



INVITATION TO BID  
ITB-020-2010

Sealed bids will be accepted by the City of Lake City, Florida until, **Thursday, August 5, 2010 at 11:00 a.m.** local time in the Purchasing Department located on the 2nd floor of City Hall, 205 N Marion Avenue, Lake City, Florida 32055. Any bids received after the above time will not be accepted under any circumstances. Any uncertainty regarding the time a bid is received will be resolved against the Bidder. Bids will not be accepted via fax or electronic. Bid opening will be promptly at 11:15 a.m. in the City Council Chambers located on the 2<sup>nd</sup> floor of City Hall, at which time all bids will be publicly opened and read aloud for the:

**CONSTRUCTION OF RESTROOMS AT THE WOMEN'S CENTER  
LOCATED AT 655 MARTIN LUTHER KING STREET, LAKE CITY, FL 32055**

**All bid proposals which are submitted through delivery services such as Federal Express, UPS, or United States Postal Service Express Mail, must be marked on the OUTSIDE of the delivery package with the company or Bidder's name, address, phone number, bid number (ITB-020-2010), bid title (CONSTRUCTION OF RESTROOMS AT THE WOMAN'S CENTER LOCATED AT 655 MARTIN LUTHER STREET, LAKE CITY, FL) the date and time (AUGUST 5, 2010 @ 11:00 A.M). The bid proposal must be in a sealed envelope INSIDE the delivery package with the same information as listed above. All bid proposals which are hand delivered or delivered through regular mail by the United States Postal Service must have all the same information as listed above on the OUTSIDE of the sealed envelope. Failure to comply may be reason to reject the bid.**

One original plus one copy must be included and must be addressed to the following:

City of Lake City  
Attention: Debbie Garbett  
Purchasing Department  
205 N Marion Avenue  
Lake City, Florida 32055  
(386) 719-5818  
e-mail: garbettd@lcfla.com

Bids must be completed in English language, signed with ink, in spaces provided on the enclosed bid forms and submitted in duplicate or bid will be subject to rejection.

Any deviation from the specifications must be explained in detail on sheets attached to the bid form and labeled "Clarifications and Exceptions," and each deviation must be itemized by number and must specifically refer to the applicable specification paragraph and page. Otherwise it will be considered that items offered are in strict compliance with these specifications and the successful Bidder will be held responsible for meeting the specification.

Bidder may not withdraw his/her bid for a period of sixty (60) days.

Any questions must be submitted in writing and submitted to the Purchasing Department, contact person and address listed on page 1. In the event the answer to the questions result in an alteration to the terms and conditions or bid specifications, an addendum will be issued. Failure to abide by this statement may be reason for rejection of proposal.

The City of Lake City is exempt from State Use Tax, State Retail Tax and Federal Excise Tax. The bid price must be net, exclusive of taxes. Bidder's proposal must be dated, signed by authorized representative, title, firm name, address, and telephone number.

Local Vendor Preference: City of Lake City Administrative Policy #18 states that the bid of a resident of Columbia County, Florida will have a 5% preference over the bid submitted by any non-resident of Columbia County. A resident is defined as an individual whose primary residence is within Columbia County, Florida, a partnership whose principals are all residents of Columbia County, Florida, partnership or other business entity whose principal place of business is within Columbia County, Florida, or which maintains a full time business office open to the public within Columbia County, Florida. With these and other contributing factors the City Council reserves the right to award a bid or contract in the best interest of the City.

Any Bidder desirous of protesting a bid for any reason must file a written notice of bid protest with the City Manager's office within three (3) working days following bid opening. All protest will be in writing stating the bid being protested and the specific reason of the protest. All protest will be signed by the Protestor and include all detail for a complete and thorough review. The decision of the City Manager, after consultation with the City Attorney will be issued within five (5) working days of the receipt of the protest, unless additional time is agreed upon by all parties involved should circumstance warrant such a delay.

By submission of his/her bid, the Bidder certifies that:

- A. The bid has been arrived at by the Bidder independently and has been submitted without collusion with any other vendor of materials, supplies, or equipment described in the Invitation to Bid.
- B. The contents of the bid have not been communicated by the Bidder, his/her employees or agents, to his/her best knowledge and belief, to any person not an employee or agent of the Bidder or his surety in any bond furnished herewith and will not be communicated to any such person prior to the official opening of the bids.

The City of Lake City reserves the right to accept or reject any/all bids and to award the contract in the best interest of the City of Lake City, Florida.

CITY OF LAKE CITY, FLORIDA

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Wendell Johnson  
City Manager

THE CITY OF LAKE CITY WILL ACCEPT BIDS FROM QUALIFIED BIDDERS TO PROVIDE PARTS, LABOR, MATERIALS AND EQUIPMENT TO COMPLETE THE SCOPE OF WORK AS STATED HEREIN.

“TERMS AND CONDITIONS”

A. GENERAL:

1. Provide all materials, necessary parts, labor and supervision to construct new restroom facility in accordance with the attached plans and following specifications.

B. LOCATION:

1. 655 Martin Luther King Street  
Lake City, FL 32055

C. LICENSE/PERMITS:

1. All Bidders, together with any subcontractors, must be a licensed Class A or Class B contractor and must be registered with and in good standing with the City of Lake City and its proper agencies to perform the work required by these contract documents and will obtain all required permits for the work.
2. Each licensed trade as listed in accordance with Chapter 489, Florida Statutes, Articles I and II shall obtain his/her permit through the City of Lake City Building Department for work awarded under this contract.

D. INSURANCE:

1. Without limiting Bidders indemnification, it is agreed that the successful Bidder will purchase at their own expense and maintain in force at all times during the performance of services under this agreement the following insurance. Where specific limits are shown, it is understood that they must be the minimum acceptable limits. If successful Bidders policy contains higher limits, the City of Lake City will be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the City naming the City of Lake City as additional insured. These certificates must provide a ten (10) calendar day notice to the City in the event of cancellation, non-renewal or a material change in the policy. The City of Lake City must be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of such deductible must be the sole responsibility of the vendor/contractor and/or subcontractor providing such insurance.
2. Statutory Workers Compensation insurance as required by the State of Florida.

3. Commercial General Liability insurance to provide coverage of claims to a minimum of \$1,000,000.00 per occurrence for property damage and bodily injury including coverage for premise operations, products completed operations and personal injury.
4. Business Vehicle/Umbrella Liability insurance with a minimum limit of \$100,000 per occurrence for property damage and personal injury. Coverage must be stipulated for owned/leased vehicles, non-owned vehicles, and hired vehicles.
5. Prior to commencement of work, the Bidder will submit certificates of insurance to the City of Lake City naming the City of Lake City as additional insured, indicating the Bidder coverage's in the limits as specified, and stating that the City of Lake City will be provided ten (10) days notice prior to cancellation of any of the policies.

E. INDEMNITY:

1. Successful Bidder will indemnify and hold City of Lake City harmless from any loss, cost, damage, or injury sustained by any person(s) as a result of the actions of employees or officers of the Bidder, or the Bidders subcontractors or suppliers.

F. LIQUIDATED DAMAGES:

1. In the event the Bidder is awarded the contract and fails to complete the work within the time limit or extended time limit agreed upon, liquidated damages will be paid to the City of Lake City at the cost not to exceed the actual damages per day for all work awarded under the contract until the work has been satisfactorily completed and accepted by the City.

G. SPECIAL CONDITIONS:

1. Extended time may be allowed for the completion of this project due to inclement weather.
2. Decisions to allow days added to the contract due to inclement weather will be based upon weather records as recorded with the State of Florida, Division of Forestry located in Lake City, Florida and approved by the Growth Management Director.
3. In the event additional days are requested and awarded the contractor must notify the City of Lake City Purchasing department at the beginning of work stoppage and each succeeding day until work can be safely resumed.
4. All trash, debris and/or construction material must be properly disposed of in accordance with the City of Lake City and/or Columbia County ordinances.

H. CONTRACT:

1. The successful Bidder will execute the contract within seven (7) calendar days after Notice of Award.

I. SCHEDULE:

1. The successful Bidder must complete all work within 45 calendar days of Notice to Proceed.

J. PAYMENT:

1. Payment will be based on: (a) City's acceptance of work, and (b) submitted evidence, if requested by the City, that all payrolls, materials, bills, and indebtedness connected with the work have been paid. The City may withhold an amount as may be necessary to pay such claims for labor and services rendered and materials involved with the work. It is the expectation of the City that one invoice will be submitted by the Contractor upon completion of each drill. Payment to Contractor will be made within thirty (30) calendar days of receipt of invoice, assuming there are no contested amounts with the invoice.
2. Contractor must provide close out documents prior to request for payment which must include:
  - a. Contractor and sub-contractor release of lien.
  - b. As-built plans.
  - c. All warranties as specified herein.

K. CAPABILITY AND REFERENCES:

1. Bidders must provide with their proposal substantial material for evaluating the ability of the potential Bidder to execute a project of this type. Therefore, the Bidder is required to provide a minimum of (3) three references, which will be verified. The list of references must be attached with the bid proposal on the form provided within these specifications. All reference materials provided become the property of the City of Lake City and also become public record.

L. ADDITIONAL INFORMATION:

1. The City of Lake City Purchasing Department reserves the right to request any additional information needed for clarification from any Bidder for evaluation purposes.

M. CONTRACTORS RESPONSIBILITY:

1. Project site must be maintained in clean and safe environment at all times this subsequent contract is in effect.

2. Contractor must comply with all State, Federal and local safety regulations as pertains to work awarded by contract from this bid.
3. Contractor must provide a staging, fencing and parking plan as part of the permit application included within the required site-plan for permit issue.

N. OWNERS RESPONSIBILITY:

1. All phases of work will be inspected and approved for acceptance by the City's Representative.

O. CHANGE ORDERS:

1. Notify the City of Lake City of any conditions in the project area that are not addressed within the specifications, which may require a change order.
2. Change orders to the scope of work or additional work requested by the City of Lake City or the contractor must be in written form, initiated by the contractor.
3. All changes or additions will be approved by the City of Lake City prior to work being initiated.

P. ADDENDUM:

1. It will be the sole responsibility of the bidder to contact the Purchasing Department prior to submitting a bid to determine if any addenda has been issued, to obtain such addenda, and to acknowledge addenda with their bid.

Q. SUBMITTALS:

1. The following list of documents must be submitted to the City of Lake City prior to payment.
  - a. As built plans
  - b. Manufactures warranty on all installed materials and equipment.
  - c. Written warranty by contractor providing one (1) year warranty on labor, workmanship and materials.
  - d. As-built plans.
  - e. Application package for permit approval per city building department requirements.

## **ITEM I: CONSTRUCTION OF RESTROOMS AT THE WOMEN'S CENTER**

### **“SCOPE OF WORK”**

1. Roof to match up to existing building.
2. Floor elevation shall match up with existing building.
3. All exterior walls and dividing walls shall be of 2' X 4' studs.
4. Exterior shall be O.S.B. with weather barrier and stucco finish, painted to match existing color on building.
5. Dividing walls shall be ½” gypsum drywall.
6. Bathroom walls shall be moisture resistant gypsum with smooth, hard non-absorbent tile surface 4” in height from floor, painting remainder with enamel type paint.
7. Install high pressure laminate type stall enclosures and doors with tamper proof hardware.
8. Install high pressure laminated counter top with ADA compliant lavatory. Height shall be in compliance with measurements per Florida Accessibility requirements and providing protection for lavatory plumbing.
9. Bathroom doors shall be 3’0” X 6’8” with louvered venting minimum 20’X 24”. Door handles shall be lever style.
10. Install two (2) 4’ florescent light fixtures in each bath and one (1) in hallway.
11. Install two (2) exhaust fans to roof soffit space to exterior, tied to operation of bathroom light.
12. Extend existing mechanical duct work for an outlet in each bathroom.
13. Install locking hatch door in ceiling. Hatch door shall be a 2’ X 2’ in size.
14. Install handrails to comply with accessibility requirements.
15. Install one floor sink drain in each bathroom.
16. Concrete floor shall slope and provide positive drainage to floor sinks.
17. Concrete floor shall have ceramic type non-slip, non-absorbent type tile and grout.
18. Install single mirror over each lavatory at heights in compliance with accessibility code.

19. Install motion activated faucets for lavatories.
20. Install stainless metal hardware for soap dispensers and toilet paper holders.
21. Install GFI outlet at each lavatory.
22. Interior shall have all areas without finished material painted with enamel type paint.
23. Bathroom waste lines shall tie into existing building sewer.
24. Install two (2) ADA compliant water closets per plan location.
25. Install one (1) regular water closet in women's bathroom.
26. Install one (1) urinal in men's bathroom.
27. Install and wire one instantaneous type water heater under lavatory in each bathroom.
28. All materials and components shall be installed in compliance with adopted building code.
29. Contractor to provide construction plans with application.
30. Contractor shall provide wiring diagram with application.
31. Contractor shall provide a plumbing riser diagram complying with adopted codes with permit application.
32. Contractor shall provide mechanical diagram with application.



PROPOSAL

ITEM I: CONSTRUCTION OF RESTROOMS AT WOMEN'S CENTER

Total Cost \$ \_\_\_\_\_

\_\_\_\_\_ Dollars and Cents \_\_\_\_\_

FIRM NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY; STATE; ZIP \_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX # \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

\_\_\_\_\_  
Authorized Representative (PLEASE PRINT OR TYPE)

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

**THIS FORM MUST BE USED AS PROPOSAL FO**

## REFERENCES

As per the General Specifications Section, below is a list of at least three (3) client/customer references including company name, address, contact person, telephone number and length of time services provided. (Note: only list those client/customers in which a similar type of equipment/product of scope of work/service was provided.)

1. Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
E-mail address \_\_\_\_\_  
Business Phone #: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Length of time services provided: \_\_\_\_\_
2. Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
E-mail address \_\_\_\_\_  
Business Phone #: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Length of time services provided: \_\_\_\_\_
3. Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
E-mail address \_\_\_\_\_  
Business Phone #: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Length of time services provided: \_\_\_\_\_

**THIS FORM MUST BE INCLUDED WITH PROPOSAL**

**PROPOSER CONFLICT OF INTEREST STATEMENT**

STATE OF FLORIDA, CITY OF \_\_\_\_\_

Before me, the undersigned authority, personally appeared \_\_\_\_\_, who was duly sworn deposes and states:

1. I am the \_\_\_\_\_ of \_\_\_\_\_ with a local office in \_\_\_\_\_ and principal office in \_\_\_\_\_ and principal office in \_\_\_\_\_.
- City & State
- City & State
2. The above named entity is submitting a Proposal for the City of Lake City ITB-020-2010 described as Construction of Restrooms at the Women’s Center.
3. The Affiant has made diligent inquiry and provides the information contained in the Affidavit based upon his/her own knowledge.
4. The Affiant states that only one submittal for the above proposal is being submitted and that the above named entity has no financial interest in other entities submitting proposals for the same project.
5. Neither the Affiant nor the above named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraints of free competitive pricing in connection with the entity’s submittal for the above proposal. This statement restricts the discussion of pricing data until the completion of negotiations if necessary and execution of the Contract for this project.
6. Neither the entity not its affiliates, nor any one associated with them, is presently suspended or otherwise ineligible from participation in contract letting by any local, State, or Federal Agency.
7. Neither the entity nor its affiliates, nor any one associated with them have any potential conflict of interest due to any other clients, contracts, or property interests for this project.
8. I certify that no member of the entity’s ownership or management is presently applying for an employee position or actively seeking an elected position with the City of Lake City.
9. I certify that no member of the entity’s ownership or management, or staff has a vested interest in any aspect of the City of lake City.
10. In the event that a conflict of interest is identified in the provision of services, I, on behalf of the above named entity, will immediately notify the City of Lake City.

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_ 200\_\_.

\_\_\_\_\_  
(Affiant)

\_\_\_\_\_  
Typed Name and Title

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 200\_\_.

Personally Known \_\_\_\_\_ Or produced identification \_\_\_\_\_.

Identification type: \_\_\_\_\_

Notary Public-State of \_\_\_\_\_

Printed, typed, or stamped commissioned name of notary public.

My commission expires \_\_\_\_\_.

**THIS FORM MUST BE INCLUDED WITH PROPOSAL**

ITB-020-2010

CONSTRUCTION OF RESTROOMS AT THE WOMEN’S CENTER

**DISPUTES DISCLOSURE FORM**

**Answer the following questions by placing an "X" after "YES" or "NO". If you answer "YES", please explain in the space provided, or via attachment.**

Has your firm or any of its officers, received a reprimand of any nature or been suspended by the Department of Professional Regulations or any other regulatory agency or professional association within the last five (5) years?

YES \_\_\_\_\_ NO \_\_\_\_\_

Has your firm, or any member of your firm, been declared in default, terminated or removed from a contract or job related to the services your firm provides in the regular course of business within the last five (5) years?

YES \_\_\_\_\_ NO \_\_\_\_\_

Has your firm had against it or filed any request for equitable adjustment, contract claims, bid protest, or litigation in the past five (5) years that is related to the services your firm provides in the regular course of business?

YES \_\_\_\_\_ NO \_\_\_\_\_

If yes, state the nature of the request for equitable adjustment, contract claim, litigation, or protest, and state a brief description of the case, the outcome or status of the suit and the monetary amounts or extended contract time involved.

I hereby certify that all statements made are true and agree and understand that any misstatement or misrepresentation or falsification of facts shall be cause for forfeiture of rights for further consideration of this proposal for the City of Lake City, ITB-004-2009 Ammonium Sulfate.

\_\_\_\_\_  
Firm

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature and Title

\_\_\_\_\_  
Printed or Typed Name and Title

**THIS FORM MUST BE INCLUDED WITH PROPOSAL**

**DRUG FREE WORKPLACE CERTIFICATE**

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that, \_\_\_\_\_(print or type name of firm) publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.

- Informs employees about the dangers of drug abuse in the work place, the firm’s policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under bid or proposal, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under bid or proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea of guilty or nolo contendere to, any violation of Chapter 1893, of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (\*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee’s community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free work place through the implementation of the drug free workplace program.

“As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein”

\_\_\_\_\_  
Authorized Signature  
\_\_\_\_\_

Date Signed

State of Florida  
County of \_\_\_\_\_  
Sworn to and subscribed before me this \_\_\_\_day of \_\_\_\_\_200\_\_\_.  
Personally known \_\_\_\_\_or Produced Identification \_\_\_\_\_  
(Specify type of identification)

\_\_\_\_\_  
Signature of Notary  
My Commission Expires:\_\_\_\_\_

**THIS FORM MUST BE INCLUDED WITH PROPOSAL**

**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 \_\_\_\_\_  
(print name of the public entity)  
by \_\_\_\_\_  
(print individual's name and title)  
for \_\_\_\_\_  
(print name of entity submitting sworn statement)

whose business address is \_\_\_\_\_  
and (if applicable) its Federal Employer Identification Number (FEIN) is \_\_\_\_\_. (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_.)

2. 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 of the United States, including, but not limited to, any bid 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 Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:  
1) A predecessor or successor of a person convicted of a public entity crime; or  
2) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The 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 a 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 Paragraph 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 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. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies.)

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

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

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. 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 determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (Please 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.

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. \_\_\_\_\_  
(Signature)  
Personally known \_\_\_\_\_  
OR Produced identification \_\_\_\_\_  
Notary Public - State of \_\_\_\_\_  
My commission expires: \_\_\_\_\_  
(Type of Identification)

\_\_\_\_\_  
(Printed type or stamped commissioned name of notary public)

**THIS FORM MUST BE INCLUDED WITH PROPOSAL**