or repairs on a public building or public work”** the City shall not reveal the prices submitted in the bids until an intended decision is announced or until 30 days from the opening, whichever is earlier.

3.24 RESERVATIONS FOR REJECTION AND AWARD

The City of Pembroke Pines reserves the right to accept or reject any and all bids or parts of bids, to waive irregularities and technicalities, and to request rebids. The City also reserves the right to award a contract on such items(s) or service(s) the City deems will best serve its interests. All bids shall be awarded to the most responsive/responsible bidder, provided the (City) may for good cause reject any bid or part thereof. It further reserves the right to award a contract on a split order basis, or such combinations as shall best serve the interests of the City unless otherwise specified. No premiums, rebates or gratuities permitted, either with, prior to, or after award. This practice shall result in the cancellation of said award and/or return of items (as applicable) and the recommended removal of bidder from bid list(s).

3.25 BID PROTEST

Any protests or challenges to this competitive procurement shall be governed by Section 35.38 of the City's Code of Ordinances.

3.26 INDEMNIFICATION

The Successful Proposer shall pay all claims, losses, liens, settlements or judgments of any nature whatsoever in connection with the subsequent indemnifications including, but not limited to, reasonable attorney's fees (including appellate attorney's fees) and costs.

CITY reserves the right to select its own legal counsel to conduct any defense in any such proceeding and all costs and fees associated therewith shall be the responsibility of Successful Proposer under the indemnification agreement. Nothing contained herein is intended nor shall it be construed to waive City's rights and immunities under the common law or Florida Statute 768.28 as amended from time to time.

Additional indemnification requirements may be included under Special Terms and Conditions and/or as part of a specimen contract included in the solicitation package.

General Indemnification: To the fullest extent permitted by laws and regulations, Successful Proposer shall indemnify, defend, save and hold harmless the CITY, its officers, agents and employees, harmless from any and all claims, damages, losses, liabilities and expenses, direct, indirect or consequential arising out of or in consequential arising out of or alleged to have arisen out of or in consequence of the products, goods or services furnished by or operations of the Successful Proposer or his subcontractors, agents, officers, employees or independent contractors pursuant to or in the performance of the Contract.

Patent and Copyright Indemnification: Successful Proposer agrees to indemnify, defend, save and hold harmless the CITY, its officers, agents and employees, from all claims, damages, losses, liabilities and expenses arising out of any alleged infringement of copyrights, patent rights and/or the unauthorized or unlicensed use of any invention, process, material, property or other work manufactured or used in connection with the performance of the Contract, including its use by CITY.

3.27 DEFAULT PROVISION

In the case of default by the bidder or contractor, the City of Pembroke Pines may procure the articles or services from any



other sources and hold the bidder or contractor responsible for any excess costs occasioned or incurred thereby.

The City shall be the sole judge of nonperformance, which shall include any failure on the part of the successful Bidder to accept the Award, to furnish required documents, and/or to fulfill any portion of the contract within the time stipulated. Upon default by the successful Bidder to meet any terms of this agreement, the City will notify the Bidder five (5) days (weekends and holidays excluded) to remedy the default. Failure on the Contractor's part to correct the default within the required five (5) days shall result in the contract being terminated and upon the City notifying in writing the Contractor of its intentions and the effective date of the termination. The following shall constitute default:

A. Failure to perform the Work required under the contract and/or within the time required or failing to use the subcontractor, entities and personnel as identified and set forth, and to the degree specified in the contract.

B. Failure to begin the Work under this Bid within the time specified.

C. Failure to perform the Work with sufficient Workers and equipment or with sufficient materials to ensure timely completion.

D. Neglecting or refusing to remove materials or perform new Work where prior Work has been rejected as non-conforming with the terms of the contract.

E. Becoming insolvent, being declared bankrupt, or committing act of bankruptcy or insolvency, or making an assignment renders the successful Bidder incapable of performing the Work in accordance with and as required by the contract.

F. Failure to comply with any of the terms of the contract in any material respect.

In the event of default of a contract, the successful Bidder shall pay all attorney's fees and court costs incurred in collecting any damages. The successful Bidder shall pay the City for any and all costs incurred in ensuing the completion of the project.

Additional provisions may be included in the specimen contract.

3.28 ACCEPTANCE OF MATERIAL

The material delivered under this proposal shall remain the property of the seller until a physical inspection and actual usage of this material and/or services is made and thereafter accepted to the satisfaction of the City and must comply with the terms herein, and be fully in accord with specifications and of the highest quality. In the event the material and/or services supplied to the City are found to be defective or do not conform to specifications, the City reserves the right to cancel the order upon written notice to the seller and return product to seller at the sellers expense.

3.29 LOCAL GOVERNMENT PROMPT PAYMENT ACT

The City complies with Florida Statute 218.70, Florida Prompt Payment Act.



SECTION 4 - SPECIAL TERMS & CONDITIONS

4.1 PROPOSAL SECURITY

Proposal Security Requirements: The proposal must be accompanied by a certified or cashier's check or by a Bid Bond made payable to the City of Pembroke Pines on an approved form, duly executed by the Proposer as principal and having as surety thereon a surety company acceptable to CITY and authorized to write such Bond under the laws of the State of Florida, in the amount of \$100,000.

Proposers must submit a scanned copy of their bid security (bid bond form or cashier's check) with their bid submittal through BidSync. Proposers must also submit their original bid security (bid bond form or cashier's check) at time of the bid due date, or they may be deemed as non-responsive. The original Bid Bond or Cashier's Check should be in a sealed envelope, plainly marked "**BID SECURITY - RFP # AD-16-05 Fleet Maintenance**" and sent to the:

City of Pembroke Pines,
City Clerk's Office, 5th Floor,
10100 Pines Boulevard,
Pembroke Pines, FL 33026.

Successful Proposer: The Proposal Security of the Successful Proposer will be retained until such Proposer has executed the Contract and furnished the required insurance, payment and performance bonds, whereupon the Proposal Security will be returned. If the Successful Proposer fails to execute and deliver the Contract and furnish the required insurance and bonds within fifteen (15) calendar days of the Notice of Award, CITY may annul the Notice of Award and the entire sum of the Proposal Security shall be forfeited.

Three Lowest Proposers: The Proposal Security of the three (3) lowest Proposers will

be returned within seven (7) calendar days after CITY and the Successful Proposer have executed the written Contract or if no such written Contract is executed within ninety (90) calendar days after the date of the Proposal opening, upon the demand of any Proposer at any time thereafter, provided that he has not been notified of the acceptance of his Proposal.

All Other Proposers: Proposal Security of all other Proposer will be returned within seven (7) calendar days after the proposal opening. The agent or attorney in fact or other officer who signs a Bid Bond for a surety company must file with such bond a certified copy of his power of attorney authorizing him to do so.

4.2 PAYMENT AND PERFORMANCE BONDS

Proposals shall include a Payment and Performance Bond in the amount of \$250,000. Within fifteen (15) calendar days after Notice of Award and in any event prior to commencing work, the Contractor shall execute and furnish to City a performance bond and a payment bond, each written by a corporate surety, having a resident agent in the State of Florida and having been in business with a record of successful continuous operation for at least five (5) years. The surety shall hold a current certificate of authority from the Secretary of Treasury of the United States as an acceptable surety on federal bonds in accordance with United States Department of Treasury Circular No. 570. If the amount of the Bond exceeds the underwriting limitation set forth in the circular, in order to qualify, the net retention of the surety company shall not exceed the underwriting limitation in the circular and the excess risks must be protected by coinsurance, reinsurance, or other methods, in accordance with Treasury Circular 297, revised September 1, 1978 (31DFR, Section 223.10, Section 223.11). Further, the surety company shall provide City with evidence



satisfactory to City, that such excess risk has been protected in an acceptable manner. Additionally, the bonding company must be rated at least "A," Class VI, by Best's Key Rating Guide, published by A.M. Best Company, and be authorized to do business in the state.

Two (2) separate bonds are required and both must be approved by the City. **The penal sum stated in each bond shall be \$250,000.** The Performance Bond shall be conditioned that the Contractor performs the contract in the time and manner prescribed in the contract. The Payment Bond shall be conditioned that the Contractor promptly make payments to all persons who supply the Contractor with labor, materials and supplies used directly or indirectly by the Contractor in the prosecution of the work provided for in the Contract and shall provide that the surety shall pay the same in the amount not exceeding the sum provided in such bonds, together with interest at the maximum rate allowed by law; and that they shall indemnify and save harmless the City to the extent of any and all payments in connection with the carrying out of said Contract which the City may be required to make under the law.

Pursuant to the requirements of Section 255.05(1)(a), Florida Statutes, it shall be the duty of the Contractor to record the aforesaid payment and performance bonds in the public records of Broward County, with the Contractor to pay all recording costs.

4.3 OWNER'S CONTINGENCY

While the specifications contained in this solicitation and any ensuing Purchase Orders or contracts have incorporated all anticipated work to be accomplished, there may be unanticipated work required of the vendor in conjunction with a specific project. For this reason, the City Commission may award a project with an "Owner's Contingency". This contingency or allowance authorizes the City execute

change orders up to the amount of the contingency without the need to obtain additional Commission approval. The Owner's Contingency is usually based on a specified percent of the proposed project amount and is established for the specific project being performed under the contract. This dollar amount shall be shown on the specific project purchase order as a distinct item from the vendor's overall offer to determine the total potential dollar value of the contract. It is hereby understood and agreed that the vendor shall not expend any dollars in connection with the Owner's Contingency without the expressed prior approval of the City's authorized representative. Any Owner's Contingency funds that have not been utilized at the end of the project will remain with the Owner, the contractor shall only be paid for the proposed project cost as approved by the City Commission along with any Owner Contingency expenses that were approved by the City's authorized representative.



CONTACT INFORMATION FORM

IN ACCORDANCE WITH “RFP # AD-16-05” dated November 15, 2016 titled “Fleet Maintenance” attached hereto as a part hereof, the undersigned submits the following:

A) Contact Information

The Contact information form shall be electronically signed by one duly authorized to do so, and in case signed by a deputy or subordinate, the principal's properly written authority to such deputy or subordinate must accompany the proposal. This form must be completed and submitted through www.bidsync.com as part of the bidder's submittal. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

COMPANY INFORMATION:

COMPANY:

STREET ADDRESS:

CITY, STATE & ZIP CODE:

PRIMARY CONTACT FOR THE PROJECT:

NAME: TITLE:

E-MAIL:

TELEPHONE: FAX:

AUTHORIZED APPROVER:

NAME: TITLE:

E-MAIL:

TELEPHONE: FAX:

SIGNATURE:

B) Proposal Checklist

Is your facility located within the City of Pembroke Pines? Yes ☐

Did you submit all documents and information requested in Section 1.6 of the RFP? Yes ☐

C) Sample Proposal Form

The following sample price proposal is for information only. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

Hourly Service Rates

Item #	Item Description	Hourly Rate	Method Used for Determining Hours Needed to Perform Services (ALLDATA, etc.)
1)	Hourly Rate for Maintenance Service at the Contractor's Facility	To be Submitted Via BidSync	To be Submitted Via BidSync
2)	Hourly Rate for Roadside/Off-Site Maintenance Service	To be Submitted Via BidSync	To be Submitted Via BidSync
3)	Hourly Rate for Body Work and Similar Repairs	To be Submitted Via BidSync	To be Submitted Via BidSync

Parts Discounts

Item #	Item Description	Discount Percentage
1)	Discount off of Parts	To be Submitted Via BidSync

A La Carte Menu

Item #	Operation	Labor Hours	Total Cost
1)	Oil Change, Tire Rotation and Multi-point Safety Inspection (Conventional Motor Oil)	To be Submitted Via BidSync	To be Submitted Via BidSync
2)	Oil Change, Tire Rotation and Multi-point Safety Inspection (Dexos Synthetic Motor Oil)	To be Submitted Via BidSync	To be Submitted Via BidSync
3)	Oil Change, Tire Rotation and Multi-point Safety Inspection (Mobil 1 Synthetic Motor Oil)	To be Submitted Via BidSync	To be Submitted Via BidSync
4)	Oil Change, Tire Rotation and Multi-point Safety Inspection (Delvac Diesel Motor Oil)	To be Submitted Via BidSync	To be Submitted Via BidSync
5)	Replace Oil Pan Drain Plug Washer	To be Submitted Via BidSync	To be Submitted Via BidSync
6)	Tire Rotation Only	To be Submitted Via BidSync	To be Submitted Via BidSync
7)	Tire Rotation and Tire Balancing	To be Submitted Via BidSync	To be Submitted Via BidSync
8)	4 Wheel Alignment - Car	To be Submitted Via BidSync	To be Submitted Via BidSync
9)	4 Wheel Alignment - Truck	To be Submitted Via BidSync	To be Submitted Via BidSync
10)	Drain, Flush and Refill Cooling System	To be Submitted Via BidSync	To be Submitted Via BidSync
11)	Brake Fluid Replacement	To be Submitted Via BidSync	To be Submitted Via BidSync
12)	Cooling System Service		

		To be Submitted Via BidSync	To be Submitted Via BidSync
13)	Power Steering Service	To be Submitted Via BidSync	To be Submitted Via BidSync
14)	Transmission Flush	To be Submitted Via BidSync	To be Submitted Via BidSync
15)	Fuel Injector Service	To be Submitted Via BidSync	To be Submitted Via BidSync
16)	Induction Service	To be Submitted Via BidSync	To be Submitted Via BidSync
17)	A/C Service	To be Submitted Via BidSync	To be Submitted Via BidSync
18)	Engine Oil Flush	To be Submitted Via BidSync	To be Submitted Via BidSync
19)	Battery Terminal Service	To be Submitted Via BidSync	To be Submitted Via BidSync
20)	Change Clutch Hydraulic Fluid	To be Submitted Via BidSync	To be Submitted Via BidSync
21)	Throttle Body Service	To be Submitted Via BidSync	To be Submitted Via BidSync
22)	Change Transfer Case Fluid	To be Submitted Via BidSync	To be Submitted Via BidSync
23)	Front or Rear Diff Service	To be Submitted Via BidSync	To be Submitted Via BidSync
24)	Replace Wiper Blades (Each)	To be Submitted Via BidSync	To be Submitted Via BidSync
25)	Replace Passenger Compartment Air Filter	To be Submitted Via BidSync	To be Submitted Via BidSync
26)	Replace Engine Air Filter	To be Submitted Via BidSync	To be Submitted Via BidSync
27)	Replace Engine Air Filter - Diesel Truck	To be Submitted Via BidSync	To be Submitted Via BidSync
28)	Change Automatic Transmission Fluid & Filter	To be Submitted Via BidSync	To be Submitted Via BidSync
29)	Change Automatic Transmission Fluid & Filter Allison	To be Submitted Via BidSync	To be Submitted Via BidSync
30)	Replace Engine Fuel Filter - Gas	To be Submitted Via BidSync	To be Submitted Via BidSync
31)	Replace Engine Fuel Filter - Diesel	To be Submitted Via BidSync	To be Submitted Via BidSync
32)	Front Pad Replacement	To be Submitted Via BidSync	To be Submitted Via BidSync
33)	Resurface Rotors	To be Submitted Via BidSync	To be Submitted Via BidSync
34)	Tire Repair/Patch – On Site	To be Submitted Via BidSync	To be Submitted Via BidSync
35)	Tire Repair/Patch – Off Site / Road Side	To be Submitted Via BidSync	To be Submitted Via BidSync
36)	Install Nitrogen in Tires	To be Submitted Via BidSync	To be Submitted Via BidSync
37)	Replace Spark Plugs (& inspect spark plug wires) – Cars	To be Submitted Via BidSync	To be Submitted Via BidSync

38)	Replace Spark Plugs (& inspect spark plug wires) - Trucks	To be Submitted Via BidSync	To be Submitted Via BidSync
39)	Vehicle Lockout Service – Off Site / Roadside	To be Submitted Via BidSync	To be Submitted Via BidSync



(OFFICE USE ONLY) Vendor number:

Please complete this vendor information form entirely along with the
IRS Form W-9, scan and upload it to the www.bidsync.com

Vendor Information Form

Operating Name (Payee)			
Legal Name (as filed with IRS)			
Remit-to Address (For Payments)			
Remit-to Contact Name:		Title:	
Email Address:			
Phone #:		Fax #	
Order-from Address (For purchase orders)			
Order-from Contact Name:		Title:	
Email Address:			
Phone #:		Fax #	
Return-to Address (For product returns)			
Return-to Contact Name		Title:	
Email Address:			
Phone #:		Fax #	
Payment Terms:			

Type of Business (please check one and provide Federal Tax identification or social security Number)

- ☐ Corporation
☐ Sole Proprietorship/Individual
☐ Partnership
☐ Health Care Service Provider
☐ LLC – C (C corporation) – S (S corporation) – P (partnership)
☐ Other (Specify):

Federal ID Number:

Social Security No.:

Name of Applicant / Signature _____

Title of Applicant _____ **Date** _____

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
6 City, state, and ZIP code	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number									
				-				-	
or									
Employer identification number									
				-					

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States:

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code* on page 3 and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships* above.

What is FATCA reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code* on page 3 and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account, list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note. ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C Corporation, or S Corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box in line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box in line 3.

Limited Liability Company (LLC). If the name on line 1 is an LLC treated as a partnership for U.S. federal tax purposes, check the "Limited Liability Company" box and enter "P" in the space provided. If the LLC has filed Form 8832 or 2553 to be taxed as a corporation, check the "Limited Liability Company" box and in the space provided enter "C" for C corporation or "S" for S corporation. If it is a single-member LLC that is a disregarded entity, do not check the "Limited Liability Company" box; instead check the first box in line 3 "Individual/sole proprietor or single-member LLC."

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space in line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note. You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on this page), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.ssa.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, or 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
5. Sole proprietorship or disregarded entity owned by an individual	The owner ³
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor ⁴
For this type of account:	Give name and EIN of:
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity ⁴
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 2.

***Note.** Grantor also must provide a Form W-9 to trustee of trust.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: spam@uce.gov or contact them at www.ftc.gov/idtheft or 1-877-IDTHEFT (1-877-438-4338).

Visit IRS.gov to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.



NON-COLLUSIVE AFFIDAVIT

BIDDER is the ,
(Owner, Partner, Officer, Representative or Agent)

BIDDER is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham Bid;

Neither the said BIDDER nor any of its officers, partners, owners, agents, representative, employees or parties in interest, including this affidavit, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other BIDDER, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communications, or conference with any BIDDER, firm, or person to fix the price or prices in the attached Bid or any other BIDDER, or to fix any overhead, profit, or cost element of the Bid Price or the Bid Price of any other BIDDER, or to secure through any collusion conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

The price of items quoted in the attached Bid are fair and proper and are not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the BIDDER or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

Printed Name/Signature

Title

Name of Company



**SWORN STATEMENT
ON PUBLIC ENTITY CRIMES
UNDER FLORIDA STATUTES CHAPTER 287.133(3)(a).**

1. This sworn statement is submitted (name of entity submitting sworn statement) whose business address is and (if applicable) its Federal Employer Identification Number (FEIN) is . (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: .)
2. My name is and my
(Please print name of individual signing)
relationship to the entity named above is .
3. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid, proposal, reply, or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
4. I understand that a "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
5. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime: or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The Cityship by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
6. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or any entity organized under the laws of any state or of the United States with the legal power to

enter into a binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

7. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(Please indicate which statement applies.)**

☐ A) Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ B) The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND **(Please indicate which additional statement applies.)**

☐ B1) There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. **(Please attach a copy of the final order.)**

☐ B2) The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. **(Please attach a copy of the final order.)**

☐ B3) The person or affiliate has not been placed on the convicted vendor list. **(Please describe any action taken by or pending with the Department of General Services.)**

Bidder's Name/Signature

Company

Date



LOCAL VENDOR PREFERENCE CERTIFICATION

SECTION 1 GENERAL TERM

LOCAL PREFERENCE

The evaluation of competitive bids is subject to section 35.36 of the City's Procurement Procedures which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to local businesses. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the bid or proposal submission date stated in the solicitation. A local business shall be defined as:

1. "Local Pembroke Pines Vendor" shall mean a business entity which has maintained a permanent place of business with full-time employees within the City limits for a minimum of one (1) year prior to the date of issuance of a bid or proposal solicitation. The permanent place of business may not be a post office box. The business location must actually distribute goods or services from that location. In addition, the business must have a current business tax receipt from the City of Pembroke Pines.

OR;

2. "Local Broward County Vendor" shall mean or business entity which has maintained a permanent place of business with full-time employees within the Broward County limits for a minimum of one (1) year prior to the date of issuance of a bid or proposal solicitation. The permanent place of business may not be a post office box. The business location must actually distribute goods or services from that location. In addition, the business must have a current business tax receipt from the Broward County or the city within Broward County where the business resides.

A preference of five percent (5%) of the total evaluation point, or five percent (5%) of the total price, shall be given to the **Local Pembroke Pines Vendor(s)**; A preference of two and a half percent (2.5%) of the total evaluation point for local, or two and a half percent (2.5%) of the total price, shall be given to the **Local Broward County Vendor(s)**.

COMPARISON OF QUALIFICATIONS

The preferences established in no way prohibit the right of the City to compare quality of supplies or services for purchase and to compare qualifications, character, responsibility and fitness of all persons, firms or corporations submitting bids or proposals. Further, the preference established in no way prohibit the right of the city from giving any other preference permitted by law instead of the preferences granted, nor prohibit the city to select the bid or proposal which is the most responsible and in the best interests of the city.

SECTION 2 AFFIRMATION

LOCAL PREFERENCE CERTIFICATION:

- ☐ Place a check mark here only if affirming bidder meets requirements above as a Local Pembroke Pines Vendor.
In addition, the business must attach a current business tax receipt from the City of Pembroke Pines along with any previous business tax receipts to indicate that the business entity has maintained a permanent place of business for a minimum of one (1) year.
- ☐ Place a check mark here only if affirming bidder meets requirements above as a Local Broward County Vendor.
In addition, the business must attach a current business tax receipt from the Broward County or the city within Broward County where the business resides along with any previous business tax receipts to indicate that the business entity has maintained a permanent place of business for a minimum of one (1) year.
- ☐ Place a check mark here only if affirming bidder does not meet the requirements above as a Local Vendor.

Failure to complete this certification at this time (by checking either of the boxes above) shall render the vendor ineligible for Local Preference. This form must be completed by/for the proposer; the proposer WILL NOT qualify for Local Vendor Preference based on their sub-contractors' qualifications.

COMPANY NAME:

PRINTED NAME / AUTHORIZED SIGNATURE:



VETERAN OWNED SMALL BUSINESS (VOSB) PREFERENCE CERTIFICATION

SECTION 1 GENERAL TERM

VETERAN OWNED SMALL BUSINESS (VOSB) PREFERENCE

The evaluation of competitive bids is subject to section 35.37 of the City's Procurement Procedures which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to veteran owned small businesses. To satisfy this requirement, the vendor shall affirm in writing its compliance with the following objective criteria as of the bid or proposal submission date stated in the solicitation. A veteran owned small business shall be defined as:

1. "Veteran Owned Small Business" shall mean a business entity which has received a "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).

A preference of two and a half percent (2.5%) of the total evaluation point, or two and a half percent (2.5%) of the total price, shall be given to the **Veteran Owned Small Business (VOSB)**. This shall mean that if a **VOSB** submits a bid/quote that is within 2.5% of the lowest price submitted by any vendor, the **VOSB** shall have an option to submit another bid which is at least 1% lower than the lowest responsive bid/quote. If the **VOSB** submits a bid which is at least 1% lower than that lowest responsive bid/quote, then the award will go to the **VOSB**. If not, the award will be made to the vendor that submits the lowest responsive bid/quote. If the lowest responsive and responsible bidder IS a "**Local Pembroke Pines Vendor**" (**LPPV**) or a "**Local Broward County Vendor**" (**LBCV**) as established in Section 35.36 of the City's Code of Ordinances, entitled "Local Vendor Preference", then the award will be made to that vendor and no other bidders will be given an opportunity to submit additional bids as described herein.

If there is a **LPPV**, a **LBCV**, and a **VOSB** participating in the same bid solicitation and all three vendors qualify to submit a second bid, the **LPPV** will be given first option. If the **LPPV** cannot beat the lowest bid received by at least 1%, an opportunity will be given to the **LBCV**. If the **LBCV** cannot beat the lowest bid by at least 1%, an opportunity will be given to the **VOSB**. If the **VOSB** cannot beat the lowest bid by at least 1%, then the bid will be awarded to the lowest bidder.

If multiple **VOSBs** submit bids/quotes which are within 2.5% of the lowest bid/quote and there are no **LPPV** or **LBCV** as described in Section 35.36 of the City's Code of Ordinance, entitled "Local Vendor Preference", then all **VOSBs** will be asked to submit a **Best and Final Offer (BAFO)**. The award will be made to the **VOSB** submitting the lowest **BAFO** providing that that **BAFO** is at least 1% lower than the lowest bid/quote received in the original solicitation. If no **VOSB** can beat the lowest bid/quote by at least 1%, then the award will be made to the lowest responsive bidder.

COMPARISON OF QUALIFICATIONS

The preferences established in no way prohibit the right of the City to compare quality of supplies or services for purchase and to compare qualifications, character, responsibility and fitness of all persons, firms or corporations submitting bids or proposals. Further, the preference established in no way prohibit the right of the city from giving any other preference permitted by law instead of the preferences granted, nor prohibit the city to select the bid or proposal which is the most responsible and in the best interests of the city.

SECTION 2 AFFIRMATION

VETERAN OWNED SMALL BUSINESS (VOSB) PREFERENCE CERTIFICATION:

- ☐ Place a check mark here only if affirming bidder meets requirements above as a Veteran Owned Small Business.

In addition, the bidder must attach the "Determination Letter" from the U.S. Dept. of Veteran Affairs Center.

- ☐ Place a check mark here only if affirming bidder does not meet the requirements above as a VOSB.

Failure to complete this certification at this time (by checking either of the boxes above) shall render the vendor ineligible for VOSB Preference. This form must be completed by/for the proposer; the proposer WILL NOT qualify for VOSB Preference based on their subcontractors' qualifications.

COMPANY NAME:

PRINTED NAME / AUTHORIZED SIGNATURE:



EQUAL BENEFITS CERTIFICATION FORM FOR DOMESTIC PARTNERS AND ALL MARRIED COUPLES

Except where federal or state law mandates to the contrary, a Contractor awarded a Contract pursuant to a competitive solicitation shall provide benefits to Domestic Partners and spouses of its employees, irrespective of gender, on the same basis as it provides benefits to employees' spouses in traditional marriages.

The Contractor shall provide the City and/or the City Manager or his/her designee, access to its records for the purpose of audits and/or investigations to ascertain compliance with the provisions of this section, and upon request shall provide evidence that the Contractor is in compliance with the provisions of this section upon each new bid, contract renewal, or when the City Manager has received a complaint or has reason to believe the Contractor may not be in compliance with the provisions of this section. Records shall include but not be limited to providing the City and/or the City Manager or his/her designee with certified copies of the Contractor's records pertaining to its benefits policies and its employment policies and practices.

The Contractor must conspicuously make available to all employees and applicants for employment the following statement:

"During the performance of a contract with the City of Pembroke Pines, Florida, the Contractor will provide Equal Benefits to its employees with spouses, as defined by Section 35.39 of the City's Code of Ordinances, and its employees with Domestic Partners and all Married Couples".

The posted statement must also include a City contact telephone number and email address which will be provided to each contractor when a covered contract is executed.

SECTION 1 DEFINITIONS

- 1. Benefits** means the following plan, program or policy provided or offered by a contractor to its employees as part of the employer's total compensation package which may include but is not limited to sick leave, bereavement leave, family medical leave, and health benefits.
- 2. Cash Equivalent** mean the amount of money paid to an employee with a domestic partner or spouse in lieu of providing benefits to the employee's domestic partner or spouse. The cash equivalent is equal to the employer's direct expense of providing benefits to an employee for his or her spouse from a traditional marriage.
- 3. Covered Contract** means a contract between the City and a contractor awarded subsequent to the date when this section becomes effective valued at over \$25,000 or the threshold amount required for competitive bids as required in section 35.18(A) of the Procurement Code.
- 4. Domestic Partner** shall mean any two (2) adults of the same or different sex who have registered as domestic partners with a governmental body pursuant to state or local law authorizing such registration, or with an internal registry maintained by the employer of at least one of the domestic partners. A contractor may institute an internal registry to allow for the provision of equal benefits to employees with domestic partners who do not register their partnerships pursuant to a governmental body authorizing such registration, or who are located in a jurisdiction where no such governmental domestic partnership registry exists. A contractor that institutes such registry shall not impose criteria for registration that are more stringent than those required for domestic partnership registration by the City of Pembroke Pines.
- 5. Equal benefits** means the equality of benefits between employees with spouses and/or dependents of spouses and employees with domestic partners and/or dependents of domestic partners, and/or between

spouses of employees and/or dependents of spouses and domestic partners of employees and/or dependents of domestic partners.

6. **Spouse** means one member of a married pair legally married under the laws of any state within the United States of America or any other jurisdiction under which such marriage is legally recognized, irrespective of gender.

7. **Traditional marriage** means a marriage between one man and one woman.

SECTION 2 CERTIFICATION OF CONTRACTOR

The firm providing a response, by virtue of the signature below, certifies that it is aware of the requirements of Section 35.39 "City Contractors providing Equal Benefits for Domestic Partners and all Married Couples" of the City's Code of Ordinances, and certifies the following (**Check only one box below**):

- ☐ **A.** Contractor currently complies with the requirements of this section; or
- ☐ **B.** Contractor will comply with the conditions of this section at the time of contract award; or
- ☐ **C.** Contractor will not comply with the conditions of this section at the time of contract award: or
- ☐ **D.** Contractor does not comply with the conditions of this section because of the following allowable exemption (**Check only one box below**):
 - ☐ **1.** The Contractor does not provide benefits to employees' spouses in traditional marriages;
 - ☐ **2.** The Contractor provides an employee the cash equivalent of benefits because the Contractor is unable to provide benefits to employees' Domestic Partners or spouses despite making reasonable efforts to provide them. To meet this exception, the Contractor shall provide a notarized affidavit that it has made reasonable efforts to provide such benefits. The affidavit shall state the efforts taken to provide such benefits and the amount of the cash equivalent. Cash equivalent means the amount of money paid to an employee with a Domestic Partner or spouse rather than providing benefits to the employee's Domestic Partner or spouse. The cash equivalent is equal to the employer's direct expense of providing benefits to an employee's spouse;
 - ☐ **3.** The Contractor is a religious organization, association, society, or any non-profit charitable or educational institution or organization operated supervised or controlled by or in conjunction with a religious organization, association, or society;
 - ☐ **4.** The Contractor is a governmental agency;

The certification shall be signed by an authorized officer of the Contractor. Failure to provide such certification (by checking the appropriate boxes above along with completing the information below) shall result in a Contractor being deemed non-responsive.

COMPANY NAME:

AUTHORIZED OFFICER NAME / SIGNATURE:



PROPOSER'S QUALIFICATIONS STATEMENT

PROPOSER shall furnish the following information. Failure to comply with this requirement will render Bid non-responsive and shall cause its rejection. Additional sheets shall be attached as required.

PROPOSER'S Name and Principal Address:

Contact Person's Name and Title:

Contact Person's E-mail Address:

PROPOSER'S Telephone and Fax Number:

PROPOSER'S License Number:

(Please attach certificate of status, competency, and/or state registration.)

PROPOSER'S Federal Identification Number:

Number of years your organization has been in business

State the number of years your firm has been in business under your present business name

State the number of years your firm has been in business in the work specific to this solicitation:

Names and titles of all officers, partners or individuals doing business under trade name:

The business is a: Sole Proprietorship ☐ Partnership ☐ Corporation ☐

IF USING A FICTITIOUS NAME, SUBMIT EVIDENCE OF COMPLIANCE WITH FLORIDA FICTITIOUS NAME STATUTE. (ATTACH IN PROPOSER EXHIBIT SECTION)

Under what former name has your business operated? Include a description of the business. Failure to include such information shall be deemed to be intentional misrepresentation by the City and shall render the proposer RFP submittals non-responsive.

At what address was that business located?

Name, address, and telephone number of surety company and agent who will provide the required bonds on this contract:

Have you ever failed to complete work awarded to you. If so, when, where and why?

Have you personally inspected the proposed WORK and do you have a complete plan for its performance?

Will you subcontract any part of this WORK? If so, give details including a list of each sub-contractor(s) that will perform work in excess of ten percent (10%) of the contract amount and the work that will be performed by each subcontractor(s).

The foregoing list of subcontractor(s) may not be amended after award of the contract without the prior written approval of the Contract Administrator, whose approval shall not be reasonably withheld.

List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Proposer, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description the disposition of each such petition.

List and describe all successful Bond claims made to your surety (ies) during the last five (5) years. The list and descriptions should include claims against the bond of the Proposer and its predecessor organization(s).

List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last (10) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute.

List and describe all criminal proceedings or hearings concerning business related offenses in which the Proposer, its principals or officers or predecessor organization(s) were defendants.

Has the Proposer, its principals, officers or predecessor organization(s) been CONVICTED OF A Public Entity Crime, debarred or suspended from bidding by any government entity? If so, provide details.

Are you an ☐ Original provider ☐ sales representative ☐ distributor, ☐ broker, ☐ manufacturer ☐ other, of the commodities/services proposed upon? If other than the original provider, explain below.

Have you ever been debarred or suspended from doing business with any governmental agency? If yes, please explain:

Describe the firm's local experience/nature of service with contracts of similar size and complexity, it the previous three (3) years:

The PROPOSER acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by CITY in awarding the contract and such information is warranted by PROPOSER to be true. The discovery of any omission or misstatement that materially affects the PROPOSER'S qualifications to perform under the contract shall cause the CITY to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

(Company Name)

(Printed Name/Signature)

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD[YY])

PRODUCER

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED

YOUR COMPANY NAME HERE

INSURER A:

INSURER B:

INSURER C:

INSURER D:

INSURER E:

Companies providing coverage**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DDIYY)	POLICY EXPIRATION DATE (MM/DDIYY)	LIMITS								
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> policy <input type="checkbox"/> project <input type="checkbox"/> loc	<div style="border: 1px solid black; padding: 10px; text-align: center;"> Must Include General Liability </div>			EACH OCCURRENCE \$ FIRE DAMAGE (Any one fire) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$								
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				<div style="border: 1px solid black; padding: 10px; text-align: center;"> SAMPLE CERTIFICATE </div>								
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO			AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$									
	EXCESS LIABILITY OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$								
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				<table border="1"> <tr> <td>WC STATU-TORY LIMITS</td> <td>OTH-ER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$</td> </tr> </table>	WC STATU-TORY LIMITS	OTH-ER	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$
WC STATU-TORY LIMITS	OTH-ER												
E.L. EACH ACCIDENT	\$												
E.L. DISEASE - EA EMPLOYEE	\$												
E.L. DISEASE - POLICY LIMIT	\$												
	OTHER												

Certificate must contain wording similar to what appears below

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCL

"THE CERTIFICATE HOLDER IS NAMED AS ADDITIONALLY INSURED WITH REGARD TO GENERAL LIABILITY"

CERTIFICATE HOLDER

ADDITIONAL INSURED; INSURER LETTER:

CANCELLATION

City of Pembroke Pines
10100 Pines Boulevard
Pembroke Pines FL 33026

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION

MAIL 30 DAYS WRITTEN
LEFT.

City Must Be Named as Certificate Holder

AUTHORIZED REPRESENTATIVE



AGREEMENT

THIS IS AN AGREEMENT, dated the _____ day of _____, 20____, by and between:

THE CITY OF PEMBROKE PINES, a municipal corporation of the State of Florida with a business address of 10100 Pines Boulevard, Pembroke Pines, Florida 33026 hereinafter referred to as "CITY",

and

[VENDOR NAME]., a company authorized to do business in the State of Florida, with a business address of **[VENDOR ADDRESS]**, hereinafter referred to as "CONTRACTOR".

WITNESSETH:

In consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, CITY and CONTRACTOR agree as follows:

ARTICLE 1 **PREAMBLE**

In order to establish the background, context and form of reference for this Agreement, and to generally express the objectives and intentions of the respective parties herein, the following statements, representations, and explanations shall be accepted as predicates for the undertakings and commitments included within the provisions which follow, and may be relied upon by the parties as essential elements of the mutual considerations upon which this Agreement is based.

1.1 On **[DATE]**, the CITY advertised its notice to bidders of the CITY's desire to hire a firm to **[DESCRIPTION OF PROJECT]** as more particularly described in **Exhibit "A"** attached hereto and by this reference made a part hereof, for the said bid entitled:

[BID NUMBER]
[BID TITLE]

1.2 On **[DATE]**, the bids were opened at the offices of the City Clerk.

1.3 On **[DATE]**, the CITY awarded the bid to CONTRACTOR and authorized the proper CITY officials to negotiate and enter into an agreement with CONTRACTOR to render the services more particularly described herein below.

1.4 Negotiations pertaining to the services to be performed by the CONTRACTOR were undertaken and this Agreement incorporates the results of such negotiation.



ARTICLE 2

SERVICES AND RESPONSIBILITIES

2.1 CONTRACTOR hereby agrees to perform the services for the **[BRIEF EXPLANATION OF PROJECT]**, as more particularly described in **Exhibit "A"** attached hereto and by this reference made a part hereof, ("Property") in accordance with the Scope of Services outlined in the specifications, "**[BID NUMBER]**," attached hereto and made a part hereof as **Exhibit "A"** and CONTRACTOR's response thereto, attached hereto and made a part hereof as **Composite Exhibit "B"**. CONTRACTOR agrees to do everything required by this Agreement, the Sealed Bid Package, Addenda to this Agreement, and Commission award complete with proposal form.

2.2 CONTRACTOR shall furnish all services, labor, equipment, and materials necessary and as may be required in the performance of this Agreement, except as otherwise specifically provided for herein, and all work performed under this Agreement shall be done in a professional manner.

2.3 CONTRACTOR shall supervise the work force to ensure that all workers conduct themselves and perform their work in a safe and professional manner. CONTRACTOR shall comply with all OSHA safety rules and regulations in the operation of equipment and in the performance of the work. CONTRACTOR shall at all times have a competent field supervisor on the job site to enforce these policies and procedures at the CONTRACTOR'S expense.

2.4 CONTRACTOR shall schedule regular meetings with the CITY representatives at least once a month to discuss the progress of the work and maintenance of the **[DESCRIPTION OF PROJECT]**, as more specifically described in Exhibit A.

2.5 CONTRACTOR hereby represents to CITY, with full knowledge that CITY is relying upon these representations when entering into this Agreement with CONTRACTOR, that CONTRACTOR has the professional expertise, experience and manpower to perform the services to be provided by CONTRACTOR pursuant to the terms of this Agreement.

2.6 CONTRACTOR hereby represents to CITY that CONTRACTOR is properly licensed by the applicable federal, state, and local agencies to provide the services under this Agreement. Furthermore, CONTRACTOR agrees to maintain such licenses during the term of this Agreement. If CONTRACTOR's license is revoked, suspended, or terminated for any reason by any governmental agency, CONTRACTOR shall notify the CITY immediately.

2.7 CONTRACTOR shall comply with any and all Federal, State, and local laws and regulations now in effect, or hereinafter enacted during the term of this Agreement, which are applicable to CONTRACTOR, its employees, agents or subcontractors, if any, with respect to the work and services described herein. A violation of any federal, state, or local law or regulation may be cause for breach, allowing the CITY to terminate this Agreement.

ARTICLE 3

TERM AND TERMINATION



3.1 CONTRACTOR shall perform the maintenance services associated with the Property as identified in **Exhibit "A"** attached hereto and made part hereof, for an initial two (2) year period commencing on _____ and ending on _____.

3.2 This Agreement may be renewed for two (2) additional two (2) year terms upon mutual consent, evidenced by a written Amendment to this Agreement extending the term thereof.

3.3 *Termination for Convenience:* This Agreement may be terminated by CITY for convenience, upon thirty (30) business days of written notice by the terminating party to the other party for such termination in which event CONTRACTOR shall be paid its compensation for services performed to termination date, including services reasonably related to termination. In the event that CONTRACTOR abandons this Agreement or causes it to be terminated, CONTRACTOR shall indemnify CITY against loss pertaining to this termination.

3.4 *Default by CONTRACTOR:* In addition to all other remedies available to CITY, this Agreement shall be subject to cancellation by CITY for cause, should CONTRACTOR neglect or fail to perform or observe any of the terms, provisions, conditions, or requirements herein contained, if such neglect or failure shall continue for a period of thirty (30) days after receipt by CONTRACTOR of written notice of such neglect or failure.

ARTICLE 4 **COMPENSATION AND METHOD OF PAYMENT**

4.1 The CITY hereby agrees to compensate CONTRACTOR for all services performed by CONTRACTOR pursuant to the provisions of this Agreement.

4.2 Based on a LUMP SUM FEE OF AN AMOUNT NOT TO EXCEED **[WRITTEN AMOUNT]** DOLLARS (**[\$NUMERICAL AMOUNT]**), which includes an owner's contingency fee of **[WRITTEN AMOUNT]** DOLLARS (**[\$NUMERICAL AMOUNT]**), payable in monthly payments for actual services performed for maintenance services. Future price adjustments, up or down shall be based on a nationally recognized or published index, including fuel surcharge adjustments, relevant to providing these services.

4.3 The CITY shall within thirty (30) days, from the date the City's Public Service Director approves the Application for Payment, pay the CONTRACTOR the amount approved by the City Public Services Director or his or her assignees.

4.4 All payments shall be governed by the Florida Prompt Payment Act, as set forth in Part VII, Chapter 218, Florida Statutes.

ARTICLE 5 **CHANGES IN SCOPE OF WORK**



5.1 CITY or CONTRACTOR may request changes that would increase, decrease, or otherwise modify the Scope of Services, as described in **Exhibit "A,"** to be provided under this Agreement as described in Article 2 of this Agreement. These changes will affect the monthly compensation accordingly. Such changes or additional services must be in accordance with the provisions of the Code of Ordinances of the CITY, and must be contained in a written amendment, executed by the parties hereto, with the same formality, equality and dignity herewith prior to any deviation from the terms of this Agreement, including the initiation of any additional or extra work.

5.2 In no event will the CONTRACTOR be compensated for any work which has not been described in a separate written agreement executed by the parties hereto.

ARTICLE 6

PERFORMANCE BOND

6.1 At the time of the execution of this Agreement, CONTRACTOR shall have in effect a Performance Bond guaranteeing to the CITY the completion and performance of the Scope of Services and work covered in this Agreement. The Performance Bond shall at all times be valid and in force to cover the Work being performed. The Performance Bond shall be executed by a Surety Company approved by the U.S. Treasury Department, licensed to do business in the State of Florida, and having a registered agent in Broward County.

6.2 The CONTRACTOR agrees to keep such Bonds, or a replacement thereof, in force at all times during the course of performance of this Agreement. In addition to the foregoing requirements, such Bond shall contain provisions, whether by attaching endorsements or supplemental agreements, guaranteeing to the CITY the completion of services of the performance of this Agreement. CONTRACTOR may comply with the requirements of this provision by causing said Bond to specifically name the CITY as one of the parties to whom the protection afforded by said Bond is extended or as an alternative, may furnish the CITY with a separate Performance Bond meeting the same criteria provided above.

ARTICLE 7

INDEMNIFICATION

7.1 The CONTRACTOR shall indemnify and hold harmless the CITY, its trustees, elected and appointed officers, agents, servants, assigns and employees, from and against any and all claims, demands, or causes of action whatsoever, and the resulting losses, costs, expenses, reasonable attorneys' fees, including paralegal expenses, liabilities, damages, orders, judgments, or decrees, sustained by the CITY or any third party arising out of, by reason of, or resulting from the CONTRACTOR's acts, errors, or omissions or the failure of the CONTRACTOR to take out and maintain insurance as required under this Agreement.

7.2 Upon completion of all Services, obligations and duties provided for in this Agreement, or in the event of termination of this Agreement for any reason, the terms and conditions of this Article shall survive indefinitely.



7.3 CITY reserves the right to select its own legal counsel to conduct any defense in any such proceeding and all costs and fees associated therewith shall be the responsibility of CONTRACTOR.

7.4 Nothing contained herein is intended nor shall be construed to waive City's rights and immunities under the common law or §768.28, Florida Statutes, as may be amended from time to time.

ARTICLE 8 **INSURANCE**

8.1 The CONTRACTOR shall indemnify and hold harmless the CITY and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the CITY or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the CONTRACTOR or its employees, agents, servants, partners principals or subcontractors. The CONTRACTOR shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the CITY, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. The CONTRACTOR expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the CONTRACTOR shall in no way limit the responsibility to indemnify, keep and save harmless and defend the CITY or its officers, employees, agents and instrumentalities as herein provided.

8.2 CONTRACTOR shall not commence work under this Agreement until it has obtained all insurance required under this paragraph and such insurance has been approved by the Risk Manager of the CITY nor shall the CONTRACTOR allow any subcontractor to commence work on his subcontract until all similar such insurance required of the subcontractor has been obtained and similarly approved.

8.3 Certificates of Insurance, reflecting evidence of the required insurance, shall be filed with the City's Risk Manager prior to the commencement of this Agreement. Policies shall be issued by companies authorized to do business under the laws of the State of Florida. The insurance company shall be rated no less than "A" as to management, and no less than "Class VI" as to financial strength according to the latest edition of Best's Insurance Guide published by A.M. Best Company.

8.4 Policies shall be endorsed to provide the CITY thirty (30) days notice of cancellation or the CONTRACTOR shall obtain written agreement from its Agent to provide the CITY thirty (30) days notice of cancellation.

8.5 Insurance shall be in force until all obligations required to be fulfilled under the terms of the Agreement are satisfactorily completed as evidenced by the formal acceptance by the CITY. In the



event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this Agreement, then in that event, the CONTRACTOR shall furnish, at least forty-five (45) days prior to the expiration of the date of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period of the Agreement and extension thereunder is in effect. The CONTRACTOR shall not commence nor continue to provide any services pursuant to this Agreement unless all required insurance remains in full force and effect. CONTRACTOR shall be liable to CITY for any lapses in service resulting from a gap in insurance coverage.

8.6 REQUIRED INSURANCE

8.6.1 Comprehensive General Liability Insurance written on an occurrence basis including, but not limited to: coverage for bodily injury and property damage, personal & advertising injury, products & completed operations, and contractual liability. Coverage must be written on an occurrence basis, with limits of liability no less than:

1. Each Occurrence Limit - \$1,000,000
2. Fire Damage Limit (Damage to rented premises) - \$100,000
3. Personal & Advertising Injury Limit - \$1,000,000
4. General Aggregate Limit - \$2,000,000
5. Products & Completed Operations Aggregate Limit - \$2,000,000

Products & Completed Operations Coverage shall be maintained for two (2) years after the final payment under this contract.

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage.

8.6.2 Worker's Compensation and Employers Liability Insurance covering all employees, and/or volunteers of the CONTRACTOR engaged in the performance of the scope of work associated with this Agreement. In the case any work is sublet, the CONTRACTOR shall require the subcontractors similarly to provide Workers Compensation Insurance for all the latter's employees unless such employees are covered by the protection afforded by the CONTRACTOR. Coverage for the CONTRACTOR and his subcontractors shall be in accordance with applicable state and/or federal laws that may apply to Workers' Compensation Insurance with limits of liability no less than:

1. Workers' Compensation: Coverage A – Statutory
2. Employers Liability: Coverage B \$500,000 Each Accident
 \$500,000 Disease – Policy Limit
 \$500,000 Disease – Each Employee

If CONTRACTOR claims to be exempt from this requirement, CONTRACTOR shall provide CITY proof of such exemption along with a written request for CITY to exempt CONTRACTOR, written on CONTRACTOR letterhead.



8.6.3 Comprehensive Auto Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the performance of work under this Agreement, with a combined single limit of liability for bodily injury and property damage no less than:

1. Any Auto (Symbol 1)
Combined Single Limit (Each Accident) - \$1,000,000
2. Hired Autos (Symbol 8)
Combined Single Limit (Each Accident) - \$1,000,000
3. Non-Owned Autos (Symbol 9)
Combined Single Limit (Each Accident) - \$1,000,000

8.6.4 Professional Liability/Errors & Omissions Insurance, when applicable, with a limit of liability no less than \$1,000,000 per wrongful act. This coverage shall be maintained for a period of no less than two (2) years after final payment of the contract.

8.6.5 Sexual Abuse may not be excluded from any policy.

8.7 REQUIRED ENDORSEMENTS

- 8.7.1 The City of Pembroke Pines shall be named as an Additional Insured on each of the General Liability policies required herein
- 8.7.2 Waiver of all Rights of Subrogation against the CITY
- 8.7.3 30 Day Notice of Cancellation or Non-Renewal to the CITY
- 8.7.4 CONTRACTORS' policies shall be Primary & Non-Contributory
- 8.7.5 All policies shall contain a "severability of interest" or "cross liability" liability clause without obligation for premium payment of the CITY
- 8.7.6 The City of Pembroke Pines shall be named as a Loss Payee on all Property and/or Inland Marine Policies as their interest may appear.

8.8 CONTRACTOR shall name the CITY, as an additional insured on each of the General Liability policies required herein and shall hold the CITY, its agents, officers and employees harmless on account of claims for damages to persons, property or premises arising out of the services provided hereunder.

8.9 Any insurance required of the CONTRACTOR pursuant to this Agreement must also be required by any subcontractor in the same limits and with all requirements as provided herein, including naming the CITY as an additional insured, in any work that is subcontracted unless such subcontractor is covered by the protection afforded by the CONTRACTOR and provided proof of such coverage is provided to CITY. The CONTRACTOR and any subcontractors shall maintain such policies during the term of this Agreement.

8.10 The City reserves the right to require any other additional types of insurance coverage and/or higher limits of liability it deems necessary based on the nature of work being performed under this Contract.



ARTICLE 9

NON-DISCRIMINATION & EQUAL OPPORTUNITY EMPLOYMENT

9.1 During the performance of the Agreement, neither CONTRACTOR nor its subcontractors shall discriminate against any employee or applicant for employment because of race, religion, color, gender, national origin, sex, age, marital status, political affiliation, familial status, sexual orientation, or disability if qualified. CONTRACTOR will take affirmative action to ensure that employees are treated during employment, without regard to their race, religion, color, gender, national origin, sex, age, marital status, political affiliation, familial status, sexual orientation, or disability if qualified. Such actions must include, but not be limited to, the following: employment, promotion; demotion or transfer; recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CONTRACTOR shall agree to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause. CONTRACTOR further agrees that he/she/it will ensure that subcontractors, if any, will be made aware of and will comply with this nondiscrimination clause.

ARTICLE 10

INDEPENDENT CONTRACTOR

10.1 This Agreement does not create an employee/employer relationship between the parties. It is the intent of the parties that the CONTRACTOR is an independent contractor under this Agreement and not the CITY's employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers' Compensation Act, and the State unemployment insurance law. The CONTRACTOR shall retain sole and absolute discretion in the judgment of the manner and means of carrying out CONTRACTOR's activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under this Agreement shall be those of CONTRACTOR, which policies of CONTRACTOR shall not conflict with CITY, State, H.U.D., or United States policies, rules or regulations relating to the use of CONTRACTOR's Funds provided for herein. The CONTRACTOR agrees that it is a separate and independent enterprise from the CITY, that it has full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. This Agreement shall not be construed as creating any joint employment relationship between the CONTRACTOR and the CITY and the CITY will not be liable for any obligation incurred by CONTRACTOR, including but not limited to unpaid minimum wages and/or overtime premiums.

ARTICLE 11

UNCONTROLLABLE FORCES

11.1 Neither CITY nor CONTRACTOR shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to Uncontrollable Forces, the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid. The term



"Uncontrollable Forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, and governmental actions.

11.2 Neither party shall, however, be excused from performance if nonperformance is due to forces, which are preventable, removable, or remediable, and which the nonperforming party could have, with the exercise of reasonable diligence, prevented, removed, or remedied with reasonable dispatch. The nonperforming party shall, within a reasonable time of being prevented or delayed from performance by an uncontrollable force, give written notice to the other party describing the circumstances and uncontrollable forces preventing continued performance of the obligations of this Agreement.

ARTICLE 12

AGREEMENT SUBJECT TO FUNDING

12.1 This agreement shall remain in full force and effect only as long as the expenditures provided for in the Agreement have been appropriated by the City Commission of the City of Pembroke Pines in the annual budget for each fiscal year of this Agreement, and is subject to termination based on lack of funding.

ARTICLE 13

VENUE

13.1 This Agreement shall be governed by the laws of the State of Florida as now and hereafter in force. The venue for actions arising out of this agreement shall be in Broward County, Florida.

ARTICLE 14

SIGNATORY AUTHORITY

14.1 CONTRACTOR shall provide CITY with copies of requisite documentation evidencing that the signator for CONTRACTOR has the authority to enter into this Agreement.

ARTICLE 15

MERGER; AMENDMENT

15.1 This Agreement constitutes the entire Agreement between CONTRACTOR and CITY, and negotiations and oral understandings between the parties are merged herein. This Agreement can be supplemented or amended only by a written document executed by both CONTRACTOR and CITY with the same formality and equal dignity herewith.

ARTICLE 16

DEFAULT OF CONTRACT & REMEDIES



16.1.1 **Damages.** CITY reserves the right to recover any ascertainable actual damages incurred as a result of the failure of CONTRACTOR to perform in accordance with the requirements of this Agreement, or for losses sustained by CITY resultant from CONTRACTOR's failure to perform in accordance with the requirements of this Agreement.

16.1.2 **Liquidated Damages.** As a breach of the service provided by this Agreement would cause serious and substantial damage to CITY Property, and the nature of this Agreement would render it impracticable or extremely difficult to fix the actual damage sustained by CITY by such breach, it is agreed that, in case of breach of service wherein CONTRACTOR fails to maintain the Property, leaving the said property in disrepair, CITY may elect to collect liquidated damages for each such breach, and CONTRACTOR will pay CITY as liquidated damages, and not as penalty, FIVE HUNDRED DOLLARS (\$500.00) for every day of such malfunction. This sum is the agreed upon amount by which CITY will be damaged by the breach of such service. An election to seek such remedies shall not be construed as a waiver of any legal remedies CITY may have as to any subsequent breach of service under this Agreement.

16.1.3 **Correction of Work.** If, in the judgment of CITY, work provided by CONTRACTOR does not conform to the requirements of this Agreement, or if the work exhibits poor workmanship, CITY reserves the right to require that CONTRACTOR correct all deficiencies in the work to bring the work into conformance without additional cost to CITY, and / or replace any personnel who fail to perform in accordance with the requirements of this Agreement. CITY shall be the sole judge of non-conformance and the quality of workmanship.

16.2 **Default of Contract.** The occurrence of any one or more of the following events shall constitute a default and breach of this Agreement by CONTRACTOR:

16.2.1. The abandonment of the Property by CONTRACTOR for a period of more than seven (7) business days.

16.2.2 The abandonment, unnecessary delay, refusal of, or failure to comply with any of the terms of this Agreement or neglect, or refusal to comply with the instructions of the Public Services Director relative thereto.

16.2.3. The failure by CONTRACTOR to observe or perform any of the terms, covenants, or conditions of this Agreement to be observed or performed by CONTRACTOR, where such failure shall continue for a period of seven (7) days after written notice thereof by CITY to CONTRACTOR; provided, however, that if the nature of CONTRACTOR's default is such that more than seven (7) days are reasonably required for its cure, then CONTRACTOR shall not be deemed to be in default if CONTRACTOR commences such cure within said seven (7) day period and thereafter diligently prosecutes such cure to completion.

16.2.4. The assignment and/or transfer of this Agreement or execution or attachment thereon by CONTRACTOR or any other party in a manner not expressly permitted hereunder.



16.2.5. The making by CONTRACTOR of any general assignment or general arrangement for the benefit of creditors, or the filing by or against CONTRACTOR of a petition to have CONTRACTOR adjudged a bankruptcy, or a petition for reorganization or arrangement under any law relating to bankruptcy (unless, in the case of a petition filed against CONTRACTOR, the same is dismissed within sixty (60) days); or the appointment of a trustee or a receiver to take possession of substantially all of CONTRACTOR's assets, or for CONTRACTOR's interest in this Agreement, where possession is not restored to CONTRACTOR within thirty (30) days; for attachment, execution or other judicial seizure of substantially all of CONTRACTOR's assets, or for CONTRACTOR's interest in this Agreement, where such seizure is not discharged within thirty (30) days.

16.3 **Remedies in Default.** In case of default by CONTRACTOR, CITY shall notify CONTRACTOR, in writing, of such abandonment, delay, refusal, failure, neglect, or default and direct him to comply with all provisions of the Agreement. A copy of such written notice shall be mailed to the Surety on the Performance Bond. If the abandonment, delay, refusal, failure, neglect or default is not cured within seven (7) days of when notice was sent by CITY, CITY may declare a default of the Agreement and notify CONTRACTOR of such declaration of default and terminate the Agreement. The Surety on the Performance Bond shall within ten (10) days of such declaration of default, rectify or cause to be rectified any mismanagement or breach of service in the Agreement and assume the work of CONTRACTOR and proceed to perform services under the Agreement, at its own cost and expense.

16.3.1. Upon such declaration of default, all payments remaining due CONTRACTOR at the time of default, less all sums due CITY for damages suffered, or expenses incurred by reason of default, shall be due and payable to Surety. Thereafter the Surety shall receive monthly payments equal to those that would have been paid by the CONTRACTOR had the CONTRACTOR continued to perform the services under the Agreement.

16.3.2. If such Surety fails to perform, the CITY may complete the Agreement, or any part thereof, either by day labor or re-letting a contract for the same, and procure the equipment and the facilities necessary for the completion of the Agreement, and charge the cost of same to CONTRACTOR and/or the Surety together with the costs incident thereto to such default.

16.3.3. In the event CITY completes the Agreement at a lesser cost than would have been payable to CONTRACTOR under this Agreement, if the same had been fulfilled by CONTRACTOR, CITY shall retain such differences. Should such cost to CITY be greater, CONTRACTOR shall pay the amount of such excess to the CITY.

ARTICLE 17 **BANKRUPTCY**

17.1 It is agreed that if CONTRACTOR is adjudged bankrupt, either voluntarily or involuntarily, then this Agreement shall terminate effective on the date and at the time the bankruptcy petition is filed.

ARTICLE 18



DISPUTE RESOLUTION

18.1 **Arbitration.** In addition to any other remedy provided hereunder, CITY, at its option, may use arbitration to resolve any controversy or claim arising out of or relating to this Agreement if arbitration is elected by CITY. Any controversy or claim arising out of or relating to this Agreement, or breach thereof, may be settled by arbitration in accordance with the rules of the American Arbitration Association and judgment upon the award rendered by the arbitrators may be entered into by any court having jurisdiction thereof. In the event arbitration is elected by CITY, such controversy or claim shall be submitted to one arbitrator selected from the National Panel of The American Arbitration Association.

18.2 Operations During Dispute.

18.2.1 In the event that a dispute, if any, arises between CITY and CONTRACTOR relating to this Agreement, performance or compensation hereunder, CONTRACTOR shall continue to render service in full compliance with all terms and conditions of this Agreement as interpreted by CITY regardless of such dispute.

18.2.2 CONTRACTOR expressly recognizes the paramount right and duty of CITY to provide adequate maintenance of CITY's Property, and further agrees, in consideration for the execution of this Agreement, that in the event of such a dispute, if any, it will not seek injunctive relief in any court, but will negotiate with CITY for an adjustment on the matter or matters in dispute and, upon failure of said negotiations to resolve the dispute, may present the matter to a court of competent jurisdiction in an appropriate suit therefore instituted by it or by CITY.

18.2.3 Notwithstanding the other provisions in this Section, CITY reserves the right to terminate the Agreement at any time, whenever the service provided by CONTRACTOR fails to meet reasonable standards of the trade after CITY gives written notice to the CONTRACTOR of the deficiencies as set forth in the written notice within fourteen calendar (14) days of the receipt by CONTRACTOR of such notice from CITY.

ARTICLE 19 **PUBLIC RECORDS**

19.1 The City of Pembroke Pines is public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records Law. Specifically, the Contractor shall:

19.1.1 Keep and maintain public records required by the CITY to perform the service;

19.1.2 Upon request from the CITY's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Fla. Stat., or as otherwise provided by law;



19.1.3 Ensure that public records that are exempt or that are confidential and exempt from public record disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and, following completion of the contract, CONTRACTOR shall destroy all copies of such confidential and exempt records remaining in its possession after the CONTRACTOR transfers the records in its possession to the CITY; and

19.1.4 Upon completion of the contract, CONTRACTOR shall transfer to the CITY, at no cost to the CITY, all public records in CONTRACTOR's possession. All records stored electronically by the CONTRACTOR must be provided to the CITY, upon request from the CITY's custodian of public records, in a format that is compatible with the information technology systems of the CITY.

19.2 The failure of Contractor to comply with the provisions set forth in this Article shall constitute a Default and Breach of this Agreement and the CITY shall enforce the Default in accordance with the provisions set forth in **Article 16**.

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

**CITY CLERK
10100 PINES BOULEVARD, 5th FLOOR
PEMBROKE PINES, FL 33026
(954) 450-1050
mgraham@ppines.com**

**ARTICLE 20
MISCELLANEOUS**

20.1 **Ownership of Documents.** Reports, surveys, studies, and other data provided in connection with this Agreement are and shall remain the property of CITY, whether or not the project for which they are made is completed.

20.2 **Legal Representation.** It is acknowledged that each party to this agreement had the opportunity to be represented by counsel in the preparation of this Agreement, and accordingly, the rule that a contract shall be interpreted strictly against the party preparing same shall not apply herein due to the joint contributions of both parties.



20.3 **Records.** CONTRACTOR shall keep such records and accounts and require any and all subcontractors to keep records and accounts as may be necessary in order to record complete and correct entries as to personnel hours charged to this engagement, and any expenses for which CONTRACTOR expects to be reimbursed. Such books and records will be available at all reasonable times for examination and audit by CITY and shall be kept for a period of ten (10) years after the completion of all work to be performed pursuant to this Agreement. Incomplete or incorrect entries in such books and records will be grounds for disallowance by CITY of any fees or expenses based upon such entries.

20.4 **Assignments; Amendments.** This Agreement, and any interests herein, shall not be assigned, transferred or otherwise encumbered, under any circumstances, by CONTRACTOR without the prior written consent of CITY. For purposes of this Agreement, any change of ownership of CONTRACTOR shall constitute an assignment which requires CITY approval. However, this Agreement shall run to the benefit of CITY and its successors and assigns.

It is further agreed that no modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

20.5 **No Contingent Fees.** CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CONTRACTOR to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONTRACTOR any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, CITY shall have the right to terminate the Agreement without liability at its discretion, to deduct from the contract price, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

20.6 **Notice.** Whenever any party desires to give notice unto any other party, it must be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, CONTRACTOR and CITY designate the following as the respective places for giving of notice:

CITY Charles F. Dodge, City Manager
City of Pembroke Pines
10100 Pines Boulevard
Pembroke Pines, Florida 33025
Telephone No. (954) 431-4884
Facsimile No. (954) 437-1149

Copy To: Samuel S. Goren, City Attorney
Goren, Cherof, Doody & Ezrol, P.A.
3099 East Commercial Boulevard, Suite 200



Fort Lauderdale, Florida 33308
Telephone No. (954) 771-4900
Facsimile No. (954) 771-4923

Contractor [VENDOR NAME].
[VENDOR ADDRESS]
[VENDOR CITY, STATE, & ZIP CODE]
Telephone No. _____
Facsimile No. _____

20.7 **Binding Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

20.8 **Headings.** Headings herein are for the convenience of reference only and shall not be considered in any interpretation of this Agreement.

20.9 **Exhibits.** Each Exhibit referred to in this Agreement forms an essential part of this Agreement. The exhibits if not physically attached should be treated as part of this Agreement and are incorporated herein by reference.

20.10 **Severability.** If any provision of this Agreement or application thereof to any person or situation shall to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable, shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

20.11 **Entire Agreement and Conflicts:** This Agreement is intended by the parties hereto to be final expression of this Agreement, and it constitutes the full and entire understanding between the parties with respect to the subject hereof, notwithstanding any representations, statements, or agreements to the contrary heretofore made. In the event of a conflict between this Agreement, the RFP and the CONTRACTOR's bid proposal, this Agreement shall govern, then the RFP, and then the bid proposal.

20.12 **Waiver.** Failure of CITY to insist upon strict performance of any provision or condition of this Agreement, or to execute any right therein contained, shall not be constructed as a waiver or relinquishment for the future of any such provision, condition, or right, but the same shall remain in full force and effect.

20.13 **Disputes.** Any claim, objection, or dispute arising out of the terms of this Agreement shall be litigated in the Seventeenth Judicial Circuit Court in and for Broward County.



20.14 **Attorney's Fees.** In the event that either party brings suit for enforcement of this Agreement, each party shall bear its own attorney's fees and court costs, except as otherwise provided under the indemnification provisions set forth herein above.

20.15 **Protection of City Property.** At all times during the performance of this Agreement, CONTRACTOR shall protect CITY's property from all damage whatsoever on account of the work being carried on under this Agreement.

THE REMAINDER OF THIS PAGE

HAS BEEN INTENTIONALLY LEFT BLANK



City of Pembroke Pines

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first written above.

ATTEST:

CITY

MARLENE D. GRAHAM,
CITY CLERK

BY: _____
CHARLES F. DODGE
CITY MANAGER

APPROVED AS TO FORM.

OFFICE OF THE CITY ATTORNEY

CONTRACTOR

Witnesses:

[NAME OF CONTRACTOR]

Print Name

BY: _____
Print Name: _____
Title: _____

Print Name

STATE OF _____)
COUNTY OF _____) ss:

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared _____ as _____ of **[NAME OF CONTRACTOR]**, a company authorized to conduct business in the State of Florida, and acknowledged execution of the foregoing Agreement as the proper official of **[NAME OF CONTRACTOR]** for the use and purposes mentioned in it and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State and County aforesaid on this _____ day of _____, 20____.

NOTARY PUBLIC

(Name of Notary Typed, Printed or Stamped)

REFERENCES FORM

Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency:

Address:

City/State/Zip:

Contact Name: Title:

E-Mail Address:

Telephone: Fax:

Project Information:

Name and location of the project:

Nature of the firm's responsibility on the project:

Project duration: Completion (Anticipated) Date:

Size of project: Cost of project:

Work for which staff was responsible:

Contract Type:

The results/deliverables of the project:

REFERENCES FORM

Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

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E-Mail Address:

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Nature of the firm's responsibility on the project:

Project duration: Completion (Anticipated) Date:

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Work for which staff was responsible:

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The results/deliverables of the project:

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Address:

City/State/Zip:

Contact Name: Title:

E-Mail Address:

Telephone: Fax:

Project Information:

Name and location of the project:

Nature of the firm's responsibility on the project:

Project duration: Completion (Anticipated) Date:

Size of project: Cost of project:

Work for which staff was responsible:

Contract Type:

The results/deliverables of the project:

City's Fleet Summary

Row Labels	CH - Charter Schools (17X)	CS - Community Bus Transportation (128/8001)	CS - Community Services (8001)	CS - Housing Division/Pines Point (8002)	FI - Fire Rescue (4003)	PD - Code Enforcement (3001/9007)	PD - Police (3001)	PL - Planning (9002)	PS - Engineering (6006)	PS - General Govt. Bldgs. (6001)	PS - Grounds Maint. (6004)	PS - Parks (6004/930)	PU - Purchasing (6005)	RE - Recreation (7001)	TS - Technology Services (2002)	UT - Sewer Treatment Plant (6022)	UT - Utilities (471)	UT - Utilities Admin (6010)	Grand Total
Chevrolet	2	3	3	1	28		158	1	1	3	3	1	1	11			5		221
C1500														1					1
2000														1					1
C2500												1							1
2006												1							1
C3500																	1		1
2000																	1		1
Caprice				1															1
1996				1															1
Cavalier					1														1
1997					1														1
Corsica									1										1
1995									1										1
Equinox											1								1
2015											1								1
Express							5												5
2011							2												2
2014							2												2
2015							1												1
Express Cargo										1							1		2
2012										1							1		2
Express Van							1												1
2011							1												1
G20										1									1
1999										1									1
G250	1				1														2
2002	1				1														2
Impala					18		20				1		1	1					41
2002					2														2
2003					1		1												2
2004					1		3							1					5
2005					2														2
2006					1		1												2
2007					5		8												13
2008					2														2
2010					1														1
2013							1												1
2014							3												3
2015					2														2
2016					1		3				1		1						6
Lumina			1							1									2
1997			1																1
2000										1									1
Malibu		3	1		4			1						4					13
1998		1			1									2					4
2002		1	1																2
2005														2					2
2006					3			1											4

City's Fleet Summary

Row Labels	CH - Charter Schools (17X)	CS - Community Bus Transportation (128/8001)	CS - Community Services (8001)	CS - Housing Division/Pines Point (8002)	FI - Fire Rescue (4003)	PD - Code Enforcement (3001/9007)	PD - Police (3001)	PL - Planning (9002)	PS - Engineering (6006)	PS - General Gvt. Bldgs. (6001)	PS - Grounds Maint. (6004)	PS - Parks (6004/930)	PU - Purchasing (6005)	RE - Recreation (7001)	TS - Technology Services (2002)	UT - Sewer Treatment Plant (6022)	UT - Utilities (471)	UT - Utilities Admin (6010)	Grand Total
2007		1																	1
S-10	1				1									5					7
1997	1																		1
1998														3					3
2000														1					1
2001					1									1					2
Silverado							4				1								5
2012							1												1
2013							1				1								2
2014							1												1
2016							1												1
Silverado 1500																	1		1
2016																	1		1
Silverado 3500																	2		2
2016																	2		2
Suburban					1														1
2013					1														1
Tahoe			1		1		122												124
2002							1												1
2006							1												1
2011							2												2
2012							2												2
2015			1		1		71												73
2016							45												45
Trailblazer					1														1
2006					1														1
Traverse							6												6
2014							3												3
2015							1												1
2016							2												2
Dodge					2		13				1								16
250					1														1
2001					1														1
Charger							10												10
2011							4												4
2013							2												2
2015							2												2
2016							2												2
D250					1														1
1998					1														1
Durango							2												2
2014							1												1
2015							1												1
Ram 3500							1												1
2005							1												1
Stratus											1								1
2004											1								1
Ford	3		1		15	7	202	1	4	9	4	3		15	2	1	5	1	273

City's Fleet Summary

Row Labels	CH - Charter Schools (17X)	CS - Community Bus Transportation (128/8001)	CS - Community Services (8001)	CS - Housing Division/Pines Point (8002)	FI - Fire Rescue (4003)	PD - Code Enforcement (3001/9007)	PD - Police (3001)	PL - Planning (9002)	PS - Engineering (6006)	PS - General Govt. Bldgs. (6001)	PS - Grounds Maint. (6004)	PS - Parks (6004/930)	PU - Purchasing (6005)	RE - Recreation (7001)	TS - Technology Services (2002)	UT - Sewer Treatment Plant (6022)	UT - Utilities (471)	UT - Utilities Admin (6010)	Grand Total
Contour					1														1
2000					1														1
Crown Victoria						2	105			1	1			1					110
1996														1					1
1999										1	1								2
2003							1												1
2005							18												18
2006							19												19
2008						2	43												45
2011							24												24
E-250					1														1
2007					1														1
E-350	1				2		3			1				3					10
1997														1					1
1998														2					2
2002					1		1												2
2006										1									1
2007	1						2												3
2008					1														1
Escape						2								3					5
2014						2													2
2015														3					3
Excursion					1														1
2005					1														1
Expedition					1		2								1				4
2006															1				1
2013							2												2
2014					1														1
Explorer							17			3	1	1		3					25
2000														1					1
2003										1									1
2004							2												2
2005														1					1
2006							1												1
2007										1		1							2
2012											1								1
2013							1												1
2015							5			1									6
2016							8							1					9
F-150									2	1		2		2			2	1	10
2006												1		1					2
2012										1							1		2
2015												1					1		2
2016									1					1				1	3
Unknown									1										1
F-250					1		2			2	2						1		8
1997										1									1
1999							1				1								2

City's Fleet Summary

Row Labels	CH - Charter Schools (17X)	CS - Community Bus Transportation (128/8001)	CS - Community Services (8001)	CS - Housing Division/Pines Point (8002)	FI - Fire Rescue (4003)	PD - Code Enforcement (3001/9007)	PD - Police (3001)	PL - Planning (9002)	PS - Engineering (6006)	PS - General Gvt. Bldgs. (6001)	PS - Grounds Maint. (6004)	PS - Parks (6004/930)	PU - Purchasing (6005)	RE - Recreation (7001)	TS - Technology Services (2002)	UT - Sewer Treatment Plant (6022)	UT - Utilities (471)	UT - Utilities Admin (6010)	Grand Total
2001																	1		1
2003					1					1									2
2006											1								1
2015							1												1
F-350					1		1									1	2		5
2012							1									1	1		3
2013																	1		1
Unknown					1														1
Focus					3														3
2007					3														3
Fusion					4														4
2015					2														2
2016					2														2
Interceptor							47												47
2013							28												28
2014							19												19
Ranger						2		1	1	1				2					7
2003														1					1
2005														1					1
2007						2		1	1	1									5
S-10									1										1
2003									1										1
Taurus			1			1	21												23
2002						1													1
2003							1												1
2005			1				1												2
2006							3												3
2012							15												15
2014							1												1
Windstar							1												1
2005							1												1
T350 Transit Wagon														1					1
2015														1					1
Econoline E-350 Cargo Van	2						2												4
1992							1												1
2003	2						1												3
Econoline E-150 Cargo Van															1				1
2007															1				1
Econoline E-250 Cargo Van							1												1
2014							1												1
GMC															2				2
Terrain															2				2
2015															1				1
2016															1				1
Nissan							1												1
Nv 200							1												1
2015							1												1
Saturn															1				1

City's Fleet Summary

Row Labels	CH - Charter Schools (17X)	CS - Community Bus Transportation (128/8001)	CS - Community Services (8001)	CS - Housing Division/Pines Point (8002)	FI - Fire Rescue (4003)	PD - Code Enforcement (3001/9007)	PD - Police (3001)	PL - Planning (9002)	PS - Engineering (6006)	PS - General Gvt. Bldgs. (6001)	PS - Grounds Maint. (6004)	PS - Parks (6004/930)	PU - Purchasing (6005)	RE - Recreation (7001)	TS - Technology Services (2002)	UT - Sewer Treatment Plant (6022)	UT - Utilities (471)	UT - Utilities Admin (6010)	Grand Total
Vue															1				1
2007															1				1
Toyota							9												9
Camry							9												9
2011							1												1
2012							4												4
2013							2												2
2016							2												2
Grand Total	5	3	4	1	45	7	383	2	5	12	8	4	1	26	5	1	10	1	523



CONTACT INFORMATION FORM

IN ACCORDANCE WITH “RFP # AD-16-05” dated November 15, 2016 titled “Fleet Maintenance” attached hereto as a part hereof, the undersigned submits the following:

A) Contact Information

The Contact information form shall be electronically signed by one duly authorized to do so, and in case signed by a deputy or subordinate, the principal's properly written authority to such deputy or subordinate must accompany the proposal. This form must be completed and submitted through www.bidsync.com as part of the bidder's submittal. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

COMPANY INFORMATION:

COMPANY:

STREET ADDRESS:

CITY, STATE & ZIP CODE:

PRIMARY CONTACT FOR THE PROJECT:

NAME: TITLE:

E-MAIL:

TELEPHONE: FAX:

AUTHORIZED APPROVER:

NAME: TITLE:

E-MAIL:

TELEPHONE: FAX:

SIGNATURE:

B) Proposal Checklist

Is your facility located within the City of Pembroke Pines? Yes ☐

Did you submit all documents and information requested in Section 1.6 of the RFP? Yes ☐

C) Sample Proposal Form

The following sample price proposal is for information only. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

Hourly Service Rates

Item #	Item Description	Hourly Rate	Method Used for Determining Hours Needed to Perform Services (ALLDATA, etc.)
1)	Hourly Rate for Maintenance Service at the Contractor's Facility	To be Submitted Via BidSync	To be Submitted Via BidSync
2)	Hourly Rate for Roadside/Off-Site Maintenance Service	To be Submitted Via BidSync	To be Submitted Via BidSync
3)	Hourly Rate for Body Work and Similar Repairs	To be Submitted Via BidSync	To be Submitted Via BidSync

Parts Discounts

Item #	Item Description	Discount Percentage
1)	Discount off of Parts	To be Submitted Via BidSync

A La Carte Menu

Item #	Operation	Labor Hours	Total Cost
1)	Oil Change, Tire Rotation and Multi-point Safety Inspection (Conventional Motor Oil)	To be Submitted Via BidSync	To be Submitted Via BidSync
2)	Oil Change, Tire Rotation and Multi-point Safety Inspection (Dexos Synthetic Motor Oil)	To be Submitted Via BidSync	To be Submitted Via BidSync
3)	Oil Change, Tire Rotation and Multi-point Safety Inspection (Mobil 1 Synthetic Motor Oil)	To be Submitted Via BidSync	To be Submitted Via BidSync
4)	Oil Change, Tire Rotation and Multi-point Safety Inspection (Delvac Diesel Motor Oil)	To be Submitted Via BidSync	To be Submitted Via BidSync
5)	Replace Oil Pan Drain Plug Washer	To be Submitted Via BidSync	To be Submitted Via BidSync
6)	Tire Rotation Only	To be Submitted Via BidSync	To be Submitted Via BidSync
7)	Tire Rotation and Tire Balancing	To be Submitted Via BidSync	To be Submitted Via BidSync
8)	4 Wheel Alignment - Car	To be Submitted Via BidSync	To be Submitted Via BidSync
9)	4 Wheel Alignment - Truck	To be Submitted Via BidSync	To be Submitted Via BidSync
10)	Drain, Flush and Refill Cooling System	To be Submitted Via BidSync	To be Submitted Via BidSync
11)	Brake Fluid Replacement	To be Submitted Via BidSync	To be Submitted Via BidSync
12)	Cooling System Service		

		To be Submitted Via BidSync	To be Submitted Via BidSync
13)	Power Steering Service	To be Submitted Via BidSync	To be Submitted Via BidSync
14)	Transmission Flush	To be Submitted Via BidSync	To be Submitted Via BidSync
15)	Fuel Injector Service	To be Submitted Via BidSync	To be Submitted Via BidSync
16)	Induction Service	To be Submitted Via BidSync	To be Submitted Via BidSync
17)	A/C Service	To be Submitted Via BidSync	To be Submitted Via BidSync
18)	Engine Oil Flush	To be Submitted Via BidSync	To be Submitted Via BidSync
19)	Battery Terminal Service	To be Submitted Via BidSync	To be Submitted Via BidSync
20)	Change Clutch Hydraulic Fluid	To be Submitted Via BidSync	To be Submitted Via BidSync
21)	Throttle Body Service	To be Submitted Via BidSync	To be Submitted Via BidSync
22)	Change Transfer Case Fluid	To be Submitted Via BidSync	To be Submitted Via BidSync
23)	Front or Rear Diff Service	To be Submitted Via BidSync	To be Submitted Via BidSync
24)	Replace Wiper Blades (Each)	To be Submitted Via BidSync	To be Submitted Via BidSync
25)	Replace Passenger Compartment Air Filter	To be Submitted Via BidSync	To be Submitted Via BidSync
26)	Replace Engine Air Filter	To be Submitted Via BidSync	To be Submitted Via BidSync
27)	Replace Engine Air Filter - Diesel Truck	To be Submitted Via BidSync	To be Submitted Via BidSync
28)	Change Automatic Transmission Fluid & Filter	To be Submitted Via BidSync	To be Submitted Via BidSync
29)	Change Automatic Transmission Fluid & Filter Allison	To be Submitted Via BidSync	To be Submitted Via BidSync
30)	Replace Engine Fuel Filter - Gas	To be Submitted Via BidSync	To be Submitted Via BidSync
31)	Replace Engine Fuel Filter - Diesel	To be Submitted Via BidSync	To be Submitted Via BidSync
32)	Front Pad Replacement	To be Submitted Via BidSync	To be Submitted Via BidSync
33)	Resurface Rotors	To be Submitted Via BidSync	To be Submitted Via BidSync
34)	Tire Repair/Patch – On Site	To be Submitted Via BidSync	To be Submitted Via BidSync
35)	Tire Repair/Patch – Off Site / Road Side	To be Submitted Via BidSync	To be Submitted Via BidSync
36)	Install Nitrogen in Tires	To be Submitted Via BidSync	To be Submitted Via BidSync
37)	Replace Spark Plugs (& inspect spark plug wires) – Cars	To be Submitted Via BidSync	To be Submitted Via BidSync

38)	Replace Spark Plugs (& inspect spark plug wires) - Trucks	To be Submitted Via BidSync	To be Submitted Via BidSync
39)	Vehicle Lockout Service – Off Site / Roadside	To be Submitted Via BidSync	To be Submitted Via BidSync



(OFFICE USE ONLY) Vendor number:

Please complete this vendor information form entirely along with the
IRS Form W-9, scan and upload it to the www.bidsync.com

Vendor Information Form

Operating Name (Payee)			
Legal Name (as filed with IRS)			
Remit-to Address (For Payments)			
Remit-to Contact Name:		Title:	
Email Address:			
Phone #:		Fax #	
Order-from Address (For purchase orders)			
Order-from Contact Name:		Title:	
Email Address:			
Phone #:		Fax #	
Return-to Address (For product returns)			
Return-to Contact Name		Title:	
Email Address:			
Phone #:		Fax #	
Payment Terms:			

Type of Business (please check one and provide Federal Tax identification or social security Number)

- ☐ Corporation
☐ Sole Proprietorship/Individual
☐ Partnership
☐ Health Care Service Provider
☐ LLC – C (C corporation) – S (S corporation) – P (partnership)
☐ Other (Specify):

Federal ID Number:

Social Security No.:

Name of Applicant / Signature _____

Title of Applicant _____ **Date** _____

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
6 City, state, and ZIP code	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number									
				-				-	
or									
Employer identification number									
				-					

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States:

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code* on page 3 and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships* above.

What is FATCA reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code* on page 3 and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account, list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note. ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C Corporation, or S Corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box in line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box in line 3.

Limited Liability Company (LLC). If the name on line 1 is an LLC treated as a partnership for U.S. federal tax purposes, check the "Limited Liability Company" box and enter "P" in the space provided. If the LLC has filed Form 8832 or 2553 to be taxed as a corporation, check the "Limited Liability Company" box and in the space provided enter "C" for C corporation or "S" for S corporation. If it is a single-member LLC that is a disregarded entity, do not check the "Limited Liability Company" box; instead check the first box in line 3 "Individual/sole proprietor or single-member LLC."

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space in line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note. You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on this page), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.ssa.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/businesses and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note. Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, or 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor ²
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
5. Sole proprietorship or disregarded entity owned by an individual	The owner ³
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor ⁴
For this type of account:	Give name and EIN of:
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity ⁴
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 2.

***Note.** Grantor also must provide a Form W-9 to trustee of trust.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: spam@uce.gov or contact them at www.ftc.gov/idtheft or 1-877-IDTHEFT (1-877-438-4338).

Visit IRS.gov to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.



NON-COLLUSIVE AFFIDAVIT

BIDDER is the ,
(Owner, Partner, Officer, Representative or Agent)

BIDDER is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham Bid;

Neither the said BIDDER nor any of its officers, partners, owners, agents, representative, employees or parties in interest, including this affidavit, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other BIDDER, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communications, or conference with any BIDDER, firm, or person to fix the price or prices in the attached Bid or any other BIDDER, or to fix any overhead, profit, or cost element of the Bid Price or the Bid Price of any other BIDDER, or to secure through any collusion conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

The price of items quoted in the attached Bid are fair and proper and are not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the BIDDER or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

Printed Name/Signature

Title

Name of Company



**SWORN STATEMENT
ON PUBLIC ENTITY CRIMES
UNDER FLORIDA STATUTES CHAPTER 287.133(3)(a).**

1. This sworn statement is submitted (name of entity submitting sworn statement) whose business address is and (if applicable) its Federal Employer Identification Number (FEIN) is . (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: .)
2. My name is and my
(Please print name of individual signing)
relationship to the entity named above is .
3. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid, proposal, reply, or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
4. I understand that a "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
5. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime: or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The Cityship by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
6. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or any entity organized under the laws of any state or of the United States with the legal power to

enter into a binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

7. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(Please indicate which statement applies.)**

☐ A) Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ B) The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND **(Please indicate which additional statement applies.)**

☐ B1) There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. **(Please attach a copy of the final order.)**

☐ B2) The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. **(Please attach a copy of the final order.)**

☐ B3) The person or affiliate has not been placed on the convicted vendor list. **(Please describe any action taken by or pending with the Department of General Services.)**

Bidder's Name/Signature

Company

Date



LOCAL VENDOR PREFERENCE CERTIFICATION

SECTION 1 GENERAL TERM

LOCAL PREFERENCE

The evaluation of competitive bids is subject to section 35.36 of the City's Procurement Procedures which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to local businesses. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the bid or proposal submission date stated in the solicitation. A local business shall be defined as:

1. "Local Pembroke Pines Vendor" shall mean a business entity which has maintained a permanent place of business with full-time employees within the City limits for a minimum of one (1) year prior to the date of issuance of a bid or proposal solicitation. The permanent place of business may not be a post office box. The business location must actually distribute goods or services from that location. In addition, the business must have a current business tax receipt from the City of Pembroke Pines.

OR;

2. "Local Broward County Vendor" shall mean or business entity which has maintained a permanent place of business with full-time employees within the Broward County limits for a minimum of one (1) year prior to the date of issuance of a bid or proposal solicitation. The permanent place of business may not be a post office box. The business location must actually distribute goods or services from that location. In addition, the business must have a current business tax receipt from the Broward County or the city within Broward County where the business resides.

A preference of five percent (5%) of the total evaluation point, or five percent (5%) of the total price, shall be given to the **Local Pembroke Pines Vendor(s)**; A preference of two and a half percent (2.5%) of the total evaluation point for local, or two and a half percent (2.5%) of the total price, shall be given to the **Local Broward County Vendor(s)**.

COMPARISON OF QUALIFICATIONS

The preferences established in no way prohibit the right of the City to compare quality of supplies or services for purchase and to compare qualifications, character, responsibility and fitness of all persons, firms or corporations submitting bids or proposals. Further, the preference established in no way prohibit the right of the city from giving any other preference permitted by law instead of the preferences granted, nor prohibit the city to select the bid or proposal which is the most responsible and in the best interests of the city.

SECTION 2 AFFIRMATION

LOCAL PREFERENCE CERTIFICATION:

- ☐ Place a check mark here only if affirming bidder meets requirements above as a Local Pembroke Pines Vendor.
In addition, the business must attach a current business tax receipt from the City of Pembroke Pines along with any previous business tax receipts to indicate that the business entity has maintained a permanent place of business for a minimum of one (1) year.
- ☐ Place a check mark here only if affirming bidder meets requirements above as a Local Broward County Vendor.
In addition, the business must attach a current business tax receipt from the Broward County or the city within Broward County where the business resides along with any previous business tax receipts to indicate that the business entity has maintained a permanent place of business for a minimum of one (1) year.
- ☐ Place a check mark here only if affirming bidder does not meet the requirements above as a Local Vendor.

Failure to complete this certification at this time (by checking either of the boxes above) shall render the vendor ineligible for Local Preference. This form must be completed by/for the proposer; the proposer WILL NOT qualify for Local Vendor Preference based on their sub-contractors' qualifications.

COMPANY NAME:

PRINTED NAME / AUTHORIZED SIGNATURE:



VETERAN OWNED SMALL BUSINESS (VOSB) PREFERENCE CERTIFICATION

SECTION 1 GENERAL TERM

VETERAN OWNED SMALL BUSINESS (VOSB) PREFERENCE

The evaluation of competitive bids is subject to section 35.37 of the City's Procurement Procedures which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to veteran owned small businesses. To satisfy this requirement, the vendor shall affirm in writing its compliance with the following objective criteria as of the bid or proposal submission date stated in the solicitation. A veteran owned small business shall be defined as:

1. "Veteran Owned Small Business" shall mean a business entity which has received a "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).

A preference of two and a half percent (2.5%) of the total evaluation point, or two and a half percent (2.5%) of the total price, shall be given to the **Veteran Owned Small Business (VOSB)**. This shall mean that if a **VOSB** submits a bid/quote that is within 2.5% of the lowest price submitted by any vendor, the **VOSB** shall have an option to submit another bid which is at least 1% lower than the lowest responsive bid/quote. If the **VOSB** submits a bid which is at least 1% lower than that lowest responsive bid/quote, then the award will go to the **VOSB**. If not, the award will be made to the vendor that submits the lowest responsive bid/quote. If the lowest responsive and responsible bidder IS a "**Local Pembroke Pines Vendor**" (**LPPV**) or a "**Local Broward County Vendor**" (**LBCV**) as established in Section 35.36 of the City's Code of Ordinances, entitled "Local Vendor Preference", then the award will be made to that vendor and no other bidders will be given an opportunity to submit additional bids as described herein.

If there is a **LPPV**, a **LBCV**, and a **VOSB** participating in the same bid solicitation and all three vendors qualify to submit a second bid, the **LPPV** will be given first option. If the **LPPV** cannot beat the lowest bid received by at least 1%, an opportunity will be given to the **LBCV**. If the **LBCV** cannot beat the lowest bid by at least 1%, an opportunity will be given to the **VOSB**. If the **VOSB** cannot beat the lowest bid by at least 1%, then the bid will be awarded to the lowest bidder.

If multiple **VOSBs** submit bids/quotes which are within 2.5% of the lowest bid/quote and there are no **LPPV** or **LBCV** as described in Section 35.36 of the City's Code of Ordinance, entitled "Local Vendor Preference", then all **VOSBs** will be asked to submit a **Best and Final Offer (BAFO)**. The award will be made to the **VOSB** submitting the lowest **BAFO** providing that that **BAFO** is at least 1% lower than the lowest bid/quote received in the original solicitation. If no **VOSB** can beat the lowest bid/quote by at least 1%, then the award will be made to the lowest responsive bidder.

COMPARISON OF QUALIFICATIONS

The preferences established in no way prohibit the right of the City to compare quality of supplies or services for purchase and to compare qualifications, character, responsibility and fitness of all persons, firms or corporations submitting bids or proposals. Further, the preference established in no way prohibit the right of the city from giving any other preference permitted by law instead of the preferences granted, nor prohibit the city to select the bid or proposal which is the most responsible and in the best interests of the city.

SECTION 2 AFFIRMATION

VETERAN OWNED SMALL BUSINESS (VOSB) PREFERENCE CERTIFICATION:

- ☐ Place a check mark here only if affirming bidder meets requirements above as a Veteran Owned Small Business.

In addition, the bidder must attach the "Determination Letter" from the U.S. Dept. of Veteran Affairs Center.

- ☐ Place a check mark here only if affirming bidder does not meet the requirements above as a VOSB.

Failure to complete this certification at this time (by checking either of the boxes above) shall render the vendor ineligible for VOSB Preference. This form must be completed by/for the proposer; the proposer WILL NOT qualify for VOSB Preference based on their subcontractors' qualifications.

COMPANY NAME:

PRINTED NAME / AUTHORIZED SIGNATURE:



EQUAL BENEFITS CERTIFICATION FORM FOR DOMESTIC PARTNERS AND ALL MARRIED COUPLES

Except where federal or state law mandates to the contrary, a Contractor awarded a Contract pursuant to a competitive solicitation shall provide benefits to Domestic Partners and spouses of its employees, irrespective of gender, on the same basis as it provides benefits to employees' spouses in traditional marriages.

The Contractor shall provide the City and/or the City Manager or his/her designee, access to its records for the purpose of audits and/or investigations to ascertain compliance with the provisions of this section, and upon request shall provide evidence that the Contractor is in compliance with the provisions of this section upon each new bid, contract renewal, or when the City Manager has received a complaint or has reason to believe the Contractor may not be in compliance with the provisions of this section. Records shall include but not be limited to providing the City and/or the City Manager or his/her designee with certified copies of the Contractor's records pertaining to its benefits policies and its employment policies and practices.

The Contractor must conspicuously make available to all employees and applicants for employment the following statement:

"During the performance of a contract with the City of Pembroke Pines, Florida, the Contractor will provide Equal Benefits to its employees with spouses, as defined by Section 35.39 of the City's Code of Ordinances, and its employees with Domestic Partners and all Married Couples".

The posted statement must also include a City contact telephone number and email address which will be provided to each contractor when a covered contract is executed.

SECTION 1 DEFINITIONS

- 1. Benefits** means the following plan, program or policy provided or offered by a contractor to its employees as part of the employer's total compensation package which may include but is not limited to sick leave, bereavement leave, family medical leave, and health benefits.
- 2. Cash Equivalent** mean the amount of money paid to an employee with a domestic partner or spouse in lieu of providing benefits to the employee's domestic partner or spouse. The cash equivalent is equal to the employer's direct expense of providing benefits to an employee for his or her spouse from a traditional marriage.
- 3. Covered Contract** means a contract between the City and a contractor awarded subsequent to the date when this section becomes effective valued at over \$25,000 or the threshold amount required for competitive bids as required in section 35.18(A) of the Procurement Code.
- 4. Domestic Partner** shall mean any two (2) adults of the same or different sex who have registered as domestic partners with a governmental body pursuant to state or local law authorizing such registration, or with an internal registry maintained by the employer of at least one of the domestic partners. A contractor may institute an internal registry to allow for the provision of equal benefits to employees with domestic partners who do not register their partnerships pursuant to a governmental body authorizing such registration, or who are located in a jurisdiction where no such governmental domestic partnership registry exists. A contractor that institutes such registry shall not impose criteria for registration that are more stringent than those required for domestic partnership registration by the City of Pembroke Pines.
- 5. Equal benefits** means the equality of benefits between employees with spouses and/or dependents of spouses and employees with domestic partners and/or dependents of domestic partners, and/or between

spouses of employees and/or dependents of spouses and domestic partners of employees and/or dependents of domestic partners.

6. **Spouse** means one member of a married pair legally married under the laws of any state within the United States of America or any other jurisdiction under which such marriage is legally recognized, irrespective of gender.

7. **Traditional marriage** means a marriage between one man and one woman.

SECTION 2 CERTIFICATION OF CONTRACTOR

The firm providing a response, by virtue of the signature below, certifies that it is aware of the requirements of Section 35.39 "City Contractors providing Equal Benefits for Domestic Partners and all Married Couples" of the City's Code of Ordinances, and certifies the following (**Check only one box below**):

- ☐ **A.** Contractor currently complies with the requirements of this section; or
- ☐ **B.** Contractor will comply with the conditions of this section at the time of contract award; or
- ☐ **C.** Contractor will not comply with the conditions of this section at the time of contract award: or
- ☐ **D.** Contractor does not comply with the conditions of this section because of the following allowable exemption (**Check only one box below**):
 - ☐ **1.** The Contractor does not provide benefits to employees' spouses in traditional marriages;
 - ☐ **2.** The Contractor provides an employee the cash equivalent of benefits because the Contractor is unable to provide benefits to employees' Domestic Partners or spouses despite making reasonable efforts to provide them. To meet this exception, the Contractor shall provide a notarized affidavit that it has made reasonable efforts to provide such benefits. The affidavit shall state the efforts taken to provide such benefits and the amount of the cash equivalent. Cash equivalent means the amount of money paid to an employee with a Domestic Partner or spouse rather than providing benefits to the employee's Domestic Partner or spouse. The cash equivalent is equal to the employer's direct expense of providing benefits to an employee's spouse;
 - ☐ **3.** The Contractor is a religious organization, association, society, or any non-profit charitable or educational institution or organization operated supervised or controlled by or in conjunction with a religious organization, association, or society;
 - ☐ **4.** The Contractor is a governmental agency;

The certification shall be signed by an authorized officer of the Contractor. Failure to provide such certification (by checking the appropriate boxes above along with completing the information below) shall result in a Contractor being deemed non-responsive.

COMPANY NAME:

AUTHORIZED OFFICER NAME / SIGNATURE:



PROPOSER'S QUALIFICATIONS STATEMENT

PROPOSER shall furnish the following information. Failure to comply with this requirement will render Bid non-responsive and shall cause its rejection. Additional sheets shall be attached as required.

PROPOSER'S Name and Principal Address:

Contact Person's Name and Title:

Contact Person's E-mail Address:

PROPOSER'S Telephone and Fax Number:

PROPOSER'S License Number:

(Please attach certificate of status, competency, and/or state registration.)

PROPOSER'S Federal Identification Number:

Number of years your organization has been in business

State the number of years your firm has been in business under your present business name

State the number of years your firm has been in business in the work specific to this solicitation:

Names and titles of all officers, partners or individuals doing business under trade name:

The business is a: Sole Proprietorship ☐ Partnership ☐ Corporation ☐

IF USING A FICTITIOUS NAME, SUBMIT EVIDENCE OF COMPLIANCE WITH FLORIDA FICTITIOUS NAME STATUTE. (ATTACH IN PROPOSER EXHIBIT SECTION)

Under what former name has your business operated? Include a description of the business. Failure to include such information shall be deemed to be intentional misrepresentation by the City and shall render the proposer RFP submittals non-responsive.

At what address was that business located?

Name, address, and telephone number of surety company and agent who will provide the required bonds on this contract:

Have you ever failed to complete work awarded to you. If so, when, where and why?

Have you personally inspected the proposed WORK and do you have a complete plan for its performance?

Will you subcontract any part of this WORK? If so, give details including a list of each sub-contractor(s) that will perform work in excess of ten percent (10%) of the contract amount and the work that will be performed by each subcontractor(s).

The foregoing list of subcontractor(s) may not be amended after award of the contract without the prior written approval of the Contract Administrator, whose approval shall not be reasonably withheld.

List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Proposer, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description the disposition of each such petition.

List and describe all successful Bond claims made to your surety (ies) during the last five (5) years. The list and descriptions should include claims against the bond of the Proposer and its predecessor organization(s).

List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last (10) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute.

List and describe all criminal proceedings or hearings concerning business related offenses in which the Proposer, its principals or officers or predecessor organization(s) were defendants.

Has the Proposer, its principals, officers or predecessor organization(s) been CONVICTED OF A Public Entity Crime, debarred or suspended from bidding by any government entity? If so, provide details.

Are you an ☐ Original provider ☐ sales representative ☐ distributor, ☐ broker, ☐ manufacturer ☐ other, of the commodities/services proposed upon? If other than the original provider, explain below.

Have you ever been debarred or suspended from doing business with any governmental agency? If yes, please explain:

Describe the firm's local experience/nature of service with contracts of similar size and complexity, it the previous three (3) years:

The PROPOSER acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by CITY in awarding the contract and such information is warranted by PROPOSER to be true. The discovery of any omission or misstatement that materially affects the PROPOSER’S qualifications to perform under the contract shall cause the CITY to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

(Company Name)

(Printed Name/Signature)

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD[YY])

PRODUCER

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED

YOUR COMPANY NAME HERE

INSURER A:

INSURER B:

INSURER C:

INSURER D:

INSURER E:

Companies providing coverage**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DDYY)	POLICY EXPIRATION DATE (MM/DDYY)	LIMITS								
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> policy <input type="checkbox"/> project <input type="checkbox"/> loc	<div style="border: 1px solid black; padding: 10px; text-align: center;"> Must Include General Liability </div>			EACH OCCURRENCE \$ FIRE DAMAGE (Any one fire) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$								
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				<div style="border: 1px solid black; padding: 10px; text-align: center;"> SAMPLE CERTIFICATE </div>								
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO			AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$									
	EXCESS LIABILITY OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$								
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				<table border="1"> <tr> <td>WC STATU- TORY LIMITS</td> <td>OTH- ER</td> </tr> <tr> <td colspan="2">E.L. EACH ACCIDENT \$</td> </tr> <tr> <td colspan="2">E.L. DISEASE - EA EMPLOYEE \$</td> </tr> <tr> <td colspan="2">E.L. DISEASE - POLICY LIMIT \$</td> </tr> </table>	WC STATU- TORY LIMITS	OTH- ER	E.L. EACH ACCIDENT \$		E.L. DISEASE - EA EMPLOYEE \$		E.L. DISEASE - POLICY LIMIT \$	
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E.L. EACH ACCIDENT \$													
E.L. DISEASE - EA EMPLOYEE \$													
E.L. DISEASE - POLICY LIMIT \$													
	OTHER												

Certificate must contain wording similar to what appears below

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCL

"THE CERTIFICATE HOLDER IS NAMED AS ADDITIONALLY INSURED WITH REGARD TO GENERAL LIABILITY"

CERTIFICATE HOLDER

ADDITIONAL INSURED; INSURER LETTER:

CANCELLATION

City of Pembroke Pines
10100 Pines Boulevard
Pembroke Pines FL 33026

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION

MAIL 30 DAYS WRITTEN
LEFT.

City Must Be Named as Certificate Holder

AUTHORIZED REPRESENTATIVE



AGREEMENT

THIS IS AN AGREEMENT, dated the _____ day of _____, 20____, by and between:

THE CITY OF PEMBROKE PINES, a municipal corporation of the State of Florida with a business address of 10100 Pines Boulevard, Pembroke Pines, Florida 33026 hereinafter referred to as "CITY",

and

[VENDOR NAME]., a company authorized to do business in the State of Florida, with a business address of **[VENDOR ADDRESS]**, hereinafter referred to as "CONTRACTOR".

WITNESSETH:

In consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, CITY and CONTRACTOR agree as follows:

ARTICLE 1 **PREAMBLE**

In order to establish the background, context and form of reference for this Agreement, and to generally express the objectives and intentions of the respective parties herein, the following statements, representations, and explanations shall be accepted as predicates for the undertakings and commitments included within the provisions which follow, and may be relied upon by the parties as essential elements of the mutual considerations upon which this Agreement is based.

1.1 On **[DATE]**, the CITY advertised its notice to bidders of the CITY's desire to hire a firm to **[DESCRIPTION OF PROJECT]** as more particularly described in **Exhibit "A"** attached hereto and by this reference made a part hereof, for the said bid entitled:

[BID NUMBER]
[BID TITLE]

1.2 On **[DATE]**, the bids were opened at the offices of the City Clerk.

1.3 On **[DATE]**, the CITY awarded the bid to CONTRACTOR and authorized the proper CITY officials to negotiate and enter into an agreement with CONTRACTOR to render the services more particularly described herein below.

1.4 Negotiations pertaining to the services to be performed by the CONTRACTOR were undertaken and this Agreement incorporates the results of such negotiation.



ARTICLE 2

SERVICES AND RESPONSIBILITIES

2.1 CONTRACTOR hereby agrees to perform the services for the **[BRIEF EXPLANATION OF PROJECT]**, as more particularly described in **Exhibit "A"** attached hereto and by this reference made a part hereof, ("Property") in accordance with the Scope of Services outlined in the specifications, "**[BID NUMBER]**," attached hereto and made a part hereof as **Exhibit "A"** and CONTRACTOR's response thereto, attached hereto and made a part hereof as **Composite Exhibit "B"**. CONTRACTOR agrees to do everything required by this Agreement, the Sealed Bid Package, Addenda to this Agreement, and Commission award complete with proposal form.

2.2 CONTRACTOR shall furnish all services, labor, equipment, and materials necessary and as may be required in the performance of this Agreement, except as otherwise specifically provided for herein, and all work performed under this Agreement shall be done in a professional manner.

2.3 CONTRACTOR shall supervise the work force to ensure that all workers conduct themselves and perform their work in a safe and professional manner. CONTRACTOR shall comply with all OSHA safety rules and regulations in the operation of equipment and in the performance of the work. CONTRACTOR shall at all times have a competent field supervisor on the job site to enforce these policies and procedures at the CONTRACTOR'S expense.

2.4 CONTRACTOR shall schedule regular meetings with the CITY representatives at least once a month to discuss the progress of the work and maintenance of the **[DESCRIPTION OF PROJECT]**, as more specifically described in Exhibit A.

2.5 CONTRACTOR hereby represents to CITY, with full knowledge that CITY is relying upon these representations when entering into this Agreement with CONTRACTOR, that CONTRACTOR has the professional expertise, experience and manpower to perform the services to be provided by CONTRACTOR pursuant to the terms of this Agreement.

2.6 CONTRACTOR hereby represents to CITY that CONTRACTOR is properly licensed by the applicable federal, state, and local agencies to provide the services under this Agreement. Furthermore, CONTRACTOR agrees to maintain such licenses during the term of this Agreement. If CONTRACTOR's license is revoked, suspended, or terminated for any reason by any governmental agency, CONTRACTOR shall notify the CITY immediately.

2.7 CONTRACTOR shall comply with any and all Federal, State, and local laws and regulations now in effect, or hereinafter enacted during the term of this Agreement, which are applicable to CONTRACTOR, its employees, agents or subcontractors, if any, with respect to the work and services described herein. A violation of any federal, state, or local law or regulation may be cause for breach, allowing the CITY to terminate this Agreement.

ARTICLE 3

TERM AND TERMINATION



3.1 CONTRACTOR shall perform the maintenance services associated with the Property as identified in **Exhibit "A"** attached hereto and made part hereof, for an initial two (2) year period commencing on _____ and ending on _____.

3.2 This Agreement may be renewed for two (2) additional two (2) year terms upon mutual consent, evidenced by a written Amendment to this Agreement extending the term thereof.

3.3 *Termination for Convenience:* This Agreement may be terminated by CITY for convenience, upon thirty (30) business days of written notice by the terminating party to the other party for such termination in which event CONTRACTOR shall be paid its compensation for services performed to termination date, including services reasonably related to termination. In the event that CONTRACTOR abandons this Agreement or causes it to be terminated, CONTRACTOR shall indemnify CITY against loss pertaining to this termination.

3.4 *Default by CONTRACTOR:* In addition to all other remedies available to CITY, this Agreement shall be subject to cancellation by CITY for cause, should CONTRACTOR neglect or fail to perform or observe any of the terms, provisions, conditions, or requirements herein contained, if such neglect or failure shall continue for a period of thirty (30) days after receipt by CONTRACTOR of written notice of such neglect or failure.

ARTICLE 4 **COMPENSATION AND METHOD OF PAYMENT**

4.1 The CITY hereby agrees to compensate CONTRACTOR for all services performed by CONTRACTOR pursuant to the provisions of this Agreement.

4.2 Based on a LUMP SUM FEE OF AN AMOUNT NOT TO EXCEED **[WRITTEN AMOUNT]** DOLLARS (**[\$NUMERICAL AMOUNT]**), which includes an owner's contingency fee of **[WRITTEN AMOUNT]** DOLLARS (**[\$NUMERICAL AMOUNT]**), payable in monthly payments for actual services performed for maintenance services. Future price adjustments, up or down shall be based on a nationally recognized or published index, including fuel surcharge adjustments, relevant to providing these services.

4.3 The CITY shall within thirty (30) days, from the date the City's Public Service Director approves the Application for Payment, pay the CONTRACTOR the amount approved by the City Public Services Director or his or her assignees.

4.4 All payments shall be governed by the Florida Prompt Payment Act, as set forth in Part VII, Chapter 218, Florida Statutes.

ARTICLE 5 **CHANGES IN SCOPE OF WORK**



5.1 CITY or CONTRACTOR may request changes that would increase, decrease, or otherwise modify the Scope of Services, as described in **Exhibit "A,"** to be provided under this Agreement as described in Article 2 of this Agreement. These changes will affect the monthly compensation accordingly. Such changes or additional services must be in accordance with the provisions of the Code of Ordinances of the CITY, and must be contained in a written amendment, executed by the parties hereto, with the same formality, equality and dignity herewith prior to any deviation from the terms of this Agreement, including the initiation of any additional or extra work.

5.2 In no event will the CONTRACTOR be compensated for any work which has not been described in a separate written agreement executed by the parties hereto.

ARTICLE 6

PERFORMANCE BOND

6.1 At the time of the execution of this Agreement, CONTRACTOR shall have in effect a Performance Bond guaranteeing to the CITY the completion and performance of the Scope of Services and work covered in this Agreement. The Performance Bond shall at all times be valid and in force to cover the Work being performed. The Performance Bond shall be executed by a Surety Company approved by the U.S. Treasury Department, licensed to do business in the State of Florida, and having a registered agent in Broward County.

6.2 The CONTRACTOR agrees to keep such Bonds, or a replacement thereof, in force at all times during the course of performance of this Agreement. In addition to the foregoing requirements, such Bond shall contain provisions, whether by attaching endorsements or supplemental agreements, guaranteeing to the CITY the completion of services of the performance of this Agreement. CONTRACTOR may comply with the requirements of this provision by causing said Bond to specifically name the CITY as one of the parties to whom the protection afforded by said Bond is extended or as an alternative, may furnish the CITY with a separate Performance Bond meeting the same criteria provided above.

ARTICLE 7

INDEMNIFICATION

7.1 The CONTRACTOR shall indemnify and hold harmless the CITY, its trustees, elected and appointed officers, agents, servants, assigns and employees, from and against any and all claims, demands, or causes of action whatsoever, and the resulting losses, costs, expenses, reasonable attorneys' fees, including paralegal expenses, liabilities, damages, orders, judgments, or decrees, sustained by the CITY or any third party arising out of, by reason of, or resulting from the CONTRACTOR's acts, errors, or omissions or the failure of the CONTRACTOR to take out and maintain insurance as required under this Agreement.

7.2 Upon completion of all Services, obligations and duties provided for in this Agreement, or in the event of termination of this Agreement for any reason, the terms and conditions of this Article shall survive indefinitely.



7.3 CITY reserves the right to select its own legal counsel to conduct any defense in any such proceeding and all costs and fees associated therewith shall be the responsibility of CONTRACTOR.

7.4 Nothing contained herein is intended nor shall be construed to waive City's rights and immunities under the common law or §768.28, Florida Statutes, as may be amended from time to time.

ARTICLE 8 **INSURANCE**

8.1 The CONTRACTOR shall indemnify and hold harmless the CITY and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the CITY or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the CONTRACTOR or its employees, agents, servants, partners principals or subcontractors. The CONTRACTOR shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the CITY, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. The CONTRACTOR expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the CONTRACTOR shall in no way limit the responsibility to indemnify, keep and save harmless and defend the CITY or its officers, employees, agents and instrumentalities as herein provided.

8.2 CONTRACTOR shall not commence work under this Agreement until it has obtained all insurance required under this paragraph and such insurance has been approved by the Risk Manager of the CITY nor shall the CONTRACTOR allow any subcontractor to commence work on his subcontract until all similar such insurance required of the subcontractor has been obtained and similarly approved.

8.3 Certificates of Insurance, reflecting evidence of the required insurance, shall be filed with the City's Risk Manager prior to the commencement of this Agreement. Policies shall be issued by companies authorized to do business under the laws of the State of Florida. The insurance company shall be rated no less than "A" as to management, and no less than "Class VI" as to financial strength according to the latest edition of Best's Insurance Guide published by A.M. Best Company.

8.4 Policies shall be endorsed to provide the CITY thirty (30) days notice of cancellation or the CONTRACTOR shall obtain written agreement from its Agent to provide the CITY thirty (30) days notice of cancellation.

8.5 Insurance shall be in force until all obligations required to be fulfilled under the terms of the Agreement are satisfactorily completed as evidenced by the formal acceptance by the CITY. In the



event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this Agreement, then in that event, the CONTRACTOR shall furnish, at least forty-five (45) days prior to the expiration of the date of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period of the Agreement and extension thereunder is in effect. The CONTRACTOR shall not commence nor continue to provide any services pursuant to this Agreement unless all required insurance remains in full force and effect. CONTRACTOR shall be liable to CITY for any lapses in service resulting from a gap in insurance coverage.

8.6 REQUIRED INSURANCE

8.6.1 Comprehensive General Liability Insurance written on an occurrence basis including, but not limited to: coverage for bodily injury and property damage, personal & advertising injury, products & completed operations, and contractual liability. Coverage must be written on an occurrence basis, with limits of liability no less than:

1. Each Occurrence Limit - \$1,000,000
2. Fire Damage Limit (Damage to rented premises) - \$100,000
3. Personal & Advertising Injury Limit - \$1,000,000
4. General Aggregate Limit - \$2,000,000
5. Products & Completed Operations Aggregate Limit - \$2,000,000

Products & Completed Operations Coverage shall be maintained for two (2) years after the final payment under this contract.

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage.

8.6.2 Worker's Compensation and Employers Liability Insurance covering all employees, and/or volunteers of the CONTRACTOR engaged in the performance of the scope of work associated with this Agreement. In the case any work is sublet, the CONTRACTOR shall require the subcontractors similarly to provide Workers Compensation Insurance for all the latter's employees unless such employees are covered by the protection afforded by the CONTRACTOR. Coverage for the CONTRACTOR and his subcontractors shall be in accordance with applicable state and/or federal laws that may apply to Workers' Compensation Insurance with limits of liability no less than:

1. Workers' Compensation: Coverage A – Statutory
2. Employers Liability: Coverage B \$500,000 Each Accident
 \$500,000 Disease – Policy Limit
 \$500,000 Disease – Each Employee

If CONTRACTOR claims to be exempt from this requirement, CONTRACTOR shall provide CITY proof of such exemption along with a written request for CITY to exempt CONTRACTOR, written on CONTRACTOR letterhead.



8.6.3 Comprehensive Auto Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the performance of work under this Agreement, with a combined single limit of liability for bodily injury and property damage no less than:

1. Any Auto (Symbol 1)
Combined Single Limit (Each Accident) - \$1,000,000
2. Hired Autos (Symbol 8)
Combined Single Limit (Each Accident) - \$1,000,000
3. Non-Owned Autos (Symbol 9)
Combined Single Limit (Each Accident) - \$1,000,000

8.6.4 Professional Liability/Errors & Omissions Insurance, when applicable, with a limit of liability no less than \$1,000,000 per wrongful act. This coverage shall be maintained for a period of no less than two (2) years after final payment of the contract.

8.6.5 Sexual Abuse may not be excluded from any policy.

8.7 REQUIRED ENDORSEMENTS

- 8.7.1 The City of Pembroke Pines shall be named as an Additional Insured on each of the General Liability policies required herein
- 8.7.2 Waiver of all Rights of Subrogation against the CITY
- 8.7.3 30 Day Notice of Cancellation or Non-Renewal to the CITY
- 8.7.4 CONTRACTORS' policies shall be Primary & Non-Contributory
- 8.7.5 All policies shall contain a "severability of interest" or "cross liability" liability clause without obligation for premium payment of the CITY
- 8.7.6 The City of Pembroke Pines shall be named as a Loss Payee on all Property and/or Inland Marine Policies as their interest may appear.

8.8 CONTRACTOR shall name the CITY, as an additional insured on each of the General Liability policies required herein and shall hold the CITY, its agents, officers and employees harmless on account of claims for damages to persons, property or premises arising out of the services provided hereunder.

8.9 Any insurance required of the CONTRACTOR pursuant to this Agreement must also be required by any subcontractor in the same limits and with all requirements as provided herein, including naming the CITY as an additional insured, in any work that is subcontracted unless such subcontractor is covered by the protection afforded by the CONTRACTOR and provided proof of such coverage is provided to CITY. The CONTRACTOR and any subcontractors shall maintain such policies during the term of this Agreement.

8.10 The City reserves the right to require any other additional types of insurance coverage and/or higher limits of liability it deems necessary based on the nature of work being performed under this Contract.



ARTICLE 9

NON-DISCRIMINATION & EQUAL OPPORTUNITY EMPLOYMENT

9.1 During the performance of the Agreement, neither CONTRACTOR nor its subcontractors shall discriminate against any employee or applicant for employment because of race, religion, color, gender, national origin, sex, age, marital status, political affiliation, familial status, sexual orientation, or disability if qualified. CONTRACTOR will take affirmative action to ensure that employees are treated during employment, without regard to their race, religion, color, gender, national origin, sex, age, marital status, political affiliation, familial status, sexual orientation, or disability if qualified. Such actions must include, but not be limited to, the following: employment, promotion; demotion or transfer; recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CONTRACTOR shall agree to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause. CONTRACTOR further agrees that he/she/it will ensure that subcontractors, if any, will be made aware of and will comply with this nondiscrimination clause.

ARTICLE 10

INDEPENDENT CONTRACTOR

10.1 This Agreement does not create an employee/employer relationship between the parties. It is the intent of the parties that the CONTRACTOR is an independent contractor under this Agreement and not the CITY's employee for all purposes, including but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, the State Workers' Compensation Act, and the State unemployment insurance law. The CONTRACTOR shall retain sole and absolute discretion in the judgment of the manner and means of carrying out CONTRACTOR's activities and responsibilities hereunder provided, further that administrative procedures applicable to services rendered under this Agreement shall be those of CONTRACTOR, which policies of CONTRACTOR shall not conflict with CITY, State, H.U.D., or United States policies, rules or regulations relating to the use of CONTRACTOR's Funds provided for herein. The CONTRACTOR agrees that it is a separate and independent enterprise from the CITY, that it has full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. This Agreement shall not be construed as creating any joint employment relationship between the CONTRACTOR and the CITY and the CITY will not be liable for any obligation incurred by CONTRACTOR, including but not limited to unpaid minimum wages and/or overtime premiums.

ARTICLE 11

UNCONTROLLABLE FORCES

11.1 Neither CITY nor CONTRACTOR shall be considered to be in default of this Agreement if delays in or failure of performance shall be due to Uncontrollable Forces, the effect of which, by the exercise of reasonable diligence, the non-performing party could not avoid. The term



"Uncontrollable Forces" shall mean any event which results in the prevention or delay of performance by a party of its obligations under this Agreement and which is beyond the reasonable control of the nonperforming party. It includes, but is not limited to fire, flood, earthquakes, storms, lightning, epidemic, war, riot, civil disturbance, sabotage, and governmental actions.

11.2 Neither party shall, however, be excused from performance if nonperformance is due to forces, which are preventable, removable, or remediable, and which the nonperforming party could have, with the exercise of reasonable diligence, prevented, removed, or remedied with reasonable dispatch. The nonperforming party shall, within a reasonable time of being prevented or delayed from performance by an uncontrollable force, give written notice to the other party describing the circumstances and uncontrollable forces preventing continued performance of the obligations of this Agreement.

ARTICLE 12

AGREEMENT SUBJECT TO FUNDING

12.1 This agreement shall remain in full force and effect only as long as the expenditures provided for in the Agreement have been appropriated by the City Commission of the City of Pembroke Pines in the annual budget for each fiscal year of this Agreement, and is subject to termination based on lack of funding.

ARTICLE 13

VENUE

13.1 This Agreement shall be governed by the laws of the State of Florida as now and hereafter in force. The venue for actions arising out of this agreement shall be in Broward County, Florida.

ARTICLE 14

SIGNATORY AUTHORITY

14.1 CONTRACTOR shall provide CITY with copies of requisite documentation evidencing that the signator for CONTRACTOR has the authority to enter into this Agreement.

ARTICLE 15

MERGER; AMENDMENT

15.1 This Agreement constitutes the entire Agreement between CONTRACTOR and CITY, and negotiations and oral understandings between the parties are merged herein. This Agreement can be supplemented or amended only by a written document executed by both CONTRACTOR and CITY with the same formality and equal dignity herewith.

ARTICLE 16

DEFAULT OF CONTRACT & REMEDIES



16.1.1 **Damages.** CITY reserves the right to recover any ascertainable actual damages incurred as a result of the failure of CONTRACTOR to perform in accordance with the requirements of this Agreement, or for losses sustained by CITY resultant from CONTRACTOR's failure to perform in accordance with the requirements of this Agreement.

16.1.2 **Liquidated Damages.** As a breach of the service provided by this Agreement would cause serious and substantial damage to CITY Property, and the nature of this Agreement would render it impracticable or extremely difficult to fix the actual damage sustained by CITY by such breach, it is agreed that, in case of breach of service wherein CONTRACTOR fails to maintain the Property, leaving the said property in disrepair, CITY may elect to collect liquidated damages for each such breach, and CONTRACTOR will pay CITY as liquidated damages, and not as penalty, FIVE HUNDRED DOLLARS (\$500.00) for every day of such malfunction. This sum is the agreed upon amount by which CITY will be damaged by the breach of such service. An election to seek such remedies shall not be construed as a waiver of any legal remedies CITY may have as to any subsequent breach of service under this Agreement.

16.1.3 **Correction of Work.** If, in the judgment of CITY, work provided by CONTRACTOR does not conform to the requirements of this Agreement, or if the work exhibits poor workmanship, CITY reserves the right to require that CONTRACTOR correct all deficiencies in the work to bring the work into conformance without additional cost to CITY, and / or replace any personnel who fail to perform in accordance with the requirements of this Agreement. CITY shall be the sole judge of non-conformance and the quality of workmanship.

16.2 **Default of Contract.** The occurrence of any one or more of the following events shall constitute a default and breach of this Agreement by CONTRACTOR:

16.2.1. The abandonment of the Property by CONTRACTOR for a period of more than seven (7) business days.

16.2.2 The abandonment, unnecessary delay, refusal of, or failure to comply with any of the terms of this Agreement or neglect, or refusal to comply with the instructions of the Public Services Director relative thereto.

16.2.3. The failure by CONTRACTOR to observe or perform any of the terms, covenants, or conditions of this Agreement to be observed or performed by CONTRACTOR, where such failure shall continue for a period of seven (7) days after written notice thereof by CITY to CONTRACTOR; provided, however, that if the nature of CONTRACTOR's default is such that more than seven (7) days are reasonably required for its cure, then CONTRACTOR shall not be deemed to be in default if CONTRACTOR commences such cure within said seven (7) day period and thereafter diligently prosecutes such cure to completion.

16.2.4. The assignment and/or transfer of this Agreement or execution or attachment thereon by CONTRACTOR or any other party in a manner not expressly permitted hereunder.



16.2.5. The making by CONTRACTOR of any general assignment or general arrangement for the benefit of creditors, or the filing by or against CONTRACTOR of a petition to have CONTRACTOR adjudged a bankruptcy, or a petition for reorganization or arrangement under any law relating to bankruptcy (unless, in the case of a petition filed against CONTRACTOR, the same is dismissed within sixty (60) days); or the appointment of a trustee or a receiver to take possession of substantially all of CONTRACTOR's assets, or for CONTRACTOR's interest in this Agreement, where possession is not restored to CONTRACTOR within thirty (30) days; for attachment, execution or other judicial seizure of substantially all of CONTRACTOR's assets, or for CONTRACTOR's interest in this Agreement, where such seizure is not discharged within thirty (30) days.

16.3 **Remedies in Default.** In case of default by CONTRACTOR, CITY shall notify CONTRACTOR, in writing, of such abandonment, delay, refusal, failure, neglect, or default and direct him to comply with all provisions of the Agreement. A copy of such written notice shall be mailed to the Surety on the Performance Bond. If the abandonment, delay, refusal, failure, neglect or default is not cured within seven (7) days of when notice was sent by CITY, CITY may declare a default of the Agreement and notify CONTRACTOR of such declaration of default and terminate the Agreement. The Surety on the Performance Bond shall within ten (10) days of such declaration of default, rectify or cause to be rectified any mismanagement or breach of service in the Agreement and assume the work of CONTRACTOR and proceed to perform services under the Agreement, at its own cost and expense.

16.3.1. Upon such declaration of default, all payments remaining due CONTRACTOR at the time of default, less all sums due CITY for damages suffered, or expenses incurred by reason of default, shall be due and payable to Surety. Thereafter the Surety shall receive monthly payments equal to those that would have been paid by the CONTRACTOR had the CONTRACTOR continued to perform the services under the Agreement.

16.3.2. If such Surety fails to perform, the CITY may complete the Agreement, or any part thereof, either by day labor or re-letting a contract for the same, and procure the equipment and the facilities necessary for the completion of the Agreement, and charge the cost of same to CONTRACTOR and/or the Surety together with the costs incident thereto to such default.

16.3.3. In the event CITY completes the Agreement at a lesser cost than would have been payable to CONTRACTOR under this Agreement, if the same had been fulfilled by CONTRACTOR, CITY shall retain such differences. Should such cost to CITY be greater, CONTRACTOR shall pay the amount of such excess to the CITY.

ARTICLE 17 **BANKRUPTCY**

17.1 It is agreed that if CONTRACTOR is adjudged bankrupt, either voluntarily or involuntarily, then this Agreement shall terminate effective on the date and at the time the bankruptcy petition is filed.

ARTICLE 18



DISPUTE RESOLUTION

18.1 **Arbitration.** In addition to any other remedy provided hereunder, CITY, at its option, may use arbitration to resolve any controversy or claim arising out of or relating to this Agreement if arbitration is elected by CITY. Any controversy or claim arising out of or relating to this Agreement, or breach thereof, may be settled by arbitration in accordance with the rules of the American Arbitration Association and judgment upon the award rendered by the arbitrators may be entered into by any court having jurisdiction thereof. In the event arbitration is elected by CITY, such controversy or claim shall be submitted to one arbitrator selected from the National Panel of The American Arbitration Association.

18.2 Operations During Dispute.

18.2.1 In the event that a dispute, if any, arises between CITY and CONTRACTOR relating to this Agreement, performance or compensation hereunder, CONTRACTOR shall continue to render service in full compliance with all terms and conditions of this Agreement as interpreted by CITY regardless of such dispute.

18.2.2 CONTRACTOR expressly recognizes the paramount right and duty of CITY to provide adequate maintenance of CITY's Property, and further agrees, in consideration for the execution of this Agreement, that in the event of such a dispute, if any, it will not seek injunctive relief in any court, but will negotiate with CITY for an adjustment on the matter or matters in dispute and, upon failure of said negotiations to resolve the dispute, may present the matter to a court of competent jurisdiction in an appropriate suit therefore instituted by it or by CITY.

18.2.3 Notwithstanding the other provisions in this Section, CITY reserves the right to terminate the Agreement at any time, whenever the service provided by CONTRACTOR fails to meet reasonable standards of the trade after CITY gives written notice to the CONTRACTOR of the deficiencies as set forth in the written notice within fourteen calendar (14) days of the receipt by CONTRACTOR of such notice from CITY.

ARTICLE 19 **PUBLIC RECORDS**

19.1 The City of Pembroke Pines is public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records Law. Specifically, the Contractor shall:

19.1.1 Keep and maintain public records required by the CITY to perform the service;

19.1.2 Upon request from the CITY's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Fla. Stat., or as otherwise provided by law;



19.1.3 Ensure that public records that are exempt or that are confidential and exempt from public record disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and, following completion of the contract, CONTRACTOR shall destroy all copies of such confidential and exempt records remaining in its possession after the CONTRACTOR transfers the records in its possession to the CITY; and

19.1.4 Upon completion of the contract, CONTRACTOR shall transfer to the CITY, at no cost to the CITY, all public records in CONTRACTOR's possession. All records stored electronically by the CONTRACTOR must be provided to the CITY, upon request from the CITY's custodian of public records, in a format that is compatible with the information technology systems of the CITY.

19.2 The failure of Contractor to comply with the provisions set forth in this Article shall constitute a Default and Breach of this Agreement and the CITY shall enforce the Default in accordance with the provisions set forth in **Article 16**.

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

**CITY CLERK
10100 PINES BOULEVARD, 5th FLOOR
PEMBROKE PINES, FL 33026
(954) 450-1050
mgraham@ppines.com**

**ARTICLE 20
MISCELLANEOUS**

20.1 **Ownership of Documents.** Reports, surveys, studies, and other data provided in connection with this Agreement are and shall remain the property of CITY, whether or not the project for which they are made is completed.

20.2 **Legal Representation.** It is acknowledged that each party to this agreement had the opportunity to be represented by counsel in the preparation of this Agreement, and accordingly, the rule that a contract shall be interpreted strictly against the party preparing same shall not apply herein due to the joint contributions of both parties.



20.3 **Records.** CONTRACTOR shall keep such records and accounts and require any and all subcontractors to keep records and accounts as may be necessary in order to record complete and correct entries as to personnel hours charged to this engagement, and any expenses for which CONTRACTOR expects to be reimbursed. Such books and records will be available at all reasonable times for examination and audit by CITY and shall be kept for a period of ten (10) years after the completion of all work to be performed pursuant to this Agreement. Incomplete or incorrect entries in such books and records will be grounds for disallowance by CITY of any fees or expenses based upon such entries.

20.4 **Assignments; Amendments.** This Agreement, and any interests herein, shall not be assigned, transferred or otherwise encumbered, under any circumstances, by CONTRACTOR without the prior written consent of CITY. For purposes of this Agreement, any change of ownership of CONTRACTOR shall constitute an assignment which requires CITY approval. However, this Agreement shall run to the benefit of CITY and its successors and assigns.

It is further agreed that no modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

20.5 **No Contingent Fees.** CONTRACTOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CONTRACTOR to solicit or secure this Agreement, and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for CONTRACTOR any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, CITY shall have the right to terminate the Agreement without liability at its discretion, to deduct from the contract price, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

20.6 **Notice.** Whenever any party desires to give notice unto any other party, it must be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, CONTRACTOR and CITY designate the following as the respective places for giving of notice:

CITY Charles F. Dodge, City Manager
City of Pembroke Pines
10100 Pines Boulevard
Pembroke Pines, Florida 33025
Telephone No. (954) 431-4884
Facsimile No. (954) 437-1149

Copy To: Samuel S. Goren, City Attorney
Goren, Cherof, Doody & Ezrol, P.A.
3099 East Commercial Boulevard, Suite 200



Fort Lauderdale, Florida 33308
Telephone No. (954) 771-4900
Facsimile No. (954) 771-4923

Contractor [VENDOR NAME].
[VENDOR ADDRESS]
[VENDOR CITY, STATE, & ZIP CODE]
Telephone No. _____
Facsimile No. _____

20.7 **Binding Authority.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

20.8 **Headings.** Headings herein are for the convenience of reference only and shall not be considered in any interpretation of this Agreement.

20.9 **Exhibits.** Each Exhibit referred to in this Agreement forms an essential part of this Agreement. The exhibits if not physically attached should be treated as part of this Agreement and are incorporated herein by reference.

20.10 **Severability.** If any provision of this Agreement or application thereof to any person or situation shall to any extent, be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable, shall not be affected thereby, and shall continue in full force and effect, and be enforced to the fullest extent permitted by law.

20.11 **Entire Agreement and Conflicts:** This Agreement is intended by the parties hereto to be final expression of this Agreement, and it constitutes the full and entire understanding between the parties with respect to the subject hereof, notwithstanding any representations, statements, or agreements to the contrary heretofore made. In the event of a conflict between this Agreement, the RFP and the CONTRACTOR's bid proposal, this Agreement shall govern, then the RFP, and then the bid proposal.

20.12 **Waiver.** Failure of CITY to insist upon strict performance of any provision or condition of this Agreement, or to execute any right therein contained, shall not be constructed as a waiver or relinquishment for the future of any such provision, condition, or right, but the same shall remain in full force and effect.

20.13 **Disputes.** Any claim, objection, or dispute arising out of the terms of this Agreement shall be litigated in the Seventeenth Judicial Circuit Court in and for Broward County.



20.14 **Attorney's Fees.** In the event that either party brings suit for enforcement of this Agreement, each party shall bear its own attorney's fees and court costs, except as otherwise provided under the indemnification provisions set forth herein above.

20.15 **Protection of City Property.** At all times during the performance of this Agreement, CONTRACTOR shall protect CITY's property from all damage whatsoever on account of the work being carried on under this Agreement.

THE REMAINDER OF THIS PAGE

HAS BEEN INTENTIONALLY LEFT BLANK



City of Pembroke Pines

IN WITNESS OF THE FOREGOING, the parties have set their hands and seals the day and year first written above.

ATTEST:

CITY

MARLENE D. GRAHAM,
CITY CLERK

BY: _____
CHARLES F. DODGE
CITY MANAGER

APPROVED AS TO FORM.

OFFICE OF THE CITY ATTORNEY

CONTRACTOR

Witnesses:

[NAME OF CONTRACTOR]

Print Name

BY: _____
Print Name: _____
Title: _____

Print Name

STATE OF _____)
COUNTY OF _____) ss:

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgments, personally appeared _____ as _____ of **[NAME OF CONTRACTOR]**, a company authorized to conduct business in the State of Florida, and acknowledged execution of the foregoing Agreement as the proper official of **[NAME OF CONTRACTOR]** for the use and purposes mentioned in it and affixed the official seal of the corporation, and that the instrument is the act and deed of that corporation.

IN WITNESS OF THE FOREGOING, I have set my hand and official seal at in the State and County aforesaid on this _____ day of _____, 20____.

NOTARY PUBLIC

(Name of Notary Typed, Printed or Stamped)

REFERENCES FORM

Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency:

Address:

City/State/Zip:

Contact Name: Title:

E-Mail Address:

Telephone: Fax:

Project Information:

Name and location of the project:

Nature of the firm's responsibility on the project:

Project duration: Completion (Anticipated) Date:

Size of project: Cost of project:

Work for which staff was responsible:

Contract Type:

The results/deliverables of the project:

REFERENCES FORM

Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

Reference Contact Information:

Name of Firm, City, County or Agency:

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Contact Name: Title:

E-Mail Address:

Telephone: Fax:

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Name and location of the project:

Nature of the firm's responsibility on the project:

Project duration: Completion (Anticipated) Date:

Size of project: Cost of project:

Work for which staff was responsible:

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Address:

City/State/Zip:

Contact Name: Title:

E-Mail Address:

Telephone: Fax:

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Name and location of the project:

Nature of the firm's responsibility on the project:

Project duration: Completion (Anticipated) Date:

Size of project: Cost of project:

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Contract Type:

The results/deliverables of the project:

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Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

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Address:

City/State/Zip:

Contact Name: Title:

E-Mail Address:

Telephone: Fax:

Project Information:

Name and location of the project:

Nature of the firm's responsibility on the project:

Project duration: Completion (Anticipated) Date:

Size of project: Cost of project:

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Contract Type:

The results/deliverables of the project:

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Provide specific examples of similar contracts. References should be should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. **This form should be duplicated for each reference and any additional information that would be helpful can be attached.**

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Name of Firm, City, County or Agency:

Address:

City/State/Zip:

Contact Name: Title:

E-Mail Address:

Telephone: Fax:

Project Information:

Name and location of the project:

Nature of the firm's responsibility on the project:

Project duration: Completion (Anticipated) Date:

Size of project: Cost of project:

Work for which staff was responsible:

Contract Type:

The results/deliverables of the project:

City's Fleet Summary

Row Labels	CH - Charter Schools (17X)	CS - Community Bus Transportation (128/8001)	CS - Community Services (8001)	CS - Housing Division/Pines Point (8002)	FI - Fire Rescue (4003)	PD - Code Enforcement (3001/9007)	PD - Police (3001)	PL - Planning (9002)	PS - Engineering (6006)	PS - General Govt. Bldgs. (6001)	PS - Grounds Maint. (6004)	PS - Parks (6004/930)	PU - Purchasing (6005)	RE - Recreation (7001)	TS - Technology Services (2002)	UT - Sewer Treatment Plant (6022)	UT - Utilities (471)	UT - Utilities Admin (6010)	Grand Total
Chevrolet	2	3	3	1	28		158	1	1	3	3	1	1	11			5		221
C1500														1					1
2000														1					1
C2500												1							1
2006												1							1
C3500																	1		1
2000																	1		1
Caprice				1															1
1996				1															1
Cavalier					1														1
1997					1														1
Corsica									1										1
1995									1										1
Equinox											1								1
2015											1								1
Express							5												5
2011							2												2
2014							2												2
2015							1												1
Express Cargo										1							1		2
2012										1							1		2
Express Van							1												1
2011							1												1
G20										1									1
1999										1									1
G250	1				1														2
2002	1				1														2
Impala					18		20				1		1	1					41
2002					2														2
2003					1		1												2
2004					1		3							1					5
2005					2														2
2006					1		1												2
2007					5		8												13
2008					2														2
2010					1														1
2013							1												1
2014							3												3
2015					2														2
2016					1		3				1		1						6
Lumina			1							1									2
1997			1																1
2000										1									1
Malibu		3	1		4			1						4					13
1998		1			1									2					4
2002		1	1																2
2005														2					2
2006					3			1											4

City's Fleet Summary

Row Labels	CH - Charter Schools (17X)	CS - Community Bus Transportation (128/8001)	CS - Community Services (8001)	CS - Housing Division/Pines Point (8002)	FI - Fire Rescue (4003)	PD - Code Enforcement (3001/9007)	PD - Police (3001)	PL - Planning (9002)	PS - Engineering (6006)	PS - General Gvt. Bldgs. (6001)	PS - Grounds Maint. (6004)	PS - Parks (6004/930)	PU - Purchasing (6005)	RE - Recreation (7001)	TS - Technology Services (2002)	UT - Sewer Treatment Plant (6022)	UT - Utilities (471)	UT - Utilities Admin (6010)	Grand Total
2007		1																	1
S-10	1				1									5					7
1997	1																		1
1998														3					3
2000														1					1
2001					1									1					2
Silverado							4				1								5
2012							1												1
2013							1				1								2
2014							1												1
2016							1												1
Silverado 1500																	1		1
2016																	1		1
Silverado 3500																	2		2
2016																	2		2
Suburban					1														1
2013					1														1
Tahoe			1		1		122												124
2002							1												1
2006							1												1
2011							2												2
2012							2												2
2015			1		1		71												73
2016							45												45
Trailblazer					1														1
2006					1														1
Traverse							6												6
2014							3												3
2015							1												1
2016							2												2
Dodge					2		13				1								16
250					1														1
2001					1														1
Charger							10												10
2011							4												4
2013							2												2
2015							2												2
2016							2												2
D250					1														1
1998					1														1
Durango							2												2
2014							1												1
2015							1												1
Ram 3500							1												1
2005							1												1
Stratus											1								1
2004											1								1
Ford	3		1		15	7	202	1	4	9	4	3		15	2	1	5	1	273

City's Fleet Summary

Row Labels	CH - Charter Schools (17X)	CS - Community Bus Transportation (128/8001)	CS - Community Services (8001)	CS - Housing Division/Pines Point (8002)	FI - Fire Rescue (4003)	PD - Code Enforcement (3001/9007)	PD - Police (3001)	PL - Planning (9002)	PS - Engineering (6006)	PS - General Govt. Bldgs. (6001)	PS - Grounds Maint. (6004)	PS - Parks (6004/930)	PU - Purchasing (6005)	RE - Recreation (7001)	TS - Technology Services (2002)	UT - Sewer Treatment Plant (6022)	UT - Utilities (471)	UT - Utilities Admin (6010)	Grand Total
Contour					1														1
2000					1														1
Crown Victoria						2	105			1	1			1					110
1996														1					1
1999										1	1								2
2003							1												1
2005							18												18
2006							19												19
2008						2	43												45
2011							24												24
E-250					1														1
2007					1														1
E-350	1				2		3			1				3					10
1997														1					1
1998														2					2
2002					1		1												2
2006										1									1
2007	1						2												3
2008					1														1
Escape						2								3					5
2014						2													2
2015														3					3
Excursion					1														1
2005					1														1
Expedition					1		2								1				4
2006															1				1
2013							2												2
2014					1														1
Explorer							17			3	1	1		3					25
2000														1					1
2003										1									1
2004							2												2
2005														1					1
2006							1												1
2007										1		1							2
2012											1								1
2013							1												1
2015							5			1									6
2016							8							1					9
F-150									2	1		2		2			2	1	10
2006												1		1					2
2012										1							1		2
2015												1					1		2
2016									1					1				1	3
Unknown									1										1
F-250					1		2			2	2						1		8
1997										1									1
1999							1				1								2

City's Fleet Summary

Row Labels	CH - Charter Schools (17X)	CS - Community Bus Transportation (128/8001)	CS - Community Services (8001)	CS - Housing Division/Pines Point (8002)	FI - Fire Rescue (4003)	PD - Code Enforcement (3001/9007)	PD - Police (3001)	PL - Planning (9002)	PS - Engineering (6006)	PS - General Govt. Bldgs. (6001)	PS - Grounds Maint. (6004)	PS - Parks (6004/930)	PU - Purchasing (6005)	RE - Recreation (7001)	TS - Technology Services (2002)	UT - Sewer Treatment Plant (6022)	UT - Utilities (471)	UT - Utilities Admin (6010)	Grand Total
2001																	1		1
2003					1					1									2
2006											1								1
2015							1												1
F-350					1		1									1	2		5
2012							1									1	1		3
2013																	1		1
Unknown					1														1
Focus					3														3
2007					3														3
Fusion					4														4
2015					2														2
2016					2														2
Interceptor							47												47
2013							28												28
2014							19												19
Ranger						2		1	1	1				2					7
2003														1					1
2005														1					1
2007						2		1	1	1									5
S-10									1										1
2003									1										1
Taurus			1			1	21												23
2002						1													1
2003							1												1
2005			1				1												2
2006							3												3
2012							15												15
2014							1												1
Windstar							1												1
2005							1												1
T350 Transit Wagon														1					1
2015														1					1
Econoline E-350 Cargo Van	2						2												4
1992							1												1
2003	2						1												3
Econoline E-150 Cargo Van															1				1
2007															1				1
Econoline E-250 Cargo Van							1												1
2014							1												1
GMC															2				2
Terrain															2				2
2015															1				1
2016															1				1
Nissan							1												1
Nv 200							1												1
2015							1												1
Saturn															1				1

City's Fleet Summary

Row Labels	CH - Charter Schools (17X)	CS - Community Bus Transportation (128/8001)	CS - Community Services (8001)	CS - Housing Division/Pines Point (8002)	FI - Fire Rescue (4003)	PD - Code Enforcement (3001/9007)	PD - Police (3001)	PL - Planning (9002)	PS - Engineering (6006)	PS - General Gvt. Bldgs. (6001)	PS - Grounds Maint. (6004)	PS - Parks (6004/930)	PU - Purchasing (6005)	RE - Recreation (7001)	TS - Technology Services (2002)	UT - Sewer Treatment Plant (6022)	UT - Utilities (471)	UT - Utilities Admin (6010)	Grand Total
Vue															1				1
2007															1				1
Toyota							9												9
Camry							9												9
2011							1												1
2012							4												4
2013							2												2
2016							2												2
Grand Total	5	3	4	1	45	7	383	2	5	12	8	4	1	26	5	1	10	1	523

[Vendor view of bid](#)

[Chat](#) | [Bid Comments](#) | [Documents](#) | [Attachments](#) | [Items](#) | [Addendums](#)

Bid #AD-16-05 - Fleet Maintenance    

Time Left Bid has ended.

Bid Started Nov 15, 2016 7:42:07 PM EST

Bid Ended **This bid closed on Dec 27, 2016 2:00:00 PM EST**

Agency Information City of Pembroke Pines, FL ([view agency's bids](#))

Bid Classifications [Classification Codes](#)

Bid Regions [Regions](#)

Bid Contact [see contact information](#)


Pre-Bid Conference(s) Nov 30, 2016 10:00:00 AM EST
Attendance is optional
Location: Public Services Department
Large Conference Room
8300 S. Palm Drive,
Pembroke Pines, FL 33025
[Transcript](#) [Attendance](#)

Copy Bid Click here to [copy](#) the bid and relist it as a new bid

View Rules Click here to [change](#) the rules for this bid.

Best and Final Offer: [Create](#)

Notifications [Report \(Bidder Activity\)](#)

of suppliers that viewed 98  ([View](#))

Q & A [Questions & Answers](#)
Questions: 25
Q&A Deadline: Dec 6, 2016 8:30:00 PM EST

Approval

View Approval Flow [View Approval Flow](#)

Approval Status Approved

Bid Comments

Contract Duration 5 years

Contract Renewal 3 annual renewals

Prices Good for 90 days

Budgeted Amount \$0.00 ([change](#))

Standard Disclaimer Bids/proposals must be submitted electronically

Please note vendors should be registered on BidSync 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.

The vendor must provide the necessary information on the BidSync website and upload all of the requested documents listed in the PROPOSAL REQUIREMENTS section of this solicitation. Unless otherwise specified, the City requests for vendors to upload their documents as one (1) PDF document in the order that is outline in the bid package.

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 BidSync website. Proposals may be modified or withdrawn prior to the deadline for submitting Proposals. BidSync 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 their support line at 1-800-990-9339 with ample time before the bid closing date and time.

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

However, please note that any required Bid Bond or Cashier's Check should be in a sealed envelope, plainly marked "BID SECURITY" (with the Solicitation Number and Title) and sent to the City of Pembroke Pines, City Clerk's Office, 5th Floor, 10100 Pines Boulevard, Pembroke Pines, FL 33026

Bid Comments The City of Pembroke Pines is seeking proposals from qualified firms, hereinafter referred to as the Contractor, to provide Repair, Maintenance, and Parts for the City's Fleet of vehicles, in accordance with the terms, conditions, and specifications contained in this solicitation.

The goals of this RFP include:















- Reduce overall fleet maintenance cost

[Product Feedback](#)

- Improve fleet availability
- Improve services offered to the City departments using vehicles

Documents


Select All | Select None | Download Selected

- | | |
|--|--|
| <input type="checkbox"/> 1.  AD-16-05 Fleet Maintenance.pdf [download] | <input type="checkbox"/> 2.  Attachment A - Contact Information Form.docx [download] |
| <input type="checkbox"/> 3.  Attachment B - Vendor Information Form and a W-9.pdf [download] | <input type="checkbox"/> 4.  Attachment C - Non-Collusive Affidavit [download] |
| <input type="checkbox"/> 5.  Attachment D - Sworn Statement on Public Entity Crimes [download] | <input type="checkbox"/> 6.  Attachment E - Local Vendor Preference Certification [download] |
| <input type="checkbox"/> 7.  Attachment F - Veteran Owned Small Business (VOSB) Preference Certification [download] | <input type="checkbox"/> 8.  Attachment G - Equal Benefits Certification Form [download] |
| <input type="checkbox"/> 9.  Attachment H - Proposers Qualifications Statement [download] | <input type="checkbox"/> 10.  Attachment I - Sample Insurance Certificate.pdf [download] |
| <input type="checkbox"/> 11.  Attachment J - Specimen Contract Contractual Services Rev. 2016-03-15.pdf [download] | <input type="checkbox"/> 12.  Attachment K - References Form [download] |
| <input type="checkbox"/> 13.  Attachment L - Citys Fleet Summary.pdf [download] | <input type="checkbox"/> 14.  AD-16-05 - Non-Mandatory Pre-Bid Attendance Sheet - 11.30.2016.pdf [download] |

 Addendum # 1 (3 documents)

 = Included in Bid Packet  = Excluded from Bid Packet

Items

- | | |
|---|-------------------------------|
|  Proposal Checklist | [Description] |
|  Hourly Service Rates | [Description] |
|  Parts Discounts | [Description] |
|  A La Carte Menu | [Description] |

Addendum #1 - Made On Dec 21, 2016 11:09:42 AM EST

- | | |
|----------------------|--|
| New Documents | AD-16-05 - Addendum 1.pdf
Attachment M - Citys Fleet Detail General Vehicles.xlsx
Attachment N - Citys Fleet Detail Other Vehicles Equipment.xlsx |
| Removed Items | <ul style="list-style-type: none">• Induction Service• A/C Service• Engine Oil Flush |

Change Made On Nov 30, 2016 10:37:48 AM EST

- | | |
|----------------------|--|
| New Documents | AD-16-05 - Non-Mandatory Pre-Bid Attendance Sheet - 11.30.2016.pdf |
|----------------------|--|

Change Made On Dec 15, 2016 6:53:00 PM EST

- | | | | |
|--------------------------|-----------------------------|---------------------|-----------------------------|
| Previous End Date | Dec 20, 2016 2:00:00 PM EST | New End Date | Dec 27, 2016 2:00:00 PM EST |
|--------------------------|-----------------------------|---------------------|-----------------------------|

Contractor Advertisements

[View All Ads](#)

There are no advertisements on this solicitation.

Product Feedback



City of Pembroke Pines



Frank C. Ortis, Mayor
Carl Shechter, Vice-Mayor
Charles F. Dodge, City Manager

Angelo Castillo, Commissioner
Jay Schwartz, Commissioner
Iris A. Siple, Commissioner

December 21, 2016

RFP # AD-16-05

Addendum # 1
City of Pembroke Pines
RFP # AD-16-05
Fleet Maintenance

ADDITIONAL ATTACHMENTS

Attached to this addendum you will find the following documents:

Attachment M: City's Fleet Detail (General Vehicles)
Attachment N: City's Fleet Detail (Other Vehicles & Equipment)

Mark Gomes
Purchasing Manager
City of Pembroke Pines

City's Fleet Detail (General Vehicles)

Vehicle / Asset #	VIN # / Serial #	Description	Department	General Category
004215	1GNDT13W3VK230326	1997 CHEVROLET S10 BLAZER	CH - Charter Schools (17X)	Vehicle - SUV
002415	1FDWE3516DA90952	2007 FORD E350 BOX TRUCK	CH - Charter Schools (17X)	Vehicle - Truck/Pick Up
004260	1GCHG35RX21192855	2002 CHEVROLET G250 VAN	CH - Charter Schools (17X)	Vehicle - Van
004265	1FTSE34L63HB13750	2003 FORD ECONOLINE E-350 CARGO VAN	CH - Charter Schools (17X)	Vehicle - Van
004272	1FTSE34L43HB89449	2003 FORD ECONOLINE E-350 CARGO VAN	CH - Charter Schools (17X)	Vehicle - Van
002443	1G1ZS58N17F254766	2007 CHEVROLET MALIBU	CS - Community Bus Transportation (128/8001)	Vehicle - Car
008838	1G1ND52J02M678085	2002 CHEVROLET MALIBU	CS - Community Bus Transportation (128/8001)	Vehicle - Car
004262	1G1ND52J22M677939	2002 CHEVROLET MALIBU	CS - Community Services (8001)	Vehicle - Car
005520	2G1WL52MXV9307440	1997 CHEVROLET LUMINA	CS - Community Services (8001)	Vehicle - Car
006527	1FAFP53U25A309672	2005 FORD TAURUS	CS - Community Services (8001)	Vehicle - Car
005523	1GNCAKCFR629743	2015 CHEVY TAHOE	CS - Community Services (8001)	Vehicle - SUV
004002	1G1BL52P5TR115337	1996 CHEVROLET CAPRICE	CS - Housing Division/Pines Point (8002)	Vehicle - Car
003321	1G1ZT51F56F281791	2006 CHEVROLET MALIBU	FI - Fire Rescue (4003)	Vehicle - Car
003322	1G1ZT51F66F277748	2006 CHEVROLET MALIBU	FI - Fire Rescue (4003)	Vehicle - Car
003343	1G1ND52T5WY189701	1998 CHEVROLET MALIBU	FI - Fire Rescue (4003)	Vehicle - Car
003372	1G1JC5244V7320213	1997 CHEVROLET CAVALIER	FI - Fire Rescue (4003)	Vehicle - Car
006329	2G1WF52E539347616	2003 CHEVROLET IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
006423	2G1WF52E849428501	2004 CHEVROLET IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007382	3FAFP6636YM112309	2000 FORD CONTOUR	FI - Fire Rescue (4003)	Vehicle - Car
007383	1G1ZT51F76F278813	2006 CHEVROLET MALIBU	FI - Fire Rescue (4003)	Vehicle - Car
007390	1FAFP34N57W279794	2007 FORD FOCUS	FI - Fire Rescue (4003)	Vehicle - Car
007391	1FAFP34N77W279795	2007 FORD FOCUS	FI - Fire Rescue (4003)	Vehicle - Car
007393	1FAFP34N67W341168	2007 FORD FOCUS	FI - Fire Rescue (4003)	Vehicle - Car
007701	2G1WT58K979341068	2007 CHEVROLET IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007702	2G1WT58K379341969	2007 CHEVROLET IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007703	2G1WT58K079346921	2007 CHEVROLET IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007704	2G1WT58K079343422	2007 CHEVROLET IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007709	2G1WB58K081252038	2008 CHEVROLET IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007711	2G1WB58K881314897	2008 CHEVROLET IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007715	2G1WA5EK3A1234047	2010 CHEVY IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007727	2G1VVA5E34F1170696	2015 CHEVY IMPALA LIMITED	FI - Fire Rescue (4003)	Vehicle - Car
007728	2G1WA5E32F1171720	2015 CHEVY IMPALA LIMITED	FI - Fire Rescue (4003)	Vehicle - Car
007729	1FA6P0G74F5130826	2015 FORD FUSION	FI - Fire Rescue (4003)	Vehicle - Car
007730	1FA6P0G72F5130825	2015 FORD FUSION	FI - Fire Rescue (4003)	Vehicle - Car
007734	3FA6POG79GR398026	2016 FORD FUSION	FI - Fire Rescue (4003)	Vehicle - Car
007735	3FA6POG70GR398027	2016 FORD FUSION	FI - Fire Rescue (4003)	Vehicle - Car
007736	2G1WA5E33G1163983	2016 CHEVY IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007779	2G1WF52K729300379	2002 CHEVROLET IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007780	2G1WF52K029300630	2002 CHEVROLET IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007789	2G1WF52K959355016	2005 CHEVROLET IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007791	2G1WF52K759350056	2005 CHEVROLET IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007794	2G1WB58K769381859	2006 CHEVROLET IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007795	2G1WB58K679141171	2007 CHEVROLET IMPALA	FI - Fire Rescue (4003)	Vehicle - Car
007718	1GNWC5EG7DR300762	2013 CHEVY SUBURBAN	FI - Fire Rescue (4003)	Vehicle - SUV
007720	1FMJK1G58EEF31507	2014 FORD EXPEDITION	FI - Fire Rescue (4003)	Vehicle - SUV
007721	1GNCAKCFR188217	2015 CHEVY TAHOE	FI - Fire Rescue (4003)	Vehicle - SUV
007792	1FMNU40P85EB52886	2005 FORD EXCURSION	FI - Fire Rescue (4003)	Vehicle - SUV

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007793	1GNDS13S862320833	2006 CHEVROLET TRAILBLAZER	FI - Fire Rescue (4003)	Vehicle - SUV
000733	1FDKF38M0NNA98792	FORD F350 4X4 PICKUP (CRASH TRK)	FI - Fire Rescue (4003)	Vehicle - Truck/Pick Up
003332	1GCCS145118226909	2001 CHEVROLET S10 PICKUP	FI - Fire Rescue (4003)	Vehicle - Truck/Pick Up
007759	3B7KC22ZOWG220136	1998 DODGE D250 PICKUP	FI - Fire Rescue (4003)	Vehicle - Truck/Pick Up
007776	3B7KC23661G821841	2001 DODGE 250 PICKUP	FI - Fire Rescue (4003)	Vehicle - Truck/Pick Up
007783	1FTNX20P63EC35312	2003 FORD F250 PICKUP	FI - Fire Rescue (4003)	Vehicle - Truck/Pick Up
002454	1FTSE34L77DA94056	2008 FORD E350 VAN	FI - Fire Rescue (4003)	Vehicle - Van
002457	1FTSE34L47DB19365	2007 FORD E250 VAN	FI - Fire Rescue (4003)	Vehicle - Van
004500	1FDWE35L42HB27883	2002 FORD E350 VAN	FI - Fire Rescue (4003)	Vehicle - Van
007781	1GAHG39F121201130	2002 CHEVROLET G250 VAN	FI - Fire Rescue (4003)	Vehicle - Van
003510	1FMCU0F79FUA45716	2014 FORD ESCAPE	PD - Code Enforcement (3001/9007)	Vehicle - Car
003511	1FMCU0F75FUA45714	2014 FORD ESCAPE	PD - Code Enforcement (3001/9007)	Vehicle - Car
006209	1FAFP522X2A196615	2002 FORD TAURUS	PD - Code Enforcement (3001/9007)	Vehicle - Car
006780	2FAFP71V68X103418	2008 FORD CROWN-VIC	PD - Code Enforcement (3001/9007)	Vehicle - Car
006782	2FAFP71V48X103417	2008 FORD CROWN-VIC	PD - Code Enforcement (3001/9007)	Vehicle - Car
003508	1FTYR10D17PA00432	2007 FORD RANGER PICKUP	PD - Code Enforcement (3001/9007)	Vehicle - Truck/Pick Up
003509	1FTYR10D67PA84361	2007 FORD RANGER PICKUP	PD - Code Enforcement (3001/9007)	Vehicle - Truck/Pick Up
006116	2FABP7BV1BX159822	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006124	2FABP7BV4BX159829	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006135	2B3CL1CT1BH588880	2011 DODGE CHARGER SILVER	PD - Police (3001)	Vehicle - Car
006136	2B3CL1CT1BH600221	2011 DODGE CHARGER BLACK	PD - Police (3001)	Vehicle - Car
006137	2B3CL1CT5BH587411	2011 DODGE CHARGER GREY	PD - Police (3001)	Vehicle - Car
006138	2B3CL1CT7BH587412	2011 DODGE CHARGER WHITE	PD - Police (3001)	Vehicle - Car
006179	1FAHP2DW7CG105158	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006180	1FAHP2DW1CG105155	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006181	1FAHP2DWXCG105154	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006182	1FAHP2DW3CG105156	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006183	1FAHP2DW0CG105163	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006184	1FAHP2DW7CG105161	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006185	1FAHP2DW9CG105159	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006186	1FAHP2DW8CG105167	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006187	1FAHP2DW6CG105166	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006188	1FAHP2DWXCG105168	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006189	1FAHP2DW5CG105157	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006190	1FAHP2DW2CG105164	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006191	1FAHP2DW9CG105162	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006192	1FAHP2DW5CG105160	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006193	1FAHP2DW4CG105165	2012 FORD TAURUS (POLICE UNMARKED)	PD - Police (3001)	Vehicle - Car
006237	4T1BK1FK4CU016440	2012 TOYOTA CAMRY	PD - Police (3001)	Vehicle - Car
006238	4T1BK1FK7CU015654	2012 TOYOTA CAMRY	PD - Police (3001)	Vehicle - Car
006239	4T1BK1FK8CU016280	2012 TOYOTA CAMRY	PD - Police (3001)	Vehicle - Car
006240	4T1BK1FK6CU016522	2012 TOYOTA CAMRY	PD - Police (3001)	Vehicle - Car
006241	1FAHP2L88DG160044	2013 FORD INTERCEPTOR ADMIN BLK	PD - Police (3001)	Vehicle - Car
006242	1FAHP2L8XDG160045	2013 FORD INTERCEPTOR ADMIN INGOT	PD - Police (3001)	Vehicle - Car
006243	1FAHP2L81DG160046	2013 FORD INTERCEPTOR ADMIN STERLING	PD - Police (3001)	Vehicle - Car
006244	1FAHP2L88DG167589	2013 FORD INTERCEPTOR ADMIN SILVER	PD - Police (3001)	Vehicle - Car
006245	2C3CDXAT7DH542530	2013 DODGE CHARGER	PD - Police (3001)	Vehicle - Car

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006246	2C3CDXAT7DH521970	2013 DODGE CHARGER	PD - Police (3001)	Vehicle - Car
006251	1FAHP2M81DG177699	2013 Ford Interceptor (Taurus)	PD - Police (3001)	Vehicle - Car
006252	1FAHP2M88DG177702	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006253	1FAHP2M89DG177711	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006254	1FAHP2M87DG177707	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006255	1FAHP2M84DG177700	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006256	1FAHP2M86DG177701	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006257	1FAHP2M85DG177706	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006258	1FAHP2M80DG177693	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006259	1FAHP2M83DG177705	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006260	1FAHP2M87DG177710	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006261	1FAHP2M86DG177696	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006262	1FAHP2M82DG177694	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006263	1FAHP2M80DG177709	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006264	1FAHP2M89DG177708	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006265	1FAHP2M89DG177692	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006266	1FAHP2M8XDG177698	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006267	1FAHP2M84DG177695	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006268	1FAHP2M81DG177704	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006269	1FAHP2M88DG177697	2013 Ford Interceptor	PD - Police (3001)	Vehicle - Car
006319	2FAFP71W83X208205	2003 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006339	1FAFP53283A279587	2003 FORD TAURUS	PD - Police (3001)	Vehicle - Car
006358	4T1BK1FK4DU022742	2013 TOYOTA CAMRY (MAGNETIC GRAY)	PD - Police (3001)	Vehicle - Car
006359	4T1BK1FK8DU0532382	2013 TOYOTA CAMRY (ATTITUDE BLACK)	PD - Police (3001)	Vehicle - Car
006362	2G1WG5E38D1263135	2013 CHEVY IMPALA (ASHEN GRAY)	PD - Police (3001)	Vehicle - Car
006363	1FAHP2E84EG102950	2014 FORD TAURUS (STERLING GRAY)	PD - Police (3001)	Vehicle - Car
006418	2FAFP71W25X106398	2005 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006475	2G1WA5E38E1178461	2014 Chevy Impala (BLK)	PD - Police (3001)	Vehicle - Car
006476	2G1WA5E34E1177579	2014 Chevy Impala (GREY)	PD - Police (3001)	Vehicle - Car
006477	2G1WA5E32E1177371	2014 Chevy Impala (SILVER)	PD - Police (3001)	Vehicle - Car
006501	2FAFP71W35X172555	2005 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006505	2FAFP71W85X172566	2005 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006510	2FAFP71W75X172560	2005 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006512	2FAFP71WX5X172553	2005 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006517	2FAFP71W65X172551	2005 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006518	2FAFP71W65X172565	2005 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006520	2FAFP71W05X172559	2005 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006524	2FAFP71W75X172574	2005 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006526	1FAFP53U45A309673	2005 FORD TAURUS	PD - Police (3001)	Vehicle - Car
006581	2G1115S31G9124101	2016 CHEVY IMPALA (BLACK)	PD - Police (3001)	Vehicle - Car
006582	2G1115S3XG9123139	2016 CHEVY IMPALA (SILVER ICE)	PD - Police (3001)	Vehicle - Car
006583	1G1115S36GU116899	2016 CHEVY IMPALA (ASHEN GREY)	PD - Police (3001)	Vehicle - Car
006586	2C3CDXKT0FH806575	2015 DODGE CHARGER (BLACK)	PD - Police (3001)	Vehicle - Car
006587	2C3CDXKT9FH806574	2015 DODGE CHARGER (JAZZ BLUE)	PD - Police (3001)	Vehicle - Car
006600	2FAFP71W36X165896	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006603	2FAFP71W76X165898	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006604	2FAFP71W46X165907	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car

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006607	2FAFP71W86X165912	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006608	2FAFP71W56X165897	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006609	2FAFP71W96X165899	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006611	2FAFP71W76X165903	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006612	2FAFP71W56X165902	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006613	2FAFP71W86X165909	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006615	2FAFP71W46X165891	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006616	2FAFP71WX6X165913	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006617	2FAFP71W06X165905	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006620	2FAFP71WX6X165894	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006621	2FAFP71W36X165901	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006622	2FAFP71W66X165892	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006623	2FAFP71W86X165893	2006 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006625	2G1WB58K669382257	2006 CHEVROLET IMPALA	PD - Police (3001)	Vehicle - Car
006627	1FAFP53U07A133708	2006 FORD TAURUS	PD - Police (3001)	Vehicle - Car
006628	1FAFP53U97A133707	2006 FORD TAURUS	PD - Police (3001)	Vehicle - Car
006629	1FAFP53U27A133709	2006 FORD TAURUS	PD - Police (3001)	Vehicle - Car
006633	4T1BF1FK4GU596198	2016 TOYOTA CAMRY (COSMIC GREY)	PD - Police (3001)	Vehicle - Car
006634	4T1BF1FK6GU242232	2016 TOYOTA CAMRY (BLACK)	PD - Police (3001)	Vehicle - Car
006635	2C3CDXAT8GH247179	2016 DODGE CHARGER (STEEL METALLIC)	PD - Police (3001)	Vehicle - Car
006636	2C3CDXAT6GH247178	2016 DODGE CHARGER (WHITE)	PD - Police (3001)	Vehicle - Car
006732	2FAFP71V48X103434	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006734	2FAFP71VX8X103406	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006735	2FAFP71V18X103424	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006736	2FAFP71V58X103443	2008 FORD CROWN VIC	PD - Police (3001)	Vehicle - Car
006737	2FAFP71V08X103429	2008 FORD CROWN VIC	PD - Police (3001)	Vehicle - Car
006739	2FAFP71V48X103403	2008 FORD CROWN VIC	PD - Police (3001)	Vehicle - Car
006740	2FAFP71V18X103407	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006742	2FAFP71V28X103450	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006743	2FAFP71V08X103415	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006746	2FAFP71V68X103449	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006747	2FAFP71V08X103446	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006748	2FAFP71V28X103433	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006749	2FAFP71V98X103414	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006750	2FAFP71V18X103438	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006751	2FAFP71V08X103432	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006753	2FAFP71V88X103405	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006754	2FAFP71V68X103404	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006755	2FAFP71V98X103400	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006757	2FAFP71V68X103421	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006758	2FAFP71V08X103401	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006759	2FAFP71V68X103435	2008 FORD CROWN-VIC	PD - Police (3001)	Vehicle - Car
006760	2FAFP71V18X103410	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006761	2FAFP71V58X103412	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006762	2FAFP71VX8X103423	2008 FORD CROWN-VIC	PD - Police (3001)	Vehicle - Car
006763	2FAFP71V88X103436	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006764	2FAFP71V78X103427	2008 FORD CROWN-VIC	PD - Police (3001)	Vehicle - Car

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006765	2FAFP71V38X103442	2008 FORD CROWN-VIC	PD - Police (3001)	Vehicle - Car
006766	2FAFP71V48X103420	2008 FORD CROWN-VIC	PD - Police (3001)	Vehicle - Car
006767	2FAFP71V88X103422	2008 FORD CROWN-VIC	PD - Police (3001)	Vehicle - Car
006768	2FAFP71V18X103441	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006769	2FAFP71V48X103448	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006770	2FAFP71V28X103447	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006773	2FAFP71V78X103430	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006774	2FAFP71VX8X103440	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006775	2FAFP71V78X103444	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006776	2FAFP71V98X103431	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006777	2FAFP71V88X103419	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006778	2FAFP71V58X103426	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006779	2FAFP71V38X103411	2008 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
006781	2FAFP71V98X103428	2008 FORD CROWN-VIC	PD - Police (3001)	Vehicle - Car
006783	2G1WB58K079325571	2007 CHEVROLET IMPALA	PD - Police (3001)	Vehicle - Car
006784	2G1WB58K979321924	2007 CHEVROLET IMPALA	PD - Police (3001)	Vehicle - Car
006785	2G1WB58K479321572	2007 CHEVROLET IMPALA	PD - Police (3001)	Vehicle - Car
006786	2G1WB58K279325877	2007 CHEVROLET IMPALA	PD - Police (3001)	Vehicle - Car
006788	2G1WT58K779364641	2007 CHEVROLET IMPALA	PD - Police (3001)	Vehicle - Car
006789	2G1WT58K079406261	2007 CHEVROLET IMPALA	PD - Police (3001)	Vehicle - Car
006790	2G1WT58K279407802	2007 CHEVROLET IMPALA	PD - Police (3001)	Vehicle - Car
006791	2G1WT58K379405430	2007 CHEVROLET IMPALA	PD - Police (3001)	Vehicle - Car
06102A	2FABP7BV7BX159808	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06104A	2FABP7BV5BX159810	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06105A	2FABP7BV7BX159811	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06106A	2FABP7BV9BX159812	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06107A	2FABP7BV0BX159813	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06108A	2FABP7BV2BX159814	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06109A	2FABP7BV4BX159815	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06110A	2FABP7BV6BX159816	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06111A	2FABP7BV8BX159817	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06112A	2FABP7BVXBX159818	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06114A	2FABP7BV8BX159820	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06115A	2FABP7BVXBX159821	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06117A	2FABP7BV3BX159823	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06119A	2FABP7BV5BX159824	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06120A	2FABP7BV7BX159825	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06121A	2FABP7BV9BX159826	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06122A	2FABP7BV0BX159827	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06123A	2FABP7BV2BX159828	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06125A	2FABP7BV0BX159830	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06126A	2FABP7BV2BX159831	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06127A	2FABP7BV4BX159832	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06134A	2FABP7BV8BX159834	2011 FORD CROWN VICTORIA	PD - Police (3001)	Vehicle - Car
06146A	2FAHP71V38X119178	2008 FORD CROWN VICTORIA K-9	PD - Police (3001)	Vehicle - Car
06154A	2FAHP71V88X119175	2008 FORD CROWN VICTORIA K-9	PD - Police (3001)	Vehicle - Car
06161A	2FAHP71W15X106420	2005 FORD CROWN VICTORIA K-9	PD - Police (3001)	Vehicle - Car

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Vehicle / Asset #	VIN # / Serial #	Description	Department	General Category
06164-A	4T1BK3EK4BU132071	2011 TOYOTA CAMRY	PD - Police (3001)	Vehicle - Car
06270A	1FAHP2M8XDG177703	2013 Ford Interceptor (Taurus)	PD - Police (3001)	Vehicle - Car
006139	1GNLC2E0XBR353022	2011 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006143	1GNLC2E01BR362742	2011 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006202	1GNEC13VX2J276815	2002 CHEVROLET TAHOE LT-Training	PD - Police (3001)	Vehicle - SUV
006230	1GNSCAE0XDR150060	2012 CHEVY TAHOE (BLACK)	PD - Police (3001)	Vehicle - SUV
006231	1GNSCAE00DR148978	2012 CHEVY TAHOE (BLACK)	PD - Police (3001)	Vehicle - SUV
006232	1FMJU1F59DEF12331	2013 FORD EXPEDITION	PD - Police (3001)	Vehicle - SUV
006233	1FMJU1F50DEF12332	2013 FORD EXPEDITION	PD - Police (3001)	Vehicle - SUV
006236	1FM5K8B80DGB28667	2013 FORD EXPLORER (BLUE)	PD - Police (3001)	Vehicle - SUV
006247	1FM5K8AR1DGB63759	2013 Ford Interceptor UTILITY	PD - Police (3001)	Vehicle - SUV
006248	1FM5K8AR8DGB63760	2013 Ford Interceptor UTILITY	PD - Police (3001)	Vehicle - SUV
006249	1FM5K8ARXDGB63761	2013 Ford Interceptor UTILITY	PD - Police (3001)	Vehicle - SUV
006250	1FM5K8AR1DGB63762	2013 Ford Interceptor UTILITY	PD - Police (3001)	Vehicle - SUV
006326	1FMZU72K04UA13358	2004 FORD EXPLORER	PD - Police (3001)	Vehicle - SUV
006341	1FM5K8AR8EGA55298	2014 FORD UTILITY INTERCEPTOR (EXPLORER)	PD - Police (3001)	Vehicle - SUV
006342	1FM5K8ARXEGA55299	2014 FORD UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006343	1FM5K8AR2EGA55300	2014 FORD UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006344	1FM5K8AR4EGA55301	2014 FORD UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006345	1FM5K8AR6EGA55302	2014 FORD UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006346	1FM5K8AR8EGA55303	2014 FORD UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006348	1FM5K8AR1EGA55305	2014 FORD UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006349	1FM5K8AR3EGA55306	2014 FORD UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006350	1FM5K8AR5EGA55307	2014 FORD UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006351	1FM5K8AR7EGA55308	2014 FORD UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006352	1FM5K8AR9EGA55309	2014 FORD UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006354	1FM5K8AR7EGA55311	2014 FORD UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006355	1FM5K8AR9EGA55312	2014 FORD UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006356	1FM5K8AR6EGA55297	2014 FORD UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006357	1FM5K8AR0EGA55313	2014 FORD UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006360	1GNKRFED4EJ127615	2014 CHEVY TRAVERSE (SILVER ICE)	PD - Police (3001)	Vehicle - SUV
006361	1GNKRFED4EJ130790	2014 CHEVY TRAVERSE (CYBER GRAY)	PD - Police (3001)	Vehicle - SUV
006426	1FMZU72K34UC09228	2004 FORD EXPLORER	PD - Police (3001)	Vehicle - SUV
006429	1GNKRFED7EJ340820	2014 CHEVY TRAVERSE	PD - Police (3001)	Vehicle - SUV
006432	1GNLC2EC2FR266957	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006433	1GNLC2EC6FR272860	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006434	1GNLC2EC2FR267011	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006435	1GNLC2EC5FR268234	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006436	1GNLC2EC0FR272899	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006437	1GNLC2EC2FR267073	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006438	1GNLC2EC7FR268364	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006439	1GNLC2ECXFR268598	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006440	1GNLC2ECXFR269038	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006441	1GNLC2EC4FR260092	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006442	1GNLC2EC4FR260125	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006443	1GNLC2EC5FR270386	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006444	1GNLC2EC2FR266988	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV

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006445	1GNLC2EC8FR272892	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006446	1GNLC2EC2FR260186	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006447	1GNLC2EC8FR260371	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006448	1GNLC2EC7FR271118	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006449	1GNLC2EC5FR266936	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006450	1GNLC2EC1FR260101	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006451	1GNLC2EC1FR266965	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006452	1GNLC2EC9FR273064	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006453	1GNLC2EC8FR261083	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006454	1GNLC2EC3FR263520	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006455	1GNLC2EC9FR256409	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006456	1GNLC2EC8FR257373	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006457	1GNLC2EC7FR260068	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006458	1GNLC2EC8FR256742	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006459	1GNLC2EC7FR260118	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006460	1GNLC2EC3FR279510	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006461	1GNLC2EC4FR279581	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006462	1GNLC2EC8FR255168	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006463	1GNLC2EC9FR259553	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006464	1GNLC2EC6FR256674	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006465	1GNLC2EC5FR279542	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006466	1GNLC2EC8FR256224	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006467	1GNLC2EC3FR280799	2015 Chevy Tahoe	PD - Police (3001)	Vehicle - SUV
006468	1FM5K8AR6FGA66298	2014 Ford Interceptor Utility	PD - Police (3001)	Vehicle - SUV
006469	1FM5K8AR0FGA66300	2014 Ford Interceptor Utility	PD - Police (3001)	Vehicle - SUV
006470	1FM5K8AR2FGA66301	2014 Ford Interceptor Utility	PD - Police (3001)	Vehicle - SUV
006471	1FM5K8AR8FGA66299	2014 Ford Interceptor Utility	PD - Police (3001)	Vehicle - SUV
006473	1GN5CAK9FR189143	2015 Chevy Tahoe (SILVER)	PD - Police (3001)	Vehicle - SUV
006478	1GNLC2EC4FR279872	2015 Chevy Tahoe (Metallic Grey)	PD - Police (3001)	Vehicle - SUV
006479	1C4RDHFG7EC543415	2014 Dodge Durango (BLK)	PD - Police (3001)	Vehicle - SUV
006539	1FMEU62E66UA63669	2006 FORD EXPLORER	PD - Police (3001)	Vehicle - SUV
006540	1GNLC2EC3FR545477	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006541	1GNLC2EC9FR546522	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006542	1GNLC2EC0FR546134	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006543	1GNLC2EC5FR545464	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006544	1GNLC2EC8FR545314	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006545	1GNLC2EC8FR546785	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006546	1GNLC2EC7FR545353	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006547	1GNLC2EC7FR293930	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006548	1GNLC2EC7FR296732	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006549	1GNLC2EC9FR546276	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006550	1GNLC2EC4FR546573	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006551	1GNLC2EC9FR296814	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006552	1GNLC2EC6FR296799	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006553	1GNLC2EC8FR546690	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006554	1GNLC2EC4FR296915	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006555	1GNLC2EC8FR545183	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV

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006556	1GNLC2EC2FR545213	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006557	1GNLC2EC9FR545175	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006558	1GNLC2EC5FR545366	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006559	1GNLC2EC3FR546631	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006560	1GNLC2EC5FR546310	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006561	1GNLC2EC1FR296807	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006562	1GNLC2EC0FR546800	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006563	1GNLC2EC2FR546474	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006564	1GNLC2EC9FR545404	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006565	1GNLC2EC9FR546357	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006566	1GNLC2ECXFR296899	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006567	1GNLC2EC7FR545305	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006568	1GNLC2EC1FR545347	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006569	1GNLC2EC8FR292687	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006571	1GNLC2EC7FR296794	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006572	1GNLC2EC2FR294189	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006573	1GNLC2EC3FR296887	2015 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006574	1FM5K8ARXFGC52099	2015 FORD EXPLORER UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006575	1FM5K8AR6FGC52102	2015 FORD EXPLORER UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006576	1FM5K8AR2FGC52100	2015 FORD EXPLORER UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006577	1FM5K8AR8FGC52103	2015 FORD EXPLORER UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006578	1FM5K8AR4FGC52101	2015 FORD EXPLORER UTILITY INTERCEPTOR	PD - Police (3001)	Vehicle - SUV
006584	1GNKRKDSFJ320903	2015 CHEVY TRAVERSE (SILVER ICE)	PD - Police (3001)	Vehicle - SUV
006585	1C4RDHAG5FC842829	2015 DODGE DURANGO (GRANITE CRYSTAL)	PD - Police (3001)	Vehicle - SUV
006626	1GNFC13J57R182206	2006 CHEVROLET TAHOE	PD - Police (3001)	Vehicle - SUV
006630	1GNKRKGD0GJ307977	2016 CHEVY TRAVERSE (BLACK)	PD - Police (3001)	Vehicle - SUV
006631	1GNKRKGD3GJ305060	2016 CHEVY TRAVERSE (GREY)	PD - Police (3001)	Vehicle - SUV
006639	1FM5K8ARXGGD30592	2016 INTERCEPTOR (EXPLORER)	PD - Police (3001)	Vehicle - SUV
006640	1FM5K8AR1GGD30593	2016 INTERCEPTOR (EXPLORER)	PD - Police (3001)	Vehicle - SUV
006641	1FM5K8AR3GGD30594	2016 INTERCEPTOR (EXPLORER)	PD - Police (3001)	Vehicle - SUV
006642	1FM5K8AR5GGD30595	2016 INTERCEPTOR (EXPLORER)	PD - Police (3001)	Vehicle - SUV
006643	1FM5K8AR7GGD30596	2016 INTERCEPTOR (EXPLORER)	PD - Police (3001)	Vehicle - SUV
006644	1FM5K8AR9GGD30597	2016 INTERCEPTOR (EXPLORER)	PD - Police (3001)	Vehicle - SUV
006645	1FM5K8AR8GGD30591	2016 INTERCEPTOR (EXPLORER)	PD - Police (3001)	Vehicle - SUV
006646	1FM5K8AR6GGD30590	2016 INTERCEPTOR (EXPLORER)	PD - Police (3001)	Vehicle - SUV
006647	1GNLCDEC3GR418337	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006648	1GNLCDEC8GR418298	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006649	1GNLCDEC5GR418839	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006650	1GNLCDEC1GR418370	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006651	1GNLCDEC2GR418880	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006652	1GNLCDEC1GR418322	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006653	1GNLCDEC8GR419256	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006654	1GNLCDEC8GR419239	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006655	1GNLCDEC8GR419712	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006656	1GNLCDEC5GR419747	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006657	1GNLCDEC5GR419862	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006658	1GNLCDECXGR419601	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV

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006659	1GNLCDEC1GR419115	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006660	1GNLCDEC4GR420114	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006661	1GNLCDEC6GR419904	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006662	1GNLCDEC9GR420366	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006663	1GNLCDEC5GR420204	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006664	1GNLCDEC2GR420712	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006665	1GNLCDEC7GR420690	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006666	1GNLCDEC5GR420672	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006667	1GNLCDEC3GR421156	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006668	1GNLCDEC1GR421141	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006669	1GNLCDEC9GR420724	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006670	1GNLCDEC4GR420761	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006671	1GNLCDEC9GR421758	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006672	1GNLCDEC6GR422186	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006673	1GNLCDEC5GR421207	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006674	1GNLCDEC8GR421718	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006675	1GNLCDEC3GR423179	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006676	1GNLCDEC1GR422273	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006677	1GNLCDECXGR424247	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006678	1GNLCDEC8GR424229	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006679	1GNLCDEC3GR423697	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006680	1GNLCDEC2GR423643	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006681	1GNLCDEC4GR423577	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006682	1GNLCDEC0GR423267	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006683	1GNLCDEC3GR423232	2016 CHEVY TAHOE	PD - Police (3001)	Vehicle - SUV
006684	1GNLCDEC4GR424230	2016 CHEVY TAHOE (PATROL SGT)	PD - Police (3001)	Vehicle - SUV
006685	1GNLCDEC3GR424252	2016 CHEVY TAHOE (PATROL SGT)	PD - Police (3001)	Vehicle - SUV
006686	1GNLCDEC0GR424337	2016 CHEVY TAHOE (PATROL SGT)	PD - Police (3001)	Vehicle - SUV
006687	1GNLCDEC3GR424753	2016 CHEVY TAHOE (K-9 SGT)	PD - Police (3001)	Vehicle - SUV
006688	1GNLCDEC6GR424651	2016 CHEVY TAHOE (TRAFFIC)	PD - Police (3001)	Vehicle - SUV
006689	1GNLCDEC8GR424702	2016 CHEVY TAHOE (TRAFFIC)	PD - Police (3001)	Vehicle - SUV
006234	1FT8W3A69CEC99405	2012 FORD F350	PD - Police (3001)	Vehicle - Truck/Pick Up
006235	3GCPCSEA1DG260511	2013 CHEVY SILVERDO (BLK)	PD - Police (3001)	Vehicle - Truck/Pick Up
006472	1FT7W2A60FEB06889	2015 Ford F250	PD - Police (3001)	Vehicle - Truck/Pick Up
006474	3GCPCPEH9EG496951	2014 Chevy Silverado	PD - Police (3001)	Vehicle - Truck/Pick Up
006632	3GCPCNEH0HG108188	2016 CHEVY SILVERADO (SILVER ICE)	PD - Police (3001)	Vehicle - Truck/Pick Up
006796	3D7MS48C85G845172	2005 DODGE RAM 3500 PICKUP	PD - Police (3001)	Vehicle - Truck/Pick Up
006834	1FTNW21F6XED28829	1999 FORD F250 PICKUP(aka C 636)	PD - Police (3001)	Vehicle - Truck/Pick Up
06170-A	3GCPCREAXCG112462	2012 CHEVY SILVERADO CREW CAB	PD - Police (3001)	Vehicle - Truck/Pick Up
000186	1FTJE34H1NHA40152	1992 FORD ECONOLINE E-350 VAN (GREY)	PD - Police (3001)	Vehicle - Van
002455	1FTSE34L17DB00627	2007 FORD E350 VAN	PD - Police (3001)	Vehicle - Van
006142	1GNLC2E01BR362742	2011 CHEVY EXPRESS VAN	PD - Police (3001)	Vehicle - Van
006201	1FTSE34L42HA85025	2002 FORD E350 VAN	PD - Police (3001)	Vehicle - Van
006322	1FTSE34L33HB64302	2003 FORD ECONO VAN	PD - Police (3001)	Vehicle - Van
006365	1FTNE2EL6EDA27483	2014 FORD ECONOLINE CARGO SURVEILLANCE VAN	PD - Police (3001)	Vehicle - Van
006430	1GCWGFCA4E1209689	2014 CHEVY EXPRESS VAN	PD - Police (3001)	Vehicle - Van
006431	1GCWGFCA2E1209240	2014 CHEVY EXPRESS VAN	PD - Police (3001)	Vehicle - Van

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006529	2FTZA54615BA60651	2005 FORD WINDSTAR VAN	PD - Police (3001)	Vehicle - Van
006579	1GCWGF2F2F1259844	2015 CHEVY EXPRESS CARGO VAN	PD - Police (3001)	Vehicle - Van
006580	3N6CMOKN1FK724854	2015 NISSAN NV 200	PD - Police (3001)	Vehicle - Van
006787	1FBSS31L77DA86556	2007 FORD E350 VAN	PD - Police (3001)	Vehicle - Van
06172-A	1GCSGAFX2B1181243	2011 CHEVY EXPRESS VAN	PD - Police (3001)	Vehicle - Van
06173-A	1GCSGAFXB1182513	2011 CHEVY EXPRESS VAN	PD - Police (3001)	Vehicle - Van
003401	1G1ZT51F46F279837	2006 CHEVROLET MALIBU	PL - Planning (9002)	Vehicle - Car
003402	1FTYR10DX7PA00431	2007 FORD RANGER PICKUP	PL - Planning (9002)	Vehicle - Truck/Pick Up
009906	1G1LD5541SY283662	1995 CHEVROLET CORSICA	PS - Engineering (6006)	Vehicle - Car
002451	1FTYR1OD87PA84359	2007 FORD RANGER PICKUP	PS - Engineering (6006)	Vehicle - Truck/Pick Up
004050	1FTMF1C89GFD33859	2015 FORD F-150 (PS)	PS - Engineering (6006)	Vehicle - Truck/Pick Up
004267	1FTYR10D73PB40804	2003 FORD S10 PICKUP	PS - Engineering (6006)	Vehicle - Truck/Pick Up
004600	1FTMF1C85GKE78159	2016 FORD F-150	PS - Engineering (6006)	Vehicle - Truck/Pick Up
004202	2G1WL52J1Y1354705	2000 CHEVROLET LUMINA	PS - General Gvt. Bldgs. (6001)	Vehicle - Car
005540	2FAFP71W9XX116333	1999 FORD CROWN VICTORIA	PS - General Gvt. Bldgs. (6001)	Vehicle - Car
002402	1FMZU72K13UB83579	2003 FORD EXPLORER	PS - General Gvt. Bldgs. (6001)	Vehicle - SUV
002601	1FM5K7B81FGC66943	2015 FORD EXPLORER	PS - General Gvt. Bldgs. (6001)	Vehicle - SUV
002605	1FMEU73E37UA67667	2007 FORD EXPLORER	PS - General Gvt. Bldgs. (6001)	Vehicle - SUV
002449	1FTYR10D87PA84362	2007 FORD RANGER PICKUP	PS - General Gvt. Bldgs. (6001)	Vehicle - Truck/Pick Up
004019	1FTMF1CM1CKE37969	2012 FORD F150 W TOPPER	PS - General Gvt. Bldgs. (6001)	Vehicle - Truck/Pick Up
004482	1FTPF17L41NB49227	2003 FORD F250 PICKUP	PS - General Gvt. Bldgs. (6001)	Vehicle - Truck/Pick Up
005529	1FTEF2764VKD69384	1997 FORD F250 PICKUP	PS - General Gvt. Bldgs. (6001)	Vehicle - Truck/Pick Up
004003	1FDSE35L76HA37406	2006 FORD E350 VAN	PS - General Gvt. Bldgs. (6001)	Vehicle - Van
004016	1GCZGUCA6D1101106	2012 CHEVROLET EXPRESS CARGO VAN	PS - General Gvt. Bldgs. (6001)	Vehicle - Van
004460	1GBHG31J6X1132793	1999 CHEVROLET G20 VAN	PS - General Gvt. Bldgs. (6001)	Vehicle - Van
004480	2FAFP71W7XX116332	1999 Ford Crown Victoria.	PS - Grounds Maint. (6004)	Vehicle - Car
005572	2G1WA5E36G1100487	2016 CHEVY IMPALA	PS - Grounds Maint. (6004)	Vehicle - Car
007387	1B3EL36T14N138401	2004 DODGE STRATUS	PS - Grounds Maint. (6004)	Vehicle - Car
002500	2GNALAEK3F1177139	2015 CHEVY EQUINOX	PS - Grounds Maint. (6004)	Vehicle - SUV
004015	1FM5K7B87DGB16087	2012 FORD EXPLORER	PS - Grounds Maint. (6004)	Vehicle - SUV
004000	1GCNCPEA9DZ158958	2013 CHEVY SILVERADO	PS - Grounds Maint. (6004)	Vehicle - Truck/Pick Up
004220	1FTPF27W5XNB81354	1999 FORD F250 PICKUP	PS - Grounds Maint. (6004)	Vehicle - Truck/Pick Up
002409	1FTSE34LX6DA71921	2006 FORD F250 VAN	PS - Grounds Maint. (6004)	Vehicle - Van
002603	1FMEU73E37UA52599	2007 FORD EXPLORER	PS - Parks (6004/930)	Vehicle - SUV
002410	1GBHC24U16E155577	2006 CHEVROLET C2500 UTILITY PK-UP W LIFT	PS - Parks (6004/930)	Vehicle - Truck/Pick Up
005400	1FTEX1C88FKE51439	2015 FORD F150 4X2 EXTENDED CAB	PS - Parks (6004/930)	Vehicle - Truck/Pick Up
005453	1FTVF12576NB57796	2006 FORD F150 PICKUP	PS - Parks (6004/930)	Vehicle - Truck/Pick Up
005554	2G1WA5E36G1100456	2016 CHEVY IMPALA	PU - Purchasing (6005)	Vehicle - Car
004448	2FALP71W3TX170322	1996 FORD CROWN VICTORIA	RE - Recreation (7001)	Vehicle - Car
005534	1G1ND52T4WY188782	1998 CHEVROLET MALIBU	RE - Recreation (7001)	Vehicle - Car
005586	2GIWF52E749430238	2004 CHEVROLET IMPALA	RE - Recreation (7001)	Vehicle - Car
005589	1G1Z552FX5F283083	2005 CHEVROLET MALIBU	RE - Recreation (7001)	Vehicle - Car
005590	1G1Z552F75F283669	2005 CHEVROLET MALIBU	RE - Recreation (7001)	Vehicle - Car
005600	1FMCU0F77FUA45715	2015 FORD ESCAPE	RE - Recreation (7001)	Vehicle - Car
005601	1FMCU0F73FUA45713	2015 FORD ESCAPE	RE - Recreation (7001)	Vehicle - Car
005602	1FMCU0F70GUB40425	2015 FORD ESCAPE	RE - Recreation (7001)	Vehicle - Car
008828	1G1ND52T0WY188696	1998 CHEVY MALIBU	RE - Recreation (7001)	Vehicle - Car

City's Fleet Detail (General Vehicles)

Vehicle / Asset #	VIN # / Serial #	Description	Department	General Category
005530	1FMZU61X3YZB91247	2000 FORD EXPLORER	RE - Recreation (7001)	Vehicle - SUV
005551	1GCCS1456Y8240203	2000 CHEVROLET S10 BLAZER	RE - Recreation (7001)	Vehicle - SUV
005560	1GNCS13W51K246312	2001 CHEVROLET S10 BLAZER	RE - Recreation (7001)	Vehicle - SUV
005592	1FMZU62K85ZA65738	2005 FORD EXPLORER	RE - Recreation (7001)	Vehicle - SUV
005605	1FM5K7B87GGD05519	2016 FORD EXPLORER	RE - Recreation (7001)	Vehicle - SUV
004269	1FTYR10D93PB40805	2003 FORD RANGER PICKUP	RE - Recreation (7001)	Vehicle - Truck/Pick Up
005452	1FTVF12556NB57795	2006 FORD F150 PICKUP	RE - Recreation (7001)	Vehicle - Truck/Pick Up
005537	1GCCS1441WK240729	1998 CHEVROLET S-10 PICKUP	RE - Recreation (7001)	Vehicle - Truck/Pick Up
005543	1GCCS1445W8242917	1998 CHEVROLET S10 PICKUP	RE - Recreation (7001)	Vehicle - Truck/Pick Up
005552	1GCEC14V2YE325336	2000 CHEVROLET C1500 PICKUP	RE - Recreation (7001)	Vehicle - Truck/Pick Up
005591	1FTYR10DX5PA87907	2005 FORD RANGER PICKUP	RE - Recreation (7001)	Vehicle - Truck/Pick Up
005604	1FTMF1CP9GKE78169	2016 FORD F-150	RE - Recreation (7001)	Vehicle - Truck/Pick Up
005518	1FB4S31L8VHB71391	1997 FORD E350 VAN	RE - Recreation (7001)	Vehicle - Van
005541	1FBSS31L8WHC10115	1998 FORD E350 VAN	RE - Recreation (7001)	Vehicle - Van
005542	1FBSS31LXWHC10116	1998 FORD E350 VAN	RE - Recreation (7001)	Vehicle - Van
005603	1FBZX2ZM4GKA41626	2015 FORD T350 TRANSIT WAGON	RE - Recreation (7001)	Vehicle - Van
002234	2GKALMEK0F6310117	2015 GMC TERRAIN	TS - Technology Services (2002)	Vehicle - SUV
002235	2GKALMEK6G6317459	2016 GMC TERRAIN	TS - Technology Services (2002)	Vehicle - SUV
002450	5GZCZ33Z97S880224	2007 Saturn VUE	TS - Technology Services (2002)	Vehicle - SUV
002602	1FMPU16546LA78845	2006 FORD EXPEDITION	TS - Technology Services (2002)	Vehicle - SUV
003610	1FTNE14W27DB49069	2007 FORD ECONOLINE E-150 CARGO VAN	TS - Technology Services (2002)	Vehicle - Van
004032	1FTBF3A67CEC98596	2012 FORD F350 W/SHELL	UT - Sewer Treatment Plant (6022)	Vehicle - Truck/Pick Up
004005	1FTMF1C88FKE52833	2015 FORD F-150	UT - Utilities (471)	Vehicle - Truck/Pick Up
004018	1FTMF1CMXCKE37968	2012 FORD F150 W TOPPER	UT - Utilities (471)	Vehicle - Truck/Pick Up
004022	1FTBF3A68CEC56146	2012 FORD F350	UT - Utilities (471)	Vehicle - Truck/Pick Up
004036	1FTRF3C62EEA16573	2013 F-350 W/ELECTRIC HYDRAIC CRANE	UT - Utilities (471)	Vehicle - Truck/Pick Up
004211	1GBKC34J6YF500097	2000 CHEVROLET C3500 FLATBED HD	UT - Utilities (471)	Vehicle - Truck/Pick Up
004483	1FTPF17L61NB49228	2001 FORD F250 PICKUP	UT - Utilities (471)	Vehicle - Truck/Pick Up
004603	1GCNCNEH1GZ269820	2016 CHEVY SILVERADO 1500	UT - Utilities (471)	Vehicle - Truck/Pick Up
004604	1GC3CYCG5GZ274277	2016 CHEVY SILVERADO 3500 (UTILITY TRK)	UT - Utilities (471)	Vehicle - Truck/Pick Up
004605	1GC3CYCG5GZ275798	2016 CHEVY SILVERADO 3500 (UTILITY TRK)	UT - Utilities (471)	Vehicle - Truck/Pick Up
004017	1GCZGUCA0D1101067	2012 CHEVROLET EXPRESS CARGO VAN	UT - Utilities (471)	Vehicle - Van
004038	1FTMF1C8XGKF40641	2016 FORD F-150	UT - Utilities Admin (6010)	Vehicle - Truck/Pick Up

City's Fleet Detail (Other Vehicles & Equipment)

Vehicle / Asset #	VIN # / Serial #	Description	Department	General Category
008201	1HVBBAAN22H546705	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008202	1HVBBAAN42H546706	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008203	1HVBBAAN62H546707	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008204	1HVBBAAN82H546708	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008205	1HVBBAANX2H546709	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008206	1HVBBAAN62H546710	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008207	1HVBBAAN82H546711	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008208	1HVBBAANX2H546712	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008209	1HVBBAAN12H546713	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008210	1HVBBAAN32H546714	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008211	1HVBBAAN52H546715	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008212	1HVBBAAN72H546716	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008213	1HVBBAAN92H546717	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008214	1HVBBAAN02H546718	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008215	1HVBBAAN22H546719	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008216	1HVBBAAN92H546720	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008217	1HVBBAAN02H546721	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008218	1HVBBAAN22H546722	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008219	1HVBBAAN42H546723	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008220	1HVBBAAN62H546724	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008221	1HVBBAAN82H546725	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008222	1HVBBAANX2H546726	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008223	1HVBBAAN12H546727	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008224	1HVBBAAN32H546728	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008225	1HVBBAAN52H546729	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008226	1HVBBAAN12H546730	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008227	1HVBBAAN32H546731	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008228	1HVBBAAN52H546732	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008229	1HVBBAAN72H546733	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008230	1HVBBAAN92H546734	2003 BLUEBIRD CORP SBCV6600	CH - Charter Schools (17X)	School Bus
008231	1HVBBAAN13H592902	2004 BLUEBIRD CORP BUS	CH - Charter Schools (17X)	School Bus
008232	1HVBBAAN33H592903	2004 BLUEBIRD CORP ZX2	CH - Charter Schools (17X)	School Bus
008233	1HVBBAAN53H592904	2004 BLUEBIRD CORP BUS	CH - Charter Schools (17X)	School Bus
008234	1HVBBAAN73H592905	2004 BLUEBIRD CORP BUS	CH - Charter Schools (17X)	School Bus
008235	1HVBBAAN93H592906	2003 BLUEBIRD CORP BUS	CH - Charter Schools (17X)	School Bus
008236	1HVBBAAN03H592907	2003 BLUEBIRD CORP BUS	CH - Charter Schools (17X)	School Bus
008237	1HVBBAAN23H592908	2004 BLUEBIRD CORP BUS	CH - Charter Schools (17X)	School Bus
008238	1HVBBAAN83H595361	2004 BLUEBIRD CORP 026	CH - Charter Schools (17X)	School Bus
008239	1HVBBAANX3H595362	2004 BLUEBIRD CORP BUS	CH - Charter Schools (17X)	School Bus
008240	1HVBBAAN13H595363	2004 BLUEBIRD CORP 026	CH - Charter Schools (17X)	School Bus
008241	1HVBBAAN33H595364	2004 BLUEBIRD CORP BUS	CH - Charter Schools (17X)	School Bus
008242	1HVBBAAN43H595365	2004 BLUEBIRD CORP BUS	CH - Charter Schools (17X)	School Bus
008243	1HVBBAAN54H595366	2004 BLUEBIRD CORP 026	CH - Charter Schools (17X)	School Bus
008244	1HVBBAAN74H595367	2004 BLUEBIRD CORP BUS	CH - Charter Schools (17X)	School Bus
008853	4UZAAXAK91CH54586	2001 FREIGHTLINER UNKNOWN SCH BUS	CH - Charter Schools (17X)	School Bus
008854	4UZAAXAK71CH54585	2001 FREIGHTLINER FL-80 SCH BUS	CH - Charter Schools (17X)	School Bus
008855	4UZAAXAK01CH54587	2001 FREIGHTLINER UNKNOWN SCH BUS	CH - Charter Schools (17X)	School Bus

City's Fleet Detail (Other Vehicles & Equipment)

Vehicle / Asset #	VIN # / Serial #	Description	Department	General Category
008856	4UZAAXAK21CH54588	2001 FREIGHTLINER UNKNOWN SCH BUS	CH - Charter Schools (17X)	School Bus
008857	1HVBBAAN44H595360	2004 BLUEBIRD CORP BUS	CH - Charter Schools (17X)	School Bus
008877	1GB6G5BL1C1160093	2012 E450 SUPER DUTY BUS (gold)	CS - Community Bus BCT/CBS (128/8004)	Shuttle Bus
008885	1GB6G5BL3C1179535	2013 ELDORADO BUS (gold)	CS - Community Bus BCT/CBS (128/8004)	Shuttle Bus
008886	1GB6G5BL2D1122308	2013 ELDORADO BUS (blue)	CS - Community Bus BCT/CBS (128/8004)	Shuttle Bus
008887	1GB6G5BLD1124148	2013 ELDORADO BUS (blue)	CS - Community Bus BCT/CBS (128/8004)	Shuttle Bus
008888	1GB6G5BL6D1172998	2013 ELDORADO BUS (gold)	CS - Community Bus BCT/CBS (128/8004)	Shuttle Bus
008894	1GB6G5BL4F1131384	2015 ELDORADO AEROTECH BUS (gold)	CS - Community Bus BCT/CBS (128/8004)	Shuttle Bus
008895	1GB6G5BL4F1129957	2015 ELDORADO AEROTECH BUS (gold)	CS - Community Bus BCT/CBS (128/8004)	Shuttle Bus
008820	1FD4FE4FS7DDB27284	2014 FORD ELDORADO BUS (both)	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008843	1FDWE35L94HA13203	2004 FORD BUS	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008844	1FDWE35L94HA13204	2004 FORD BUS	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008859	1FDXE45PX6HB23937	2006 FORD E450 (both)	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008869	1FD4FE4FSXADA02551	2010 FORD F450 (both)	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008870	1FD4FE4FS7ADA02555	2010 FORD F450 (both)	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008880	1FD4FE4FS1CDB30437	2013 FORD ELKHART COACH BUS	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008881	1FD4FE4FS9CDB38236	2013 FORD ELKHART COACH BUS	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008882	1FD4FE4FS8CDB30435	2013 FORD ELKHART COACH BUS	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008883	1FD4FE4FS3CDB38233	2013 FORD ELKHART COACH BUS	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008884	1FD4FE4FS2CDB38241	2013 FORD ELKHART COACH BUS	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008889	1FD4FE4FS5EDA88289	2014 E450 ELKHART COACH BUS (both)	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008890	1FD4FE4FS2EDA88301	2014 E450 ELKHART COACH BUS	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008892	1FDUF5GYOFEC84830	2015 FORD CUTAWAY TURTLE TOP BUS	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008893	1FDUF5GYOFEC84827	2015 FORD CUTAWAY TURTLE TOP BUS	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008896	1FDAF5GY4GEA75174	2016 TURTLE TOP (FORD F-550 CUTAWAY)	CS - Community Bus Transportation (128/8001)	Shuttle Bus
008897	1FDAF5GYXGEA75177	2016 TURTLE TOP (FORD F-550 CUTAWAY)	CS - Community Bus Transportation (128/8001)	Shuttle Bus
RE2159	230000575	TORO WORKMAN 2110 WORKCART	CS - Community Services (8001)	Golf Cart
007705	1HTMNAAM78H577361	2008 HORTON 623 AMBULANCE	FI - Fire Rescue (4003)	Ambulance
007706	1HTMNAAM98H577362	2008 HORTON 623 AMBULANCE	FI - Fire Rescue (4003)	Ambulance
007712	1HTMNAAM0AH220576	2010 INTERNATIONAL 4300 SBA AMBUL	FI - Fire Rescue (4003)	Ambulance
007713	1HTMNAAM2AH220577	2010 INTERNATIONAL 4300 SBA AMBUL	FI - Fire Rescue (4003)	Ambulance
007714	1HTMNAAM4AH220578	2010 INTERNATIONAL 4300 SBA AMBUL	FI - Fire Rescue (4003)	Ambulance
007716	3HAMNAAM8BL367689	2011 AMBULANCE	FI - Fire Rescue (4003)	Ambulance
007717	3HAMNAAM4BL367690	2011 AMBULANCE	FI - Fire Rescue (4003)	Ambulance
007719	1FVABPBW71HH55066	2001 FREIGHTLINER (CERT TEAM) AMBUL+C536+C587	FI - Fire Rescue (4003)	Ambulance
007725	1FVACWDTXFGN6761	2015 HORTON RESCUE TRUCK	FI - Fire Rescue (4003)	Ambulance
007726	1FVACWDT1FHGN6762	2015 HORTON RESCUE TRUCK	FI - Fire Rescue (4003)	Ambulance
007731	1FVACWDT3GHGY8095	2015 HORTON RESCUE TRUCK	FI - Fire Rescue (4003)	Ambulance
007732	1FVACWDT1GHGY8094	2016 HORTON RESCUE TRUCK	FI - Fire Rescue (4003)	Ambulance
007733	PO# 2016-0128	2016 HORTON RESCUE TRUCK	FI - Fire Rescue (4003)	Ambulance
000740	46JBBA8OL1003531	1998 E-ONE HUSH PUMPER	FI - Fire Rescue (4003)	Fire Engine
007707	4EN3AAA8481003509	2008 E ONE TYPHOON FIRE TRUCK	FI - Fire Rescue (4003)	Fire Engine
007710	4EN6AAA8081003911	2008 E ONE TYPHOON FIRE TRUCK	FI - Fire Rescue (4003)	Fire Engine
007723	1S9A1HND9E1003127	2014 SUTPHEN FIRE ENGINE	FI - Fire Rescue (4003)	Fire Engine
007724	1S9A1HND4F1003101	2015 SUTPHEN FIRE ENGINE	FI - Fire Rescue (4003)	Fire Engine
007751	UNK	1995 E-ONE HUSH ENGINE PUMP	FI - Fire Rescue (4003)	Fire Engine
007755	4ENBAAA85V1006698	1997 E-ONE HUSH ENGINE PUMP	FI - Fire Rescue (4003)	Fire Engine

City's Fleet Detail (Other Vehicles & Equipment)

Vehicle / Asset #	VIN # / Serial #	Description	Department	General Category
007757	4ENBAAA81V1007640	1997 E-ONE HUSH	FI - Fire Rescue (4003)	Fire Engine
007764	4EN3AAA88X1000594	1999 E-ONE HUSH	FI - Fire Rescue (4003)	Fire Engine
007768	1FV3GLCC1YHA35604	2000 FREIGHTLINER FL-70	FI - Fire Rescue (4003)	Fire Engine
007771	4EN3AAA871100859	2001 E-ONE CYCLONE	FI - Fire Rescue (4003)	Fire Engine
007772	4EN3AAA831100860	2000 E-ONE CYCLONE	FI - Fire Rescue (4003)	Fire Engine
007784	4P1CT02S53A003525	2003 PIERCE PUMPER TRUCK	FI - Fire Rescue (4003)	Fire Engine
007785	1FVABPCS64DM65714	2004 FREIGHTLINER FL-60	FI - Fire Rescue (4003)	Fire Engine
007787	1FVACWCX5HN62187	2005 FREIGHTLINER M200	FI - Fire Rescue (4003)	Fire Engine
007788	4P1CD01E04A004407	2004 PIERCE PUMPER	FI - Fire Rescue (4003)	Fire Engine
007797	159A7LLE1620003096	2006 SUTPHEN SP70	FI - Fire Rescue (4003)	Fire Engine
007899	10TBK8Z13VS062674	1997 OSHKOSH T1500 AIRPORT CRASH RESCUE	FI - Fire Rescue (4003)	Fire Engine
007762	4ENGABA85W1009128	1998 E-ONE LADDER TRUCK	FI - Fire Rescue (4003)	Fire Ladder
007786	4ENGABA8X41008635	2004 E-ONE LADDER TRUCK	FI - Fire Rescue (4003)	Fire Ladder
007700	ENF331-7-37	1951 MACK TRUCKS PUMPER	FI - Fire Rescue (4003)	Other
007763	UNK	1998 SAFETY CONCEPTS SAFETY TRAILER	FI - Fire Rescue (4003)	Other
007799	5Y4AM04Y7A033570	2007 YAMAHA UTILITY CART	FI - Fire Rescue (4003)	Other
007798	JK1AFCE176B544671	2006 KAWASAKI MULE	FI - Fire Rescue (4003)	Small Equipment
007803	SLP53000W20771269	1998 JCB 000000	FI - Fire Rescue (4003)	Small Equipment
007708	1FDAF56R68EC66087	2009 FORD F550	FI - Fire Rescue (4003)	Special Vehicle
007722	1FT7X2A62FEB06891	2014 FORD F-250 SD	FI - Fire Rescue (4003)	Special Vehicle
007777	34639001	TRAILER	FI - Fire Rescue (4003)	Trailer
07799A	4FPUB16288G126016	2008 PACE TLR FOR YAMAHA CRT ABOVE	FI - Fire Rescue (4003)	Trailer
006140	1HD1FHM1XBB662274	2011 HARLEY DAVIDSON M/C	PD - Police (3001)	Motorcycle
006141	1HD1FHM15BB662909	2011 HARLEY DAVIDSON M/C	PD - Police (3001)	Motorcycle
006364	1HD1FHM14DB692924	2013 HARLEY DAVIDSON M/C	PD - Police (3001)	Motorcycle
006480	1HD1FHM12FB609381	2015 HARLEY DAVIDSON MOTORCYCLE	PD - Police (3001)	Motorcycle
006481	1HD1FHM19FB609524	2015 HARLEY DAVIDSON MOTORCYCLE	PD - Police (3001)	Motorcycle
006482	1HD1FHM14FB608233	2015 HARLEY DAVIDSON MOTORCYCLE	PD - Police (3001)	Motorcycle
006588	1HDIHFHMIIFB639889	2015 HARLEY DAVIDSON MOTORCYCLE	PD - Police (3001)	Motorcycle
006589	1HDIHFHMIIFB655803	2015 HARLEY DAVIDSON MOTORCYCLE	PD - Police (3001)	Motorcycle
006637	1HD1FHM1XGB659625	2016 HARLEY DAVIDSON M/C	PD - Police (3001)	Motorcycle
006638	1HD1FHM10GB658354	2016 HARLEY DAVIDSON M/C	PD - Police (3001)	Motorcycle
06225A	1HD1FHM12CB674596	2012 HARLEY DAVIDSON MOTORCYCLE	PD - Police (3001)	Motorcycle
06226A	1HD1FHM10CB674063	HARLEY DAVIDSON MOTORCYCLE	PD - Police (3001)	Motorcycle
006133	ZZNT00331697	1997 SEA DOO BOMBARDIER/TRAILER	PD - Police (3001)	Other
006301	LWC02852K213	2013 OUTBOARD BOAT (DIVE BOAT)	PD - Police (3001)	Other
06301B	1C215765	2013 40HP OUTBOARD MOTOR FOR 6301	PD - Police (3001)	Other
006088	UNK	2011 PORTABLE MESSAGE TRAILER	PD - Police (3001)	Small Equipment
006194	1A9AH4651B2228415	2011 MESSAGE BOARD	PD - Police (3001)	Small Equipment
006530	1A9AH4650D2228327	2013 AMERICAN SIGN MESSAGE BOARD	PD - Police (3001)	Small Equipment
006690	5F15S0915F1005319	2015 WANCO PLATE READER/TRAILER	PD - Police (3001)	Small Equipment
006691	5F15S0911F1005320	2015 WANCO PLATE READER/TRAILER	PD - Police (3001)	Small Equipment
006692	5F15S091XG1006564	2016 WANCO PLATE READER/TRAILER	PD - Police (3001)	Small Equipment
006693	5F15S0912G1008048	2016 WANCO PLATE READER/TRAILER	PD - Police (3001)	Small Equipment
006694	5F15S0910G1008047	2016 WANCO PLATE READER/TRAILER	PD - Police (3001)	Small Equipment
006695	UNK	2016 SPEED MEASURING TRAILER	PD - Police (3001)	Small Equipment
006003	1M04X2SJTCM080801	2013 JOHN DEERE GATOR TS	PD - Police (3001)	Special Vehicle

City's Fleet Detail (Other Vehicles & Equipment)

Vehicle / Asset #	VIN # / Serial #	Description	Department	General Category
006100	1FDUF5HY0BEA69215	2010 F550 ARMORED VEHICLE(BEARCAT)	PD - Police (3001)	Special Vehicle
006427	4UZAARBW24CM9717	2005 FREIGHTLINER (SWAT)	PD - Police (3001)	Special Vehicle
006428	40ZAASBV74CN64606	2004 FREIGHTLINER MOTOR HOME	PD - Police (3001)	Special Vehicle
026399	3NSRNA575HE771852	2017 POLARIS OFF ROAD UTILITY VEHICLE	PD - Police (3001)	Special Vehicle
026400	3NSRNA573HE773034	2017 POLARIS OFF ROAD UTILITY VEHICLE	PD - Police (3001)	Special Vehicle
006089	EE35351CC35768	1996 SMART TRAILER RADAR	PD - Police (3001)	Trailer
006332	UNK	DIVE BOAT TRAILER	PD - Police (3001)	Trailer
006531	1K9BS08155K118029	2005 SMART TRAILER	PD - Police (3001)	Trailer
006532	UNK	2005 AMERICAN GENERA TRAILER	PD - Police (3001)	Trailer
006795	1S907X1207M982577	2007 SOUTHWEST MOBIL TRAILER	PD - Police (3001)	Trailer
06301A	4J2BDMR10D1105090	2013 BOAT TRAILER FOR 6301	PD - Police (3001)	Trailer
UNK	JR1-502870	GOLF CART	PS - General Gvt. Bldgs. (6001)	Carts
UNK	JU2-005370	GOLF CART	PS - General Gvt. Bldgs. (6001)	Carts
UNK	JW2-117625	GOLF CART	PS - General Gvt. Bldgs. (6001)	Carts
UNK	JW2-001922	GOLF CART	PS - General Gvt. Bldgs. (6001)	Carts
UNK	JN8-000711	GOLF CART	PS - General Gvt. Bldgs. (6001)	Carts
UNK	4XARHSOA382E95703	POLARIS 4WHEEL W/BED	PS - General Gvt. Bldgs. (6001)	Carts
026073	315001024	2015 TORO WORKMAN 3200 WORKCART	PS - General Gvt. Bldgs. (6001)	Golf Cart
026076	315001025	2015 TORO WORKMAN 3200 WORKCART	PS - General Gvt. Bldgs. (6001)	Golf Cart
UNK	JR1-203414	GOLF CART	PS - General Gvt. Bldgs. (6001)	Golf Cart
UNK	JN8-401072	GOLF CART	PS - General Gvt. Bldgs. (6001)	Golf Cart
004008	1641277	2012 VOLVO SKID STEER	PS - General Gvt. Bldgs. (6001)	Heavy Equipment
004013	2407	2012 VOLVO L70G WHEEL LOADER	PS - General Gvt. Bldgs. (6001)	Heavy Equipment
PS4020	TZ5016J-1655	2017 GENIE TZ-50 SISSOR LIFT	PS - General Gvt. Bldgs. (6001)	Heavy Equipment
002406	31049677	2004 HOLLAND BACKHOE	PS - General Gvt. Bldgs. (6001)	Other
025393	UNK	Robinair	PS - General Gvt. Bldgs. (6001)	Other
025596	UNK	GENSET GENERATOR	PS - General Gvt. Bldgs. (6001)	Other
PS4005	S# 0200143707	2007 JLG SCISSOR LIFT	PS - General Gvt. Bldgs. (6001)	Other
PS4005-A	5DYAA1417C002931	2007 TRIPLE L TRAILER FOR JLG SISSOR LIFT	PS - General Gvt. Bldgs. (6001)	Other
PS4037	5D8LC14132B000315	2002 GENIE LIGHT TOWER	PS - General Gvt. Bldgs. (6001)	Other
S621A	21410491014	21-4 2ph CENTRISYS (DEWATERING 4 BIOSOLIDS)	PS - General Gvt. Bldgs. (6001)	Other
UE4004	1P9BP1738DV591171	2014 PREMIER PUMP	PS - General Gvt. Bldgs. (6001)	Other
UE4006	E1W12197	2014 WACKER/NORTHERN INDUSTRIAL PLATE COMPACTOR	PS - General Gvt. Bldgs. (6001)	Other
UE4007	S#VA0-01381	RIGID KJ2200 PRESSURE WASHER	PS - General Gvt. Bldgs. (6001)	Other
UT4011	1M9LS1619SB101684	1996 WACKER LIGHT TOWER	PS - General Gvt. Bldgs. (6001)	Other
000286	DW544EB525229	1989 JOHN DEERE 544E (Wheel Loader)	PS - General Gvt. Bldgs. (6001)	Small Equipment
002237	F187V08645E	2007 HYSTER FORKLIFT (CNTRL STORES)	PS - General Gvt. Bldgs. (6001)	Small Equipment
002437	D187V25126Z	2002 HYSTER FORKLIFT	PS - General Gvt. Bldgs. (6001)	Small Equipment
003248	9CM046571	1986 PORTABLE CONCRETE MIXER	PS - General Gvt. Bldgs. (6001)	Small Equipment
004284	SF11S1013A1003109	ARROWBOARD	PS - General Gvt. Bldgs. (6001)	Small Equipment
004435	A432168	1995 FORD BACKHOE/LOADER	PS - General Gvt. Bldgs. (6001)	Small Equipment
004437	C187V15305S	1995 HYSTER FORKLIFT	PS - General Gvt. Bldgs. (6001)	Small Equipment
007888	2141213	1994 STONE PORTABLE CONCRETE MIXER	PS - General Gvt. Bldgs. (6001)	Small Equipment
025425	SN 333229	STUMP GRINDER ATTACHMENT TO SKID STEER (4008)	PS - General Gvt. Bldgs. (6001)	Small Equipment
UNK	B1TJ-423	ALLIS CHALMAS WALK BEHIND	PS - General Gvt. Bldgs. (6001)	Small Equipment
UNK	311936	BIG JOE WALK BEHIND	PS - General Gvt. Bldgs. (6001)	Small Equipment
UNK	403FGC15-10072	TOYOTA FORKLIFT	PS - General Gvt. Bldgs. (6001)	Small Equipment

City's Fleet Detail (Other Vehicles & Equipment)

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V4284	MWH3511047001	KOMATSU WALK BEHIND	PS - General Gvt. Bldgs. (6001)	Small Equipment
004049	1HTJTSKNXDJ235024	2013 TYMCO 600 STREET SWEEPER	PS - General Gvt. Bldgs. (6001)	Special Vehicle
000463	112DPM279NLO39676	1992 EAGER BEAVER TRAILER (4451& 4433)	PS - General Gvt. Bldgs. (6001)	Trailer
002135	NOVIN0201018145	TRAILER	PS - General Gvt. Bldgs. (6001)	Trailer
002405	10HHTD1DX41000225	2004 HUDSON TRAILER (4490)	PS - General Gvt. Bldgs. (6001)	Trailer
002414	16VAX121862A17905	2006 BIG TEX TRAILER @ HP	PS - General Gvt. Bldgs. (6001)	Trailer
002444	5MWBE202735001729	2003 CROSSLEY TRAILER(4245)	PS - General Gvt. Bldgs. (6001)	Trailer
004011	BT00248 (NO VIN AVAIL)	TRAILER	PS - General Gvt. Bldgs. (6001)	Trailer
005515	26817504121266	2012 NORTHSTAR TRAILER	PS - General Gvt. Bldgs. (6001)	Trailer
UNK	139BE12292A283624	2002 3 TON TRAILER	PS - General Gvt. Bldgs. (6001)	Trailer
000965	TC657AX020083	2006 JOHN DEERE QUICK TREK MOWER	PS - Grounds Maint. (6004)	Heavy Equipment
000966	S# G3000264	2012 KOHLER LAWNMOWER (scag)	PS - Grounds Maint. (6004)	Heavy Equipment
002401	31031008	2001 NEW HOLLAND TRACTOR LOADER	PS - Grounds Maint. (6004)	Heavy Equipment
UNK	TC7G1SX010	JOHN DEERE G15 (36")	PS - Grounds Maint. (6004)	Heavy Equipment
002032	LWCJ0073F08	2008 LOWE DUSKY JOHN BOAT/Battery	PS - Grounds Maint. (6004)	Other
004245	51444235	2000 BOBCAT LOADER/BKHOE	PS - Grounds Maint. (6004)	Small Equipment
004276	23877	2004 MOBART CHIPPER	PS - Grounds Maint. (6004)	Small Equipment
005584	31050490	2004 NEW HOLLAND BACKHOE	PS - Grounds Maint. (6004)	Small Equipment
RE5455	1VRY1119361008079	VERMEER CHIPPER	PS - Grounds Maint. (6004)	Small Equipment
002284	1M2N166XXFA089374	1985 MACK TRUCKS MB2	PS - Grounds Maint. (6004)	Special Vehicle
002404	1FDAF56523ED42125	2003 FORD F550	PS - Grounds Maint. (6004)	Special Vehicle
002418	1FDWF6DC0HDB02530	2017 FORD F-650 BOX TRUCK	PS - Grounds Maint. (6004)	Special Vehicle
004037	1E928230X3E111140	2003 ETNYRE TRUCK FOR TRAILER (4033)	PS - Grounds Maint. (6004)	Special Vehicle
004433	1FDXF80C25SVA8059	1995 FORD F700 (DUMP TRUCK)	PS - Grounds Maint. (6004)	Special Vehicle
004492	1GBC4C1G96FA15939	2006 CHEVROLET FLATBED	PS - Grounds Maint. (6004)	Special Vehicle
004544	4XARH50A382695703	POLARIS RANGER 4X4	PS - Grounds Maint. (6004)	Special Vehicle
004602	1FDUF5HT9GEC85799	2016 FORD F550 (FLATBED)	PS - Grounds Maint. (6004)	Special Vehicle
005569	2FZAAMB32AK05744	2002 STERLING M923 DUMP TRUCK	PS - Grounds Maint. (6004)	Special Vehicle
005570	2FZAAKBV53AK35348	2003 FORD UNKNOWN DUMP TRUCK	PS - Grounds Maint. (6004)	Special Vehicle
002121	NOVIN0201041580	TRAILER	PS - Grounds Maint. (6004)	Trailer
002516	1Z9DT14226J213427	2006 DUMP TRAILER	PS - Grounds Maint. (6004)	Trailer
002517	1Z9DT20226J213426	2006 MIDLAND 100 DUMP TRAILER	PS - Grounds Maint. (6004)	Trailer
004451	509640099/1YB321535T1B1T760	1996 BOBCAT TRAILER W/ROOT SAW	PS - Grounds Maint. (6004)	Trailer
004802	NOVIN0200590447	HOMEMADE TRAILER	PS - Grounds Maint. (6004)	Trailer
005583	10HHTD1D941000250	2004 HUDSON TRAILER (LOWBOY)	PS - Grounds Maint. (6004)	Trailer
005588	5MWBU82133S002533	2004 UNKNOWN TRAILER	PS - Grounds Maint. (6004)	Trailer
UNK	UNK	EAGER BEAVER AP-10 TRAILER	PS - Grounds Maint. (6004)	Trailer
RE2119	4E0311	USED EZ GOLF CART (1591841)	PS - Parks (6004/930)	Carts
RE5599	EG0448-463437	CARRYALL 2	PS - Parks (6004/930)	Carts
005000	650286893 123502	E-Z GO GOLF CART CUSHMAN W/DUMP BED	PS - Parks (6004/930)	Golf Cart
RE2110	UNK	CARRYALL CLUB CAR	PS - Parks (6004/930)	Golf Cart
RE2112	EGO124026838	01 CLUB CARRYALL 2 CART	PS - Parks (6004/930)	Golf Cart
RE2114	EG0241214680	2002 EZ-GO CLUB CAR	PS - Parks (6004/930)	Golf Cart
RE2116	EG0241214681	2002 EZ-GOGOLF CART	PS - Parks (6004/930)	Golf Cart
RE2117	UNK	2002 CLARK GOLF CART	PS - Parks (6004/930)	Golf Cart
RE2142	UNK	2002 TORO WORKMAN CART 32P23	PS - Parks (6004/930)	Golf Cart
RE2162	UNK	2005 TORO CLUB CAR	PS - Parks (6004/930)	Golf Cart

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RE2201	UNK	2004 TORO GOLF CART	PS - Parks (6004/930)	Golf Cart
RE2202	UNK	2005 TORO CARRY ALL CART	PS - Parks (6004/930)	Golf Cart
RE2258	2461470	EZ-GO CART	PS - Parks (6004/930)	Golf Cart
UNK	UNK	EZ-GO CART	PS - Parks (6004/930)	Golf Cart
000523	S# 1793	40"SHOWMOBILE	PS - Parks (6004/930)	Heavy Equipment
002108	UNK	REELMASTER	PS - Parks (6004/930)	Heavy Equipment
005555	1W9SE2824XM174021	2000 WENGER TRAILER STAGE	PS - Parks (6004/930)	Heavy Equipment
005559	514143358	2000 BOBCAT LOADER/BKHOE	PS - Parks (6004/930)	Heavy Equipment
020801	UNK	NEW HOLLAND TC-30 TRACTOR	PS - Parks (6004/930)	Heavy Equipment
020879	TC7G15X025299	JOHN DEERE 36" MOWER (COMM)	PS - Parks (6004/930)	Heavy Equipment
026079	1TC1200ALFT220360	2015 1200A BUNKER RAKE	PS - Parks (6004/930)	Heavy Equipment
026085	1TC1200AEFT220359	2015 1200A BUNKER RAKE	PS - Parks (6004/930)	Heavy Equipment
RE2011	180306	1200A BUNKER RAKE	PS - Parks (6004/930)	Heavy Equipment
RE2020	UNK	TORO SAND PRO 2020	PS - Parks (6004/930)	Heavy Equipment
RE2106	UNK	JOHN DEERE Bunker Rake	PS - Parks (6004/930)	Heavy Equipment
RE2108	FE290D410247	JOHNDEERE 1200A	PS - Parks (6004/930)	Heavy Equipment
RE2122	UNK	KUBOTA TRACTOR M4900	PS - Parks (6004/930)	Heavy Equipment
RE2127	UNK	JD FIELD RAKE 1200A	PS - Parks (6004/930)	Heavy Equipment
RE2128	UNK	JD FIELD RAKE 1200A	PS - Parks (6004/930)	Heavy Equipment
RE2129	UNK	2002 JOHN DEERE REELMASTER 3500	PS - Parks (6004/930)	Heavy Equipment
RE2131	UNK	2002 JOHN DEERE REELMASTER 3500	PS - Parks (6004/930)	Heavy Equipment
RE2132	UNK	2002 JOHN DEERE REELMASTER 3500	PS - Parks (6004/930)	Heavy Equipment
RE2137	UNK	2003 KUBOTA TRACTOR M4900	PS - Parks (6004/930)	Heavy Equipment
RE2145	UNK	2002 JOHN DEERE MOWER	PS - Parks (6004/930)	Heavy Equipment
RE2150	230000206	2003 TORO REELMASTER 3100D	PS - Parks (6004/930)	Heavy Equipment
RE2163	TC1200A140303	JD BUNKER AND FIELD RAKE	PS - Parks (6004/930)	Heavy Equipment
RE2198	240000369	2005 TORO REELMASTER 6500	PS - Parks (6004/930)	Heavy Equipment
RE2258	250000167	TORO SAND PRO 2020	PS - Parks (6004/930)	Heavy Equipment
RE2259	UNK	JD RAKE	PS - Parks (6004/930)	Heavy Equipment
RE2260	CCT190132	2012 JOHN DEERE FIELD RAKE	PS - Parks (6004/930)	Heavy Equipment
RE2262	VBT180286	2012 JOHN DEERE FIELD RAKE	PS - Parks (6004/930)	Heavy Equipment
RE2263	313000150	REELMASTER 6500D (Rotary)	PS - Parks (6004/930)	Heavy Equipment
RE2264	312000320	Toro 325D (Rotary 72")	PS - Parks (6004/930)	Heavy Equipment
RE4417	UNK	FORD TRACTOR 4630	PS - Parks (6004/930)	Heavy Equipment
RE5501	UNK	JOHN DEERE	PS - Parks (6004/930)	Heavy Equipment
RE5572	Serial # 3122	JACOBSEN 72" AERATOR	PS - Parks (6004/930)	Heavy Equipment
RE5586	260000385	TORO REELMASTER 1600 22" MOWER	PS - Parks (6004/930)	Heavy Equipment
RE5588	UNK	RYAN JR. SOD CUTTER	PS - Parks (6004/930)	Heavy Equipment
UNK	UNK	SWEEPER	PS - Parks (6004/930)	Heavy Equipment
UNK	UNK	JACOBSEN 60" AERATOR	PS - Parks (6004/930)	Heavy Equipment
UNK	UNK	JD FIELD RAKE	PS - Parks (6004/930)	Heavy Equipment
UNK	M# 895803/S#000884	SUBURBANITE (TURF SWEEPER)	PS - Parks (6004/930)	Heavy Equipment
RE2204	250000607	05 TORO WORKMAN 3200 WORKCART	PS - Parks (6004/930)	Other
000272	1120TL10XJS030221	1988 CASE ROLLER	PS - Parks (6004/930)	Small Equipment
000392	UNK	1992 FORD BACKHOE	PS - Parks (6004/930)	Small Equipment
005001	UNK	1200A BUNKER RAKE	PS - Parks (6004/930)	Small Equipment
011282	99504249	RYAN JR. SOD CUTTER	PS - Parks (6004/930)	Small Equipment

City's Fleet Detail (Other Vehicles & Equipment)

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015315	UNK	SOIL RELIEVER	PS - Parks (6004/930)	Small Equipment
020844	4043	RYAN JR. SOD CUTTER	PS - Parks (6004/930)	Small Equipment
026081	051915N734128	2015 NEWSTRIPE (LINES FOR FIELDS)	PS - Parks (6004/930)	Small Equipment
RE2138	Serial #10406/Model TD-460	2002 TY-CROP SPREADER/TOPDRESSER	PS - Parks (6004/930)	Small Equipment
RE2149	232021180575134	2012 LILY-W FERTILIZER SPREADER	PS - Parks (6004/930)	Small Equipment
RE2258	260000376	06 TORO MULTIPRO SPRAY RIG	PS - Parks (6004/930)	Small Equipment
RE5515	UNK	NORTHSTAR SPRAYER 200 GALLON	PS - Parks (6004/930)	Small Equipment
RE5585	531112866	BOBCAT S-300 SKID STEER LOADER	PS - Parks (6004/930)	Small Equipment
RE5587	UNK	HONDA- E SERIES PRESSURE PRO (pressure cleaner)	PS - Parks (6004/930)	Small Equipment
RE5593	S# 205604143	POINEER LINE PAINTER 2000	PS - Parks (6004/930)	Small Equipment
RE5594	98503846	RYAN JR. SOD CUTTER	PS - Parks (6004/930)	Small Equipment
RE5595	54494501009	RYAN JR. SOD CUTTER	PS - Parks (6004/930)	Small Equipment
RE5596	S# 42004-25000218	06 TORO PRO 1200 LINE PAINTER	PS - Parks (6004/930)	Small Equipment
UNK	M# FTGR70965	FIELD TURF GROOMER (FIELD BRUSH)	PS - Parks (6004/930)	Small Equipment
004207	1GCGC34R8YR201118	2000 CHEVROLET C3500 PICKUP	PS - Parks (6004/930)	Special Vehicle
002088	NOVIN0201029689	TRAILER	PS - Parks (6004/930)	Trailer
002103	NOVIN0201010396	CHAMPION TRAILER (SHORT)	PS - Parks (6004/930)	Trailer
002104	NOVIN0201006101	98 HOMEMADE TRAILER (FLAT)	PS - Parks (6004/930)	Trailer
002151	NONE	TRAILER	PS - Parks (6004/930)	Trailer
002153	NONE	TRAILER	PS - Parks (6004/930)	Trailer
004446	CTL616051SS007058	1996 BEAVER TRAILER	PS - Parks (6004/930)	Trailer
005456	1WF200G2083058099	2008 CROSLEY TC7 H064 TRAILER	PS - Parks (6004/930)	Trailer
005457	1WF200G2983058098	WELLS CARGO TRAILER (ENCLOSED)	PS - Parks (6004/930)	Trailer
005550	NOVIN0201025456	2007 HOMEMADE TRAILER	PS - Parks (6004/930)	Trailer
005571	1C9CF16241F602354	2001 CHAMPION TRAILER (BLUE)	PS - Parks (6004/930)	Trailer
005585	16HPB16244G062870	2004 HAULMARK ENCLOSED TRAILER	PS - Parks (6004/930)	Trailer
005587	5MWBU82203S002532	2004 UNKNOWN TRAILER	PS - Parks (6004/930)	Trailer
026077	315000133	2015 TORO GROUND MASTER	RE - Golf Course (7006)	Heavy Equipment
026078	315000107	2015 TORO GROUND MASTER	RE - Golf Course (7006)	Heavy Equipment
006035	135AT162XR1302129	1994 SUNDOWNER HORSE TRAILER	RE - Recreation (7001)	Trailer
006942	13SAT1621X1AA2698	SUNDOWNER HORSE TRAILER	RE - Recreation (7001)	Trailer
006943	13SAT1623X1AA2699	1999 SUNDOWNER HORSE TRAILER	RE - Recreation (7001)	Trailer
000265	N405679	1985 YALE FORKLIFT	UT - Sewer Treatment Plant (6022)	Heavy Equipment
002257	12517654-MTB125R	2007 TAEKUCHI 12E MINI EXCAVATOR	UT - Sewer Treatment Plant (6022)	Heavy Equipment
004201	LB75B2 * 031031038	2001 NEW HOLLAND TRACTOR LOADER	UT - Sewer Treatment Plant (6022)	Heavy Equipment
002255	05N4551	2004 MWI BY PASS PUMP	UT - Sewer Treatment Plant (6022)	Small Equipment
004007	1NKBLLN0XXDJ348431	2013 KENWORTH VACON-VACTOR	UT - Sewer Treatment Plant (6022)	Special Vehicle
004459	1GBKC34J2VJ111143	1997 CHEVROLET C3500 FLATBED	UT - Sewer Treatment Plant (6022)	Special Vehicle
002514	19E712736J213525	2006 HME 100 FUEL TRAILER	UT - Sewer Treatment Plant (6022)	Trailer
002515	19E712756J213526	2006 HME 100 FUEL TRAILER	UT - Sewer Treatment Plant (6022)	Trailer
004416	1FDXF80EXSVA04517	1995 FORD F800 (DUMP TRUCK)	UT - Utilities (471)	Dump Truck
004490	2FZAAMB12AK05743	2003 STERLING DUMP TRUCK	UT - Utilities (471)	Dump Truck
004009	NBTN63155	2012 EXCAVATOR	UT - Utilities (471)	Heavy Equipment
004012	2122066	2012 VOLVO BL60B BACKHOE LOADER	UT - Utilities (471)	Heavy Equipment
004606	1H9BS212XGM511824	2016 OBRIEN JET SEWER CLEANER TRLR	UT - Utilities (471)	Heavy Equipment
002237	F187V08645E	2007 HYSTER FORKLIFT	UT - Utilities (471)	Small Equipment
002256	1Z9ET14226J213030	2005 TEREX ROLLER	UT - Utilities (471)	Small Equipment

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002265	4045D449855	2004 JOHNDEERE BYPASS PUMP	UT - Utilities (471)	Small Equipment
004001	1P9BP1647CV591753	2012 6" PREMIER PUMP	UT - Utilities (471)	Small Equipment
004006	1P9BP1512CV591781	2012 4" SELF- PRIMING PREMIER PUMP	UT - Utilities (471)	Small Equipment
004601	VCE0L60HJOS621245	2016 VOLVO L60H WHEEL LOADER	UT - Utilities (471)	Small Equipment
000217	1FDXK74P4PVA09107	1993 FORD TRUCK CRANE F-700	UT - Utilities (471)	Special Vehicle
004014	1FDUF5GY5CEC96449	2012 FORD F550 WITH FLATBED & HOIST	UT - Utilities (471)	Special Vehicle
004033	1XP5PBEX6TN399585	1996 PETERBUILT 379 TRACTOR TRAILER	UT - Utilities (471)	Special Vehicle
004034	1FDUF5GYXEEA17872	2014 F-550 W/DUMP BED AND HOIST	UT - Utilities (471)	Special Vehicle
004036	1FTRF3C62EEA16573	2014 F-350 W/HYDRAIC CRANE	UT - Utilities (471)	Special Vehicle
004485	2FZAAMB22AM19103	2001 STERLING DPGD-4000 DUMP TRK	UT - Utilities (471)	Special Vehicle
004491	1GBC4C1G06F406191	2006 CHEVROLET 3500 FLATBED	UT - Utilities (471)	Special Vehicle
004607	1FVHG3CY2HHJA5430	2017 4000 GALLON FUEL TANKER (freightliner)	UT - Utilities (471)	Special Vehicle
002405	10HHTD1DX41000225	2004 HUDSON TRAILER	UT - Utilities (471)	Trailer
004035	1FDTF4GY0EEA17871	2014 F-450 W/FLATBED AND GOOSNECK	UT - Utilities (471)	Trailer
004418	112DPM275RL041902	94 EAGER BEAVER TRAILER	UT - Utilities (471)	Trailer
004434	112DPM278L044816	1979 EAGER BEAVER TRAILER	UT - Utilities (471)	Trailer
04005T	5VGFD2028CL000599	2011 GOOSENECK TILT TRAILER	UT - Utilities (471)	Trailer
UNK	UNK	TRAILER	UT - Utilities (471)	Trailer
004010	2121935	2012 VOLVO BL60B BACKHOE LOADER	UT - Water Distribution (6032)	Heavy Equipment
002206	1GBJC34K5PE230045	1993 CHEVROLET C2500 FLATBED	UT - Water Distribution (6032)	Special Vehicle
002226	112DPM27XTL044981	1996 EAGER BEAVER TRAILER	UT - Water Distribution (6032)	Trailer

Question and Answers for Bid #AD-16-05 - Fleet Maintenance

Create New Question

Question Deadline: Dec 6, 2016 8:30:00 PM EST

Overall Bid Questions

Question 1

What is the amount spent on this contract for the past year? (Submitted: Nov 17, 2016 1:01:54 PM EST)

Answer

- The City spent approximately \$1,500,000 with Centerra Integrated Fleet Services, LLC. between October 1, 2015 and September 30, 2016. Note - The \$1,500,000 includes maintenance of the City's fleet of vehicles along with other items such as lawn mowers, etc. (Answered: Nov 21, 2016 11:44:11 AM EST)

[edit](#)



Add to Answer:

Question 2

Please note Section 1.9 states that "Bids/proposals must be submitted electronically at www.bidsync.com on or before 2:00 p.m. on November 08, 2016." However, the remainder of the document refers a Due Date of December 20, 2016 at 2:00 p.m. Can you clarify? (Submitted: Nov 21, 2016 10:17:41 AM EST)

Answer

- The November 8, 2016 date was a typo, the correct due date is December 20, 2016 at 2:00 p.m. (Answered: Nov 21, 2016 10:28:04 AM EST)

[edit](#)



Add to Answer:

Question 3

If you do not comply with the equal benefits / Domestic partnership clause could you still participate ? (Submitted: Nov 25, 2016 2:48:48 PM EST)

Answer

- Please see Section 35.39 of the City's Procurement Policy; which can be found in the following link: <http://www.ppines.com/DocumentCenter/View/342> (Answered: Dec 12, 2016 5:34:34 PM EST)

[edit](#)



Add to Answer:

Question 4

1.3 BACKGROUND – Fleet size - Background states “the major focus will be on the inclusion automobiles, light trucks, heavy trucks and specialty trucks” (fleet of approximately 520) but Attachment L “City Fleet Summary” shows only 523 light vehicles, including 45 Fire Department light units.

Can you provide a complete fleet list (in Excel) with the heavy trucks and specialty trucks? Can you provide the Year / Make / Model / Serial Number / Mileage / Department? (Submitted: Nov 30, 2016 10:00:31 AM EST)

[edit](#)



Answer

- Please see Addendum #1, which includes “Attachment M - City's Fleet Detail (General Vehicles)” and “Attachment N - City's Fleet Detail (Other Vehicles & Equipment)” in excel format. (Answered: Dec 21, 2016 11:11:13 AM EST)

Product Feedback

Add to Answer:

Question 5

1.3 BACKGROUND – Fire Department – As the Fire Department may be considered for inclusion, can you provide a fleet list of the Fire-fighting equipment?
(Submitted: Nov 30, 2016 10:00:45 AM EST)

Answer

[edit](#) 

- Please see Addendum #1, which includes "Attachment M - City's Fleet Detail (General Vehicles)" and "Attachment N - City's Fleet Detail (Other Vehicles & Equipment)" in excel format. (Answered: Dec 21, 2016 11:11:13 AM EST)

Add to Answer:

Question 6

1.3 BACKGROUND – Garage – what event has caused the City to decide to not keep using the current garage(s)? (Submitted: Nov 30, 2016 10:01:09 AM EST)

Answer

[edit](#) 

- The City has recently made various changes to their facilities including the relocation of the Public Services Facility along with various upgrades to the Utilities Waste Water Treatment Plant, as a result the City does no longer believes that the City's Garage should be located at the existing Waste Water Treatment Plant. In addition, the City believes that having a contractor provide the necessary equipment and space may be a more affordable option, resulting in savings to the City. (Answered: Dec 12, 2016 5:34:34 PM EST)

Add to Answer:

Question 7

1.3 BACKGROUND – Garage – can the Proposer have a facility just outside the city limits of Pembroke Pines, such as in Hollywood? (Submitted: Nov 30, 2016 10:01:21 AM EST)

Answer

[edit](#) 

- The City would like to have a contractor perform fleet maintenance services, at Contractor's Owned/Leased Facility that is located within the City of Pembroke Pines. However, contractors outside of the City may also submit a proposal indicating the location of their facility(ies) that will be performing the services for the City. (Answered: Dec 12, 2016 6:39:18 PM EST)

Add to Answer:

Question 8

1.3 BACKGROUND – Garage – if the Proposer has a facility outside the city limits of Pembroke Pines, how far would be acceptable? (Submitted: Nov 30, 2016 10:01:31 AM EST)

Answer

[edit](#) 

- See answer to Question # 7. (Answered: Dec 12, 2016 6:39:18 PM EST)

Add to Answer:

Question 9

1.3 BACKGROUND – Garage – Does Centerra currently use the existing City garages? (Submitted: Nov 30, 2016 10:01:40 AM EST)

**Answer**

- Yes. (Answered: Dec 12, 2016 6:39:18 PM EST)

Add to Answer:

Question 10

1.3 BACKGROUND – Garage – Can the Proposer utilize the Public Services garage? (Submitted: Nov 30, 2016 10:03:12 AM EST)

[edit](#)**Answer**

- No. (Answered: Dec 12, 2016 6:39:18 PM EST)

Add to Answer:

Question 11

1.3 BACKGROUND – Garage – Will the City lease the existing Public Services garage to the Proposer? (Submitted: Nov 30, 2016 10:03:21 AM EST)

[edit](#)**Answer**

- No. (Answered: Dec 12, 2016 6:39:18 PM EST)

Add to Answer:

Question 12

1.3 BACKGROUND – Garage – Will the Fire Department garage still be used for now and will Centerra continue to maintain those units? (Submitted: Nov 30, 2016 10:03:29 AM EST)

[edit](#)**Answer**

- That is Administration's current plan, however it may change. (Answered: Dec 12, 2016 6:39:18 PM EST)

Add to Answer:

Question 13

PRICE SHEET QUESTION - AD - 16 - 05 -- 03 - 01 - Parts Discounts: Discount off of Parts – as discounts vary by commodity, example fluids, brakes, tires, etc., with discounts varying from 5% to 40% off list price, how can the Proposer provide a singular discount percentage? Can the Proposer submit a “cost plus percentage? (Submitted: Nov 30, 2016 10:03:38 AM EST)

Answer

- The City suggests that all proposers submit a response to the base bid as specified by the City. However, proposers may submit an alternative that the City may consider, however bidders shall indicate on their proposal and clearly state the proposed substitution and deviation. It is the vendor's responsibility to provide any necessary documentation within their bid submittal to prove that the alternative is equal to that specified.

[edit](#)

In addition, the proposer may submit a singular discount percentage that will apply to all products and attach an additional list of greater discounts that can apply to other products that are available. (Answered: Dec 21, 2016 11:11:13 AM EST)

Add to Answer:

Question 14

PRICE SHEET QUESTION – starting with AD - 16 - 05 -- 04 – 01, is the Unit Price cell, does the price include both the cost of labor and parts? (Submitted: Nov 30, 2016 10:03:50 AM EST)

[edit](#) 

Answer

- Yes, the items on the A La Carte Menu are to include the cost of labor and parts. (Answered: Dec 12, 2016 6:39:18 PM EST)

Add to Answer:

Question 15

PRICE SHEET QUESTION – starting with AD - 16 - 05 -- 04 – 01, can you clarify how the Proposer is to submit one price, when the fleet types in Attachment L varies by vehicle size, engine type and size, different fluid quantities, tire type and size, etc.? (Submitted: Nov 30, 2016 10:03:59 AM EST)

[edit](#) 

Answer

- The A La Carte Menu is optional, if the vendor cannot provide pricing for the items listed on the A La Carte Menu, the City and proposer would have to use the Hourly Service Rates, the estimated hours needed and the costs of parts to determine the cost of the various tasks. The vendor may also submit alternatives, or A La Carte Menu's for different categories of vehicles. If providing alternatives or additional items and or categories, the proposer should be clear in the their proposal. (Answered: Dec 12, 2016 6:39:18 PM EST)

Add to Answer:

Question 16

PRICE SHEET QUESTION (AD - 16 - 05 -- 04 – 01, AD - 16 - 05 -- 04 – 02, AD - 16 - 05 -- 04 – 03 and AD - 16 - 05 -- 04 – 04) A La Carte Menu: Oil Change, Tire Rotation & Safety Inspection – can you provide what inspections/services are done on the Safety Inspection? Should the Proposer assume and use a general 5-quart oil change? (Submitted: Nov 30, 2016 10:04:11 AM EST)

[edit](#) 

Answer

- The Safety Inspection shall be per manufacturer guidelines. The proposer can use 5-quart for the oil change listed in the A La Carte Menu. Note – The Oil Change shall also include the filter change. (Answered: Dec 21, 2016 11:11:13 AM EST)

Add to Answer:

Question 17

PRICE SHEET QUESTION – AD - 16 - 05 -- 04 – 08 and AD - 16 - 05 -- 04 – 09 - 4 Wheel Alignment – how many vehicles are four-wheel drive? (Submitted: Nov 30, 2016 10:04:20 AM EST)

[edit](#) 

Answer

- This information is not available. (Answered: Dec 21, 2016 11:11:13 AM EST)

Add to Answer:

Question 18

PRICE SHEET QUESTION - AD - 16 - 05 -- 04 - 11 - A La Carte Menu: Brake Fluid Replacement – Make and model vary the quantity of fluid needed, is this a complete brake fluid replacement or just a top off? (Submitted: Nov 30, 2016 10:04:29 AM EST)

Answer

- Complete replacement per manufacturer specifications. (Answered: Dec 21, 2016 11:11:13 AM EST)

Add to Answer:

Question 19

PRICE SHEET QUESTION - AD - 16 - 05 -- 04 - 14 - A La Carte Menu: Transmission Flush – is this just replacing the fluid only? (Submitted: Nov 30, 2016 10:04:40 AM EST)

[edit](#) 

Answer

- Yes. (Answered: Dec 21, 2016 11:11:13 AM EST)

Add to Answer:

Question 20

PRICE SHEET QUESTION - AD - 16 - 05 -- 04 - 15 - A La Carte Menu: Fuel Injector Service and AD - 16 - 05 -- 04 - 16 - A La Carte Menu: Induction Service what is the difference between these two listings, can you describe what you need, what is expected on an Induction Service? (Submitted: Nov 30, 2016 10:04:49 AM EST)

[edit](#) 

Answer

- The line item for Induction Service has been removed from the A La Carte Menu. (Answered: Dec 21, 2016 11:11:13 AM EST)

Add to Answer:

Question 21

PRICE SHEET QUESTION - AD - 16 - 05 -- 04 - 17 - A La Carte Menu: A/C Service – what type of work are you asking for, is it a complete evacuation and recharge of the system, or just ensuring system has a complete charge? (Submitted: Nov 30, 2016 10:04:59 AM EST)

[edit](#) 

Answer

- This line item has been removed from the A La Carte Menu. (Answered: Dec 21, 2016 11:11:13 AM EST)

Add to Answer:

Question 22

PRICE SHEET QUESTION - AD - 16 - 05 -- 04 - 18 - A La Carte Menu: Engine Oil Flush – is this just replacing the fluid only? Are you currently performing this type of service? (Submitted: Nov 30, 2016 10:05:06 AM EST)

[edit](#) 

Answer

- This line item has been removed from the A La Carte Menu. (Answered: Dec 21, 2016 11:11:13 AM EST)

Add to Answer:

Question 23

PRICE SHEET QUESTION - AD - 16 - 05 -- 04 - 21 - A La Carte Menu: Throttle Body Service – is this a different service then AD - 16 - 05 -- 04 – 15 and AD - 16 - 05 -- 04 – 16? (Submitted: Nov 30, 2016 10:05:14 AM EST)

**Answer**

- The line item for Induction Service has been removed from the A La Carte Menu, however this service is different than the Fuel Injector Service.
(Answered: Dec 21, 2016 11:11:13 AM EST)

Add to Answer:

Question 24

PRICE SHEET QUESTION - AD - 16 - 05 -- 04 - 36 - A La Carte Menu: Install Nitrogen in Tires -- which units listed in Attachment L require nitrogen in the tires?
(Submitted: Nov 30, 2016 10:05:22 AM EST)

[edit](#)**Answer**

- To be determined on an as needed basis as this may fluctuate. (Answered: Dec 21, 2016 11:11:13 AM EST)

Add to Answer:

Question 25

Can you clarify if proposers must be able to provide maintenance on the small equipment listed in Attachment N? (Submitted: Dec 22, 2016 10:54:55 AM EST)

Answer

- As stated on page 6 of the RFP, "The City of Pembroke Pines currently operates a fleet of approximately 520 automobiles, light trucks, heavy trucks, and specialty trucks. This list is attached as Attachment L "City's Fleet Summary" and is to be used as an estimate and to help proposers understand the make-up of the City's Fleet. However, the City's fleet fluctuates as vehicles are added and removed from services on a regular basis."

"At this time, the major focus will be on the inclusion automobiles, light trucks, heavy trucks, and specialty trucks for all of the City Departments except for the Fire Department, however the Fire Department vehicles will also be considered for inclusion in the awarded contract. In addition, the City has other more specialized vehicles, including buses, dump trucks, etc. that may also be considered for inclusion under this contract."

[edit](#)

As part of Addendum # 1, the City issued "Attachment M - City's Fleet Detail General Vehicles" and "Attachment N - City's Fleet Detail Other Vehicles Equipment." Attachment M contains approximately 503 vehicles, while Attachment N contains approximately 350 other vehicles and pieces of equipment. The City intends for bidders to be able to perform fleet maintenance on all of the vehicles listed in Attachment M, however understands that Attachment N contains various pieces of equipment, such as trailers, golf carts, golf course equipment, etc. that the vendors would not likely be able to provide maintenance on, even though our current service provider can perform maintenance on most of these items. Attachment N does however contain some special vehicles, such as Ford F-550 with Dump Bed's and Hoist, Ford F-350 with Hydraulic Crane, etc. that the City expects that the bidders will be able to perform maintenance on. Therefore, in the bidder's proposal under Tab 5 "Firm's Understanding and Approach to the Work" Section 1 "Statement of Understanding" the proposer can address any items in Attachment N that they will not be able to provide services for.

(Answered: Dec 22, 2016 10:56:09 AM EST)

Add to Answer:

Submit

PRE-BID ATTENDANCE SHEET

Date: Wednesday, November 30, 2016 at 10:00 am

Proposal/Bid #: RFP #AD-16-05 "Fleet Maintenance"

[illegible]