

CITY OF MEXICO BEACH
BOAT RAMP PAYMENT COLLECTION MACHINE
REQUEST FOR PROPOSALS 2021-012

Prepared by:

**City Administrator
201 Paradise Path
MEXICO BEACH, FLORIDA 32456**

August 26, 2021

Boat Ramp Payment Collection Machine

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CITY OF MEXICO BEACH
REQUEST FOR PROPOSALS 2021-012
Boat Ramp Payment Collection Machine

Notice is hereby given that the City of Mexico Beach, Florida is requesting sealed proposals from qualified vendors to supply and install an automated payment collection machine at the City of Mexico Beach boat ramp.

All proposals must be in writing and will be received by Tammy Brunson, City Clerk, by mail, FedEx, hand delivery, or e-mail at 201 Paradise Path, Mexico Beach, Florida 32456 or t.brunson@mexicobeachgov.com until 2:00 PM (central time), September 13, 2021. Proposals will be publicly opened at this time. Only proposals received by the stated time and date will be considered. Proposals received after the time set for the opening will be rejected and returned unopened to the submitter. All proposals shall be submitted in a sealed envelope and clearly labeled, "RFP 2021-012 Boat Ramp Payment Collection Machine" or in an email clearly labeled with this subject line. If not submitting electronically, Please provide one (1) original, five (5) copies of the Proposal. Full terms of this RFP may be obtained at <http://www.mexicobeachgov.com>. Any Addendums issued during the advertisement period shall be posted to the above website no later than 3:00 PM (central time) September 9, 2021. Proposals shall be firm for ninety (90) days. The award by the City Council is expected to occur September 28, 2021 at 9:00 am, but may occur at another scheduled public meeting noticed on the City's website, in which case the City will email the new date to proposers.

Questions concerning this request should be submitted in writing to the Public Works Director, Tommy Davis, at t.davis@mexicobeachgov.com no later than 2:00 PM (central time) September 7, 2021.

The City of Mexico Beach encourages all segments of the business community to participate in its procurement opportunities, including small businesses, minority/women owned businesses, and disadvantaged business enterprises. The City does not discriminate on the basis of race, color, religion, national origin, disability, sex, or age in the administration of contracts.

The City reserves the right to waive informalities in proposals and to reject all proposals. The City will award the Contract to the highest scored proposal as ultimately determined by the City Council.

1. RFP Documents

The RFP Documents are available at <http://www.mexicobeachgov.com/> and on file at Mexico Beach City Hall, 201 Paradise Path, Mexico Beach, Florida 32456. They may be examined at the above address or digital copies may be downloaded for no fee.

2. Pre-Bid Site Visits:

Proposers are encouraged to visit the work site prior to submitting to familiarize themselves with the site conditions, but there is not a mandatory visit or meeting. Bidders shall direct any questions regarding the site and the work via e-mail to Tommy Davis, t.davis@mexicobeachgov.com. All questions shall be submitted via e-mail no later than 2:00 PM (central time) September 7, 2021. In the event that any discussions or questions at a pre-bid site visit or afterward require additional clarification the CITY will issue a written summary of questions and answers as an addendum to this Invitation to Bid no later than September 9, 2021.

3. Proposal Form

To receive consideration, all proposals shall be made on the forms provided, properly executed and with all items filled out. You are encouraged to attach additional information about the features and specifications of your product, photos, warranty information, maintenance and support information, and details regarding installation and operation.

4. Delivery

Each bid shall be addressed to the Tammy Brunson, City Clerk at 201 Paradise Path, Mexico Beach, Florida 32456 or t.brunson@mexicobeachgov.com, and must be received on or before the day and/or hour set for the opening of proposals. Proposals shall be submitted electronically or in duplicate, (1) one marked "Original" and (2) five marked "Copy". Each proposal shall be enclosed in a sealed envelope bearing the title RFP 2021-012 Boat Ramp Payment Collection Machine, the name of the proposer and the date for opening. It is the sole responsibility of the proposer to ensure that the Proposal is received on time. The City will check the proposals and notify the selected proposer at the earliest opportunity.

5. Complete Proposal Amounts; Examinations of Specifications, Work Sites

Proposals shall be compensation in full for the complete equipment described in the Proposal with installation and warranty. The Proposal and the price therein includes all of Proposer's costs for completing the work and include mobilization, all materials, labor, potentially applicable overtime, travel, and costs for licenses and permits labor, materials, insurance, taxes, field office and supervision, overhead and profit, bonds and

miscellaneous items needed to complete the project. No allowance will be made to any bidder because of a claimed lack of examination or knowledge. Any unit pricing provided by Proposer shall solely be for the convenience of the City in the event City wishes to increase or decrease the scope of work after contract award. The submission of a proposal shall be construed as conclusive evidence that the proposer has made such examination.

6. Withdrawal of Proposal

Any proposer may withdraw his Proposal, either personally or by written request, at any time prior to the scheduled time for opening proposals. No proposer may withdraw his proposal for a period of 90 days after the date for opening and all proposals shall be subject to acceptance by the City during this period.

7. Selection Criteria / Basis of Award

The City shall award the contract to the highest scoring responsive and responsible proposer. The Proposals will be reviewed and scored by City staff based on the following considerations:

- Features and Capabilities of Equipment, including any included additional or extended warranty, and included maintenance and support (35%)
- Proposal Price (30%)
- Attractiveness and Build Quality (20%)
- References regarding prior similar projects, with an emphasis on reliability and quality of service or product (10%)
- Installation date (5%)

The City Council will then ratify the scoring and direct staff to move forward with negotiating a contract or decline to move forward with negotiating a contract based on cost or any other reason. Alternatively, if the City Council does not agree with the scoring and ranking conducted by staff, the City Council may re-rank the proposals, but in doing so, must state with particularity its reasons for rejecting or modifying the scoring or ranking and must make a finding that its substituted scoring or ranking is as or more reasonable than that which was conducted by staff. The City reserves the right to (1) reject any and all proposals, (2) to waive any informality in proposals received, or (3) to award the contract to a proposer other than the lowest priced proposer based on highest overall score. All proposers shall comply with all applicable state and local laws concerning licensing, registration, and regulations of businesses in the state of Florida.

8. Execution of Agreement

The successful proposer shall, within 10 days after receipt of the Notice of Award, sign and deliver to the City a contract acceptable to the City. The Proposer shall

also deliver any required policies of insurance or insurance certificate as required. All insurance documents shall be approved by the City before the successful proposer may proceed with the work.

9. Point of Contact

The Public Works Director, Tommy Davis, t.davis@mexicobeachgov.com, will be the only point of contact for this RFP. **Under no circumstances may a proposer contact any City Council member or other City employee concerning this RFP until after award.** Any such contact may result in proposal disqualification. All questions shall be submitted via e-mail no later than 2:00 PM (central time) September 7, 2021.

10. Representations

This RFP contains the provisions required for the project. Information obtained from an office, Director, or employee of the City for any other person shall not affect the risks or obligations assumed by the proposer or relieve the proposer from fulfilling any of the conditions of the contract.

12. RFP Protest

A notice of protest must be submitted to the City Administrator or the Mayor within three business days after posting of the recommendation of award on the City of Mexico Beach website or during a public meeting of the City Council. The protest must be in writing, via e-mail, letter, or fax and must identify the protester and the solicitation and shall include a factual summary of the basis of the protest. The notice of protest is considered filed when it is received by the City of Mexico Beach.

Each proposal **shall** include, but need not be limited to, the following information.

One original and one copy of:

1. Addendum Acknowledgement
2. Anti-Collusion Clause
3. Conflict of Interest
4. Drug Free Workplace
5. E-Verify
6. Public Entity Crime Form (PUR7068)
7. Appendix A, 44 C.F.R. Part 18 – Certification Regarding Lobbying
8. Sub-Contractors (if any)
9. Proposal Form, including additional pages and information of your choosing

2021 Mexico Beach Boat Ramp Payment Collection Machine

SCOPE OF WORK

Payment Collection Machine and Required Features

The payment collection machine will be used, at a minimum, for collecting payments from the public for fees to use the City of Mexico Beach Boat ramp. The boat ramp site does not have any buildings and will not be supervised regularly by the City. The payment collection machine must be a stand-alone, enclosed system appropriate for outdoor use not kept under roof. Your Proposal must describe how the machine will be mounted to the ground. Durable, low maintenance materials are preferable. The payment collection machine must be capable of accepting and processing payments by credit cards, including, but not limited to, Visa and Mastercard. The payment collection machine also may accept and process cash payments, but this would result only in a minimal increase in scoring.

The machine must include the capability of providing paper receipts to customers. In addition, the machine must be able to provide stickers or decals to customers making annual pass purchases. The proposal must explain if such stickers or decals must be purchased from Proposer or may be acquired separately by the City. If the stickers or decals must be purchased from Proposer on an ongoing basis, multiple colors must be available for use for differing years.

The Proposal shall include a general description of how the machine is operated. Also, the Proposal shall include a list giving the name of the manufacturer, the brand name, basic specifications, and use of each of the equipment the Proposer will install.

Installation

The proposer must provide for complete installation of all equipment on site. All equipment must be securely fastened to the ground so that it cannot be easily removed (e.g. theft) or dislodged (e.g. minor vehicle collision). If the equipment requires wired electrical power, wired cable or a telephone connection, or a similar connection, specify this clearly in your Proposal. The City will arrange for and pay for any such utilities to be brought to the general location where you will install your equipment, but the City may score your Proposal lower if such utilities are not readily available to the site or will be unusually costly for the City. The installation of the equipment will not be considered complete, and payment will not be due from the City until the proposer has tested the equipment for complete functionality with a member of City staff present.

Training

The proposer must provide on-site training to the City's staff in Mexico Beach, Florida at least once following the complete installation of the equipment.

Warranty

In addition to any manufacturer's warranty, for one year after completion of the work, the proposer will immediately repair or replace defective installations, equipment, materials, supplies found by the City. You are encouraged to provide the terms of any such warranties. Your Proposal may be scored higher depending on the terms of your manufacturer's warranty or any terms of your warranty that exceed these minimum standards, including, but not limited to equipment maintenance and information technology support.

The City strongly prefers that all work be completed within 30 days of contract execution, but in no event more than 90 days after contract execution. Early installation is encouraged and will be scored accordingly.

General Location for Installation

See next page:

(Approximate location shown in green to east of boat ramp, exact location to be verified by City staff in field)



Parcel ID - 04101-031-000
Address - HWY 98
Owner - THE ST JOE
COMPANY LLC
Acres - 6.24
View: [Report](#) | [Pictometry](#)
[Imagery](#) | [Google Maps opens in a new tab](#)



INSURANCE REQUIREMENTS

1. LOSS CONTROL/SAFETY

a. Caution shall be exercised at all times by the Proposer for the protection of all persons, including employees, and property. The Proposer shall comply with all laws, regulations or ordinances related to safety and health, shall make special effort to detect hazardous conditions and shall take prompt action where loss control/safety measures should reasonably be expected.

b. The City may order work to be stopped if conditions exist that present immediate danger to persons or property. The Proposer acknowledges that such stoppage will not shift responsibility for any damages from the Proposer to the City.

c. The Proposer acknowledges that unauthorized possession, use or threat of use of weapons or firearms is not permitted on City property, including Proposer's vehicles.

2. INSURANCE - BASIC COVERAGES REQUIRED

The Proposer shall procure and maintain the following described insurance on policies and with insurers acceptable to City. Current Insurance Service Office (ISO) policies, forms, and endorsements or equivalents, or broader, shall be used where applicable.

These insurance requirements shall not limit the liability of the Proposer. The insurance coverages and limits required of Proposer under this Agreement are designed to meet the minimum requirements of City and the City does not represent these types or amounts of insurance to be sufficient or adequate to protect the Proposer's interests or liabilities. Proposer alone shall be responsible to the sufficiency of its own insurance program.

The Proposer shall be solely responsible for all of its property, including but not limited to any materials, temporary facilities, equipment and vehicles, and for obtaining adequate and appropriate insurance covering any damage or loss to such property. The Proposer expressly waives any claim against City arising out of or relating to any damage or loss of such property, even if such damage or loss is due to the fault or neglect of the City or anyone for whom the City is responsible.

The Proposer's deductibles shall be disclosed to City and are subject to City's approval. They may be reduced or eliminated at the option of City. The Proposer is responsible for the amount of any deductible. Any deductible or retention applicable to any claim or loss shall be the responsibility of Proposer

and shall not be greater than \$20,000, unless otherwise agreed to, in writing, by City.

Insurance required of the Proposer or any other insurance of the Proposer shall be considered primary, and insurance of City shall be considered excess.

WORKERS' COMPENSATION AND EMPLOYERS' LIABILITY INSURANCE COVERAGE

The Proposer shall purchase and maintain workers' compensation and employers' liability insurance for all employees engaged in the Work, in accordance with the laws of the State of Florida, and, if applicable to the Work, shall purchase and maintain Federal Longshoremen's and Harbor Workers' Compensation Act Coverage

The Proposer shall also purchase any other coverage required by law for the benefit of employees. The Proposer may be required to provide to City an Affidavit stating that it meets all the requirements of Florida Statute 440.02 (15) (d).

COMMERCIAL GENERAL LIABILITY COVERAGE

Proposer shall purchase and maintain Commercial General Liability Insurance on a full occurrence form. Coverage shall include, but not be limited to, Professional Liability, Premises and Operations, Personal Injury, Contractual Liability for this Agreement, Independent Contractors, Broad Form Property Damage, Products and Completed Operation Liability Coverages. Limits of coverage shall not be less than:

Bodily Injury, Property Damage & Personal Injury Liability	\$250,000	Combined	Single
	\$250,000	Aggregate Limit	

The Proposer shall add City as an additional insured through the use of Insurance Service Office Endorsements No. CG 20.10.10.01 and No. CG 20.37.10.01 wording or equivalent, or broader, an executed copy of which shall be attached to or incorporated by reference on the Certificate of Insurance to be provided by Proposer pursuant to the requirements of the Contract Documents.

BUSINESS AUTOMOBILE LIABILITY COVERAGE

The Proposer shall purchase and maintain Business Automobile Liability Insurance as to ownership, maintenance, use, loading and unloading of all of

Proposer's owned, non-owned, leased, rented or hired vehicles with limits not less than:

Bodily Injury & Property Damage	\$250,000 Combined Single Limit Each Accident
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ADDENDUM ACKNOWLEDGEMENT

I acknowledge receipt of the following addenda:

ADDENDUM NO. _____

DATED _____

ADDENDUM NO. _____

DATED _____

ADDENDUM NO. _____

DATED _____

ADDENDUM NO. _____

DATED _____

Name of Firm: _____

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

It is the responsibility of the firm to ensure that they have received addendums if issued. Review the City's website or call 850-648-5700 extension 5 or email t.brunson@mexicobeachgov.com prior to submitting your proposal to ensure that you have received addendums.

ANTI-COLLUSION CLAUSE

Firm certifies that their response is made without prior understanding, agreement or connection with any Corporation, Firm or person submitting a response for the same services and is in all respects fair and without collusion or fraud.

Name of Firm: _____

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

CONFLICT OF INTEREST DISCLOSURE FORM

For purposes of determining any possible conflict of interest, all firms, must disclose if any City of Mexico Beach, employee(s), elected officials(s), of if any of its agencies is also an owner, corporate officer, agency, employee, etc., of their firm.

Indicate either “yes” (a City employee, elected official, or agency is also associated with your firm), or “no”. If yes, give person(s) name(s) and position(s) with your firm.

YES _____

NO _____

NAME(S)

POSITION(S)

Name of Firm: _____

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

DRUG FREE WORKPLACE
Section 287.087 Florida Statutes

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more Bids, which are equal with respect to price, quality, and service, are received by the State or by any political subdivision for the procurement of commodities or contractual services, a Bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process.

Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

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

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

Name of Firm: _____

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

E-VERIFY

Vendor/Consultant acknowledges and agrees to the following: Vendor/Consultant shall utilize the U.S. Department of Homeland Security’s E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of:

1. All persons employed by the Vendor/Consultant during the term of the Contract to perform employment duties within Florida; and
2. All persons, including subcontractors, assigned by the Vendor/Consultant to perform work pursuant to the contract with the Department.

Name of Firm: _____

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

**SWORN STATEMENT UNDER SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

This Form Must Be Signed and Sworn To In The Presence Of A Notary Public Or Other Official Authorized To Administer Oaths And Submitted With The Bid

1. This sworn statement is submitted to _____
by _____
For _____

Whose business address is _____

and (if applicable) its Federal Employer Identification Number (FEIN) is _____
(if the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement): _____

2. I understand that a "public entity crime" as defined in Section 287.133 (1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency of political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or such an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

I understand that "convicted" or "conviction" as defined in Paragraph 287.133 (1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

3. I understand that "affiliate" as defined in Paragraph 287.133 (1)(a) , Florida Statutes, means:
- (a.) A predecessor or successor of a person or a corporation convicted of a public entity crime, or
 - (b.) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling agreement of

equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

4. I understand that a "person" as defined in Paragraph 287.133 (1)(e), Florida Statute, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter in to a binding contract and which bids or applied to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "persons" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
5. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. [indicate which statement applies.]

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

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Office of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vender list. [Attach a copy of the final order].

6. I understand by my execution of this document, I acknowledge that the entity submitting this sworn statement has informed by the City of Mexico Beach, of the terms of Section 287.133(2)(a) of the Florida Statutes which read as follows:

"A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list."

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

By: _____

Print name: _____

Its: _____

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

Personally known _____ OR Produced identification _____

Notary Public- State of _____

My commission expires _____

[printed, typed or stamped
Commissioned Name of Notary Public]

This Proposal of _____, hereinafter called "Proposer," organized and existing under the laws of the State of _____ doing business as _____ (Insert a corporation", "a partnership" or "an individual" as applicable), is hereby submitted to the City of Mexico Beach, hereinafter called "OWNER."

In compliance with the Request for Proposals, Proposer hereby proposes to provide all equipment, installation and warranty for **2021 Boat Ramp Payment Collection Machine** in the amount of:

\$ _____, inclusive of all materials, labor, potentially applicable overtime, travel, insurance, bonds, and costs for licenses and permits.

Cost for Decals or Stickers: \$ _____ per _____ units
Will the machine work with decals/stickers from other providers? Yes ____, No ____

Cost for Ticket Paper Rolls: \$ _____ for _____ size roll
Will the machine work with paper rolls from other providers? Yes ____, No ____

Cost for Spare Credit Car Reader: \$ _____

Cost for Spare Display Screen: \$ _____

By submission of this Proposal, each Proposer certifies, and in the case of a joint Proposal each party thereto certifies as to its own organization, that this Proposal has been arrived at independently, without consultation, communication or agreement as to any matter relating to this Proposal with any other Proposer or with any other competitor.

Basis of Award: The contract(s) will be awarded to the highest scored responsible proposer, as set forth in more detail by the Request for Proposals.

Submitted By: _____
Name of Firm/Contractor Submitting This Proposal

Prepared By: _____
Name of Individual Who Prepared This Proposal

Address: _____

Phone: _____

Signature of Authorized Representative of Firm/Contractor _____
Date

SEAL: *(If proposal is by Corporation)*

In addition to completing the sections below, you are encouraged to attach additional information about the features and specifications of your product, photos, warranty information, maintenance and support information, and details regarding installation and operation.

The following is a description of the manufacturer or brand name, basic specification, and use of each of the equipment and materials the Proposer intends to use for the work:

The following aspects of the work will be completed by subcontractors:

Installation Date: _____

Description of all warranties and included maintenance and support for the equipment:

List of similar usage of product for outdoor application of equipment with contact information for each:

1. _____

2. _____

3. _____

