



**PURCHASE OF STOREFRONT WINDOWS AND DOORS**

**REQUEST FOR PROPOSAL  
RFP NO.: 2026-003**

Visit us online at:  
[www.lauderhill-fl.gov](http://www.lauderhill-fl.gov)  
<https://lauderhill.ionwave.net/>

**Proposal Opens:** November 5, 2025  
**Date Issued:** October 8, 2025

## REQUEST FOR PROPOSALS

**NOTICE IS HEREBY GIVEN** that the Lauderhill Community Redevelopment Agency is seeking proposals for the following work as detailed:

**RFP NUMBER:** 2026-003  
PURCHASE OF STOREFRONT WINDOWS AND DOORS

The Lauderhill Community Redevelopment Agency will accept sealed proposals until **1:45 P.M. EST, November 5, 2025**, via IonWave at <https://lauderhill.ionwave.net/>. Proposals received after 1:45 P.M. will not be considered.

The intent of this project is to furnish impact-rated aluminum storefront windows and doors that meet all specified performance, safety, and aesthetic requirements. The scope includes providing SS3500 Storefront Systems (FL46559) in a bronze finish, factory glazed with laminated impact gray glass, as well as SE3550 Storefront Entry Doors (FL331 & FL25573) equipped with ADA-compliant thresholds, commercial-grade locking hardware, push/pull sets, and closers.

All storefront assemblies will incorporate a 9/16" laminated impact glass configuration (HS PVB or SGP interlayers as specified) with frames in bronze standard powder coat, commercial-grade hardware, and anchorage systems engineered for wind load compliance (+70/-120 PSF where required). The total glass installation will cover an area of approximately 2,804.02 square feet.

The overall goal is to ensure the delivery of durable, code-compliant, and aesthetically consistent storefront systems that enhance safety, accessibility, and long-term functionality.

The full Statement of Work is available on and after **October 8, 2025**, on IonWave <https://lauderhill.ionwave.net/>. Vendors who obtain solicitation documents from sources other than IonWave are advised that their solicitation package may be incomplete. All addendums will be posted and distributed via IonWave by the Finance/Purchasing Department.

Questions regarding this RFP may be submitted via the IonWave question tab. The final date for questions will be ten (10) days before the proposal due date. Questions received after this date will not be answered.

All proposers must register with the CRA online at [www.colvendor.com](http://www.colvendor.com).

Proposers agree to extend identical pricing, terms, and goods to other governmental entities. Any agency wishing to utilize these services will enter into a separate contract with the successful proposer for its specific requirements.

The Public Entity Crimes Affidavit, Foreign Entity Laws Affidavit, and the Anti-Human Trafficking Affidavit must be completed and submitted as part of the proposal.

In accordance with **Section 287.05701, Florida Statutes**, the Lauderhill Community Redevelopment Agency will not consider or request documentation related to a vendor's social, political, or ideological interests when determining vendor responsibility.

The CRA Commission of the Lauderhill Community Redevelopment Agency reserves the right to reject any and all proposals, waive informalities or irregularities, and accept or reject any part of a proposal in the best interest of the citizens of Lauderhill. The successful bidder will be required to enter into a contract with the CRA.

#### **LAUDERHILL COMMUNITY REDEVELOPMENT AGENCY**

A handwritten signature in cursive script that reads "Kenton L. Dykes".

**Advertised Dates:** October 8, 2025 and October 15, 2025

## **Table of Contents**

| <b>Item</b>       | <b>Description</b>                       |
|-------------------|--|
| <b>Section 1</b>  | Definitions                              |
| <b>Section 2</b>  | Scope of Services                        |
| <b>Section 3</b>  | Qualifications                           |
| <b>Section 4</b>  | Term                                     |
| <b>Section 5</b>  | Inquiries                                |
| <b>Section 6</b>  | Submittal Information: How, When & Where |
| <b>Section 7</b>  | Evaluation Methodology                   |
| <b>Section 8</b>  | Selection                                |
| <b>Section 9</b>  | Rejection Criteria                       |
| <b>Section 10</b> | Waivers                                  |
| <b>Section 11</b> | Insurance Requirement                    |
| <b>Section 12</b> | General Conditions                       |
| <b>Section 13</b> | Submittal Package                        |

### **Attachments:**

| <b>Attachment</b> | <b>Description</b>                 |
|-------------------|------------------------------------|
| <b>A</b>          | Proposer's Qualification Statement |
| <b>B</b>          | Non-Collusive Affidavit            |
| <b>C</b>          | Cost Schedule                      |
| <b>D</b>          | Drug-Free Workplace                |
| <b>E</b>          | Signature Page/Certification       |
| <b>F</b>          | List of Subcontractors             |
| <b>G</b>          | References/Verification Form       |
| <b>H</b>          | Acknowledgement of Addendum        |
| <b>I</b>          | Anti-Human Trafficking Affidavit   |

**STATEMENT OF NON-PARTICIPATION**  
**RFP NO.: 2026-003**  
**PURCHASE OF STOREFRONT WINDOWS AND DOORS**

---

**Note:** If you do not intend to submit a bid/proposal for this item/service, please complete this form and attach it to IonWave.

We/I do not wish to participate in this proposal for the following reason (please check one):

- 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 **CRA:** The Lauderhill Community Redevelopment Agency, Florida.

1.2 **Contract:** The written agreement for the performance of the Scope of Work entered into between the CRA and the successful Proposer.

1.3 **Contract Administrator:** The Purchasing and Contracts Manager, or any employee expressly designated in writing by the CRA Manager, who is the representative of the CRA concerning the Contract Documents.

1.4 **Evaluation/Selection Committee:** CRA 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 be synonymous with Bidder.

1.6 **Proposal:** Any term used interchangeably with "Bid," retaining the same meaning.

1.7 **Purchasing Office:** The Purchasing Division, Department of Finance, Lauderhill Community Redevelopment Agency.

1.8 **Provider, Bidder, Contractor, Successful Proposer, Vendor, or Consultant:** The Proposer receiving an award as a result of this Request for Proposal. These terms may be used interchangeably while retaining the same meaning.

1.9 **Qualifications/Proposal:** 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, Attachments, and any addenda or change orders issued by the Purchasing Division.

1.11 **Subcontractor/Subconsultant:** Any person, firm, entity, or organization other than the employees of the successful Proposer who contracts with the Proposer to furnish labor or labor and materials in connection with the Work or Services.

**1.12 Work, Services, Program, Project, or Engagement:** All tasks required to be performed by the successful Proposer in accordance with the Scope of Work and the Terms and Conditions of this RFP.

**1.13 Piggybacking:** An agreement that allows the CRA to use the contract of another governmental entity with a specific vendor, ensuring that the CRA's standard contractual requirements are incorporated.

**1.14 Local Vendor Bids:** This bid is reserved for participation by local vendors in accordance with the Lauderhill Community Redevelopment Agency Code. A vendor can receive no more than three set-aside bid award contracts in a fiscal year. Vendors who have received at least one local vendor bid award contract in each of three consecutive fiscal years will not be eligible to participate in local vendor bids for the following fiscal year. If the bid prices from local vendors are not economically competitive, the procurement may be canceled.

---

## SECTION 2 – SCOPE OF SERVICES

Furnish impact-rated aluminum storefront windows and doors per specifications provided, including:

- **SS3500 Storefront Systems (FL46559)** in bronze finish, factory glazed, with laminated impact gray glass.
- **SE3550 Storefront Entry Doors (FL331 & FL25573)** with ADA thresholds, commercial locking hardware, push/pull sets, and closers.
- Glass configuration: **9/16" laminated impact (HS PVB or SGP interlayers as specified).**

---

### Materials & Specifications

- **Frames:** Bronze (standard powder coat).
- **Glazing:** Laminated Impact Gray Glass (HS PVB & HS SGP types).
- **Hardware:** Commercial-grade locksets, ADA bumpers, push/pull hardware, closers, and cylinders (per door schedule).
- **Anchorage & Accessories:** As required for wind load compliance (+70/-120 PSF where specified).
- **Total Glass Area:** 2,804.02 SqFt.

## INQUIRIES/AVAILABILITY

Inquiries concerning Proposal Submittals should be made in writing via IonWave.

Solicitation documents may be obtained by downloading them from IonWave at <https://lauderhill.ionwave.net/>.

**IMPORTANT:** Contact with personnel of the Lauderhill Community Redevelopment Agency, other than the Purchasing Manager or designated representative, regarding this Request for Proposals (RFP) may result in the proposer being eliminated from the selection process.

---

## SUBMITTAL INFORMATION: HOW, WHEN & WHERE

Proposers should submit copies of their Proposal in a sealed envelope, clearly marked with the Proposer's name and the RFP number. Proposals should be submitted to:

**RFP No.:** 2026-003

**RFP Name:** PURCHASE OF STOREFRONT WINDOWS AND DOORS

**Due Date/Time:** November 5, 2025

Solicitation documents should be submitted via IonWave at <https://lauderhill.ionwave.net/>.

Proposals must be signed in ink by an authorized officer of the proposing firm who is legally authorized to enter into a contractual relationship on behalf of the Proposer. Submission of the Proposal by the Proposer will be considered an Offer to perform the required services.

Proposers certify that prices, terms, and conditions in their Proposal will be firm for a period of ninety (90) days from the bid opening date unless otherwise stated by the CRA. Proposals cannot be withdrawn before the expiration of ninety (90) days. Prices must be firm with no escalator clauses unless specified by the CRA. Proposals may only be withdrawn after ninety (90) days with written notification to the CRA.

## SELECTION PROCEDURE

All Bid Proposals will be reviewed by the CRA. The bidder with the lowest proposed price will be awarded the contract.

**IMPORTANT:** An award will only be deemed final when the agreement has been fully executed by both parties. Until then, the CRA reserves the right to revoke any award without penalty or obligation.

---

## REJECTION CRITERIA

A proposal will be considered non-responsive if any of the following criteria exist (this list is not all-inclusive):

- Failure to submit the required documents or complete the necessary forms.
- Submission of a proposal after the due date and time.
- Failure to meet minimum qualifications as outlined in the RFP.
- Inaccurate or misleading information provided in the proposal.
- Non-compliance with the RFP terms and conditions.

All questions and instructions, including the questions in the Qualifications Package, have not been properly completed.

The instructions, order, and matrixes in the Proposal Package have not been properly followed.

The RFP response Package is found to have concealed or contained false and/or misleading information.

The CRA did not receive the RFP Package prior to the submittal deadline. 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.**

Executed Non-Collusive/and or Drug Free Workplace Affidavits are not submitted with the response.

The Proposal signature page and certification is not properly executed.

## **WAIVERS**

The CRA 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.

## **INSURANCE REQUIREMENTS**

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 CRA 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 CRA as "additional insured" will be at the contractor's expense.

The Lauderhill Community Redevelopment Agency 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.

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 CRA'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.

Any firm performing work on behalf of the Lauderhill Community Redevelopment Agency 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>

### 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 Proposer 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

Automobile Liability Insurance

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

Limits: Bodily injury \$500,000 each person,  
\$500,000 each occurrence  
Property damage \$100,000 each occurrence

Professional Liability (Errors & Omissions)

Limits: \$2,000,000 per occurrence

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

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

Certificate holder should be addressed as follows:  
Lauderhill Community Redevelopment Agency  
Finance Department  
1803 NW 38<sup>th</sup> Avenue  
Lauderhill, FL 33311

## GENERAL CONDITIONS

### 1. **Licensing:**

The Proposer (other than governmental agencies) must provide a copy of its occupational license with Broward County to verify that it is fully licensed and certified to perform the type of work in the State of Florida at the time of submittal of the RFP.

Not-for-Profit agencies must provide an IRS 501(c)(3) letter with their submittal.

### 2. **Venue:**

All contracts shall be governed by the laws of the State of Florida, and venue shall be in Broward County, Florida.

### 3. **Expenses:**

Neither the CRA nor its representatives shall be liable for any expenses incurred in connection with the preparation of a response to this RFP. All expenses in the preparation of this RFP are the sole responsibility of the Proposer. All submittals should be prepared to provide a straightforward and concise description of the respondent's qualifications and ability to meet the requirements of the RFP.

### 4. **Interpretations:**

All Proposers shall carefully examine the Proposal Documents. Any ambiguities or inconsistencies shall be brought to the attention of the CRA in writing prior to the opening of Proposals. Failure to do so will constitute acceptance of any subsequent decisions made by the CRA. Any questions regarding the intent, meaning, or interpretations of the Proposal Documents must be requested in writing and received by the CRA at least fourteen (14) days prior to the Proposal opening. Inquiries should be addressed to the Purchasing Manager.

**Note:** No person is authorized to provide oral interpretations or make oral changes to the Proposal. All clarifications or modifications will be issued in writing via Addenda to the proposal and provided to all Proposers. Receipt of all addenda must be acknowledged by the Proposers in the designated section of the Proposal Form.

### 5. **Public Entity Crimes:**

Pursuant to F.S. 287.133, as amended:

A person or affiliate placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on a contract to provide goods or services to a public entity, nor submit a proposal for construction or repair of a public building or public work, or on leases of real property to a public entity. They may not be awarded or perform work as a Contractor, Supplier, Subcontractor, or Consultant under any contract with a public entity and may not

transact business with any public entity for a period of 36 months from the date of being placed on the convicted vendor list.

6. **Assignment:**

Any Purchase Order or Contract issued pursuant to this RFP and the funds that may become due hereunder are not assignable, in whole or in part.

7. **Indemnification:**

The Proposer agrees to protect, defend, indemnify, and hold harmless the CRA, its employees, representatives, and elected officials from any and all claims and liabilities, including all attorney's fees and court costs, arising from any negligence, recklessness, or intentional misconduct of the Proposer, its employees, or agents, in connection with this Agreement.

The Proposer will not be required to indemnify the CRA for actions resulting solely from the wrongful acts or omissions of the CRA or its representatives.

The Proposer agrees that 1% of the total compensation paid for the performance of this Agreement shall be the specific consideration for indemnifying the CRA.

8. **Proposals to Remain Open:**

All proposals shall remain open for the number of days specified in the special provisions or, if none, for ninety (90) days after the proposal opening. The CRA, at its discretion, may release any proposal prior to the expiration of this period.

9. **Annual Appropriation:**

Any contract issued is conditional upon the CRA appropriating funding to implement the contract.

10. **Employees:**

Employees of the Contractor shall be under the sole direction of the Contractor and not considered employees or agents of the CRA. The Contractor shall supply competent employees.

The CRA reserves the right to require the Contractor to remove any employee or subcontractor deemed careless, incompetent, insubordinate, or otherwise objectionable at no additional cost to the CRA or increase in contract price. The Contractor is responsible for the actions of its employees.

11. **Additional Terms and Conditions:**

No additional terms and conditions submitted with the proposal shall be considered or have any effect unless agreed to in writing by the CRA. The conditions in the Proposal Documents are the only ones applicable to the proposal, and the Proposer's authorized signature on the Proposal Form attests to this.

12. **Deletion/Oversight/Misstatement:**

Any deletion, oversight, or misstatement in the specifications does not release the Proposer from the responsibility of supplying complete and

operational units, including all necessary appurtenances for unrestricted operation, as determined by the CRA.

13. **Withdrawal of an Offer:**

An Offer shall remain irrevocable unless withdrawn as per the procedure outlined below.

A proposal may only be withdrawn by written communication delivered to the Purchasing Office prior to the solicitation closing date and time. The Proposer must present certification proving they are authorized to act on behalf of the firm when such communication is made.

An Offer may also be withdrawn after 180 days from the Solicitation Closing Date and Time, prior to the recommendation for award, by submitting a written request to the Purchasing Office. The letter must be on the company letterhead, signed by an authorized agent, and include the reason for withdrawal.

## **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 CRA 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 CRA.

**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.

**TAB #3**     **Cost Schedule**

Submit your cost schedule here.

**TAB #4**     **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")

Anti-Trafficking Affidavit (Attachment "I")

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 Bid non-responsive and shall cause its rejection. Additional sheets shall be attached as required.

PROPOSER'S Name and Principal Address:

---

---

---

Contact Person's Name and Title:

---

PROPOSER'S Telephone and Fax Number:

---

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:

---

---

---

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:

---

---

---

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

---

---

---

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

---

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

---

---

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

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

---

---

---

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

---

---

---

List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last (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.

---

---

---

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

---

---

---

Has the Proposer, its principals, officers or predecessor organization(s) been CONVICTED OF a Public Entity Crime, debarred or suspended from bidding by any government 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 CRA 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 CRA to reject the Bid, 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 Bid and of all pertinent circumstances respecting such Bid;

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

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

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

By \_\_\_\_\_

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

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

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

**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 Bid 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 Lauderhill Community Redevelopment Agency, 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 Lauderhill Community Redevelopment Agency, 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 CRA, 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 CRA the firm will negotiate in good faith to establish an agreement.
7. Proposer understands that all information listed above may be checked by the Lauderhill Community Redevelopment Agency and Proposer authorizes all entities or persons listed above to answer all questions. Proposer hereby indemnifies the Lauderhill Community Redevelopment Agency 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

Attested by Secretary

\_\_\_\_\_  
By

\_\_\_\_\_  
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 Lauderhill Community Redevelopment Agency, 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 Lauderhill Community Redevelopment Agency, 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 H  
ACKNOWLEDGEMENT OF ADDENDUM**

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

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.**

## **Affidavit of Compliance with Anti-Human Trafficking Laws**

Pursuant to Section 787.06(13) of the Florida Statutes, the undersigned, on behalf of Entity, hereby affirms under penalty of perjury the following:

1. Entity does not engage in the use of coercion for labor or services as defined in Section 787.06, Florida Statutes, relating to "Human Trafficking."
  
2. The undersigned is duly authorized to execute this affidavit on behalf of the Entity, and affirms that the statements made herein are true and correct under penalty of perjury.

Dated this \_\_\_\_ day of \_\_\_\_\_, **20**\_\_\_\_\_

Signed: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Entity: \_\_\_\_\_