

ATTACHMENT E
Bid Forms and Required Attachments
(must attach to your bid)

Project #1 - 23069

BID FORM AND REQUIRED ATTACHMENTS

Manatee County is accepting bids from contractors for the rehabilitation of the property located at _____. The final selection may not be based solely on price, but may include other criteria.

CONTRACTOR'S BID:

Having read the Work Write-Up # _____ dated _____, I do hereby propose to furnish all labor, equipment, tools, materials and services in accordance with the work write-up for the sum of _____ (\$ _____), as fully detailed in the Work Write-up bid. All work included in this bid will be completed within _____ days of the issuance of a Notice to Proceed.

We the undersigned hereby declare that we have carefully reviewed the bid documents, and with full knowledge and understanding of the aforementioned herewith submit this bid, meeting each and every specification, term and condition contained in this invitation to bid.

We understand that the bid specifications, terms and conditions in their entirety shall be made a part of any agreement or contract between the Property Owner and the successful bidder and their subcontractors. Failure to comply shall result in contract default, whereupon, the defaulting contractor shall be required to pay for any and all re-procurement cost, damages, and attorney fees as incurred by Property Owner.

Date of Site Visit _____

Name of Representative Who Visited Site _____

Date: _____

Authorized Signature: _____

Name and Title: _____

Company Name: _____

Address: _____

Telephone Number: _____

Federal Identification #: _____

Attachments are listed below. This will also serve as a checklist/reminder of those documents which need to be submitted/uploaded with your bid. Attachments are listed as Mandatory or Informational/Conditional.

<u>Document</u>	<u>Mandatory</u>	<u>Informational/ Conditional</u>
A Bid Templates	X	
B Proof of Valid License	X	
C Drug Free Workplace	X	
D Public Contractors-Environmental Crime	X	
E Contractor's Questionnaire	X	
F MBE/WBE Certification - <i>(To be supplied by contractor if applicable)</i>		X
G Proof of Insurance	X	
H Byrd Anti-Lobbying Certificate <i>(Must be submitted with any Bid Over \$100,000K)</i>	X	
I Bid Bond (5% of Total Bid) <i>(Must be submitted with any Bid Over \$100,000K)</i>	X	
J Authorized Agent Form <i>(If someone other than the Signator of the bid form is attending info conference)</i>	X	
K Addendum Form		X
L Build America, Buy America (BABA) Certification		X

Reminder also upload a separate page detailing any deviation from technical specifications, if any.

Document A1

Bid Template for Project #1 - 23069

(must attach to your bid)

Work Write-Up 23069
Manatee Children's Services Inc. – Project # 1

Contact Preparer for Project Address

* EXHIBIT 1 *

Dated: 4/10/2025

CUSTOMER INFORMATION

Manatee Children's Services Inc.

Contact: Krista Post, M.A. | Development Director
Child Advocacy Center
1227 9th Avenue West
Bradenton, FL 34205
(941) 345-1200, ext. 116
kristap@mcsfl.com

PREPARED BY

Howard Jensen, Housing and Community Development Specialist
Howard.jensen@mymanatee.org (941) 748-4501, ext. 3630

* NOTE *

THE CUSTOMER AND CONTRACTOR MUST SIGN THE BOTTOM OF EACH PAGE ONLY IF

- 1) THIS WORK WRITE-UP BECOMES PART OF A CONSTRUCTION CONTRACT
- 2) THE UNDERSIGNED CUSTOMER AND CONTRACTOR HAVE REVIEWED, APPROVED AND AGREED TO THE WORK AND PRICES DESCRIBED IN THIS WORK WRITE-UP

Location: General Requirements

General Requirements	Quantity	Units	Total
1 - Wind Mitigation and 4 Point (Specification ID:1.00150 Estimated Qty:0)			
Contractor is to supply both a Wind Mitigation report and a 4 point inspection with all required pictures and paperwork. Should the insurance company require additional pictures or paperwork the contractor will supply what is required to complete the inspections.			
2 - PERMITS AND LICENSES (Specification ID:1.00250 Estimated Qty:1)			
Contractor shall obtain, pay for and post on site all permits and licenses necessary to complete this project. Contractor and subcontractors must have current licenses required by the State, County and City.			
3 - JOB SITE WORK WRITE-UP (Specification ID:1.01000 Estimated Qty:0)			
A Job Site Work Write-Up shall be posted near the front door. This Work Write-Up shall be used by all code enforcement officials and other interested parties to review scope of work and work being performed on project.			
4 - GENERAL WARRANTY (Specification ID:1.02250 Estimated Qty:0)			
Materials installed and work performed shall have a one year Contractor warranty from the date of final acceptance of the work by the Homeowner and Program Administrator. Refer to project Contract for specific requirements concerning warranty.			
5 - PROTECT HOUSE CONTENTS FROM DAMAGE DURING WORK (Specification ID:1.03250 Estimated Qty:0)			
Contractor shall take steps to protect house and contents from damage during project. Contractor is advised to use drop cloths to protect furniture, appliances, entertainment systems and other house contents and components. Contractor shall move furniture and appliances out of and back into work areas once work is complete. Contractor not to leave furniture, appliances, clothing or other house contents unprotected outside house during job.			
6 - GENERAL CLEAN-UP (Specification ID:1.05000 Estimated Qty:0)			
Contractor to provide clear and safe passage ways in and around structure during project. Contractor to remove debris and building materials from in and around structure being repaired to legal dump site regularly and at the end of the project. In progress and final clean-up to include--but is not limited to--damp wiping, sweeping, mopping and vacuuming.			

Subtotal for General Requirements

No Category	Quantity	Units	Total
7 - Contingency (Specification ID:1.00100 Estimated Qty:0)			

Bid 10% contingency

Location: Roof

Roof & Attic	Quantity	Units	Total
8 - REPAIR THE ROOF OVERHANG AND RAFTER TAILS (Specification ID:35.02000 Estimated Qty:0)			

Replace severely defective, rotten and missing rafter tails, barge rafters, fascia board and roof decking at eaves and overhangs.

9 - ALUMINUM FASCIA & SOFFIT (Specification ID:35.03000 Estimated Qty:0)			
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Install new Aluminum Fascia & Vinyl or Aluminum Soffit as per manufacture's specifications and to the local jurisdiction's codes. Customer to pick color. ****NOTE** THERE ARE TO BE NO EXPOSED NAILS ON VERTICAL SURFACE.**

10 - INSTALL NEW METAL ROOFING (Specification ID:35.08250 Estimated Qty:0)		SF	
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Remove existing shingle roof down to decking. Repair all defective decking and re-nail all roof decking. You will install a secondary water barrier underlayment. Install a new 5V crimp minimum 26ga roof.

NOTE: Your bid is to include a minimum 5 sheets of plywood decking.

NOTE: You will need to take pictures of the nailing, Underlayment and all slopes of roof for the wind and 4point reports.

Subtotal for Roof & Attic

Location: Exterior Walls

Exterior Walls	Quantity	Units	Total
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11 - REPLACE LOOSE STUCCO ON MASONRY WALL SURFACES

(Specification ID:30.00500 Estimated Qty:0)

SF

Remove all loose stucco and rake out all loose mortar in joints to a minimum depth of 1/2". Apply at least two coats of cement stucco to all work areas. Outer surface of new stucco to be even with remaining stucco. Color to be as close to adjoining color as possible.

12 - CLEAN OUTDOOR FACING SURFACES OF MASONRY WALL

(Specification ID:30.02000 Estimated Qty:0)

SF

Clean brick walls using cleaning agents approved for brick cleaning. Follow manufacturer's instructions for application and clean-up.

13 - PAINT OUTDOOR FACING SURFACES OF MASONRY WALLS

(Specification ID:30.02250 Estimated Qty:0)

Wet scrape or pressure wash paint off outdoor surfaces of masonry walls. Make minor repairs to surfaces prior to painting. Apply one coat of masonry primer and one coat of satin masonry paint to all masonry walls. Primer and paint to have a 10 year manufacturer's warranty. Homeowner may select up to two colors. Leave unused paint with homeowner.

14 - PREPARE AND PAINT EXTERIOR WOOD COMPONENTS

(Specification ID:30.10000 Estimated Qty:0)

LF

Wet scrape loose paint from all wood components, including but not limited to, trim, casing, window sashes, roof overhangs, cornice, etc. Pressure washing is not permitted. Renail loose material and caulk all cracks prior to applying primer. Reglaze windows where glazing is missing or loose. Apply appropriate primer on bare wood and as required elsewhere prior to applying two coats of acrylic latex paint to all non-pressure treated wood surfaces, windows and doors. Primer and paint to be applied using a roller or brush--spray painting not permitted. Call Program Administrator for compliance inspection between primer and paint coats. Primer and paint to high quality and have a 10 year manufacturer's warranty. Homeowner may select up to three colors. Leave unused paint with Owner.

Subtotal for Exterior Walls

Location: Porch

Porches & Entrances	Quantity	Units	Total
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15 - INSTALL NEW SCREEN AROUND PORCH*(Specification ID:40.07000 Estimated Qty:0)*

SF

Remove existing screen and screen mold, if any, and securely install new aluminum screen around porch. Secure screen to framing members by stapling or tacking through screen mold into framing members. Replace any rotten or missing vertical framing members or blocking with pressure treated wood. Apply two coats of paint or solid color stain on all framing members and screen mold. Homeowner to select color.

Location: Windows

Windows	Quantity	Units	Total
16 - INSTALL A NEW IMPACT RESISTANT ENERGY STAR-RATED WINDOW <i>(Specification ID:50.05500 Estimated Qty:13)</i>			

Install a new impact energy star-rated aluminum or vinyl frame window, with lock and fiberglass screen, to meet energy and building codes. If windows are located in a bedroom, at least one window must meet egress requirements. If window is located in a bathroom, it must be obscured glass. Window can be single hung, casement or horizontal slider. Contractor will repair, texture, and paint area damaged by window installation. Texture and paint to match existing as close as possible. Homeowner to pick frame color from standard colors.

Location: Doors Entry

Doors	Quantity	Units	Total
17 - INSTALL A NEW HURRICANE RATED PREHUNG 6-PANEL INSULATED DOOR WITH LOCKS <i>(Specification ID:45.03750 Estimated Qty:3)</i>		Ea	

Install a new impact rated prehung 6-panel insulated fiberglass door unit including jamb, casing, hinges, striker plate, threshold and weather-stripping. Install a new entry and single cylinder deadbolt lockset keyed alike and manufactured by Kwikset, Yale, Weiser or approved equal. Allow \$30 for entry lock and \$25 for deadbolt lock. Install a hinge or wall mount door stoep. Caulk, fill and sand nail holes, prime and apply two coats of high quality semi-gloss paint on door, jamb and casing. Owner to select lockset finish and paint color. ****NOTE** ALL EXTERIOR DOOR JAMS TO BE COMPOSITE MATERIAL.**

18 - INSTALL NEW SLIDING INSULATED IMPACT GLASS DOOR*(Specification ID:45.05900 Estimated Qty:1)*

Install a new sliding insulated impact glass door with screen. ****PERMIT REQUIRED**** Install a full view sliding insulated impact glass door with screen and hardware. Repair all damage to surrounding areas and paint 1 coat primer and 2 coats paint to match existing color. Owner to pick frame color from standard colors

Subtotal for Doors**Location: Electrical**

Electrical System	Quantity	Units	Total
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19 - REPLACE RECEPTACLES AND SWITCHES*(Specification ID:80.00050 Estimated Qty:0)*

REPLACE RECEPTACLES AND SWITCHES. Re place ALL interior and exterior receptacles and switches. Owner to pick from white or beige. Interior switches and receptacles to be decora.

20 - INSTALL A NEW CEILING FAN WITH LIGHT KIT, SWITCH AND WIRING*(Specification ID:80.03250 Estimated Qty:1)*

Remove existing ceiling light fixture, switch and wiring. Install a new 3-speed 5-blade size diameter of ceiling fan to fit room size with reversible wood/cane blades, light kit with energy efficient compact fluorescent light bulb, new switch and new wiring. LIGHT AND FAN TO BE SWITCHED SEPARATELY. Install pull chain to control light and fan speed control. Materials and installation method to meet with approval of electrical inspector. Owner to select ceiling fan and light kit using a \$110 allowance.

Subtotal for Electrical System**Location: Kitchen**

Cabinets	Quantity	Units	Total
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21 - INSTALL NEW BASE CABINET AND COUNTER TOP*(Specification ID:70.01250 Estimated Qty:0)*

INSTALL NEW BASE CABINETS AND COUNTER TOP. Field measure and install high quality medium-priced, standard -stock cabinet and counter top. Cabinets shall be built by a professional cabinet maker or cabinet manufacturer. Homeowner shall make selection of color and style from within the offered group of medium-priced, standard-stock cabinets and/or countertops. Price to include all labor, material, and hardware. ALL SQUARE EDGE COUNTER TOPS ENDING AT/OR NEAR A DOOR OR WALK WAY WILL HAVE RADIOUS CORNER.

22 - INSTALL NEW WALL CABINET*(Specification ID:70.02250 Estimated Qty:0)*

INSTALL NEW WALL CABINET. Field measure and install high quality medium-priced, standard-stock wall cabinets built by a professional cabinet maker or cabinet manufacturer. Homeowner shall make selection of color and style from within the offered group of medium-priced, standard-stock cabinets. Price to include all labor, material, and hardware.

Subtotal for Cabinets

Plumbing System	Quantity	Units	Total
23 - INSTALL A NEW 2-BOWL KITCHEN SINK AND FAUCET <i>(Specification ID:75.01250 Estimated Qty:1)</i>			

Install a new 8" deep double bowl stainless steel self rimming kitchen sink with two basket strainers. Install a new single control washer less kitchen sink faucet . Faucet to have a maximum flow rate of 2.5 gallons per minute. Install new stop valves and supply lines from stop valves to faucet. Faucet to have at least a 2 year warranty. Owner to select faucet using a \$120 allowance.

Walls	Quantity	Units	Total
24 - BACK SPLASH <i>(Specification ID:60.08300 Estimated Qty:0)</i>			

Tile back splash. Customer to choose layout, color and tile using \$1.50 per square foot tile purchase allowance.

Location: Doors Interior

Doors	Quantity	Units	Total
25 - INSTALL A PREHUNG SOLID CORE WOOD DOOR WITH A NEW LOCKSET <i>(Specification ID:45.07250 Estimated Qty:10)</i>		Ea	

Install a new 1-3/8" thick prehung solid core door with a split jamb, casing and a new lockset. Lockset to be appropriate for door type--privacy or passage. Lockset to be manufactured by Kwikset, Yale, Weiser or approved equal using a \$20 allowance. Caulk, prime and apply two coats of high quality acrylic latex semi-gloss paint on door, jamb and casing. Owner to select lockset finish and paint color.

Location: Bathroom

Cabinets	Quantity	Units	Total
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26 - INSTALL NEW VANITY CABINET AND PREFORMED SINK AND SOLID SOLID SURFACE COUNTER TOP COMBINATION

Ea

(Specification ID:70.00150 Estimated Qty:4)

Field measure and install a high quality bathroom vanity base cabinet. All visible wood surfaces to be protected with water resistant coating. Install a cultured marble counter top with back splash and end splashes. Apply a bead of mildew resistant caulk where top of splashes meet wall surfaces. Owner to select color of cabinet , style and top color from contractors samples. ****NOTE** ALL NEW VANITIES ARE TO INCLUDE A NEW FAUCET, STOPS AND WATER LINES FROM STOPS TO FAUCET. OWNER TO SELECT FAUCET USING A PURCHASE ALLOWANCE OF \$75.**

Plumbing System	Quantity	Units	Total
27 - INSTALL A NEW TOILET <i>(Specification ID:75.06250 Estimated Qty:1)</i>			

Install a new 2 piece closed coupled, vitreous china, water saving commode with maximum 1.6 gallons per flush manufactured by American Standard, Kohler or approved equal. Commode to include all new components including a metal flush handle, pressed wood seat, plastic supply line, shut off valve, stub up, flange and wax seal. Top of toilet tank to be no more than 1" from back wall. Owner to select commode using an \$225 fixture allowance.

Location: Interior Walls

Walls	Quantity	Units	Total
28 - GENERAL WALL WORK <i>(Specification ID:60.00000 Estimated Qty:0)</i>			

There are several areas that need drywall repair through out the house. Do all repairs, texture and make ready for paint.

29 - PAINT WALL SURFACES, TRIM AND DOORS WITH PAINT <i>(Specification ID:60.13500 Estimated Qty:0)</i>			
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Apply 2 coats of paint to wall surfaces and 2 coats of paint to trim which includes any baseboard; door slab; door casing and jambs; window casing, sills, stools, jambs and sashes. Where applicable, wet scrape defective paint; spot prime; seal water stains; and make any minor repairs to walls and baseboard. Make sure baseboard is securely fastened to wall. Caulk cracks in baseboard and at intersection with wall surfaces using mildew resistant caulk prior to painting. Owner to select one paint color for wall surfaces and one color for baseboard.

NOTE: You need to sand all baseboards, casing, doors and any other wood work to be painted. You need to check to see if existing paint is oil based paint and if so you need to prime with proper primer to ensure that the new paint does not peel off.

Subtotal for Walls

Total	
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OWNER ACCEPTS SCOPE OF WORK

I have read the contents of this work write up and received a copy. I fully understand the repairs to be made to my property.

X _____
Owner: Date

CONTRACTOR ACCEPTS SCOPE OF WORK

I have read the contents of this work write up and agree to perform all work called for in accordance with the bid submitted on _____.

X _____
Contractor Date

X _____
Construction Specialist Date

Document B
Proof of Valid License
(must attach to your bid)

Document C
Drug Free Work Place Certification
(must attach to your bid)

Certification for
a Drug-Free Workplace

U.S. Department of Housing
and Urban Development

Applicant Name
Program/Activity Receiving Federal Grant Funding

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

- (1) The dangers of drug abuse in the workplace;
(2) The Applicant's policy of maintaining a drug-free workplace;
(3) Any available drug counseling, rehabilitation, and employee assistance programs; and
(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

- (1) Abide by the terms of the statement; and
(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---
(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. Sites for Work Performance. The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here [] if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official
Title
Signature
Date

X

Document D
Public Contracting and Environmental
Crimes Certification
(must attach to your bid)

PUBLIC CONTRACTING AND ENVIRONMENTAL CRIMES CERTIFICATION

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICIAL AUTHORIZED TO ADMINISTER OATHS.

This sworn statement is submitted to the Manatee County Board of County Commissioners by:

_____ for
[print individual's name and title]

[print name of entity submitting sworn statement]

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:

I understand that no person or entity shall be awarded or receive a County contract for public improvements, procurement of goods or services (including professional services) or a County lease, franchise, concession or management agreement, or shall receive a grant of County monies unless such person or entity has submitted a written certification to the County that it has not:

been convicted of bribery or attempting to bribe a public officer or employee of Manatee County, the State of Florida, or any other public entity, including, but not limited to the Government of the United States; any state, or any local government authority in the United States, in that officer's or employee's official capacity; or

been convicted of an agreement or collusion among bidders or prospective bidders in restraint of freedom of competition, by agreement to bid a fixed price or otherwise; or

been convicted of a violation of an environmental law that, in the sole opinion of the County's Purchasing Director, reflects negatively upon the ability of the person or entity to conduct business in a responsible manner; or

made an admission of guilt of such conduct described in items (1), (2), or (3) above, which is a matter of record, but has not been prosecuted for such conduct, or has made an admission of guilt of such conduct, which is a matter of record, pursuant to formal prosecution. An admission of guilt shall be construed to include a plea of *nolo contendere*; or

where an officer, official, agent or employee of a business entity has been convicted of or has admitted to any of the crimes set forth above on behalf of such entity and pursuant to the direction or authorization of an official thereof (including the person committing the offense, if he is an official of the business entity), the business shall be chargeable with the conduct herein above set forth. A business entity shall be chargeable with the conduct of an affiliated entity, whether wholly owned, partially owned, or one which has common ownership or a common Board of Directors. For purposes of this form, business entities are affiliated if, directly or indirectly, one business entity controls or has the power to control another business entity, or if an individual or group of individuals controls or has the power to control both

entities. Indicia of control shall include, without limitation, interlocking management or ownership, identity of interests among family members, shared organization of a business entity following the ineligibility of a business entity under this Article, or using substantially the same management, ownership or principles as the ineligible entity.

Any person or entity who claims that this Article is inapplicable to him/her/it because a conviction or judgement has been reversed by a court of competent jurisdiction, shall prove the same with documentation satisfactory to the County's Purchasing Director. Upon presentation of such satisfactory proof, the person or entity shall be allowed to contract with the County.

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR MANATEE COUNTY IS VALID THROUGH DECEMBER OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT ANY CONTRACT OR BUSINESS TRANSACTION SHALL PROVIDE FOR SUSPENSION OF PAYMENTS, OR TERMINATION, OR BOTH, IF THE CONTRACTING OFFICER OR THE COUNTY ADMINISTRATOR DETERMINES THAT SUCH PERSON OR ENTITY HAS MADE FALSE CERTIFICATION.

[Signature]

STATE OF FLORIDA
COUNTY OF _____

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

Personally known _____ OR produced identification

_____ My commission

expires _____
[Notary Public Signature]

[Print, type or stamp commissioned name of Notary Public]

Signatory Requirement – In the case of a business entity other than a partnership or a corporation, this affidavit shall be executed by an authorized agent of the entity. In the case of a partnership, this affidavit shall be executed by the general partner(s). In the case of a corporation, this affidavit shall be executed by the corporate president.

Document E
Contractor's Questionnaire
(must complete and include in bid
package – answer all questions or
indicate why the question does not
apply to you - do not leave any blanks)

CONTRACTOR'S QUESTIONNAIRE

The Bidder warrants the truth and accuracy of all statements and answers herein contained (include additional sheets if necessary).

THIS QUESTIONNAIRE MUST BE COMPLETED AND SUBMITTED WITH YOUR BID.

LICENSE # and COMPANY NAME: _____

PHYSICAL ADDRESS: _____

TELEPHONE NUMBER: () _____ FAX: () _____

Bidding as an individual: ____; a partnership: ____; a corporation: ____; a joint venture: ____

If a partnership, list names and addresses of partners. If a corporation, list names of officers, directors, shareholders, and state of incorporation. If a joint venture, list names and address of venturers and the same if any venture is a corporation for each such corporation, partnership or joint venture:

Your organization has been in business under this firm's name as a
_____ for how many years? _____

Describe and give the date and owner of the last three government projects you've completed which are similar in cost, type, size and nature as the one proposed. Include contact names and phone numbers:

Have you ever been assessed liquidated damages under a contract during the past (5) five years? If so, state when, where and why and provide contact names, addresses and phone numbers.

Have you ever failed to complete work awarded to you? If so, state when, where and why and provide contact names, addresses and phone numbers.

Have you ever been debarred or prohibited from bidding on a governmental entity's construction project? If yes, name the entity and describe the circumstances:

Name three individuals, governmental entities, or corporations for which you have performed work (preferably similar in nature) and to which you refer. Include contact name and phone number:

What specific steps have you taken to examine the physical conditions at or contiguous to the site, including but not limited to, the located of existing underground facilities?

What specific physical conditions, including but not limited to the location of existing underground facilities have you found, which will in any manner affect the cost, progress performance or completion of the work?

Will you subcontract out any part of this work? If so, describe which major portion(s):

List any/all WBE/MBEs that will be utilized in this project, including the contract amount:

What equipment do you own that will be used for this project?

What equipment will you purchase/rent that will be used for this project?

If applicable, list the Surety that will provide the bond(s) for this project:

Surety's Name: _____

Surety's Address: _____

Surety's resident agent for service of process in Florida:

Name: _____

Address: _____

Phone: _____

Document F

MBE/WBE/Section 3 Certification

(must be attached to your bid to be eligible for
up to 10% pricing consideration)

Document G
Proof of Insurance
(must be attached to your bid)

Document H
Byrd Anti-Lobbying Certificate
(must be attached to bids over \$100,000K)

BYRD ANTI-LOBBYING CERTIFICATE

Certification for Contracts, Grants, Loans and Cooperative Agreements (to be submitted with each bid)

The undersigned Contractor certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form—LL, "Disclosure Form to Report Lobbying," in accordance with its instructions as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96).
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Pursuant to 31, U.S.C. § 1352 (c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.

The Contractor, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801, *et seq.*, apply to this certification and disclosure.

Date: _____

Signature: _____

Company Name: _____

Title: _____

Document I1

Project #1 Bid Bond (5% of Total Bid)

**(Must be included in bid package for any
Bid over \$100,000K)**

Document J

Authorized Agent Form

(must be completed, notarized and brought
to the Information Conference
when Prime sends alternate
to act on his behalf)

AUTHORIZED AGENT FORM

DATE: _____

I, _____ (name of Owner), authorize
_____ (name of agent), to be an agent for
_____ (company name) in all matters regarding
my business. This authorization shall include but not be limited to the signing of
contracts, leases, agreements, accounts and any other related documents that shall be
necessary.

Signature - (NAME OF OWNER)

Signature - (NAME OF AGENT)

State of Florida

County of _____

The foregoing instrument was acknowledged before me this ____ day of _____,
20____ by _____, who produced identification
OR is personally known to me and who did/did not take an oath.

NOTARY PUBLIC

My Commission Expires

Document K
Addendum Acknowledgement Form
(must attach to your bid when addendums are
issued)

ADDENDUM ACKNOWLEDGEMENT FORM

We, the undersigned hereby declare that we have carefully reviewed the bid documents/addendum(s), and with full knowledge and understanding of the aforementioned herewith submit this bid, meeting each and every specification, term and condition contained in this Invitation for Bids.

We understand that the bid specifications, terms and conditions in their entirety shall be made a part of any agreement or contract between the Homeowner and the successful bidder and their subcontractors. Failure to comply shall result in contract default, whereupon, the defaulting contractor shall be required to pay for any and all re-procurement costs, damages, and attorney fees as incurred by Manatee County and the Homeowner.

PROJECT ADDRESS: _____

Acknowledge Addendum No. ____ Dated: _____

Acknowledge Addendum No. ____ Dated: _____

Acknowledge Addendum No. ____ Dated: _____

Acknowledge Addendum No. ____ Dated: _____

Acknowledge Addendum No. ____ Dated: _____

COMPANY NAME: _____

AUTHORIZED SIGNATURE: _____

(Print Name & Title of Signer)

DATE: _____

COMPANY ADDRESS: _____

PHONE: _____ FAX: _____

E-Mail Address: _____

Document L
Build America, Buy America (BABA)
Certification

(must attach to your bid when BABA
Compliance is possible)

If bidder requires a Waiver from BABA Requirements,
please reach out to Project Manager:

Julia H. Vieira, Community Development Project Manager
(941) 748-4501, ext. 1266
Julia.vieira@mymanatee.org

CERTIFICATION

Build America, Buy America Act: Optional Buy America Preference (BAP) Certification



Project Information

Grantee	
Grant Number	
Activity Name	
Activity Number (IDIS/DRGR)	

This “Optional Buy America Preference Certification” is used to certify that, as required by the Build America, Buy America (BABA) Act, all of the iron, steel, manufactured products, and construction materials incorporated into an infrastructure project are produced in the United States, unless exempted by a HUD general waiver or a project-/product-specific waiver approved by the Made in America Office (MIAO) at the Office of Management and Budget (OMB).

For covered materials not otherwise exempted from the Buy America Preference (BAP), the undersigned certifies the following:

- All iron and steel used in the project are produced in the United States. This means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
- All manufactured products used in the project are produced in the United States. This means the manufactured product was manufactured in the United States, and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard that meets or exceeds this standard has been established under applicable law or regulation for determining the minimum amount of domestic content of the manufactured product;
- All construction materials used in the project are manufactured in the United States. This means that all manufacturing processes for the construction material occurred in the United States.

Attach a list of all covered materials procured by the signatory and used in the project.

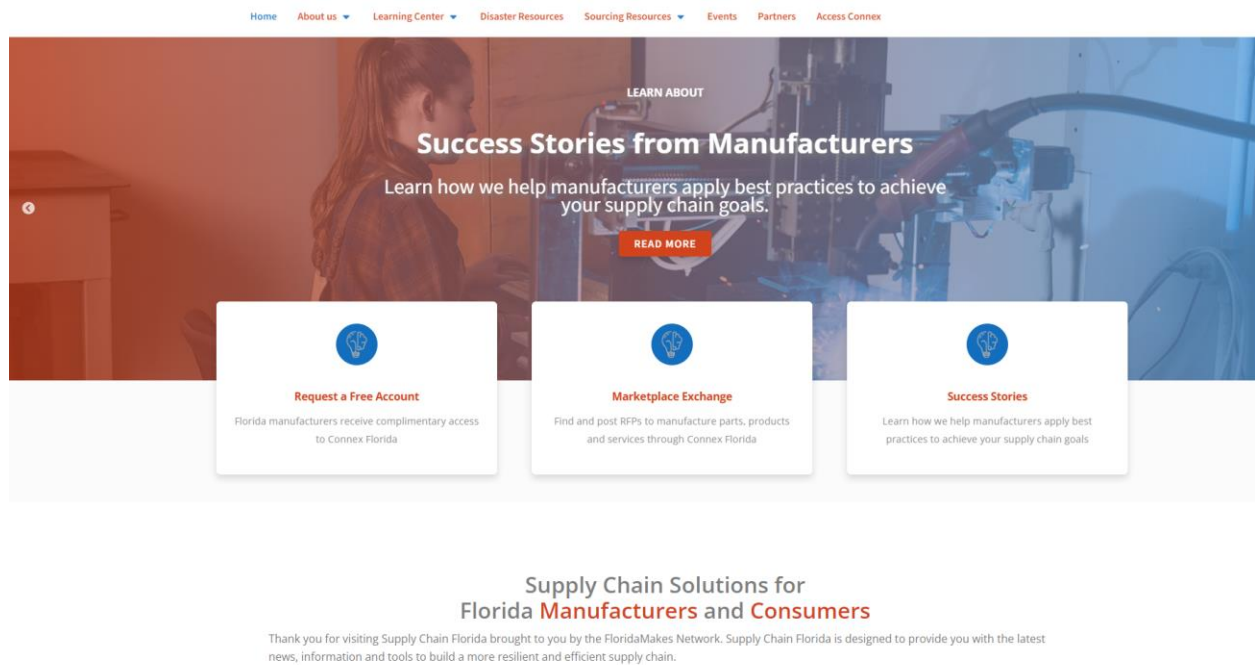
I hereby certify this information is complete and accurate and agree to provide documentation collected on the country of origin for all covered materials I caused to be incorporated into or affixed to an infrastructure project to the CPD grantee and HUD upon request. I understand and agree that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

Signature	Title/Organization	Date

Build America, Buy America Act (BABA) Buy America Preference Requirements for HUD funded Projects (CDBG & HOME)

National Database of Construction Materials produced in the United States.

Step 1: <https://www.floridamakes.com/supplychainflorida/home>



Step 2: Click on Register to obtain access to Connex Florida manufacturers database.

The Connex Florida platform contains in-depth information on a broad scale along with detailed search functions to find specific manufacturers' production capabilities, including equipment and manufacturing processes, as well as industry certifications, material types, industry sectors, NAICS and SIC codes, and more.

The result is an innovative platform that allows buyers and suppliers to search through thousands of local and national manufacturers to quickly find those that match their needs. In an instant, discover the services companies provide, build user relationships with one another, and decrease gaps in the supply chain.

Using the Connex Florida Exchange Center, businesses connect by posting and responding to RFQs, RFIs, and RFPs, leading to new market opportunities. By gathering industries under one platform, Connex Florida can strengthen our supply chain, and significantly improve production integrity, accuracies, and efficiencies in our manufacturing ecosystems.



Step 3: You will be prompted to the following screen. Please create an account.

CONNEX™
marketplace
Connecting the Manufacturing Supply Chain

Email

Password

LOG IN

[Create an account](#)
[Forgot password](#)



Welcome to CONNEX™ Florida - your supply chain database tool.
Share your capabilities. Connect with manufacturers.

Thank you to our partners.

As part of a collaborative effort among many state and national partners, we provide Florida manufacturers with complimentary access to CONNEX™ Florida.

What can I do in CONNEX™ Florida?

You have the ability to list detailed information about your capabilities, perform in-depth searches and exchange information regarding sourcing needs, requirements and opportunities.

National CONNEX™ Marketplace

Florida manufacturers who have a valid CONNEX™ Florida account can also access the national CONNEX™ Marketplace for \$500/year.

Where can I sign up?

If you are a Florida manufacturer and would like to request a complimentary CONNEX™ Florida account or sign up for the national CONNEX™ Marketplace, please click here.

For more information about CONNEX™ Florida, please click here or contact connex@floridamakes.com.

Proudly supported by:



Step 4: Fill out Registration information.

CONNEX™
marketplace
Connecting the Manufacturing Supply Chain

Create an account
or [log in](#)

First name

Nikola

Last name

Tesla

Email address

ntesla@edisonco.com

Password

☐ I agree with the Terms and Conditions and Privacy Policy.

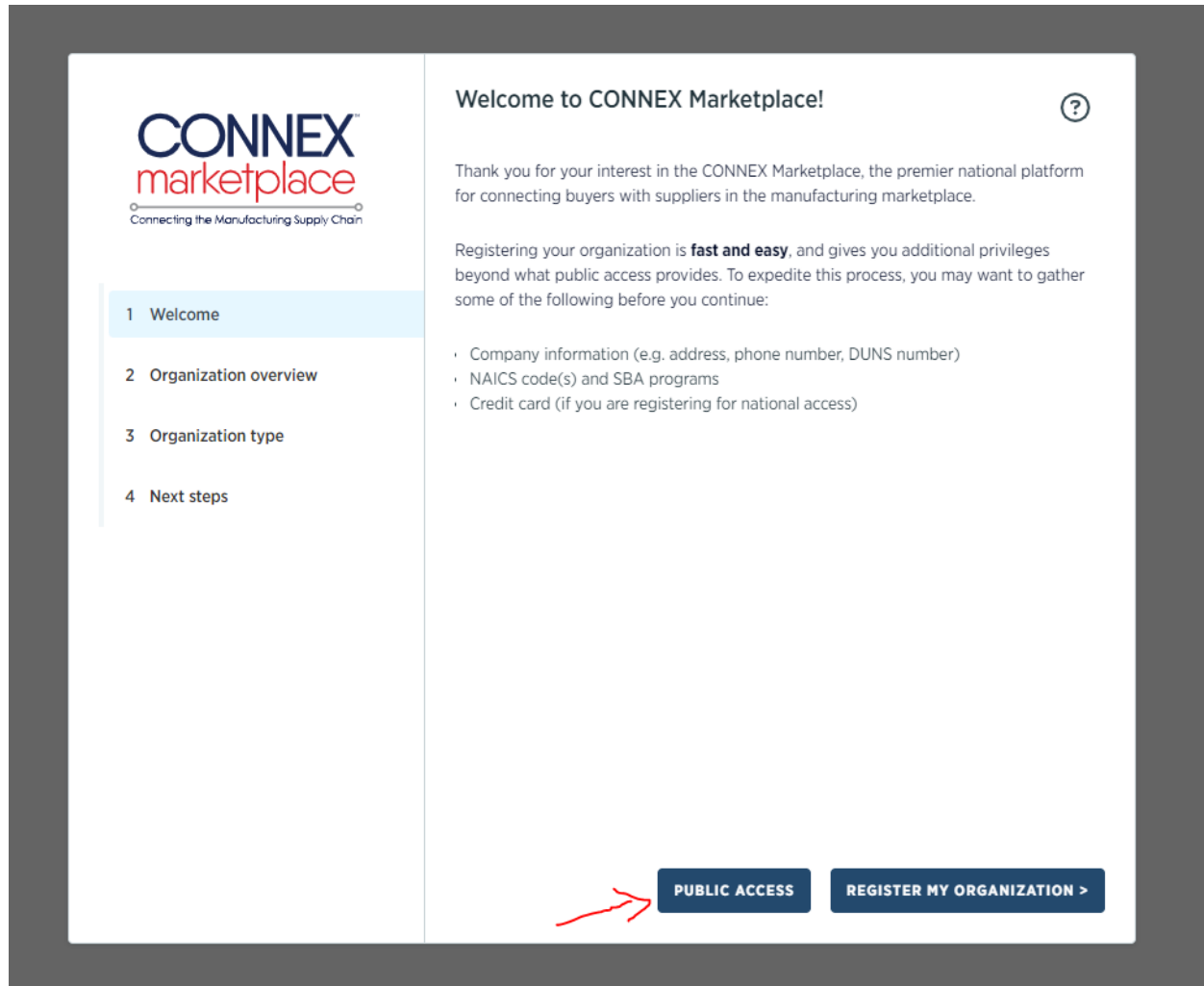


Success!

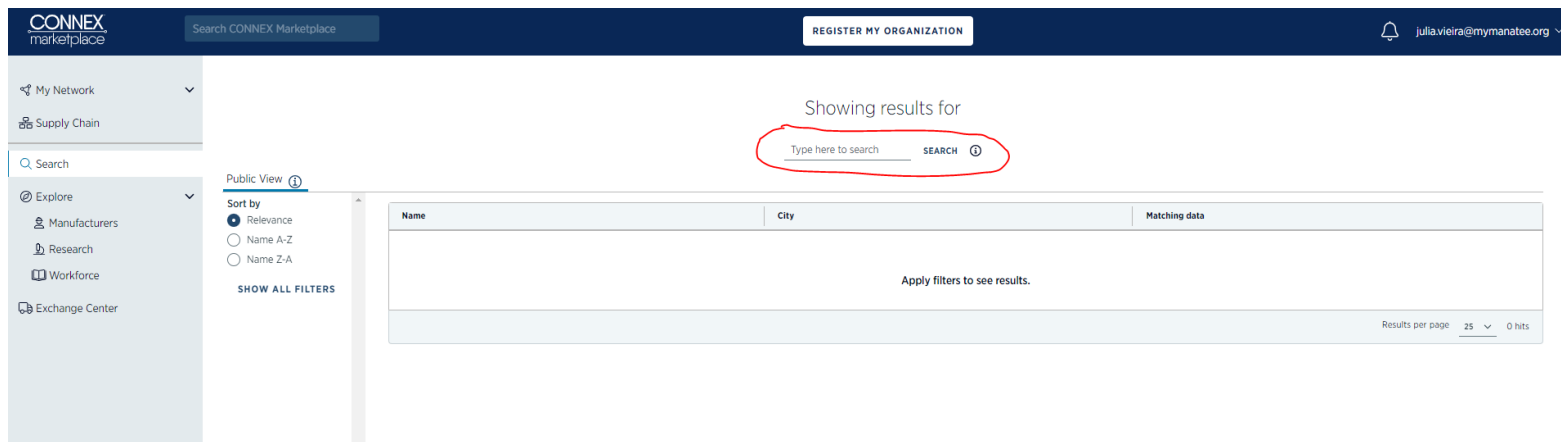


CREATE ACCOUNT

Step 5: After logging in, you may choose to just select “Public Access”.



Step 6: Landing page for research: type the key word for the material you are looking for.



Here is an example of search results when searching for “cement”:

CONNEX
marketplace

Search CONNEX Marketplace

REGISTER MY ORGANIZATION

julia.vieira@mymanatee.org

My Network

Supply Chain

Search

Explore

- Manufacturers
- Research
- Workforce
- Exchange Center

Help

Showing results for

cement

SEARCH

Public View

Sort by

- Relevance
- Name A-Z
- Name Z-A

State (reset)

- Florida (243)

City

- Miami, FL (24)
- West Palm Beach, FL (17)
- Fort Lauderdale, FL (9)
- Fort Myers, FL (9)
- Jacksonville, FL (8)

NAICS Code

- No matching data

SHOW ALL FILTERS

	Name	City	Matching data
>	Cement Industries, Inc.	Fort Myers, FL	Name About
>	Cement Products Inc	Port Richey, FL	Name About
>	Suwannee American Cement LLC	Branford, FL	Name About
>	Cement Precast Products, Inc.	Gainesville, FL	Name About
>	Basecrete Technologies LLC	Sarasota, FL	About
>	David Sayne Masonry Inc	Deland, FL	About
>	Gulf Coast Materials of Southwest Florida, Inc.	Fort Myers, FL	About
>	Tremron, Inc.	Miami, FL	About
>	Cast Keystone Inc	Miami, FL	About
>	Cemex Materials, LLC	West Palm Beach, FL	About
>	Concraft Inc	Greenacres, FL	About
>	A-1 Block Corporation	Orlando, FL	About
>	Bedrock Industries, Inc.	Orlando, FL	About
>	Herpel Inc	West Palm Beach, FL	About
>	Jahna Concrete Inc	Avon Park, FL	About
>	Mancini, Inc.	Pompano Beach, FL	About
>	Marbon Inc	West Palm Beach, FL	About
>	Perl, Inc.	Inverness, FL	About