



**REQUEST FOR PROPOSAL  
NO.: 2025-013  
School Zone Speed Enforcement Camera System**

**Issued for:**

**City of Lauderhill Police Department**

**Visit us on the web at: [www.lauderhill-fl.gov](http://www.lauderhill-fl.gov)**

**Opens: December 5, 2024**

**Date Issued**

**November 7, 2024**

## REQUEST FOR PROPOSALS

NOTICE IS HEREBY GIVEN that the Lauderhill Police Department is seeking sealed proposals for the following work as specified:

### **RFP NUMBER #2025-013 School Zone Speed Enforcement Camera System**

The City of Lauderhill will be accepting sealed proposals until 10:45 AM on **December 10, 2024** and will open such proposals at 11:00 A.M. in Room 134, City Hall, 5581 West Oakland Park Blvd., Lauderhill, Florida 33313. ***Proposals received after 10:45 A.M. EST will not be considered and will be returned to the proposer unopened.***

The City of Lauderhill is seeking a qualified vendor to provide a Speed Enforcement Camera System for School Zones that is violator funded.

All proposers must register with the City online. The direct link is [www.colvendor.com](http://www.colvendor.com)

The statement of the work may be obtained on and after **November 7, 2024** at the IonWave <https://lauderhill.ionwave.net>. Vendors who obtain solicitation documents from other sources than IonWave are cautioned that the solicitation package may be incomplete. Furthermore, all addendums will be posted and disseminated by the Finance/Purchasing Department via IonWave.

Questions regarding the technical requirements of this RFP should be directed to Purchasing via IonWave. Questions must be submitted no later than ten (10) days or before the closing date.

A non- mandatory pre-bid conference has been scheduled for November 19, 2024 at 10:00 AM.

The City of Lauderhill has determined that this RFP shall be reserved for SBE participation and shall comply with City Code of Ordinance Chapter 2, Article III. Section 2-139.(f)(3) – Local Vendors.

Per Section 287.05701, Florida Statutes, the City of Lauderhill will not request documentation of or consider a vendor's social, political, or ideological interests when determining if the vendor is a responsible vendor.

Per Section 448.095, Florida Statutes, the City of Lauderhill requires that the Contract for the services solicited herein include the requirement that the awarded contractor and any subcontractor thereof must register with and use the E-Verify system to verify the work authorization status of all new employees of the contractor or subcontractor.

A liquidated damages clause outlining the extent and outcomes of non-compliance will be included and **rigorously enforced** on this project.

The City Commission of the City of Lauderhill reserves the right to reject any and all proposals, to waive any and all informalities or irregularities and to accept or reject all or any part of any proposal as they may deem to be in the best interest of the citizens of the City of Lauderhill. **The winning firm is required to enter into a contract with the City of Lauderhill.**

CITY OF LAUDERHILL

A handwritten signature in black ink, appearing to read "Kathy Collazo".

Kathy Collazo  
Purchasing Agent, I  
CITY OF LAUDERHILL  
5581 W. Oakland Park Blvd  
LAUDERHILL, FL, 33313

Advertised dates: November 7,2024 AND November 14,2024

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**STATEMENT OF NON- PARTICIPATION**  
**RFP NO.: 2025-013**  
**School Zone Speed Enforcement Camera System**

Note: If you do not intend to submit a bid /proposal on this item/service, complete this form and attach to IonWave:

We/I do not wish to participate in this proposal for the following reason:

- ☐ Specifications proprietary
- ☐ Cannot supply at this time
- ☐ We do not carry this item
- ☐ We do not provide this service
- ☐ Unable to meet specifications
- ☐ Unable to meet Bond requirements
- ☐ Other

Please keep us on your bid list for future projects \_\_\_\_\_yes \_\_\_\_\_no

Signature: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

## **SECTION 1 – DEFINITIONS**

Whenever the following terms appear in the Proposal, the intent and meaning shall be interpreted as follows:

- 1.1 City:** The City of Lauderhill, Florida.
- 1.2 Contract:** The written agreement for performance of the Scope of Work entered into between the City and the successful Proposer.
- 1.3 Contract Administrator:** The Purchasing and Contracts Manager, or some other employee expressly designated as Contract Administrator in writing by the City Manager, who is the representative of the CITY concerning the Contract Documents.
- 1.4 Evaluation/Selection committee:** City staff and/or outside consultants assigned to evaluate the submitted proposals.
- 1.5 Proposer:** Any individual, firm, or corporation submitting a proposal for this project, acting directly or through a duly authorized representative. For the purpose of this Agreement, Proposer shall mean the same thing as the Bidder.
- 1.6 Proposal:** shall refer to any term used interchangeably with Bid while retaining the same meaning.
- 1.7 Purchasing Office:** The Purchasing Division-Department of Finance of the City of Lauderhill.
- 1.8 "Provider", "Bidder", "Contractor", "Successful Proposer" "Vendor" or "Consultant":** The Proposer receiving an award as a result of this Request for Proposal. Said terms may be used interchangeably while retaining the same meaning.
- 1.9 Qualifications/Proposal, Proposals,** shall refer to any Offer(s) submitted in response to this Request for Proposal.
- 1.10 Request for Proposal, RFP", or Proposal:** This Request for Proposal including all Exhibits and Attachments as approved by the City, and addendums or change orders issued by the Purchasing Division.
- 1.11 Request For Proposal, or Proposal:** Terms used interchangeably in this Request for Proposal while retaining the same meaning.
- 1.12 Subcontractor/ Sub consultant:** Any person, firm, entity, or organization, other than the employees of the successful Proposer, who contract with the Successful Proposer to furnish labor, or labor

and materials, in connection with the Work or Services to the City, whether directly or indirectly, on behalf of the Successful Proposer.

**1.13 Work, Services, Program, Project, or Engagement:** All matters that will be required to be done by the successful Proposer in accordance with the Scope of Work, and the Terms and Conditions of this RFP.

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## **SECTION 2 – SCOPE OF SERVICES**

### **Objectives**

The City of Lauderdale ("City") aims to enhance safety in school zones by reducing speeds through a violator-funded camera-based school zone speed detection and enforcement program. The City is seeking proposals from qualified vendors that can provide a complete installed system, process violations, accept violator payments, and maintain all related components.

### **Scope of Work**

Vendor shall provide Lane Specific Video Speed Detection through LiDAR or RADAR (The City prefers LiDAR), with an incorporated License Plate Reader.

Vendor shall provide all necessary equipment, infrastructure, installation, software, documentation, certifications, signage, and data storage at no cost to the City.

Vendor shall maintain and update all necessary equipment, infrastructure, hardware, software, applications, and signage at no cost to the City.

Vendor shall provide an automated, web-based system to process all valid Notices of Violation, including image processing, mailing, of the initial Notice and reminder Notice, printing, and mailing costs in compliance with Florida Statute 316.1896. The system shall be conducted in a timely manner to comply with applicable statute of limitation for filing Notices of Violation. Subject to the approval and authorization from the City, each Notice shall be delivered by First Class mail to the registered owner within the agreed or statutory period. Subsequent Notices or collections notifications may be delivered by First Class mail, Certified Mail-Return Receipt Requested, or by process servers. Vendor shall pay all costs for postage and mailing of all violations and all subsequent communications to vehicle owner and/or violator.

Vendor shall have a web-based portal for violators to review the video of their violation and to make payments.

Vendor must have a web-based portal for Police Department validation.

The Vendor shall supply the City with an Evidence Package containing a set of images and accompanying documentation for each contested Notice of Violation.

The Vendor shall provide an expert witness as needed to verify contested Violations and establish judicial recognition of the accuracy and technical functionality of the City's speed detection system.



Vendor shall obtain all necessary permits, permissions, and licensing for installation and operation of equipment at no cost to the City.

Vendor shall calibrate the Speed Detection System annually as required by Florida Statute 316.1906(3).

Speed Detection System must self-test monthly as required by Florida Statute 316.1906(3), and the test must be documented and reviewable by the City. Vendor shall repair or replace inoperable components of the system within 72 hours of notification.

Vendor will have a method to document that school zone beacons/flashers were functioning and active at the time of violation.

Vendor shall provide system training to Police Department Staff at implementation and as needed by the City, at no cost to the City.

Vendor shall comply with all applicable Florida State Statutes, requirements of the Florida Highway Safety and Motor Vehicles Department ("FLHSMV") and/or Broward County Traffic Engineering, and City Codes."

Vendor must be an approved eCitation vendor with the FLHSMV and must have the capability to transmit Uniform Traffic Citations ("UTC") to the FLHSMV.

Vendor shall have the ability to integrate/push License Plate Reader data with the City's current Rekor system.

Vendor shall have a Solar option to fully or partially power selected sites.

System must be consistent in clearly recording the rear of vehicles, to include the license plate, regardless of glare or materials used to obscure the plate.

System will use infrared illumination in lieu of a flash device or flood lights to capture violations in low light.

Vendor will conduct a 30-day Public Education Phase prior to issuing violations at each site.

The Vendor shall deliver essential training for individuals designated by the City and supply the City with appropriate public relations resources.

Vendor shall coordinate and conduct outreach with all affected schools.

Vendor will conduct traffic studies in each school zone to identify areas of a “heightened safety risk”, at no cost to the City. The City will have the final determination of site selection.

Vendor shall present analysis of traffic data justifying the installation and operation of each proposed school zone speed detection system at a publicly noticed commission meeting on a date to be determined by the City.

Vendor shall have a web-based portal for violators to review the video of their violation and to make payments.

Vendor must have a web-based portal for Police Department validation, review, and analytics.

The vendor is required to keep records with regular updates on specific Notices of Violation issued, and must update the status of all accounts using disposition information from the Broward Clerk of the Courts, showing payments received, outstanding Notices of Violation, and cases that have been closed, dismissed, or otherwise resolved.

Vendor will assume all liability and will provide defense to the City if program is legally or civilly challenged and/or deemed unconstitutional.

Vendor shall only be entitled to payment only when violations are paid in full.

### **Proposals Shall Include**

Provide details of the specific requirements for installing your system.

Explanation as to how speed is captured and the violating vehicle is identified.

Sample Violation Notification.

Sample images of violations captured in normal light and low light.

Sample images of Police Department’s violation processing web portal.

Sample images of violators online web portal.

Samples of letters and correspondence with FLHSMV.

Sample of 30-day Public Educational material.

Detail the 30-day public education process.

Sample of an Evidence Packet.

Sample of Documents sent to violator.

Sample of correspondence with a violator who elects a court appearance.

Sample of correspondence with a "Not me" claim.

Sample of a violation that became a UTC.

Sample of an Annual Report.

Information on Data Storage:

- Method
- Amount
- Retention
- Access
- Backup
- Security
- CJIS Compliance

Availability of resources for violators, (Must include languages available).

Availability of local resources for system repairs.

Turnaround of violation processing.

Revenue Sharing structure inclusive of breakdown of all statutorily required payments as provided in Florida Statute 316.1896 (5).

When vendor is entitled to payment (processed vs paid), refer to section 2 Scope of Work above.

Financial Process.

Ability to conduct speed tests in multiple school locations.

System implementation timeline.

### **SECTION 3 – QUALIFICATIONS**

- 3.1 Proposals will be considered from qualified firms or individuals whose experience includes successful work on similar projects. In addition, the firm must have a sufficient number of qualified staff in the applicable disciplines to complete the work in the time required and in accordance with State of Florida statutes and standards, if applicable.

#### **SECTION 4 - TERM OF CONTRACT**

- 4.1 The term of this Contract shall be for an initial term of two (2) years with an option to renew for an additional two (2) years, all subject to CITY approval, budget, and appropriation. The CITY reserves the right to terminate the Contract at any time with thirty (30) days' advance written notice to the Vendor.

#### **SECTION 5 – INQUIRIES/AVAILABILITY**

Inquiries concerning Proposal Submittals should be made in writing in IonWave question tab.

Solicitation documents shall be obtained from IonWave  
<https://lauderhill.ionwave.net/> .

**CONTACT WITH PERSONNEL OF THE CITY OF LAUDERHILL OTHER THAN THE PURCHASING MANAGER OR DESIGNATED REPRESENTATIVE REGARDING THIS REQUEST FOR QUALIFICATIONS MAY BE GROUNDS FOR ELIMINATION FROM THE SELECTION PROCESS.**

#### **SECTION 6 – SUBMITTAL INFORMATION: How, When & Where**

- 6.1 Proposer should submit (in a sealed envelope indicating Proposer's name and Request For Proposal (RFP) number) copies of the Proposal, each identified as follows:

RFP No.: RFP 2025-013  
RFP Name: School Zone Speed Enforcement  
Camera System  
Due Date/ Time: December 10,2024 @ 10:45 A.M.

- 6.2 All (RFP's), must be submitted via IonWave  
<https://lauderhill.ionwave.net/>
- 6.3 Responses to the RFP must be signed by an authorized officer of the proposing firm who is legally authorized to enter into a contractual relationship in the name of the Proposer. The submittal of a Statement of Proposal by the Proposer will be considered by the city as constituting an Offer by the Proposer to perform the required services.
- 6.4 Proposer certifies that prices, terms and conditions in the Proposal will be firm for acceptance for a period of ninety (90) days from the date

of bid opening unless otherwise stated by the City. Proposals may not be withdrawn before the expiration of ninety (90) days. Prices shall be firm, with no escalator clauses unless specified by the City. Proposals may be withdrawn after ninety (90) days only upon written notification to the City.

## **SECTION 7 - EVALUATION METHODOLOGY**

### **Evaluation Criteria**

A contract will be awarded to the consultant whose proposal is judged by the City of Lauderhill to be in its best interests, and whose proposal most closely satisfies the overall project specifications as well as other factors including, but not limited, to:

| <b>CRITERIA</b>                                                  | <b>MAXIMUM POINTS</b> |
|------------------------------------------------------------------|-----------------------|
| A. Project Understanding                                         | 15                    |
| B. Project Approach                                              | 20                    |
| C. Ability to Install and Integrate Preferred equipment/Software | 20                    |
| D. Experience                                                    | 25                    |
| E. Best Value to City                                            | 10                    |
| F. Local Lauderhill Business Preference                          | 10                    |
| <b>Total</b>                                                     | <b>100</b>            |

## **SECTION 8 - SELECTION PROCEDURE**

- 8.1 An Evaluation Committee appointed by the City Manager or designee will be responsible for selecting the most qualified firms. The Evaluation Committee may also, at its sole discretion, request additional or clarifying information from any responder. The Evaluation Committee may expressly request such information to remedy any incomplete response, but will not be obligated to do so. The occurrence or absence of such a request shall not be cause for objection by any responder. Proprietary information from competing responders shall not be disclosed to the public or to competitors prior to any award subject to Public Records Law, Chapter 119, Florida Statutes.

- 8.2 The firms may be asked to make a presentation of its qualifications and methodology to staff and /or the City Commission.
- 8.3 The City reserves the right to award to one proposer, to split the award among multiple proposers or to not award.
- 8.4 NO AWARD WITH RESPECT HERETO SHALL BE DEEMED FINAL AND ALL SUCH AWARDS SHALL BE DEEMED CONDITIONAL, UNLESS AND UNTIL THE PARTIES SHALL HAVE FULLY EXECUTED THE AGREEMENT(S) CONTEMPLATED HEREIN, AND A FULLY EXECUTED AGREEMENT HAS BEEN RETURNED TO THE BIDDER BY THE CITY. THE CITY RESERVES THE RIGHT TO REVOKE ANY AWARD MADE HEREUNDER, WITHOUT PENALTY, PREMIUM, OR OBLIGATION, AT ANY TIME PRIOR TO THE DELIVERY OF THE FULLY EXECUTED AGREEMENT(S) TO THE BIDDER, NOTWITHSTANDING THAT AN AWARD MAY HAVE BEEN PUBLISHED. NO BIDDER SHALL BE ENTITLED TO RELY ON ANY ANNOUNCEMENT OF AWARDS, AND THE CITY SHALL IN NO WAY BE ESTOPED IN THE REVOCATION OF AN AWARD PREVIOUSLY GRANTED.

#### **SECTION 9– REJECTION CRITERIA**

- 9.1 Your proposal shall be considered non-responsive if any of the following criteria exist, (this list is not all-inclusive):
- 9.2 All questions and instructions, including the questions in the Qualifications Package, have not been properly completed.
- 9.3 The instructions, order, and matrixes in the Proposal Package have not been properly followed.
- 9.4 The RFP response Package is found to have concealed or contained false and/or misleading information.
- 9.5 The City did not receive the RFP Package prior to the submittal deadline.
- 9.6 Your firm is not licensed with the Florida Secretary of State to do business in Florida. **You must submit a State of Florida Certificate of Status for your firm.**
- 9.7 Executed Non-Collusive/and or Drug Free Workplace Affidavits are not submitted with the response.
- 9.8 The Proposal signature page and certification is not properly executed.

## **SECTION 10 - WAIVERS**

The City in its sole discretion, reserves the right to reject any and all proposals, accept any proposal or any combination of proposals or waive any minor irregularity or technicality in proposals received and may, at its sole discretion, request a re-proposal, when in its sole judgment, it will best serve public interest.

## **SECTION 11 - INSURANCE REQUIREMENTS**

- 11.1 The Contractor shall furnish proof of insurance requirements as indicated below. The coverage is to remain in force at all times during the contract period. The following minimum insurance coverage is required. The City is to be added as an "additional insured" with relation to General Liability Insurance. This MUST be written in the description section of the insurance certificate, even if you have a check-off box on your insurance certificate. Any costs for adding the City as "additional insured" will be at the contractor's expense.
- 11.2 The City of Lauderdale shall be given notice 30 days prior to cancellation or modification of any stipulated insurance. The insurance provided will give 10 days' notice for non-payment of premium. The insurance provided shall be endorsed or amended to comply with this notice requirement. In the event that the insurer is unable to accommodate, it shall be the responsibility of the Contractor to provide the proper notice. Such notification will be in writing by registered mail, return receipt requested and addressed to the Purchasing Division.
- 11.3 The Contractor's insurance must be provided by an A.M. Best's "A-" rated or better insurance company authorized to issue insurance policies in the State of Florida, subject to approval by the City's Risk Manager. Any exclusions or provisions in the insurance maintained by the contractor that precludes coverage for work contemplated in this RFP shall be deemed unacceptable, and shall be considered breach of contract.
- 11.4 Any firm performing work on behalf of the City of Lauderdale must provide Workers' Compensation insurance. Exceptions and exemptions can only be made if they are in accordance with Florida Statute. For additional information, contact the Department of Financial Services, Worker's Compensation Division at (850) 413-1601 or on the web at [<http://www.fldfs.com>](http://www.fldfs.com)
- 11.5 Commercial General Liability Insurance  
Covering premises-operations, products-completed operations, independent contractors and contractual liability.

Limits: Combined single limit bodily injury/property damage  
\$1,000,000.

This coverage should include, but not limited to:

- a. Coverage for the liability assumed by the contractor under the indemnity provision of the contract.
- b. Coverage for Premises/Operations
- c. Personal and Advertising Injury Liability
- d. Products/Completed Operations
- e. Broad Form Contractual Liability

Covering all owned, hired, and non-owned automobile equipment, and other vehicles used by the successful bidder in the performance of the work with the following limits of liability:

Limits: Combined single limit bodily injury/property damage  
\$1,000,000

Professional Liability (Errors & Omissions)

Limits: \$2,000,000 per occurrence

This coverage should include, but not limited to:

- a. Coverage for the liability assumed by the contractor under the indemnity provision of the contract.
- b. Coverage for Premises/Operations
- c. Products/Completed Operations
- d. Broad Form Contractual Liability

#### 11.6 Automobile Liability Insurance

Covering all owned, hired, and non-owned automobile equipment, and other vehicles used by the successful bidder in the performance of the work with the following limits of liability:

|                       |                                                     |
|-----------------------|-----------------------------------------------------|
| Limits: Bodily injury | \$500,000 each person,<br>\$500,000 each occurrence |
| Property damage       | \$100,000 each occurrence                           |

Professional Liability (Errors & Omissions)

Limits: \$2,000,000 per occurrence

#### 11.7 A copy of ANY current Certificate of Insurance should be included with your proposal.



11.8 In the event that you are the successful bidder, you will be required to provide a certificate naming the City as an "additional insured" for General Liability.

11.9 Certificate holder should be addressed as follows:

City of Lauderhill  
Finance Department  
5581 West Oakland Park Blvd.  
Lauderhill, FL 33311

## **SECTION 12 - SUBMITTAL PACKAGE**

Submit this portion of the Request for Proposal as your firms Qualifications Package. Complete the following information exactly as shown including numbering and tabbing sections. This information is vital for the City to rate your firm, as your evaluation and ranking will be based on the information supplied below along with any other information required by the City.

**TAB #1** Insert Proposer's Qualification Statement (Attachment "A")

**TAB #2** **Statement of Capabilities:**

Provide a statement that addresses why the specific Proposer would be in the best posture to deliver the required services. (Limit to one (1) page.)

**TAB #3** **Proposal:**

1. Submit an outline of the elements and organizational structure of the team established to manage the project. This is to include the administrative operation and key personnel and their area of responsibility.
2. Describe the Proposer's approach to the management of this contract; describe the methodology employed to ensure prompt service, customer satisfaction, prompt complaint resolution, effective employee performance and training. Please explain any differences or challenges you may have encountered with any client, and the method(s) you employed to overcome them.

**TAB #4** **Specific Related Experience of the Firm**

List the last five (5) contracts held comparable to this specific project and related experience accomplished by the proposer firms. Indicate:

- Client Name, address, and telephone number

- Principal/ Project Manager in Charge, licensing/ certifications, various team positions
- Whether your firm was the primary or subcontractor
- Description of the contract including;
- Contract Objective (s)/ accomplishments
- Challenges encountered, resolutions
- Contract Starting and Ending Dates

**Tab #5**      **Scope of Work**

Proposer should prove the consultant's capability; describing strategies to be used and quality controls. The scope of work should demonstrate knowledge and understanding of branding and the shifting dynamics of how consumers receive and use information today.

**TAB #6**      **Cost Schedule**

Submit your cost/fee schedule here and provide breakdown for amounts or percentages to be paid to CITY, Vendor, and all other required agencies or entities.

**TAB #7**      **Personnel/Management**

- Identify those individuals on the proposer's account team who will manage the contract work. Identify specific individuals who will be conducting the day-to-day activities. Identify all personnel assigned to this account by position title. Include a description of the duties of each position title.
- Note who will be the contract manager and primary contact.
- **Subcontractors:** Identify all proposed subcontractors and document which portions of service will be performed by subcontractors and their ability to perform the work. Include current resumes and/or biographies.

**TAB #8**      **Attachments:**

**Insert:**

Non-Collusive Affidavit (Attachment "B")

Cost Schedule (Attachment "C")

Confirmation of Drug-Free Workplace (Attachment "D")

Signature Page (Attachment "E")

List of Subcontractors (Attachment "F")

References (Attachment "G")

Acknowledgement of Addendums (Attachment "H")

Certificate of Insurance, and Licenses

## **ATTACHMENT A**

### **PROPOSER'S QUALIFICATIONS STATEMENT**

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

PROPOSER'S Name and Principal Address:

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Contact Person's Name and Title:

PROPOSER'S Telephone and Email :

PROPOSER'S

Email: \_\_\_\_\_

PROPOSER'S

License Number: \_\_\_\_\_

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

PROPOSER'S Federal Identification Number: \_\_\_\_\_

Number of years your organization has been in business, in this type of work: \_\_\_\_\_

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

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

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

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

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

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

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

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

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

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List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last (5) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute.

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

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Has the Proposer, its principals, officers or predecessor organization(s) been CONVICTED OF a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details.

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

By

\_\_\_\_\_  
(Signature)

**ATTACHMENT B  
NON-COLLUSIVE AFFIDAVIT**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

\_\_\_\_\_ being first duly sworn deposes and says that:

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

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

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

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

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

By \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_.

\_\_\_\_\_  
Notary Public (Signature)

My Commission Expires:  
\_\_\_\_\_

**ATTACHMENT C**  
**Revenue Sharing Structure**  
**Revenue sharing Proposal**



**ATTACHMENT D**  
**CONFIRMATION OF DRUG-FREE WORKPLACE**

In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibitions.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or Contractual services that are under Bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employee that, as a condition of working on the commodities or Contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any State, for a violation occurring in the workplace no later than five (5) days after the 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 this section.

A signed copy of your Drug-Free Workplace Policy must be attached to this signed copy and submitted with the RFP Documents.

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

---

Vendor's Signature

**ATTACHMENT E  
SIGNATURE PAGE**

The undersigned attests to his (her, their) authority to submit this Submittal and to bind the firm(s) herein named to perform as per agreement. Further, by signature, the undersigned attests to the following:

1. The Proposer is financially solvent and sufficiently experienced and competent to perform all of the work required of the Proposer in the Contract;
2. The facts stated in the Proposer's response pursuant to Request for Submittals, instructions to Proposer and Specifications are true and correct in all respects;
3. The Proposer has read and complied with, and submits their proposal agreeing to all of the requirements, terms and conditions as set forth in the Request for Proposals.
4. The Proposer warrants all materials supplied by it are delivered to the CITY of Lauderhill, Florida, free from any security interest, and other lien, and that the Proposer is a lawful owner having the right to supply the same and will defend the conveyance to the CITY of Lauderhill, Florida, against all persons claiming the whole or any part thereof.
5. **Proposer understands that if a team is short listed and selected to make oral presentations to the selection committee and/or CITY, only the team members evaluated in the written submissions may present at the oral presentations. Any changes to the team at the oral presentations will result in that team's disqualification.**
6. The undersigned certifies that if the firm is selected by the City the firm will negotiate in good faith to establish an agreement.
7. Proposer understands that all information listed above may be checked by the City of Lauderhill and Proposer authorizes all entities or persons listed above to answer all questions. Proposer hereby indemnifies the City of Lauderhill and the persons and entities listed above and holds them harmless from any claim arising from such authorization or the exercise thereof, including the dissemination of information pursuant thereto.

Submitted on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.  
(If an individual, partnership, or non-incorporated organization)

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Company

Printed

By

Title

Printed Name, Title

(If a corporation, affix seal)

Company

By

Attested by Secretary

Printed Name, Title

Incorporated under the laws of the State of \_\_\_\_\_.

CERTIFICATE

(For Partnership)

I HEREBY CERTIFY that a meeting of the partners of \_\_\_\_\_, a Partnership under the laws of the State of \_\_\_\_\_ held on \_\_\_\_\_, 20\_\_\_\_, the following resolution was duly passed and adopted:

"RESOLVED, that \_\_\_\_\_ as \_\_\_\_\_ of the Partnership, is hereby authorized to execute the Bid Form dated \_\_\_\_\_, 20\_\_\_\_, between the City of Lauderhill, Florida, and this Partnership, and that the execution thereof, attested by the \_\_\_\_\_ of the Partnership be the official act and deed of this Partnership."

I further certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

STATE OF FLORIDA

COUNTY OF \_\_\_\_\_

Sworn to and subscribed before me on this \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_ who ☐ is  
personally known to me or who ☐ has presented the following type of  
identification: \_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary Public, State of  
Florida

\_\_\_\_\_  
Notary seal (stamped in black ink)  
OR  
Printed, typed or stamped name of  
Notary and Commission Number

CERTIFICATE  
(For Corporation)

I HEREBY CERTIFY that a meeting of the Board of Directors of \_\_\_\_\_, a corporation under the laws of the State of \_\_\_\_\_ held on \_\_\_\_\_, 20 \_\_\_\_, the following resolution was duly passed and adopted:

"RESOLVED, that \_\_\_\_\_, as \_\_\_\_\_ of the Corporation, is hereby authorized to execute the Bid Form dated \_\_\_\_\_, 20\_\_\_\_, between the City of Lauderhill, Florida, and this Corporation, and that the execution thereof, attested by the Secretary of the Corporation and with corporate seal affixed, shall be the official act and deed of this Corporation".

I further certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Secretary

STATE OF FLORIDA

COUNTY OF \_\_\_\_\_

Sworn to and subscribed before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_ who ☐ is personally known to me or who ☐ has presented the following type of identification: \_\_\_\_\_.

---

Signature of Notary Public, State of  
Florida

---

Notary seal (stamped in black ink)  
OR  
Printed, typed or stamped name of  
Notary and Commission Number

## ATTACHMENT F

### LIST OF SUBCONTRACTORS

The Proposal shall list below the names and business address of each subcontractor who will perform Work under this Proposal in excess of one-half of one percent of the Contractor's Total Proposal Price, and shall also list the portion of the Work that will be done by such subcontractor. The listing of more than one subcontractor for each item of Work to be performed with the words "and/or" will not be permitted. Failure to comply with this requirement will render the Proposal as non-responsive and may cause its rejection.

[illegible]

## PERFORMANCE REFERENCE VERIFICATION SURVEY FORM

RFP # 2025-013

**Vendors Name:**  
**Agency Providing Reference:**  
**Agency Contract:**  
**Contact E-mail:**  
**Contact Phone #:**  
**Solicitation Name:**

Please rate your experience with the vendor. The completed questionnaire form must be attached with your response. Thank you.

Please use the following rating scale to answer the questions:

**Ratings: 1 Poor      2 Good      3 Exceptional      4 Not Applicable**

1. Rate the level of commitment of the Contractor when performing the work. \_\_\_\_
2. Rate the competency and accessibility of the personnel performing the work. \_\_\_\_
3. Rate the vendor's success at keeping you updated and informed of problems and issues.  
\_\_\_\_
4. Rate the vendor's knowledge of procedures required by regulatory agencies. \_\_\_\_
5. Rate the vendor's ability to meet deadlines. \_\_\_\_
6. Rate the vendor's ability to complete punch list items. \_\_\_\_
7. Rate the vendor's commitment to safety. \_\_\_\_
8. Rate the level of comfort and confidence you had in the contractor during the project.  
\_\_\_\_
9. Rate the overall performance of the vendor. \_\_\_\_

Additional comments:

\_\_\_\_\_  
\_\_\_\_\_

Vendor Name: \_\_\_\_\_ Title: \_\_\_\_\_  
(Please print – Person completing survey)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Person completing survey)

Reference verified by City Employee: \_\_\_\_\_ Date: \_\_\_\_\_



ATTACHMENT H  
**ACKNOWLEDGEMENT OF ADDENDUM**

**TITLE** \_\_\_\_\_ **RFP** \_\_\_\_\_

Acknowledgement is hereby made of the following Addenda received since issuance of Specifications:

Addendum No. \_\_\_\_\_ -Dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ -Dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ -Dated \_\_\_\_\_

---

Name of Vendor's Service Contact: \_\_\_\_\_

Address:

\_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**This page must be submitted with RFP. Failure to provide the requested documents may result in your proposal being deemed Non-Responsive.**