

**INVITATION TO BID:** Suwannee County School District

**BID DUE DATE:** April 25, 2022

**BID DUE TIME:** 2:00 pm

**BID DELIVERY LOCATION:** 1740 Ohio Avenue South  
Live Oak, FL 32064

**BID TITLE:** Fencing from Suwannee Springcrest  
Elementary to Suwannee High School

**BID NO:** 22-203

**DIRECT ALL INQUIRIES TO:** Ronnie Gray, Safety and Security Director  
[ronald.gray@suwannee.k12.fl.us](mailto:ronald.gray@suwannee.k12.fl.us)  
(386) 647-4644 or (386) 205-0294  
*and*  
Ethan Butts, Facilities Director  
[ethan.butts@suwannee.k12.fl.us](mailto:ethan.butts@suwannee.k12.fl.us)  
(386) 647-4158 or (386) 249-1178

**NOTICE TO BIDDERS:**

Subject to the conditions, provisions and the enclosed specifications, sealed bids will be accepted at this office until the stated date and time. No consideration of award will be made at the bid opening. Bids received after the stated date and time, whether presented in person, received by the U.S. Mail, or by any other delivery method, will not be accepted. Suwannee County School Board reserves the right to retain all bids for a period of forty-five (45) days and to reject any and all bids and to waive any informalities and/or irregularities thereof.

**PURCHASES BY STATE CONTRACT AND OTHER PUBLIC AGENCIES:**

- A. Pricing shall remain firm throughout the bid period. If your company has a current contract with the State of Florida, Department of Management Services, to supply items offered in this bid, the bidder shall quote not more than that contract price. Failure to comply with this request will result in disqualification.
  - B. With the consent and agreement of the successful bidder(s), purchases may be made under this bid by other governmental agencies within the state of Florida. The same terms and conditions as stated herein shall govern such purchases.
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Sealed bids for **Fencing from Suwannee Springcrest Elementary to Suwannee High School** will be received by Suwannee County School District (hereby known as the "District" or "SCSD") in the office of the Superintendent at the below referenced address and time.

Please note that receipt of bids means **DELIVERED AND DATE STAMPED RECEIVED IN THE OFFICE OF THE DIRECTOR OF FINANCE**. Bids must be delivered either by mailed, delivery service or hand delivered in a SEALED envelope, clearly marked on the outside, as to: bid name, bid number and opening date, below.

<b>BID NO.:</b>	<b>22-203</b>
<b>TO BE OPENED:</b>	<b>April 25, 2022 at 2:00 p.m.</b>
<b>AND ADDRESSED TO:</b>	<b>Suwannee County School District Fencing from Suwannee Springcrest Elementary to Suwannee High School 1740 Ohio Avenue South Live Oak, FL 32064</b>

All items are to be bid FOB Destination, with all transportation charges prepaid and included in the bid prices, and title transferring to SCSD at the time of delivery (*if applicable*). Any exceptions to these freight terms taken by the bidder must be clearly stated in the bidder's bid response form. The Facilities Department will evaluate any such exceptions and determine if the exception constitutes grounds for rejection of the bidder's response.

Bidders are cautioned to provide all descriptions and prices in a legible manner so that there will be no doubt as to the intent and scope of the bid. No oral, telegraphic (fax/scanner) or telephone responses or modifications will be accepted.

Board recommendations and tabulations for this bid will be posted online at [www.suwannee.k12.fl.us/finance](http://www.suwannee.k12.fl.us/finance).

#### **STATUTES AND CERTIFICATIONS PERTAINING TO THIS BID PUBLIC ENTITY CRIMES**

Per the provisions of Florida Statute 287.133 (2) (a), "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, may not submit a bid on a contract with 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

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consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Florida Statute 287.017 for **category two** for a period of 36 months from the date of being placed on the convicted vendor list.”

The prospective bidder certifies, by submission and signature of this bid, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction per the provisions of Florida Statute 287.133 (2) (a).

### **FEDERAL DEBARMENT CERTIFICATION**

The prospective bidder certifies, by submission and signature of this bid, that the bidder complies fully with the Federal Debarment Certification regarding debarment suspension, ineligibility and voluntary exclusion. As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR, part 85, as defined at the 34 CFR part 85, sections 85.105 and 85.110-(ed80-0013).

- 1) The prospective lower tier (\$25,000) participant certifies, by submission and signature of this bid, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- 2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this bid.

### **FAIR LABOR STANDARDS ACT – “HOT GOODS”**

The bidder's signature on the bid certifies that these goods are or will be produced in compliance with all applicable requirements of sections 6, 7 and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under section 14 thereof.

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### 1 - SPECIAL TERMS

**1.1 Additional Charges:** All additional charges such as installation, shipping, insurance, or other costs must be fully itemized and included with the bid. Charges not specified at the time of the bid/quote will not be honored.

**1.2 Award (Next Rated Bidder):** In the event of default or non-availability of product, SCSD reserves the right to utilize the next rated low bidder and their stated bid prices as needed.

**1.3 Currency:** Bid must be made in US dollars. Payment will be in US dollars.

**1.4 Defective Material:** The successful bidder shall agree to accept, for full credit and return shipping charges, the return of any item received which is found to be deficient in quality or defective in packaging so as to render the item unusable for its intended purpose. Merchandise so designated shall be replaced at the full expense of the bidder within five (5) calendar days.

**1.5 Dispute Resolution Clause:** In the event a dispute occurs or a clarification of

minor contract terms becomes necessary, please indicate your company representative. The District representative will be the Chief Finance Officer. Venue of legal action will be in Suwannee County, State of Florida.

**1.6 Insurance:** The successful bidder(s) shall have prior to performance a certificate of insurance showing: Liability -- \$1,000,000.00 minimum and Property -- \$100,000.00 minimum. Or in lieu of the previous: Combined Single Limit (CSL) -- \$500,000.00.

**1.7 Workers' Compensation:** The contractor shall take out and maintain during the life of this contract, Workers' Compensation Insurance for all of his/her employees connected with the work of this project and, in case any work is sublet, the contractor shall require the subcontractors similarly to provide Workers' Compensation Insurance as required by Florida Statute 440.10 for all the latter's employees unless such employees are covered by the protection

of the contractor. **Contractor also agrees to supply evidence of such coverage with the submission of this bid.** Contractor agrees to indemnify and to hold harmless schools from and against any and all liability which may arise out of the performance of this agreement unless such liability shall be a direct or proximate result of the negligence of SCSD, its agents or employees.

**1.8 For all awarded contracts, Suwannee County School District must be listed as additional insured on the certificate.**

**1.9 Return Agreement:** Each successful bidder shall agree to accept, for full credit and return shipping charges, the return of any item received from him which is found to be defective in quality or defective in packaging so as to render the item unusable for its intended purpose.

**1.10 Silence of Specifications:** The apparent silence of any specifications and any supplemental specifications as

to any details or the omission from it of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and that only materials of first quality and correct type, size and design are to be used. All workmanship is to be first quality. All interpretations of the specification shall be made upon the basis of this statement.

**1.11 Warranty:** The warranty for individually purchased equipment, after delivery and acceptance by the school or department, shall be for a minimum of two (2) years on all parts, labor and repairs or as indicated on the bid response form, whichever is greater. The successful vendor will be responsible for repairing each unit during the warranty period, at no cost to SCSD. Vendor agrees to repair and return equipment within ten (10) days from receipt of request or provide a temporary replacement. The start of the warranty is determined by using the date the equipment is started up at the school site.

## 2 - SPECIAL PROVISIONS

**2.1 Scope of Work:** Suwannee County School District is seeking bids from Contractors for Fencing from Suwannee Springcrest Elementary to Suwannee High School. The fencing shall comply with all State, Federal and local laws and ordinances. The work to be done under this contract includes, but is not limited to; providing all labor, materials, supervision, equipment, incidentals, and related items necessary to complete the work to install structure.

A **mandatory** pre-bid meeting will be held on April 13, 2022 at 10:00 a.m.

Specific details and specifications will be shared and a site visit will be done at the meeting. Location of the pre-bid meeting will be at the SCSD Facilities Department 1729 SW Walker Ave. Live Oak, Fla. 32064. Inquiries for directions and pre-bid meeting are to be made to:

Ronnie Gray, Safety and Security Officer  
[ronnie.gray@suwannee.k12.fl.us](mailto:ronnie.gray@suwannee.k12.fl.us)

- 386-647-4644 or 386-205-0294  
**and**

Ethan Butts, Facilities Director  
[ethan.butts@suwannee.k12.fl.us](mailto:ethan.butts@suwannee.k12.fl.us)

- 386-647-4158 or 389-249-1178
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2.1.1 Any deviations from provided specifications shall be clearly noted. Detailed descriptions and/or illustrations must be provided with your bid for consideration.

2.1.2 Estimated expenditure is to be determined.

2.1.3 **Technical Documentation:** A complete set of submittals and all related documents for all components included in the system are to be provided by the short listed contractors upon request prior to awarding the bid.

2.1.4 **Substitutions:** No substitutions of bid items are allowed.

2.2 **Clarification:** The last day to submit questions concerning this ITB shall be April 24, 2022. Questions received after this time will not be addressed.

2.3 **Addenda:** Each bidder shall examine all requests for bid documents and shall judge all matters relating to the adequacy and accuracy of such documents. Any inquiries, suggestions, disputes, or requests concerning interpretation, clarification or additional information pertaining to the Invitation for Bid or award must be made in writing and received by the Facilities Department no later than the date stated in Section 3 of this document. SCSD shall not be responsible for oral interpretations given by a SCSD employee, representative, or others. The issuance of a written addendum is the only official method whereby interpretation, clarification or additional information can be given.

2.4 **Contract Term/Option to Renew:** The initial term of the contract shall be for a start date of May 10, 2022 following the Suwannee County School Board approval. The anticipated date of award is May 11, 2022.

The initial term of the contract shall be from the board approval date to Final Completion

2.4.1 All prices offered herein shall be firm against any increase

2.5 **Award:** Award of this contract shall be to the lowest responsive and responsible bidder who best meets the terms and conditions of the bid. Consideration of award shall be based on the information submitted, including bidders' past performance, client references. SCSD reserves the right to accept or reject any or all bids, whichever may be in the best interest of SCSD.

2.6 **Estimates:** Quantities and/or amounts, locations, sizes, cuts required as stated are for bidders' guidance only and no guarantee is given or implied as what may be needed to complete contract work. Any additional work or changes required to complete the project will be bidder's responsibility.

2.7 **Ordering:** Responsibility of the contractor.

2.8 **Delivery:** Prices quoted on the Bid Response Form (Attachment A) shall include all shipping costs, shipping F.O.B. Destination and to the facility location specified. For a list of all locations, select the "Departments" and/or "Our Schools" link from: [www.suwannee.k12.fl.us](http://www.suwannee.k12.fl.us)

2.8.1 Bidders shall provide delivery in a timely manner to complete the expected scope of work. Failure to meet the deadline because of a delayed delivery will be the contractor's responsibility and any or all liquidated damages will be charged.

2.8.2 Delivery shall take place between 7:00 am and 4:00 pm, Monday through Thursday, except school closings and holidays, or as needed.



2.8.3 For all deliveries, the successful bidder(s) contact person (See Section 2.8.2) is responsible for coordinating deliveries to the site through the Facilities Department Office at 386-647-4152, at least 48 hours in advance, if needed.

2.8.4 It is required that all delivery, handling or other costs necessary to complete an order be included in the single fixed cost provided on the Bid Response Form (Attachment A). Freight collect charges will not be allowed.

2.8.5 Should any product be damaged in transit, the Contractor (Bidder) shall be responsible for replacement of the damaged item and transportation for delivery of the replacement item. The SCSD will not negotiate with the transport companies for damaged product replacement. The Contractor (Bidder) shall not invoice the SCSD for any charges associated with items damaged in transit.

2.8.6 The successful bidder(s) shall make arrangements with shipper/common carriers for offloading and inside delivery.

2.8.7 SCSD employees are not permitted at any time to unload, move, unpack, assemble, or put any item in place that is purchased from this bid. Delivery shall include unloading, handling, set in place, inspection, assembling, cleaning and adjusting of all materials, components and equipment (furnished under this bid) in its proper location and in satisfactory operational condition.

**2.9 Communications:** Contractor must provide a means to receive direct communications from SCSD.

2.9.1 A copy of all written communication between any SCSD school/site and the Contractor shall be forwarded to the Safety and Security Officer and the Facilities Director upon issuance.

2.9.2 A contact person, who is responsible for all orders, will need to be designated by the vendor. A local or toll free phone number, facsimile number and email address must be provided. The representative shall be required to be available from 7:00 am to 4:00 pm Monday – Thursday

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Local or Toll Free Number

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Fax Number

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Email Address

**2.10 Debris Removal:** The Contractor shall be responsible for removal of all debris from the site and cleaning work areas. The Contractor shall keep the premises free of debris and unusable materials resulting from their work and as work progresses; or upon request by a SCSD representative, shall remove such debris and materials from property.

**2.11 Accounting and Invoicing:** Payments terms are net thirty (30) days with approved inspections and % of work completed. All accounting and invoicing correspondence must reference a SCSD project # or Purchase order reference # on Notice to Proceed.

2.11.1 Original invoices, or project draw on percentage of completion, shall be submitted to SCSD or as provided for on the purchase order.

2.11.2 Payments shall be made on a per order delivery basis for actual deliveries made or percentage of work completed.

2.11.3 If the wrong item is delivered or a defective /damaged item is delivered, the vendor will be notified and the unacceptable item(s) will be picked up at

the vendor's expense and a credit memo or reimbursement check shall be issued, as determined by the SCSD.

**2.12 Credits:** The successful vendor shall agree to accept, for full credit, the return of any item received which is found to be defective in quality or defective in packaging so as to render the item unusable for its intended purpose.

**2.13 Pricing:** Delivery costs shall be included in the bid price.

**2.13.1** Unit of measure shall be as stated on the Bid Response Form (Attachment A). Variations in measure and quantity found after work begins are the bidders' responsibility.

**2.14 Contract Termination:** SCSD shall have the right at any time and at all times to terminate this agreement with or without cause, upon written notice of such termination provided not less than 30 days prior to the date that such termination is to be effective, or with such lesser notice as SCSD may deem appropriate under the circumstances. Such right to terminate this contract without cause is hereby reserved by and to SCSD. In the event SCSD shall elect to terminate this contract without cause, SCSD shall compensate the bidder for all work and services provided or supplied prior to the date of termination. In the event that an advance notice of termination is given the awarded contractor agrees to abide and perform all covenants and provisions of this contract until the date of the termination specified in the written notice of termination. The awarded contractor shall have no further rights, and SCSD shall have no further obligation, to the awarded contractor subsequent to the date of termination of this contract as specified in the written notice.

**2.15 Contract Administration:** SCSD will periodically inspect work completed or in process to assure that the requirement of this contract are being met. Should it be found that the requirements specified herein are not being satisfactorily maintained, the contractor shall be contacted and any discrepancies, inconsistencies or items not meeting the specifications contained herein corrected immediately at no additional cost to SCSD. A second discrepancy notice shall serve, as notification that any future discrepancies, inconsistencies or items not meeting specifications contained herein will result in terminations of the contractor's right to proceed further with this contract. The Contractor and his sureties may be liable to SCSD for any additional cost incurred by SCSD to complete this contract. At this point, the contractor shall be considered in default and the contract subject to termination.

**2.15.1** It is the intention of SCSD to contract as specified herein with one or more sources that will give prompt and convenient response to our needs. Any failure of the successful bidder(s) to comply with these conditions may be cause for terminating any resulting contract immediately upon notice by the Safety and Security Officer and the Facilities Department.

**2.16 Vendor Application:** All bidders are required to complete a Vendor Application. After selecting the best bidder, the SCSD Finance department may require the vendor to fill out a Vendor Application or to provide financial statements, bonding capacities, past work references and other information to insure the stability of the contractor.

**2.17 Responding to Solicitation:** Those interested in responding to this or



any SCSD Facilities opportunity must contact the Safety and Security Officer and the Facilities Department at 386-647-4151 and request a bid packet or receive information on how to receive a bid packet.

**2.18 SCSD Facility Security:** All personnel must coordinate with the facility's front office or security personnel. Contractor's employees must be properly identified when working or making deliveries during operational hours. All personnel must remain in the assigned work area.

2.18.1 It shall be the sole responsibility of the Contractor performing services for this contract to safeguard their own materials, tools, and equipment. SCSD shall not assume any responsibility for vandalism and/or theft of materials, tools, and/or equipment.

**2.19 Jessica Lunsford Act:** Effective September 1, 2005, in order to comply with the Jessica Lunsford Act, vendors meeting any of the three criteria listed below will be required to be Level II fingerprinted and screened by the District's Human Resources Department which consists of FDLE/FBI search. Criteria: (i) Be at school when students are present, or (ii) Have direct contact with students, or (iii) Have access to or control of school funds. Effective July 1, 2007, Senate Bill 988-High Risk Offenders, was signed into law. This bill amends the Jessica Lunsford Act provisions that require background checks for contractors on school grounds, and provides an opportunity for school districts to make allowable changes to their district procedure. SCSD has decided to continue its current fingerprinting and background check requirements, and will not adopt the

statutorily allowed changes with the exception of:

2.19.1 Contract employees who work, and at all times remain, in an area separated from students by a chain link fence that is at least six feet high, will not be subject to fingerprinting and background screening requirements. This exception will be determined through the Facilities Department as a part of the bid process. Contractors to whom this exception applies will be responsible for maintaining the required fence and for ensuring that workers do not enter any part of the school site which is beyond the fence. Failure of the contractor to meet this requirement will void the contractor's exemption.

2.19.2 If you have no personnel who meet any of the three criteria, the law does not apply to you; therefore you do not need to take action.

**2.20 Contractor's Personnel:** Contractor's staff is to present a professional appearance. Personnel shall be neat, clean, well groomed, properly uniformed and conduct themselves in a respectable and courteous manner while performing duties and while at any SCSD facilities.

2.20.1 Employees shall wear a recognizable business attire. No hats shall be allowed indoors. Each technician performing work for SCSD must carry a picture ID issued by the State of Florida (drivers license or State issued ID) that shall be presented upon request while on SCSD property. This provision will be strictly enforced.

2.20.2 Use of tobacco products shall only be allowed in designated area(s).

2.20.3 Contractor's personnel shall not play loud music, make unnecessary noises, or use language that causes offense to others.

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2.20.4 The Contractor is not to use any Day Labor or temporary workers at any SCSD facility. This includes all technicians that are added subsequent to award. Failure to comply with this specification could result in immediate termination of the award and liquidated damages.

2.20.5 The employment of unauthorized aliens by any Contractor is considered a violation of Section 274 A (e) of the Immigration and Nationalization Act. If the Contractor knowingly employs unauthorized aliens, such a violation shall also be cause for cancellation of the contract.

2.20.6 Possession of firearms will not be tolerated on SCSD property; nor will violations of Federal and State laws and any applicable SCSD policy regarding Drug Free Workplace be tolerated. Violations will be subject for the immediate termination of any contract resulting from this Invitation to Bid.

2.20.7 "Firearm" shall mean any weapon (including a starter gun or antique firearm) which will, is designed to, or may readily be, converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any destructive device; or any machine gun.

2.20.8 No person who has a firearm in their vehicle may park their vehicle on SCSD property.

2.20.9 If any employee of a Contractor or Sub-Contractor is found to have brought a firearm on SCSD property, said employee will be terminated from SCSD contract by the Contractor or Sub-Contractor. If the Sub-Contractor fails to terminate said employee, the Sub-Contractor's agreement with the Contractor for SCSD contract shall be terminated. If the Contractor fails to terminate said employee or fails to terminate the agreement with the Sub-Contractor who fails to terminate said employee, the Contractor's agreement with SCSD shall be terminated.

**2.21 Facilities Inspections:** SCSD reserves the right, prior to award of any contract and throughout the bid period, to inspect the prospective vendor's facilities and place of business to determine that the vendor has a regular, bona fide establishment, that is presently a going concern and is likely to continue as such.

2.21.1 Qualifications to be evaluated may include, but not be limited to, the vendor's ability to service the School District in terms of: 1) delivering orders promptly and in an organized manner by customer-oriented drivers, 2) accuracy of invoicing, 3) providing accurate and timely reports, 4) capacity of the delivery fleet and 5) good communication with the Facility Staff.

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### **3 - CONTACT INFORMATION AND CERTIFICATION**

3.1 Bidder must supply the information listed below for bid to be considered.

3.2 The signer of this bid response guarantees, as evidence by the sworn affidavit required herein, the truth and accuracy of all statements and of all answers to interrogatories hereinafter made.

3.3 The undersigned hereby authorizes any public official, engineer, architect, surety company, bank depository, material or equipment manufacturer or distributor or any person, firm or corporation to furnish any pertinent information requested by Suwannee County School District, or their representative, deemed necessary to verify the statements made in this qualification form or regarding the standing and general reputation of the applicant. The signer also states that all information given is an accurate representation of the office location and resources from where the services are to be rendered.

3.4 The undersigned certifies that this bid is made without prior understanding, agreement or connection with any corporation, firm or person submitting a bid for the same materials, supplies, or equipment and is in all respects fair and without collusion or fraud. The undersigned certifies acceptance of this bid's terms, conditions, specifications, attachments, and addendum.

3.5 The undersigned certifies he/she is authorized to sign this bid for the bidder.

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**4 - ATTACHMENT A (page 1)**

**INVITATION TO BID- Fencing from Suwannee Springcrest Elementary to Suwannee High School**

**BID RESPONSE FORM**

**RFP 22-203**

To: Suwannee County School District

Date: \_\_\_\_\_

The undersigned, on behalf of \_\_\_\_\_

hereby submits a Complete Bid for the Fencing from Suwannee Springcrest Elementary to Suwannee High School in response to Suwannee County School District, RFP 22-203 in the amount of:

\$\_\_\_\_\_ Fencing from Suwannee Springcrest Elementary to Suwannee High School  
Base Bid Value

A Detailed Schedule of Values **must be attached** to Attachment A. that indicates the value of the equipment, labor, materials, mobilization, etc. that totals the bid value of each.

*Attachment A (page 1) should be used as a cover sheet for all bid submissions*



**4 - ATTACHMENT A, (page 2)**

Company Name:		
Address:		
City, State: Zip:		
FEIN:	E-Mail:	
Telephone: (     )	Fax: (     )	
Emergency Contact Name:	Title	
Address:		
Telephone: (     )	Fax: (     )	
Prompt Payment Discount:	Yes – Percentage	No
Preferred method to receive purchase orders:	US Mail	Fax
Signature of Owner or Authorized Officer:		
Typed (Printed) Name and Title of Above:		
Date Submitted:     /     /		

**5 - ADDENDUM FORM**

Receipts of the following Addenda are hereby acknowledged (list all Addenda as follows):

ADDENDUM NO	Dated
ADDENDUM NO	Dated
ADDENDUM NO	Dated

Dated this Day \_\_\_\_\_ of \_\_\_\_\_, 20 \_\_\_\_\_

Signature of Owner or Authorized Officer: \_\_\_\_\_

Typed Name of Above: \_\_\_\_\_



## 6 - DRUG-FREE WORKPLACE CERTIFICATION

Whenever two or more bids that are equal with respect to price, quality, and service are received by the state or by any political subdivision for the Facilities of commodities or contractual services, a bid received from a business that certifies it has implemented a drug-free workplace program in accordance with section 287.087, Florida Statutes 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.

Unless indicated below, the prospective bidder certifies, by submission and signature of this bid, that the bidder complies fully with the above drug-free workplace certification.

Please check mark in the space provided if your company **meets** the drug-free workplace certification.

\_\_\_\_\_ **Meets** drug-free workplace certification.

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

### 7 - REQUIRED SUBMITTALS CHECKLIST

Note: Submittal is **required** for each box checked (or where applicable) for bid to be considered.

X	Addendum Form
X	Bid Response Form
	Bid Security: See bid for guidelines
X	Business Resume
	Catalogs
X	Certificate of Insurance: See enclosed guidelines for detailed specifications
X	Contact Information & Certification
X	Drug Free Workplace Certification
	Financial Statement
	Illustrations
	List of References
	Manufacturer's certificate of warranty
	MSDS Sheets
	Product Samples: See bid for specific details
X	Specifications

X	Work Schedule: Only required if completion will run beyond (30) days
	Other: Most recent sanitation inspection report
	Other: One page summary bidder's Recall Policy and Procedures
	Other: Product Information Sheets: Including product label with ingredients and nutritional information
	Other:

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## **8 – SPECIFICATION REQUIREMENTS**

All Chain Link Fence Shall be:

96" 9 GA. Chain link fabric with 2" mesh

1 5/8" SS40 Top Tail

3" SS40 Terminal Post

2 1/2" SS40 Line Post

9 GA. Aluminum Tie Wire

84" x 144" 1 5/8" SS40 Double Swing Gate

**A list of measurements included with the bid packet. However, each Contractor will be responsible to measure all project areas and submit their specifications and measurements with their bid. The Contractor's list of specifications must be detailed and complete.**





**9 - REFERENCE RELEASE FORM**

I, \_\_\_\_\_ being of \_\_\_\_\_, give  
(Name / Title) (Name of Company)

Suwannee County School District, Florida, authorization to check our company's previous performance.

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

**REFERENCE**

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

PHONE NUMBER: FAX NUMBER: \_\_\_\_\_

