

AMENDMENT NO. 1

TERM CONTRACT NO. Y23-1015
 FOR
 FIRE ALARM SYSTEM MONITORING, INSPECTION,
 TESTING AND REPAIRS AT THE FACILITIES MANAGEMENT DIVISION

EFFECTIVE DATE: FEBRUARY 6, 2024

The above contract is changed as follows:

A. ADD – to LOT 2, 33rd Street

DESCRIPTION	FREQUENCY	QTY	UNIT PRICE
Corrections, Genesis Boiler Bldg.	Annual Test and Inspection	1	\$240
Sheriff Sector IV	Semi-Annual Test and Inspection	1	\$504
Cassady Building	Semi-Annual Test and Inspection	1	\$370
Corrections Support, CEP	Semi-Annual Test and Inspection	1	\$370
Facilities Management 33 rd office	Semi-Annual Test and Inspection	1	\$250
Corrections, Butler Building	Semi-Annual Test and Inspection	1	100
Corrections, A Bldg, Central Energy, EM Bldg	Semi-Annual Test and Inspection	1	\$330
Corrections, D, E, F Bldg	Semi-Annual Test and Inspection	1	\$790
Corrections, Genesis Bldg	Semi-Annual Test and Inspection	1	\$240
Corrections, Horizons Bldg	Semi-Annual Test and Inspection	1	\$1,000
Corrections, Phoenix Bldg	Semi-Annual Test and Inspection	1	\$250
Corrections, South Perimeter Bldg	Semi-Annual Test and Inspection	1	\$100
Corrections, North Perimeter Bldg	Semi-Annual Test and Inspection	1	\$100
Corrections, Whitcomb A Bldg	Semi-Annual Test and Inspection	1	\$170
Corrections, Mail, North, South Trailers	Semi-Annual Test and Inspection	1	\$100
Female Detention Center	Semi-Annual Test and Inspection	1	\$380
Corrections, Booking and Release Center	Semi-Annual Test and Inspection	1	\$690

Video Visitation	Semi-Annual Test and Inspection	1	\$150
Corrections Kitchen & Laundry	Semi-Annual Test and Inspection	1	\$100
Corrections, Genesis Boiler Bldg	Semi-Annual Test and Inspection	1	\$240
Corrections, Genesis Boiler Bldg	Semi-Annual Test and Inspection	1	\$240
Facilities Management 33rd Office 3723 B. Vision Blvd	Quarterly Test and Inspection	2	\$250
Sheriff Sector IV 2400 W. 33rd Street	Quarterly Test and Inspection	2	\$504
Cassidy Building 2450 W. 33rd Street	Quarterly Test and Inspection	2	\$370
North Perimeter Building 3503 S. John Young Parkway	Quarterly Test and Inspection	2	\$100
Mail Processing Trailer 4031 S. John Young Parkway	Quarterly Test and Inspection	2	\$100
South Perimeter Building 3803 Vision Blvd	Quarterly Test and Inspection	2	\$100

B. ADD – to LOT 3, Central

DESCRIPTION	FREQUENCY	QTY	UNIT PRICE
Public Works Building #6	Annual Test and Inspection	1	\$280
GOV Administration Office	Annual Test and Inspection	1	\$425
GOV Oak Tree Cottage	Annual Test and Inspection	1	\$530
GOV Hagood House	Annual Test and Inspection	1	\$300
GOV Wittenstein Cottage	Annual Test and Inspection	1	\$500
GOV The Learning Center	Annual Test and Inspection	1	\$370
GOV Warehouse (Old Laundry Facility)	Annual Test and Inspection	1	\$230
GOV Evans Dining Hall/Kitchen and Training Room	Annual Test and Inspection	1	\$450
GOV Administration Office	Semi-Annual Inspection	1	\$100

GOV Oak Tree Cottage	Semi-Annual Inspection	1	\$100
GOV Hagood House	Semi-Annual Inspection	1	\$100
GOV Wittenstein Cottage	Semi-Annual Inspection	1	\$100
GOV The Learning Center	Semi-Annual Inspection	1	\$100
GOV Warehouse (Old Laundry Facility)	Semi-Annual Inspection	1	\$100
GOV Evans Dining Hall/Kitchen and Training Room	Semi-Annual Inspection	1	\$100
GOV Warehouse FACP Sigmesh	Monthly Monitoring	12	\$50

C. ADD – to LOT 4, West District

DESCRIPTION	FREQUENCY	QTY	UNIT PRICE
Magnolia Park Restroom	Annual Inspection	1	\$250
Magnolia Park Ecotourism	Annual Inspection	1	\$250
Pine Hills Multicultural	Annual Inspection	1	\$760
Emergency Medical Services W	Annual Inspection	1	\$850
Pine Hills Community Center Bldg B	Semi-Annual	1	\$100
Emergency Medical Services Warehouse	Semi-Annual	1	\$170
Southwood Community Center, Building A, Cafeteria	Semi-Annual	1	\$100
Magnolia Park Restroom	Semi-Annual	1	\$100
Magnolia Park Ecotourism	Semi-Annual	1	\$100

Pine Hills Multicultural	Semi-Annual	1	\$150
Dr Phillips Park	Semi-Annual	1	\$100
Emergency Medical Services Warehouse	Monthly Monitoring	12	\$50
LEVO Training Center	Monthly Monitoring	12	\$50
Kelly Park Restroom (Campground)	Monthly Monitoring	12	\$50
Barnett Park Football/Soccer Field Restroom	Monthly Monitoring	12	\$50
Dr. Phillips Park Ballfield	Monthly Monitoring	12	\$50
Magnolia Park Restroom	Monthly Monitoring	12	\$50
Magnolia Park Ecotourism	Monthly Monitoring	12	\$50
Pine Hills Multicultural	Monthly Monitoring	12	\$50

D. ADD – to LOT 5, East District

LOCATION	FREQUENCY	QUANTITIES	UNIT PRICE
East Orange Soccer Complex - Recreation Building	Annual Test and Inspection	1	\$350
East Orange Soccer Complex - Concession Building	Annual Test and Inspection	1	\$250
Bomberos Park	Annual Test and Inspection	1	\$250
Moss Park Restroom	Annual Test and Inspection	1	\$250
Moss Park Restroom	Semi-Annual Inspection	1	\$100
Taft Community Center	Semi-Annual Inspection	1	\$100
East Orange Spay & Neuter Clinic	Semi-Annual Inspection	1	\$100
Taft Community Center	Annual Test and Inspection	1	\$440

East Orange Spay & Neuter Clinic	Annual Test and Inspection	1	\$300
Bomberos Park	Semi-Annual Inspection	1	\$100
East Orange Soccer Complex - Recreation Building	Monthly Monitoring	12	\$50
East Orange Soccer Complex - Concession Building	Monthly Monitoring	12	\$50
East Orange Spay & Neuter Clinic	Monthly Monitoring	12	\$50
Bithlo Maintenance Building	Monthly Monitoring	12	\$50
Bomberos Park	Monthly Monitoring	12	\$50
Winter Park Courthouse - 4037 Metric Drive	Monthly Monitoring	12	\$50
Tangelo Park YMCA	Monthly Monitoring	12	\$50
Moss Park Restroom	Monthly Monitoring	12	\$50

E. ADD – to LOT 6, Fire Rescue

DESCRIPTION	FREQUENCY	QTY	UNIT PRICE
Fire Station #87 2233 Crown Hill Blvd	Annual Test and Inspection	1	\$714
FS 67 Testing and Inspection	Annual Test and Inspection	1	\$700
Fire Station #44 16990 Porter Road, Winter Garden, Florida 34787	Annual Test and Inspection	1	\$700
Fire Station #87 2233 Crown Hill Blvd Orlando, Florida	Annual Test and Inspection	1	\$714
FS 67 Testing and Inspection	Semi-Annual Inspection	1	\$150
Fire Station #44 16990 Porter Road, Winter Garden, Florida 34787	Semi-Annual Inspection	1	\$150
Fire Station #87 2233 Crown Hill Blvd Orlando, Florida	Semi-Annual Inspection	1	\$150
FS 67 Cellular Monitoring	Monthly Monitoring	12	\$50

Fire Station #87 Cellular Monitoring	Monthly Monitoring	12	\$50
Fire Rescue Headquarters FACP Wireless Monitoring	Monthly Monitoring	12	\$50

The total estimated amount of the contract increased from \$991,586 to \$1,025,241, an increase of \$33,655.

All other prices, terms and conditions of the original contract remain the same.
IN WITNESS WHEREOF, the parties have executed this amendment on the dates below:

**Alert Security, Inc. dba Signature
Systems of Florida**



Signature

Phil Lutes

Printed/Typed Name

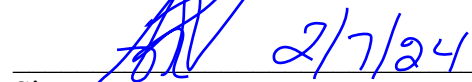
President

Title

2/7/2024

Date

**BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA**



Signature

Ana Villalona, Contracting Agent



**CONTRACT NO. Y23-1015
FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING
AND REPAIRS AT THE FACILITIES MANAGEMENT DIVISION**

This contract is not valid unless bilaterally executed. Subject to mutual agreement Orange County, Florida, hereby enters into a contract subject to the following:

1. Ordering against Contract:
 - A. Unless otherwise specified in the Invitation for Bids, the County will place orders by issuance of a numbered Delivery Order against this contract. Each Delivery Order will specify the quantity, description and location for delivery.
 - B. The obligations of Orange County under this contract are subject to need and availability of funds lawfully appropriated for its purpose by the Board of County Commissioners or other funding source as specified in the terms and conditions.

2. Taxes:

The County has the following tax exemption certificates assigned.

- A. Certificate of Registry No. 59-70-004K for tax free transactions under Chapter 32, Internal Revenue Code;
- B. Florida Sales and Use Tax Exemption Certificate No. 85-8012622266C-0.

3. Invoicing:

- A. Invoices must be submitted, in duplicate, referencing this contract number and the Delivery Order to:

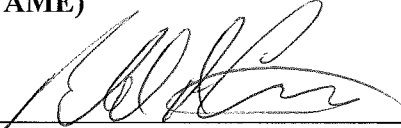
Orange County Facilities Management Division Fiscal Office
Internal Operations Centre II
400 East South Street
Orlando, FL 32801
Phone (407) 836-0052

- B. Invoices against this contract are authorized only at the prices stated in your bid response, unless otherwise provided in the Invitation for Bids.

4. Counterpart (1):
Bidder's Irrevocable Offer and Acceptance

- A. The Bidder hereby submits an irrevocable offer in response to **Invitation for Bids No. Y23-1015, FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING AND REPAIR AT THE FACILITIES MANAGEMENT DIVISION - Term Contract**, subject to all general terms and conditions and special terms and conditions therein without exception.
- B. All requirements contained in any addenda to the solicitation for this procurement are part of and hereby incorporated into this contract.
- C. Debarment, Suspension, Ineligibility and Voluntary Exclusion
By executing Counterpart (1) the Bidder affirms that it is in compliance with the requirements of 2 C.F.R. Part 180 and that neither it, its principals, nor its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

Alert Security Inc. dba Signature Systems of Florida
(COMPANY NAME)

BY:  (Authorized Signatory)
Phillip A Lutes (Name)
President (Title)

DATE: 8-31-2023

NOTICES: 150 Wilshire Blvd. (Address)
 (Address)
Casselberry (City, State Zip)
407-644-8990 (Phone)
Plutes@signaturesystemsfl.com (Email)

5. Counterparts. This Agreement may be executed in two identical counterparts, all of which shall be considered one and the same agreement and shall become effective when both counterparts have been signed by each party and delivered to the other party.

Counterpart (1) shall be executed by the bidder and included in the sealed bid response.

Counterpart (2) may be executed by the County Procurement Division to formalize Acceptance of Bidders Offer and Contract Award.

6. Counterpart (2):
Orange County's Acceptance of Bidder's Offer and Contract Award
- A. The County's acceptance of the Bidder's offer in response to our **Invitation for Bids No. Y23-1015, FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING AND REPAIR AT THE FACILITIES MANAGEMENT DIVISION - Term Contract.**
 - B. This contract is effective **DECEMBER 1, 2023**, and shall remain in effect through **NOVEMBER 30, 2024**.
 - C. The estimated contract award for the initial term of the contract is

\$991,586
 - D. This is a term contract for the time period specified in the referenced Invitation for Bids, for the products/services covered by this contract. The County is not obligated to purchase any minimum amount of products or services, unless otherwise stipulated in the Invitation for Bids. The bidder is granted authorization to proceed to perform services upon receipt of duly executed Delivery Order
 - E. This contract may be renewed as provided in the Invitation for Bids.
 - F. Any amendments modifying the terms, conditions or scope of this contract must be in writing and signed by both parties. Such amendment(s) must be signed by the representative of the Orange County Procurement Division to be valid, binding, and enforceable.
 - G. This contract may be cancelled or terminated as provided for in the Invitation for Bids.

ORANGE COUNTY, FLORIDA

BY: Carrie Mathes
[] Carrie Mathes, Procurement Division Manager
[] Zulay Millan, Procurement Division Asst. Manager
Procurement Division

DATE: 11.17.2023

**NOTICES: PROCUREMENT DIVISION
INTERNAL OPERATIONS CENTRE II
400 EAST SOUTH STREET, 2ND FLOOR
ORLANDO, FLORIDA 32801
(407) 836- 5635**

BID RESPONSE FORM
IFB #Y23-1015-AV

The Contractor shall provide all labor and other resources necessary to provide the goods and/or equipment in strict accordance with the specifications defined in this solicitation for the amounts specified in this Bid Response Form, inclusive of overhead, profit and any other costs.

Item #	Location	Service Provided	Quantity	X	Unit Price	=	Total Annual Bid	
Lot 1 - Downtown District Buildings								
1	Orange County Courthouse, Building A	Annual Test and Inspection	1	X	\$5,240.00/yr	=	\$5,238.00 \$5,240	
2	Orange County Courthouse, Building B	Annual Test and Inspection	1	X	\$4,050.00/yr	=	\$4,050.00	
3	Orange County Courthouse, Building C	Annual Test and Inspection	1	X	\$32,760.00/yr	=	\$32,764.00	
4	Orange County Courthouse, Building E	Annual Test and Inspection	1	X	\$2,060.00/yr	=	\$2,062.00	
5	Orange County Courthouse, Building E	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00	
6	Orange County Courthouse, Building F&G	Annual Test and Inspection	1	X	\$880.00 /yr	=	\$880.00	
7	Internal Operations Centre I	Annual Test and Inspection	1	X	\$1,250.00/yr	=	\$1,252.00 \$1,250	
8	Internal Operations Centre I	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00	
9	Internal Operations Centre II	Annual Test and Inspection	1	X	\$3,630.00/yr	=	\$3,630.00	
10	Internal Operations Centre II	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00	
11	Administration Center	Annual Test and Inspection	1	X	\$6,420.00/yr	=	\$6,420.00	
12	Administration Center	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00	
13	Regional History Center	Annual Test and Inspection	1	X	\$2,630.00/yr	=	\$2,634.00 \$2,630	
14	Regional History Center	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00	
15	Housing and Community Development	Annual Test and Inspection	1	X	\$400.00 /yr	=	\$400.00	
16	Housing and Community Development	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00	
Total Estimated Bid - Lot 1								\$62,930.00
Lot 2 - 33rd Street								
17	Sheriff Sector IV	Annual Test and Inspection	1	X	\$2,520.00 /yr	=	\$2,520.00	
18	Sheriff Sector IV	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00	
19	Cassady Building	Annual Test and Inspection	1	X	\$1,850.00 /yr	=	\$1,850.00	
20	Cassady Building	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00	
21	Corrections Support, CEP	Quarterly Test and Inspection	3	X	\$370.00/each	=	\$1,100.00	
22	Corrections Support, CEP	Annual Test and Inspection	1	X	\$2,580.00 /yr	=	\$2,580.00	
23	Facilities Management 33rd office	Annual Test and Inspection	1	X	\$960.00 /yr	=	\$960.00	
24	Facilities Management 33rd office	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00	
25	Corrections, Butler Building	Quarterly Test and Inspection	3	X	\$100.00/each	=	\$300.00	
26	Corrections, Butler Building	Annual Test and Inspection	1	X	\$590.00 /yr	=	\$590.00	
27	Corrections, A Bldg, Central Energy, EM Bldg	Quarterly Test and Inspection	3	X	\$330.00/each	=	\$990.00	
28	Corrections, A Bldg, Central Energy, EM Bldg	Annual Test and Inspection	1	X	\$2,310.00/yr	=	\$2,310.00	
29	Corrections, B Bldg	Quarterly Test and Inspection	3	X	\$100.00/each	=	\$300.00	
	Alert Security Inc. dba Signature Systems of Florida							
	Company Name							

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
30	Corrections, B Bldg	Annual Test and Inspection	1	X	\$1,200.00/yr	= \$1,200.00
31	Corrections, D, E, F Bldg	Quarterly Test and Inspection	3	X	\$790.00/each	= \$2,370.00
32	Corrections, D, E, F Bldg	Annual Test and Inspection	1	X	\$5,530.00/yr	= \$5,530.00
33	Corrections, Genesis Bldg	Quarterly Test and Inspection	3	X	\$240.00/each	= \$720.00
34	Corrections, Genesis Bldg	Annual Test and Inspection	1	X	\$1,680.00/yr	= \$1,680.00
35	Corrections, Horizons Bldg	Quarterly Test and Inspection	3	X	\$1,000.00/each	= \$3,000.00
36	Corrections, Horizons Bldg	Annual Test and Inspection	1	X	\$7,000.00/yr	= \$7,000.00
37	Corrections, Phoenix Bldg	Quarterly Test and Inspection	3	X	\$250.00/each	= \$750.00
38	Corrections, Phoenix Bldg	Annual Test and Inspection	1	X	\$1,750.00/yr	= \$1,750.00
39	Corrections, South Perimeter Bldg	Annual Test and Inspection	1	X	\$260.00/yr	= \$260.00
40	Corrections, North Perimeter Bldg	Annual Test and Inspection	1	X	\$260.00/yr	= \$260.00
41	Corrections, Whitcomb A Bldg	Quarterly Test and Inspection	3	X	\$170.00/each	= \$510.00
42	Corrections, Whitcomb A Bldg	Annual Test and Inspection	1	X	\$1,190.00/yr	= \$1,190.00
43	Corrections, Whitcomb A Bldg	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
44	Corrections, Mail, North, South Trailers	Annual Test and Inspection	1	X	\$520.00 /yr	= \$520.00
45	Corrections, Mail, North, South Trailers	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
46	Female Detention Center	Quarterly Test and Inspection	3	X	\$380.00/each	= \$1,140.00
47	Female Detention Center	Annual Test and Inspection	1	X	\$2,660.00 /yr	= \$2,660.00
48	Corrections, Booking and Release Center	Quarterly Test and Inspection	3	X	\$690.00/each	= \$2,070.00
49	Corrections, Booking and Release Center	Annual Test and Inspection	1	X	\$4,830.00/yr	= \$4,830.00
50	Video Visitation	Annual Test and Inspection	1	X	\$680.00/yr	= \$680.00
51	Video Visitation	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
52	Corrections Kitchen & Laundry	Quarterly Test and Inspection	3	X	\$100.00/each	= \$300.00
53	Corrections Kitchen & Laundry	Annual Test and Inspection	1	X	\$1,300.00/yr	= \$1,300.00
Total Estimated Bid Lot 2						\$56,830.00
Lot 3 - Central District Buildings						
54	Oakridge Head Start	Semi-Annual/Annual Test and Inspection	2	X	\$320.00/each	= \$640.00
55	Oakridge Head Start	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
56	Cypress Grove Estate House	Annual Test and Inspection	1	X	\$300.00 /yr	= \$300.00
57	Cypress Grove Estate House	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
58	Firestar Hanger	Annual Test and Inspection	1	X	\$530.00/yr	= \$530.00
59	Firestar Hanger	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
Alert Security Inc. dba Signature Systems of Florida						
Company Name						

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
60	Sheriff's Central Complex	Annual Test and Inspection	1	X	\$7,680.00/yr	= \$7,680.00
61	Sheriff's Central Complex	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
62	Sheriff's Fleet Maintenance	Annual Test and Inspection	1	X	\$450.00/yr	= \$450.00
63	Sheriff's Fleet Maintenance	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
64	Facilities Mgmt Admin Office/Training	Annual Test and Inspection	1	X	\$660.00 /yr	= \$660.00
65	Facilities Mgmt Admin Office/Training	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
66	Facilities Mgmt Special Services	Annual Test and Inspection	1	X	\$340.00/yr	= \$340.00
67	Facilities Mgmt Special Services	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
68	Facilities Mgmt Central Stores	Annual Test and Inspection	1	X	\$300.00/yr	= \$300.00
69	Facilities Mgmt Central Stores	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
70	Health Department/EMS	Annual Test and Inspection	1	X	\$850.00/yr	= \$850.00
71	Health Department/EMS	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
72	GOA Warehouse	Annual Test and Inspection	1	X	\$230.00/yr	= \$230.00
73	GOA Youth Shelter	Semi-Annual/Annual Test and Inspection	2	X	\$265.00/each	= \$530.00
74	GOA Youth Shelter	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
75	GOA Village Day Cottage	Semi-Annual/Annual Test and Inspection	2	X	\$225.00/each	= \$450.00
76	GOA Village Day Cottage	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
77	GOA Village Owls Cottage	Semi-Annual/Annual Test and Inspection	2	X	\$240.00/each	= \$480.00
78	GOA Village Owls Cottage	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
79	GOA Village Highsmith Cottage	Semi-Annual/Annual Test and Inspection	2	X	\$250.00/each	= \$500.00
80	GOA Village Highsmith Cottage	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
81	GOA Village Wittenstein Cottage	Annual Test and Inspection	2	X	\$500.00/each	= \$1,000.00
82	GOA Village Wittenstein Cottage	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
83	GOA Village Evans Dining Hall	Annual Test and Inspection	1	X	\$450.00/yr	= \$450.00
84	GOA Village Evans Dining Hall	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
85	GOA Village Hagood House	Annual Test and Inspection	1	X	\$300.00/yr	= \$ 300.00
86	GOA Village Hagood House	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
87	GOA Village Oak Tree Cottage	Annual Test and Inspection	2	X	\$530.00/each	= \$1,060.00
88	GOA Village Oak Tree Cottage	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
89	GOA Village Meyers Cottage	Semi-Annual/Annual Test and Inspection	2	X	\$250.00/each	= \$500.00
90	GOA Village Meyers Cottage	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
91	GOA Village Soistman Cottage	Semi-Annual/Annual Test and Inspection	2	X	\$250.00/each	= \$500.00
92	GOA Village Soistman Cottage	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
93	GOA Village Admin Office	Annual Test and Inspection	1	X	\$425.00/yr	= \$425.00
94	GOA Village Admin Office	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
95	Juvenile Justice Center	Annual Test and Inspection	1	X	\$1,380.00/yr	= \$1,380.00
96	Juvenile Justice Center	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
	Alert Security Inc. dba Signature Systems of Florida					
	Company Name					

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
97	Health and Family Services (Mabel Butler)	Annual Test and Inspection	1	X	\$670.00/yr	= \$670.00
98	Health and Family Services (Mabel Butler)	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
99	Public Defender's Office and Trailer	Annual Test and Inspection	1	X	\$370.00/yr	= \$370.00
100	Public Defender's Office and Trailer	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
101	GOA Village Learning Center	Annual Test and Inspection	1	X	\$370.00/yr	= \$370.00
102	GOA Village Learning Center	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
103	Medical Examiner	Annual Test and Inspection	1	X	\$1,090.00/yr	= \$1,090.00
104	Medical Examiner	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
105	Work Release	Quarterly Test and Inspection	3	X	\$100.00/each	= \$300.00
106	Work Release	Annual Test and Inspection	1	X	\$2,000.00/yr	= \$2,000.00
107	Work Release	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
108	Graphics Reproduction/Forrestal Warehouse	Annual Test and Inspection	1	X	\$270.00/yr	= \$270.00
109	Graphics Reproduction/Forrestal Warehouse	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
110	Animal Services	Semi-Annual/Annual Test and Inspection	2	X	\$735.00/each	= \$1,470.00
111	Animal Services	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
112	Cooperative Extension	Annual Test and Inspection	1	X	\$970.00/yr	= \$970.00
113	Cooperative Extension	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
114	Mosquito Control	Annual Test and Inspection	1	X	\$340.00/yr	= \$340.00
115	Mosquito Control	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
116	Marks Street Senior Center	Annual Test and Inspection	1	X	\$1,745.00/yr	= \$1,745.00
117	Marks Street Senior Center	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
118	Public Works Building #1	Annual Test and Inspection	1	X	\$3,600.00/yr	= \$3,600.00
119	Public Works Building #1	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
120	Public Works Building #2	Annual Test and Inspection	1	X	\$1,200.00/yr	= \$1,200.00
121	Public Works Building #2	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
122	Public Works Building #3	Annual Test and Inspection	1	X	\$280.00/yr	= \$280.00
123	Public Works Building #3	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
124	Public Works Building #5	Annual Test and Inspection	1	X	\$300.00/yr	= \$300.00
125	Public Works Building #5	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
126	Public Works Building #6	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
127	Public Works Building #7	Annual Test and Inspection	1	X	\$700.00/yr	= \$700.00
128	Public Works Building #7	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
129	Public Works Building #8	Annual Test and Inspection	1	X	\$360.00/yr	= \$360.00
130	Public Works Building #8	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
131	Fort Gallin Park Hall and Administration	Annual Test and Inspection	1	X	\$300.00/yr	= \$300.00
132	Fort Gatlin Park Hall and Administration	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
133	Holden Heights Community Center	Annual Test and Inspection	1	X	\$500.00/yr	= \$500.00
134	Holden Heights Community Center	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
	Alert Security Inc. dba Signature Systems of Florida					
	Company Name					

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
135	Medical Clinic	Annual Test and Inspection	1	X	\$570.00/yr	= \$570.00
136	Medical Clinic	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
137	Juvenile Assessment Center	Quarterly Test and Inspection	3	X	\$100.00/each	= \$300.00
138	Juvenile Assessment Center	Annual Test and Inspection	1	X	\$1,700.00/yr	= \$1,700.00
139	Juvenile Assessment Center	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
140	Public Works Building #5A	Annual Test and Inspection	1	X	\$320.00/yr	= \$320.00
141	Public Works Building #5A	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
142	Facilities Management Central District	Annual Test and Inspection	1	X	\$390.00/yr	= \$390.00
143	Facilities Management Central District	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
144	Wellworks Bldg	Annual Test and Inspection	1	X	\$670.00/yr	= \$670.00
145	Wellworks Bldg	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
Total Estimated Bid Lot 3						\$67,345.00
Lot 4 - West District Buildings						
146	Tibet Butler Park Museum	Annual Test and Inspection	1	X	\$250.00 /yr	= \$250.00
147	Tibet Butler Park Museum	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
148	Tibet Butler Park Classroom	Annual Test and Inspection	1	X	\$230.00 /yr	= \$230.00
149	Tibet Butler Park Classroom	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
150	Willow Street Community Center	Annual Test and Inspection	1	X	\$330.00 /yr	= \$330.00
151	Willow Street Community Center	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
152	Fredrick Douglass Community Center	Annual Test and Inspection	2	X	\$360.00/each	= \$720.00 5720
153	Fredrick Douglass Community Center	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
154	Zellwood Highway Maintenance Office	Annual Test and Inspection	1	X	\$445.00/yr	= \$445.00
155	Zellwood Highway Maintenance Office	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
156	Mildred Dixon Community Center	Annual Test and Inspection	1	X	\$500.00/yr	= \$500.00
157	Mildred Dixon Community Center	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
158	Center	Annual Test and Inspection	1	X	\$330.00 /yr	= \$330.00
159	Center	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
160	Pine Hills Community Center Bldg A	Semi-Annual/Annual Test and Inspection	2	X	\$570.00/each	= \$1,140.00
161	Pine Hills Community Center Bldg A	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
162	Pine Hills Community Center Bldg B	Annual Test and Inspection	2	X	\$460.00/each	= \$920.00
163	Pine Hills Community Center Bldg B	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
164	Pine Hills Community Center Bldg C	Semi-Annual/Annual Test and Inspection	2	X	\$225.00/each	= \$450.00
165	Pine Hills Community Center Bldg C	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
166	George Bailey Park Maintenance Shop	Annual Test and Inspection	1	X	\$235.00 /yr	= \$235.00
167	George Bailey Park Maintenance Shop	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
168	George Bailey Park Concession Stand	Annual Test and Inspection	1	X	\$280.00/yr	= \$280.00
169	George Bailey Park Concession Stand	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
170	West Orange Soccer Maintenance Shop	Annual Test and Inspection	1	X	\$250.00/yr	= \$250.00
171	West Orange Soccer Maintenance Shop	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
	Alert Security Inc. dba Signature Systems of Florida					
	Company Name					

BID RESPONSE CONTINUES							
Item #	Location	Service Provided	Quantity	X	Unit Price	=	Total Annual Bid
172	Apopka Service Center	Annual Test and Inspection	1	X	\$620.00/yr	=	\$620.00
173	Apopka Service Center	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
174	Ocoee Service Center	Annual Test and Inspection	1	X	\$365.00/yr	=	\$365.00
175	Ocoee Service Center	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
176	Lila Mitchell Community Center	Semi-Annual/Annual Test and Inspection	2	X	\$480.00/each	=	\$960.00
177	Lila Mitchell Community Center	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
178	Southwood Community Center	Annual Test and Inspection	1	X	\$290.00/yr	=	\$290.00
179	Southwood Community Center	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
180	Southwood Head Start	Semi-Annual/Annual Test and Inspection	2	X	\$500.00/each	=	\$1,000.00
181	Southwood Head Start	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
182	Clarcona Radio Tower	Quarterly Test and Inspection	3	X	\$100.00/each	=	\$300.00
183	Clarcona Radio Tower	Annual Test and Inspection	1	X	\$250.00/yr	=	\$250.00
184	Apopka Highway Maintenance Office	Annual Test and Inspection	1	X	\$560.00/yr	=	\$560.00
185	Apopka Highway Maintenance Office	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
186	West Orange Highway Maintenance	Annual Test and Inspection	1	X	\$300.00/yr	=	\$300.00
187	West Orange Highway Maintenance	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
188	Orlo Vista Park Community Center	Annual Test and Inspection	1	X	\$480.00/yr	=	\$ 480.00
189	Orlo Vista Park Community Center	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
190	Barnett Park Administration and Gym	Annual Test and Inspection	1	X	\$1,200.00/yr	=	\$1,200.00
191	Barnett Park Administration and Gym	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
192	John Bridges Community Center Bldg A	Annual Test and Inspection	1	X	\$340.00/yr	=	\$340.00
193	John Bridges Community Center Bldg A	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
194	John Bridges Community Center Bldg B	Annual Test and Inspection	1	X	\$330.00 /yr	=	\$330.00
195	John Bridges Community Center Bldg B	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
196	John Bridges Community Center Bldg C	Semi-Annual/Annual Test and Inspection	2	X	\$250.00/each	=	\$500.00
197	John Bridges Community Center Bldg C	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
198	John Bridges Community Center Bldg D	Annual Test and Inspection	1	X	\$340.00/yr	=	\$340.00
199	John Bridges Community Center Bldg D	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
200	John Bridges Community Center Bldg E	Annual Test and Inspection	1	X	\$250.00/yr	=	\$250.00
201	John Bridges Community Center Bldg F	Semi-Annual/Annual Test and Inspection	2	X	\$400.00/each	=	\$800.00
202	John Bridges Community Center Bldg F	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
203	Reedy Creek Radio Tower	Quarterly Test and Inspection	3	X	\$100.00/each	=	\$300.00
204	Reedy Creek Radio Tower	Annual Test and Inspection	1	X	\$200.00/yr	=	\$200.00
205	Parks & Recreation Warehouse	Annual Test and Inspection	1	X	\$250.00/yr	=	\$250.00
206	Parks & Recreation Warehouse	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
207	Fleet Management	Annual Test and Inspection	1	X	\$1,160.00/yr	=	\$1,160.00
208	Fleet Management	Monthly Monitoring	12	X	\$50.00 /mo	=	\$ 600.00
	Alert Security Inc. dba Signature Systems of Florida						
	Company Name						

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
209	Hal Marston Community Center	Semi-Annual/Annual Test and Inspection	2	X	\$420.00/each	= \$840.00
210	Hal Marston Community Center	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
211	Maxey Community Center	Annual Test and Inspection	1	X	\$500.00 /yr	= \$500.00
212	LEVO Training Center	Annual Test and Inspection	1	X	\$450.00/yr	= \$450.00
213	LEVO Training Center	Semi-Annual/Annual Test and Inspection	1	X	\$0.00 /yr	= \$0.00
214	Kelly Park Restroom (Campground)	Annual Test and Inspection	1	X	\$350.00/yr	= \$350.00
215	Kelly Park Restroom (Campground)	Semi-Annual/Annual Test and Inspection	1	X	\$0.00/yr	= \$0.00
216	Barnett Park Football / Soccer Field Restroom	Annual Test and Inspection	1	X	\$350.00/yr	= \$350.00
217	Barnett Park Football / Soccer Field Restroom	Semi-Annual/Annual Test and Inspection	1	X	\$0.00/yr	= \$0.00
218	Maxey Community Center	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
219	Dr. Phillips Park Office	Annual Test and Inspection	1	X	\$250.00/yr	= \$250.00
220	Dr. Phillips Park Office	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
221	Dr. Phillips Maintenance Shop	Annual Test and Inspection	1	X	\$240.00/yr	= \$240.00
222	Dr. Phillips Maintenance Shop	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
223	Silver Star Community Park Recreation Center	Annual Test and Inspection	1	X	\$620.00/yr	= \$620.00
224	Silver Star Community Park Recreation Center	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
225	Sheriff Evidence	Semi-Annual/Annual Test and Inspection	1	X	\$0.00/yr	= \$0.00
226	Sheriff Evidence	Annual Test and Inspection	1	X	\$520.00/yr	= \$520.00
227	Sheriff Evidence	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
Total Estimated Bid - Lot 4						\$41,635.00 47 \$41,995
Lot 5 - East District						
228	Bithlo Community Center	Semi-Annual/Annual Test and Inspection	2	X	\$310.00/each	= \$620.00
229	Bithlo Community Center	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
230	Bear Creek Park Recreation Center	Annual Test and Inspection	1	X	\$360.00 /yr	= \$360.00
231	Bear Creek Park Recreation Center	Monthly Monitoring	12	X	\$35.00 /mo	= \$420.00
232	Sphaler Activity - Recreation Center	Annual Test and Inspection	1	X	\$340.00/yr	= \$340.00
233	Sphaler Activity - Recreation Center	Monthly Monitoring	12	X	\$35.00 /mo	= \$420.00
234	Sheriff Gun Range Administration	Annual Test and Inspection	1	X	\$320.00/yr	= \$320.00
235	Sheriff Gun Range Administration	Monthly Monitoring	12	X	\$35.00 /mo	= \$420.00
236	Sheriff Gun Range Maitenance Shop	Annual Test and Inspection	1	X	\$265.00/yr	= \$265.00
237	Sheriff Gun Range Ammo Storage	Annual Test and Inspection	1	X	\$220.00 /yr	= \$220.00
238	Sheriff Gun Range Defensive Tactics	Annual Test and Inspection	1	X	\$200.00/yr	= \$200.00
239	Sheriff Gun Range East West Shooting Range	Annual Test and Inspection	1	X	\$875.00/yr	= \$875.00
240	Arcadia Acres Park Restroom	Annual Test and Inspection	1	X	\$230.00/yr	= \$230.00
241	Arcadia Acres Park Restroom	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
Alert Security Inc. dba Signature Systems of Florida						
Company Name						

BID RESPONSE CONTINUES							
Item #	Location	Service Provided	Quantity	X	Unit Price	=	Total Annual Bid
242	Capehart Park Recreation Center	Annual Test and Inspection	1	X	\$290.00 /yr	=	\$290.00
243	Capehart Park Recreation Center	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00
244	East Orange Community Center B	Annual Test and Inspection	1	X	\$560.00/yr	=	\$560.00
245	East Orange Community Center B	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00
246	East Orange Community Center C	Annual Test and Inspection	1	X	\$290.00/yr	=	\$290.00
247	East Orange Community Center C	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00
248	East Orange Community Center D	Semi-Annual/Annual Test and Inspection	2	X	\$440.00/each	=	\$880.00
249	East Orange Community Center D	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00
250	East Orange Community Center E	Semi-Annual/Annual Test and Inspection	2	X	\$40.00/each	=	\$80.00
251	East Orange Community Center F	Semi-Annual/Annual Test and Inspection	2	X	\$40.00/each	=	\$80.00
252	East Orange Community Center G	Semi-Annual/Annual Test and Inspection	2	X	\$40.00/each	=	\$80.00
253	East Orange Community Center H	Semi-Annual/Annual Test and Inspection	2	X	\$40.00/each	=	\$80.00
254	East Orange Community Center I	Semi-Annual/Annual Test and Inspection	2	X	\$40.00/each	=	\$80.00
255	East Orange Community Center J	Semi-Annual/Annual Test and Inspection	2	X	\$40.00/each	=	\$80.00
256	East Orange Community Center K	Semi-Annual/Annual Test and Inspection	2	X	\$40.00/each	=	\$80.00
257	Taft Community Center	Annual Test and Inspection	1	X	\$440.00/yr	=	\$440.00
258	Taft Community Center	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00
259	Taft Service Center	Annual Test and Inspection	1	X	\$340.00/yr	=	\$340.00
260	Taft Service Center	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00
261	Landfill Radio Tower	Quarterly Test and Inspection	3	X	\$100.00/each	=	\$300.00
262	Landfill Radio Tower	Annual Test and Inspection	1	X	\$165.00/yr	=	\$165.00
263	Goldenrod Highway Maintenance Office	Annual Test and Inspection	1	X	\$275.00 /yr	=	\$275.00
264	Goldenrod Highway Maintenance Office	Monthly Monitoring	12	X	\$35.00 /mo	=	\$420.00
265	Goldenrod Park Restroom	Annual Test and Inspection	1	X	\$220.00 /yr	=	\$220.00
266	Goldenrod Park Restroom	Monthly Monitoring	12	X	\$35.00 /mo	=	\$420.00
267	Goldenrod Park Recreation Center	Annual Test and Inspection	1	X	\$530.00/yr	=	\$530.00
268	Goldenrod Park Recreation Center	Monthly Monitoring	12	X	\$35.00 /mo	=	\$420.00
269	Little Econ Soccer Complex Restroom	Annual Test and Inspection	1	X	\$320.00/yr	=	\$320.00
270	Little Econ Soccer Complex Restroom	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00
271	Fort Christmas Park Visitors Center	Annual Test and Inspection	1	X	\$700.00 /yr	=	\$700.00
272	Fort Christmas Park Visitors Center	Monthly Monitoring	12	X	\$35.00 /mo	=	\$420.00
273	911 Radio Tower	Quarterly Test and Inspection	3	X	\$100.00/each	=	\$300.00
274	911 Radio Tower	Annual Test and Inspection	1	X	\$230.00/yr	=	\$230.00
	Alert Security Inc. dba Signature Systems of Florida						
	Company Name						

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
275	Facilities Management East District Office	Annual Test and Inspection	1	X	\$370.00/yr	= \$370.00
270	Facilities Management East District Office	Monthly Monitoring	12	X	\$35.00 /mo	= \$420.00
271	Fire Station 52 Radio Tower	Quarterly Test and Inspection	3	X	\$100.00/each	= \$300.00
272	Fire Station 52 Radio Tower	Annual Test and Inspection	1	X	\$170.00/yr	= \$170.00
273	Bithlo Highway Maintenance Office	Annual Test and Inspection	1	X	\$400.00/yr	= \$400.00
274	Bithlo Highway Maintenance Office	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
275	Taylor Creek Radio Tower	Quarterly Test and Inspection	3	X	\$100.00/each	= \$300.00
276	Taylor Creek Radio Tower	Annual Test and Inspection	1	X	\$170.00 /yr	= \$170.00
277	Taft Highway Maintenance Office	Annual Test and Inspection	1	X	\$280.00/yr	= \$280.00
278	Taft Highway Maintenance Office	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
279	Curry Food Park Restroom	Annual Test and Inspection	1	X	\$190.00/yr	= \$190.00
280	Curry Food Park Restroom	Monthly Monitoring	12	X	\$35.00 /mo	= \$420.00
281	South Econ Community Park Recreation Center	Annual Test and Inspection	1	X	\$500.00/yr	= \$500.00
282	South Econ Community Park Recreation Center	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
283	Renaissance Center	Annual Test and Inspection	1	X	\$870.00/yr	= \$870.00
284	Renaissance Center	Monthly Monitoring	12	X	\$35.00 /mo	= \$420.00
285	Meadow Woods Park Recreation Center	Annual Test and Inspection	1	X	\$500.00/yr	= \$500.00
286	Meadow Woods Park Recreation Center	Monthly Monitoring	12	X	\$35.00 /mo	= \$420.00
287	Taft Head Start	Semi-Annual/Annual Test and Inspection	2	X	\$475.00	= \$950.00
288	Taft Head Start	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
289	Bithlo Christmas Neighborhood Center	Annual Test and Inspection	1	X	\$440.00/yr	= \$440.00
290	Bithlo Christmas Neighborhood Center	Monthly Monitoring	12	X	\$35.00 /mo	= \$420.00
291	Bithlo Radio Tower	Quarterly Test and Inspection	3	X	\$100.00/each	= \$300.00
292	Bithlo Radio Tower	Annual Test and Inspection	1	X	\$140.00/yr	= \$140.00
293	Sheriff Sector II	Annual Test and Inspection	1	X	\$590.00/yr	= \$590.00
294	Sheriff Sector II	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
295	Three Points Highway Facility	Annual Test and Inspection	1	X	\$280.00 /yr	= \$280.00
296	Three Points Highway Facility	Monthly Monitoring	12	X	\$35.00 /mo	= \$420.00
297	Hanging Moss Warehouse	Semi-Annual/Annual Test and Inspection	2	X	\$150.00	= \$300.00
298	Hanging Moss Warehouse	Monthly Monitoring	12	X	\$50.00 /mo	= \$600.00
299	Deputy Brandon Coates Community Park	Annual Test and Inspection	1	X	\$230.00/yr	= \$230.00
300	Deputy Brandon Coates Community Park	Monthly Monitoring	12	X	\$35.00 /mo	= \$420.00
301	Winter Park Courthouse	Annual Test and Inspection	1	X	\$0.00 /each	= \$0.00
302	Winter Park Courthouse	Semi-Annual/Annual Test and Inspection	2	X	\$475.00/each	= \$950.00
303	Tangelo Park YMCA	Annual Test and Inspection	1	X	\$0.00/each	= \$0.00
304	Tangelo Park YMCA	Semi-Annual/Annual Test and Inspection	2	X	\$315.00/each	= \$630.00
	Alert Security Inc. dba Signature Systems of Florida					
	Company Name					

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
305	East Orange Fuel Island	Annual Test and Inspection	1	X	\$175.00/yr	= \$175.00
306	East Orange Fuel Island	Monthly Monitoring	12	X	\$35.00 /mo	= \$ 420.00
307	Young Pine Park	Annual Test and Inspection	1	X	\$280.00 /yr	= \$280.00
308	Young Pine Park	Monthly Monitoring	12	X	\$35.00 /mo	= \$ 420.00
Total Estimated Bid - Lot 5						\$ AF/ \$34,865
Lot 6 - Fire Rescue						
309	FS 27	Semi-Annual/Annual Test and Inspection	2	X	\$295.00/each	= \$ 590.00
310	FS 27	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
311	FS 65	Semi-Annual/Annual Test and Inspection	2	X	\$250.00/each	= \$ 500.00
312	FS 65	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
313	FS 58	Semi-Annual/Annual Test and Inspection	2	X	\$268.00/each	= \$536.00
314	FS 58	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
315	Fire Rescue Supply	Annual Test and Inspection	1	X	\$758.00 /yr	= \$ 758.00
316	Fire Rescue Supply	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
317	Fire Rescue Headquarters	Annual Test and Inspection	1	X	\$1,430.00 /yr	= \$ 1,430.00
318	Fire Rescue Headquarters	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
319	FS 20	Semi-Annual/Annual Test and Inspection	2	X	\$262.00/each	= \$ 524.00
320	FS 20	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
321	FS 31	Semi-Annual/Annual Test and Inspection	2	X	\$381.00/each	= \$ 762.00
322	FS 31	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
323	FS 34	Semi-Annual/Annual Test and Inspection	2	X	\$225.00/each	= \$ 450.00
324	FS 34	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
325	FS 36	Semi-Annual/Annual Test and Inspection	2	X	\$250.00/each	= \$ 500.00
326	FS 36	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
327	FS 40	Semi-Annual/Annual Test and Inspection	2	X	\$263.00/each	= \$ 526.00
328	FS 40	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
329	FS 32	Semi-Annual/Annual Test and Inspection	2	X	\$183.00/each	= \$ 366.00
330	FS 32	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
331	FS 42	Semi-Annual/Annual Test and Inspection	2	X	\$291.00/each	= \$ 582.00
332	FS 42	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
333	FS 37	Semi-Annual/Annual Test and Inspection	2	X	\$317.00/each	= \$ 634.00
334	FS 37	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
335	FS 50	Semi-Annual/Annual Test and Inspection	2	X	\$213.00/each	= \$ 426.00
336	FS 50	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
337	FS 51	Semi-Annual/Annual Test and Inspection	2	X	\$365.00/each	= \$ 730.00
338	FS 51	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
339	FS 52	Semi-Annual/Annual Test and Inspection	2	X	\$244.00/each	= \$ 488.00
340	FS 52	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
341	FS 53	Semi-Annual/Annual Test and Inspection	2	X	\$230.00/each	= \$ 460.00
342	FS 53	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
	Alert Security Inc. dba Signature Systems of Florida					
	Company Name					

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
343	FS 54	Semi-Annual/Annual Test and Inspection	2	X	\$254.00/each	= \$ 508.00
344	FS 54	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
345	FS 66	Semi-Annual/Annual Test and Inspection	2	X	\$235.00/each	= \$ 470.00
346	FS 66	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
347	FS 70	Semi-Annual/Annual Test and Inspection	2	X	\$269.00/each	= \$ 538.00
348	FS 70	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
349	FS 71	Semi-Annual/Annual Test and Inspection	2	X	\$296.00/each	= \$ 592.00
350	FS 71	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
351	FS 72	Semi-Annual/Annual Test and Inspection	2	X	\$271.00/each	= \$ 542.00
352	FS 72	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
353	FS 73	Semi-Annual/Annual Test and Inspection	2	X	\$220.00/each	= \$ 440.00
354	FS 73	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
355	FS 76	Semi-Annual/Annual Test and Inspection	2	X	\$166.00/each	= \$ 332.00
356	FS 76	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
357	FS 80	Semi-Annual/Annual Test and Inspection	2	X	\$357.00/each	= \$ 714.00
358	FS 80	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
359	FS 82	Semi-Annual/Annual Test and Inspection	2	X	\$329.00/each	= \$ 658.00
360	FS 82	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
361	FS 84	Semi-Annual/Annual Test and Inspection	2	X	\$378.00/each	= \$ 756.00
362	FS 84	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
363	FS 86	Semi-Annual/Annual Test and Inspection	2	X	\$259.00/each	= \$ 518.00
364	FS 86	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
365	FS 63	Semi-Annual/Annual Test and Inspection	2	X	\$262.00/each	= \$ 524.00
366	FS 63	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
367	FS 56	Semi-Annual/Annual Test and Inspection	2	X	\$300.00/each	= \$ 600.00
368	FS 56	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
369	FS 28	Semi-Annual/Annual Test and Inspection	2	X	\$220.00/each	= \$ 440.00
370	FS 28	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
371	FS 83	Semi-Annual/Annual Test and Inspection	2	X	\$474.00/each	= \$ 948.00
372	FS 83	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
373	FS 43	Semi-Annual/Annual Test and Inspection	2	X	\$272.00/each	= \$ 544.00
374	FS 43	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
375	FS 33	Semi-Annual/Annual Test and Inspection	2	X	\$285.00/each	= \$ 570.00
376	FS 33	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
377	FS 29	Semi-Annual/Annual Test and Inspection	2	X	\$189.00/each	= \$ 378.00
378	FS 29	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
379	FS 30	Semi-Annual/Annual Test and Inspection	2	X	\$180.00/each	= \$ 360.00
380	FS 30	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
381	FS 41	Semi-Annual/Annual Test and Inspection	2	X	\$252.00/each	= \$ 504.00
382	FS 41	Monthly Monitoring	12	X	\$50.00 /mo	= \$ 600.00
	Alert Security Inc. dba Signature Systems of Florida					
	Company Name					

BID RESPONSE CONTINUES							
Item #	Location	Service Provided	Quantity	X	Unit Price	=	Total Annual Bid
383	FS 81	Semi-Annual/Annual Test and Inspection	2	X	\$289.00/each	=	\$578.00
384	FS 81	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00
385	FS 85	Semi-Annual/Annual Test and Inspection	2	X	\$311.00/each	=	\$622.00
386	FS 85	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00
387	FS 55	Semi-Annual/Annual Test and Inspection	2	X	\$285.00/each	=	\$570.00
388	FS 55	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00
389	FS 77	Semi-Annual/Annual Test and Inspection	2	X	\$279.00/each	=	\$558.00
390	FS 77	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00
391	FS 35	Semi-Annual/Annual Test and Inspection	2	X	\$330.00/each	=	\$660.00
392	FS 35	Monthly Monitoring	12	X	\$50.00 /mo	=	\$600.00
Total Estimated Bid - Lot 6							\$49,386.00
Item #	Location	Service Provided	Quantity	X	Unit Price	=	Total Annual Bid
Lot 7 - Network and Monitoring Upgrades							
392	FACP Radio Monitoring	100 X	12	X	\$50.00 /mo	=	\$60,000.00
393	FACP Radio Installation		100	X	\$0.00 /each	=	\$0.00
394	Cellular Monitoring	100 X	12	X	\$50.00 /mo	=	\$60,000.00
395	Wireless Dialer Installation		100	X	\$0.00 /each	=	\$0.00
Total Lot 7 - Upgrades							\$120,000.00
Lot 8 Repairs & Parts							
396	Diagnostic Labor	hours	250	X	\$95.00 /hr	=	\$23,750.00
397	Design Labor	hours	100	X	\$95.00 /hr	=	\$9,500.00
398	On Call Repairs & Maintenance - Standard Hours	hours	1000	X	\$95.00 /hr	=	\$95,000.00
399	On Call Repairs & Maintenance - Non Standard Hours	hours	1000	X	\$95.00 /hr	=	\$95,000.00
400	Subcontractor	hours	1000	X	\$95.00 /hr	=	\$95,000.00
401	Unforeseen fees (Taxes, permits, etc)					=	\$75,000
Item #	Location	Service Provided	Quantity	X	Unit Price (Percent)	=	Total Annual Bid
402	Parts/Materials Actual Cost with percent mark-up on the actual cost (3rd party documentation required). Calculate as follows: Example: If the mark-up is 5% your calculation should be \$150,000 + 5% = \$157,500	Markup for Materials over Actual Cost (not to exceed 10%)	\$ 150,000	+	10 %	=	\$165,000.00
Total Estimated Bid - Lot 8 - Repairs & Parts							\$558,250.00
Total Estimated Bid - Lot 1							\$62,030.00 \$62,920
Total Estimated Bid - Lot 2							\$56,830.00
Total Estimated Bid - Lot 3							\$67,345.00 \$67,310
Total Estimated Bid - Lot 4							\$41,635.00 \$41,995
Total Estimated Bid - Lot 5							\$34,865.00
Total Estimated Bid - Lot 6							\$49,386.00
Total Estimated Bid - Lot 7							\$120,000.00
Total Estimated Bid - Lot 8							\$558,250.00
Total Estimated Bid - All Lots - 1 through 8							\$991,244.00 \$991,586
Alert Security Inc. dba Signature Systems of Florida							\$991,586
Company Name							

IMPORTANT NOTE: When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the County's bid documents(s). Inclusion of additional terms and conditions such as those which may be on your company's standard forms shall result in your bid being declared non-responsive as these changes will be considered a counteroffer to the County's bid.

Performance shall be not later than one (1) calendar days After Receipt of Order (ARO) per Special Terms and Conditions.

Inquiries regarding this Invitation for Bids may be directed to Ana Villalona, Contracting Agent, at Ana.Villalona@ocfl.net

BID RESPONSE FORM - CONTINUED

THE FOLLOWING SECTION MUST BE COMPLETED BY ALL BIDDERS:

Company Name: Alert Security Inc. dba Signature Systems of Florida

NOTE: COMPANY NAME MUST MATCH LEGAL NAME ASSIGNED TO TIN NUMBER. CURRENT W9 MUST BE SUBMITTED WITH BID.

TIN#: 59-3172191 (FEIN) D-U-N-S® # 85-848-1393

150 Wilshire Blvd. Casselberry
(Street No. or P.O. Box Number) (Street Name) (City)

Seminole Florida 32707
(County) (State) (Zip Code)

Contact Person: Jose Mendoza

Phone Number: 407-644-8990 Fax Number: 407-644-9626

Email Address: Jmendoza@signaturesystemsfl.com

EMERGENCY CONTACT

Emergency Contact Person: Jesse Schwindler

Telephone Number: 407-644-8990 Cell Phone Number: 321-231-5852

Residence Telephone Number: 321-231-5852 Email: jschwindler@signaturesystemsfl.com

ACKNOWLEDGEMENT OF ADDENDA

The Bidder shall acknowledge receipt of any addenda issued to this solicitation by completing the blocks below or by completion of the applicable information on the addendum and returning it not later than the date and time for receipt of the bid. Failure to acknowledge an addendum that has a material impact on this solicitation may negatively impact the responsiveness of your bid. Material impacts include but are not limited to changes to specifications, scope of work/services, delivery time, performance period, quantities, bonds, letters of credit, insurance, or qualifications.

Addendum No. 1 , Date 6-27-2023 Addendum No. 2 , Date 7-6-2023

Addendum No. 3 , Date 7-12-2023 Addendum No. 4 , Date 7-18-2023

Addendum No. 5 , Date 7-20-2023 Addendum No. 6 , Date 8-3-2023

Addendum No. 7 , Date 8-4-2023 Addendum No. 8 , Date 8-15-2023

Addendum No. 9 , Date 8-21-2023

June 27, 2023
BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA
INVITATION FOR BID (IFB) Y23-1015-AV; ADDENDUM # 1

**FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING AND REPAIRS AT
THE FACILITIES MANAGEMENT**

This Addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining and deletions via ~~strikethrough~~.

1. Submission deadline has changed from ~~4:00 PM (local time), Thursday, July 6, 2013~~ to 4:00 PM (local time), Thursday, July 20, 2023.

2. Questions and Answers

- a. Question: Response time: Is the one-hour response included a phone call/notification? Page 29, 1. General Information, hours of performance, 3. Emergency response.
Answer: Yes, phone call/notification is included in the one-hour response time.
- b. Question: Does the County own the AES Radios/Cellular Dialers?
Answer: Yes, the County does own AES Radios/Cellular Dialers.
- c. Question: The 90-day requirement for monitoring cutover, does this time requirement begin after the permit has been issued/received?
Answer: Yes, 90 days starts at contract commencement (approval) date.
- d. Question: MWBE Requirement or encouraged?
Answer: MWBE requirement is stated in SPECIAL TERMS AND CONDITIONS, paragraph 25. BID PREFERENCE.
- e. Question: Will panel type/devise counts be provided?
Answer: Yes, please see attached EXHIBIT 1.
- f. Question: The 24-hour invoicing requirement upon completion of an emergency call this applies to closed calls only? How does it apply to weekend calls?

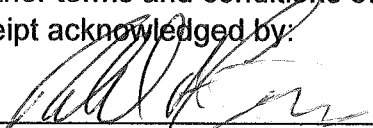
Answer: All emergencies require a 24-hour turnaround that begins the next business day.

- g. Question: Will Orange County be listing FACP Types and models and device counts for each facility?

Answer: Yes, please see attached EXHIBIT 1.

3. ACKNOWLEDGEMENT OF ADDENDA

- a. The bidder shall acknowledge receipt of this addendum by completing that applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned no later than the date and time for receipt of the bid.
- b. All other terms and conditions of the IFB remain the same.
- c. Receipt acknowledged by:



Authorized Signature

8-31-2023

Date

President

Title

Alert Security Inc. dba Signature Systems of Florida

Name of Firm

July 6, 2023
BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA
INVITATION FOR BID (IFB) Y23-1015-AV; ADDENDUM # 2

**FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING AND REPAIRS AT
THE FACILITIES MANAGEMENT**

This Addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining and deletions via ~~striketrough~~.

1. Submission deadline remains 4:00 PM (local time), Thursday, July 20, 2023.
2. Clarification:
 - a. **The 90-day requirement for monitoring cutover start date begins when the awarded vendor is issued the permit.**
 - b. **We do not have individual device counts. Please see attached EXHIBIT 2, which includes the missing districts from Addendum #1.**

3. ACKNOWLEDGEMENT OF ADDENDA

- a. The bidder shall acknowledge receipt of this addendum by completing that applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned no later than the date and time for receipt of the bid.
- b. All other terms and conditions of the IFB remain the same.
- c. Receipt acknowledged by:



Authorized Signature

8-31-2023

Date

President

Title

Alert Security Inc. dba Signature Systems of Florida

Name of Firm

July 12, 2023
BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA
INVITATION FOR BID (IFB) Y23-1015-AV; ADDENDUM # 3

**FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING AND REPAIRS AT
THE FACILITIES MANAGEMENT**

This Addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining and deletions via ~~strikethrough~~.

1. Submission deadline remains 4:00 PM (local time), Thursday, July 20, 2023.

2. Clarification:

a. We have attached device count report. Please see attached EXHIBIT 3.

3. ACKNOWLEDGEMENT OF ADDENDA

- a. The bidder shall acknowledge receipt of this addendum by completing that applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned no later than the date and time for receipt of the bid.
- b. All other terms and conditions of the IFB remain the same.
- c. Receipt acknowledged by:



Authorized Signature

8-31-2023

Date

President

Title

Alert Security Inc. dba Signature Systems of Florida

Name of Firm

July 18, 2023
BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA
INVITATION FOR BID (IFB) Y23-1015-AV; ADDENDUM # 4

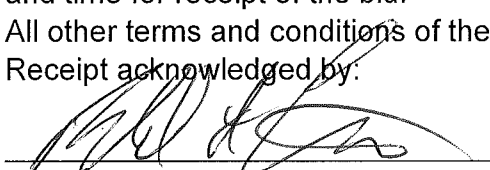
**FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING AND REPAIRS AT
THE FACILITIES MANAGEMENT**

This Addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining and deletions via ~~strikethrough~~.

1. Submission deadline changed from ~~4:00 PM (local time), Thursday, July 20, 2023~~ to 4:00 PM (local time), Thursday, August 3, 2023.

2. ACKNOWLEDGEMENT OF ADDENDA

- a. The bidder shall acknowledge receipt of this addendum by completing that applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned no later than the date and time for receipt of the bid.
- b. All other terms and conditions of the IFB remain the same.
- c. Receipt acknowledged by:



Authorized Signature

8-31-2023

Date

President

Title

Alert Security Inc. dba Signature Systems of Florida
Name of Firm

July 20, 2023
BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA
INVITATION FOR BID (IFB) Y23-1015-AV; ADDENDUM # 5

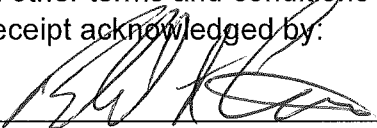
**FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING AND REPAIRS AT
THE FACILITIES MANAGEMENT**

This Addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining and deletions via ~~strikethrough~~.

1. Submission deadline remains 4:00 PM (local time), Thursday, August 3, 2023.
2. Clarification:
 - a. We have attached device count report for Fire Rescue. Please see attached EXHIBIT 4.

3. ACKNOWLEDGEMENT OF ADDENDA

- a. The bidder shall acknowledge receipt of this addendum by completing that applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned no later than the date and time for receipt of the bid.
- b. All other terms and conditions of the IFB remain the same.
- c. Receipt acknowledged by:



Authorized Signature

8-31-2023

Date

President
Title

Alert Security Inc. dba Signature Systems of Florida

Name of Firm

August 3, 2023
BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA
INVITATION FOR BID (IFB) Y23-1015-AV; ADDENDUM # 6

**FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING AND REPAIRS AT
THE FACILITIES MANAGEMENT**

This Addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining and deletions via ~~strikethrough~~.

1. Submission deadline is changed from ~~4:00 PM (local time), Thursday, August 3, 2023~~ to 4:00 PM (local time), Thursday, August 17, 2023.

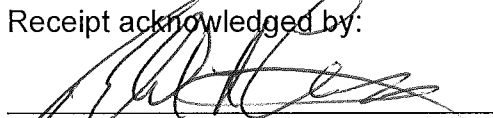
2. Correction for item 2. b. in Addendum 1:

Question: Does the County own the AES Radios/Cellular Dialers?

Answer: No, the County does not own AES Radios/Cellular Dialers.

3. ACKNOWLEDGEMENT OF ADDENDA

- a. The bidder shall acknowledge receipt of this addendum by completing that applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned no later than the date and time for receipt of the bid.
- b. All other terms and conditions of the IFB remain the same.
- c. Receipt acknowledged by:



Authorized Signature

8-31-2023

Date

President

Title

Alert Security Inc. dba Signature Systems of Florida

Name of Firm

August 4, 2023
BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA
INVITATION FOR BID (IFB) Y23-1015-AV; ADDENDUM # 7

**FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING AND REPAIRS AT
THE FACILITIES MANAGEMENT**

This Addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining and deletions via ~~strikethrough~~.

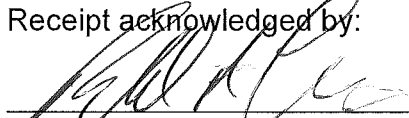
1. Submission deadline is remains 4:00 PM (local time), Thursday, August 17, 2023.
2. **Correction for item 2. b. in Addendum 1 and item 2 in Addendum 6:**

Question: Does the County own the AES Radios/Cellular Dialers?

Answer: **No, the County does not own AES Radios, but the County does own the Cellular Dialers.**

3. ACKNOWLEDGEMENT OF ADDENDA

- a. The bidder shall acknowledge receipt of this addendum by completing that applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned no later than the date and time for receipt of the bid.
- b. All other terms and conditions of the IFB remain the same.
- c. Receipt acknowledged by:



Authorized Signature

8-31-2023

Date

President

Title

Alert Security Inc. dba Signature Systems of Florida

Name of Firm

August 15, 2023
BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA
INVITATION FOR BID (IFB) Y23-1015-AV; ADDENDUM # 8

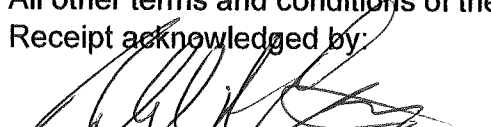
**FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING AND REPAIRS AT
THE FACILITIES MANAGEMENT**

This Addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining and deletions via ~~striketrough~~.

1. Submission deadline is changed from ~~4:00 PM (local time), Thursday, August 17, 2023,~~ to 4:00 PM (local time), Thursday, August 31, 2023.

2. ACKNOWLEDGEMENT OF ADDENDA

- a. The bidder shall acknowledge receipt of this addendum by completing that applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned no later than the date and time for receipt of the bid.
- b. All other terms and conditions of the IFB remain the same.
- c. Receipt acknowledged by:



Authorized Signature

8-31-2023

Date

President
Title

Alert Security Inc. dba Signature Systems of Florida
Name of Firm

August 21, 2023
BOARD OF COUNTY COMMISSIONERS
ORANGE COUNTY, FLORIDA
INVITATION FOR BID (IFB) Y23-1015-AV; ADDENDUM # 9

**FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING AND REPAIRS AT
THE FACILITIES MANAGEMENT**

This Addendum is hereby incorporated into the bid documents of the project referenced above. The following items are clarifications, corrections, additions, deletions, and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining and deletions via ~~striketrough~~.

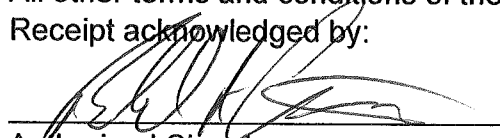
1. Submission deadline remains 4:00 PM (local time), Thursday, August 31, 2023.

2. CLARIFICATION:

The current Contractor owns the AES radios and the radio frequency. The Bidder shall include the cost of this equipment and service in their bid pricing for monthly monitoring. It is the Bidder's responsibility to determine the cost for transition of the required services for AES radios and the radio frequency.

3. ACKNOWLEDGEMENT OF ADDENDA

- a. The bidder shall acknowledge receipt of this addendum by completing that applicable section in the solicitation or by completion of the acknowledgement information on the addendum. Either form of acknowledgement must be completed and returned no later than the date and time for receipt of the bid.
- b. All other terms and conditions of the IFB remain the same.
- c. Receipt acknowledged by:



Authorized Signature

8-31-2023

Date

President

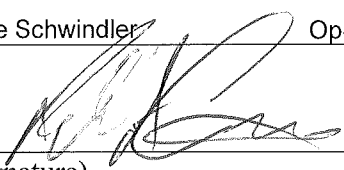
Title

Alert Security Inc. dba Signature Systems of Florida

Name of Firm

AUTHORIZED SIGNATORIES/NEGOTIATORS

The Bidder represents that the following **principals** are authorized to sign bids, negotiate and/or sign contracts and related documents to which the bidder will be duly bound. Principal is defined as an employee, officer or other technical or professional in a position capable of substantially influencing the development or outcome of an activity required to perform the covered transaction.

Name	Title	Telephone Number/Email
Phillip A. Lutes	President	407-644-8990 / Plutes@signaturesystemsfl.com
Jesse Schwindler	Operations Manager	407-644-8990 / Jschwindler@signaturesystemsfl.com
		8-31-2023
(Signature)		(Date)
President		
(Title)		
Alert Security Inc. dba Signature Systems of Florida		
(Name of Business)		

The Bidder shall complete and submit the following information with the bid:

Type of Organization

Sole Proprietorship Partnership Non-Profit
 Joint Venture* Corporation

State of Incorporation: Florida

Principal Place of Business (Florida Statute Chapter 607): Casselberry/Seminole/Florida
 City/County/State

THE PRINCIPAL PLACE OF BUSINESS SHALL BE THE ADDRESS OF THE BIDDER'S PRINCIPAL OFFICE AS IDENTIFIED BY THE FLORIDA DIVISION OF CORPORATIONS.

Federal I.D. number is: 59-3172191

* *Joint venture firms must complete and submit with their Bid Response the form titled "Information for Determining Joint Venture Eligibility", and a copy of the formal agreement between all joint venture parties. This joint venture agreement must indicate the parties' respective roles, responsibilities and levels of participation for the project. **If proposing as a Joint Venture, the Joint Venture shall obtain and maintain all contractually required insurance in the name of the Joint Venture as required by the Contract. Individual insurance in the name of the parties to the Joint venture will not be accepted.** Failure to timely submit the required form along with an attached written copy of the joint venture agreement may result in disqualification of your Bid Response*



**ORANGE COUNTY FLORIDA
PROCUREMENT DIVISION**

NOTICE IS HEREBY GIVEN that Orange County, Florida, henceforth referred to as the County is accepting sealed bids for:

**INVITATION FOR BIDS #Y23-1015, FIRE ALARM SYSTEM MONITORING,
INSPECTION, TESTING AND REPAIRS AT THE FACILITIES MANAGEMENT
TERM CONTRACT**

Copies of the Invitation for Bids (IFB) documents may be obtained from Orange County by download at: <https://secure.procurenow.com/portal/orangecountyfl>

BID SUBMISSION DUE DATE:

Sealed Electronic offers for furnishing the above will be accepted up to **4:00 PM (local time), Thursday, July 6, 2023**, via the electronic procurement portal referenced above.

To maintain a secured sealed process electronic submissions are required to be made through the OpenGov Procurement portal only at: <https://secure.procurenow.com/portal/orangecountyfl>.

Firms shall not be permitted to hand-deliver, mail, telephone, fax or email offers. Responses received after the submission deadline and/or transmitted outside of the designated OpenGov

NOTICE TO BIDDERS:

To ensure that your bid is responsive, you are urged to request clarification or guidance on any issues involving this solicitation before submission of your response. Your point-of-contact for this solicitation is Ana Villalona, Contracting Agent at Ana.Villalona@ocfl.net.

QUESTIONS:

All questions or concerns regarding this Invitation for Bids shall be submitted by email to Ana.Villalona@ocfl.net, no later than 5:00 PM **Friday, June 16, 2023** to the attention of Ana Villalona, Procurement Division, referencing the IFB number.

TABLE OF CONTENTS

<u>DESCRIPTION</u>	<u>PAGE</u>
SECTION 1: GENERAL TERMS AND CONDITIONS	
GENERAL TERMS AND CONDITIONS	4-19
SECTION 2: SPECIAL TERMS AND CONDITIONS	
SPECIAL TERMS AND CONDITIONS	21-31
SECTION 3: SPECIFICATIONS/SCOPE OF SERVICES	
SPECIFICATIONS/SCOPE OF SERVICES	32
SECTION 4: BID SUBMISSION REQUIREMENTS AND DOCUMENTATION	
- QUALIFICATION OF BIDDERS (BID PACKAGE REQUIREMENTS)	
- BID RESPONSE FORM	
- EMERGENCY CONTACTS	
- ACKNOWLEDGEMENT OF ADDENDA	
- AUTHORIZED SIGNATORIES/NEGOTIATORS	
- REFERENCE DOCUMENTATION FORM	
- DRUG-FREE WORKPLACE FORM	
- SCHEDULE OF SUBCONTRACTING FORM	
- CONFLICT/NON-CONFLICT OF INTEREST FORM	
- E-VERIFICATION CERTIFICATION	
- RELATIONSHIP DISCLOSURE FORM	
- RELATIONSHIP DISCLOSURE FORM - FREQUENTLY ASKED QUESTIONS (FAQ)	
- ORANGE COUNTY SPECIFIC PROJECT EXPENDITURE REPORT	
- EXPENDITURE REPORT- FREQUENTLY ASKED QUESTIONS (FAQ)	
- AGENT AUTHORIZATION FORM	
- LEASED EMPLOYEE AFFIDAVIT	
- INFORMATION FOR DETERMINING JOINT VENTURE ELIGIBILITY	
- CONTRACT	

SECTION 1
GENERAL TERMS AND CONDITIONS

GENERAL TERMS AND CONDITIONS

1. GENERAL INFORMATION

These specifications constitute the complete set of requirements and bid forms. The bid response page(s), and all forms listed on the bid response page(s) shall be completed, signed, and submitted via the electronic submittal portal. **Failure to comply with the preceding requirements shall result in the rejection of the bid.**

Bids submitted by mail, hand-delivery, e-mail, telephone or fax shall not be accepted. Bids submitted outside of the designated electronic submission portal shall be rejected as non-responsive regardless of where received.

Bids shall be submitted via the electronic submission portal at: <https://secure.procurenow.com/portal/orangecountyfl>.

The County shall not be responsible for delays caused by any occurrence. The time/date stamp clock located in the electronic submittal portal shall serve as the official authority to determine lateness of any bid. The bid time shall be scrupulously observed. Under no circumstances shall bids delivered after the time specified be considered. The decision to refuse to consider a bid that was received beyond the date/time established in the solicitation shall not be the basis for a protest pursuant to the Orange County Code (Procurement Ordinance).

Bidders shall not be allowed to modify their bids after the opening time and date. Bid files may be examined during normal working hours, thirty (30) days after bid opening or upon recommendation for award, whichever occurs first. Bidders desiring to view these documents are urged to schedule an appointment.

For information concerning this bid, please contact the Procurement Division at the address listed above or by calling 407-836-5635. Please specify the bid number for which you are inquiring.

2. QUESTIONS REGARDING THIS SOLICITATION

All questions or concerns regarding this Invitation for Bids shall be submitted by email to the Procurement Division representative specified on the cover page of this Invitation for Bids. Consideration for modification or alteration of the documents contained in this solicitation shall be requested during the specified question specified on the cover page of this Invitation for Bids.

When required the Procurement Division shall issue an addendum to the Invitation for Bids. The addendum shall be available on the aforementioned electronic portal for access by potential Bidders.

Bidders are instructed not to contact the initiating division directly. No oral interpretation of this Invitation for Bids shall be considered binding. The County shall be bound by information and statements only when such statements are written and executed under the authority of the Manager, Procurement Division.

This provision exists solely for the convenience and administrative efficiency of Orange County. No Bidder or other third party gains any rights by virtue of this provision or the application thereof, nor shall any Bidder or third party have any standing to sue or cause of action arising there from.

3. PRICE/DELIVERY

Price(s) bid must be the price(s) for new goods, unless otherwise specified. Any bids containing modifying, or “escalator” clauses will not be considered unless specifically requested in the bid specifications.

“Acceptance” as herein used means the acceptance by Orange County after the Manager, Procurement Division or authorized agent has, by inspection or test of such items, determined that they fully comply with specifications.

Deliveries resulting from this bid are to be performed during the normal working hours of the County. Time is of the essence and the Contractor’s delivery date must be specified and adhered to. Should the Contractor, to whom the order or contract is awarded, fail to deliver on or before the stated date, the County reserves the right to **CANCEL** the order or contract and make the purchase elsewhere, and the Contractor shall be required to compensate the County for the difference in price paid for the alternate goods. The Contractor shall be responsible for making any and all claims against carriers for missing or damage goods. Partial shipments will be acceptable unless otherwise stated.

4. FEDERAL AND STATE TAX

The County is exempt from Federal and State Sales and Use Taxes for tangible personal property (Certificate of Registry for tax transactions under Chapter 32, Internal Revenue Code and Florida Sales/Use Tax Exemption Certificate). The Manager, Procurement Division will sign an exemption certificate submitted by the Contractor.

Contractors doing business with the County shall not be exempted from paying sales tax to their suppliers for materials to fulfill contractual obligations with the County, nor shall any Contractor be authorized to use the County’s Tax Exemption Number in securing such materials.

5. ACCEPTANCE/REJECTION/CANCELLATION

The County reserves the right to accept or to reject any or all bids and to make the award to that bidder who, in the opinion of the County, will be in the best interest of and/or the most advantageous to the County. The County also reserves the right to reject the bid of any bidder who has previously failed in the proper performance of an award or to deliver on time contracts of a similar nature or who, in the County’s opinion, is not in a position to perform properly under this award. The County reserves the right to inspect all facilities of bidders in order to make a determination as to the foregoing. The County reserves the right to waive any irregularities and technicalities and may, at its discretion, request a re-bid. Award will be made to the lowest responsive and responsible bidder as determined by the County.

The County reserves the right, and the Manager, Procurement Division has absolute and sole discretion, to cancel a solicitation at any time prior to approval of the award by the

Board of County Commissioners when such approval is required. The decision to cancel a solicitation cannot be the basis for a protest pursuant to the Orange County Code.

6. NO BID

Where more than one item is listed, any items not bid upon shall be indicated as “NO BID”.

7. CONFLICT OF INTEREST

The award is subject to provisions of applicable State Statutes and County Ordinances. All bidders must disclose with their bid the name of any officer, director, or agent who is also an employee of Orange County. Further, all bidders must disclose the name of any County employee who owns, directly or indirectly, an interest of ten percent (10%) or more in the Bidder’s firm or any of its branches. Should the Contractor permanently or temporarily hire any County employee who is, or has been, directly involved with the Contractor prior to or during performance of the resulting contract, the contract shall be subject to immediate termination by the County.

8. LEGAL REQUIREMENTS

All applicable Federal and State laws and County ordinances that in any manner affect the items covered herein apply. Lack of knowledge by the Bidder shall in no way be a cause for relief from responsibility.

- A. Contractors doing business with the County are prohibited from discriminating against any employees, applicant, or client because of race, religion, color, disability, national origin, gender, or age with regard to but not limited to the following: employment practices, rates of pay or other compensation methods, and training selection.
- B. Businesses wishing to participate in the County procurement process as an Orange County Certified M/WBE firm are required to complete a certification application to attain recognition as such. You may contact the Procurement Division or the Business Development Division for information and assistance.

9. RECIPROCAL PREFERENCE

In the event the lowest responsive and responsible bid submitted in response to any Invitation for Bids is by a bidder whose principal place of business is in a county other than Orange County, and such county grants a bid preference for purchases to a bidder whose principal place of business is in such county, then Orange County may award a preference to the (next) lowest responsive and responsible bidder having a principal place of business within Orange County, Florida. Such preference will be equal to the preference granted by the county in which the lowest responsive and responsible bidder has its principal place of business **except as provided below.**

Effective July 1, 2015 the reciprocal local preference will not apply to construction services in which 50 percent or more of the cost will be paid from state-appropriated funds which have been appropriated at the time of the competitive solicitation.

If the solicitation involves a federally funded project where the funding source requirements prohibit the use of state and/or local preferences, the reciprocal local preference will not be applied.

10. GOVERNING LAW AND VENUE

Any and all legal actions associated with this contract will be governed by the laws of the State of Florida. Venue for any litigation involving this contract shall be in the Ninth Circuit Court in and for Orange County, Florida. Should any federal claims arise for which the courts of the State of Florida lack jurisdiction, venue for those actions will be in the Orlando Division of the U.S. Middle District of Florida.

11. JURY WAIVER

Each party hereto hereby irrevocably waives, to the fullest extent permitted by applicable law, any right it may have to a trial by jury in any legal proceeding directly or indirectly arising out of or relating to this agreement.

12. ATTORNEYS' FEES AND COSTS

The Parties shall each bear their own costs, expert fees, attorneys' fees, and other fees incurred in connection with this Agreement and any litigation that arises either directly, or indirectly.

13. UNIFORM COMMERCIAL CODE

The Uniform Commercial Code (Florida Statutes, Chapter 672) shall prevail as the basis for contractual obligations between the Contractor and the County for any terms and conditions not specifically stated in this Invitation for Bids.

14. MISTAKES

In the event of extension error(s), the unit price will prevail, and the Bidder's total offer will be corrected accordingly. In the event of addition errors, the extended totals will prevail and the Bidder's total will be corrected accordingly. Bidders must check their bid where applicable. Failure to do so will be at the Bidder's risk. Bids having erasures or corrections must be initialed in ink by the Bidder.

15. AVAILABILITY OF FUNDS

The obligations of the County under this award are subject to the availability of funds lawfully appropriated for its purpose by the State of Florida and Orange County, Florida, or other specified funding source for this procurement.

16. NON-DISCRIMINATION

The County's policies of equal opportunity and non-discrimination are intended to assure equal opportunities to every person, regardless of race, religion, sex, color, age, disability or national origin, in securing or holding employment in a field of work or labor for which the person is qualified, as provided and enforced by Section 17-314 of the Orange County Code and the County's relevant Administrative Regulations. It is also the county policy

that person(s) doing business with the County shall recognize and comply with this policy and that the County shall not extend public funds or resources in a manner as would encourage, perpetuate or foster discrimination. As such:

1. The Contractor shall adopt and maintain or provide evidence to the County that Contractor has adopted and maintains, a policy of nondiscrimination as defined by Section 17-288, Orange County Code, throughout the term of this Agreement.
2. The Contractor agrees that, on written request, the Association shall permit reasonable access to all business records or employment, employment advertisement, applications forms, and other pertinent data and records, by the County, for the purpose of investigating to ascertain compliance with the non-discrimination provisions of this contract; provided, that the Contractor shall not be required to produce for inspection records covering periods of time more than one year prior to the date of this Agreement.
3. The Contractor agrees that, if any obligations of this contract are to be performed by subcontractor(s), the provisions of subparagraphs 1 and 2 of this Section shall be incorporated into and become a part of the subcontract.

17. BID TABULATION AND RESULTS

Public Openings are held each Wednesday at 9:30am and Friday at 9:30am. A public opening of responses will be conducted at the next posted Procurement Public Meeting following the submission deadline. In the event of a County Holiday or unforeseen delay, responses shall remain sealed until the next public meeting.

Firms will be able to attend the public opening virtually, see the following instructions:

Visit: <https://ocfl.webex.com/ocfl/j.php?MTID=m59bb20319c748f1e60a933cf59c7125b>

Meeting number: 286 177 361

Password: Go2Meeting

Join by phone Option 1: 1-408-792-6300

Access code: 286 177 361

Join by phone Option 2: 1-617-315-0740

Access code: 286 177 361

Join by phone Option 3: 1-602-666-0783

Access code: 286 177 361

The physical meeting location is 400 E. South Street, 2nd Floor, Orlando, Florida 32801

Bid tabulations shall be available thirty (30) days after opening on the Orange County website at: <http://apps.ocfl.net/orangebids/bidresults/results.asp> or upon notice of intended action, whichever is sooner.

18. BID FORMS

All bids shall be submitted on the County's standard Bid Response Form. Modification of the Bid Response Form herein or submission of Bids on Bidder's quotation forms shall not be accepted and shall be deemed non-responsive.

19. REFERENCES

Bidder shall complete the attached Reference Documentation Form. References shall demonstrate that goods or services were satisfactorily delivered. More than one person can be listed but all shall have knowledge of the project. The reference shall be the owner or a representative of the owner. Contractors who provided services under the referenced project (contract) shall not be accepted as references. DO NOT list principals or officers

who shall not be able to answer specific questions regarding the project. Failure of references listed to respond to the County's inquiries may negatively impact the responsibility of the Bidder.

BIDDERS ARE ADVISED TO CONFIRM THAT:

- a. Each reference provided by the Bidder has up to date contact persons and contact information;
- b. The contact person provided for each reference is someone who has personal knowledge of the Bidder's performance for the specific requirement listed;
- c. The contact person for each reference has been contacted by the Bidder regarding this specific bid submittal and such person confirmed their willingness to serve as a reference; and
- d. The contact person for each reference shall have been informed they are being used as a reference and that the County may be contacting them.

THE COUNTY WILL CONTACT THE REFERENCES PROVIDED AND WILL REJECT ANY AND ALL REFERENCES FOR PROJECTS (CONTRACTS) THAT IT IS UNABLE TO INDEPENDENTLY VERIFY.

Notwithstanding anything to the contrary herein, without assuming any obligation to do so, the County reserves the right to follow up with - at minimum - the three (3) lowest bidders for supplemental submission of references/similar projects. Any such opportunity to supplement or correct granted to a respondent by the County under this provision shall expire at 11:59pm county local time on the second full county business day after the day on which such respondent received the County's request for supplementation. There will be no additional time or consideration granted by the County thereafter. Bidders found responsible under this "REFERENCES" section may still ultimately be deemed to be not responsible by the County due to other considerations including, but not limited to, other information provided in the Respondent's bid submittal, as well as any history the Respondent may have of negative performance on previous County project(s).

ULTIMATELY, THE DETERMINATION OF WHETHER A RESPONDENT IS DEEMED RESPONSIBLE SHALL BE AT THE SOLE DISCRETION OF THE COUNTY.

20. POSTING OF RECOMMENDED AWARD AND PROTESTS

The recommended award will be posted for review by interested parties at the Procurement Division and at:

<http://apps.ocfl.net/OrangeBids/AwardsRec/default.asp> prior to submission through the appropriate approval process and will remain posted for a period of five (5) full business days.

- **Orange County Lobbyist Regulations General Information**
<http://www.orangecountyfl.net/OpenGovernment/LobbingAtOrangeCounty.aspx>

A lobbying blackout period shall commence upon issuance of the solicitation until the Board selects the Contractor. For procurements that do not require Board approval, the blackout period commences upon solicitation issuance and concludes upon contract award.

The County may void any contract where the County Mayor, one or more County Commissioners, or a County staff person has been lobbied in violation of the black-out period restrictions of Ordinance No. 2002-15.

- **Orange County Protest Procedures**
<http://www.orangecountyfl.net/VendorServices/VendorProtestProcedures.aspx>

Failure to file a protest with the Manager, Procurement Division by 5:00 PM on the fifth full business day after posting, shall constitute a waiver of bid protest proceedings.

21. BID AND RELATED COSTS

By submission of a bid, the Bidder agrees that any and all costs associated with the preparation of the bid will be the sole responsibility of the Bidder. The Bidder also agrees that the County shall bear no responsibility for any costs associated with the preparation of the bid including but not limited to any administrative or judicial proceedings resulting from the solicitation process.

22. CONTRACTUAL AGREEMENT

This Invitation for Bids shall be included and incorporated in the final contract or purchase order. The order of contract precedence will be the contract (purchase order), bid document, and response. Any and all legal actions associated with this Invitation for Bids and/or the resultant contract (purchase order) shall be governed by the laws of the State of Florida. Venue for any litigation involving this contract shall be the Ninth Circuit Court in and for Orange County, Florida.

23. PUBLIC ENTITY CRIME

Section 287.133(3)(d), Florida Statutes, provides that the Florida Department of Management Services shall maintain a list of the names and addresses of those who have been disqualified from participating in the public contracting process under this section.

http://www.dms.myflorida.com/business_operations/state_purchasing/vendor_information/convicted_suspended_discriminatory_complaints_vendor_lists/convicted_vendor_list

A person or affiliate who has been placed on The Convicted Vendor list following a conviction for a public entity crime shall not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, shall not submit bids on leases of real property to a public entity, shall not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with a public entity, and shall not transact business with any public entity in excess of the threshold amount provided in Florida Statute Section 287.017, for CATEGORY TWO for a period of thirty-six (36) months from the date of being placed on The Convicted Vendor List.

24. DRUG-FREE WORKPLACE FORM

The Drug-Free Workplace Form is attached and shall be completed and submitted with your bid.

25. SUBCONTRACTING

Bidders subcontracting any portion of the work shall state name and address of subcontractor and the name of the person to be contacted on the attached “Schedule of Subcontractors Form”.

26. CONFLICT OF INTEREST FORM

Bidder shall complete the Conflict of Interest Form attached hereto and submit it with their bid.

27. ETHICS COMPLIANCE

The following forms are included in this solicitation and shall be completed and submitted as indicated below:

- A. **Orange County Specific Project Expenditure Report** -The purpose of this form is to document any expenses incurred by a lobbyist for the purposes described in **Section 2-351, Orange County Code**. This form shall be completed and submitted with all bid responses to an Orange County solicitation. Any questions concerning this form shall be addressed to the contracting agent identified in the applicable solicitation.
- B. **Relationship Disclosure Form** – The purpose of this form is to document any relationships between a bidder to an Orange County solicitation and the Mayor or any other member of Orange County, Florida. This form shall be completed and submitted with the applicable bid to an Orange County solicitation.

No contract award shall be made unless these forms have been completed and submitted with the bid. Any questions concerning these forms shall be addressed to the contracting agent identified in this solicitation. Also, a listing of the most frequently asked questions concerning these forms is attached to each for your information.

28. SUBMISSION OF BID

Bids shall be submitted via the electronic submission portal at: <https://secure.procurenow.com/portal/orangecountyfl>, prior to the submission deadline. Bids will be opened per the public meeting notice.

29. COPIES

Copies of documents, records, materials, and/or reproductions requests will be charged in accordance with Orange County’s fee schedule. Copyrighted materials may be inspected, but cannot be copied or reproduced per Federal law.

30. PROPRIETARY/RESTRICTIVE SPECIFICATIONS

If a prospective bidder considers the specification contained herein to be proprietary or restrictive in nature, thus potentially resulting in reduced competition, they are urged to contact the Procurement Division prior to bid opening. Specifications which are unrelated to performance will be considered for deletion via addendum to this Invitation for Bids.

31. DEVELOPMENT OR ASSISTANCE IN DEVELOPMENT OF SPECIFICATIONS/ REQUIREMENTS/ STATEMENTS OF WORK

Firms and/or individuals that assisted in the development or drafting of the specifications, requirements, statements of work, or solicitation documents contained herein are excluded from competing for this solicitation.

This shall not be applicable to firms and/or individuals providing responses to a publicly posted Request for Information (RFI) associated with a solicitation.

32. PAYMENT TERMS/DISCOUNTS

The County's payment terms are in accordance with Florida Statute 218, Local Government Prompt Payment Act. Cash discounts for prompt payment shall not be considered in determining the lowest net cost for bid evaluation purposes.

33. PATENTS AND ROYALTIES

Unless otherwise provided, the Contractor shall be solely responsible for obtaining the right to use any patented or copyrighted materials in the performance of the contract resulting from this Invitation for Bids.

The Contractor, without exception, shall indemnify and save harmless the County and its employees from liability of any nature or kind, including cost and expenses for or on account of any copyrighted, patented, or unpatented invention, process, or article manufactured or supplied by the Contractor. In the event of any claim against the County of copyright or patent infringement, the County shall promptly provide written notification to the Contractor. If such a claim is made, the Contractor shall use its best efforts to promptly purchase for the County any infringing products or services or procure a license, at no cost to the County, which will allow continued use of the service or product.

If none of the alternatives are reasonably available, the County agrees to return the article on request to the Contractor and receive reimbursement, if any, as may be determined by a court of competent jurisdiction.

34. INDEMNIFICATION

To the fullest extent permitted by law, the Contractor shall defend, indemnify, and hold harmless the County, its officials, agents, and employees from and against any and all claims, suits, judgments, demands, liabilities, damages, cost and expenses including attorney's fees of any kind or nature whatsoever arising directly or indirectly out of or caused in whole or in part by any act or omission of the Contractor or its subcontractors, anyone directly or indirectly employed by them, or anyone for whose acts any of them may be liable; excepting those acts or omissions arising out of the sole negligence of the County.

35. CLARIFICATIONS

It is the Bidder's responsibility to become familiar with and fully informed regarding the terms, conditions and specifications of this Invitation for Bids. Lack of understanding and/or misinterpretation of any portions of this Invitation for Bids shall not be cause for withdrawal of your bid after opening or for subsequent protest of award. Bidder's must contact the Procurement Division, at the phone number on the bid cover sheet **prior** to bid opening, should clarification be required.

Modification or alteration of the documents contained in the solicitation or contract shall only be valid if mutually agreed to in writing by the Bidder and the County.

36. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION

By submission of this bid, the Bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, that in connection with this procurement:

- A. The prices in this bid have been arrived at independently, without consultation, collusion, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor.
- B. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to opening, directly or indirectly to any other Bidder or to any competitor; and,
- C. No attempt has been made or shall be made by the Bidder to induce any other person or bidder to submit or not to submit a bid for the purpose of restricting competition.

37. SUCCESSORS AND ASSIGNS

The County and the Contractor each binds itself and its partners, successors, executors, administrators, and assigns to the other party of this Contract and to the partners, successors, executors, administrators, and assigns of such other party, in respect to all covenants of this Contract. Except as above, neither the County nor the Contractor shall assign, sublet, convey or transfer its interest in this Contract without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the County which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the County and the Contractor.

38. NO REPRESENTATIONS

Each party represents that they have had the opportunity to consult with an attorney and have carefully read and understand the scope and effect of the provisions of this Agreement. Neither party has relied upon any representations or statements made by the other party hereto which are not specifically set forth in this Agreement.

39. SEVERABILITY

The provisions of this Agreement are declared by the parties to be severable. However, the material provisions of this Agreement are dependent upon one another, and such interdependencies a material inducement for the parties to enter into this Agreement. Therefore, should any material term, provision, covenant or condition of this Agreement be held invalid or unenforceable by a court of competent jurisdiction, the party protected or benefited by such term, provision, covenant, or condition may demand that the parties negotiate such reasonable alternate contract language or provisions as may be necessary either to restore the protected or benefited party to its previous position or otherwise mitigate the loss of protection or benefit resulting from holding.

40. PRICING/AUDIT

The Contractor shall establish and maintain a reasonable accounting system, which enables ready identification of Contractor's cost of goods and use of funds.

Such accounting system shall also include adequate records and documents to justify all prices for all items invoiced as well as all charges, expenses and costs incurred in providing the goods for at least five (5) years after completion of this contract. The County or its designee shall have access to such books, records, subcontract(s), financial operations, and documents of the Contractor or its subcontractors, as required to comply with this section for the purpose of inspection or audit anytime during normal business hours at the Contractor's place of business. This right to audit shall include the Contractor's subcontractors used to procure goods under the contract with the County. Contractor shall ensure the County has these same rights with subcontractors and suppliers.

41. EMPLOYEES OF THE CONTRACTOR

All work under this contract shall be performed in a professional and skillful manner. The County may require, in writing, that the Contractor, remove from this contract any employee the County deems incompetent, careless, or otherwise objectionable.

42. TOBACCO FREE CAMPUS

All Orange County operations under the Board of County Commissioners shall be tobacco free. This policy shall apply to parking lots, parks, break areas and worksites. It is also applicable to Contractors and their personnel during contract performance on County owned property. Tobacco is defined as tobacco products including, but not limited to, cigars, cigarettes, e-cigarettes, pipes, chewing tobacco and snuff. Failure to abide by this policy may result in civil penalties levied under Chapter 386, Florida Statutes and/or contract enforcement remedies.

43. SINGLE-USE PRODUCTS

The Board of County Commissioners has established a single-use products and plastic bags policy intended to reduce the use of products which have become globally recognized as having lasting negative impacts on the environment.

Neither single-use products nor plastic bags may be sold or disbursed on County property by staff or contracted vendors, except as set forth in Orange County Administrative Regulation 9.01.03. Failure to comply with the Regulation may result in termination of the contract or other contractual remedies and may affect future contracting with the County. The use of reusable, recyclable, biodegradable, or compostable materials is encouraged.

44. **CONTRACT CLAIMS**

“Claim” as used in this provision means a written demand or written assertion by one of the contracting parties seeking as a matter of right, the payment of a certain sum of money, the adjustment or interpretation of contract terms, or other relief arising under or relating to this contract.

Claims made by a Contractor against the County, relating to a particular contract shall be submitted to the Manager, Procurement Division in writing clearly labeled “Contract Claim” requesting a final decision. The Contractor also shall provide with the claim a certification as follows: “I certify that the claim is made in good faith; that the supporting data are accurate and complete to the best of my knowledge and belief; that the amount requested accurately reflects the contract adjustment for which the Contractor believes the County is liable; and that I am duly authorized to certify the claim on behalf of the Contractor.”

Failure to document a claim in this manner shall render the claim null and void. No claim shall be accepted after final payment of the contract.

The decision of the Manager, Procurement Division shall be issued in writing and furnished to the Contractor. The decision shall state the reasons for the decision reached. The Manager, Procurement Division shall render the final decision within sixty (60) days after receipt of Contractor’s written request for a final decision. The Manager, Procurement Division decision shall be final and conclusive.

The Contractor shall proceed diligently with performance of this contract pending final resolution of any request for relief, claim, appeal or action arising under the contract and shall comply with any final decision rendered by the Manager, Procurement Division.

45. **VERIFICATION OF EMPLOYMENT STATUS**

The Contractor is required to be registered with the U.S. Department of Homeland Security’s E-Verify system prior to entering into a contract with Orange County. The Contractor shall use the E-Verify system to verify the employment eligibility of all new employees hired by the Contractor during the contract term. The Contractor shall include an express provision in all of its subcontracts requiring subcontractors, who perform work or provide services pursuant to the contract, to use the E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term. For more information on this process, please refer to United States Citizenship and Immigration Service site at:

<http://www.uscis.gov/portal/site/uscis>.

Only those employees determined eligible to work within the United States shall be employed under this contract.

By submission of a bid in response to this solicitation, the Contractor affirms that all employees in the above categories shall undergo e-verification before placement on this contract. The Contractor shall commit to comply with this requirement by completing the E-Verification certification, attached to this solicitation.

A public employer, contractor, or subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), Florida Statutes is obligated to terminate the contract with the person or entity pursuant to Section 448.095(2)(c)1, Florida Statutes. If Orange County terminates the contract for the foregoing reason, the contractor may not be awarded a public contract for at least one (1) year after the date on which the contract was terminated, and the contractor will be liable for any additional costs incurred by Orange County as a result of the termination of the contract.

46. CONFIDENTIAL INFORMATION

In accordance with Chapter 119 of the Florida Statutes (Public Records Law), and except as may be provided by other applicable State or Federal Law, all bidders/proposers should be aware that formal solicitations and the responses thereto are in the public domain. Requests for confidential treatment will not supersede the County's legal obligation to provide records to the public consistent with public records law. Bidders/proposers must cite specific, applicable legal grounds to support a request for confidential treatment, of any portion of a bid/proposal. Requests by bidders/proposers to keep entire bids/proposals confidential are generally not supported by public records laws. At a minimum, the County will disclose the successful bidder's/proposer's name, the substance of the bid/proposal, and the price.

If the bidder/proposer requests confidential treatment, bidder/proposer must submit an additional copy of the bid/proposal with the proposed confidential information redacted. This copy must include a general description of the information redacted and shall only be redacted in the least expansive manner necessary to effectuate the requested exemption(s). In a separate attachment, bidder/proposer shall supply a listing of the provisions identified by section number for which it seeks confidential treatment and identify the statutory basis under Florida law, including a detailed justification for exempting the information from public disclosure.

Bidder/proposer shall hold harmless and indemnify the County for all claims, actions, suits, judgments, fines, costs or damages the County may incur as a result of bidder's/proposer's request for confidential treatment of its bid/proposal. Bidder/proposer agrees and understands that the County may make copies of, and distribute, the bid/proposal without any requested redactions, to facilitate evaluation. Bidder/proposer warrants that such copying will not violate the rights of any third party.

47. FEDERAL REQUIREMENTS

In the event this Contract is paid in whole or in part from any federal government agency or source, the specific terms, regulations and requirements governing the disbursement of these funds shall be specified herein and become a part of this clause.

Equal Employment Opportunity: For any federally assisted construction contract, as defined in 41 CFR 60-1.3, the contractor, subcontractor, subrecipient shall follow all of the requirements of the Equal Opportunity Clause as stated in 41 CFR 60-1.4.

Davis-Bacon Act: For any federally assisted construction contract, in excess of two thousand dollars (\$2,000), the contractor, subcontractor, subrecipient shall comply with all

of the requirements of the Davis-Bacon Act (40 U.S.C. 3141 – 3148) as supplemented by Department of Labor Regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and assisted Construction”); and the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). For a definition of “Construction” see 48 CFR 2.101.

Contract Work Hours and Safety Standards Act: For any federally assisted contract, in excess of one hundred thousand dollars (\$100,000), that involves the employment of mechanics or laborers, the contractor, subcontractor, subrecipient shall comply with all of the requirements of the Contract work Hours and Safety Standards Act (40 U.S.C. 3702 and 3704), as supplemented by Department of Labor Regulations (29 CFR Part 5).

Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) - Contractors that apply or bid for an award exceeding one hundred thousand dollars (\$100,000) must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Rights to Inventions Made Under a Contract or Agreement: For any federally assisted contract, awarded to a small business firm or nonprofit organization as defined in 37 CFR 401.2 for the performance of experimental, developmental, or research work, the contractor, subcontractor, subrecipient agrees to all of the terms in 37 CFR 401.14(a) and (b) regarding Patent Rights and The Allocation of Principal Rights.

Clean Air Act and the Federal water Pollution Control Act: For any federally assisted contract, or subgrant, in excess of one hundred and fifty thousand dollars (\$150,000), the contractor, subcontractor, subrecipient or subgrant recipient shall comply with all of the requirements of the Clean Air Act (42 U.S.C. 7401 -7671q.) and the Federal water Pollution Control Act as amended (33 U.S.C. 1251 – 1387).

Procurement of Recovered Materials:

- (1) In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired
 - a. Competitively within a timeframe providing for compliance with the contract performance schedule;
 - b. Meeting contract performance requirements; or
 - c. At a reasonable price.

- (2) Information about this requirement, along with a list of EPA-designated items, is available at EPA's Comprehensive Procurement Guidelines web site, <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>.

Awarded Contractors are required to fully comply with all requirements outlined in 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

48. SCRUTINIZED COMPANIES

- A. By executing this Agreement, the Contractor/Sub-Recipient certifies that it is eligible to bid on, submit a proposal for, or enter into or renew a contract with the County for goods or services pursuant to Section 287.135, Florida Statutes.
- B. Specifically, by executing this Agreement, the Contractor/Sub-Recipient certifies that it is **not** on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel.
- C. Additionally, if this Agreement is for an amount of one million dollars (\$1,000,000) or more, by executing this Agreement, the Contractor/Sub-Recipient certifies that it is **not**:
1. On the “Scrutinized Companies with Activities in Sudan List” or the “Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List,” created pursuant to Section 215.473, Florida Statutes; and/or
 2. Engaged in business operations in Cuba or Syria.
- D. The County reserves the right to terminate this Agreement immediately should the Contractor be found to:
1. Have falsified its certification of eligibility to bid on, submit a proposal for, or enter into or renew a contract with the County for goods or services pursuant to Section 287.135, Florida Statutes; and/or
 2. Have become ineligible to bid on, submit a proposal for, or enter into or renew a contract with the County for goods or services pursuant to Section 287.135, Florida Statute subsequent to entering into this Agreement with the County.
- E. If this Agreement is terminated by the County as provided in subparagraph 4(a) above, the County reserves the right to pursue any and all available legal remedies against the Contractor, including but not limited to the remedies as described in Section 287.135, Florida Statutes.
- F. If this Agreement is terminated by the County as provided in subparagraph 4(b) above, the Contractor shall be paid only for the funding-applicable work completed as of the date of the County's termination.

G. Unless explicitly stated in this Section, no other damages, fees, and/or costs may be assessed against the County for its termination of the Agreement pursuant to this Section.

49. PUBLIC RECORDS COMPLIANCE (APPLICABLE FOR SERVICE CONTRACTS)

Orange County is a public agency subject to Chapter 119, Florida Statutes. The Contractor agrees to comply with Florida's Public Records Law. Specifically, the Contractor shall:

1. Keep and maintain public records required by Orange County to perform the service.
2. Upon request from Orange County's custodian of public records, provide Orange County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from the 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 Orange County.
4. Upon completion of the contract, Contractor agrees to transfer at no cost to Orange County all public records in possession of the Contractor or keep and maintain public records required by Orange County to perform the service. If the Contractor transfers all public record to Orange County 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 Orange County, upon request from Orange County's custodian of public records, in a format that is compatible with the information technology systems of Orange County.
5. A Contractor who fails to provide the public records to Orange County within a reasonable time may be subject to penalties under section 119.10, Florida Statutes.

6. 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 :

**Procurement Public Records Liaison
400 E. South Street, 2nd Floor, Orlando, FL 32801
ProcurementRecords@ocfl.net, 407-836-5635**

SECTION 2
SPECIAL TERMS AND CONDITIONS

SPECIAL TERMS AND CONDITIONS

1. LICENSES AND PERMITS

Prior to furnishing the requested product(s), it shall be the responsibility of the Contractor to obtain, at no additional cost to Orange County, any and all licenses and permits required to complete all contractual requirements. These licenses and permits shall be readily available for review by the Manager, Procurement Division or authorized designee.

2. BID ACCEPTANCE PERIOD

A bid shall constitute an irrevocable offer for a period of ninety (90) days from the bid opening date or until the date of award. In the event that an award is not made by the County within ninety (90) days from the bid opening date, the Bidder may withdraw their bid or provide a written extension of their bid.

3. FLORIDA CONVICTED/SUSPENDED/DISCRIMINATORY COMPLAINTS

By submission of an offer, the respondent affirms that it is not currently listed in the Florida Department of Management Services Convicted/Suspended/Discriminatory Complaint Vendor List.

4. AWARD

Orange County reserves the right to award on an all-or-none basis to the lowest responsive and responsible bidder or to award on a lot-by-lot basis to the lowest responsive and responsible Bidder, whichever is in the best interest of the County. The lots are arranged by geographic proximity to allow for effective management of each area. Award of multiple lots to the same Bidder shall be at the sole discretion of the County.

5. POST AWARD MEETING

Within **ten** (10) days after receipt of notification of award of bid, Contractor shall meet with the County's representative(s) to discuss job procedures and scheduling.

6. PERFORMANCE

Timely performance is of the essence in the award of this Invitation for Bids. Performance shall be no later than **one (1)** calendar day from receipt of delivery order. Bids which fail to meet this requirement shall be rejected.

It is hereby understood and mutually agreed to by and between parties hereto that the time of performance is an essential condition of this contract.

Should the Contractor neglect, fail or refuse to provide the services within the time herein specified, then said Contractor does hereby agree as part of the consideration for the awarding of this contract, to pay Orange County the sum extended by the County to contract for like services approved by the Procurement Division for the period from the required scheduled commencement date until performance of services covered in the Invitation for Bids is completed.

The Contractor shall, within **two (2)** calendar days from the beginning of such delay, notify the Manager, Procurement Division in writing of the cause(s) of the delay.

7. FORCE MAJEURE

1. The Contractor shall not be held responsible for any delay and/or failure in performance of any part of this contract to the extent such delay or failure is caused by explosion, war, embargo, government requirement, civil or military authority, act of God, or other similar causes beyond the Contractor's control so long as the Contractor's delay is not caused by the Contractor's own fault or negligence. That notwithstanding, the Contractor shall notify the County in writing within forty-eight (48) hours after the beginning of any such cause that would affect its performance hereunder and the County reserves the right the request additional information that supports the validity of the Contractor's Force Majeure claim. Failure to notify the County in a timely manner of any claim of Force Majeure made pursuant to this section is cause for termination of this contract.
2. If the Contractor's performance is delayed pursuant to this section for a period exceeding one (1) calendar day from the date the County receives the required Force Majeure notice, the County shall have the right to terminate this contract thereafter and shall only be liable to the Contractor for any work performed and validated (if required for payment hereunder) prior to the date of the County's contract termination.
3. If the Contractor's performance is delayed pursuant to this section, the County may, upon written request of the Contractor, agree to equitably adjust the provisions of this contract, including price, performance, and delivery, as may be affected by such delay. However, this provision shall not be interpreted to limit the County's right to terminate for convenience.

8. TERMINATION

A. Termination for Default:

The County may, by written notice to the Contractor terminate this contract for default in whole or in part (delivery orders, if applicable) if the Contractor fails to:

1. Provide goods or services that comply with the specifications herein or fails to meet the County's performance standards
2. Deliver the goods or to perform the services within the time specified in this contract or any extension.
3. Make progress so as to endanger performance of this contract
4. Perform any of the other provisions of this contract.

Prior to termination for default, the County shall provide adequate written notice to the Contractor through the Manager, Procurement Division, affording the opportunity to cure the deficiencies or to submit a specific plan to resolve the deficiencies within ten (10) calendar days (or the period specified in the notice)

after receipt of the notice. Failure to adequately cure the deficiency shall result in termination action. Such termination may also result in suspension or debarment of the Contractor in accordance with the County's Procurement Ordinance. The Contractor and its sureties (if any) shall be liable for any damage to the County resulting from the Contractor's default of the contract. This liability includes any increased costs incurred by the County in completing contract performance.

In the event of termination by the County for any cause, the Contractor shall have, in no event, any claim against the County for lost profits or compensation for lost opportunities. After a receipt of a Termination Notice and except as otherwise directed by the County the Contractor shall:

1. Stop work on the date and to the extent specified.
2. Terminate and settle all orders and subcontracts relating to the performance of the terminated work
3. Transfer all work in process, completed work, and other materials related to the terminated work as directed by the County.
4. Continue and complete all parts of that work that have not been terminated.

B. Termination for Convenience:

The County, by written notice, may terminate this contract, in whole or in part, when it is in the County's interest. If this contract is terminated, the County shall be liable only for goods or services delivered and accepted. The County Notice of Termination shall provide the Contractor thirty (30) calendar days prior notice before it becomes effective. **A termination for convenience may apply to individual delivery orders, purchase orders or to the contract in its entirety.**

9. COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH

By submission of a bid in response to this solicitation, the Bidder certifies that all material, equipment, etc., contained in their bid meets all OSHA requirements. Bidder further certifies that if they are the awarded Contractor, and the material, equipment, etc., delivered is subsequently found to be deficient in any OSHA requirements in effect on date of delivery, all costs necessary to bring the material, equipment, etc., into compliance with the aforementioned requirements shall be borne by the Contractor.

10. COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH

Any good delivered under a contract resulting from this bid shall be accompanied by a Safety Data Sheet (SDS). The SDS shall include the following information:

- A. The chemical name and the common name of the toxic substance.
- B. The hazards or other risks in the use of the toxic substance, including:
 1. The potential for fire, explosion, corrosiveness and reactivity;

2. The known acute and chronic health effects of risks from exposure, including the medical conditions which are generally recognized as being aggravated by the exposure to the toxic substance; and
 3. The primary route of entry and symptoms of over exposure.
- C. The proper precautions, handling practices, necessary personal protective equipment and other safety precautions in the use of or exposure to the toxic substances, including appropriate emergency treatment in case of over exposure.
 - D. The emergency procedure for spills, fire, disposal and first aid.
 - E. A description in lay terms of the known specific potential health risks posed by the toxic substance intended to alert any person reading this information.
 - F. The year and month, if available, that the information was compiled and the name, address and emergency telephone number of the manufacturer responsible for preparing the information.

11. SAFETY REGULATIONS

Equipment shall meet all State and Federal safety regulations.

12. LAWS AND REGULATIONS

The Respondent's attention is directed to the fact that all applicable Federal and State laws, municipal and county ordinances, and the rules and regulations of all authorities having jurisdiction over any part of the project shall apply to the Contract throughout, and they will be deemed to be included in the Contract the same as though herein written.

Respondents are hereby provided notice of the provisions of Section 287.05701, Florida Statutes

13. PAYMENT

Partial payments for the value of goods received and accepted and services rendered may be requested by the submission of a properly executed invoice. Payment shall be made in accordance with Florida Statute 218, Local Government Prompt Payment Act. Payment for accepted equipment/goods/services shall be accomplished by submission of an invoice, in duplicate, to:

Orange County Facilities Management Division Fiscal Office
Internal Operations Centre II
400 East South Street
Orlando, FL 32801
Phone (407) 836-0052

A valid invoice shall include the following:

1. Reference to the Delivery Order
2. Delivery Dates/ Service Dates

3. Itemization of Goods Delivered/ Services Rendered
4. Unit Prices in accordance with the Bid Response Form
5. Back-up documentation for parts

In the event additional County Departments or other public entities utilize this contract, invoices are to be sent directly to the Department or entity placing the order.

14. DEBRIS

Contractor shall be responsible for the prompt removal of all debris which is a result of this contractual service.

15. SAFETY AND PROTECTION OF PROPERTY

The Contractor shall at all times:

- A. Initiate, maintain and supervise all safety precautions and programs in connection with its services or performance of its operations under this contract.
- B. Take all reasonable precautions to prevent injury to employees, including County employees and all other persons affected by their operations.
- C. Take all reasonable precautions to prevent damage or loss to property of Orange County, or of other Contractors, consultants or agencies and shall be held responsible for replacing or repairing any such loss or damage.
- D. Comply with all ordinances, rules, regulations, standards and lawful orders from authority bearing on the safety of persons or property or their protection from damage, injury or loss. This includes but is not limited to:
 - Occupational Safety and Health Act (OSHA)
 - National Institute for Occupational Safety & Health (NIOSH)
 - National Fire Protection Association (NFPA)
 - American Society of Heating, Refrigeration & Air-Conditioning Engineers (ASHRAE)
- E. The Contractor shall also comply with the guidelines set forth in the Orange County Safety & Health Manual. The manual can be accessed online at the address listed below:

<http://www.orangecountyfl.net/VendorServices/OrangeCountySafetyandHealthManual.aspx>

16. INSURANCE REQUIREMENTS

Vendor/Contractor agrees to maintain on a primary basis and at its sole expense, at all times throughout the duration of this contract the following types of insurance coverage with limits and on forms (including endorsements) as described herein. These requirements, as well as the County's review or acceptance of insurance maintained by Vendor/Contractor is not intended to and shall not in any manner limit or qualify the liabilities assumed by Vendor/Contractor under this contract. Vendor/Contractor is required to maintain any coverage required by federal and state workers' compensation

or financial responsibility laws including but not limited to Chapter 324 and 440, Florida Statutes, as may be amended from time to time.

The Vendor/Contractor shall require and ensure that each of its sub-Vendors/sub-Contractors providing services hereunder (if any) procures and maintains until the completion of their respective services, insurance of the types and to the limits specified herein.

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

(Note: State licenses can be checked via www.floir.com/companysearch/ and A.M. Best Ratings are available at www.ambest.com)

Required Coverage:

- Commercial General Liability - The Vendor/Contractor shall maintain coverage issued on the most recent version of the ISO form as filed for use in Florida or its equivalent, with a limit of liability of not less than \$1,000,000 (one million dollars) per occurrence. Vendor/Contractor further agrees coverage shall not contain any endorsement(s) excluding or limiting Product/Completed Operations, Contractual Liability, or Separation of Insureds. The General Aggregate limit shall either apply separately to this contract or shall be at least twice the required occurrence limit.

Required Endorsements:

- Additional Insured- CG 20 26 or CG 20 10/CG 20 37 or their equivalents.
Note: CG 20 10 must be accompanied by CG 20 37 to include products/completed operations
- Waiver of Transfer of Rights of Recovery- CG 24 04 or its equivalent.
Note: If blanket endorsements are being submitted please include the entire endorsement and the applicable policy number.
- Business Automobile Liability - The Vendor/Contractor shall maintain coverage for all owned; non-owned and hired vehicles issued on the most recent version of the ISO form as filed for use in Florida or its equivalent, with limits of not less than \$500,000 (five hundred thousand dollars) per accident. In the event the Vendor/Contractor does not own automobiles the Vendor/Contractor shall maintain coverage for hired and non-owned auto liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Required Endorsements:

- Workers' Compensation - The Vendor/Contractor shall maintain coverage for its employees with statutory workers' compensation limits, and no less than \$100,000 each incident of bodily injury or disease for Employers' Liability. Elective exemptions as defined in Florida Statute 440 will be considered on a case-by-case basis. Any Vendor/Contractor using an employee leasing company shall complete the Leased Employee Affidavit.

Required Endorsements:

Waiver of Subrogation- WC 00 03 13 or its equivalent

When a self-insured retention or deductible exceeds \$100,000 the COUNTY reserves the right to request a copy of Vendor/Contractor most recent annual report or audited financial statement. For policies written on a "Claims-Made" basis the Vendor/Contractor agrees to maintain a retroactive date prior to or equal to the effective date of this contract. In the event the policy is canceled, non-renewed, switched to occurrence form, or any other event which triggers the right to purchase a Supplemental Extended Reporting Period (SERP) during the life of this contract the Vendor/Contractor agrees to purchase the SERP with a minimum reporting period of not less than two years. Purchase of the SERP shall not relieve the Vendor/Contractor of the obligation to provide replacement coverage.

By entering into this contract Vendor/Contractor agrees to provide a waiver of subrogation or a waiver of transfer of rights of recovery, in favor of the County for the workers' compensation and general liability policies as required herein. When required by the insurer or should a policy condition not permit the Vendor/Contractor to enter into a pre-loss agreement to waive subrogation without an endorsement, then Vendor/Contractor agrees to notify the insurer and request the policy be endorsed with a Waiver of Subrogation or a Waiver of Transfer of Rights of Recovery Against Others endorsement.

Prior to execution and commencement of any operations/services provided under this contract the Vendor/Contractor shall provide the COUNTY with current certificates of insurance evidencing all required coverage. In addition to the certificate(s) of insurance the Vendor/Contractor shall also provide endorsements for each policy as specified above. All specific policy endorsements shall be in the name of Orange County, Florida.

For continuing service contracts renewal certificates shall be submitted immediately upon request by either the COUNTY or the COUNTY's contracted certificate compliance management firm. The certificates shall clearly indicate that the Vendor/Contractor has obtained insurance of the type, amount and classification as required for strict compliance with this insurance section. Vendor/Contractor shall notify the COUNTY not less than thirty (30) business days (ten business days for non-payment of premium) of any material change in or cancellation/non-renewal of insurance coverage. The Vendor/Contractor shall provide evidence of replacement coverage to maintain compliance with the aforementioned insurance requirements to the COUNTY or its certificate management representative five (5) business days prior to the effective date of the replacement policy (ies).

The certificate holder shall read:

Orange County, Florida
Risk Management Division
109 E. Church Street, Suite 200
Orlando, FL 32801

Additional insurance guidelines and sample certificates can be found on the County's Vendor Services website:

17. CONTRACT TERM/RENEWAL

- A. The contract resulting from this Invitation for Bids shall commence effective upon issuance of a term contract by the County and extend for a period of one (1) year. The contract may be renewed for four (4) additional one (1) year periods, upon mutual agreement of both parties. If any such renewal results in changes in the terms and conditions, such changes shall be reduced to writing as an amendment to this contract and such amendment shall be executed by both parties.
- B. The initiating County department(s) shall issue delivery/purchase orders against the term contract on an “as needed” basis.
- C. If the quantity of a unit priced item in this contract is an estimated quantity and the actual quantities ordered are more than 50% above the estimated quantity, the County shall enter into negotiations with the Contractor for a lower unit price which shall be incorporated into the contract. Failure of the Contractor to agree to a reduced unit price may result in the termination of the contract and re-solicitation of the requirement.
- D. Any order issued during the effective period of this contract, but not completed within that period, shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor’s and the County’s rights and obligations with respect to that order to the extent as if the order were completed during the contract performance period.

18. PRICING

The County requires a firm price for the entire contract period. Invoices shall be reviewed to confirm compliance with contract pricing. Failure to hold prices firm shall be grounds for immediate termination of the contract.

19. PRICE ESCALATION/DE-ESCALATION (CPI)

The County may allow a price escalation provision within this award.

The original contract prices shall be firm for an initial one (1) year period. A price escalation/de-escalation will be considered at one (1) year intervals thereafter, provided the Contractor notifies the County, in writing, of the pending price escalation/de-escalation a minimum of sixty (60) days prior to the effective date. Price adjustments shall be based on the latest version of the Consumers Price Index (CPI-U) for All Urban Consumers, All Items, U.S. City Average, non-seasonal, as published by the U.S. Department of Labor, Bureau of Labor Statistics. This information is available at www.bls.gov.

Price adjustment shall be calculated by applying the simple percentage model to the CPI data. This method is defined as subtracting the base period index value (at the time of initial award) from the index value at time of calculation (latest version of the CPI published as of the date of request for price adjustment), divided by the base period index

value to identify percentage of change, then multiplying the percentage of change by 100 to identify the percentage change. Formula is as follows:

$$\text{Current Index} - \text{Base Index} / \text{Base Index} = \% \text{ of Change}$$

$$\% \text{ of Change} \times 100 = \text{Percentage Change}$$

CPI-U Calculation Example:

CPI for current period	232.945
Less CPI for base period	229.815
Equals index point change	3.130
Divided by base period CPI	229.815
Equals	0.0136
Result multiplied by 100	0.0136 x 100
Equals percent change	1.4%

A price increase may be requested only at each time interval specified above, using the methodology outlined in this section. To request a price increase, Contractor shall submit a letter stating the percentage amount of the requested increase and adjusted price to the Orange County Procurement Division. The letter shall include the complete calculation utilizing the formula above, and a copy of the CPI-U index table used in the calculation. The maximum allowable increase shall not exceed 4%, unless authorized by the Manager, Procurement Division. All price adjustments must be accepted by the Manager, Procurement Division and shall be memorialized by written amendment to this contract. No retroactive contract price adjustments will be allowed.

Should the CPI-U for All Urban Consumers, All Items, U.S City Average, as published by the U.S. Department of Labor, Bureau of Labor Statistics decrease during the term of the contract, or any renewals, the Contractor shall notify the Orange County Procurement Division of price decreases in the method outlined above. If approved, the price adjustment shall become effective on the contract renewal date. If the Contractor fails to pass the decrease on to the County, the County reserves the right to place the Contractor in default, cancel the award, and remove the Contractor from the County Vendor List for a period of time deemed suitable by the County. In the event of this occurrence, the County further reserves the right to utilize any options as stated herein.

20. METHOD OF ORDERING

The County shall issue Delivery Orders against the contract on an as needed basis for the goods or services listed on the Bid Response Form.

21. CONDITIONS FOR EMERGENCY/HURRICANE OR DISASTER - TERM CONTRACTS

It is hereby made a part of this Invitation for Bids that before, during and after a public emergency, disaster, hurricane, flood, or other acts of God that Orange County shall require a "first priority" basis for goods and services. It is vital and imperative that the majority of citizens are protected from any emergency situation which threatens public health and safety, as determined by the County. Contractor agrees to rent/sell/lease all goods and services to the County or other governmental entities as opposed to a private citizen, on a first priority basis. The County expects to pay contractual prices for all goods or services required during an emergency situation. Contractor shall furnish a twenty-four (24) hour phone number in the event of such an emergency.

22. REQUIREMENTS CONTRACT

This is a Requirements Contract and the County's intent is to order from the Contractor all of the goods or services specified in the contract's price schedule that are required to be purchased by the County. If the County urgently requires delivery of goods or services before the earliest date that delivery may be required under this contract, and if the contractor will not accept an order providing for accelerated delivery, the County may acquire the goods or services from another source.

The County's requirements in this contract are estimated and there is no commitment by the County to order any specified amount. If the estimated quantities are not achieved, this shall not be the basis for an equitable adjustment.

If the Manager, Procurement Division determines that the Contractor's performance is less than satisfactory, the County may order the goods or services from other sources until the deficient performance has been cured or the contract terminated.

23. PERSONNEL

- A. The CONTRACTOR represents that it has, or will secure at its own expense, all necessary personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the COUNTY.
- B. All of the services required hereafter shall be performed by the CONTRACTOR or under its supervision, and all personnel engaged in performing the services shall be fully qualified and, if required, authorized or permitted under state and local law to perform such services.
- C. By execution of this contract, the Contractor hereby certifies that key personnel assigned to provide the required services have not been, and shall not be, changed or altered without prior written approval by the County. The County shall have seventy-two (72) hours to review any request made by the Contractor for any change, alteration, or substitution of staff. The Contractor shall ensure that such substituted staff members are of substantially the same qualifications as those approved by the County at the time of contract award and create no conflicts of interest between the Contractor and the County.
- D. The CONTRACTOR warrants that all services shall be performed by skilled and competent personnel to the highest professional standards in the field. The

COUNTY may require, in writing, that the CONTRACTOR remove from this contract any employee the COUNTY deems incompetent, careless, or otherwise objectionable.

24. USE OF CONTRACT BY OTHER GOVERNMENT AGENCIES

At the option of the Contractor, the use of the contract resulting from this solicitation may be extended to other governmental agencies, including the State of Florida, its agencies, political subdivisions, counties, and cities.

Each governmental agency allowed by the Contractor to use this contract shall do so independent of any other governmental entity. Each agency shall be responsible for its own purchases and shall be liable only for goods or services ordered, received, and accepted. No agency receives any liability by virtue of this bid and subsequent contract award.

25. BID PREFERENCE

In accordance with the Minority Women Owned Business Enterprise (MWBE) Ordinance, award of a contract resulting from this Invitation for Bids may be made to the lowest responsive and responsible Orange County certified MWBE bidder provided that the bid does not exceed the overall lowest responsive and responsible bidder by the following percentages for the bid amounts listed:

- A. 8% - Bids Up To \$100,000**
- B. 7% - Bids Greater Than \$100,000 to \$500,000**
- C. 6% - Bids Greater Than \$500,000 to \$750,000**
- D. 5% - Bids Greater Than \$750,000 to \$2,000,000**
- E. 4% - Bids Greater Than \$2,000,000 to \$5,000,000**
- F. 3% - Bids Greater Than \$5,000,000**

In accordance with the Registered Service-Disabled Veteran Business Ordinance, award of a contract resulting from this Invitation for Bids may be made to the lowest responsive and responsible registered prime Service Disabled Veteran bidder provided that the bid does not exceed the overall lowest responsive and responsible bidder by the following percentages for the bid amounts listed:

- A. 8% - Bids Up To \$100,000**
- B. 7% - Bids Greater Than \$100,000 to \$500,000**
- C. 6% - Bids Greater Than \$500,000 to \$750,000**
- D. 5% - Bids Greater Than \$750,000 to \$2,000,000**
- E. 4% - Bids Greater Than \$2,000,000 to \$5,000,000**
- F. 3% - Bids Greater Than \$5,000,000**

In the event of a tie between an M/WBE and a registered prime SDV with all else being equal, the award shall be made to the firm with the lowest business net worth.

**SECTION 3
SPECIFICATIONS / SCOPE OF SERVICES**

SCOPE OF SERVICES

1. **GENERAL INFORMATION**

The awarded Contractor shall be responsible for fire alarm systems inspection and testing at the location and frequencies outlined in the Bid Proposal Form, and as needed system upgrades and repairs at designated County facilities. The Contractor shall furnish all labor, materials, and equipment necessary to provide fire alarm system monitoring for Orange County facilities. The fire alarm system monitoring shall be transmitted and received by the Contractor's designated Remote Receiving Station.

The Orange County Facilities Management (FM) Division is responsible for maintaining over 400 buildings throughout Orange County, Florida. Due to the large size of the County, the division is organized into maintenance districts by geographical region. Each maintenance district supports the needs of the various buildings located in its respective region. The Contractor shall become familiar with the building operational requirements in each district and coordinate all services with the Department Maintenance Representative (DMR).

Hours of Performance:

- 1) **Standard Hours:** Standard working hours are Monday through Friday, 6:00 AM to 6:00 PM, excluding Orange County holidays.
- 2) **Non-Standard Hours:** Non-Standard working hours are Monday through Friday, 6:01 PM to 5:59 AM, weekends, and Orange County holidays.
- 3) **Emergency Response:** Emergency response hours may encompass nights, holidays, weekends, twenty-four (24) hours per day, seven (7) days per week and requires a one (1) hour maximum response time.

The contractor must provide a 24-hour point of contact for non-standard working hours and emergency services.

2. **STAFFING REQUIREMENTS**

- A. The Contractor shall assign a lead point of contact (POC) or supervisor with whom the County's Representative may consult regarding contract performance throughout the entire contract period to ensure his/her work will not conflict with the County's normal operations. The supervisor or POC shall not be replaced without first notifying the Facilities Management Senior Contract Administrator seventy-two (72) hours in advance. The name and telephone number of the replacement supervisor or POC shall be provided at that time. Any change to the Contractor's point of contact shall be subject to the approval of the County.

The Contractor's POC shall have the capability to receive service requests by landline telephone and cellular, text messages, e-mail, and facsimile to facilitate timely service.

- B. The Contractor shall provide a twenty-four (24) hour point of contact with a staffed phone number that will respond to maintenance requests for emergency services on a twenty-four (24) hour per day seven (7) days per week and a 365 days per year basis.
- C. Effective communication with the County staff building occupants is necessary to perform this Scope of Services. Therefore, Contractor shall ensure supervisors and points of contact are able to read, write, and speak English fluently.
- D. Only Contractor employees shall be used to perform the required services of this contract. The Contractor shall not use employees of any temporary employment agency to supplement the work force in County buildings for any reason.
- E. The Contractor shall provide sufficient work force and supervisory personnel to perform the specified services to meet the requirements specified herein and provide backup as needed during all required work hours and at multiple concurrent locations.
- F. The Contractor shall maintain sole responsibility for the actions of its employees. Technicians hired after contract award shall meet the requirements of Special Terms and Conditions, Qualification of Bidders for the duration of the contract.
- G. The Contractor shall ensure that all employees are clean, neat, and appropriately attired during the performance of the services. The Contractor shall ensure that all employees are properly dressed with a uniform shirt displaying the company name/logo. The photo ID badge shall be displayed on the front of their uniform shirt at all times when on County property. The Contractor shall be responsible for providing photo ID badges for all employees.
- H. All onsite personnel employed by the Contractor shall conduct themselves in a professional, business-like manner. Such personnel shall not, by word of mouth or deed, express themselves in such a manner as would be construed as conduct being obscene, harassing or offensive by a reasonable, sensitive person. Any such conduct shall be cause for removal from the facility.
- I. All Contractor personnel shall identify themselves at the appropriate administrative office upon arrival on site and prior to beginning work and upon completion of work and leaving worksite.
- J. Contractor shall ensure that technicians are trained on the fire alarm systems in place in County facilities and all systems supplied and installed by the Contractor including the Mesh Radio System equipment.
- K. Training records of any training performed for all existing and newly hired employees must be made available and provided to the County's Representative within twenty-four (24) hours of request.

3. PERFORMANCE REQUIREMENTS

- A. All workmanship shall meet the standards specified herein, and shall be accomplished in accordance with approved and accepted industry best practices and technical standards of the; (1) industry, (2) equipment manufacturer, (3) applicable Federal and local standards and codes, and (4) applicable building and safety codes, including, but not limited to:
- National Fire Protection Association (NFPA)
 - National Electric Code (NEC)
 - Occupational Safety and Health Act (OSHA)
 - National Institute for Occupational Safety & Health (NIOSH)
 - All testing, Inspection and Maintenance shall conform to the most recent adopted version of NFPA 72, Chapter 14 and all documentation shall conform to NFPA 72, Chapter 10.
- B. The Contractor shall conform to all Federal, State, City, and Orange County standards and regulations during the performance of the contract. Any fines levied due to inadequacies or failure to comply with any and all requirements shall be the sole responsibility of the Contractor.
- C. Any person found not in compliance with any laws, statutes, rules or regulations will not be allowed on the work site. Continued violations by a Contractor shall constitute cause for immediate termination of the Contract.
- D. All of the services required hereunder shall be performed by the Contractor's direct employees or authorized subcontractors under the Contractor's supervision. All personnel engaged in performing the services shall be fully qualified, experienced and, if required, certified, authorized, licensed or permitted under state and local law to perform such services.
- E. The Contractor, upon request by the County, shall remove all Contractor's personnel from County property who are deemed careless, incompetent, insubordinate, reasonably objectionable, or whose continued employment is deemed to be contrary to the interest of the County as determined by the County, or if it is determined that services are not being performed in accordance with the terms and conditions of this contract.
- The County's request to remove any employee from this contract shall, in no instance, be considered a request for the contractor to terminate the designated individual from contractor's employment. The sole intent is removal from this contract.
- F. The County Representative, with advisement of the Senior Contract Administrator, may request the Contractor remove any Supervisor if it is determined that services are not being performed in accordance with the terms and conditions of this contract.
- G. Work shall be scheduled to provide the least inconvenience to building occupants and visitors. The Contractor shall coordinate all scheduling activities for services under this contract with the DMR. The DMR shall have the final authority on schedules to be implemented.

- H. The County may schedule meetings periodically to review contract terms, performance, and other contractual related matters. The Contractor shall be required to attend all meetings as requested by the County, no additional compensation shall be provided to the Contractor for attending these meetings.
- I. Services not performed in accordance to the content of this contract shall be considered unsatisfactory and unacceptable. In the event of non-performance or unsatisfactory performance by the Contractor, or employees of (including subcontractors), the County's Representative shall have the right to exercise one of the following options:
 - 1) Notify the Contractor of non-performance/unsatisfactory performance in writing and allow Contractor to correct such item of non-performance/unsatisfactory performance within a twenty-four (24) hour timeframe. Although the timeframe for making corrections may occur outside of the Contractor's normal working hours, the Contractor shall not receive any further compensation.
 - 2) The Senior Contract Administrator may request the Contractor remove any Supervisor or employee if it is a personnel related issue.
 - 3) The County reserves the right to correct any item of non-performance/ unsatisfactory performance by any means it deems necessary to ensure the effective operation of the County's facilities. Costs incurred by the County for the correction using County employees shall be deducted from payments made to the Contractor. If another Contractor is used to correct the item, that cost will be deducted at the rate charged by the requested Contractor.
- J. The County's Representative shall notify the Procurement Division of the unsatisfactory performance and or deficiencies in service that remain unresolved or reoccurring. The Procurement Division, may after appropriate notice, take necessary actions to address unsatisfactory performance up to and including termination of the contract for default.
- K. The Contractor shall submit a detailed Corrective Action Plan (CAP) for each report of unsatisfactory performance. The Contractor shall respond to the Procurement Department within five (5) days of receipt or as specified on the report. The CAP shall fully address the performance deficiency and detail the corrective procedure the Contractor will follow to ensure the deficiency is corrected and to prevent future reoccurrences for the life of the contract. Failure to respond within the time frame allowed may be cause for default and may result in termination of this contract. The CAP will be accomplished at no cost to the County.

4. The Senior Contract Administrator will review the CAP and advise the Contractor of acceptance or non-acceptance. The County reserves the right to request modifications and to reject a CAP. The Contractor shall be fully bound to each accepted CAP for the life of the contract unless otherwise noted by the County in writing.

5. **SAFETY REQUIREMENTS**

- A. Prior to performing any test on a fire alarm system in a building the Contractor shall place signs in conspicuous places notifying the occupants that a test is being conducted and providing a phone number that can be used in a fire emergency while the system is impaired for the test.
- B. Prior to performing service or maintenance on any equipment where the unexpected energizing, startup, or release of stored energy could occur and cause injury, the equipment shall be isolated and rendered inoperative through the use of a lockout device whenever the equipment is capable of being locked out. All testing shall require an impairment plan to be submitted to the County to ensure the locked-out system or equipment is restored to normal after a test, service or maintenance event has occurred.
- C. The Contractor shall maintain a Safety Plan and Quality Assurance Plan to ensure that work performed herein conforms to contract requirements for the life of the contract. The Contract Administrator or authorized County representative shall be notified if there are any changes to the Safety, Quality Assurance, or any other contract related documents submitted with the original bid package. The Contractor shall ensure that the Contract Administrator or authorized County Representative has received the latest versions of all documents for the duration of the contract.

The County Representative will review the updated plans and provide comments and/or feedback to the Contractor following receipt of the plans. The Contractor shall submit an updated safety plan to the County within ten (10) business days following receipt of the County comments. The County reserves the right to request changes/improvements to this plan at any time throughout the life of the contract.

- D. The Contractor shall ensure the wearing of necessary personal protective equipment (PPE) as required by any applicable laws, regulations, ordinances, and/or manufacturer's instruction. Contractor shall comply with all applicable safety regulations including, but not limited to, NFPA and OSHA.
- E. All equipment used/to be used in the performance of these services shall be properly maintained and shall be subject to inspection by the County upon demand. Any equipment deemed faulty, inoperable, unsafe or improper for its intended purpose shall be moved from the County's premises.

- F. Any damage to County facilities or property due to the services performed by the Contractor shall be the responsibility of the Contractor.

6. SECURITY AND IDENTIFICATION

- A. Level 1 Background checks for the Contractor's staff must be approved by the County prior to working in any County facility. All costs for background investigations shall be Contractor's responsibility. The County reserves the right to conduct its own investigation and request any additional investigative background information of any personnel assigned to perform the services. The Contractor shall furnish, in writing, such information to the extent allowed by law, prior to commencement of services.
- B. Contractor shall comply with the different security requirements for each County facility, including but not limited to:
 - 1) Orange County Courthouse (OCCH)
 - 2) Orange County Correction Complex
 - 3) Orange County Fire Rescue
- C. Background checks and additional security requirements are addressed and detailed in the Scope of Service, Supplemental Information. The Contractor is responsible for reading, understanding, and the application of all contract terms.

7. TRAVEL AND PARKING

- A. The Contractor shall be responsible for all of its travel and per diem costs to and from the various County facilities. Travel time and truck charges shall not be included when quoting and or invoicing for as-needed and emergency repairs and shall not be compensated by the County under any circumstances. Billable time starts at arrival at the job site where work is to be performed, not arrival on the campus.
- B. The County will identify locations where Contractor vehicle parking is available. If there is a cost associated with parking, those costs shall be paid by the Contractor or Contractor's employee. Orange County will not be responsible for any damage to Contractor or Contractor's employees' vehicles while parked on Orange County property. Vehicles towed from Orange County property will be at the expense of the Contractor or Contractor's employee. Contractor and Contractor's employee vehicles shall be properly identified.

8. GENERAL WORK REQUIREMENTS

Contractor shall be responsible for providing all labor, materials, tools, and equipment necessary to perform fire alarm inspections, testing, and maintenance in accordance with NFPA 72. All service visits shall be coordinated with the County District Maintenance Representative (DMR). All test forms shall be as described in NFPA 72.

- A. All testing and inspection shall be in accordance with all applicable NFPA standards including but not limited to NFPA 72, 13, 14 and 96, as well as

the authority having jurisdiction (AHJ). Reports of every test shall be submitted to the appropriate Maintenance District within twenty-four (24) hours of test completion.

- B. Each time a system is inspected, tested, serviced, repaired, altered or installed a fire alarm service tag must be affixed to the fire alarm control unit and an entry must be made in the system log.
- C. Testing and inspection shall be for locations herein and equipment per Attachment #1. Testing and inspection for locations under this contract shall include all panels, subpanels, annunciators, and related equipment. The Contractor shall be responsible for verification of all equipment.
- D. The County reserves the right to add or delete locations and/or equipment to this contract at the County's discretion. Changes to the Scope of Service shall be per contract amendment.
- E. A certificate of compliance ((See NFPA 72, Chapter 14) must be completed and provided to the appropriate Maintenance District each time a fire alarm system is serviced, tested, repaired, altered or inspected. This is in addition to documentation required elsewhere within the adopted standards.
- F. The Contractor shall follow all of the fire alarm system's manufacturer recommendations, specific procedures, and requirements for services under this contract during performance. The Contractor shall be responsible for acquiring and complying with the most recent version of the manufacture's applicable publications.

The Contractor shall notify the Contract Administrator and DMR in writing of any and all discrepancies between the procedures outlined herein and the manufacturer's recommendation, specific procedures, and requirements.

- G. The Contractor shall not make any alterations to any equipment including control circuits without prior written approval by the designated Facilities Management Representative.
- H. If a condition is discovered that requires an emergency repair, the Contractor shall immediately notify the DMR. Under no circumstance is a fire alarm system to be left out of service. If emergency repairs cannot be made within four (4) hours, the contractor shall notify DMR that a fire watch will be necessary. The Contractor shall notify the DMR in writing of the approximate time that the repair will be made.
- I. In the event of noted non-emergency deficiencies in the systems' operation during testing and inspections, a written proposal for the repair shall be submitted to the DMR for approval upon service completion. Contractors shall not perform any non-emergency services without an existing delivery order and authorization from the DMR.
- J. The Contractor shall protect existing manufacturer warranties and follow manufacturer's recommendations while performing all service herein.
- K. Contractor shall furnish lifts, tools, machinery, computers and other related

equipment to test/repair all fire alarm devices. The County will NOT provide the Contractor with the appropriate manufacturer's software.

- L. The Contractor shall ensure that all trucks used by their technician will have a copy of NFPA 72 to allow on-site review when requested by the AHJ.
- M. Service vehicles should be fully stocked with standard tools, materials and supplies so as to reduce the response and service times for on-call or emergencies service request by reducing the need to return to the shop.

9. FIRE ALARM SYSTEMS MONITORING

A. Twenty-four (24) Hour Remote Station Monitoring

The Contractor shall provide monitoring services to County facilities 365 days per year, twenty-four (24) hours per day, and seven days per week (365/24/7).

- 1) Service rendered shall comply with F.S. 633 Fire Safety Rule 4A-48 in addition to all applicable state and local codes.
- 2) Contractor shall provide annual testing, certification, monitoring of Digital Alarm Communicating Transmitter (D.A.C.T.), cellular communicator or radio connections as applicable in the buildings receiving remote station monitoring.
- 3) Contractor shall reprogram as necessary all of the existing D.A.C.T.s, cellular communicator and radio systems as applicable that are monitored in this contract and ensure accurate and reliable transmission to the Remote Supervising Station.
- 4) Contractor shall provide monitoring services that are Underwriters Laboratories (UL) Listed for Fire Alarm Systems.
- 5) The Contractor shall provide daily reports of fire alarm activity to the DMR.

B. Alarm Response Procedure

The Contractor shall follow the procedures below for the reference districts.

1) Downtown District

A. Fire Alarm Signals 7:00 PM. to 3:30 PM. Monday through Friday

1. Upon receipt of a Fire Alarm signal, dispatch the appropriate authority, and call the Downtown Facilities Office at 407-836-1634.
2. Upon receipt of a Supervisory or Trouble signal, call the Downtown Facilities Office at 407-836-1634.

B. If the Downtown Facilities Office does not respond in 15-

minutes, call the ESB Supervisor at 407-948-7761

C. Fire Alarm Signals After-Hours 3:30 p.m. to 7:00 a.m. plus 24 hours weekends and holidays

1. Upon receipt of a Fire Alarm signal, dispatch the appropriate authority, and call the ESB Supervisor at 407-948-7761.
2. Upon receipt of a Supervisory or Trouble signal, call the ESB Supervisor at 407-948-7761.
3. If the ESB Supervisor does not respond in 15-minutes, call the Command and Control Center at 407-836-6060.

2) 33rd Street District

The Contractor shall follow the following procedure for fire alarms in the 33rd Street District.

A. Fire Alarm Signals 7:00 AM. to 4:00 PM. Monday through Friday

1. Upon receipt of an Alarm condition, dispatch the appropriate authority; call the Emergency Stand-By (ESB) Supervisor at 407-948-9657.
2. If the ESB Supervisor does not respond in fifteen (15) minutes, call the Supervisor again at 407-948-9657.
3. If the ESB Supervisor does not respond the second time, call the Downtown Command Center at 407-836-0114.

B. Fire Alarm Signals After Hours 4:00 PM to 7:00 AM plus 24 hours weekends and holidays

1. Upon receipt of an Alarm condition, dispatch the appropriate authority; call the ESB Supervisor at 407-948-9657.
2. If the ESB Supervisor does not respond in fifteen (15), call the Supervisor again at 407-948-9657.
3. If the ESB Supervisor does not respond the second time, call the Downtown Command Center at 407-836-0114.

3) East, West, and Central Districts

The Contractor shall follow the following procedure for fire alarms in the referenced districts.

A. Fire Alarm Signals 7:00 AM. to 3:30 PM. Monday through Friday

1. Upon receipt of an Alarm condition, the Contract shall dispatch the appropriate authority, call the premise, and call the ESB Electronics Technician at 407-716-4121.
2. If the ESB Electronics Technician does not respond within fifteen (15) minutes, call the technician again at 407-716-4121.
3. If the ESB Electronics Technician does not respond the second time, call the ESB Supervisor at 407-948-5709.

B. Fire Alarm Signals After Hours 3:30 PM to 7:00 AM plus 24 hours weekends and holidays

1. Upon receipt of an Alarm condition, dispatch the appropriate authority, call the premise and call the ESB Electronics Technician at 407-716-4121.
2. If the ESB Electronics Technician does not respond in fifteen (15) minutes, call the ESB technician again 407-716-4121.
3. If the ESB Electronics Technician does not respond the second time, call the ESB Supervisor at 407-948-5709.

NOTE: Regardless of what building the ESB Electronic Technician should be called first at 407-716-4121 and be given 15 minutes to respond. The ESB Electronic Technician's name does not matter; they are on a rotational cycle and will support East, West and Central districts.

- C. The Contractor shall provide daily reports of all alarm activity to the DMR. Information provided shall include, but not limited to, the alarm time, the time the contact was made with the DMR, who the agent spoke to, and the information dispatched.

10. TESTING AND INSPECTIONS

A Semi-Annual and Annual Testing/Inspections – Head Start, Fire Stations, Animal, Children, and Inmate Housing Facilities

- 1) The Contractor shall inspect 100% of all alarm devices to ensure devices and appliances are not damaged or tampered with.

- 2) The Contractor shall test 100% of all alarm devices to ensure proper operation. The Contractor shall test visual and audible notification appliances for proper operation, voice clarity and decibel level.
- 3) The Contractor shall ensure correct operation of all ancillary reporting devices and all ancillary fire alarm systems.
- 4) All fire alarm device signals and ancillary signals shall be transmitted and recorded at the Remote Supervising Station during each test. After each test, the report shall be presented to the DMR for review.
- 5) The Contractor shall disassemble all open area smoke and duct smoke detectors that require cleaning as indicated by the systems sensitivity report and clean via the manufacturer's recommended cleaning procedures and instructions.
- 6) In addition to applicable NFPA requirements for inspection, testing and maintenance after cleaning, detectors shall again have their sensitivity measured and recorded for the service records.
- 7) If any smoke detectors are replaced by the Contractor, they shall have their sensitivity measured and recorded for future service records.
- 8) All mechanically connected systems that provided a trouble alarm (the system is having a problem), supervisory alarm (a serious alarm that requires immediate attention from an electronic technician), fire alarm or trouble input to the fire alarm systems, shall be tested electronically via the nearest electronic connection point.
- 9) If an item is not repairable, the designated Facilities Management representative shall be immediately notified regarding repair/replacement options.
- 10) Once the repair is performed, the Contractor shall re-test and verify operation of the affected point.
- 11) The Contractor shall clean all fire alarm cabinets and remote battery cabinets on the inside during every inspection, cabinets shall be free of dust and debris. Nothing shall be stored in these cabinets.
- 12) A minimum of two (2) Contractor service technicians shall be present during all testing.
- 13) The Contractor shall perform a battery current reading on all fire alarm units to determine if the existing batteries are large enough and fully charged to support the system as per the requirements of NFPA 72 and all applicable City and County codes.

B. Quarterly Fire Alarm Systems Testing and Inspection

- 1) Verify proper operation of all control unit functions (ground fault, supervisory circuit operation, auxiliary control functions such as door release and fan shutdown).
- 2) Inspect system power supplies:
 - I. Primary (Main) record nominal voltage and amps
 - II. Over-current protection record type and amps
 - III. Record location (of Primary Supply Unit board) on the inside of every fire alarm control unit (FACU)
 - IV. Record disconnecting location on the inside of every fire alarm control unit (FACU)
 - V. Record Secondary (standby) record storage battery type and amp-hr rating on the test report
 - VI. Record standby capability in hours on the test report
- 3) Inspect and clean exterior of control and annunciator unit and battery cabinets and interior of all cabinets including circuit boards, power supplies, amplifiers, chargers and relays.
- 4) Check all control units and annunciator indicator lights or LEDs and replace as needed.
- 5) Verify operation of audible and visible trouble signals.
- 6) On systems equipped with sealed lead acid standby batteries, the following tasks shall be performed:
 - I. Disconnect A.C. power and check open circuit voltage. Measure standby current. Document on the test report.
 - II. Verify that all notification appliances operate properly under battery power.
 - III. Clean all connections. Check battery charger for proper operation. Inform the County in writing if batteries fail the test.
 - IV. Batteries that fail the test or exceed four (4) years from the date of manufacturer's stamp/imprint must be replaced. As these batteries are replaced, they must be marked with the date of replacement. Ensure the charger for the batteries is functioning properly.
- 7) Verify that all notification appliances (horns, speakers, bells, strobes and audible/strobe units) are operating properly by touring the facility.

- 8) Operate all manual pull stations and break glass stations per manufacturer's instructions during each inspection. Verify proper alarm response at the control unit and annunciator panel.
- 9) Provide a detailed computer-generated report with the results of the quarterly inspection to the authorized County representative.

C. Annual Fire Alarm Systems Testing and Inspection

- 1) Complete functional testing shall be performed as per NFPA 72 and by all applicable national, state or local ordinances, on all of the devices and circuits under all conditions (alarm, supervisory, open, test, ground, secondary power, etc.) and documented on the test report.
- 2) Stray voltage: Certify that voltage does not exist between installation conductors and ground or between installation conductors.
- 3) Ground Faults: Verify that all installation conductors test free of ground.
- 4) Short Circuits: Verify that all installation conductors, other than those intentionally connected, are tested for conductor-to-conductor isolation.
- 5) Loop Resistance: Sort each installation conductor pair. Measure and record the resistance of each circuit and verify that it does not exceed the manufacturer's specified resistance limits. Document on the test report.
- 6) Smoke Detectors: Test and record in place. Calibrated sensitivity testing must be within 0.25%/ft of listed range.
- 7) Supervisory Devices: Ensure signal is distinct from trouble signal.
- 8) Remote Annunciators: Verify all fire alarm control unit (FACU) status changes transfer to remote panels.
- 9) Notification Appliances:
 - I. Initiate audible alarm.
 - II. Record Db levels in occupied and unoccupied areas. Document on the test report or on the facility floor plan used as a working test document.
 - III. Verify the voice clarity for the voice evacuation systems.
- 10) Initiate general audible alarm. Induce "open" at initiating circuit interface for trouble condition. Induce ground fault at initiating circuit

interface for ground fault condition. Record results on the test report.
Fire Alarm Control Unit (FACU):

- I. Ensure that lamps and light emitting diodes (LEDs) illuminate.
 - II. Verify fuse rating. Remove fuse to induce "trouble" condition.
 - III. Primary power: Interrupt primary power supplies (batteries, etc.) to induce "trouble" condition (NFPA 72, Table 14.4.3.2).
 - IV. Secondary power: Interrupt primary power supplies (circuit breaker, etc.) to induce "trouble" condition (NFPA Table 14.4.3.2).
 - V. Trouble silencing switch: Induce "trouble" condition and verify audible trouble signals (NFPA 72, Table 14.4.3.2).
 - VI. Zone-disconnect switch: Activate each separately and verify that a "trouble" signal is activated.
 - VII. Alarm silencing switch: Verify that the audible signal transfers to a visual indicator.
 - VIII. Supervisory signal silencing switch: Verify an audible signal is initiated which is visually and/or audibly distinct from a trouble signal.
- 11) Provide a detailed computer-generated report with the results of the annual inspection to the authorized County representative within (10) business days of the completion testing.

11. CONVERSION OF FIRE ALARM MONITORING SYSTEM

The awarded Contractor shall adhere to the following procedures for converting the current DACT reporting systems to Radio Monitoring Systems when requested by the County.

- A. The Contractor shall be responsible for providing all equipment necessary for the connection to the Remote Supervising Station at no additional cost to the County. The Contractor shall be responsible for all repairs and maintenance to the equipment for the duration of the contact.
- B. The Contractor shall survey each location herein for radio signal strength during the first initial site visit and report finding and recommendations (noting if the location is suitable for radio or cellular monitoring) to the DMR.
- C. Individual fire alarm systems currently reporting through DACTs shall be converted to either a UL Listed Cellular Communicator or UL Listed Mesh Radio Reporting Systems in accordance with NFPA 72.

- D. All Wireless Reporting Systems shall comply with the requirements of NFPA 72.
- E. All Cellular Dialer/Communicators will be UL Listed and provide a dedicated communication line via cellular network exclusively for monitoring the fire alarm system. The Cellular Dialer/Communicator shall operate at a minimum 3G network speed and automatically switch to lower speeds if the highest rated speed is unavailable.
- F. All mesh radio networks shall have UL Listed transceiver that will act as the transmitter, receiver and repeater of all alarm signals. The network shall self-adjust to network changes to ensure that alarm signals automatically follow the shortest path available as the network grows.
- G. The Contractor shall perform all work outlined in these specifications in addition to being fully responsible for the Remote Supervising Station that will receive all signals from the County buildings.
- H. The Remote Supervising Station shall have the ability to receive account number, point or zone of alarm and the event or detector type transmitted by all County buildings that have either existing; upgraded or new addressable fire alarm systems.
- I. All enclosures for the wireless remote transceivers or cellular dialer/communicators shall be red.
- J. The radio frequency used by the wireless mesh network shall be 450-470 MHz unless directed otherwise by the DMR.
- K. The back-up battery power for the radio transceiver shall be a minimum size of 12 AH. The back-up battery power for the Cellular Dialer/Communicator shall be a minimum size of 7AH. If the battery supply for the fire alarm system will be used for the transceiver/ wireless monitoring device, the new and revised battery calculations for the system shall be submitted to the AHJ for review and approval.
- L. All mesh radio network antennae shall be the 2.5 dB tamper resistant antenna that is mounted on the transceiver enclosure.
- M. Optional remote mounting of the antenna or additional signal booster shall be provided as necessary for proper operation of the mesh radio network or cellular dialer/communicator and shall be supplied at no additional cost to the County.
- N. Each transceiver shall have as a minimum an 8-zone modular design for expansion with normal and reverse polarity POTS and DACT interfaces with the option for a full data module add-on accessory board.
- O. The network shall be a self-forming, self-correcting, highly scalable system.
- P. Each building fire alarm system and mesh network transceiver/wireless monitoring device shall perform 24 hour "check-ins" with the Remote

Supervising Station to ensure compliance with NFPA 72 and UL 864 Standard.

- Q. The networks used for wireless communications shall only utilize cellular technology for cellular monitoring.
- R. ALL telephone connections that become unused and disconnected as a result of installing the radio mesh network shall be discontinued. The contractor shall provide a list of telephone numbers to the DMR so that the County may then notify the appropriate telephone provider of the need to cancel phone line use.

12. TRANSITION OF SERVICES

- A. Within ten (10) business days of contract commencement, the Contractor shall meet with each maintenance district to discuss and finalize the equipment and monitoring service transition plan for each district.
- B. The transition plan shall include the schedule for the replacement of equipment which takes into consideration issues such as the required advance notice to the building occupants, scheduling of fire watch; and flexibility to work around operational requirements and other building maintenance projects.
 - i. Description of how work will be performed at each location
 - ii. Approximate time requirements needed to perform service at each location.
 - iii. Assistance/coordination requirements needed from other entities.
 - iv. Approximate number of technicians required (above the minimum of two) to perform services based upon inspection and testing requirements for each category of equipment.
 - v. Procedure for ensuring there is Alarm Monitoring coverage for each building during the transition period.
- C. The final transition work plan shall be mutually agreed upon between the DMR and the Contractor in writing.
- D. The contract shall allow for a period not to exceed ninety (90) days from the effective date of the contract for permitting and reprogramming of the DACTs, or radio systems as applicable and if necessary. The following information is required for fire alarm reprogramming:
 - i. The type of work that is being performed
 - ii. The system 60 hour battery calculations
 - iii. Confirm that there is a smoke detector above the FACU

- iv. Confirm there is a pull station on the system
 - v. Confirm that there is a Fire Department Lock Box (Knox) on the system
- E. Monitoring of any location shall not commence until after the completion of the permitting and re-programming and shall be coordinated with the previous monitoring contractor so as not to create a disruption of monitoring services. All costs of permitting and reprogramming shall be the responsibility of the awarded contractor.
- F. The effective date for the transition of monitoring services from the previous contractor to the new contractor shall be agreed upon in writing by the County.

13. COORDINATION OF SERVICES

- A. The County will provide to the Contractor an inspection and testing schedule during the initial meeting. All field verification of equipment shall be performed prior to the scheduling of any service. The contractor shall assess the condition, environment, configuration, and requirements of each individual facility.
- B. Contractor shall be required to follow testing schedule and coordinate all inspection and testing dates in advance with the DMR. The inspection and testing schedule shall be per the building operational requirements and the schedule must be finalized at a minimum of **three (3) weeks** in advance of service to minimize any negative impact to County operations.
- C. All regular testing, inspection, maintenance, and repair work shall be performed during standard business hours with the exception of the following locations:

Lot A – Downtown District Building

- Administration Center
- Regional History Center
- IOC I & II
- Courthouse Complex

Lot B – 33rd Street District Buildings

- Correction Support Administration, Cassady
- BRC (Booking & Release)

The above listed facilities shall be tested during non–standard business hours.
 Testing shall be coordinated with the DMR.

- D. The Contractor shall request authorization from the designated Facilities Management Representative at least ten (10) working days in advance when the service/repair requires an outage of electrical power. The request shall state the anticipated duration of such outage. In the event of an emergency, when prior written approval is not practical or possible,

prior verbal approval by telephone must be obtained from designated DMR before any shutdown of services is attempted.

- E. At ninety (90) day intervals, the Contractor shall meet with the designated DMR to review performance and schedule major testing/repairs anticipated during the next ninety (90) day period. A written test /repair schedule must be provided by the Contractor to the designated Facilities Management Representative at the meeting. The first ninety (90) day schedule shall be presented no more than two (2) weeks after the contract is executed. The Contractor shall submit a written performance report at one hundred eighty (180) day intervals.
- F. The Contractor's personnel shall report to the appropriate Maintenance District at a mutually agreed time and check with the appropriate DMR. At time of check-in, the designated DMR will provide contractor's personnel with a list of any problems requiring the Contractor's attention. Upon service completion the Contractor personnel shall check out with the DMR. Service tickets shall be initialed/signed by the DMR as acknowledgement of services performed.

14. ADDITIONAL SERVICES

The Contractor shall provide maintenance and repair services for fire alarm systems and their components as requested by the County. Items to be maintained include, but are not limited to wire, wire connections, fuses, etc, as well all alarm panels, remote annunciator panels, smoke detectors/ceiling mounted-photoelectric, duct smoke detectors, pull stations, fire alarm speakers and strobes, heat detectors, post indicator valves, audio visual appliances, etc. The Contractor shall retain sole responsibility for any defects, damages, and needed repairs to any equipment owned by the Contractor and to any equipment leased by the County from the Contractor.

If repair work is required due to acts or omissions of the Contractor, the costs of such work shall be borne solely by the Contractor. Work mutually agreed upon by the County and the Contractor to be required as a result of vandalism, acts of God, system failures, routine maintenance or other acts of third parties shall be borne by the County. The work shall be performed only upon the expressed authorization from the relevant DMR.

A. EMERGENCY SERVICE

- 1) The Contractor shall provide emergency service twenty-four (24) hours per day, seven (7) days per week to include holidays.
- 2) In the event of an emergency, the Contractor shall be required to respond by arriving at the jobsite within one (1) hour after verbal or written notification by the County for emergency work request.
- 3) In the event that the Contractor does not respond within one (1) hour, the County has the right to utilize alternate licensed service providers to repair the system. The Contractor will be charged one and one-half times the alternate licensed service providers' labor costs billed to the County, as well as actual charges for materials and mileage.

- 4) Emergency work/repair shall be corrected immediately, with the verbal authorization (Emergency Field Directive) from an authorized County Representative.
- 5) Emergencies include, but are not limited to, the following:
 - a. Total system failure
 - b. Inability to acknowledge, silence or reset audible or panel troubles
 - c. Failure of air-conditioning to reset after an alarm
 - d. Failure of fire alarm system to communicate with the monitoring service provider
 - e. Loss of backup battery power
 - f. Damage caused to system due to transients and power surges
 - g. Complete zone or loop failure
 - h. Vandalism to any part of the system
 - i. Fire at a facility
 - j. NAC failure
 - k. Booster failure
 - l. Ground Fault
 - m. Mapping error
 - n. Programming issues

6) All costs associated with such emergencies shall be invoiced and submitted to the County within twenty-four (24) hours of service completion. These invoices shall include a detailed description of the problem, findings, and a list of materials used. Invoice shall be accompanied by completed service tickets and supporting documents for any parts purchased and used during service.

If the emergency occurred during the weekend or holiday, written authorization shall be submitted on the first workday after completion of the emergency service work/repair. Failure to obtain written authorization may result in denial of payment.

B. ON-CALL REPAIR SERVICES

- 1) For non-emergency service/repairs, the Contractor shall be required to respond by visiting the work site within twenty-four (24) hours after notification from the County with the County's Representative to assess the extent of the requirement and mutually agree to the types and quantities of items required for the work.

A written quote detailing the extent of the required repair shall be submitted within twenty-four (24) hours of site visit, unless mutually agreed upon in writing, to the requesting County Department Representative.

- 2) The County Representative and the Contractor shall mutually agree on scheduling for the work to be completed. The County shall have the final authority on scheduling of repairs.
- 3) Estimated pricing shall be according to the contract bid item sheet. Estimate shall be itemized to include estimated number of hours for labor and cost for material.
- 4) The estimate provided by the Contractor shall be firm, no increases will be permitted unless unforeseen circumstances arise and the increase is approved by the County Representative.
- 5) The County reserves the right to enter into negotiations with the Contractor whenever it deems that negotiations will be in the best interest of the County. These negotiations may increase or decrease the original scope of work. Upon completion of negotiations, a new estimate shall be prepared by the Contractor and submitted to the County Representative for approval.
- 6) The Contractor shall not begin work until the County accepts the estimate and issues the Contractor a delivery/ purchase order for the work.
- 7) A work order shall be submitted to the appropriate Maintenance District for approval within twenty-four (24) hours of performed service. The work order shall state the date work was performed, a description of the problem, a description of the actual work performed, a description of the findings, building name and number.
- 8) The Contractor shall submit an invoice for services performed within forty-eight (48) hours of completion.

C. PARTS AND MATERIAL

- 1) The Contractor shall notify the County prior to the purchase and replacement of any parts. Only County approved part purchases will be reimbursed. Parts do not include minor consumable materials use for repairs such as tape, rope, etc.
- 2) All parts and components shall be new and the original manufacturer's parts. The Contractor shall maintain a reasonable inventory of parts and components to be readily available to expedite repairs. Used or rebuilt parts or components are not acceptable.
- 3) The Contractor shall transfer on all warranties and guarantees to the County for all fire alarm system parts and components purchased and used in County buildings. The Contractor shall ensure that these warranties and guarantees are transferable to the County prior to finalizing purchase.
- 4) Contractor shall be responsible for all communication with parts manufacturers and/or suppliers from the time of purchase and

throughout the remainder of the contract. This includes coordination of exchanges, returns, or replacement of parts covered under warranty. All notice of obsolete equipment shall be forwarded in writing to the Facility Director and the DMR as soon as this issue is discovered. All manufacturer information confirming obsolescence shall be forwarded in writing to the DMR.

- 5) Parts used in repair shall be reimbursed under the allowance for parts on the bid proposal form with proper verification of purchase.

D. DIAGNOSTIC SERVICES

- 1) The Contractor shall provide diagnostic services as requested by the County. The Contractor shall troubleshoot the fire alarm system for faults and equipment malfunctions. Upon the completion of the diagnostic service, the Contractor shall provide a written report of findings and recommendations for repair. No payment shall be made by the County to the Contractor until a written report and recommendation are provided to the DMR.
- 2) The Contractor shall be solely responsible for all faults resulting from any repairs and modifications performed by the Contractor or subcontractor. The Contractor shall perform all necessary work required for correction at no additional cost to the County.
- 3) Diagnostic services includes labor hours only and shall be billable per the diagnostic rate listed on the Bid Response For. This does not include travel time, time spent going through the facility security check points.

E. SUBCONTRACTORS

The Contractor shall obtain prior approval from the DMR and Contract Administrator for subcontracted services. The Contractor shall be responsible for providing services to all fire alarm systems and equipment as outlined in the Scope of Service and the attachments. The Contractor shall be allowed to subcontract maintenance and repair services to propriety systems if the Contractor is unable to perform these services. The Contractor shall be reimbursed for these services at cost, with proper invoice and back-up documentation from a third-party service provider.

F. UNFORESEEN

The County shall reimburse the Contractor for approved unforeseen charges. These charges shall be reimbursed at cost, with proper invoice from a third party. Reimbursable unforeseen costs may include but are not limited to: cost for express shipping as requested by the County, permits needed for equipment upgrade/ replacement, and tax payable on parts used in County owned equipment. The Contractor shall obtain prior approval written from the DMR for all other unforeseen charges.

15. EQUIPMENT UPGRADES AND MODIFICATIONS

- A. The Contractor shall provide evaluations and written recommendations for the retrofit and/or replacement of old equipment with newer technologically current and relevant equipment. Recommendations shall include shop drawings showing all fire alarm devices, connections, battery/voltage drop calculations, and all related documents to bring the location in compliance with NFPA 72 and the AHJ. Shop drawings shall be based on the current building plans. The Contractor shall include all work necessary in order to obtain a permit. The Contractor shall invoice for these services under design labor line item on the Bid Response Form.
- B. All evaluations, recommendations, product engineering specifications, system design and plans shall be completed under supervision of a currently certified NICET LEVEL 3 or higher fire alarm certified company representative. A current NICET certification number shall be provided on all documents provided.
- C. New equipment installations under this contract shall not restrict the transition to a future monitoring Contractor. All equipment to be installed shall be approved by the DMR prior to installation.
- D. The labor and material utilized for the installation of equipment shall be invoiced by the Contractor per the on-call repair unit price and material allowance as outlined on the Bid Response Form.

16. INVOICING REQUIREMENTS

- A. Upon delivery and acceptance of service, associated costs along with supporting documentation shall be submitted via properly executed invoice to the applicable appropriate Fiscal Department. The Contractor shall reference the contract number and the appropriate delivery order number on all invoices. Format of invoices shall align with delivery orders, unless otherwise agreed to in writing.

At minimum, an invoice shall contain the following information:

- 1. Purchase/Delivery order number
- 2. Date of services
- 3. Labor shall be rounded to the nearest thirty (30) minutes
- 4. Itemized list of materials or services rendered:
 - a. Quantities, prices, (both unit price and total), terms and any other charges contained in the delivery or purchase order;
- 5. Destination of delivery or service location
- 6. Applicable sales tax should be listed separately
- 7. Markdown/mark-ups shall be listed as a line item on the invoice
- 8. Approved shipping charges should be listed separately from the materials and supplies.

- B. Routine testing and inspections, and on-call repairs shall be invoiced separately under different invoice numbers. Preventative maintenance shall be invoiced according to the bid item sheet. Final invoices for repairs including emergencies shall itemize labor and parts cost per contract pricing.
- C. The Contractor shall provide a copy of the service ticket with the invoice for verification of actual labor hours and parts used on the job. Contractor shall submit complete documentation to include details of the repairs, parts used, name of the County Representative who requested the work, and confirmation that the work was completed. The DMR may sign or initial service tickets only as acknowledgement of receipt of service.
- D. Service shall be invoiced according to the bid item sheet. There shall be overtime allowed for testing and inspections performed during standard and non-standard hours. Service does NOT include travel time. Only properly documented on-site time will be compensated.
- E. Markups or markdowns shall be applied only to price for parts. Price for parts shall not include sales tax and shipping charges in the calculation for markups and markdowns.
- F. The County shall review invoices for required information. The County shall have the authority to reject an invoice based on improper invoice format.
- G. Contractor shall not invoice the County for any services not accepted by the County and for any diagnostic errors on the part of the Contractor. Should the County receive such invoices, they shall be rejected.
- H. Unless otherwise authorized by the corresponding department in writing, delivery of invoices and back-up documentation via e-mail and/or fax is not allowed under this contract.
- I. The Contractor shall submit monthly statements of unpaid invoices to each department ordering services under this contract.

At minimum, the statement shall contain the following information:

1. Statement date
2. Invoice numbers
3. Invoice dates
4. Invoice total or unpaid balance if different from invoice total
5. Delivery order number corresponding to each invoice listed
6. Balance carry forward
7. Cumulative outstanding balance

Statements shall be sent to the corresponding ordering department, fiscal department, and contract administrator by the 15th of each month for service performed in the prior month and as requested by the County.

SCOPE OF SERVICE SUPPLEMENTAL INFORMATION

SECURITY AND IDENTIFICATION

- A. All costs for background investigations shall be Contractor's responsibility. The County will have the right to request any additional investigative background information including, but not limited to, the employment record, Right-To-Know records, E-Verify system records (if the Contractor uses this service as a means to determine employment eligibility, available through www.uscis.gov), training records, payroll records, position for which hired including site location of any personnel assigned to perform the services. The Contractor shall furnish, in writing, such information to the extent allowed by law, prior to commencement of services. The County reserves the right to conduct its own investigation of any employee of the Contractor.
- B. Background Checks for the Contractor's staff must be approved by the County prior to working in any County facility. Contractors are responsible for obtaining the necessary forms for background checks as follows:
1. For all Contractor's staff that will be working at the Courthouse Complex or Courthouse related facilities, including the Juvenile Justice Center, - request forms from the Facilities Management Downtown District via e-mail from James.Buys@ocfl.net
 2. For all Contractor's staff that will be working at the Sheriff's Central Complex or any other Sheriff related facility - request forms from the Facilities Management Special Services District via e-mail from Bruce.Heffelbower@ocfl.net.
 3. For all Contractor's staff that will be working at Corrections or a Correction related facilities - request forms via e-mail from MichaelJeffrey.Adkins@ocfl.net.
 4. For all Contractor's staff that will be working at other Orange County facilities – a Criminal History Check, conducted at the FDLE website (www.fdle.state.fl.us/ - there is a cost to the contractor), is required. Contact Bruce.Heffelbower@ocfl.net for specifics before completing the check.

For security purposes and to maintain privacy when submitting FDLE Background Checks via e-mail the subject line of the email must contain the following: ***EXEMPT***

Due to the time required to process background checks, the Contractor should allow 2-3 weeks turn-around time. Each County Representative will inform the contractor of their Background Check results.

Upon Background Check approval, the Contractor's staff shall go to the Orange County Human Resources office located at 450 E. South St., Orlando, FL 32801 with an Affidavit of Identity form (issued by Contractor, sample form in contract documents) and a State of Florida I.D. or Driver's License to obtain their Orange County photo I.D. badge.

- C. Contractor personnel assigned to, or working within the State Attorney's Office at the Orange County Courthouse or the Juvenile Justice Center shall be required to complete the following minimum screening procedures:

A State of residency and national fingerprint-based record check shall be conducted for all contract personnel who have direct access to the State Attorney's building. Access to the State Attorney's building or Juvenile Justice will be denied until said record check is performed and approved by the State Attorney or Orange County Sheriff's representative assigned to review such records.

1. All requests for access shall be made as specified by the State Attorney or Orange County Sheriff's Office.
 2. When identification of an employee with a criminal history has been established by fingerprint comparison, said criminal history will be reviewed by the State Attorney or Sheriff's Office to determine whether the employee will be granted access.
 3. A Contractor employee found to have a criminal record consisting of felony conviction(s) will be disqualified, and denied access to the State Attorney's building.
 4. A Contractor employee will also be denied access on the basis of confirmation that arrest warrants are outstanding for said employee.
 5. The State Attorney or Sheriff's Office will maintain a list of Contractor personnel who have been authorized access to the State Attorney's building and the Juvenile Justice Center.
 6. A Contractor's employee with a record of misdemeanor offense(s) may be granted access the State Attorney's building or Juvenile Justice if it is determined that the nature or severity of the misdemeanor offense(s) do not warrant disqualification. The decision of the State Attorney or Sheriff's Office shall be final.
- D. Contractor's employees will not be allowed to work in Orange County facilities without completed and approved background investigations.
- E. Upon termination or transfer of any employee of the Contractor working under this contract, the Contractor shall immediately notify the County's Representative, in writing, of such termination or transfer and return said employee's Orange County photo I.D. badge to the Facilities Management Division Sr. Contract Administrator.
- F. The Contractor shall report the arrest of any employee working under the terms of this contract to the County's Representative within twenty-four (24) hours of the arrest or knowledge of the arrest. It shall be subject to the approval of the County whether the employee shall continue to work at County locations within this contract.

- G. The Contractor shall remove from County premises any of his employees who, in the opinion of the County's Representative, is not performing the services in a proper manner or does not comply with the rules and regulations of the County. The Contractor shall in no way, interpret such removal to require dismissal or other disciplinary action of the employee. The County's Representative will request that anyone suspected of working under the influence of alcohol or controlled substances be removed from the workplace. The Contractor shall establish, implement and maintain procedures and controls to ensure that their employees comply with all applicable provisions of the contract and all site rules and practices of the County.
- H. The Contractor shall not use employees of any temporary employment agency to supplement his work force in County buildings for any reason. Only Contractor employees shall be used to perform the required services of this contract unless otherwise approved, in writing, by the County's Representative.
- I. The Contractor shall prevent its employees from tampering with any owned items of County employees or County owned property or entering into any area unless required in the performance of the services.
- J. Contractor personnel are required to wear uniforms and employer identification badges displaying their company name to adequately identify them as company staff. The contractor shall ensure that all of its employees are clean, neat and appropriately attired during performance of the services.
- K. The Contractor shall ensure all employees prominently wear the ID badge on the front of his or her uniform at all times while on County premises.
- L. Access to a site must be coordinated through the County's Representative.
- M. Sixty (60) days prior to each Contract renewal or contract end, the Contractor's Orange County photo ID badge will be inventoried by the Facilities Management Division Contract Administrator. At that time, the Contractor will be advised of any missing ID cards. If any ID Cards are missing, the Contractor will be charged a \$25.00 fee per each missing ID badge.

SPECIAL CONDITIONS FOR WORKING AT THE CORRECTIONS COMPLEX

The following are specific conditions and rules that must be followed while providing services at the Corrections Complex.

1. All Contractor employees shall carry a valid ID at all times.
2. The Contractor shall provide a list of all employees that will be working inside any jail. A full criminal history shall be run on each employee by the Corrections Department at no cost to the Contractor. No Contractor employee will be allowed to work inside any jail if they are on active probation, home confinement, parole or have been arrested within the last five (5) years or have been arrested for any crime involving violence, drugs or theft. The Contractor employee list shall include:

- a. Employee's Full name
 - b. Employee's date of birth
 - c. Employee's Race/Sex
 - d. Employee's Social Security Number
 - e. Employee's Driver's License number
3. Only authorized employees of the Contractor shall be allowed to work at Corrections. WORK RELEASE INMATES ARE NOT AUTHORIZED TO WORK ON ANY JAIL PROJECT.
 4. Contractor's employee shall wear their Contractor issued ID on the collar of their shirt at all times while on the Corrections compound. This ID will be issued to each Contractor employee at the North perimeter building and will only be given upon surrendering of a valid personal ID.
 5. If an ID is lost, the Contractor's employee shall report it immediately to their escort officer.
 6. In the event of an emergency, the Contractor's employee shall report it to the nearest Corrections staff member. They will contact 911.
 7. The Contractor's employees shall follow direction of the escort officer at all times.
 8. The Contractor's employees shall not bring tobacco or tobacco products inside any jail or on top of any roof or within any jail fence line.
 9. The Contractor's employees shall not bring or wear hats or sunglasses inside any facility.
 10. The Contractor's employees shall not bring any cell phones inside the facility unless authorized by Corrections.
 11. Contractor vehicles shall have the windows rolled up and be locked at all times and parked in only pre-authorized areas.
 12. The Contractor shall ensure that during breaks, if a Contractor's employee leaves an area, all tools must be removed.
 13. All Contractor tools will be inventoried going into and out of a facility. Contractor shall ensure that employees take in only what is needed to perform the services.
 14. At the end of each workday, the Contractor shall ensure that all tools and debris are collected. The Contractor shall conduct an inspection of all areas to ensure all tools are accounted for.
 15. No illegal drugs or drug paraphernalia are allowed in the compound.
 16. No weapons, guns or ammunition are allowed in the compound.
 17. The Contractor shall ensure that no inmate interaction occurs. The Contractor's employees shall not talk to or give or receive anything from an inmate, including cigarettes.

18. The Contractor shall only use storage areas approved at the beginning of the project, unless otherwise permitted during a project by Corrections.

The Contractor shall not leave clothing unattended.

SECTION 4
BID SUBMISSION REQUIREMENTS AND DOCUMENTATION

IMPORTANT NOTE:

Modification or alteration of the documents contained in this solicitation or the contract resulting from this solicitation **shall only be made upon receipt of prior written consent of the County.**

(See: General Terms and Conditions, Article 2, Questions Regarding this Solicitation)

Bidders are cautioned, when completing your bid, do not attach any forms which may contain deviations from the County's scope of services/specification, terms and conditions or fee schedule as these may conflict with those listed in the County's bid documents(s). Unauthorized modifications or alterations and/or inclusion of additional terms and conditions such as those which may be on your company's standard forms shall result in your bid being declared non-responsive as these changes will be considered a counteroffer to the County's bid.

QUALIFICATION OF BIDDERS

BID PACKAGE REQUIREMENTS:

This bid will be awarded to a responsible, responsive bidder, qualified by experience to provide the work specified. Failure to submit the below requested information may be cause for rejection of your bid.

The determination on whether a bidder is responsible or not shall be at the sole discretion of the County. Although the County may request the submission of a minimum number of contracts similar to the requirements of this solicitation with certain minimum dimensions, quantities, dollar values, etc., the County's determination of a bidder's responsibility shall not be solely based on the number of similar procurements the bidder provides but the entirety of the bidder's qualifications.

The Bidder shall submit the following information with the bid. It is recommended to use the list below as a checklist for your bid submittal:

**1. Reference Documentation Form
(Required)**

Bidder shall complete the attached Reference Documentation Form. References shall be for work **substantially similar in scope and magnitude** satisfactorily completed and shall validate the following capabilities and experience:

1. Services for monitoring, testing, on-call repair and inspection of a minimum of 400 buildings.
2. Services for high-security facilities such as courthouses, correctional institutions, or governmental facilities.
3. Successful completion of multiple concurrent projects.
4. Services using only Contractor workforce personnel to perform at multiple concurrent locations.
5. Services providing a twenty-four-hour emergency response time.
6. Services providing a twenty-four-hour remote monitoring station.

**2. Bidder shall provide a written statement on its letterhead affirming the firm has adequate experience, staff, resources, facilities and equipment, required to successfully perform the work in accordance scope of services herein.
(Required)**

**3. Bid Response Form
(Required)**

**4. Acknowledgement of Addenda
(Required if Applicable)**

**5. Authorized Signatories/Negotiators
(Required)**

- [] 6. Drug-Free Workplace
(Required)
- [] 7. Schedule of Sub-contracting
(Required if Applicable)
- [] 8. Conflict/Non-Conflict of Interest Form
(Required)
- [] 9. E-Verification Certification
(Required)
- [] 10. Current W9
(Required)
- [] 11. Relationship Disclosure Form
(Required to be Submitted and Notarized)
- [] 12. Orange County Specific Project Expenditure Report.
(Required to be Submitted and Notarized)
- [] 13. Agent Authorization Form
(Submit if Applicable)
- [] 14. Leased Employee Affidavit
(Submit if Applicable)
- [] 15. Information for determining Joint Venture Eligibility (if Applicable)
(Submit if Applicable)
- [] 16. Contract Y23-1015, Counterpart (1), signed without exception to terms and conditions. Counteroffers shall not be allowed.
(Required)

Failure to submit the above requested information may be cause for rejection of your bid.

STATEMENT OF NO-BID

The Procurement Division is committed to continuously improve its processes and our goal is to receive maximum participation from the vendor community. If your firm chooses not to participate in responding to this solicitation please email Ana.Villalona@ocfl.net, referencing the IFB number, and briefly explain why the decision was made to not participate.

BID RESPONSE FORM
IFB #Y23-1015-AV

The Contractor shall provide all labor and other resources necessary to provide the goods and/or equipment in strict accordance with the specifications defined in this solicitation for the amounts specified in this Bid Response Form, inclusive of overhead, profit and any other costs.

Item #	Location	Service Provided	Quantity	X	Unit Price	=	Total Annual Bid
Lot 1 - Downtoan District Buildings							
1	Orange County Courthouse, Building A	Annual Test and Inspection	1	X	/yr	=	\$
2	Orange County Courthouse, Building B	Annual Test and Inspection	1	X	/yr	=	\$
3	Orange County Courthouse, Building C	Annual Test and Inspection	1	X	/yr	=	\$
4	Orange County Courthouse, Building E	Annual Test and Inspection	1	X	/yr	=	\$
5	Orange County Courthouse, Building E	Monthly Monitoring	12	X	/mo	=	\$
6	Orange County Courthouse, Building F&G	Annual Test and Inspection	1	X	/yr	=	\$
7	Internal Operations Centre I	Annual Test and Inspection	1	X	/yr	=	\$
8	Internal Operations Centre I	Monthly Monitoring	12	X	/mo	=	\$
9	Internal Operations Centre II	Annual Test and Inspection	1	X	/yr	=	\$
10	Internal Operations Centre II	Monthly Monitoring	12	X	/mo	=	\$
11	Administration Center	Annual Test and Inspection	1	X	/yr	=	\$
12	Administration Center	Monthly Monitoring	12	X	/mo	=	\$
13	Regional History Center	Annual Test and Inspection	1	X	/yr	=	\$
14	Regional History Center	Monthly Monitoring	12	X	/mo	=	\$
15	Housing and Community Development	Annual Test and Inspection	1	X	/yr	=	\$
16	Housing and Community Development	Monthly Monitoring	12	X	/mo	=	\$
Total Estimated Bid - Lot 1							\$
Lot 2 - 33rd Street							
17	Sheriff Sector IV	Annual Test and Inspection	1	X	/yr	=	\$
18	Sheriff Sector IV	Monthly Monitoring	12	X	/mo	=	\$
19	Cassady Building	Annual Test and Inspection	1	X	/yr	=	\$
20	Cassady Building	Monthly Monitoring	12	X	/mo	=	\$
21	Corrections Support, CEP	Quarterly Test and Inspection	3	X	/each	=	\$
22	Corrections Support, CEP	Annual Test and Inspection	1	X	/yr	=	\$
23	Facilities Management 33rd office	Annual Test and Inspection	1	X	/yr	=	\$
24	Facilities Management 33rd office	Monthly Monitoring	12	X	/mo	=	\$
25	Corrections, Butler Building	Quarterly Test and Inspection	3	X	/each	=	\$
26	Corrections, Butler Building	Annual Test and Inspection	1	X	/yr	=	\$
27	Corrections, A Bldg, Central Energy, EM Bldg	Quarterly Test and Inspection	3	X	/each	=	\$
28	Corrections, A Bldg, Central Energy, EM Bldg	Annual Test and Inspection	1	X	/yr	=	\$
29	Corrections, B Bldg	Quarterly Test and Inspection	3	X	/each	=	\$

Company Name							

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
30	Corrections, B Bldg	Annual Test and Inspection	1	X	/yr = \$	
31	Corrections, D, E, F Bldg	Quarterly Test and Inspection	3	X	/each = \$	
32	Corrections, D, E, F Bldg	Annual Test and Inspection	1	X	/yr = \$	
33	Corrections, Genesis Bldg	Quarterly Test and Inspection	3	X	/each = \$	
34	Corrections, Genesis Bldg	Annual Test and Inspection	1	X	/yr = \$	
35	Corrections, Horizons Bldg	Quarterly Test and Inspection	3	X	/each = \$	
36	Corrections, Horizons Bldg	Annual Test and Inspection	1	X	/yr = \$	
37	Corrections, Phoenix Bldg	Quarterly Test and Inspection	3	X	/each = \$	
38	Corrections, Phoenix Bldg	Annual Test and Inspection	1	X	/yr = \$	
39	Corrections, South Perimeter Bldg	Annual Test and Inspection	1	X	/yr = \$	
40	Corrections, North Perimeter Bldg	Annual Test and Inspection	1	X	/yr = \$	
41	Corrections, Whitcomb A Bldg	Quarterly Test and Inspection	3	X	/each = \$	
42	Corrections, Whitcomb A Bldg	Annual Test and Inspection	1	X	/yr = \$	
43	Corrections, Whitcomb A Bldg	Monthly Monitoring	12	X	/mo = \$	
44	Corrections, Mail, North, South Trailers	Annual Test and Inspection	1	X	/yr = \$	
45	Corrections, Mail, North, South Trailers	Monthly Monitoring	12	X	/mo = \$	
46	Female Detention Center	Quarterly Test and Inspection	3	X	/each = \$	
47	Female Detention Center	Annual Test and Inspection	1	X	/yr = \$	
48	Corrections, Booking and Release Center	Quarterly Test and Inspection	3	X	/each = \$	
49	Corrections, Booking and Release Center	Annual Test and Inspection	1	X	/yr = \$	
50	Video Visitation	Annual Test and Inspection	1	X	/yr = \$	
51	Video Visitation	Monthly Monitoring	12	X	/mo = \$	
52	Corrections Kitchen & Laundry	Quarterly Test and Inspection	3	X	/each = \$	
53	Corrections Kitchen & Laundry	Annual Test and Inspection	1	X	/yr = \$	
					Total Estimated Bid Lot 2	\$
Lot 3 - Central District Buildings						
54	Oakridge Head Start	Semi-Annual/Annual Test and Inspection	2	X	/each = \$	
55	Oakridge Head Start	Monthly Monitoring	12	X	/mo = \$	
56	Cypress Grove Estate House	Annual Test and Inspection	1	X	/yr = \$	
57	Cypress Grove Estate House	Monthly Monitoring	12	X	/mo = \$	
58	Firestar Hanger	Annual Test and Inspection	1	X	/yr = \$	
59	Firestar Hanger	Monthly Monitoring	12	X	/mo = \$	
Company Name						

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
60	Sheriff's Central Complex	Annual Test and Inspection	1	X	/yr = \$	
61	Sheriff's Central Complex	Monthly Monitoring	12	X	/mo = \$	
62	Sheriff's Fleet Maintenance	Annual Test and Inspection	1	X	/yr = \$	
63	Sheriff's Fleet Maintenance	Monthly Monitoring	12	X	/mo = \$	
64	Facilities Mgmt Admin Office/Training	Annual Test and Inspection	1	X	/yr = \$	
65	Facilities Mgmt Admin Office/Training	Monthly Monitoring	12	X	/mo = \$	
66	Facilities Mgmt Special Services	Annual Test and Inspection	1	X	/yr = \$	
67	Facilities Mgmt Special Services	Monthly Monitoring	12	X	/mo = \$	
68	Facilities Mgmt Central Stores	Annual Test and Inspection	1	X	/yr = \$	
69	Facilities Mgmt Central Stores	Monthly Monitoring	12	X	/mo = \$	
70	Health Department/EMS	Annual Test and Inspection	1	X	/yr = \$	
71	Health Department/EMS	Monthly Monitoring	12	X	/mo = \$	
72	GOA Warehouse	Annual Test and Inspection	1	X	/yr = \$	
73	GOA Youth Shelter	Semi-Annual/Annual Test and Inspection	2	X	/each = \$	
74	GOA Youth Shelter	Monthly Monitoring	12	X	/mo = \$	
75	GOA Village Day Cottage	Semi-Annual/Annual Test and Inspection	2	X	/each = \$	
76	GOA Village Day Cottage	Monthly Monitoring	12	X	/mo = \$	
77	GOA Village Owls Cottage	Semi-Annual/Annual Test and Inspection	2	X	/each = \$	
78	GOA Village Owls Cottage	Monthly Monitoring	12	X	/mo = \$	
79	GOA Village Highsmith Cottage	Semi-Annual/Annual Test and Inspection	2	X	/each = \$	
80	GOA Village Highsmith Cottage	Monthly Monitoring	12	X	/mo = \$	
81	GOA Village Wittenstein Cottage	Annual Test and Inspection	2	X	/each = \$	
82	GOA Village Wittenstein Cottage	Monthly Monitoring	12	X	/mo = \$	
83	GOA Village Evans Dining Hall	Annual Test and Inspection	1	X	/yr = \$	
84	GOA Village Evans Dining Hall	Monthly Monitoring	12	X	/mo = \$	
85	GOA Village Hagood House	Annual Test and Inspection	1	X	/yr = \$	
86	GOA Village Hagood House	Monthly Monitoring	12	X	/mo = \$	
87	GOA Village Oak Tree Cottage	Annual Test and Inspection	2	X	/each = \$	
88	GOA Village Oak Tree Cottage	Monthly Monitoring	12	X	/mo = \$	
89	GOA Village Meyers Cottage	Semi-Annual/Annual Test and Inspection	2	X	/each = \$	
90	GOA Village Meyers Cottage	Monthly Monitoring	12	X	/mo = \$	
91	GOA Village Soistman Cottage	Semi-Annual/Annual Test and Inspection	2	X	/each = \$	
92	GOA Village Soistman Cottage	Monthly Monitoring	12	X	/mo = \$	
93	GOA Village Admin Office	Annual Test and Inspection	1	X	/yr = \$	
94	GOA Village Admin Office	Monthly Monitoring	12	X	/mo = \$	
95	Juvenile Justice Center	Annual Test and Inspection	1	X	/yr = \$	
96	Juvenile Justice Center	Monthly Monitoring	12	X	/mo = \$	
	Company Name					

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
97	Health and Family Services (Mabel Butler)	Annual Test and Inspection	1	X	/yr = \$	
98	Health and Family Services (Mabel Butler)	Monthly Monitoring	12	X	/mo = \$	
99	Public Defender's Office and Trailer	Annual Test and Inspection	1	X	/yr = \$	
100	Public Defender's Office and Trailer	Monthly Monitoring	12	X	/mo = \$	
101	GOA Village Learning Center	Annual Test and Inspection	1	X	/yr = \$	
102	GOA Village Learning Center	Monthly Monitoring	12	X	/mo = \$	
103	Medical Examiner	Annual Test and Inspection	1	X	/yr = \$	
104	Medical Examiner	Monthly Monitoring	12	X	/mo = \$	
105	Work Release	Quarterly Test and Inspection	3	X	/each = \$	
106	Work Release	Annual Test and Inspection	1	X	/yr = \$	
107	Work Release	Monthly Monitoring	12	X	/mo = \$	
108	Graphics Reproduction/Forrestal Warehouse	Annual Test and Inspection	1	X	/yr = \$	
109	Graphics Reproduction/Forrestal Warehouse	Monthly Monitoring	12	X	/mo = \$	
110	Animal Services	Semi-Annual/Annual Test and Inspection	2	X	/each = \$	
111	Animal Services	Monthly Monitoring	12	X	/mo = \$	
112	Cooperative Extension	Annual Test and Inspection	1	X	/yr = \$	
113	Cooperative Extension	Monthly Monitoring	12	X	/mo = \$	
114	Mosquito Control	Annual Test and Inspection	1	X	/yr = \$	
115	Mosquito Control	Monthly Monitoring	12	X	/mo = \$	
116	Marks Street Senior Center	Annual Test and Inspection	1	X	/yr = \$	
117	Marks Street Senior Center	Monthly Monitoring	12	X	/mo = \$	
118	Public Works Building #1	Annual Test and Inspection	1	X	/yr = \$	
119	Public Works Building #1	Monthly Monitoring	12	X	/mo = \$	
120	Public Works Building #2	Annual Test and Inspection	1	X	/yr = \$	
121	Public Works Building #2	Monthly Monitoring	12	X	/mo = \$	
122	Public Works Building #3	Annual Test and Inspection	1	X	/yr = \$	
123	Public Works Building #3	Monthly Monitoring	12	X	/mo = \$	
124	Public Works Building #5	Annual Test and Inspection	1	X	/yr = \$	
125	Public Works Building #5	Monthly Monitoring	12	X	/mo = \$	
126	Public Works Building #6	Monthly Monitoring	12	X	/mo = \$	
127	Public Works Building #7	Annual Test and Inspection	1	X	/yr = \$	
128	Public Works Building #7	Monthly Monitoring	12	X	/mo = \$	
129	Public Works Building #8	Annual Test and Inspection	1	X	/yr = \$	
130	Public Works Building #8	Monthly Monitoring	12	X	/mo = \$	
131	Fort Gatlin Park Hall and Administration	Annual Test and Inspection	1	X	/yr = \$	
132	Fort Gatlin Park Hall and Administration	Monthly Monitoring	12	X	/mo = \$	
133	Holden Heights Community Center	Annual Test and Inspection	1	X	/yr = \$	
134	Holden Heights Community Center	Monthly Monitoring	12	X	/mo = \$	
	Company Name					

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
135	Medical Clinic	Annual Test and Inspection	1	X	/yr = \$	
136	Medical Clinic	Monthly Monitoring	12	X	/mo = \$	
137	Juvenile Assessment Center	Quarterly Test and Inspection	3	X	/each = \$	
138	Juvenile Assessment Center	Annual Test and Inspection	1	X	/yr = \$	
139	Juvenile Assessment Center	Monthly Monitoring	12	X	/mo = \$	
140	Public Works Building #5A	Annual Test and Inspection	1	X	/yr = \$	
141	Public Works Building #5A	Monthly Monitoring	12	X	/mo = \$	
142	Facilities Management Central District	Annual Test and Inspection	1	X	/yr = \$	
143	Facilities Management Central District	Monthly Monitoring	12	X	/mo = \$	
144	Wellworks Bldg	Annual Test and Inspection	1	X	/yr = \$	
145	Wellworks Bldg	Monthly Monitoring	12	X	/mo = \$	
Total Estimated Bid Lot 3						\$
Lot 4 - West District Buildings						
146	Tibet Butler Park Museum	Annual Test and Inspection	1	X	/yr = \$	
147	Tibet Butler Park Museum	Monthly Monitoring	12	X	/mo = \$	
148	Tibet Butler Park Classroom	Annual Test and Inspection	1	X	/yr = \$	
149	Tibet Butler Park Classroom	Monthly Monitoring	12	X	/mo = \$	
150	Willow Street Community Center	Annual Test and Inspection	1	X	/yr = \$	
151	Willow Street Community Center	Monthly Monitoring	12	X	/mo = \$	
152	Fredrick Douglass Community Center	Annual Test and Inspection	2	X	/each = \$	
153	Fredrick Douglass Community Center	Monthly Monitoring	12	X	/mo = \$	
154	Zellwood Highway Maintenance Office	Annual Test and Inspection	1	X	/yr = \$	
155	Zellwood Highway Maintenance Office	Monthly Monitoring	12	X	/mo = \$	
156	Mildred Dixon Communitiy Center	Annual Test and Inspection	1	X	/yr = \$	
157	Mildred Dixon Communitiy Center	Monthly Monitoring	12	X	/mo = \$	
158	Center	Annual Test and Inspection	1	X	/yr = \$	
159	Center	Monthly Monitoring	12	X	/mo = \$	
160	Pine Hills Community Center Bldg A	Semi-Annual/Annual Test and Inspection	2	X	/each = \$	
161	Pine Hills Community Center Bldg A	Monthly Monitoring	12	X	/mo = \$	
162	Pine Hills Community Center Bldg B	Annual Test and Inspection	2	X	/each = \$	
163	Pine Hills Community Center Bldg B	Monthly Monitoring	12	X	/mo = \$	
164	Pine Hills Community Center Bldg C	Semi-Annual/Annual Test and Inspection	2	X	/each = \$	
165	Pine Hills Community Center Bldg C	Monthly Monitoring	12	X	/mo = \$	
166	George Bailey Park Maintenance Shop	Annual Test and Inspection	1	X	/yr = \$	
167	George Bailey Park Maintenance Shop	Monthly Monitoring	12	X	/mo = \$	
168	George Bailey Park Concession Stand	Annual Test and Inspection	1	X	/yr = \$	
169	George Bailey Park Concession Stand	Monthly Monitoring	12	X	/mo = \$	
170	West Orange Soccer Maintenance Shop	Annual Test and Inspection	1	X	/yr = \$	
171	West Orange Soccer Maintenance Shop	Monthly Monitoring	12	X	/mo = \$	
Company Name						

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
209	Hal Marston Community Center	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
210	Hal Marston Community Center	Monthly Monitoring	12	X	/mo	= \$
211	Maxey Community Center	Annual Test and Inspection	1	X	/yr	= \$
212	LEVO Training Center	Annual Test and Inspection	1	X	/yr	= \$
213	LEVO Training Center	Semi-Annual/Annual Test and Inspection	1	X	/yr	= \$
214	Kelly Park Restroom (Campground)	Annual Test and Inspection	1	X	/yr	= \$
215	Kelly Park Restroom (Campground)	Semi-Annual/Annual Test and Inspection	1	X	/yr	= \$
216	Barnett Park Football / Soccer Field Restroom	Annual Test and Inspection	1	X	/yr	= \$
217	Barnett Park Football / Soccer Field Restroom	Semi-Annual/Annual Test and Inspection	1	X	/yr	= \$
218	Maxey Community Center	Monthly Monitoring	12	X	/mo	= \$
219	Dr. Phillips Park Office	Annual Test and Inspection	1	X	/yr	= \$
220	Dr. Phillips Park Office	Monthly Monitoring	12	X	/mo	= \$
221	Dr. Phillips Maintenance Shop	Annual Test and Inspection	1	X	/yr	= \$
222	Dr. Phillips Maintenance Shop	Monthly Monitoring	12	X	/mo	= \$
223	Silver Star Community Park Recreation Center	Annual Test and Inspection	1	X	/yr	= \$
224	Silver Star Community Park Recreation Center	Monthly Monitoring	12	X	/mo	= \$
225	Sheriff Evidence	Semi-Annual/Annual Test and Inspection	1	X	/yr	= \$
226	Sheriff Evidence	Annual Test and Inspection	1	X	/yr	= \$
227	Sheriff Evidence	Monthly Monitoring	12	X	/mo	= \$
Total Estimated Bid - Lot 4						\$
Lot 5 - East District						
228	Bithlo Community Center	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
229	Bithlo Community Center	Monthly Monitoring	12	X	/mo	= \$
230	Bear Creek Park Recreation Center	Annual Test and Inspection	1	X	/yr	= \$
231	Bear Creek Park Recreation Center	Monthly Monitoring	12	X	/mo	= \$
232	Sphaler Activity - Recreation Center	Annual Test and Inspection	1	X	/yr	= \$
233	Sphaler Activity - Recreation Center	Monthly Monitoring	12	X	/mo	= \$
234	Sheriff Gun Range Administration	Annual Test and Inspection	1	X	/yr	= \$
235	Sheriff Gun Range Administration	Monthly Monitoring	12	X	/mo	= \$
236	Sheriff Gun Range Maitenance Shop	Annual Test and Inspection	1	X	/yr	= \$
237	Sheriff Gun Range Ammo Storage	Annual Test and Inspection	1	X	/yr	= \$
238	Sheriff Gun Range Defensive Tactics	Annual Test and Inspection	1	X	/yr	= \$
239	Sheriff Gun Range East West Shooting Range	Annual Test and Inspection	1	X	/yr	= \$
240	Arcadia Acres Park Restroom	Annual Test and Inspection	1	X	/yr	= \$
241	Arcadia Acres Park Restroom	Monthly Monitoring	12	X	/mo	= \$

Company Name						

BID RESPONSE CONTINUES							
Item #	Location	Service Provided	Quantity	X	Unit Price	=	Total Annual Bid
242	Capehart Park Recreation Center	Annual Test and Inspection	1	X	/yr	=	\$
243	Capehart Park Recreation Center	Monthly Monitoring	12	X	/mo	=	\$
244	East Orange Community Center B	Annual Test and Inspection	1	X	/yr	=	\$
245	East Orange Community Center B	Monthly Monitoring	12	X	/mo	=	\$
246	East Orange Community Center C	Annual Test and Inspection	1	X	/yr	=	\$
247	East Orange Community Center C	Monthly Monitoring	12	X	/mo	=	\$
248	East Orange Community Center D	Semi-Annual/Annual Test and Inspection	2	X	/each	=	\$
249	East Orange Community Center D	Monthly Monitoring	12	X	/mo	=	\$
250	East Orange Community Center E	Semi-Annual/Annual Test and Inspection	2	X	/each	=	\$
251	East Orange Community Center F	Semi-Annual/Annual Test and Inspection	2	X	/each	=	\$
252	East Orange Community Center G	Semi-Annual/Annual Test and Inspection	2	X	/each	=	\$
253	East Orange Community Center H	Semi-Annual/Annual Test and Inspection	2	X	/each	=	\$
254	East Orange Community Center I	Semi-Annual/Annual Test and Inspection	2	X	/each	=	\$
255	East Orange Community Center J	Semi-Annual/Annual Test and Inspection	2	X	/each	=	\$
256	East Orange Community Center K	Semi-Annual/Annual Test and Inspection	2	X	/each	=	\$
257	Taft Community Center	Annual Test and Inspection	1	X	/yr	=	\$
258	Taft Community Center	Monthly Monitoring	12	X	/mo	=	\$
259	Taft Service Center	Annual Test and Inspection	1	X	/yr	=	\$
260	Taft Service Center	Monthly Monitoring	12	X	/mo	=	\$
261	Landfill Radio Tower	Quarterly Test and Inspection	3	X	/each	=	\$
262	Landfill Radio Tower	Annual Test and Inspection	1	X	/yr	=	\$
263	Goldenrod Highway Maintenance Office	Annual Test and Inspection	1	X	/yr	=	\$
264	Goldenrod Highway Maintenance Office	Monthly Monitoring	12	X	/mo	=	\$
265	Goldenrod Park Restroom	Annual Test and Inspection	1	X	/yr	=	\$
266	Goldenrod Park Restroom	Monthly Monitoring	12	X	/mo	=	\$
267	Goldenrod Park Recreation Center	Annual Test and Inspection	1	X	/yr	=	\$
268	Goldenrod Park Recreation Center	Monthly Monitoring	12	X	/mo	=	\$
269	Little Econ Soccer Complex Restroom	Annual Test and Inspection	1	X	/yr	=	\$
270	Little Econ Soccer Complex Restroom	Monthly Monitoring	12	X	/mo	=	\$
271	Fort Christmas Park Visitors Center	Annual Test and Inspection	1	X	/yr	=	\$
272	Fort Christmas Park Visitors Center	Monthly Monitoring	12	X	/mo	=	\$
273	911 Radio Tower	Quarterly Test and Inspection	3	X	/each	=	\$
274	911 Radio Tower	Annual Test and Inspection	1	X	/yr	=	\$
	Company Name						

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
275	Facilities Management East District Office	Annual Test and Inspection	1	X	/yr = \$	
270	Facilities Management East District Office	Monthly Monitoring	12	X	/mo = \$	
271	Fire Station 52 Radio Tower	Quarterly Test and Inspection	3	X	/each = \$	
272	Fire Station 52 Radio Tower	Annual Test and Inspection	1	X	/yr = \$	
273	Bithlo Highway Maintenance Office	Annual Test and Inspection	1	X	/yr = \$	
274	Bithlo Highway Maintenance Office	Monthly Monitoring	12	X	/mo = \$	
275	Taylor Creek Radio Tower	Quarterly Test and Inspection	3	X	/each = \$	
276	Taylor Creek Radio Tower	Annual Test and Inspection	1	X	/yr = \$	
277	Taft Highway Maintenance Office	Annual Test and Inspection	1	X	/yr = \$	
278	Taft Highway Maintenance Office	Monthly Monitoring	12	X	/mo = \$	
279	Curry Food Park Restroom	Annual Test and Inspection	1	X	/yr = \$	
280	Curry Food Park Restroom	Monthly Monitoring	12	X	/mo = \$	
281	South Econ Community Park Recreation Center	Annual Test and Inspection	1	X	/yr = \$	
282	South Econ Community Park Recreation Center	Monthly Monitoring	12	X	/mo = \$	
283	Renaissance Center	Annual Test and Inspection	1	X	/yr = \$	
284	Renaissance Center	Monthly Monitoring	12	X	/mo = \$	
285	Meadow Woods Park Recreation Center	Annual Test and Inspection	1	X	/yr = \$	
286	Meadow Woods Park Recreation Center	Monthly Monitoring	12	X	/mo = \$	
287	Taft Head Start	Semi-Annual/Annual Test and Inspection	2	X	= \$	
288	Taft Head Start	Monthly Monitoring	12	X	/mo = \$	
289	Bithlo Christmas Neighborhood Center	Annual Test and Inspection	1	X	/yr = \$	
290	Bithlo Christmas Neighborhood Center	Monthly Monitoring	12	X	/mo = \$	
291	Bithlo Radio Tower	Quarterly Test and Inspection	3	X	/each = \$	
292	Bithlo Radio Tower	Annual Test and Inspection	1	X	/yr = \$	
293	Sheriff Sector II	Annual Test and Inspection	1	X	/yr = \$	
294	Sheriff Sector II	Monthly Monitoring	12	X	/mo = \$	
295	Three Points Highway Facility	Annual Test and Inspection	1	X	/yr = \$	
296	Three Points Highway Facility	Monthly Monitoring	12	X	/mo = \$	
297	Hanging Moss Warehouse	Semi-Annual/Annual Test and Inspection	2	X	= \$	
298	Hanging Moss Warehouse	Monthly Monitoring	12	X	/mo = \$	
299	Deputy Brandon Coates Community Park	Annual Test and Inspection	1	X	/yr = \$	
300	Deputy Brandon Coates Community Park	Monthly Monitoring	12	X	/mo = \$	
301	Winter Park Courthouse	Annual Test and Inspection	1	X	/each = \$	
302	Winter Park Courthouse	Semi-Annual/Annual Test and Inspection	2	X	/each = \$	
303	Tangelo Park YMCA	Annual Test and Inspection	1	X	/each = \$	
304	Tangelo Park YMCA	Semi-Annual/Annual Test and Inspection	2	X	/each = \$	
	Company Name					

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
305	East Orange Fuel Island	Annual Test and Inspection	1	X	/yr =	\$
306	East Orange Fuel Island	Monthly Monitoring	12	X	/mo =	\$
307	Young Pine Park	Annual Test and Inspection	1	X	/yr =	\$
308	Young Pine Park	Monthly Monitoring	12	X	/mo =	\$
Total Estimated Bid - Lot 5						\$
Lot 6 - Fire Rescue						
309	FS 27	Semi-Annual/Annual Test and Inspection	2	X		\$
310	FS 27	Monthly Monitoring	12	X	/mo =	\$
311	FS 65	Semi-Annual/Annual Test and Inspection	2	X	/each =	\$
312	FS 65	Monthly Monitoring	12	X	/mo =	\$
313	FS 58	Semi-Annual/Annual Test and Inspection	2	X	/each =	\$
314	FS 58	Monthly Monitoring	12	X	/mo =	\$
315	Fire Rescue Supply	Annual Test and Inspection	1	X	/yr =	\$
316	Fire Rescue Supply	Monthly Monitoring	12	X	/mo =	\$
317	Fire Rescue Headquarters	Annual Test and Inspection	1	X	/yr =	\$
318	Fire Rescue Headquarters	Monthly Monitoring	12	X	/mo =	\$
319	FS 20	Semi-Annual/Annual Test and Inspection	2	X	/each =	\$
320	FS 20	Monthly Monitoring	12	X	/mo =	\$
321	FS 31	Semi-Annual/Annual Test and Inspection	2	X	/each =	\$
322	FS 31	Monthly Monitoring	12	X	/mo =	\$
323	FS 34	Semi-Annual/Annual Test and Inspection	2	X	/each =	\$
324	FS 34	Monthly Monitoring	12	X	/mo =	\$
325	FS 36	Semi-Annual/Annual Test and Inspection	2	X	/each =	\$
326	FS 36	Monthly Monitoring	12	X	/mo =	\$
327	FS 40	Semi-Annual/Annual Test and Inspection	2	X	/each =	\$
328	FS 40	Monthly Monitoring	12	X	/mo =	\$
329	FS 32	Semi-Annual/Annual Test and Inspection	2	X	/each =	\$
330	FS 32	Monthly Monitoring	12	X	/mo =	\$
331	FS 42	Semi-Annual/Annual Test and Inspection	2	X	/each =	\$
332	FS 42	Monthly Monitoring	12	X	/mo =	\$
333	FS 37	Semi-Annual/Annual Test and Inspection	2	X	/each =	\$
334	FS 37	Monthly Monitoring	12	X	/mo =	\$
335	FS 50	Semi-Annual/Annual Test and Inspection	2	X	/each =	\$
336	FS 50	Monthly Monitoring	12	X	/mo =	\$
337	FS 51	Semi-Annual/Annual Test and Inspection	2	X	/each =	\$
338	FS 51	Monthly Monitoring	12	X	/mo =	\$
339	FS 52	Semi-Annual/Annual Test and Inspection	2	X	/each =	\$
340	FS 52	Monthly Monitoring	12	X	/mo =	\$
341	FS 53	Semi-Annual/Annual Test and Inspection	2	X	/each =	\$
342	FS 53	Monthly Monitoring	12	X	/mo =	\$

Company Name						

BID RESPONSE CONTINUES						
Item #	Location	Service Provided	Quantity	X	Unit Price	= Total Annual Bid
343	FS 54	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
344	FS 54	Monthly Monitoring	12	X	/mo	= \$
345	FS 66	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
346	FS 66	Monthly Monitoring	12	X	/mo	= \$
347	FS 70	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
348	FS 70	Monthly Monitoring	12	X	/mo	= \$
349	FS 71	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
350	FS 71	Monthly Monitoring	12	X	/mo	= \$
351	FS 72	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
352	FS 72	Monthly Monitoring	12	X	/mo	= \$
353	FS 73	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
354	FS 73	Monthly Monitoring	12	X	/mo	= \$
355	FS 76	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
356	FS 76	Monthly Monitoring	12	X	/mo	= \$
357	FS 80	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
358	FS 80	Monthly Monitoring	12	X	/mo	= \$
359	FS 82	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
360	FS 82	Monthly Monitoring	12	X	/mo	= \$
361	FS 84	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
362	FS 84	Monthly Monitoring	12	X	/mo	= \$
363	FS 86	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
364	FS 86	Monthly Monitoring	12	X	/mo	= \$
365	FS 63	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
366	FS 63	Monthly Monitoring	12	X	/mo	= \$
367	FS 56	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
368	FS 56	Monthly Monitoring	12	X	/mo	= \$
369	FS 28	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
370	FS 28	Monthly Monitoring	12	X	/mo	= \$
371	FS 83	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
372	FS 83	Monthly Monitoring	12	X	/mo	= \$
373	FS 43	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
374	FS 43	Monthly Monitoring	12	X	/mo	= \$
375	FS 33	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
376	FS 33	Monthly Monitoring	12	X	/mo	= \$
377	FS 29	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
378	FS 29	Monthly Monitoring	12	X	/mo	= \$
379	FS 30	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
380	FS 30	Monthly Monitoring	12	X	/mo	= \$
381	FS 41	Semi-Annual/Annual Test and Inspection	2	X	/each	= \$
382	FS 41	Monthly Monitoring	12	X	/mo	= \$
Company Name						

BID RESPONSE CONTINUES							
Item #	Location	Service Provided	Quantity	X	Unit Price	=	Total Annual Bid
383	FS 81	Semi-Annual/Annual Test and Inspection	2	X	/each	=	\$
384	FS 81	Monthly Monitoring	12	X	/mo	=	\$
385	FS 85	Semi-Annual/Annual Test and Inspection	2	X	/each	=	\$
386	FS 85	Monthly Monitoring	12	X	/mo	=	\$
387	FS 55	Semi-Annual/Annual Test and Inspection	2	X	/each	=	\$
388	FS 55	Monthly Monitoring	12	X	/mo	=	\$
389	FS 77	Semi-Annual/Annual Test and Inspection	2	X	/each	=	\$
390	FS 77	Monthly Monitoring	12	X	/mo	=	\$
391	FS 35	Semi-Annual/Annual Test and Inspection	2	X	/each	=	\$
392	FS 35	Monthly Monitoring	12	X	/mo	=	\$
Total Estimated Bid - Lot 6							\$
Item #	Location	Service Provided	Quantity	X	Unit Price	=	Total Annual Bid
Lot 7 - Network and Monitoring Upgrades							
392	FACP Radio Monitoring	100 X	12	X	/mo	=	\$
393	FACP Radio Installation		100	X	/each	=	\$
394	Cellular Monitoring	100 X	12	X	/mo	=	\$
395	Wireless Dialer Installation		100	X	/each	=	\$
Total Lot 7 - Upgrades							
Lot 8 Repairs & Parts							
396	Diagnostic Labor	hours	250	X	/hr	=	\$
397	Design Labor	hours	100	X	/hr	=	\$
398	On Call Repairs & Maintenance - Standard Hours	hours	1000	X	/hr	=	\$
399	On Call Repairs & Maintenance - Non Standard Hours	hours	1000	X	/hr	=	\$
400	Subcontractor	hours	1000	X	/hr	=	\$
401	Unforeseen fees (Taxes, permits, etc)					=	\$ 75,000
Item #	Location	Service Provided	Quantity	X	Unit Price (Percent)	=	Total Annual Bid
402	Parts/Materials Actual Cost with percent mark-up on the actual cost (3rd party documentation required). Calculate as follows: Example: If the mark-up is 5% your calculation should be \$150,000 + 5% = \$157,500	Markup for Materials over Actual Cost (not to exceed 10%)	\$ 150,000	+	%	=	\$
Total Estimated Bid - Lot 8 - Repairs & Parts							\$
Total Estimated Bid - Lot 1							\$
Total Estimated Bid - Lot 2							\$
Total Estimated Bid - Lot 3							\$
Total Estimated Bid - Lot 4							\$
Total Estimated Bid - Lot 5							\$
Total Estimated Bid - Lot 6							\$
Total Estimated Bid - Lot 7							\$
Total Estimated Bid - Lot 8							\$
Total Estimated Bid - All Lots - 1 through 8							\$
Company Name							

IMPORTANT NOTE: When completing your bid, do not attach any forms which may contain terms and conditions that conflict with those listed in the County's bid documents(s). Inclusion of additional terms and conditions such as those which may be on your company's standard forms shall result in your bid being declared non-responsive as these changes will be considered a counteroffer to the County's bid.

Performance shall be not later than one (1) calendar days After Receipt of Order (ARO) per Special Terms and Conditions.

Inquiries regarding this Invitation for Bids may be directed to Ana Villalona, Contracting Agent, at Ana.Villalona@ocfl.net

BID RESPONSE FORM - CONTINUED
THE FOLLOWING SECTION MUST BE COMPLETED BY ALL BIDDERS:

Company Name: _____

NOTE: COMPANY NAME MUST MATCH LEGAL NAME ASSIGNED TO TIN NUMBER. CURRENT W9 MUST BE SUBMITTED WITH BID.

TIN#: _____ D-U-N-S® # _____

(Street No. or P.O. Box Number) (Street Name) (City)

(County) (State) (Zip Code)

Contact Person: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

<u>EMERGENCY CONTACT</u>	
Emergency Contact Person: _____	
Telephone Number: _____	Cell Phone Number: _____
Residence Telephone Number: _____	Email: _____

ACKNOWLEDGEMENT OF ADDENDA

The Bidder shall acknowledge receipt of any addenda issued to this solicitation by completing the blocks below or by completion of the applicable information on the addendum and returning it not later than the date and time for receipt of the bid. Failure to acknowledge an addendum that has a material impact on this solicitation may negatively impact the responsiveness of your bid. Material impacts include but are not limited to changes to specifications, scope of work/services, delivery time, performance period, quantities, bonds, letters of credit, insurance, or qualifications.

Addendum No. _____, Date _____ Addendum No. _____, Date _____

Addendum No. _____, Date _____ Addendum No. _____, Date _____

AUTHORIZED SIGNATORIES/NEGOTIATORS

The Bidder represents that the following **principals** are authorized to sign bids, negotiate and/or sign contracts and related documents to which the bidder will be duly bound. Principal is defined as an employee, officer or other technical or professional in a position capable of substantially influencing the development or outcome of an activity required to perform the covered transaction.

Name	Title	Telephone Number/Email
------	-------	------------------------

<hr/> (Signature)	<hr/> (Date)
----------------------	-----------------

<hr/> (Title)

<hr/> (Name of Business)

The Bidder shall complete and submit the following information with the bid:

Type of Organization

Sole Proprietorship Partnership Non-Profit
 Joint Venture* Corporation

State of Incorporation: _____

Principal Place of Business (Florida Statute Chapter 607): _____
City/County/State

THE PRINCIPAL PLACE OF BUSINESS SHALL BE THE ADDRESS OF THE BIDDER'S PRINCIPAL OFFICE AS IDENTIFIED BY THE FLORIDA DIVISION OF CORPORATIONS.

Federal I.D. number is: _____

* *Joint venture firms must complete and submit with their Bid Response the form titled "Information for Determining Joint Venture Eligibility", and a copy of the formal agreement between all joint venture parties. This joint venture agreement must indicate the parties' respective roles, responsibilities and levels of participation for the project. **If proposing as a Joint Venture, the Joint Venture shall obtain and maintain all contractually required insurance in the name of the Joint Venture as required by the Contract. Individual insurance in the name of the parties to the Joint venture will not be accepted.** Failure to timely submit the required form along with an attached written copy of the joint venture agreement may result in disqualification of your Bid Response*

REFERENCE DOCUMENTATION FORM

List at least three (3) clients during the past ten (10) years for which you provided a comparable amount of goods or services substantially similar to those specified in the solicitation in the spaces provided below. Provide the Company name, contact person, address, email address, telephone number, and date services were performed, as described.

1. Company Name: _____

Owner's Name: _____

Description of goods or services provided: _____

Contract Amount: _____

Start and End Date of
Contract: _____

Contact Person: _____

Address: _____

Telephone Number: _____

Email Address: _____

2. Company Name: _____

Owner's Name: _____

Description of goods or services provided: _____

Contract Amount: _____

Start and End Date of
Contract: _____

Contact Person: _____

Address: _____

Telephone Number: _____

Email Address: _____

3. Company Name: _____

Owner's Name: _____

Description of goods or services provided: _____

Contract Amount: _____

Start and End Date of
Contract: _____

Contact Person: _____

Address: _____

Telephone Number: _____

Email Address: _____

4. Company Name: _____

Owner's Name: _____

Description of goods or services provided: _____

Contract Amount: _____

Start and End Date of
Contract: _____

Contact Person: _____

Address: _____

Telephone Number: _____

Email Address: _____

5. Company Name: _____

Owner's Name: _____

Description of goods or services provided: _____

Contract Amount: _____

Start and End Date of
Contract: _____

Contact Person: _____

Address: _____

Telephone Number: _____

Email Address: _____

DRUG-FREE WORKPLACE FORM

The undersigned Bidder, in accordance with Florida Statute 287.087 hereby certifies that
_____ does:

Name of Business

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, 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 Paragraph 1.
4. In the statement specified in Paragraph 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 Florida Statute 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.
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, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 thru 5.

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

Bidder's Signature

Date

SCHEDULE OF SUBCONTRACTING, IFB NO. Y23-1015-AV

As specified in the General Terms and Conditions and in the Special Terms and Conditions, bidders are to present the details of subcontractor participation.

Name Of Subcontractor	Address	Type of Work to be Performed	Percent and dollar amount of Contract Amount to be Subcontracted

Company Name: _____

CONFLICT/NON-CONFLICT OF INTEREST STATEMENT

CHECK ONE

[] To the best of our knowledge, the undersigned bidder has no potential conflict of interest due to any other clients, contracts, or property interest for this project.

OR

[] The undersigned bidder, by attachment to this form, submits information which may be a potential conflict of interest due to other clients, contracts, or property interest for this project.

LITIGATION STATEMENT

CHECK ONE

[] The undersigned bidder has had no litigation and/or judgments entered against it by any local, state or federal entity and has had no litigation and/or judgments entered against such entities during the past ten (10) years.

[] The undersigned bidder, **BY ATTACHMENT TO THIS FORM**, submits a summary and disposition of individual cases of litigation and/or judgments entered by or against any local, state or federal entity, by any state or federal court, during the past ten (10) years.

COMPANY NAME

AUTHORIZED SIGNATURE

NAME (PRINT OR TYPE)

TITLE

Failure to check the appropriate blocks above may result in disqualification of your bid. Likewise, failure to provide documentation of a possible conflict of interest, or a summary of past litigation and/or judgments, may result in disqualification of your bid.

E VERIFICATION CERTIFICATION

Contract No. Y23-1015-AV

NAME OF CONTRACTOR: _____ (referred to herein as “Contractor”)

ADDRESS OF CONTRACTOR:

The undersigned does hereby certify that the above named contractor:

- 1. Is, or will be, registered with and using the E-Verify system prior to execution of the contract with Orange County; or
- 2. Is, or will be, registered with the E-Verify system prior to execution of the contract with Orange County, but does not have any employees and does not intend to hire any new employees during the period of time that the contractor will be providing services under the contract; or
- 3. Is, or will be, registered with the E-Verify system prior to execution of the contract with Orange County, but employs individuals who were hired prior to the commencement of providing labor on the contract and does not intend to hire any new employees during the period of time that the contractor will be providing labor under the contract.

The undersigned acknowledges the use of the E-Verify system for newly hired employees is an ongoing obligation for so long as the contractor provides labor under the contract and that the workforce eligibility of all newly hired employees will be properly verified using the E-Verify system.

In accordance with Section 837.06, Florida Statutes, Contractor acknowledges that whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duties shall be guilty of a misdemeanor in the second degree, punishable as provided in Section 775.082 or Section 775.083, Florida Statutes.

AUTHORIZED SIGNATURE: _____

NAME: _____

TITLE: _____

DATE: _____

**RELATIONSHIP DISCLOSURE FORM
FOR USE WITH PROCUREMENT ITEMS, EXCEPT THOSE WHERE THE COUNTY
IS THE PRINCIPAL OR PRIMARY BIDDER**

For procurement items that will come before the Board of County Commissioners for final approval, this form shall be completed by the Bidder and shall be submitted to the Procurement Division by the Bidder.

In the event any information provided on this form should change, the Bidder must file an amended form on or before the date the item is considered by the appropriate board or body.

Part I

INFORMATION ON BIDDER:

Legal Name of Bidder:

Business Address (Street/P.O. Box, City and Zip Code):

Business Phone: () _____

Facsimile: () _____

**INFORMATION ON BIDDER'S AUTHORIZED AGENT, IF APPLICABLE:
(Agent Authorization Form also required to be attached)**

Name of Bidder's Authorized Agent:

Business Address (Street/P.O. Box, City and Zip Code):

Business Phone: () _____

Facsimile: () _____

Part II

IS THE BIDDER A RELATIVE OF THE MAYOR OR ANY MEMBER OF THE BCC?

___ YES ___ NO

IS THE MAYOR OR ANY MEMBER OF THE BCC THE BIDDER'S EMPLOYEE?

___ YES ___ NO

IS THE BIDDER OR ANY PERSON WITH A DIRECT BENEFICIAL INTEREST IN THE OUTCOME OF THIS MATTER A BUSINESS ASSOCIATE OF THE MAYOR OR ANY MEMBER OF THE BCC?

___ YES ___ NO

If you responded "YES" to any of the above questions, please state with whom and explain the relationship.

(Use additional sheets of paper if necessary)

Part III

ORIGINAL SIGNATURE AND NOTARIZATION REQUIRED

I hereby certify that information provided in this relationship disclosure form is true and correct based on my knowledge and belief. If any of this information changes, I further acknowledge and agree to amend this relationship disclosure form prior to any meeting at which the above-referenced project is scheduled to be heard. In accordance with s. 837.06, Florida Statutes, I understand and acknowledge that whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor in the second degree, punishable as provided in s. 775.082 or s. 775.083, Florida Statutes.

Signature of Bidder

Date

Printed Name and Title of Person completing this form:

STATE OF FLORIDA)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledged before me by means of physical presence, or online notarization, this ____ day of _____, 20__, by _____ [NAME OF PERSON], as _____ [TYPE OF AUTHORITY, ... e.g. officer, trustee, etc.]) for _____ [NAME OF PARTY ON BEHALF OF WHOM INSTRUMENT WAS EXECUTED].

Personally Known; OR
 Produced Identification. Type of identification produced: _____.
[CHECK APPLICABLE BOX TO SATISFY IDENTIFICATION REQUIREMENT OF FLA. STAT. §117.05]

Notary Public
My Commission Expires:

(Printed, typed or stamped commissioned name of Notary Public)

**FREQUENTLY ASKED QUESTIONS (FAQ)
ABOUT THE
RELATIONSHIP DISCLOSURE FORM**
Updated 6-28-11

WHAT IS THE RELATIONSHIP DISCLOSURE FORM?

The Relationship Disclosure Form (form OC CE 2D and form OC CE 2P) is a form created pursuant to the County's Local Code of Ethics, codified at Article XIII of Chapter 2 of the Orange County Code, to ensure that all development-related items and procurement items presented to or filed with the County include information as to the relationship, if any, between the applicant and the County Mayor or any member of the Board of County Commissioners (BCC). The form will be a part of the backup information for the applicant's item.

WHY ARE THERE TWO RELATIONSHIP DISCLOSURE FORMS?

Form OC CE 2D is used only for development-related items, and form OC CE 2P is used only for procurement-related items. The applicant needs to complete and file the form that is applicable to his/her case.

WHO NEEDS TO FILE THE RELATIONSHIP DISCLOSURE FORM?

Form OC CE 2D should be completed and filed by the owner of record, contract purchaser, or authorized agent. Form OC CE 2P should be completed and filed by the bidder, offeror, quoter, or respondent, and, if applicable, their authorized agent. In all cases, the person completing the form must sign the form and warrant that the information provided on the form is true and correct.

WHAT INFORMATION NEEDS TO BE DISCLOSED ON THE RELATIONSHIP DISCLOSURE FORM?

The relationship disclosure form needs to disclose pertinent background information about the applicant and the relationship, if any, between, on the one hand, the applicant and, if applicable, any person involved with the item, and on the other hand, the Mayor or any member of the BCC.

In particular, the applicant needs to disclose whether any of the following relationships exist: (1) the applicant is a business associate of the Mayor or any member of the BCC; (2) any person involved with the approval of the item has a beneficial interest in the outcome of the matter *and* is a business associate of the Mayor or any member of the BCC; (3) the applicant is a relative of the Mayor or any member of the BCC; or (4) the Mayor or any member of the BCC is an employee of the applicant. (See Section 2-454, Orange County Code.)

HOW ARE THE KEY RELEVANT TERMS DEFINED?

Applicant means, for purposes of a development-related project, the owner, and, if applicable, the contract purchaser or owner's authorized agent. Applicant means, for purposes of a procurement item, the bidder, offeror, quoter, respondent, and, if applicable, the authorized agent of the bidder, offeror, quoter, or respondent.

Business associate means any person or entity engaged in or carrying on a business enterprise with a public officer, public employee, or candidate as a partner, joint venture, corporate shareholder where the shares of such corporation are not listed on any national or regional stock exchange, or co-owner of property. In addition, the term includes any person or entity engaged in or carrying on a business enterprise, or otherwise engaging in common investment, with a public officer, public employee, or candidate as a partner, member, shareholder, owner, co-owner, joint venture partner, or other investor, whether directly or indirectly, whether

through a Business Entity or through interlocking Parent Entities, Subsidiary Entities, or other business or investment scheme, structure, or venture of any nature. (See Section 112.312(4), Florida Statutes, and Section 2-452(b), Orange County Code.)

Employee means any person who receives remuneration from an employer for the performance of any work or service while engaged in any employment under any appointment or contract for hire or apprenticeship, express or implied, oral or written, whether lawfully or unlawfully employed, and includes, but is not limited to, aliens and minors. (See Section 440.02(15), Florida Statutes.)

Relative means an individual who is related to a public officer or employee as father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother, half-sister, grandparent, great grandparent, grandchild, great grandchild, step grandparent, step great grandparent, step grandchild, step great grandchild, person who is engaged to be married to the public officer or employee or who otherwise holds himself or herself out as or is generally known as the person whom the public officer or employee intends to marry or with whom the public officer or employee intends to form a household, or any other natural person having the same legal residence as the public officer or employee. (See Section 112.312(21), Florida Statutes.)

DOES THE RELATIONSHIP DISCLOSURE FORM NEED TO BE UPDATED IF INFORMATION CHANGES?

Yes. It remains a continuing obligation of the applicant to update this form whenever any of the information provided on the initial form changes.

WHERE DO THE RELATIONSHIP DISCLOSURE FORM AND ANY SUBSEQUENT UPDATES NEED TO BE FILED?

For a development-related item, the Relationship Disclosure Form and any update need to be filed with the County Department or County Division where the applicant filed the application. For a procurement item, the Relationship Disclosure Form and any update need to be filed with the Procurement Division.

WHEN DO THE RELATIONSHIP DISCLOSURE FORM AND ANY UPDATES NEED TO BE FILED?

In most cases, the initial form needs to be filed when the applicant files the initial development-related project application or initial procurement-related forms. However, with respect to a procurement item, a response to a bid will not be deemed unresponsive if this form is not included in the initial packet submitted to the Procurement Division.

If changes are made after the initial filing, the final, cumulative Relationship Disclosure Form needs to be filed with the appropriate County Department or County Division processing the application not less than seven (7) days prior to the scheduled BCC agenda date so that it may be incorporated into the BCC agenda packet. When the matter is a discussion agenda item or is the subject of a public hearing, and an update has not been made at least 7 days prior to BCC meeting date or is not included in the BCC agenda packet, the applicant is obligated to verbally present such update to the BCC when the agenda item is heard or the public hearing is held. When the matter is a consent agenda item and an update has not been made at least 7 days prior to the BCC meeting or the update is not included in the BCC agenda packet, the item will be pulled from the consent agenda to be considered at a future meeting.

WHO WILL REVIEW THE INFORMATION DISCLOSED ON THE RELATIONSHIP DISCLOSURE FORM AND ANY UPDATES?

The information disclosed on this form and any updates will be a public record as defined by Chapter 119, Florida Statutes, and may therefore be inspected by any interested person. Also, the information will be made available to the Mayor and the BCC members. This form and any updates will accompany the information for the applicant's project or item.

However, for development-related items, if an applicant discloses the existence of one or more of the relationships described above and the matter would normally receive final consideration by the Concurrency Review Committee or the Development Review Committee, the matter will be directed to the BCC for final consideration and action following committee review.

CONCLUSION:

We hope you find this FAQ useful to your understanding of the Relationship Disclosure Form. Please be informed that if the event of a conflict or inconsistency between this FAQ and the requirements of the applicable ordinance or law governing relationship disclosures, the ordinance or law controls.

Also, please be informed that the County Attorney's Office is not permitted to render legal advice to an applicant or any other outside party. Accordingly, if the applicant or an outside party has any questions after reading this FAQ, he/she is encouraged to contact his/her own legal counsel.

ORANGE COUNTY SPECIFIC PROJECT EXPENDITURE REPORT

This lobbying expenditure form shall be completed in full and filed with all application submittals. This form shall remain cumulative and shall be filed with the department processing your application. Forms signed by a principal's authorized agent shall include an executed Agent Authorization Form.

This is the initial Form: _____
This is a Subsequent Form: _____

Part I

Please complete all of the following:

Name and Address of Principal (legal name of entity or owner per Orange County tax rolls):

Name and Address of Principal's Authorized Agent, if applicable: _____

List the name and address of all lobbyists, Contractors, contractors, subcontractors, individuals or business entities who will assist with obtaining approval for this project. (Additional forms may be used as necessary.)

1. Name and address of individual or business entity: _____
Are they registered Lobbyist? Yes ___ or No ___
2. Name and address of individual or business entity: _____
Are they registered Lobbyist? Yes ___ or No ___
3. Name and address of individual or business entity: _____
Are they registered Lobbyist? Yes ___ or No ___
4. Name and address of individual or business entity: _____
Are they registered Lobbyist? Yes ___ or No ___
5. Name and address of individual or business entity: _____
Are they registered Lobbyist? Yes ___ or No ___
6. Name and address of individual or business entity: _____
Are they registered Lobbyist? Yes ___ or No ___
7. Name and address of individual or business entity: _____
Are they registered Lobbyist? Yes ___ or No ___
8. Name and address of individual or business entity: _____
Are they registered Lobbyist? Yes ___ or No ___

Part II

Expenditures:

For this report, an "expenditure" means money or anything of value given by the principal and/or his/her lobbyist for the purpose of lobbying, as defined in section 2-351, Orange County Code. This may include public relations expenditures including, but not limited to, petitions, fliers, purchase of media time, cost of print and distribution of publications. However, the term "expenditure" **does not** include:

- Contributions or expenditures reported pursuant to chapter 106, Florida Statutes;
- Federal election law, campaign-related personal services provided without compensation by individuals volunteering their time;
- Any other contribution or expenditure made by or to a political party;
- Any other contribution or expenditure made by an organization that is exempt from taxation under 26 U.S.C. s. 527 or s. 501(c)(4), in accordance with s.112.3215, Florida Statutes; and/or
- Professional fees paid to registered lobbyists associated with the project or item.

The following is a complete list of all lobbying expenditures and activities (including those of lobbyists, contractors, Contractors, etc.) incurred by the principal or his/her authorized agent and expended in connection with the above-referenced project or issue. **You need not include de minimus costs (under \$50) for producing or reproducing graphics, aerial photographs, photocopies, surveys, studies or other documents related to this project.**

Date of Expenditure	Name of Party Incurring Expenditure	Description of Activity	Amount Paid
		TOTAL EXPENDED THIS REPORT	\$

Part III

Original signature and notarization required

I hereby certify that information provided in this specific project expenditure report is true and correct based on my knowledge and belief. I acknowledge and agree to comply with the requirement of section 2-354, of the Orange County code, to amend this specific project expenditure report for any additional expenditure(s) incurred relating to this project prior to the scheduled Board of County Commissioner meeting. I further acknowledge and agree that failure to comply with these requirements to file the specific expenditure report and all associated amendments may result in the delay of approval by the Board of County Commissioners for my project or item, any associated costs for which I shall be held responsible. In accordance with s. 837.06, Florida Statutes, I understand and acknowledge that whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor in the second degree, punishable as provided in s. 775.082 or s. 775.083, Florida Statutes.

_____)
Date

_____)
Signature of Principal or Principal's Authorized Agent
(check appropriate box)

Printed Name and Title of Person completing this form:

STATE OF FLORIDA)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledged before me by means of physical presence, or online notarization, this ____ day of _____, 20__, by _____ [NAME OF PERSON], as _____ [TYPE OF AUTHORITY,... e.g. officer, trustee, etc.]) for _____ [NAME OF PARTY ON BEHALF OF WHOM INSTRUMENT WAS EXECUTED].

Personally Known; OR
 Produced Identification. Type of identification produced: _____.
[CHECK APPLICABLE BOX TO SATISFY IDENTIFICATION REQUIREMENT OF FLA. STAT. §117.05]

Notary Public
My Commission Expires:

(Printed, typed or stamped commissioned name of Notary Public)

**FREQUENTLY ASKED QUESTIONS (FAQ)
ABOUT THE
SPECIFIC PROJECT EXPENDITURE REPORT**
Updated 3-1-11

WHAT IS A SPECIFIC PROJECT EXPENDITURE REPORT (SPR)?

A Specific Project Expenditure Report (SPR) is a report required under Section 2-354(b) of the Orange County Lobbying Ordinance, codified at Article X of Chapter 2 of the Orange County Code, reflecting all lobbying expenditures incurred by a principal and their authorized agent(s) and the principal's lobbyist(s), contractor(s), subcontractor(s), and Contractor(s), if applicable, for certain projects or issues that will ultimately be decided by the Board of County Commissioners (BCC).

Matters specifically exempt from the SPR requirement are ministerial items, resolutions, agreements in settlement of litigation matters in which the County is a party, ordinances initiated by County staff, and some procurement items, as more fully described in 2.20 of the Administrative Regulations.

Professional fees paid by the principal to his/her lobbyist for the purpose of lobbying need not be disclosed on this form. (See Section 2-354(b), Orange County Code.)

WHO NEEDS TO FILE THE SPR?

The principal or his/her authorized agent needs to complete and sign the SPR and warrant that the information provided on the SPR is true and correct.

A principal that is a governmental entity does not need to file an SPR.

HOW ARE THE KEY RELEVANT TERMS DEFINED?

Expenditure means "a payment, distribution, loan, advance, reimbursement, deposit, or anything of value made by a lobbyist or principal for the purpose of lobbying. This may include public relations expenditures (including but not limited to petitions, flyers, purchase of media time, cost of print and distribution of publications) but does not include contributions or expenditures reported pursuant to Chapter 106, Florida Statutes, or federal election law, campaign-related personal services provided without compensation by individuals volunteering their time, any other contribution or expenditure made by or to a political party, or any other contribution or expenditure made by an organization that is exempt from taxation under 26 U.S.C. s. 527 or s. 501(c)(4)." (See Section 112.3215, Florida Statutes.) Professional fees paid by the principal to his/her lobbyist for the purpose of lobbying are not deemed to be "expenditures." (See Section 2-354, Orange County Code.)

Lobbying means seeking "to encourage the approval, disapproval, adoption, repeal, rescission, passage, defeat or modification of any ordinance, resolution, agreement, development permit, other type of permit, franchise, vendor, Contractor, contractor, recommendation, decision or other foreseeable action of the [BCC]," and "include[s] all communications, regardless of whether initiated by the lobbyist or by the person being lobbied, and regardless of whether oral, written or electronic." (See Section 2-351, Orange County Code.) Furthermore, *lobbying* means communicating "directly with the County Mayor, with any other member of the [BCC], or with any member of a procurement committee." (See Section 2-351, Orange County Code.) *Lobbying* also

means communicating “indirectly with the County Mayor or any other member of the [BCC]” by communicating with any staff member of the Mayor or any member of the BCC, the county administrator, any deputy or assistant county administrator, the county attorney, any county department director, or any county division manager. (See Section 2-351, Orange County Code.) *Lobbying* does not include the act of appearing before a Sunshine Committee, such as the Development Review Committee or the Roadway Agreement Committee other than the BCC.

Principal means “the person, partnership, joint venture, trust, association, corporation, governmental entity or other entity which has contracted for, employed, retained, or otherwise engaged the services of a lobbyist.” *Principal* may also include a person, partnership, joint venture, trust, association, corporation, limited liability corporation, or other entity where it or its employees do not qualify as a lobbyist under the definition set forth in Section 2-351 of the Orange County Code but do perform lobbying activities on behalf of a business in which it has a personal interest.

DOES THE SPR NEED TO BE UPDATED IF INFORMATION CHANGES?

Yes. It remains a continuing obligation of the principal or his/her authorized agent to update the SPR whenever any of the information provided on the initial form changes.

WHERE DO THE SPR AND ANY UPDATES NEED TO BE FILED?

The SPR needs to be filed with the County Department or County Division processing the application or matter. If and when an additional expenditure is incurred subsequent to the initial filing of the SPR, an amended SPR needs to be filed with the County Department or County Division where the original application, including the initial SPR, was filed.

WHEN DO THE SPR AND ANY UPDATES NEED TO BE FILED?

In most cases, the initial SPR needs to be filed with the other application forms. The SPR and any update must be filed with the appropriate County Department or County Division not less than seven (7) days prior to the BCC hearing date so that they may be incorporated into the BCC agenda packet. (See Section 2-354(b), Orange County Code.) When the matter is a discussion agenda item or is the subject of a public hearing, and any additional expenditure occurs less than 7 days prior to BCC meeting date or updated information is not included in the BCC agenda packet, the principal or his/her authorized agent is obligated to verbally present the updated information to the BCC when the agenda item is heard or the public hearing is held. When the matter is a consent agenda item and an update has not been made at least 7 days prior to the BCC meeting or the update is not included in the BCC agenda packet, the item will be pulled from the consent agenda to be considered at a future meeting.

WHO WILL BE MADE AWARE OF THE INFORMATION DISCLOSED ON THE SPR AND ANY UPDATES?

The information disclosed on the SPR and any updates will be a public record as defined by Chapter 119, Florida Statutes, and therefore may be inspected by any interested person. Also, the information will be made available to the Mayor and the BCC members. This information will accompany the other information for the principal’s project or item.

CONCLUSION:

We hope you find this FAQ useful to your understanding of the SPR. Please be informed that in the event of a conflict or inconsistency between this FAQ and the requirements of the applicable ordinance governing specific project expenditure reports, the ordinance controls.

Also, please be informed that the County Attorney's Office is not permitted to render legal advice to a principal, his/her authorized agent, or any other outside party. Accordingly, if after reading this FAQ the principal, his/her authorized agent or an outside party has any questions, he/she is encouraged to contact his/her own legal counsel.

AGENT AUTHORIZATION FORM

I/We, (Print Bidder name) _____, Do hereby authorize (print agent's name), _____, to act as my/our agent to execute any petitions or other documents necessary to affect the CONTRACT approval PROCESS more specifically described as follows, (IFB NUMBER AND TITLE) _____, and to appear on my/our behalf before any administrative or legislative body in the county considering this CONTRACT and to act in all respects as our agent in matters pertaining TO THIS CONTRACT.

Signature of Bidder

Date

STATE OF FLORIDA)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledged before me by means of physical presence, or online notarization, this ____ day of _____, 20__, by _____ [NAME OF PERSON], as _____ [TYPE OF AUTHORITY,... e.g. officer, trustee, etc.]] for _____ [NAME OF PARTY ON BEHALF OF WHOM INSTRUMENT WAS EXECUTED].

- Personally Known; OR
 - Produced Identification. Type of identification produced: _____.
- [CHECK APPLICABLE BOX TO SATISFY IDENTIFICATION REQUIREMENT OF FLA. STAT. §117.05]

Notary Public
My Commission Expires:

(Printed, typed or stamped commissioned name of Notary Public)

LEASED EMPLOYEE AFFIDAVIT

I affirm that an employee leasing company provides my workers' compensation coverage. I further understand that my contract with the employee leasing company limits my workers' compensation coverage to enrolled worksite employees only. My leasing arrangement does not cover un-enrolled worksite employees, independent contractors, uninsured sub-contractors or casual labor exposure.

I hereby certify that 100% of my workers are covered as worksite employees with the employee leasing company. I certify that I do not hire any casual or uninsured labor outside the employee leasing arrangement. I agree to notify the County in the event that I have any workers not covered by the employee leasing workers' compensation policy. In the event that I have any workers not subject to the employee leasing arrangement, I agree to obtain a separate workers' compensation policy to cover these workers. I further agree to provide the County with a certificate of insurance providing proof of workers' compensation coverage prior to these workers entering any County jobsite.

I further agree to notify the County if my employee leasing arrangement terminates with the employee leasing company and I understand that I am required to furnish proof of replacement workers' compensation coverage prior to the termination of the employee leasing arrangement.

I certify that I have workers' compensation coverage for all of my workers through the employee leasing arrangement specified below:

Name of Employee Leasing Company: _____

Workers' Compensation Carrier: _____

A.M. Best Rating of Carrier: _____

Inception Date of Leasing Arrangement: _____

I further agree to notify the County in the event that I switch employee-leasing companies. I recognize that I have an obligation to supply an updated workers' compensation certificate to the County that documents the change of carrier.

Name of Contractor: _____

Signature of Owner/Officer: _____

Title: _____ Date: _____

INFORMATION FOR DETERMINING JOINT VENTURE ELIGIBILITY

If the bidder is submitting as a joint venture, please be advised that this form **MUST** be completed and the **REQUESTED** written joint-venture agreement **MUST** be attached and submitted with this form.

HOWEVER, IF THE BIDDER IS NOT A JOINT VENTURE, CHECK THE FOLLOWING BLOCK: () NOT APPLICABLE

1. Name of joint venture: _____

2. Address of joint venture: _____

3. Phone number of joint venture: _____

4. Identify the firms which comprise the joint venture: _____

5. Describe the role of the MWBE / Labor Surplus Area(LSA) Firm (if applicable) in the joint venture: _____

6. Provide a copy of the joint venture's written contractual agreement.

7. What is the claimed percentage of ownership and identify any MWBE/LSA partners (if applicable)?

INFORMATION FOR DETERMINING JOINT VENTURE ELIGIBILITY – PAGE 2

8. Ownership of joint venture: (This need not be filled in if described in the joint venture agreement provided by question 6.)

(a) Profit and loss sharing:

(b) Capital contributions, including equipment:

(c) Other applicable ownership interests:

9. Control of and participation in this contract. Identify by name, race, sex, and "firm" those individuals (and their titles) who are responsible for day-to-day management and policy decision making, including, but not limited to, those with prime responsibility for:

(a) Financial decisions: _____

(b) Management decisions, such as:

(1) Estimating:

(2) Marketing and sales:

(3) Hiring and firing of management personnel:

(4) Purchasing of major items or supplies:

(c) Supervision of field operations:

NOTE: If, after filing this form and before the completion of the joint venture's work on the subject contract, there is any significant change in the information submitted, the joint venture must inform the County in writing.

* **Joint venture must be properly registered with the Florida Division of Corporations before the contract award and the name of the Joint Venture must be the same name used in the Bid Response.**

AFFIDAVIT

"The undersigned swear or affirm that the foregoing statements are correct and include all material information necessary to identify and explain the terms and operation of our joint venture and the intended participation by each joint venturer in the undertaking. Further, the undersigned covenant and agree to provide to the County current, complete and accurate information regarding actual joint venture work and the payment therefore and any proposed changes in any of the joint venture. Also, permit authorized representatives of the County to audit and examine records of the joint venture. Any material misrepresentation will be grounds for terminating any contract which may be awarded and for initiating action under Federal or State laws concerning false statements."

Name of Firm: _____ Name of Firm: _____

Signature: _____ Signature: _____

Name: _____ Name: _____

Title: _____ Title: _____

Date: _____ Date: _____

Date _____
State of _____
County of _____

AFFIDAVIT

STATE OF FLORIDA)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledged before me by means of physical presence, or online notarization, this _____ day of _____, 20__, by _____ [NAME OF PERSON], as _____ [TYPE OF AUTHORITY,... e.g. officer, trustee, etc.] for _____ [NAME OF PARTY ON BEHALF OF WHOM INSTRUMENT WAS EXECUTED].

Personally Known; OR

Produced Identification. Type of identification produced: _____.

[CHECK APPLICABLE BOX TO SATISFY IDENTIFICATION REQUIREMENT OF FLA. STAT. §117.05]

Notary Public

My Commission Expires:

(Printed, typed or stamped commissioned name of Notary Public)



**CONTRACT NO. Y23-1015
FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING
AND REPAIRS AT THE FACILITIES MANAGEMENT DIVISION**

This contract is not valid unless bilaterally executed. Subject to mutual agreement Orange County, Florida, hereby enters into a contract subject to the following:

1. Ordering against Contract:
 - A. Unless otherwise specified in the Invitation for Bids, the County will place orders by issuance of a numbered Delivery Order against this contract. Each Delivery Order will specify the quantity, description and location for delivery.
 - B. The obligations of Orange County under this contract are subject to need and availability of funds lawfully appropriated for its purpose by the Board of County Commissioners or other funding source as specified in the terms and conditions.

2. Taxes:

The County has the following tax exemption certificates assigned.

- A. Certificate of Registry No. 59-70-004K for tax free transactions under Chapter 32, Internal Revenue Code;
- B. Florida Sales and Use Tax Exemption Certificate No. 85-8012622266C-0.

3. Invoicing:

- A. Invoices must be submitted, in duplicate, referencing this contract number and the Delivery Order to:

Orange County Facilities Management Division Fiscal Office
Internal Operations Centre II
400 East South Street
Orlando, FL 32801
Phone (407) 836-0052

- B. Invoices against this contract are authorized only at the prices stated in your bid response, unless otherwise provided in the Invitation for Bids.

4. Counterpart (1):
Bidder's Irrevocable Offer and Acceptance

- A. The Bidder hereby submits an irrevocable offer in response to **Invitation for Bids No. Y23-1015, FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING AND REPAIR AT THE FACILITIES MANAGEMENT DIVISION - Term Contract**, subject to all general terms and conditions and special terms and conditions therein without exception.
- B. All requirements contained in any addenda to the solicitation for this procurement are part of and hereby incorporated into this contract.
- C. Debarment, Suspension, Ineligibility and Voluntary Exclusion
By executing Counterpart (1) the Bidder affirms that it is in compliance with the requirements of 2 C.F.R. Part 180 and that neither it, its principals, nor its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(COMPANY NAME)

BY: _____ (Authorized Signatory)

_____ (Name)

_____ (Title)

DATE: _____

NOTICES: _____ (Address)

_____ (Address)

_____ (City, State Zip)

_____ (Phone)

_____ (Email)

5. Counterparts. This Agreement may be executed in two identical counterparts, all of which shall be considered one and the same agreement and shall become effective when both counterparts have been signed by each party and delivered to the other party.

Counterpart (1) shall be executed by the bidder and included in the sealed bid response.

Counterpart (2) may be executed by the County Procurement Division to formalize Acceptance of Bidders Offer and Contract Award.

6. Counterpart (2):

Orange County's Acceptance of Bidder's Offer and Contract Award

- A. The County's acceptance of the Bidder's offer in response to our **Invitation for Bids No. Y23-1015, FIRE ALARM SYSTEM MONITORING, INSPECTION, TESTING AND REPAIR AT THE FACILITIES MANAGEMENT DIVISION - Term Contract.**
- B. This contract is effective **EFFECTIVE DATE**, and shall remain in effect through **EXPIRATION DATE**.
- C. The estimated contract award for the initial term of the contract is

\$ _____
- D. This is a term contract for the time period specified in the referenced Invitation for Bids, for the products/services covered by this contract. The County is not obligated to purchase any minimum amount of products or services, unless otherwise stipulated in the Invitation for Bids. The bidder is granted authorization to proceed to perform services upon receipt of duly executed Delivery Order
- E. This contract may be renewed as provided in the Invitation for Bids.
- F. Any amendments modifying the terms, conditions or scope of this contract must be in writing and signed by both parties. Such amendment(s) must be signed by the representative of the Orange County Procurement Division to be valid, binding, and enforceable.
- G. This contract may be cancelled or terminated as provided for in the Invitation for Bids.

ORANGE COUNTY, FLORIDA

BY:

Name, Title
Procurement Division

DATE:

**NOTICES: PROCUREMENT DIVISION
INTERNAL OPERATIONS CENTRE II
400 EAST SOUTH STREET, 2ND FLOOR
ORLANDO, FLORIDA 32801
(407) 836- 5635**