

TOWN OF SOUTHWEST RANCHES



INVITATION FOR BIDS

CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION WATER WELLS

IFB No. 18-004

Date: March 22, 2018

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

TOWN OFFICIALS

Doug McKay, Mayor

Freddy Fisikelli, Vice Mayor

Steve Breitkreuz, Council Member

Gary Jablonski, Council Member

Denise Schroeder, Council Member

Andrew D. Berns, Town Administrator

Russell Muñiz, Assistant Town Administrator/Town Clerk

Martin D. Sherwood, Town Financial Administrator

Keith M. Poliakoff, Town Attorney

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

TABLE OF CONTENTS

CONTRACT DATA.....	P. 4
PUBLIC NOTICE OF INVITATION FOR BID (IFB).....	P. 5
INSTRUCTIONS TO BIDDERS.....	P. 6
GENERAL CONDITIONS	P. 17
TENTATIVE SCHEDULE.....	P. 26

DOCUMENTS TO BE SUBMITTED
(PLEASE SUBMIT DOCUMENTS IN THE ORDER LISTED BELOW)

BID SCHEDULE	P. 27
DRUG FREE WORKPLACE	P. 30
PUBLIC ENTITY CRIMES STATEMENT	P. 31
NON-COLLUSIVE AFFIDAVIT	P. 34
CERTIFICATE OF AUTHORITY, IF INDIVIDUAL OR SOLE PROPRIETOR	P. 36
CERTIFICATE OF AUTHORITY, IF CORPORATION OR LIMITED LIABILITY COMPANY.....	P. 37
CERTIFICATE OF AUTHORITY, IF PARTNERSHIP	P. 38
CERTIFICATE OF AUTHORITY, IF JOINT VENTURE	P. 39
BID BOND	P. 40
GOVERNMENTAL CONTACT INFORMATION	P. 42
ACKNOWLEDGEMENT OF CONFORMANCE WITH O. S. H. A.	P. 43
BIDDER CONFIRMATION OF QUALIFICATIONS	P. 44
BIDDER EXPERIENCE QUESTIONNAIRE....	P. 46
SUBCONTRACTOR LIST	P. 47
ACKNOWLEDGEMENT OF ADDENDA	P. 48
OUTSTANDING LIABILITY CLAIMS FORM	P. 49
W-9 FORM	P. 50
STATEMENT OF NO RESPONSE.....	P. 51

EXHIBITS

EXHIBIT “A” AGREEMENT FORM – TO BE EXECUTED AFTER AWARD OF CONTRACT

EXHIBIT “B” DESCRIPTION OF ITEMS IN THE BID AND PROPOSAL FORM

EXHIBIT “C” WORK AUTHORIZATION FORM

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

CONTRACT DATA

Contract Title: CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION WATER WELLS

Contract Number: IFB No.: 18-004

Contract Owner: Town of Southwest Ranches

Contract Address: 13400 Griffin Road
Southwest Ranches, FL 33330

Owner's Representative: Andrew D. Berns, Town Administrator
13400 Griffin Road
Southwest Ranches, FL 33330
Phone: 954-434-0008
Fax: 954-434-1490

Designated Contract Manager:
Sandra Luongo
General Services Manager
13400 Griffin Road
Southwest Ranches, FL 33330
Phone: 954-434-0008
Fax: 954-434-1490

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

Date: March 22, 2018

PUBLIC NOTICE OF INVITATION FOR BIDS (IFB)

The Town of Southwest Ranches, Florida, hereinafter referred to as Town, will receive sealed Bids at the Office of Mara Semper, Town Procurement and Budget Officer, Town of Southwest Ranches, 13400 Griffin Road, Southwest Ranches, Florida, 33330 until 11:00 a.m., Monday, April 23, 2018 at which time they will be publicly opened and read for:

“IFB No.: 18-004

**“IFB No.: 18-004 CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR
OF FIRE PROTECTION WATER WELLS”**

The project involves the installation, testing, and repair of fire protection water wells located in areas of Southwest Ranches, Florida. Contractor shall be responsible for determining the suitability of well sites selected by Fire Marshal.

A **non-mandatory** Pre-Bid Meeting is scheduled for 11:00 a.m., Thursday, April 5, 2018 in the Southwest Ranches Grand Oaks conference room, 13400 Griffin Road, Southwest Ranches, FL 33330.

The awarded contractor will be required to execute a contract with the Town of Southwest Ranches in substantially the form attached hereto as Exhibit “A.”

Bids must be accompanied by a Cashier’s Check or Bid Bond made payable to the Town of Southwest Ranches in an amount not less than five percent (5%) of the base bid as a guarantee that in the event the contract is awarded to the Bidder, they will promptly enter into a contract, and furnish any Payment Bond, Performance Bond, and Insurance Certificates required by the terms of this Invitation for Bids. The return of Cashier’s Checks or other cash security to Bidders shall be subject to the time periods for payment in the Florida Prompt Payment Act, Section 287.70, *et seq.* It is anticipated that bids will be opened at 11:00 a.m. at the Southwest Ranches Town Hall located at 13400 Griffin Road, Southwest Ranches, FL 33330 on Monday, April 23, 2018. Any bid(s) delivered or received after 11:00 a.m. local time on said date will not be accepted under any circumstances. Any uncertainty regarding the time a bid is received will be resolved against the Bidder.

In accordance with Florida Statutes, Section 119.071(1)(b)(2), bids are exempt from public disclosure until such time as the Town provides notice of an intended award or until 30 days after the opening, whichever is earlier.

The Town reserves the right to reject all or any portions of any bid, to reject all bids, to waive any informality, non-material irregularity or technicality in any bid, to re-advertise for bids, or take any other such actions that may be deemed to be in the best interest of the Town.

Questions concerning this IFB should be sent via **facsimile** or **emailed** to:

Mara Semper, Procurement and Budget Officer

Phone: 954-434-0008

Fax Number: 954-434-1490

Email: msemper@southwestranches.org

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

INSTRUCTIONS TO BIDDERS

The Town desires to select a contractor to enter into a contract for purposes of installation, testing, and repair of fire protection water wells to be located in areas of Southwest Ranches, Florida (hereinafter the “Work”). The Bidder will provide unit cost for work items associated with the project and/or all information required by the Bid and Proposal Form. A notice to proceed or work authorization in the form of Exhibit C will be processed for the project on an as needed basis after final award. Contractor shall not proceed without a written notice or work authorization from Town. In the event that this Invitation for Bids requires the disclosure of security sensitive information, as defined by Florida Statutes, Section 119.071, Bidders shall be required to execute a Confidential Information Acknowledgement and Agreement in order to receive and/or have access to the information. At this juncture, the Town does not anticipate that such an Agreement will be required.

The Town intends to award a contract to the lowest responsive and responsible bidder whose bid meets the requirements of this IFB, and in accordance with the Town’s Procurement Code. The Town reserves the right to reject any and all bids, to re-advertise and to otherwise make a decision in the best interest of the Town.

The awarded contractor will be required to execute a continuing contract with the Town. The contract period will be for an initial five (5) year term. The Town in its sole discretion may extend the contract for up to one (1) additional five-year term. The bid unit prices shall be good throughout the initial 12 months of the contract. Prices may be adjusted on an annual basis subject to mutual agreement between the Town and Contractor, but in no event shall unit price increases exceed a total of three (3) percent of the base price annually.

1. COPIES OF SUBMISSION

One **unbound original**, two (2) bound copies, and one compact disk of the entire Bid, Bid Form and required submittal documents in PDF format shall be submitted to the Town of Southwest Ranches at the office of Ms. Mara Semper, Procurement and Budget Officer, Town Hall, 13400 Griffin Road, Southwest Ranches, Florida 33330.

Sealed bids clearly marked “**IFB No.: 18-004 Continuing Contract for Installation, Testing and Repair of Fire Protection Water Wells**” must be received by the Procurement and Budget Officer **either by mail or hand delivery, no later than 11:00 a.m. local time, Monday, April 23, 2018**. A public opening will take place at 11:00 a.m. in the Town’s Grand Oaks conference room located at Town Hall on the same date.

The identity of the Bidders and respective total bid price shall be read aloud. However, neither the bids nor any other information set forth therein shall be made public until the time of a notice of an “Intended award” or 30 days from the Bid Opening, whichever is earlier, and in accordance with Florida Statutes, Chapter 119.

Facsimile or email submittals will not be accepted. Bids delivered or received after 11:00 a.m. local time on the above referenced date will not be accepted under any circumstances. Any uncertainty regarding the time a bid is delivered or received will be resolved against the Bidder.

2. ADDENDA OR ADDITIONAL INFORMATION

Any questions or requests for clarifications concerning this IFB shall be submitted in writing by facsimile or E-mail and directed to Ms. Mara Semper, Procurement and Budget Officer, Town of

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

Southwest Ranches, 13400 Griffin Road, Southwest Ranches FL, 33330; By Fax number (954) 434-1490; or E-mail address: msemper@southwestranches.org. The IFB number and title shall be referenced on all correspondence and in the subject section of the email. **All questions must be received no later than seven (7) calendar days prior to the scheduled bid opening date or no later than noon on Monday, April 16, 2018.** All responses to questions/clarifications, if deemed necessary by the Town, will be posted on the Town Website at <http://www.southwestranches.org/procurement/> or through DemandStar. No questions will be received verbally, and/or after the deadline. Bidders are hereby notified that a “Cone of Silence” is hereby imposed from the date of advertising and shall terminate at the time that the Town Council commences to meet for purposes of making a final decision regarding a Contract award. A Bidder who violates the Cone of Silence shall be subject to automatic disqualification from further consideration.

3. **SECURITY AND BONDING REQUIREMENTS:**

i. BID SECURITY

[Not used]

ii. PERFORMANCE AND PAYMENT BONDS

[Not used]

iii. QUALIFICATIONS OF SURETY

[Not used]

iv. DURATION OF BONDS

[Not used]

v. NON-COMPLIANCE

An awarded Bidder’s failure to timely deliver an executed Contract, and any Performance Bond, Payment Bond, and Insurance Certificates required by the terms of this Invitation for Bids, all in forms acceptable to the Town, shall result in the cancellation of any Contract and the Bidder’s forfeiture of any and all bid securities.

4. **BIDDER WARRANTY**

Bidder warrants that the prices, terms and conditions quoted in the bid will be firm for a period of 90 days from the date of the bid opening. Incomplete, unresponsive, irresponsible, vague, and ambiguous responses to the Invitations for Bid will be cause for rejection, as determined in the sole discretion of the Town.

5. **GUARANTEES**

No guarantee or warranty is given or implied by the Town as to a minimum or total amount of services that may or may not be purchased from any resulting contract or award. The quantities and frequencies provided herein are for proposal purposes only and will be used for tabulation and presentation of the Proposal. The Town reserves the right to increase or decrease service quantities and frequencies, as deemed necessary, in the Town’s sole discretion, to serve the best interests of the Town.

6. **BID WITHDRAWAL**

Any Bidder may withdraw its bid prior to opening of bids by providing a written notice to the Town. After bids are opened, they shall be irrevocable for a period of ninety (90) days. Bidders who unilaterally withdraw a bid without permission of the Town before 90 days have elapsed from the date of the opening of bids may be debarred and are subject to forfeiture of the Bid Security.

7. **CONE OF SILENCE**

A Cone of Silence is hereby imposed and made applicable to this IFB, and in accordance with the Town's Procurement Code. The Cone of Silence shall become effective from the time this IFB is advertised, and shall terminate at the time that the Town Council commences to meet for purposes of making a final decision regarding a Contract award, rejects all responses, or takes other action which ends the IFB process. During the effective time period of the Cone of Silence, any person or entity which submits a bid/response, or that will be subject to evaluation under the terms of this IFB, shall not have any communication with the members of the Town Council relative to this IFB, except as may be permitted or required during public meetings of the Town Council. **NOTE:** A Bidder who violates the Cone of Silence shall be subject to automatic disqualification from further consideration.

A "Cone of Silence" means a prohibition on any communication regarding a particular request for proposal, request for qualification or invitation to bid, and as set forth in the Town's Procurement Code.

8. **NOTICE TO PROCEED**

After execution of the Contract, the Town anticipates issuance of a Notice to Proceed or other written work authorization to the Contractor in the form of Exhibit C, or as otherwise set forth in the Contract.

Contractor shall be instructed to commence work by written instructions by the Town Administrator or his designee by issuance of a Notice to Proceed of work authorization. The Notice(s) to Proceed or work authorization will not be issued until Contractor submits to the Town all required insurance certificates and/or other documents and after execution of the Contract by both parties. The receipt of all necessary building and regulatory permits by Contractor, if any, is a condition precedent to the issuance of a Notice to Proceed or work authorization. Contractor warrants to the Town that it shall expeditiously apply for all building permits and shall thereafter, diligently and continuously perform such Work, with time being of the essence.

Contractor shall furnish sufficient forces and equipment and shall Work such hours, including overtime operations, as may be necessary to timely perform the Work. If Contractor falls behind the progress of the Work, Contractor shall take such steps as may be necessary to improve its progress by increasing the number of shifts, overtime operations, and days of Work within the project limits as may be required, at no additional cost to the Town.

9. **EQUAL EMPLOYMENT OPPORTUNITY/COMPLIANCE WITH GRANT TERMS**

Contractor shall not discriminate against any employee or applicant for employment because of race, religion, age, color, sex or national origin, or physical or mental handicap, or marital status. Contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

during their employment without regard to their race, religion, age, color, sex or national origin, or physical or mental handicap, or marital status. Such actions shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship.

Contractor agrees to post in conspicuous places available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. Contractor further agrees that he/she will ensure that subcontractors, if any, will be made aware of and will comply with this nondiscrimination clause.

Additionally, to the extent that this Project is funded in whole or in part by any Federal, State, or local grant, the Contractor shall comply with any and all applicable grant terms or conditions. It is up to the Bidders to inquire and ascertain what grants/terms apply to this IFB.

10. PUBLIC ENTITY CRIMES

Pursuant to the provisions of section 287.133(2)(a), Florida Statutes -"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 to 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".

11. CONFLICT OF INTEREST

The award of any Contract hereunder is subject to the provisions of Chapter 112, Florida State Statutes. Bidders must disclose with their Bids, the name of any officer, director, partner, associate, agent, Advisory Board member or client/customer who is also an officer, former officer, or employee of the Town of Southwest Ranches or its agencies.

12. TAXES

To the fullest extent provided by Florida law, Bidders should not include taxes in bid prices. The Town is exempt from Florida sales tax on direct purchases of tangible property or services.

13. SUBMISSION OF BIDS

It is the responsibility of the Bidder to ensure that the Bid reaches the Office of the Procurement and Budget Officer on or before the closing hour and date shown on the public notice of this Invitation for Bid. The Town is not responsible for the Bidder's costs associated with preparation of the bid or proposal.

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

14. BID FORMS

Bidders must use the Bid form(s) furnished by the Town. Failure to do so may cause the Bid to be rejected. Removal or replacement of any of the Bid documents may invalidate the Bid. Also, Bids having an erasure or corrections must be initialed by the Bidder in ink. Bids shall be signed in ink; and all pricing shall be typewritten or filled in with ink. A bid submission in pencil will not be accepted.

15. MISTAKE

If there is a discrepancy in the unit and extended prices, the calculated total price based on unit prices shall prevail. Bidders are responsible for checking their calculations. Failure to do so will be at the Bidder's risk, and errors will not release the Bidder from performance of the Contract, if awarded, at the Bid price.

16. DELIVERY

All delivery costs and charges for materials shall be included in the Bid price. Delivery shall be freight on board (F.O.B.) to the project site in the Town of Southwest Ranches, Florida.

17. LIABILITY, INSURANCE, LICENSING & PERMITS

Where a Contractor is required to enter onto the Town of Southwest Ranches property to deliver materials or to perform work or services as a result of a Bid award, the Contractor will assume the full duty, obligation, and expense of obtaining all necessary licenses, permits, inspections, and insurance required. The Contractor shall be liable for any damages or loss to the Town occasioned by negligence or intentional acts or omissions of the Bidder (or his agents) or any person or subcontractor the Bidder utilizes in the completion of his contract as a result of the Bid. Contractor shall be required to furnish a certified copy of all licenses, certificates of competency or other licensure requirements necessary to practice his profession as required by Florida Statutes, Florida Building Code, Broward County, or Town of Southwest Ranches Code. These documents shall be furnished to the Town along with the Bid response. Failure to furnish these documents or to have required licensure will be grounds for rejecting the Bid as non-responsive or otherwise.

The Bid shall include Certificate(s) of Insurance or written proof of the ability to provide the required insurance by an insurance company authorized to do business in the State of Florida or otherwise secured in a manner satisfactory to the Town in an amount equal to 100% of the requirements. Prior to award and in any event prior to commencing Work, the Successful Bidder/Proposer shall provide the Town with certified copies of all insurance policies providing coverage which meets the requirements as outlined below:

A. WORKER'S COMPENSATION

Worker's Compensation Insurance is to apply to all employees in compliance with the "Workers' Compensation Law" of the State of Florida and all applicable federal laws. Contractor shall carry Worker's Compensation Insurance with the statutory limits, as required by Florida Statutes, chapter 440, as amended, which shall include employer's liability insurance with a limit of not less than

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

Five Hundred Thousand Dollars (\$500,000) for each accident, and Five Hundred Thousand Dollars (\$500,000) for each disease. Policy(ies) must be endorsed with waiver of subrogation against Town.

B. BUSINESS AUTOMOBILE LIABILITY INSURANCE:

Contractor shall carry business automobile liability insurance with minimum limits of One Million Dollars (\$1,000,000) per occurrence, combined single limits bodily injury liability and property damage. The policy must be no more restrictive than the latest edition of the business automobile liability policy without restrictive endorsements, as filed by the Insurance Services Office, and must include all owned vehicles and all hired or non-owned vehicles.

C. COMMERCIAL GENERAL LIABILITY:

Contractor shall carry Commercial General Liability Insurance with limits of not less than One Million Dollars (\$1,000,000) per occurrence combined single limit for bodily injury and property damage, and not less than Two Million Dollars (\$2,000,000) in the aggregate. The insurance policy must include coverage that is no more restrictive than the latest edition of the commercial general liability policy, without restrictive endorsements as filed by the Insurance Service Office (ISO), and the policy must include coverage's for premises and/or operations, independent contractors, products and/or completed operations for contracts, contractual liability, broad form contractual coverage, broad form property damage, and personal injury. Personal injury coverage shall include coverage that has the employee and contractual exclusions removed. The ISO form of the policy must be acceptable to the Town.

D. ENVIRONMENTAL POLLUTION INSURANCE:

The Contractor shall carry an Environmental Pollution Insurance for pollution-related incidents, including the cost of cleaning up a site after a pollution incident, with limits not less than \$500,000.00 Dollars per occurrence with deductible not greater than \$100,000.00. An additional Form or endorsement to the Commercial General Liability Insurance to include an Environmental Pollution Insurance coverage providing the specified coverage, is acceptable.

***All insurance policies shall name and endorse the following as "Additional Named Insureds":**

TOWN OF SOUTHWEST RANCHES
Attn: Andrew D. Berns, Town Administrator
13400 Griffin Road
Southwest Ranches, FL 33330

***The additional named insured endorsement shall be reflected on the Certificate of Insurance.**

All insurance shall be issued by companies rated "A-" or better per A.M. Best's Key Rating Guide, latest edition and authorized to issue insurance in the State of Florida. It shall be the responsibility of the vendor and insurer to notify the Town Administrator of cancellation, lapse, or material modification of any insurance policies insuring the vendor, which relate to the activities of such vendor and the Town.

Such notification shall be in writing, and shall be submitted to the Town Administrator within thirty (30) days prior to cancellation of such policies. This requirement shall be reflected on the Certificate of Insurance.

Bidders are required to submit a list of claims presently outstanding and claims within the past ten (10) years against their liability coverage. This information must be listed on the form provided below and signed by the agent of the insurance carrier. If no outstanding claims exist, a statement of this fact must be signed by the agent of the insurance carrier.

Failure to fully and satisfactorily comply with the Town's insurance and bonding requirements set forth herein will authorize the Town Administrator to implement a rescission or cancellation of the Bid award within thirty (30) days of awarding. The Bidder hereby holds the Town harmless and agrees to indemnify Town and covenants not to file a Bid protest or sue the Town by virtue of such cancellation or rescission.

18. AWARD OF CONTRACT

The Town reserves the right to accept or reject any and/or all Bids or parts of bids, to waive any informality, irregularities or technicalities, to re-advertise for Bids, or take any other actions that may be deemed to be in the best interests of the Town. The Town also reserves the right to award the Contract on a split order basis, group by group, or item by item, or such combination as will best serve the interests of the Town, unless otherwise stated. The Town also reserves the right to waive minor variations to the specifications. Final determination and award of a Contract shall be made by the Town Council.

After opening of bids, the Town will look for any unbalanced bids to ensure that unit prices are within industry standards and that the Bidders are not charging excessive unit prices for those items the Town will utilize the most. The Town intends to award a Contract to the lowest, responsive and responsible Bidder in accordance with the terms of this IFB and the Town's Procurement Code.

In the award of a Contract pursuant to this IFB, the services shall be provided on a "non-exclusive" basis, and the Town may utilize the services of other vendors as may be deemed necessary at the Town's discretion.

19. BID CONSIDERATIONS

The Town, at its discretion, reserves the right to inspect any/all Bidder's facilities to determine their capability of meeting the requirements for this IFB and the Contract to be awarded. Also, price, responsibility, and responsiveness of the Bidder, including the financial position, experience, staffing, equipment, materials, and references of Contractor, and past history of service by Contractor to the Town and/or with other units of State, and/or Local governments in Florida, or comparable private entities, may be taken into consideration in the award of a Contract. If the project involves services or costs based upon a unit price or ongoing services, the Town reserves the right to reduce the level of service within its sole discretion.

20. ASSIGNMENT

This IFB and any Contract awarded pursuant hereto shall be binding upon and shall inure to the benefit of the Town and to any and all of its successors and assigns, whether by merger, consolidation, and

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

transfer of substantially all assets or any similar transaction. Notwithstanding the foregoing, the Contract is personal to the Contractor, and Contractor may not, either directly or indirectly, assign its rights or delegate its obligations to Town hereunder without first obtaining the Town's consent in writing. Any such attempted assignment or delegation shall be deemed of no legal force and effect whatsoever.

21. DISPUTES

After an award of the Contract, disputes shall be resolved as set forth in the Contract form which is attached to this IFB. Any default under this IFB shall subject Bidder to liability for any and all damages to Town caused thereby. Bidder agrees to reimburse Town for all costs and expenses, including attorney's fees and costs, incurred by the Town by reason of such default whether or not suit is brought, and in any litigation commenced, at both the trial and appellate levels.

22. CANCELLATION

Failure on the part of the awarded Bidder to comply with the terms of this IFB and to execute and deliver any required Contract Documents, bonds, and insurance, will result in the cancellation or rescission of the award, and a forfeiture of the Bid security. In that event, the Town may proceed to award the Contract to the next lowest, responsive and responsible Bidder, or to re-advertise the project, and in its sole discretion whenever deemed in the best interests of the Town.

23. RELATION TO PARTIES

It is understood and agreed that nothing contained in this IFB or the Contract shall be deemed to create a partnership or joint venture with the Town. Contractor shall be in the relation of an independent contractor and is to have entire charge, control and supervision of the Work to be performed hereunder.

24. COMPLIANCE WITH LAW

Contractor shall comply with all applicable laws, regulations and ordinances of any Federal, State, or Local Governmental authority having jurisdiction with respect to this IFB and any Contract awarded and shall obtain and maintain any and all material permits, licenses, approvals and consents necessary for the lawful conduct of the activities contemplated hereunder.

25. WAIVER OF LIABILITY

The Town shall not in any way be answerable or accountable for any violations of applicable laws or for any injury, loss or damage arising from the negligence, acts or omissions of Contractor or any one of its employees, subcontractors or agents, or anyone else for whose actions Contractor may be responsible.

26. INDEMNIFICATION

To the fullest extent permitted by Florida law, including Florida Statutes, Section 725.06, the Contractor hereby agrees to and shall indemnify, defend and hold harmless the Town, its officers and employees, from liabilities, damages, losses, costs, and expenses including, but not limited to, reasonable attorney fees (at both the trial and appellate levels), to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Contractor and persons employed or utilized by the Contractor in the performance of the Contract or anyone else for whose actions Contractor may be responsible, regardless of the partial fault of any party indemnified hereunder.

27. SECONDARY/OTHER VENDORS

The Town reserves the right in the event the primary vendor cannot provide an item(s) or service(s) in a timely manner as requested, to seek other sources without violating the intent of the this IFB or any Contract awarded.

28. DEFAULT PROVISION

In case of default by the Contractor, the Town may procure the articles or services from other sources and hold the Bidder or Contractor responsible for any excess costs occasioned or incurred thereby.

29. GOVERNING LAW

The validity of this IFB and any Contract awarded and the interpretation and performance of all of their respective terms shall be construed and enforced in accordance with the laws of the State of Florida, without regard to principles of conflict of laws thereof. The location of any action or proceeding commenced under, pursuant, or relating to this IFB or the Contract shall be in the State Courts of Florida located in Broward County, Florida.

30. REMEDIES FOR BREACH

Should the selected Contractor fail to perform after Contract execution, the Town shall notify Contractor in writing of such failure to perform and Contractor shall have fourteen (14) days to cure such failure or such shorter time as may be set forth in the Contract. If Contractor fails to cure, then the Town shall have the right to immediately terminate the Contract for cause. In that event, the Town shall also be free to sue Contractor for damages, in addition to any other right or remedy that it may have under the Contract, at law or in equity. Nothing herein shall be construed as precluding the Town's right to terminate the Contract for convenience, and as set forth in the Contract.

31. WRITTEN CONTRACT

The successful Bidder shall be required to enter into a written Contract with the Town, the Contract form shall be prepared by the Town, and shall incorporate the terms of this IFB, the accepted Bid, and include a termination for convenience clause, and other terms which may be required by the Town or its Procurement Code, and acceptable to the Town Council. The Contract shall be substantially in the

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

form attached to this IFB as Exhibit "A". No Work shall be performed or payment due unless a written Contract is fully executed and has been approved by the Town Council.

32. PUBLIC RECORDS LAW

The Town is subject to Chapter 119, Florida Statutes, "Public Records Law." No claim of confidentiality or proprietary information in all or any portion of a response will be honored unless a specific exemption from the Public Law exists and is cited in the response. An incorrectly claimed exemption does not disqualify the firm, only the exemption claimed. Contractor acknowledges the public shall have access at all reasonable times, to all documents and information pertaining to Town's contracts, subject to the provisions of Chapter 119, Florida Statutes, and agrees to allow access by the Town and the public to all documents subject to disclosures under applicable law.

To the extent that Contractor has been provided access to or has received security sensitive information, as defined by Florida Statutes, Section 119.071 and/or has executed a Confidential Information Acknowledgement and Agreement as part of the IFB process, Contractor shall keep and maintain the security sensitive information as confidential and exempt from public disclosures as required by Florida Statutes.

Contractor agrees to keep and maintain public records required by the Town to perform the service in Contractor's possession or control in connection with Contractor's performance under this IFB and any Contract awarded, and upon the request from the Town's custodian of public records, to provide the Town with a copy of the requested records or allow the records to be inspected or copied within a reasonable amount of time at a cost that does not exceed the cost provided in Chapter 119 or as otherwise provided by law. Contractor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Contract if the Contractor does not transfer the records to the Town.

Upon completion of the Contract, Contractor agrees, at no cost to Town, to transfer to the Town all public records in possession of the Contractor or keep and maintain public records required by the Town to perform the service. If the Contractor transfers all public records to the Town upon completion of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Town, upon request from the Town's custodian of public records, in a format that is compatible with the information technology system of the Town.

Contractor's failure or refusal to comply with the provisions of this section shall result in the immediate termination for cause of the Contract by Town.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT PHONE: (954) 434-0008; EMAIL: RMUNIZ@SOUTHWESTRANCHES.ORG; RUSSELL MUNIZ, ASSISTANT TOWN ADMINISTRATOR/TOWN CLERK, TOWN OF SOUTHWEST RANCHES, 13400 GRIFFIN ROAD, SOUTHWEST RANCHES, FLORIDA, 33330.

[End of Section]

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

GENERAL CONDITIONS

A. DEFINITIONS

Contract: The written agreement between Town and Bidder whose bid has been accepted, covering the Work to be performed, and which incorporates the other Contract Documents to be made a part thereof and as referenced therein.

Addenda: Written or graphic instruments issued prior to the opening of Bids which clarify, correct or change the bidding documents or the Contract Documents.

Bid: The offer or proposal of a Bidder submitted on the prescribed form(s) and including all information and submission required by the IFB.

Bonds: Bid, performance and payment bonds and other instruments of security.

Change Order: A document which is signed by Contractor and Town and authorizes an addition, deletion or revision in the Work, or an adjustment in the Contract Price or the Contract Time, issued on or after the Effective Date of the Contract.

Construction Change Directive: A document which is signed by the Town which directs the Contractor to proceed with revised or changed Work, where the Town and Contractor cannot agree on an adjustment in the Contract Price or the Contract Time, or both, issued on or after the Effective Date of the Contract. The subject of a Construction Change Directive may be the basis for a Change Order if later agreed to by the Town and Contractor.

Contract Documents: The Contract, Addenda (which pertain to the Contract Documents), Contractor's Bid (including documentation accompanying the Bid), the Bonds if required, these General Conditions, and any Drawings, Exhibits and Attachments referenced in this IFB, together with all amendments, modifications and supplements issued on or after the Effective Date of the Contract.

Contract Price: The monies payable by Town to the Contractor under the Contract Documents as stated in the Contract for the full and timely performance of the Work.

Contractor: The person, firm or corporation with whom Town has entered into the Contract with for performance of the Work.

Day: Shall mean calendar day, unless otherwise specified.

Defective: An adjective which when modifying the word Work refers to Work that is unsatisfactory, faulty, or deficient, or does not conform to the Contract Documents, or does not meet the requirements of any inspection, reference standard, applicable codes, test or approval referred to in the Contract Documents, or has been damaged prior to Town's final payment.

Effective Date of the Contract: The date indicated in the Contract on which it becomes effective, but if no such date is indicated it means the date on which the Contract is signed and delivered by the last of the two parties to sign and deliver, subject to formal acceptance by the Town Council.

Final Completion: This term shall mean that point at which, as certified in writing by the Town Engineer or other person designated in the Contract, the Work is at a level of final completion in strict compliance with the Contract, and that Contractor has furnished all required documentation for the Work, including, but not limited to lien waivers from Contractor and all lower-tiered subcontractors and suppliers as appropriate, all as required by the Contract Documents.

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

Project: The whole or any part of the total construction of the Work to be provided under this IFB and the Contract Documents.

Substantial Completion: [Not used]

Town: The Town of Southwest Ranches, Florida.

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

B. PRELIMINARY MATTERS

Upon completion of Construction

The Contractor shall notify and request Town for a final completion inspection. Payment to Contractor will be dependent upon satisfactory completion of the Work and in strict accordance with the Contract Documents.

C. CONTRACT DOCUMENTS

The Contract Documents comprise the entire agreement between the Town and Contractor concerning the Work. Any Work, materials or equipment that may be reasonably inferred from the Contract Documents as being required to produce the intended result will be supplied whether or not specifically called for. Reference to standard specifications, manuals or codes of any technical society, organization or association, or to the Laws or Regulations of any governmental authority, or to any permits and conditions thereof, whether such reference be specific or by implication, shall mean the latest standard specification, manual, code or Laws or Regulations or permit in effect at the time of executing the Contract, except as may otherwise be specifically stated. Clarifications and interpretations of the Contract Documents may be issued by the Town.

If during the performance of the Work, Contractor finds a conflict, error or discrepancy in the Contract Documents, Contractor shall so report to the Town in writing at once, and shall obtain a written interpretation or clarification from the Town, before proceeding with the Work affected thereby. Failure to obtain such written interpretation or clarification before proceeding with the Work affected thereby shall result in a conclusive forfeiture and abandonment of any claim by Contractor for additional compensation or time, or both, which could have been avoided by such interpretation or clarification, and Contractor shall bear all costs associated with removal, replacement, correction, repair or restoration of such Work.

Amending and Supplementing Contract Documents

The Contract Documents may be amended to provide for additions, deletions and revisions in the Work or to modify the terms and conditions thereof as outlined in this section, Item G – “Changes in the Work”, and pursuant to the Contract.

D. PHYSICAL CONDITONS

The Town shall furnish, as indicated in the Contract Documents, the lands upon which the Work is to be performed, including all applicable rights-of-way and easements. Contractor shall have full responsibility with respect to physical conditions in or relating to existing surface and subsurface structures. By submitting its Bid, Contractor represents that it has visited the Site and/or otherwise become generally

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

familiar with such conditions, including any local conditions affecting the Work, and has accounted for same within its Bid.

Contractor shall, promptly after becoming aware and before performing any Work, notify the Town of any differing site conditions or conflicts at the site. The Town will review the pertinent conditions with respect to any deletions or revisions in the Work and any potential modifications to the terms and conditions as outlined in Section 2, Item G – “Changes in the Work”.

Contractor shall have full responsibility for reviewing and checking all information and data, for locating all Underground Facilities, for coordination of the Work with the owners of such Underground Facilities during construction, for the safety and protection thereof as provided in chapter 556, Florida Statutes, and repairing any damage thereto resulting from the Work, the cost of all of which will be considered as having been included in the Contract Price.

E. INSURANCE AND BONDS

Throughout the term of the Contract and for all applicable statutes of limitation periods, Contractor shall maintain in full force and effect all of the insurance coverages as set forth in the terms of this IFB.

F. CONTRACTOR’S RESPONSIBILITIES

Contractor shall supervise and direct the Work competently and efficiently, devoting such attention thereto and applying such skills and expertise as may be necessary to perform the Work in accordance with the Contract Documents. Contractor shall be solely responsible for the means, methods, techniques, sequences, procedures, and safety precautions necessary for construction. Contractor shall also be responsible to see that the finished Work strictly complies with the Contract Documents.

Contractor shall keep on the Project site at all times during the progress of the Work a competent resident superintendent and shall supply competent, suitably qualified personnel to perform construction as required by the Contract Documents. For purposes of communicating the Town’s needs, the resident superintendent must be able to read, write, and speak English fluently. The President/Chief Operating Officer of the contracting firm must be available to attend meetings with the Town and/or its designee within 24 hours of notification.

The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the Work and shall comply with all OSHA safety requirements while performing the Work. At a minimum, all personnel performing the work subject to this IFB and any Contract awarded will be required to wear safety equipment and clothing appropriate for the work, which may, for example, include Level 2 International Safety Equipment Association (ISEA) approved vests. Any personnel improperly prepared shall be dismissed until proper equipment is secured.

All debris removed from the Town must be legally disposed of according to the Town’s Code of Ordinances and in accordance with Local, State and Federal Regulations. Contractor hereby agrees to and shall indemnify, defend and hold harmless the Town, its officers and employees, from liabilities, damages, losses, costs, and expenses, including, but not limited to, reasonable attorney’s fees (at both the trial and appellate levels), to the extent caused by Contractor’s improper disposal or site cleanup or failure to comply with any applicable environmental laws.

If the Bidder intends to use subcontractors to perform any work pursuant to this IFB, these subcontractors are subject to prior approval by Town. Contractor shall be fully responsible to Town for all acts and

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

omissions of any subcontractors, suppliers and other persons and organizations performing or furnishing any of the Work under a direct or indirect contract with Contractor just as Contractor is responsible for Contractor's own acts and omissions. Nothing in the Contract Documents shall create any contractual relationship between Town and any such subcontractor, supplier or other person or organization, nor shall it create any obligation on the part of the Town to pay or see to payment of any monies due any such subcontractor, supplier or other person or organization.

All Work shall be done according to local laws and ordinances and shall be performed during regular working hours. During the progress of the Work, Contractor shall keep the Project site and premises free from accumulations of waste materials, rubbish and other debris resulting from the Work. At the completion of the Work, Contractor shall remove all waste materials, rubbish and debris from and about the premises as well as all tools, construction equipment and machinery, and surplus materials and shall leave the site clean and ready for use by the Town. Contractor shall restore to original condition all property not designated for alteration by the Contract Documents.

Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to other property at the Project site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures, utilities and other items not designated for removal, relocation, replacement or improvement in the course of construction.

As set forth in the terms of this IFB, Contractor shall pay all sales, consumer, use and other similar taxes and should not include taxes in Bid prices. The Town is exempt from Florida sales tax on direct purchases of tangible property or services. Also, it is the responsibility of the Contractor to procure all necessary permits and licenses the cost of which shall be deemed included in the Bid price.

G. CHANGES IN THE WORK

Without invalidating the Contract and without notice to any surety, the Town may, at any time or from time to time, order additions, deletions or revisions in the Work; these will be authorized by a written Change Order or written Construction Change Directive. Upon receipt of a Change Order or written Construction Change Directive, Contractor shall promptly proceed with the Work involved which will be performed under the applicable conditions of the Contract Documents (except as otherwise specifically provided).

Change Orders and Construction Change Directives

The Town and Contractor shall execute appropriate Change Orders or Construction Change Directives covering changes in the Work which are ordered by the Town which may include: **1)** additions, deletions or revisions to the scope of services; **2)** acceptance of defective Work under this section, Item I – “Warranty and Guarantee, Correction, Removal or Acceptance of Defective Work”; or **3)** correcting defective Work under this section, Item I – “Warranty and Guarantee, Correction, Removal or Acceptance of Defective Work”.

Surety

If notice of any change affecting the general scope of the Work or the provisions of the Contract Documents is required by the provisions of any Bond to be given to a surety, the giving of any such notice will be Contractor's responsibility, and the amount of each applicable Bond may be adjusted accordingly.

H. CHANGE IN THE CONTRACT PRICE OR CONTRACT TIME

The Bid price constitutes the total compensation (subject to authorized adjustments) payable to the Contractor for the complete and timely performance of the Work. All duties, responsibilities and obligations assigned to or undertaken by Contractor shall be at his expense without change in the Contract Price or Contract Time.

Quantities shown in the Bid and Proposal Form are approximate only and are subject to either increase or decrease. The quantities indicated are estimated based on the scope of the project. Unless authorized by the Town by Change Order or Construction Change Directive, variation in the estimated quantities shall not be a basis for the Contractor to seek payment beyond the price stipulated in the Bid and Proposal Form and Contract.

Change Order

The Contract may only be changed by a Change Order approved by the Town. Any increase or decrease in the Contract Price or adjustment in the Contract Time shall be based on written notice by the Contractor delivered promptly to the Town (but in no event later than seven (7) days) after the acknowledgement or occurrence of the event giving rise to the claim and stating the general nature of the claim). Within fourteen (14) days thereafter, notice of the amount of the claim with all supporting data shall cover all amounts (direct, indirect and consequential) to which the claimant is entitled as a result of the occurrence of said event. All claims for adjustment in the Contract Price or Contract Time shall be determined by the Town. Contractor acknowledges and agrees that no claim for an adjustment in the Contract Price or Contract Time will be valid or enforceable if not submitted in strict accordance with this paragraph.

The value of any Work covered by a Change Order or of any claim for an increase or decrease in the Contract Price or Contract Time shall be determined by: 1) mutual acceptance of a lump sum (which may include an allowance for overhead and profit) or 2) by application of unit prices contained in the Contract Documents to the quantities of the items involved. The Town shall decide, in its sole discretion, whether to issue and agree to a Change Order, and verbal representations or instructions may not be relied upon by the Contractor.

Unit Prices

Where the Contract Documents provide that all or part of the Work is to be Unit Price Work, initially the Contract Price will be deemed to include for all Unit Price Work an amount equal to the sum of the established unit prices for each separately identified item times the estimated quantity of each item. The estimated quantities of items are not guaranteed.

Each unit price will be determined to include an amount considered by Contractor to be adequate to cover Contractor's overhead and profit for each separately identified item.

I. WARRANTY AND GUARANTEE; CORRECTION, REMOVAL OR ACCEPTANCE OF DEFECTIVE WORK

In addition to any manufacturer's warranties, Contractor warrants and guarantees to the Town that all work will be in strict accordance with the Contract Documents and will not be defective. All defective Work, whether or not in place, may be rejected, corrected or accepted as provided below.

Owner May Stop the Work

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

If the Work is defective or Contractor fails to supply sufficiently skilled workers or suitable materials or equipment, or fails to furnish or perform the Work in such a way that the completed Work will strictly conform to the Contract Documents, Town may order Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated. However, this right of Town to stop the Work shall not give rise to any duty on the part of Town to exercise this right for the benefit of Contractor or any other party.

Correction or Removal of Defective Work

If required by Town, Contractor shall promptly, as directed and at its sole expense, either correct all defective Work, whether or not fabricated, installed or completed, or, if the Work has been rejected by Town, remove it from the site and replace it with non-defective Work. Contractor shall bear all direct, indirect and consequential costs of such correction or removal (including but not limited to fees and charges of engineers, architects, attorneys and other professionals) made necessary thereby.

One Year Correction Period

In the event any work is found to be defective within one year after the date of Final Completion, Contractor shall promptly, without cost to Town and in accordance with Town's written instructions, either correct such defective Work, or, if it has been rejected by Town, remove it from the site and replace it with non-defective Work. If Contractor does not promptly comply with the terms of such instructions, or in an emergency where delay would cause serious risk of loss or damage, Town may have the defective Work corrected or the rejected Work removed and replaced, and all direct, indirect and consequential costs of such removal and replacement (including but not limited to fees and charges of engineers, architects, attorneys and other professionals) will be promptly paid by Contractor. Nothing in this IFB or the Contract shall be construed as a limitation on any right or remedy for breach of the Contract or defects in the Work. All rights set forth herein and in the Contract shall be deemed cumulative and in addition to any rights or remedies which may be afforded by Florida law.

Acceptance of Defective Work

If, instead of requiring correction or removal and replacement of defective Work, the Town prefers to accept it, the Town may do so. Contractor shall bear all direct, indirect and consequential costs attributable to Town's evaluation of and determination to accept such defective Work (such costs to include but not be limited to fees and charges of engineers, architects, attorneys and other professionals).

If any such acceptance occurs prior to final payment, a Change Order will be issued incorporating the necessary revisions in the Contract Documents with respect to the Work; and Town shall be entitled to an appropriate decrease in Contract Price, and, if the parties are unable to agree as to the amount thereof, Town may make a claim therefore as provided in this section, Item H – "Change in the Contract Price or Contract Time". If the acceptance occurs after final payment, an appropriate amount and consistent with the above will be paid by Contractor to Town promptly upon requests.

Town may Correct Defective Work; Chapter 558, F.S. Not Applicable.

If Contractor fails within a reasonable time, as determined by the Town, after written notice by the Town, to proceed to correct defective Work or to remove and replace rejected Work as required by Town, or if Contractor fails to perform the Work in strict accordance with the Contract Documents, or if Contractor fails to comply with any other provision of the Contract Documents, Town may, after seven (7) day's written notice to Contractor, correct and remedy any such deficiency. In exercising the rights and remedies

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

under this paragraph Town shall proceed expeditiously. To the extent necessary to complete corrective and remedial action, Town may exclude Contractor from all or part of the site, take possession of all or part of the Work, suspend Contractor's services related thereto, and take possession of Contractor's tools, appliances, construction equipment, and machinery at the site and incorporate in the Work all materials and equipment stored at the site. Contractor shall allow Town and its representatives, agents and employees such access to the site and Contractor's tools, appliances, construction equipment and machinery as may be necessary to enable Town to exercise the rights and remedies under this paragraph. All direct, indirect and consequential costs of Town in exercising such rights and remedies will be charged against Contractor in a Change Order that incorporates the necessary revisions in the Contract Documents with respect to the Work; and Town shall be entitled to an appropriate decrease in the Contract Price. If the parties are unable to agree as to the amount of the decrease or amount due the Town, Town may make claim therefor as provided in this section, Item H – "Change in the Contract Price or Contract Time" against Contractor and its surety without prejudice to any other right or remedies available to Town and regardless of whether or not the Contract is terminated. Such direct, indirect and consequential costs will include but not be limited to fees and charges of engineers, architects, attorneys and other professionals, including paralegals, all court and arbitration costs and all costs of repair and replacement of work of others destroyed or damaged by correction, removal or replacement of Contractor's defective Work. Notwithstanding the requirements of any bond to the contrary, Contractor and its surety remain liable for all costs and charges in accordance with this paragraph regardless of whether Contractor is terminated.

Chapter 558, F.S. Does Not Apply: The Contractor and the Town understand and agree that chapter 558, Florida Statutes (Construction Defects), shall not apply to the Contract or claims, if any, by the Town arising out of or relating to this IFB or the Contract. The Contractor and the Town further hereby agree to "opt out" of the procedures set forth in chapter 558, Florida Statutes.

J. PAYMENT

The payment to Contractor is for all materials, labor, services, equipment and all else necessary or reasonably inferable to construct and fully complete the Work. The Work includes all accessories, appurtenances or other work required for completion of the Contract.

Contractor shall render all Work to the Town at the quoted prices stipulated in the Bid and Proposal Form and Town shall pay Contractor for the satisfactory and timely completion of the Work in strict accordance with the Contract Documents at said prices stipulated in Bid Proposal Form.

In no event shall Town be liable for any cost increases or price escalations associated with labor, services, materials, equipment, or any other charges that may arise during the performance of the Work, regardless of any delays in the Work, whether occasioned by Town or Contractor, or both. In the event the cost of the Work exceeds the amounts set forth and included in the Contract Price, Contractor shall pay such excess from its own funds and Town shall not be required to pay any part of such excess. The only exception shall be any adjustments to the Contract Price pursuant to any written Change Order duly executed by Town and Contractor in accordance with the terms and conditions of this IFB and the Contract, and with the same formality and of equal dignity associated with the original execution of the Contract.

Town and Contractor agree that payment under the Contract will be subject to (a) the delivery of an appropriate invoice or payment application by Contractor to Town, and (b) verification by Town that the Work is acceptable and has been performed in strict accordance with the Contract. Upon verification by Town that the invoiced Work has been satisfactorily performed in strict accordance with the Contract, Town

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

shall have thirty (30) days thereafter to pay said invoice, or such undisputed portion as Town shall determine in its sole discretion.

The Town shall pay the Contract Price to the Contractor in accordance with the procedures set forth in chapter 218.70, Florida Statutes, "Local Government Prompt Payment Act." Each payment request must be accompanied by all necessary supporting information and documentation.

The Contractor's final payment request must be accompanied by written notice from Contractor that the entire Work has been completed in strict accordance with the Contract Documents. The Town will make a final inspection and notify Contractor in writing of all particulars in which this inspection reveals that the Work is incomplete or defective; provided however, that nothing herein shall waive or release claims for latent defects or the Contractor's obligations to correct defective work set forth hereinabove. Contractor shall immediately take such measures as are necessary to remedy such deficiencies. Contractor's obligation to perform and complete the Work in strict accordance with the Contract Documents shall be absolute. The Town may refuse payment if (a) the Work is defective or completed Work has been damaged requiring correction or replacement, (b) the Town has been required to correct defective Work or complete Work in accordance with Section I above, or (c) because claims have been made against the Town on account of Contractor's performance or furnishing of the Work or liens or claims have been filed in connection with the Work or there are other items entitling the Town to set-off against the amount due. No payment will be made for Work performed by the Contractor to replace defective work and for work which is not shown or ordered, and which is outside the limits shown or ordered, or additional work performed by Contractor without prior written approval of Town. Nothing herein shall be construed as authorizing or consenting to waive sovereign immunity or permitting liens to be asserted against the Town's property; provided however, that Contractor shall nonetheless be required to furnish partial and final releases of liens and other evidence as may be deemed acceptable by the Town to confirm that all lower-tiered subcontractors and suppliers on the Project have been paid.

K. SUSPENSION OF WORK AND TERMINATION

The Town may, at any time and without cause, suspend Work or any portion thereof for a period of not more than ninety (90) days by notice in writing to Contractor. Contractor shall resume work on a date so determined by the Town. Contractor shall not be allowed an increase in the Contract Price for any such suspension lasting not more than ninety (90) days. If, through no fault of Contractor, the Work is suspended for a period of more than ninety (90) days, then Contractor may, upon seven (7) days' written notice to the Town, terminate the Contract and recover from the Town payment for all Work properly executed up to the date of the notice to the Town including reasonable overhead and profit thereon except as otherwise limited by this IFB or the Contract; provided however, that in no event shall Town be liable for consequential damages, including but not limited to, lost profits on Work not yet performed. The Town may terminate all Work if Contractor violates in any substantial way any provisions of the Contract Documents. In such case, the Town may, after giving Contractor written notice pursuant to the Contract, terminate the services of the Contractor, exclude Contractor from the site, take possession of the Work including Contractor's tools, appliances, construction equipment and machinery, and finish the Work as the Town may deem expedient under the circumstances. In such case, Contractor shall not be entitled to receive any further payment until the Work is finished. If such costs of completing the Work (including correction of defective Work) exceed such unpaid balance, Contractor shall promptly pay the difference to the Town. When exercising any rights or remedies under this paragraph the Town shall not be required to obtain the lowest price for the Work performed, nor obtain competitive bids for the Work except as may otherwise be required by Florida law.

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

Where Contractor's services have been terminated by the Town, the termination will not affect any rights or remedies of the Town against Contractor or any surety then existing or which may thereafter accrue. Any payment of monies due Contractor by the Town will not release the Contractor from liability for defective Work or otherwise and such payment shall not be evidence of acceptance of any defective Work. Upon written notice to Contractor, the Town may, without cause and without prejudice to any other right or remedy, elect to abandon the Work and terminate the Contract for the convenience of Town. In such case, Contractor shall be paid for all Work properly executed and approved by Town up to the date of receipt of the written notice, plus any direct and reasonable expenses of termination sustained. In no event shall Town be liable for consequential damages, including but not limited to, lost profits on Work not yet performed.

L. EQUIPMENT

All equipment shall be maintained in an efficient and safe operating condition while performing Work under the Contract. Equipment shall have all proper safety devices required by law, properly maintained and in use at all times. If equipment does not contain proper safety devices and/or is being operated in an unsafe manner, the Town may direct the Contractor to remove such equipment and/or the operator until the deficiency is corrected; provided however, that nothing in this paragraph shall create a duty by the Town to Contractor or anyone else to exercise this right. The Contractor shall be solely responsible and liable for injury to persons, and/or property damage caused by performance of the Work and operation of the equipment.

M. EQUIPMENT STORAGE AND MOBILIZATION

The Contractor must be fully capable of servicing the Town's needs and providing all of the materials and equipment to fulfill the requirements of the Contract Documents, and shall be responsible for the storage of all materials and equipment at Contractor's sole expense. Storage shall not be permitted at any of the sites specified herein or at/on any other Town properties.

N. HOURS OF OPERATION

The Contractor shall perform work Monday through Friday, except Holidays, between 7:00 a.m. and 5:00 p.m.

O. CONTRACTOR'S PERFORMANCE

The Contractor shall commence the performance of the Work identified in the Notice to Proceed or other written authorization on the effective date thereof and shall diligently and continuously prosecute its performance to and until Final Completion of the Work. The Contractor shall accomplish Final Completion of each assigned task within the allotted calendar days indicated in the Notice to Proceed or other written authorization.

[End of Section]

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

TENTATIVE SCHEDULE OF EVENTS

The **tentative schedule** of events relative to this procurement shall be as follows. Town reserves the right to modify the tentative dates.

<u>Event</u>	<u>Date</u>
1. Issuance of Invitation for Bids	Thursday, March 22, 2018
2. Non- Mandatory Pre-Bid Meeting	Thursday, April 5, 2018 @ 11:00 a.m.
3. Deadline for Request for Clarification	Monday, April 16, 2018 @ 12:00 noon
4. Bids Due / Opening of Bids	Monday, April 23, 2018 @ 11:00 a.m.
5. Completion of Bid Evaluations	TBD
6. Award of Contract (Town Council Action)	TBD
7. Issue Notice to Proceed (NTP)	TBD

[Remainder of page intentionally left blank]

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

BID SCHEDULE

The contractor shall furnish all materials, equipment, expertise, labor and all else necessary to complete the installation, testing, repair or abandon a fire protection well at locations designated by the Town. The work includes permitting, drilling and flow testing in accordance with approved permits.

ITEM	DESCRIPTION	UNIT	UNIT PRICE
1	Construct Fire Well System, Design Type "A"-1,000 GPM Minimum; 12 inches diameter; steel; including flow tests, bollards and concrete collar; with fittings; with flat or Conical Strainer; per sketch	EA	\$ _____
2	Fire Well Abandonment	EA	\$ _____
3	Fire Well Repainting incl. sand blasting.	EA	\$ _____
4	Mechanical Repair, Labor & Equipment Only: Hourly Rate (excl. parts)	HR	\$ _____
5	Provide Part Only: Reducer Elbow; Steel; FxF: 6"x5";	EA	\$ _____
6	Provide Part Only: Adapter, Brass; MxF:5"x4 1/2";	EA	\$ _____
7	Provide Part Only: Nipple with Hose Thread; Brass; MxM: 4 1/2"x4 1/2";	EA	\$ _____
8	Provide Part Only: Steamer Nozzle Cap, Steel; 4 1/2"; with 1 1/2" five sided Nut compatible with Standard Hydrant Wrench.	EA	\$ _____
9	Provide Part Only: Threaded Coupling;	EA	\$ _____
10	Provide Part Only: Standard Hydrant Wrench;	EA	\$ _____
11	Construct Bollard Only: 4" Diam., 30" above ground x 18" below ground.	EA	\$ _____
12	Construct Concrete Collar	EA	\$ _____
	TOTAL:		\$ _____

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

The quantities indicated in the Bid and Proposal Forms are estimates of annual work and parts. The Town does not guarantee the quantities shown on the bid form nor guarantee a minimum quantity of work in the duration of the contract. The Town in its sole discretion reserves the right to increase or decrease the quantities and determine what work will be required.

The undersigned, as Bidder, hereby declares that the only person or persons interested in the bid as Principal or Principals is/are named herein and that no other person than herein mentioned has any interest in this Bid or in the Contract to be entered into; that this Bid is made without connection with any other person, company or parties making a bid or proposal; and that it is in all respects fair and in good faith without collusion or fraud.

The Bidder shall furnish prices for all Bid items. Failure to do so may render the Bid invalid and cause its rejection. Also, evidence that the Bidder holds appropriate licenses to perform the Work which is the subject of this Bid, and as required by Florida Statutes and Local law, must be submitted along with the Bid. Bidders must also have the insurances and any applicable bonding capacity sufficient to satisfy the requirements of this solicitation, as set forth herein.

All applicable federal, state and local taxes, permit fees, insurance are included in the Bid price. In the event of any discrepancy in the line item amounts, the calculated total shall control.

Both the Bidder and the licensee shall fill in the information on next page, pursuant to chapter 489, Florida Statutes. Licensee is defined as the person who is the licensed Contractor who qualifies the Bidding Company, Corporation or Partnership. If the Bidder is an individual, he must be licensed. (Please print or type, excluding signatures).

[Remainder of page intentionally left blank]

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

NAME: _____

ADDRESS: _____

FEIN: _____

LICENSE NUMBER: _____ STATE OR COUNTY: _____

LICENSE TYPE: _____
(Attach copy of license)

LICENSE LIMITATIONS, IF ANY: _____
(Attach a separate sheet, if necessary)

LICENSEE SIGNATURE: _____

LICENSEE NAME: _____

BIDDER'S SIGNATURE: _____

BIDDER'S NAME: _____

BIDDER'S ADDRESS: _____

BIDDER'S PHONE NUMBER: Office: _____ Cell: _____

BIDDER'S EMAIL ADDRESS: _____

By: _____

Name of Corporation/Entity

Address of Corporation/Entity

Signature of President or Authorized Principal

By: _____

Title: _____ (If the Bidder is a Corporation, affix corporate seal)

DRUG FREE WORKPLACE

Bidders must certify that they will provide a drug-free workplace. In order to have a drug-free workplace program, a business shall:

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction or plea.
- 5) Impose a sanction on (or require the satisfactory participation in a drug abuse assistance or rehabilitation program, if such is available in the employee's community), any employee who is so convicted or takes a plea.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

BIDDER'S SIGNATURE: _____

BIDDER: _____

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3) (a)
FLORIDA STATUTES ON PUBLIC ENTITY CRIMES**

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

1. This sworn statement is submitted to _____
by _____
for _____
whose business address is _____

and (if applicable) its Federal Employer Identification Number (FEIN) is _____

2. 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.
3. I understand that "convicted" or "conviction" as defined in Para. 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, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Para. 287.133(1) (a), Florida Statutes, means:
- (i). A predecessor or successor of a person convicted of a public entity crime; or
 - (ii). 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 ownership 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 person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Para. 287.133(1) (e), Florida Statutes, means any natural person or 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 for the provision of goods or services let by a public

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

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.

6. The statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)

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

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the 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.

However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO, OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

BIDDER: _____

[Signatures on next page]

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

By: _____

(Printed Name)

(Title)

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

Personally known _____

Or Produced Identification _____
(Type of Identification)

Notary Public - State of _____

Notary Signature

My Commission Expires _____

(Printed, typed, or stamped commissioned name of notary public)

BIDDER: _____

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

By: _____

(Printed Name)

(Title)

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

Personally known _____

Or Produced Identification _____
(Type of Identification)

Notary Public - State of _____

(Notary Signature)

My Commission Expires: _____

(Printed, typed, or stamped commissioned name of notary public)

BIDDER: _____

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

By: _____

Title: _____

IN PRESENCE OF: _____
(Individual or Partnership Principal)

(SEAL)

(Business Address)

(City/State/Zip)

(Business Phone)

SURETY: _____

By: _____

(SEAL)

(Business Address)

(City/State/Zip)

(Business Phone)

IMPORTANT

Surety companies executing bonds must appear on the Treasury Department's most current list (circular 570 as amended) and be authorized to transact business in the State of Florida.

Countersigned by Florida Agent: _____

Name: _____

Date: _____

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

GOVERNMENTAL CONTACT INFORMATION

Please list **NAME OF AGENCY, ADDRESS, PHONE NUMBER, AND CONTACT PERSON** of any other Governmental Agencies or Quasi-governmental agencies for which you have conducted business on similar project within the past five years.

NAME OF AGENCY	ADDRESS	PHONE NUMBER	CONTACT PERSON

BIDDER: _____

**ACKNOWLEDGMENT OF CONFORMANCE
WITH O.S.H.A. STANDARDS**

TO THE TOWN OF SOUTHWEST RANCHES:

_____, hereby acknowledges and agrees that as Contractor for the Town of Southwest Ranches within the limits of the Town of Southwest Ranches, Florida, we have the sole responsibility for compliance with all requirements of the Federal Occupational Safety and Health regulations, and agree to indemnify and hold harmless the Town of Southwest Ranches, including its Council Members, officers and employees, from and against any and all legal liability or loss the Town may incur due to _____'s failure to comply with such regulations.

ATTEST

CONTRACTOR

BY: _____

Print Name

Date: _____

BIDDER: _____

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

BIDDER CONFIRMATION OF QUALIFICATIONS

The Contract will be awarded only to a responsible and eligible Bidder, qualified by experience and capable of providing required insurance, and bonds and in a financial position to do the Work specified within the Invitation for Bids, and which can complete the Work within the time schedule specified.

At the time of the Bid, the Bidder shall hold all Contractor and other qualification certificates and licenses required to be held by the Contractor by Florida Statutes or ordinances of the Town of Southwest Ranches and Broward County in order to perform the Work which is the subject of this Invitation for Bids.

All license, certificate and experience requirements must be met by the Bidder (as opposed to the Subcontractor) at the time of Bid submission. Bids submitted by Bidders who do not directly hold required licenses and certificates or who rely on a Subcontractor to meet the license, certificate or experience criteria will be rejected. By executing this Form and submitting its Bid, Bidder represents that it meets the requirements set forth above, and as set forth in the Bid Documents, and acknowledges and understands that such representation is material and that the Town shall be relying on this representation with respect to a Contract award.

Bidder: _____

Bidder's Name: _____

Bidder's Address: _____

Bidder's Phone Number: _____

Bidder's Email: _____

Contractor's License and License number(s) (attach copies of license(s) required for the work described in this IFB):

BIDDER: _____

[Signatures on next page]

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

State of Florida

County of _____

The foregoing instrument was acknowledged before me this ___ day of _____, 20__ by _____ of _____ (Bidder), who is personally known to me or who has produced _____ as identification and who did (did not) take an oath.

WITNESS my hand and official seal.

NOTARY Public Records of _____ County, Florida

Notary Signature

Name of Notary Public: (Print, Stamp, or type as Commissioned)

BIDDER: _____

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

BIDDER EXPERIENCE QUESTIONNAIRE

The Bidder's response to this questionnaire will be utilized as part of the Town's Bid Evaluation and Contractor selection. Bidders must have current licensures applicable to this type of work and must have experience on comparable work.

List comparable contract experience and client references:

Project Name: _____

Contract Amount: _____

Contract Date: _____

Client Name: _____

Address: _____

Contact Person: _____

Contact Person Tel. No.: _____

Project Name: _____

Contract Amount: _____

Contract Date: _____

Client Name: _____

Address: _____

Contact Person: _____

Contact Person Tel. No.: _____

Project Name: _____

Contract Amount: _____

Contract Date: _____

Client Name: _____

Address: _____

Contact Person: _____

Contact Person Tel. No.: _____

BIDDER: _____

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

ACKNOWLEDGEMENT OF ADDENDA

Bidder shall indicate receipt of any addendum by initialing below for each addendum received.

Addendum No.1 _____

Addendum No.2 _____

Addendum No.3 _____

Addendum No.4 _____

[Remainder of page intentionally left blank]

BIDDER: _____

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

LIABILITY CLAIMS

Please list the following information for **all** Liability Claims for the past ten (10) years:

1. Name and Location of project: _____

2. Contact information for Project Owner:

a. Name: _____

b. Address: _____

c. Phone: _____

d. Email: _____

3. Nature of Claim: _____

4. Date of Claim: _____

5. Resolution Date of Claim and how resolved: _____

6. If applicable:

a. Court Case Number: _____

b. County: _____

c. State: _____

Insurance Agent / Carrier Name: _____

Insurance Agent / Carrier Signature: _____

BIDDER: _____

INSERT W – 9

1 page

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

STATEMENT OF NO RESPONSE

Recipients of this solicitation may elect not to respond. The Town is interested in learning the reason(s) for non-response. If you elect **not** to respond with an offer to this solicitation, the Town requests that the reason(s) are indicated below and this form is returned to:

Mara Semper, Procurement and Budget Officer
Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, FL 33330

or

Email: msemper@southwestranches.org

REASONS

1. _____ Do not offer this product/service or equivalent.
2. _____ Schedule would not permit.
3. _____ Insufficient time to respond to solicitation.
4. _____ Unable to meet specifications / scope of work.
5. _____ Specifications "too tight" (i.e. geared to specific brand or manufacturer).
6. _____ Specifications not clear.
7. _____ Unable to meet bond and / or insurance requirements.
8. _____ Solicitation addressed incorrectly, delayed in forwarding of mail.
9. _____ Other (Explanation provided below or by separate attachment).

Explanation: _____

The Town may delete the names of those persons or businesses who fail to respond to three (3) solicitations, who fail to return this Statement, or as requested.

Desire to receive future Town solicitations? Yes No

COMPANY: _____

NAME: _____ TITLE: _____

ADDRESS: _____

TELEPHONE: (_____) _____ DATE: _____

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004



EXHIBIT "A"
AGREEMENT
BETWEEN THE
TOWN OF SOUTHWEST RANCHES
AND

FOR
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR
OF FIRE PROTECTION WATER WELLS

IFB No. 18-004

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

AGREEMENT FOR
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE
PROTECTION WATER WELLS

THIS IS AN AGREEMENT (“Agreement” or “Contract”) made and entered into on this _____ day of _____ 201_ by and between the Town of Southwest Ranches, a Municipal Corporation of the State of Florida, (hereinafter referred to as “Town”) and _____ (hereinafter referred to as “Contractor”).

WHEREAS, the Town desires to _____ (“Project”); and

WHEREAS, the Town advertised an Invitation for Bids, IFB No. _____ on _____, 201_ (“IFB”); and

WHEREAS, __ bids were received by the Town on _____, 201_; and

WHEREAS, the Town has adopted Resolution No. 201_ - ____ at a public meeting of the Town Council approving the recommended award and has selected _____ for award of the Project.

NOW THEREFORE, in consideration of the foregoing premises and the mutual terms and conditions herein, the Town and Contractor hereby agree as follows:

Section 1: Scope of Services

1.1 The above recitals are true and correct and incorporated herein as if set forth in full hereunder.

The Contract Documents consist of this Agreement as modified by executed Work Authorizations (as defined below) and executed Change Orders (as defined below) and the following exhibits which are attached to this Agreement and made a part of it by this reference:

Exhibit “B” – The IFB, including the Scope of Work as set forth in the IFB and Contractor’s Bid including Unit Prices;

Exhibit “C” – Work Authorization Sample Form.

To the extent of any conflict among the Contract Documents, the more stringent criteria shall govern over the less stringent criteria and the terms of the Agreement, as it may be modified by executed Work Authorizations and executed Change Orders, shall govern over the terms of the referenced exhibits.

1.2 Upon execution of this Agreement, the Contractor agrees to perform the duties and responsibilities as defined and described in the Contract Documents (hereinafter referred to as “Work”).

1.3 Contractor’s Work shall be provided to Town based solely upon written requests provided by the Town Administrator or designee in advance of Contractor providing any of the Work (“Work

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

Authorizations”). The form of Work Authorization is attached to and made a part of this Agreement as **Exhibit “C”**. In general, the Work shall include, but not be limited to, installation, testing and repair of fire protection water wells within the Town limits, all as more specifically described in **Exhibit “B”**. Work performed by the Contractor without an executed Work Authorization shall be performed at Contractor’s sole cost and expense and Contractor shall not be entitled to receive any compensation from the Town for such Work. In the event that any of the work to be performed is at a volume less than the volume as defined by the Item description in the IFB, Contractor will cooperate with the Town by further breaking down the Unit Price for the particular Item.

- 1.4 All Work rendered pursuant to this Agreement by Contractor shall be performed in accordance with the applicable standard of care for persons or entities performing similar work for local governments in Broward County, Florida. Contractor shall perform the Work in accordance with the requirements of this Agreement and all applicable codes, ordinances, rules, laws and regulations governing the Work.

Section 2: Term of this Agreement and Agreement Time

- 2.1 The term of this Agreement shall be an initial five (5) years from the date of the last signatory of this agreement. This agreement may be extended for up to one (1) five (5) year extensions, and at the sole discretion of the Town.
- 2.2 Town and Contractor agree that Contractor shall perform Work under this Agreement within the time set forth in the Work Authorization for such Work. Time is of the essence in the performance of the Work.
- 2.3 Town shall have the ability to terminate this Agreement as provided in “Section 18: Termination.”
- 2.4 Contractor shall not be entitled to any claim for damages against Town on account of hindrance or delays from any cause whatsoever. If, however, Contractor is delayed in the prosecution of the Work occasioned by an act of God, or by act or omission on the part of the Town, or due to changes ordered in the Work by Town which expand the scope and costs of the Work, such act, hindrance, or delay shall only entitle Contractor to receive an extension of time as its sole and exclusive remedy for such hindrance or delays and Contractor waives any and all other claims against Town.

Section 3: Compensation & Method of Payment

- 3.1 Contractor shall render all Work to the Town under the Agreement pursuant to executed Work Authorizations and each Work Authorization Price shall be determined by utilizing the unit prices at the quoted prices stipulated in the portion of **Exhibit “B”** consisting of the Contractor’s Bid and Town shall pay Contractor for completion of the Work in accordance with the Contract Documents at said price stipulated in the Work Authorization.
- 3.2 Town shall not be liable for any cost increases or escalation associated with labor, services, materials, equipment or any other costs that may arise during the performance of the Work. In the event the cost of the Work exceeds the amounts defined in Section 3.1 herein of the Contract Price, Contractor shall pay such excess from its own funds and Town shall not be required to pay any part of such excess. The only exception shall be any adjustments to the Contract Price pursuant to any written Change Order duly executed by Town and Contractor in accordance with the terms and

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

conditions of this Agreement, and with the same formality and of equal dignity associated with the original execution of this Agreement.

- 3.3 Town and Contractor agree that payment under this Agreement will be subject to (a) the delivery of an appropriate invoice or payment application by Contractor to Town with such invoices being delivered by Contractor no more often than once every 30 days, and (b) verification by Town and its designated professional that the Work being invoiced has been performed in accordance with this Agreement. Upon verification by Town and the design professional that the invoiced Work has been performed in accordance with this Agreement, Town shall have thirty (30) days thereafter to pay said invoice.
- 3.4 Each invoice or payment application must be accompanied by all supporting documentation and other information reasonably requested by Town, including, but not limited to a Final Release of Lien as appropriate in the forms set forth in Chapter 713.20, Florida Statutes. Reference herein to Chapter 713, Florida Statutes is for convenience, and shall not be construed as a waiver of sovereign immunity or authority for imposition of liens against public property.
- 3.5 A final payment invoice or application must be accompanied by written notice from Contractor that the entire Work for a particular well is completed. The Town's engineer/architect of record will make a final inspection and notify Contractor in writing with a punch list of all particulars in which this inspection reveals that the Work is incomplete or defective. Contractor shall immediately take such measures as are necessary to complete the punch list and remedy deficiencies. Contractor's obligation to perform and complete the Work in strict accordance with the Contract Documents shall be absolute. The Town may refuse payment if (a) the Work is defective or completed Work has been damaged requiring correction or replacement, (b) the Town has been required to correct defective Work or complete Work in accordance with the Contract Documents, or (c) because claims have been made against the Town on account of Contractor's performance or furnishing of the Work or liens or claims have been filed or asserted in connection with the Work or there are other items entitling the Town to a set-off against the amount due. No payment will be made for Work performed by the Contractor to replace defective work; for work which is not shown or ordered in the Contract Documents; or additional work performed by Contractor without prior written approval of Town.

Section 4: Assignment

No assignment of this Agreement or of the Work hereunder by Contractor shall be valid without the express written consent of Town, which may be given or withheld, in Town's sole discretion. All Work to be performed pursuant to this Agreement shall be performed by the Contractor, and no Work shall be subcontracted to other parties or firms without the prior written consent and approval of the Town Administrator.

Section 5: Contractor's Responsibility for Safety

- 5.1 Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the Work provided pursuant to this Agreement in order to prevent, inter alia, damage, injury or loss to (a) all employees performing the Work and all other persons who may be affected thereby, (b) all the Work and all materials and equipment to be incorporated therein and (c) other property at the site or adjacent thereto. Contractor shall timely provide all notices and comply with all applicable laws, ordinances, rules, regulations and orders of any public

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

authority or other authority with jurisdiction bearing on the safety of persons and property in order to provide protection from damage injury or loss.

Section 6: Insurance

- 6.1 Throughout the term of this Agreement and for all applicable statutes of limitation periods, Contractor shall maintain in full force and affect all of the insurance coverages as set forth in this Section.
- 6.2 All Insurance Policies shall be issued by companies that (a) are authorized to transact business in the State of Florida, (b) have agents upon whom service of process may be made in Broward County, Florida, and (c) have a rating of “A-” or better in accordance with A.M. Best’s Key Rating Guide.
- 6.3 All Insurance Policies shall name and endorse the following as an additional named insured:
Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, FL 33330-2628
- 6.4 All Insurance Policies shall be endorsed to provide that (a) Contractor's Insurance is primary to any other Insurance available to Town or any other additional insured with respect to claims covered under the policy and (b) Contractor’s insurance applies separately to each insured against who claims are made or suit is brought, and (c) that the inclusion of more than one insured shall not operate to increase the Insurer’s limit of liability. Self-insurance by Contractor shall not be acceptable as providing any of the required insurance coverages required in this Agreement.
- 6.5 If the Contractor fails to submit the required insurance certificate in the manner prescribed with the executed Agreement submitted to the Town at the time of execution of this Agreement, Contractor shall be deemed in default, and the Agreement shall be cancelled or rescinded without liability by the Town to the Contractor.
- 6.6 Contractor shall carry the following minimum types of Insurance:
- A. **WORKER'S COMPENSATION:** Worker's Compensation Insurance is to apply to all employees in compliance with the “Workers’ Compensation Law” of the State of Florida and all applicable federal laws. Contractor shall carry Worker’s Compensation Insurance with the statutory limits, which shall include employer’s liability insurance with a limit of not less than **Five Hundred Thousand Dollars (\$500,000)** for each accident, and **Five Hundred Thousand Dollars (\$500,000)** for each disease. Policy(ies) must be endorsed with waiver of subrogation against Town.
 - B. **BUSINESS AUTOMOBILE LIABILITY INSURANCE:** Contractor shall carry business automobile liability insurance with minimum limits of **One Million Dollars (\$1,000,000)** per occurrence, combined single limits bodily injury liability and property damage. The policy must be no more restrictive than the latest edition of the business automobile liability policy without restrictive endorsements, as filed by the Insurance Services Office, and must include all owned vehicles and all hired or non-owned vehicles.
 - C. **COMMERCIAL GENERAL LIABILITY:** Contractor shall carry Commercial General Liability Insurance with limits of not less than **One Million Dollars (\$1,000,000)** per

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

occurrence combined single limit for bodily injury and property damage, and not less than **Two Million Dollars (\$2,000,000)** in the aggregate. The insurance policy must include coverage that is no more restrictive than the latest edition of the commercial general liability policy, without restrictive endorsements as filed by the Insurance Service Office (ISO), and the policy must include coverages for premises and/or operations, independent contractors, products and/or completed operations for contracts, contractual liability, broad form contractual coverage, broad form property damage, products, completed operations, personal injury and explosion, collapse and underground (X-C-U). Personal injury coverage shall include coverage that has the employee and contractual exclusions removed. The ISO form of the policy must be acceptable to the Town.

D. **ENVIRONMENTAL POLLUTION INSURANCE:**

The Contractor shall carry an Environmental Pollution Insurance for pollution-related incidents, including the cost of cleaning up a site after a pollution incident, with limits not less than \$500,000.00 Dollars per occurrence with deductible not greater than \$100,000.00. An additional Form or endorsement to the Commercial General Liability Insurance to include an Environmental Pollution Insurance coverage providing the specified coverage, is acceptable.

6.7 Contractor shall provide Town with a copy of the Certificates of Insurance or endorsements evidencing the types of Insurance and coverages required by this Section prior to beginning the performance of any Work under this Agreement and, at any time thereafter, upon request by Town.

6.8 Contractor's Insurance Policies shall be endorsed to provide Town with at least thirty (30) calendar days prior written notice of cancellation, non-renewal, restrictions, or reduction in coverages or limits. Notice shall be sent to:

Town of Southwest Ranches
13400 Griffin Road
Southwest Ranches, Florida 33330

And

Keith M. Poliakoff, Esq.
Saul Ewing Arnstein & Lehr
200 East Las Olas Boulevard
Suite 1000
Fort Lauderdale, Florida 33301

6.9 Contractor's Commercial General Liability Insurance policy shall be on an "occurrence" basis only and shall not be a "claims-made" policy.

6.10 If any of Contractor's Insurance policies include a general aggregate limit and provides that claims investigation or legal defense costs are included in the general aggregate limit, the general aggregate limit that is required shall be at least five (5) times the occurrence limits specified above in this article.

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

- 6.11 The Contractor shall not commence operations, and/or labor to complete any of the Work pursuant to this Agreement until certification or proof of insurance issued directly by the insurance company underwriting department or insurance agent, detailing terms and provisions of coverage, has been received and approved by the Town.
- 6.12 If any of Contractor's initial insurance expires prior to the completion of the Work, renewal copies of Policies shall be furnished to Town at least thirty (30) days prior to the date of their expiration, and Town shall be an additional named insured by endorsement on all of Contractor's renewal policies.
- 6.13 **UPON EXECUTION OF THIS AGREEMENT, CONTRACTOR SHALL SUBMIT TO TOWN COPIES OF ITS CERTIFICATE(S) OF INSURANCE EVIDENCING THE REQUIRED COVERAGES REQUIRED HEREIN AND SPECIFICALLY PROVIDING THE ENDORSEMENT TO THE POLICIES THAT SHOWS THE TOWN OF SOUTHWEST RANCHES IS AN ADDITIONAL NAMED INSURED WITH RESPECT TO THE REQUIRED COVERAGES AND CONTRACTOR'S WORK UNDER THE AGREEMENT.**
- 6.14 The official title of the owner is Town of Southwest Ranches. This official title shall be used in all insurance policies and documentation.
- 6.15 All required insurance policies shall preclude any insurer's or underwriter's rights of recovery or subrogation against Town with the express intention of the parties being that the required insurance coverage protects both parties as the primary coverage for any and all losses covered by the above described insurance.
- 6.16 Contractor shall ensure that any company issuing insurance to satisfy the requirements contained in this Agreement agrees that they shall have no recourse against Town for payment or assessments in any form on any policy of insurance.
- 6.17 The clauses "Other Insurance Provisions" and "Insured Duties in the Event of an Occurrence, Claim or Suit" as it appears in any policy of insurance in which Town is named as an additional named insured shall not apply to Town in any respect. Town shall use its best efforts to provide written notice of occurrence within thirty (30) working days after Town's actual notice of such event.
- 6.18 Notwithstanding any other provisions of this Agreement, Contractor's obligation to maintain all required insurance as specified in this Section of the Agreement shall survive the expiration or earlier termination of this Agreement.
- 6.19 [Not used]

Section 7: Copyrights and Patent Rights

Contractor warrants that there has been no violation of copyrights, trademarks, or patent rights in manufacturing, producing, and/or selling the item(s) ordered or shipped as a result of this Agreement; and Contractor agrees to indemnify and hold harmless Town, its employees, agents, or servants, its employees, agents, or servants against any and all liability, loss, or expense resulting from any such violation(s).

Section 8: Laws and Regulations

Contractor agrees to abide by all applicable Federal, State, County, and local laws, rules, regulations, ordinances and codes in performing all Work under this Agreement.

Section 9: Taxes and Costs

All federal, state and local taxes relating to the Contractor's Work under this Agreement and, similarly, all costs for licenses, permits, or certifications to perform the Work under this Agreement shall be paid by the Contractor.

Section 10: Indemnification

To the fullest extent permitted by Florida law, including Florida Statutes, Section 725.06, the Contractor shall indemnify, defend and hold harmless the Town, its officers and employees, from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees (at both the trial and appellate levels), to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Contractor and persons employed or utilized by the Contractor in the performance of the Contract or anyone else for whose actions Contractor may be responsible, regardless of the partial fault of any party indemnified hereunder. Notwithstanding any other provisions of this Agreement, the Contractor's duty to indemnify, defend and hold the Town harmless shall survive the termination or earlier expiration of this Agreement.

Section 11: Non-discrimination

Contractor shall not discriminate against any client, employee or applicant for employment because of race, gender, age, color, religion, sex, national origin, physical or mental disability, or marital status. Contractor shall take affirmative action to ensure that applicants, subcontractors, Independent contractors, and employees are treated without discrimination in regard to their race, gender, age, color, religion, sex, national origin, physical or mental disability, or marital status. Contractor shall comply with all applicable sections of the Americans with Disabilities Act. Contractor agrees that compliance with this Article constitutes a material condition to this Agreement, and that it is binding upon the Contractor, its successors, transferees, and assignees for the period during which any Work is provided. Contractor further assures that all subcontractors and independent contractors are not in violation of the terms of this Section of the Agreement.

Section 12: Sovereign Immunity

Nothing in this Agreement is intended nor shall it be construed or interpreted to waive or modify the Town's Sovereign Immunity defense or any other of the Town's immunities and limitations on liability as provided for in Florida Statutes, as now worded or as may hereafter be amended and all Florida case law interpreting same.

Section 13: Prevailing Party Attorneys' Fees

In the event either party to this Agreement incurs legal fees, legal expenses or costs to enforce the terms of this Agreement on trial or on appeal at all levels, the prevailing party shall be entitled to recover the reasonable costs of such action so incurred, including, without limitation, reasonable attorney's fees and costs and expert witness fees and costs incurred.

Section 14: No Third Party Beneficiaries

This Agreement is solely for the benefit of the parties hereto, and is not entered into for the benefit of any other person or entity. Nothing in this Agreement shall be deemed or construed to create or confer any benefit, right or cause of action for any third party or entity.

Section 15: Funding

The obligation of Town for payment to Contractor for the Work is limited to the availability of funds appropriated in a current fiscal period, and continuation of any contractual relationship into a subsequent fiscal period is subject to appropriation of funds, unless otherwise authorized by law.

Section 16: Manner of Performance

Contractor agrees to perform its Work in a professional manner and in accordance with all applicable Local, State, County, and Federal laws, rules, ordinances, regulations and codes. Contractor agrees that the Work provided shall be provided by employees that are educated, trained, experienced, certified, and licensed in all areas encompassed within their designated duties. Contractor agrees to furnish to Town any and all documentation, certification, authorization, license, permit, or registration currently required by applicable laws, rules, and regulations. Contractor further certifies that it and its employees will keep all licenses, permits, registrations, authorizations, or certifications required by applicable laws or regulations in full force and effect during the term of this Agreement. Failure of Contractor to comply with this paragraph shall constitute a material breach of this Agreement.

Section 17: Public Records

The Town is subject to Chapter 119, Florida Statutes, "Public Records Law." No claim of confidentiality or proprietary information in all or any portion of a response will be honored unless a specific exemption from the Public Law exists and is cited in the response. An incorrectly claimed exemption does not disqualify the firm, only the exemption claimed. Contractor acknowledges the public shall have access at all reasonable times, to all documents and information pertaining to Town's contracts, subject to the provisions of Chapter 119, Florida Statutes, and agrees to allow access by the Town and the public to all documents subject to disclosures under applicable law.

To the extent that Contractor has been provided access to or has received security sensitive information, as defined by Florida Statutes, Section 119.071 and/or has executed a Confidential Information Acknowledgement and Agreement as part of the IFB process, Contractor shall keep and maintain the security sensitive information as confidential and exempt from public disclosures as required by Florida Statutes.

Contractor agrees to keep and maintain public records required by the Town to perform the service in Contractor's possession or control in connection with Contractor's performance under this IFB and any Contract awarded, and upon the request from the Town's custodian of public records, to provide the Town with a copy of the requested records or allow the records to be inspected or copied within a reasonable amount of time at a cost that does not exceed the cost provided in Chapter 119 or as otherwise provided by law. Contractor shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the Contract if the Contractor does not transfer the records to the Town.

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

Upon completion of the Contract, Contractor agrees, at no cost to Town, to transfer to the Town all public records in possession of the Contractor or keep and maintain public records required by the Town to perform the service. If the Contractor transfers all public records to the Town upon completion of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Town, upon request from the Town's custodian of public records, in a format that is compatible with the information technology system of the Town.

Contractor's failure or refusal to comply with the provisions of this section shall result in the immediate termination for cause of the Contract by Town.

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 PHONE: (954) 434-0008; EMAIL: RMUNIZ@SOUTHWESTRANCHES.ORG; RUSSELL MUNIZ, ASSISTANT TOWN ADMINISTRATOR/TOWN CLERK, TOWN OF SOUTHWEST RANCHES, 13400 GRIFFIN ROAD, SOUTHWEST RANCHES, FLORIDA, 33330.

Section 18: Termination

The Agreement may be terminated upon the following events:

- A. **Termination by Mutual Agreement.** In the event the parties mutually agree in writing, this Agreement may be terminated on the terms and dates stipulated therein.
- B. **Termination for Convenience.** This Agreement may be terminated for Convenience by Town upon Town providing Contractor with **thirty (30) calendar day's** written notice of Town's intent to terminate this Agreement for Convenience. In the event that this Agreement is terminated by Town for Convenience, Contractor shall be paid ONLY for Work performed and approved by the Town as of the date of this Agreement is terminated, plus any direct and reasonable expense sustained up to the date of receipt of the written notice. In no event shall Town be liable for consequential damages, including but not limited to, lost profits on Work not yet performed, and no other compensation or damages other than as set forth in this Section shall be paid to or recovered by Contractor in any legal proceeding against Town. Upon being notified of Town's election to terminate, Contractor shall immediately cease performing any further Work or incurring additional expenses. Contractor acknowledges and agrees that Ten Dollars (\$10.00) of the compensation to be paid by Town, the adequacy of which is hereby acknowledged by Contractor, is given as specific consideration to Contractor for Town's right to terminate this Agreement for Convenience.
- C. **Termination for Cause.** In the event of a material breach by Contractor, Town shall provide Contractor written notice of its material breach. Contractor shall thereafter have fourteen (14) days from the date of its receipt of such notification to cure such material breach. If Contractor does not cure the material breach within that time period, Town may terminate this Agreement immediately.

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

Material breaches shall include, but are not limited to, Contractor's violations of governing standards, failure to carry out the work in strict accordance with the Contract Documents, failure to supply sufficient work forces, violations of state or federal laws, violation of Town's policies and procedures, or violation of any of the terms and conditions of this Agreement. In the event that Town elects to terminate Contractor for cause as provided for in this Section, and Town's termination for cause is later determined by a court of competent jurisdiction to be improper, or in any other way wrongful or in breach of this Agreement, the termination will be automatically deemed converted to one for Convenience, and Contractor shall solely be paid and Contractor's damages are solely limited to the compensation Contractor would be entitled to pursuant to subparagraph (B) of this Section.

- D. Termination for Lack of Funds.** In the event the funds to finance the Work under this Agreement become unavailable or other funding source applicable, Town may provide Contractor with thirty (30) days written notice of termination. Nothing in this Agreement shall be deemed or construed to prevent the parties from negotiating a new Agreement in this scenario. In the event that Town elects to terminate Contractor for lack of funds as provided for in this Section, and Town's termination for lack of funds is later determined by a court of competent jurisdiction to be improper, or in any other way wrongful or in breach of this Agreement, the termination will be automatically deemed converted to one for Convenience, and Contractor shall solely be paid and Contractor's damages are solely limited to the compensation Contractor would be entitled to pursuant to subparagraph (B) of this Section.
- E. Immediate Termination by Town.** In addition to any other grounds stated herein, Town, in its sole discretion, may terminate this Agreement immediately upon the occurrence of any of the following events:
1. Contractor's violation of the Public Records Act;
 2. Contractor's insolvency, bankruptcy or receivership;
 3. Contractor's violation or non-compliance with Section 11 of this Agreement;
 4. Contractor's failure to maintain any Insurance required by Section 6 of this Agreement; or
 5. Contractor's violation of Section 19 of this Agreement.

Section 19: Public Entity Crimes Information Statement

Pursuant to Florida Statutes, Section 287.133: "A person or affiliate who has been placed on the convicted vendor list following a conviction for 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 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." Violation of this section by Contractor shall result in Town's immediate termination of this Agreement.

Section 20: Use of Awarded Bid by Other Governmental Units

Contractor agrees that this Agreement may be utilized by other governmental entities or units to provide the specified services. Town does not become obligated in any way, to pay for or become, in any way, responsible or liable for Contractor's provision of Work or services to any other governmental unit.

Section 21: Change Orders and Modification of Agreement

Town and Contractor may request changes that would increase, decrease or otherwise modify the Scope of Work to be provided under this Agreement. Such changes only become part of this Agreement and increase, decrease or otherwise modify the Work or the Contract Price under this Agreement if evidenced by a written Change Order executed by Town and Contractor, with the same formality and of equal dignity associated with the original execution of the Agreement.

Section 22: No Waiver of Rights

Neither the Town's review, approval or payment for any of the Work required under this Agreement shall be construed to operate as a waiver of any of Town's rights under this Agreement or of any causes of action arising out Contractor's performance of the Work under this Agreement, and Contractor shall be and remain liable to the Town for all damages to the Town caused by the Contractor's negligent or improper performance of any of the Work furnished under this Agreement, irrespective of the Town's review, approval or payment for any of the Work under this Agreement. The rights and remedies of the Town provided for under this Agreement are in addition to all other rights and remedies provided to Town by law.

Section 23: Jurisdiction and Venue

The exclusive venue for any litigation arising from or relating to the Agreement shall be in a court of competent jurisdiction in the 17th Judicial Circuit in and for Broward County, Florida. This Agreement shall be governed by the substantive laws of the State of Florida.

Section 24: WAIVER OF RIGHT TO JURY TRIAL

BY ENTERING INTO THIS AGREEMENT, CONTRACTOR AND TOWN HEREBY EXPRESSLY WAIVE ANY RIGHTS EITHER PARTY MAY HAVE TO A TRIAL BY JURY IN ANY CIVIL LITIGATION RELATED TO, OR ARISING OUT OF THIS AGREEMENT.

Section 25: Gender

Wherever the context shall so require, all words herein in the masculine gender shall be deemed to include the feminine, and all words herein in the feminine gender shall be deemed to include the masculine. All singular words shall include the plural, and all plural words shall include the singular.

Section 26: Time is of the Essence

Time is of the essence for all of Contractor's obligations under this Agreement.

Section 27: Days

The terms "days" as referenced in this Agreement shall mean consecutive calendar days.

Section 28: Written Mutual Agreement

This Agreement is binding upon the parties hereto, their successors and assigns, and replaces and supersedes any and all prior agreements or understanding between the parties hereto whether written or oral which are merged herein.

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

Section 29: No Amendment or Waiver

This Agreement may not be changed, altered or modified except by an instrument in writing signed by all parties hereto, with the same formality and of equal dignity as the execution of this Agreement prior to the initiation of any Work reflecting such change.

Section 30: Severability

In the event any term or provision of this Agreement shall be determined by appropriate judicial authority to be illegal or otherwise invalid, such provision shall be given its nearest legal meaning so as to remain in full force and effect, or be deemed severed from the Agreement so as not to affect the validity or enforceability of the remaining provisions of the Agreement. In case any one or more of the provisions of this Agreement shall be determined by appropriate judicial authority to be invalid, illegal or unenforceable, in any respect, the validity of the remaining provisions of this Agreement shall be in no way affected, prejudiced, or disturbed thereby.

Section 31: Resolution of Disputes; Florida Statutes, Chapter 558 Not Applicable

To prevent litigation, it is agreed by the parties hereto that Town Administrator shall solely decide all questions, claims, difficulties and disputes of, whatever nature, which may arise relative to this Agreement, including but not limited to, Contractor's fulfillment of its obligations under this Agreement as to the character, quality, amount and value of any Work done and materials furnished, or proposed, to be done or furnished, under or by reason of, the Agreement. Further, to the extent required or permitted by the agreement between the Town and its design professional for this Project, the design professional shall have access to the Work, the right to conduct testing or inspections, to reject non-conforming work, and to review pay applications. The Town Administrator's decision shall be reduced to writing, and a copy furnished to the Contractor within a reasonable time following submission to the Town of the question, claim, difficulty or dispute as referenced above. The Town Administrator's decision shall be final and conclusive. Additionally, the parties understand and agree that Florida Statutes, Chapter 558 does not apply to this Agreement or the Work, and that the parties hereby "opt out" of the procedures set forth at Chapter 558.

Section 32: Notice

Whenever either party desires to give notice unto the other, such notice must be in writing by certified or registered mail, postage prepaid, return receipt requested, hand delivery, or facsimile transmission prior to 5:00 p.m. on the date of transmission (e.d.t. or e.s.t. as applicable), or via overnight express courier service. For the present, the parties designate the following individuals as the respective parties and places for giving of notice:

If to Town:

Town of Southwest Ranches
Town Administrator
13400 Griffin Road
Southwest Ranches, Florida 33330

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

With a copy to:

Keith M. Poliakoff, Esq.
Saul Ewing Arnstein & Lehr
200 East Las Olas Boulevard
Suite 1000
Fort Lauderdale, Florida 33301

If to Contractor:

Section 33: Miscellaneous

A. Ownership of Documents. Unless otherwise provided by law, any and all reports, surveys, and other data and documents provided or created in connection with this Agreement by Contractor and all persons or entities employed or otherwise retained by Contractor are and shall remain the property of Town. In the event of termination of this Agreement for any reason, any reports, photographs, surveys and other data and documents prepared by Contractor, whether finished or unfinished, shall become the property of Town and shall be delivered by Contractor to the Town Administrator within seven (7) days of termination of this Agreement for any reason. Any compensation due to Contractor shall be withheld until all documents are received by Town as provided herein.

B. Audit and Inspection Rights and Retention of Records. Town shall have the right to audit the books, records and accounts of Contractor that are related to this Agreement. Contractor shall keep such books, records, and accounts as may be necessary in order to record complete and correct entries related to this Agreement.

Contractor shall preserve and make available, at reasonable times for examination and audit by Town, all financial records, supporting documents, statistical records, and any other documents pertinent to this Agreement for the required retention period of the Florida Public Records Act (Chapter 119, Florida Statutes), if applicable, or, if the Florida Public Records Act is not applicable, for a minimum period of three (3) years after expiration or earlier termination of this Agreement, unless Contractor is notified in writing by Town of the need to extend the retention period. Such retention of such records and documents shall be at Contractor's sole expense. If any audit has been initiated and audit findings have not been resolved at the end of the retention period or three (3) years, whichever is longer, the books, records, and accounts shall be retained until resolution of the audit findings. If the Florida Public Records Act is determined by Town to be applicable to Contractor's records, Contractor shall comply with all requirements thereof.

However, no confidentiality or non-disclosure requirement of either federal or state law shall be violated by Contractor. Any incomplete or incorrect entry in such books, records, and accounts

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

shall be a basis for Town's disallowance and recovery of any payment upon such entry. In addition, Contractor shall respond to the reasonable inquiries of successor Contractors and allow successor Contractors to receive working papers relating to matters of continuing significance. In addition, Contractor shall provide a complete copy of all working papers to the Town, prior to final payment by the Town under this Agreement.

- C. Independent Contractor.** Contractor is an independent contractor of Town under this Agreement. Services provided by Contractor pursuant to this Agreement shall be subject to the supervision of Contractor. In providing such services, neither Contractor nor its agents shall act as officers, employees or agents of the Town. Personnel policies, tax responsibilities, social security and health insurance, employee benefits, purchasing policies and other similar administrative procedures applicable to the Work and services rendered under this Agreement shall be exclusively and solely those of Contractor. This Agreement shall not constitute or make Town and Contractor a partnership or joint venture.
- D. Conflicts.** Neither Contractor nor its employees shall have or hold any continuing or frequently recurring employment or contractual relationship that is substantially antagonistic or incompatible with Contractor's loyal and conscientious exercise of judgment related to its performance under this Agreement. Contractor agrees that none of its officers or employees shall, during the term of this Agreement, serve as an expert witness against Town in any legal or administrative proceeding in which he or she is not a party, unless compelled by court process. Further, Contractor agrees that such persons shall not give sworn testimony or issue a report or writing, as an expression of his or her expert opinion, which is adverse or prejudicial to the interests of Town in connection with any such pending or threatened legal or administrative proceeding. The limitations of this section shall not preclude Contractor or any other persons from representing themselves in any action or in any administrative or legal proceeding.

In the event Contractor is permitted to utilize subcontractors to perform any services required by this Agreement, Contractor agrees to prohibit such subcontractors, by written contract, from having any conflicts within the meaning of this Section.

- E. Contingency Fee.** 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 a breach or violation of this provision, Town shall have the right to terminate this Agreement without liability and, at its discretion, to deduct from the Agreement price or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.
- F. Materiality and Waiver of Breach.** Town and Contractor agree that each requirement, duty, and obligation set forth herein is substantial and important to the formation of this Agreement and, therefore, is a material term hereof. Town's failure to enforce any provision of this Agreement shall not be deemed a waiver of such provision or modification of this Agreement. A waiver of any breach of a provision of this Agreement shall not be deemed a waiver of any subsequent breach and shall not be construed to be a modification of the terms of this Agreement.

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

- G. Joint Preparation.** Town and Contractor both acknowledge that they have sought and received whatever competent advice and legal counsel as was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been their joint effort. The language agreed to herein express their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.
- H. Drug-Free Workplace.** Contractor shall maintain a drug-free workplace.
- I. Headings.** Headings are for convenience of reference only and shall not be considered in any interpretation of this Agreement.
- J. 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.
- K. Truth-in-Negotiation Certificate.** Signature of this Agreement by Contractor shall act as the execution of a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation of this Agreement are accurate, complete, and current at the time of contracting.

[Signatures on next page]

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

IN WITNESS WHEREOF, the parties have made and executed this Agreement on the respective dates under each signature: _____, and the TOWN OF SOUTHWEST RANCHES, signing by and through its Mayor duly authorized to execute same by Council action on the ___ day of _____ 2018.

WITNESSES:

CONTRACTOR:

By: _____
_____, _____(title)
___ day of _____ 201_

TOWN OF SOUTHWEST RANCHES

By: _____
Doug McKay, Mayor
___ day of _____ 201_

By: _____
Andrew D. Berns, Town Administrator
___ day of _____ 201_

ATTEST:

Russell Muñiz, Assistant Town Administrator/Town Clerk

APPROVED AS TO FORM AND CORRECTNESS:

Keith M. Poliakoff, Town Attorney

EXHIBIT “B”

DESCRIPTION OF ITEMS IN THE BID AND PROPOSAL FORM

SUMMARY OF SERVICES

The work includes, but not be limited to the furnishing of all labor, materials, tools, equipment, machinery, expertise, services, all else necessary for proper installation and maintenance repair of fire protection water wells which for the purposes of this bid, shall include site evaluation, utilities coordination, drilling, flow testing, mechanical repairs, well restoration, well abandonment, and site restoration; including providing parts necessary for the proper function of the fire well.

PROJECT LIMITS

The project limits of services under this contract will include all of the public roads rights-of-way and easements within the Town boundaries, including areas of responsibility and obligations of the Town of Southwest Ranches. This includes all parks and other facilities of the Town.

CONTRACTOR QUALIFICATIONS

The Bidder shall submit along with his bid evidence that the Bidder holds appropriate licenses and certifications to perform the work specified under this Bid, and as required by Florida Statutes and Local law. Bidders must also have insurance and bonding capacity sufficient to satisfy the requirements of this solicitation, and as set forth herein.

The Bidder shall possess an active Well Driller License issued by the South Florida Water Management District (SFWMD).

SATELLITE MATERIALS STORAGE AND STAGING FACILITY

The Contractor shall be responsible to provide a satellite materials storage and staging facility; and for the security of stored materials and equipment.

EQUIPMENT

All equipment shall be maintained in an efficient and safe operating condition while performing work under the contract. Equipment shall have all proper safety devices required by law, properly maintained and in use at all times. If equipment does not contain proper safety devices and/or is being operated in an unsafe manner, the Town may direct the contractor to remove such equipment and/or the operator until the deficiency is corrected to the satisfaction of the Town of Southwest Ranches. The contractor shall be solely responsible and liable for injury to persons, and/or property damage caused by operation of the equipment. The Town of Southwest Ranches reserves the right to inspect and evaluate all of the contractors' equipment prior to award of Bid, but is not required to do so.

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

SPECIAL REQUIREMENTS

1. The President/Chief Operating Officer of the contracting firm must be available to participate in meetings with the Town with 48 hours of notification.
2. The Contractor shall comply with all OSHA safety requirements while working in the Town's road rights-of-way. All personnel working in the Town's rights-of-way will be required to wear Level 2 International Safety Equipment Association (ISEA) approved vests.
3. For purposes of good communications, the Contractor shall assign an onsite job supervisor/superintendent who can read, write, and speak English, and able to distinguish colors.
4. The Contractor shall assign an employee as a contact person on call on non-standard hours (7:00 P.M. to 7:00 A.M.), for emergency purposes.
5. Fuel, oils, solvents, or similar materials shall not be disposed of in any catch basins or on the ground. The Contractor must adhere to local, State, and Federal requirements. Contractor is responsible for its non-compliance penalties, and any site cleanup.
6. All debris removed from any project site must be properly and legally disposed of according to the Town's Code of Ordinances, Broward County Code of Ordinances and other Local, State and Federal regulations.

GENERAL SPECIFICATIONS:

The item descriptions below are provided for the limited purposes set forth in this Invitation for Bid (IFB) and may not include all items and materials needed to complete the work. The Contractor shall furnish all labor, materials, equipment, and all else necessary to complete the project in accordance with the requirements of the Town of Southwest Ranches; Broward County Health Department; South Florida Water Management District; and the Town of Davie Fire Marshal.

Specifications indicated under each item below are additional requirements and or clarification.

Item No. 1 Install Fire Well System, Design Type "A"

This item consists of installation of a fire well system providing a 1,000 GPM minimum flow. This fire well system shall be constructed in accordance with the detail sketch and meets the flow requirements for Fire Well Design Type "A". The depth of the well shall be no less than a 100 feet measured from the pipe drive shoe to existing grade. The work under this item includes a well site evaluation for construction and maintenance suitability; drilling; flow testing, piping and fittings assembly, construction of concrete collar and bollards, and site restoration. The work includes mobilization, demobilization, proper disposal of

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

debris, placement of grass sod and site restoration. The contractor shall include a warranty of no less than six months for the fire well system from date of Town's acceptance.

Item No. 2 Fire Well Abandonment

This item shall consist of the proper abandonment of an existing fire well, including removing pipe casing, and bore hole grouting or sealing, in accordance with regulatory standards. This contractor shall obtain necessary permits and pay required fees. The items includes but not limited to furnishing all labor, materials, tools, expertise, services, equipment, machinery, and all else necessary to complete the work in accordance with the permits.

Item No. 3 Mechanical Repair, Labor Only: Hourly Rate

This Item consists of providing labor, expertise, and equipment to repair a fire well. This work includes replacement of any damaged or missing part or fittings of the fire well system, except pipe casing. There will be no separate pay item for travel to and from the project site. Parts used will be paid under separate pay item.

Item No. 4 Fire Well Repainting

This Item consists of providing labor, expertise, and equipment to refurbish an existing fire well. This work includes sand blasting, cleaning and painting of the fire well. The fire well shall be painted to match county standard hydrant color: CHROME YELLOW WITH REFLECTIVE ADDITIVE, in accordance with the specifications or as directed by the Fire Marshal. There will be no separate pay item for travel to and from the project site. Parts used will be paid under separate pay item.

Item 5 through Item 10: Provide Part Only

This item is for the contractor to provide the required part necessary for the proper function of the fire well system. The part or fitting shall meet the requirement as shown on the Fire Well Sketch; and shall have a warranty from defect for six months from acceptance. The cost of labor will be paid under Bid Item No. 3. The cost of each item shall be free on board (F.O.B.) to the well site.

Item 5 - Provide Part Only: Reducer Elbow, Steel; FxF: 6"x5";

Item 6 Provide Part Only: Adapter, MxF: 5"x4 1/2";

Item 7 Provide Part Only: Nipple with Hose Thread; MxM: 4 1/2"x4 1/2";

Item 8 Provide Part Only: Steamer Nozzle Cap, Steel; 4 1/2"; with 1 1/2" five sided Nut for standard hydrant wrench; 1/4" welded galvanized steel chain and connectors.

Item 9 Provide Part Only: Steel Coupling, 6"

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

Item 10 Provide Part Only: Hydrant Wrench

Item 11 Construct Bollards for Fire Well Protection Only

Installation of fire hydrant protection bollards consists of two (2) each of four (4) inch diameter galvanized steel pipe filled with concrete. Each Bollard shall include a minimum 12"x12"x12" (one cubic feet) of concrete base; 3000 psi concrete; located thirty-six (36) inch minimum off center of a hydrant; top of post shall be 2 feet 6 inches above ground; and bottom of pipe shall be at least eighteen (18) inch below grade. The bottom of bollard shall have at least 6 inches thick of concrete. Payment will be on unit price basis for each bollard installed. The unit price shall include all labor, materials, equipment and all else necessary to complete the work.

Item 12 Construct Collar for Fire Well Protection Well

A four (4") inches thick, twenty-four (24") diameter concrete pad shall be constructed around the fire well. The concrete surface shall be sloped away from the pipe. The outer edge of the concrete pad top surface shall be two inches above grade level.

Miscellaneous Items:

Maintenance of Traffic Operations: The Contractor will be responsible for maintenance of traffic (M.O.T.) operations for work being performed within the road rights-of-way. MOT plans shall be prepared and operations shall be under the supervision by a MOT certified personnel and must be in accordance and conform to the current edition of the FDOT Roadway and Traffic Design Standards Index (Index 600 Series), the Standard Specifications for Road and Bridge Construction and the Manuals on Uniform Traffic Control Devices, as a minimum criteria. There will be no separate pay item for Maintenance of Traffic (M.O.T.), except as indicated in Bid Item 4 for work in the three identified collector roads. The Contractor may include this cost prorated into the Unit Cost for various pay items.

Mobilization and Demobilization: The Contractor shall be responsible for costs incidental to the project, e.g., costs for insurance, dewatering and other permit fees, portable toilets (portalets), on-site offices, safety measures, compliance with notification requirements of NPDES, site restoration, etc. There will be no separate pay item for Mobilization and Demobilization. The Contractor may include this cost prorated into the Unit Cost for various pay items.

Grass Sod - Grass sod shall be placed on areas disturbed during construction. Grass compatible with existing grass at the well site. The Contractor may include this cost prorated into the Unit Cost for various pay items.

FIRE WELL SPECIFICATIONS

Specifications listed below are for the installation, testing, and repair of fire protection water wells in the Town of Southwest Ranches, Broward County. The contractor shall furnish materials, equipment and labor, and all else necessary to complete the installation, testing and repair of a fire protection well.

1. Locations for installation of new fire wells will be specified by the Town. Contractor shall review each new fire well site for construction and maintenance suitability. Any site change recommended by the contractor will be reviewed by the Town and concurred by the Fire Marshal.
2. Minimum Flow: Design "A" fire well shall provide a minimum flow of one thousand (1,000) gallons per minute.
3. The depth of the well is dependent upon the minimum flow in gallons per minute flow output required by the Town or Fire Marshal. In no case shall any fire well depth be less than one hundred (100) feet for a Design "A" fire well.
4. Well casings shall have a minimum six inches (6") interior diameter, black steel pipe, Schedule 40, and shall be bitumastic coated at least thirty inches (30") below and six inches (6") above grade level. A steel drive shoe is required with a six foot (6') lead below it.
5. Discharge from the well shall be completely free of rock, gravel and sand.
6. Drawdown depth: Maximum water drawdown at the well during water delivery shall be four (4) feet below static water level.
7. Well flow test shall be performed in the presence of an authorized fire official. Water delivery during testing shall be at a minimum flow of one thousand (1,000) gallons per minute for Design A fire well specification. The testing period shall be continuous for a minimum of two (2) hours. Well reports or log shall be completed by the well contractor and submitted to the Town Fire Marshal and appropriate permitting agencies.
8. A 6" X 5" reducing elbow shall be provided as shown in the attached Fire Well Sketch. The elbow shall be further provided with a Fire Department connection, a four-and-one-half (4 ½") adapter with a hose thread meeting the National Standard Thread (NST) and National Hose Thread (NHS). A four-and-one-half (4 ½") inch hose thread cap shall be provided to prevent damage to threads. The cap shall have a one and one half (1 ½") inches five-sided nut to fit a standard hydrant wrench. The Fire Department connection shall not be more than thirty-six (36") inches or less than twenty-four (24") inches above grade level.
9. Fire well shall be furnished with a threaded steel coupling connector. The coupling shall be located two inches to six inches above the concrete pad final grade. In lieu of the coupling a safety or breakaway flange with equivalent pipe diameter, of the type which allows both well pipe barrel and stem to break clean upon impact from any angle, will be accepted. Traffic flange design must be such that repair and replacement can be accomplished above ground. The flange shall be compatible with

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

the well pipe casing. The flange shall be either a welded slip-on or socket weld types and includes the gasket to provide a complete seal.

10. A four (4") inch thick, twenty-four (24") diameter concrete pad shall be constructed around the fire well. The concrete surface shall be sloped away from the pipe. The edge of the toop surface concrete pad shall be two inches above grade level.
11. Three 1/4" X 1" X 8" steel straps shall be welded at each pipe joint, as noted on the attached sketch, and shall be equally spaced around the pipe.
12. Exposed portions of the well shall be painted to match county standard hydrant color: CHROME YELLOW WITH REFLECTIVE ADDITIVE. An approved reflective pavement marker, Blue/Blue, shall be installed (By Others) on the center of the road travel lane adjacent to the fire well in accordance with Fire Marshal's Bureau specifications, or as directed by the Fire Marshal.
13. Required permits and approvals must be obtained and fees paid by the contractor for each well installation, testing, repair or abandonment. A copy of permits shall be provided to the Town. The contractor shall comply with the permit conditions including providing certificate of completion and drill log. The contractor shall contact the following agencies, as a minimum:
 - A. South Florida Water Management District (SFWMD), Water Use Permit.
 - B. Broward County Health Department, Fire Protection Well Permit
 - C. South Broward Drainage District / Central Broward Water Control District
 - D. Broward County, Traffic Engineering Division, if applicable.
 - E. Building Department of jurisdiction, if applicable.
14. Maintenance of Traffic: The contractor shall not block any street from vehicular traffic.
15. Utility Coordination: The contractor shall, prior to drilling or excavation activity, coordinate with appropriate utility to identify and locate underground utilities and other subsurface features. The contractor shall provide sufficient clearance between the fire well and utilities, e.g., overhead, at grade and underground utilities.
16. Sunshine State One Call (Sunshine 811): Prior to any excavation or drilling the contractor shall call Sunshine 811, in accordance with "Underground Facility Damage Prevention and Safety Act," Chapter 556, Florida Statutes.
17. Safety Precaution: The contractor is responsible for observing safety precautions during drilling operations meeting OSHA requirements.
18. Site Investigation: The contractor is responsible for site investigation and to obtain necessary data on subsurface conditions that may affect drilling operations.

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

19. Drilling: The well pipe shall be grouted and/or sealed to prevent contaminants from the surface into the ground water. Annular grout used in well construction and borehole/well abandonment shall be one of the five Portland cement types specified in ASTM Standard C150. Sealant shall be Bentonite seal or as specified by the Town.
20. Bollards for Fire Well Protection: Installation of fire hydrant protection bollards consists of two (2) each of four (4) inch diameter galvanized steel pipe filled with concrete. Each Bollard shall include a minimum 12"x12"x12" (one cubic feet) of concrete base; 3000 psi concrete; located thirty-six (36) inch minimum off center of a hydrant; top of post shall be 2 feet 6 inches above ground; and bottom of pipe shall be at least eighteen (18) inch below grade. The bottom of bollard shall have at least 6 inches thick of concrete. The bollard shall be painted to match the fire well. Payment will be on unit price basis for each bollard installed.
21. Disposal of Discharged Water and Drilled Materials: The contractor shall properly dispose of drilled soil materials or slimes from the drilling operations including excess grouting or sealant materials.
22. Site Restoration: Each well site shall be restored matching the site condition prior to the construction activity or better; and replace affected grass with similar type grass. There will be no separate pay item for the replacement of grass sod.
23. Fire Well Abandonment: Well abandonment shall comply with SFWMD and Broward County Health Department requirements. The contractor shall obtain necessary permit prior to well abandonment activity.
24. GPS Location and Elevation: The Town will obtain GPS coordinates and elevation of the well site.
25. Inspection and Approval: The contractor shall coordinate and ensure that a representative of the Fire Marshal is present during the fire well final acceptance test. Documentation including well contraction, installation of the well according to the appropriate NFPA standard, drilling log and documentation that the fire well produced the minimum flow of 1,000 GPM for two hours as required within specification number 7 will require the review and approval by the Fire Marshal. Also, contractor is responsible for permanently marking the well with the Town or Fire Marshal assigned well ID number and submitting pictures of finished well with identification for invoice payment.
26. Payment: Payment to contractor shall be in accordance with the contract and the Town's procurement code. The following shall be submitted and approved by the Fire Marshal prior to final payment.
- A. Invoice with signed by contractor. The invoice shall show the Purchase Order Number indicate the location of corresponding completed fire well.
 - B. Fire Well Test Acceptance Form
 - C. South Florida Water Management District, Well Completion Report
 - D. Broward County Health Department, Well Completion Report
 - E. Release form by vendors, suppliers and subcontractors.

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004



FIRE WELL TEST ACCEPTANCE FORM

DATE: _____ FIRE WELL #: _____

LOCATION: _____

CONTRACTOR: _____

MEASURE POINT IS (e.g.: top of well casing, 24" above grade): _____

WHICH IS _____ FEET ABOVE LAND SURFACE.

STATIC WATER LEVEL IS _____ FEET BELOW MEASURE POINT.

MAXIMUM DRAW DOWN WAS _____ FEET BELOW STATIC WATER LEVEL.

DISCHARGE AT MAXIMUM DRAW DOWN WAS _____ G.P.M.

DURATION OF TEST WAS _____ HOURS. (MINIMUM TWO (2) HOURS)

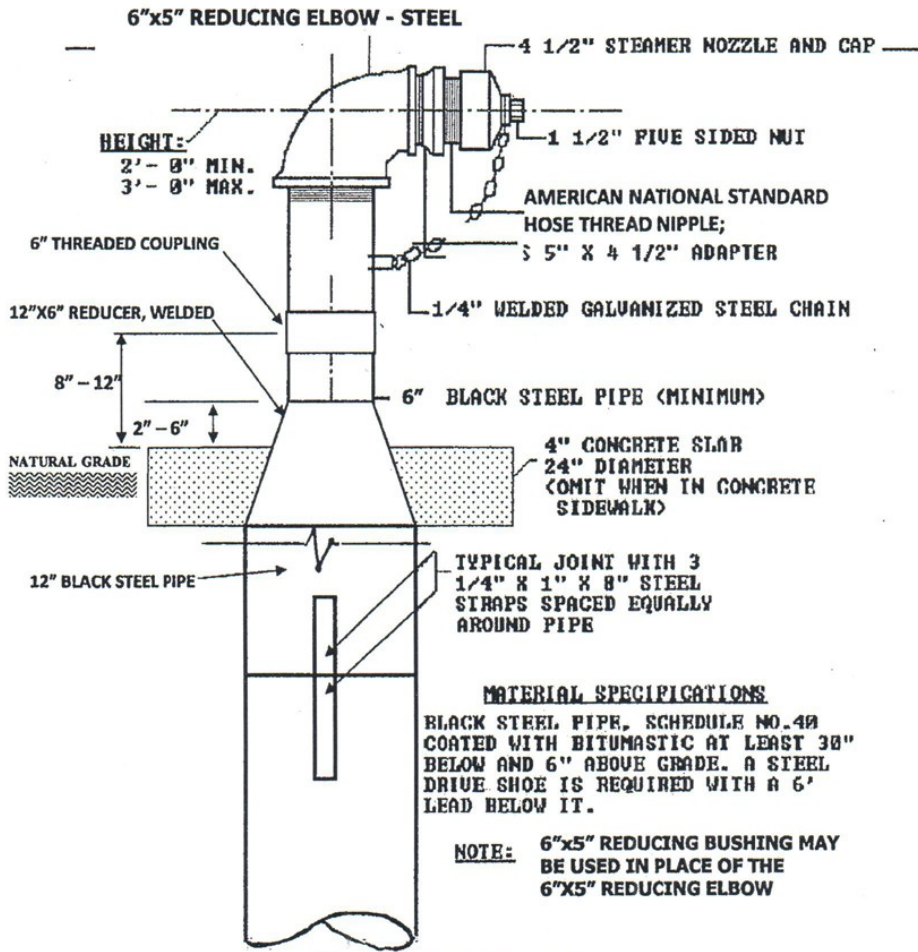
SIGNED:

_____, CONTRACTOR _____ DATE

_____, FIRE MARSHAL _____ DATE

NOTE: THIS FORM SHALL BE COMPLETED, AND SIGNED BY THE CONTRACTOR AND BY THE TOWN'S FIRE MARSHAL OR HIS AUTHORIZED REPRESENTATIVE WHO WITNESSED THE PUMPING TEST.

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004



ELEVATION

FIRE WELL SKETCH

TOWN OF SOUTHWEST RANCHES

TOWN OF SOUTHWEST RANCHES, FLORIDA
CONTINUING CONTRACT FOR INSTALLATION, TESTING AND REPAIR OF FIRE PROTECTION
WATER WELLS
IFB No. 18-004

EXHIBIT "C"
TOWN OF SOUTHWEST RANCHES
WORK AUTHORIZATION FORM

THIS WORK AUTHORIZATION No. _____, made and entered into as of this ___ day of _____, 20___, pursuant to that certain contract for Installation, Testing and Repair of Fire Protection Water Wells (the Contract) between the Town of Southwest Ranches, Florida (the TOWN) and _____, a Florida corporation (the CONTRACTOR), made as of the ___ day of _____, 20___. All terms used herein shall have the meaning set forth, or referred to, in the Contract unless otherwise defined herein.

1. This Work Authorization (WA) No. _____ is executed in connection with and is deemed to be part of the Contract.
2. The Scope of Work for WA No. ___ is more particularly described on the following documents attached hereto as Exhibit(s) _____ and hereby incorporated into the Contract.
3. The date of commencement for the work for WA No. ___ shall be as indicated in the Notice to Proceed issued by the Town Engineer, and the Contractor agrees that Final Completion shall be _____ calendar days from date of commencement.
4. The compensation to Contractor under this work authorization shall be the sum of:
_____. (\$_____).
5. Other conditions of this Work Authorization are:

CONTRACTOR:

Witness:

By: _____

Printed Name and Title: _____

TOWN OF SOUTHWEST RANCHES

Attest by:

By: _____

Town Administrator

Town Clerk