

B230263BJB  
Rental of Portable Shower, Laundry and Restroom Trailers  
SLSCO LTD.

E1 Contract # N/A - P.O.  
Board Approval Date: 6/6/2023

## **AGREEMENT FOR RENTAL OF PORTABLE SHOWER, LAUNDRY AND RESTROOM TRAILERS**

**THIS AGREEMENT** ("Agreement") is made and entered into by and between Lee County, a political subdivision of the State of Florida, hereinafter referred to as the "County" and SLSCO LTD., a Texas limited partnership authorized to do business in the State of Florida, whose address is 6702 Broadway St., Galveston, TX 77554, and whose federal tax identification number is 20-8780114, hereinafter referred to as "Vendor."

### **WITNESSETH**

**WHEREAS**, the County intends to purchase rental of portable showers, laundry and restroom trailer services from the Vendor in connection with "Rental of Portable Shower, Laundry and Restroom Trailers" (the "Purchase"); and,

**WHEREAS**, the County issued Solicitation No. B230263BJB on March 31, 2023 (the "Solicitation"); and,

**WHEREAS**, the County evaluated the responses received and found the Vendor qualified to provide the necessary products and services; and,

**WHEREAS**, the County posted a Notice of Intended Decision on May 19, 2023; and,

**WHEREAS**, the Vendor has reviewed the products and services to be supplied pursuant to this Agreement and is qualified, willing and able to provide all such products and services in accordance with its terms.

**NOW, THEREFORE**, the County and the Vendor, in consideration of the mutual covenants contained herein, do agree as follows:

### **I. PRODUCTS AND SERVICES**

The Vendor agrees to diligently provide all products and services for the Purchase, a more specific description of the Project Scope of Services is set forth in Sections one through five of the Scope of Work of B230263BJB, a photocopy of said sections being attached hereto and incorporated by reference as Exhibit A. Additionally, Vendor shall provide such services in compliance with all Federal terms, conditions, provisions, certifications, affidavits, and alike, as set forth in the Exhibit E, Project Funding Package, attached hereto and incorporated herein, which shall be inclusive of the original Solicitation with Vendor's executed proposal documents, grant funding provision, and addenda. Vendor shall comply strictly with all of the terms and conditions of the Solicitation, a copy of which is on file with the County's Department of Procurement Management and is deemed incorporated into this Agreement to the extent that it does not conflict with the remainder of the Agreement.

## **II. TERM AND DELIVERY**

- A. This Agreement shall commence immediately upon the effective date and shall continue on an "as needed basis" for one (1) three-year (3) period. Upon mutual written agreement of both parties, the parties may renew the Agreement, in whole or in part, for a renewal term or terms not to exceed the initial Agreement term of three (3) years. The increments of renewal shall be at the sole discretion of the County as deemed in its best interest. The effective date shall be June 1, 2023.
- B. A purchase order must be issued by the County before commencement of any work or purchase of any goods related to this Agreement.

## **III. COMPENSATION AND PAYMENT**

- A. The County shall pay the Vendor in accordance with the terms and conditions of this Agreement for providing all products and services as set forth in Exhibit A, and further described in Exhibit B, Fee Schedule, attached hereto and incorporated herein. Said total amount to be all inclusive of costs necessary to provide all products and services as outlined in this Agreement, and as supported by the Vendor's submittal in response to the Solicitation, a copy of which is on file with the County's Department of Procurement Management and is deemed incorporated into this Agreement.
- B. Notwithstanding the preceding, Vendor shall not make any deliveries or perform any services under this Agreement until receipt of written authorization from the County. Vendor acknowledges and agrees that no minimum order or amount of product or service is guaranteed under this Agreement and County may elect to request no products or services. If the County authorizes delivery of products or performance of services, the County reserves the right to amend, reduce, or cancel the authorization in its sole discretion.
- C. All funds for payment by the County under this Agreement are subject to the availability of an annual appropriation for this purpose by the County. In the event of non-appropriation of funds by the County for the services provided under this Agreement, the County will terminate the contract, without termination charge or other liability, on the last day of the then current fiscal year or when the appropriation made for the then-current year for the services covered by this Agreement is spent, whichever event occurs first. If at any time funds are not appropriated for the continuance of this Agreement, cancellation shall be accepted by the Vendor on thirty (30) days' prior written notice, but failure to give such notice shall be of no effect and the County shall not be obligated under this Agreement beyond the date of termination.

## **IV. METHOD OF PAYMENT**



- A. The County shall pay the Vendor in accordance with the Local Government Prompt Payment Act, Section 218.70, Florida Statutes, upon receipt of the Vendor's invoice and written approval of same by the County indicating that the products and services have been provided in conformity with this Agreement.
- B. The Vendor shall submit an invoice for payment to the County on a monthly basis for those specific products and services as described in Exhibit A (and the corresponding fees as described in Exhibit B) that were provided during that invoicing period.
- C. For partial shipments or deliveries, progress payments shall be paid monthly in proportion to the percentage of products and services delivered on those specific line items as approved in writing by the County.

#### **V. ADDITIONAL PURCHASES**

- A. No changes to this Agreement or the performance contemplated hereunder shall be made unless the same are in writing and signed by both the Vendor and the County.
- B. If the County requires the Vendor to perform additional services or provide additional product(s) related to this Agreement, then the Vendor shall be entitled to additional compensation based on the Fee Schedule as amended to the extent necessary to accommodate such additional work or product(s). The additional compensation shall be agreed upon before commencement of any additional services or provision of additional product(s) and shall be incorporated into this Agreement by written amendment. The County shall not pay for any additional service, work performed or product provided before a written amendment to this Agreement.

Notwithstanding the preceding, in the event additional services are required as a result of error, omission or negligence of the Vendor, the Vendor shall not be entitled to additional compensation.

#### **VI. LIABILITY OF VENDOR**

- A. The Vendor shall save, defend, indemnify and hold harmless the County from and against any and all claims, actions, damages, fees, fines, penalties, defense costs, suits or liabilities which may arise out of any act, neglect, error, omission or default of the Vendor arising out of or in any way connected with the Vendor or subcontractor's performance or failure to perform under the terms of this Agreement.
- B. This section shall survive the termination or expiration of this Agreement.

## **VII. VENDOR'S INSURANCE**

- A. Vendor shall procure and maintain insurance as specified in Exhibit C Insurance Requirements, attached hereto and made a part of this Agreement.
- B. Vendor shall, on a primary basis and at its sole expense, maintain in full force and effect, at all times during the life of this Agreement, insurance coverage (including endorsements) and limits as described in Exhibit C. These requirements, as well as the County's review or acceptance of insurance maintained by Vendor, are not intended to and shall not in any manner limit or qualify the liabilities or obligations assumed by Vendor under this Agreement. Insurance carriers providing coverage required herein must be licensed to conduct business in the State of Florida and must possess a current A.M. Best's Financial Strength Rating of "B or better." No changes are to be made to these specifications without prior written specific approval by County Risk Management. To the extent multiple insurance coverages and/or County's self-insured retention may apply, any and all insurance coverage purchased by Vendor and its subcontractors identifying the County as an additional named insured shall be primary.

## **VIII. RESPONSIBILITIES OF THE VENDOR**

- A. The Vendor shall be responsible for the quality and functionality of all products supplied and services performed by or at the behest of the Vendor under this Agreement. The Vendor shall, without additional compensation, correct any errors or deficiencies in its products, or if directed by County, supply a comparable replacement product or service.
- B. The Vendor warrants that it has not employed or retained any company or person (other than a bona fide employee working solely for the Vendor), to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm other than a bona fide employee working solely for the Vendor, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award of this Agreement.
- C. The Vendor shall comply with all federal, state, and local laws, regulations and ordinances applicable to the work or payment for work thereof, and shall not discriminate on the grounds of race, color, religion, sex, or national origin in the performance of work under this Agreement.
- D. Vendor specifically acknowledges its obligations to comply with Section 119.0701, Florida Statutes, with regard to public records, and shall:

- 1) keep and maintain public records that ordinarily and necessarily would be required by the County in order to perform the services required under this Agreement;
- 2) upon request from the County, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law;
- 3) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law; and
- 4) meet all requirements for retaining public records and transfer, at no cost to the County, all public records in possession of Vendor upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the County in a format that is compatible with the information technology system of the County.

**IF THE VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE VENDOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 239-533-2221, 2115 SECOND STREET, FORT MYERS, FL 33901, [PRRCustodian@leegov.com](mailto:PRRCustodian@leegov.com); <http://www.leegov.com/publicrecords>.**

- E. The Vendor is, and shall be, in the performance of all work, services and activities under this Agreement, an independent contractor. Vendor is not an employee, agent or servant of the County and shall not represent itself as such. All persons engaged in any work or services performed pursuant to this Agreement shall at all times, and in all places, be subject to the Vendor's sole direction, supervision and control. The Vendor shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the Vendor's relationship and the relationship of its employees to the County shall be that of an independent contractor and not as employees of the County. The Vendor shall be solely responsible for providing benefits and insurance to its employees.
- F. The Vendor shall comply with the Vendor Background Screening Affidavit attached hereto and incorporated herein as Exhibit D.

## **IX. OWNERSHIP OF PRODUCTS**

It is understood and agreed that all products provided under this Agreement shall become the property of the County upon acceptance by the County.

## **X. TIMELY DELIVERY OF PRODUCTS AND PERFORMANCE OF SERVICES**

- A. The Vendor shall ensure that all of its staff, contractors and suppliers involved in the production or delivery of the products are fully qualified and capable to perform their assigned tasks.
- B. The personnel assigned by the Vendor to perform the services pursuant to this Agreement shall comply with the terms set forth in this Agreement. If the services provided require use of specific key personnel, the personnel shall be agreed to by the County and Vendor. If the Vendor's key personnel have been predetermined and approved, through the Solicitation process or otherwise, any subsequent change or substitution to the personnel must receive the County's written approval before said changes or substitution can become effective.
- C. The Vendor specifically agrees that all products shall be delivered within the time limits as set forth in this Agreement, subject only to delays caused by force majeure, or as otherwise defined herein. "Force majeure" shall be deemed to be any unforeseeable and unavoidable cause affecting the performance of this Agreement arising from or attributable to acts, events, omissions or accidents beyond the control of the parties.

## **XI. COMPLIANCE WITH APPLICABLE LAW**

This Agreement shall be governed by the laws of the State of Florida. Vendor shall promptly comply with all applicable federal, state, county and municipal laws, ordinances, regulations, and rules relating to the services to be performed hereunder and in effect at the time of performance. Vendor shall conduct no activity or provide any service that is unlawful or offensive.

## **XII. TERMINATION**

- A. The County shall have the right at any time upon thirty (30) days' written notice to the Vendor to terminate this Agreement in whole or in part for any reason whatsoever. In the event of such termination, the County shall be responsible to Vendor only for fees and compensation earned by the Vendor, in accordance with Section III, prior to the effective date of said termination. In no event shall the County be responsible for lost profits of Vendor or any other elements of breach of contract.
- B. After receipt of a notice of termination, except as otherwise directed, the Vendor shall stop work on the date of receipt of the notice of termination or other date specified in the notice; place no further orders or sub-

contracts for materials, services, or facilities except as necessary for completion of such portion of the work not terminated; terminate all vendors and subcontracts; and settle all outstanding liabilities and claims.

- C. The County's rights under this Agreement shall survive the termination or expiration of this Agreement and are not waived by final payment or acceptance and are in addition to the Vendor's obligations under this Agreement.

### **XIII. DISPUTE RESOLUTION**

- A. In the event of a dispute or claim arising out of this Agreement, the parties agree first to try in good faith to settle the dispute by direct discussion. If this is unsuccessful, the parties may enter into mediation in Lee County, Florida, with the parties sharing equally in the cost of such mediation.
- B. In the event mediation, if attempted, is unsuccessful in resolving a dispute, the parties may proceed to litigation as set forth below.
- C. Any dispute, action or proceeding arising out of or related to this Agreement will be exclusively commenced in the state courts of Lee County, Florida, or where proper subject matter jurisdiction exists, in the United States District Court for the Middle District of Florida. Each party irrevocably submits and waives any objections to the exclusive personal jurisdiction and venue of such courts, including any objection based on forum non conveniens.
- D. This Agreement and the rights and obligations of the parties shall be governed by the laws of the State of Florida without regard to its conflict of laws principles.
- E. Unless otherwise agreed in writing, the Vendor shall be required to continue all obligations under this Agreement during the pendency of a claim or dispute including, but not limited to, actual periods of mediation or judicial proceedings.

### **XIV. VENDOR WARRANTY**

- A. All products provided under this Agreement shall be new (unless specifically identified otherwise in Exhibit B and of the most suitable grade for the purpose intended).
- B. If any product delivered does not meet performance representations or other quality assurance representations as published by manufacturers, producers or distributors of the products or the specifications listed in this Agreement, the Vendor shall pick up the product from the County at no expense to the County. The County reserves the right to reject any or all materials if, in its judgment, the item reflects unsatisfactory workmanship

or manufacturing or shipping damage. In such case, the Vendor shall refund to the County any money which has been paid for same.

**XV. MISCELLANEOUS**

- A. This Agreement constitutes the sole and complete understanding between the parties and supersedes all other contracts between them, whether oral or written, with respect to the subject matter. No amendment, change or addendum to this Agreement is enforceable unless agreed to in writing by both parties and incorporated into this Agreement.
- B. The provisions of this Agreement shall inure to the benefit of and be binding upon the respective successors and assignees of the parties hereto. A party to this Agreement shall not sell, transfer, assign, license, franchise, restructure, alter, or change its corporate structure or otherwise part with possession or mortgage, charge or encumber any right or obligation under this Agreement without the proposed assignee and/or party restructuring, altering or changing its corporate structure agreeing in writing with the non-assigning party to observe and perform the terms, conditions and restrictions on the part of the assigning party to this Agreement, whether express or implied, as if the proposed assignee and/or party restructuring, altering or changing its corporate structure was an original contracting party to this Agreement. Notwithstanding the foregoing provision, the Vendor may assign its rights if given written authorization by the County and claims for the money due or to become due to the Vendor from the County under this Agreement may be assigned to a financial institution or to a trustee in bankruptcy without such approval from the County. Notice of any such transfer or assignment due to bankruptcy shall be promptly given to the County.
- C. The exercise by either party of any rights or remedies provided herein shall not constitute a waiver of any other rights or remedies available under this Agreement or any applicable law.
- D. The failure of the County to enforce one or more of the provisions of the Agreement shall not be construed to be and shall not be a waiver of any such provision or provisions or of its right thereafter to enforce each and every such provision.
- E. The parties covenant and agree that each is duly authorized to enter into and perform this Agreement and those executing this Agreement have all requisite power and authority to bind the parties.
- F. Neither the County's review, approval or acceptance of, nor payment for, the products and services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

- G. If the Vendor is comprised of more than one legal entity, each entity shall be jointly and severally liable hereunder.
- H. When any period of time is referred to by days herein, it shall be computed to exclude the first day and include the last day of such period. When the period of time is fewer than three (3) days, it shall mean business days as defined by Lee County. If the period of time is greater than three (3) days, then it shall mean calendar days. For any period of time greater than seven (7) days, where the deadline falls on a Saturday, Sunday, or Lee County recognized holiday, the deadline will then fall to the next Monday or non-Lee County recognized holiday
- I. Any notices of default or termination shall be sufficient if sent by the parties via United States certified mail, postage paid, or via a nationally recognized delivery service, to the addresses listed below:

<u>Vendor's Representative</u>		<u>County's Representative</u>	
Name:	Stan Ledbetter	Names:	Roger Desjarlais      Mary Tucker
Title:	President	Titles:	County Manager      Procurement Management Director
Address:	2639 Monroe St., Suite A116, Tallahassee, FL 32303	Address:	P.O. Box 398 Fort Myers, FL 33902
Telephone:	713-880-8411	Telephone:	(239) 533-2221      (239) 533-8881
Facsimile:	713-880-2427	Facsimile:	(239) 485-2262      (239) 485-8383
Email:	<a href="mailto:sl Ledbetter@sco.com">sl Ledbetter@sco.com</a>	Email:	<a href="mailto:rdesjarlais@leegov.com">rdesjarlais@leegov.com</a> <a href="mailto:mtucker@leegov.com">mtucker@leegov.com</a>

- J. Any change in the County's or the Vendor's Representative will be promptly communicated by the party making the change.
- K. Paragraph headings are for the convenience of the parties and for reference purposes only and shall be given no legal effect.
- L. In the event of conflicts or inconsistencies, the documents shall be given precedence in the following order:
1. Agreement
  2. County's Purchase Order
  3. Solicitation
  4. Vendor's Submittal in Response to the Solicitation

[The remainder of this page intentionally left blank.]

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the date last below written.

WITNESS:

Signed By:

Print Name: Sheryl Blair

**SLSCO LTD.**

Signed By:

Print Name: Stan Ledbetter

Title: Division President - Response

Date: 6/8/2023

**LEE COUNTY**

BOARD OF COUNTY COMMISSIONERS  
OF LEE COUNTY, FLORIDA

DocuSigned by:  
BY: Brian Hamman

CHAIR

DATE: 6/8/2023 | 11:35 AM EDT

ATTEST:  
CLERK OF THE CIRCUIT COURT

DocuSigned by:  
BY: Chris Jagodzinski

Deputy Clerk



APPROVED AS TO FORM FOR THE  
RELIANCE OF LEE COUNTY ONLY:

DocuSigned by:  
BY: Amanda L. Swindle

OFFICE OF THE COUNTY ATTORNEY



## **EXHIBIT A**

### **SCOPE OF WORK AND SPECIFICATIONS**

#### **SCOPE OF WORK**

##### **1. GENERAL SCOPE OF WORK**

- 1.1. The Lee County Board of County Commissioners seeks to contract with qualified Vendor to provide the rental and servicing of trailer-mounted showers, laundry stations, and restrooms on an "as-needed" basis.
- 1.2. The Vendor shall supply and deliver the trailer-mounted showers, laundry stations and restrooms complete with setup, maintenance, and removal in accordance with the requirements specified hereinafter. All equipment and materials must conform to all applicable federal, state, and local standards.
- 1.3. This is an annual Agreement, which is not for any specific project. Work will be authorized, scheduled, funded, and accounted for by issuance of a Purchase Order, by the requesting department, division, or other governmental entity. Services under this Agreement shall be provided during standard times or need or in the event of a disaster, as requested. This shall include but is not limited to special events and/or emergency situation.

##### **2. EMERGENCY SUPPORT**

- 2.1 It is vital and imperative that the citizens and/or first responders are protected from any emergency situation which threatens public health and safety, in the event of a disaster, as determined by the County. The Vendor shall agree, at the request of the County, before, during, and after a public emergency, disaster, hurricane, flood, or other acts of God, to provide goods and services on a first priority basis.
- 2.2 The Vendor shall ensure mobile trailer-mounted units comply with all local, state, and federal standards, regulations, requirements, and laws, including all Department of Health regulations including any permits related to Vendor operations before, during, and after deployment.
- 2.3 In the event of an emergency or disaster, the Vendors shall furnish a twenty-four (24) hour phone number in order to connect, coordinate and maintain communication during the entire event.

##### **3. DELIVERY AND PICKUP**

- 3.1. Delivery and pickup shall be provided Monday through Friday with options for Saturday and/or Sunday service as required for various locations and events. Hours of delivery and pickup service may vary and shall be coordinated between authorized County personnel and Vendor. Vendor shall be capable of providing delivery and/or pickup services outside of standard working hours, such as after 5:00 PM and up to 8:00AM.
- 3.2. Unit(s) shall be available for delivery within twenty-four (24) hours from notification.
- 3.3. County departments may require emergency servicing or the replacement of equipment requiring immediate response. At such time, the Vendor shall be required to furnish, remove, or service units as specified in no more than two (2) hours of request.
- 3.4. Emergency services shall be available twenty-four (24) hours per day, seven (7) days a week, as required.

##### **4. PRICING**

- 4.1. The County shall be eligible for any additional discounts, specials, and/or promotions offered by the Vendor during the term of the contract should those discounts, specials, and/or promotions offer a lower cost to the County.

- 4.2. Pricing for all units shall include delivery (mobilization), set-up, and pickup (demobilization) from any and all locations in Lee County, as directed. All items shall be delivered “ready for use” to the County. Any item delivered in an un-prepped condition will NOT be included in the invoice billing, until the Vendor can demonstrate it is ready for operation.
- 4.3. Pricing for all units shall include daily (once per day) servicing/cleaning and stocking/maintaining adequate levels of consumables required for each trailer (i.e., toilet paper, paper towel, soap, hand sanitizer, etc.).
- 4.4. Pricing shall be provided for all units that are considered ADA compliant as listed on the Bid/Proposal Form.
- 4.5. Vendor shall provide pricing for weekly and monthly rates for the items specified on the Bid Proposal form included in this solicitation.
- 4.5.1. Category A – Restroom Trailers (Weekly Rate): Pricing for restroom trailers shall include delivery, pick-up, daily servicing and required consumables. Weekly rate shall be for seven (7) days a week, twenty-four (24) hours per day. Pricing for line items that identify a unit/trailer with an additional water or power source shall be provided as a combined price. Vendor shall determine the size of the water or power source needed to operate the unit/trailer requested and incorporate that into the Unit Price.
- 4.5.2. Category B – Restroom Trailers (Monthly Rate): Pricing for restroom trailers shall include delivery, pick-up, daily servicing and required consumables. Monthly rate shall be for thirty (30) days, twenty-four (24) hours per day. Pricing for line items that identify a unit/trailer with an additional water or power source shall be provided as a combined price. Vendor shall determine the size of the water or power source needed to operate the unit/trailer requested and incorporate that into the Unit Price.
- 4.5.3. Category C – Shower Trailers (Weekly Rate): Pricing for shower trailers shall include delivery, pick-up, daily servicing and required consumables. Weekly rate shall be for seven (7) days a week, twenty-four (24) hours per day. Pricing for line items that identify a unit/trailer with an additional water or power source shall be provided as a combined price. Vendor shall determine the size of the water or power source needed to operate the unit/trailer requested and incorporate that into the Unit Price.
- 4.5.4. Category D – Shower Trailers (Monthly Rate): Pricing for shower trailers shall include delivery, pick-up, daily servicing and required consumables. Monthly rate shall be for thirty (30) days, twenty-four (24) hours per day. Pricing for line items that identify a unit/trailer with an additional water or power source shall be provided as a combined price. Vendor shall determine the size of the water or power source needed to operate the unit/trailer requested and incorporate that into the Unit Price.
- 4.5.5. Category E – Laundry Trailers (Weekly Rate): Pricing for laundry trailers shall include delivery, pick-up, daily servicing and required consumables. Weekly rate shall be for seven (7) days a week, twenty-four (24) hours per day. Pricing for line items that identify a unit/trailer with an additional water or power source shall be provided as a combined price. Vendor shall determine the size of the water or power source needed to operate the unit/trailer requested and incorporate that into the Unit Price.
- 4.5.6. Category F – Laundry Trailers (Monthly Rate): Pricing for laundry trailers shall include delivery, pick-up, daily servicing and required consumables. Monthly rate shall be for thirty (30) days, twenty-four (24) hours per day. Pricing for line items that identify a unit/trailer with an additional water or power source shall be provided as a combined price. Vendor shall determine the size of the water or power source needed to operate the unit/trailer requested and incorporate that into the Unit Price.
- 4.5.7. Category G – Additional Servicing Rates: Vendor shall provide separate pricing for units/trailers in where additional servicing and cleaning outside of the daily minimum requirement is needed.

- 4.5.7.1. County departments may require emergency servicing or the replacement of equipment requiring immediate response. At such time, the Vendor shall be required to furnish, remove, or service units as specified in no more than two (2) hours of request.

## 5. DETAILED SPECIFICATIONS

- 5.1. Vendor will be advised by the County if ADA compliant trailers will be needed. The Vendor shall provide trailers to accommodate the needs of each location based on information provided by the County.
- 5.2. Vendors are expected to be totally self-sufficient in terms of providing the transportation, potable water storage, black/grey water storage/removal/disposal/dump fees, electric power, fuel for operations, and solid waste disposal. No County furnished equipment or support should be assumed.
- 5.3. Vendor shall provide sturdy steps that have solid handrails and comply with all current OSHA requirements.
- 5.4. Vendors shall provide adequate fire extinguishers meeting current Occupation Safety and Health Act (OSHA), National Fire Protection Association 101 (NFPA 101).
- 5.5. Vendor shall follow all Department of Transportation regulations at all times when transporting, installing and securing units.
- 5.6. All units shall be affixed with an identifying number, which will be for identification and location control. Additionally, all units shall have listed, in a conspicuous place, the name, address, and telephone number of the servicing company.
- 5.7. Vendor shall provide units that are clean, in excellent condition, free from defects, and without graffiti.
- 5.8. All units shall be delivered with adequate supplies as required and be ready for immediate use upon delivery and installation.
- 5.9. The Vendor shall be responsible for securely placing all units in order to minimize chances of units being blown over or tipped when applicable. The Vendor shall provide tie-down service at the County's request at no additional charge.
- 5.10. The Vendor shall not engage in any digging, or below the surface anchoring without first coordinating such anchoring with the proper county authority and requesting applicable dig permits.
- 5.11. In the event of an impending natural disaster, the Vendor shall take necessary precautions to remove units from County locations.
- 5.12. The County will not be responsible for damage to units which are not directly the result of the actions of County employees.
- 5.13. The Vendor shall be responsible for any property damage caused from the placement of all units.
- 5.14. The Vendor shall be responsible for any necessary cleanup, repair or replacement resulting from, but not limited to, any spills.
- 5.15. The Vendor shall be responsible for all theft, destruction, and/or vandalism of all units.
- 5.16. Vendor shall make all repairs required to ensure the units are serviceable at all times. Minor repairs shall be made on site when possible. Any unit which cannot be repaired on site must be exchanged within twenty-four (24) hours.
- 5.17. The Vendor shall replace a unit at any time, for any reason, if requested by the County.

- 5.18. Vendor shall provide daily servicing for each restroom, shower and laundry trailer deployed. The Vendor shall be responsible for cleaning, maintaining, and sanitizing the trailer/units.

5.18.1. Daily servicing shall be defined as once a day. Servicing of the units shall include, but is not limited to cleaning, sanitizing, deodorizing, pumping, removal of trash in and around the unit, removal of human waste, repairing any damages to units, stocking of supplies, water, and other consumables where applicable.

5.18.1.1. All holding tanks for waste products shall be completely emptied and thoroughly cleaned and disinfected with an approved disinfectant, which shall be used in sufficient quantities to provide odorless operation during usage.

5.18.1.2. Clean water storage tanks shall be cleaned as necessary and filled to capacity.

5.18.1.3. Waste paper receptacles shall be emptied and cleaned.

5.18.1.4. The inside of all units shall be thoroughly washed, scrubbed, brushed, rinsed, and wiped dry. This operation shall include the tops and bottoms of seats and seat covers, all walls, floors, doors, tops of all tanks, all grab bars, washers, dryers, shower stalls and sinks if applicable in the unit. No disinfectant, water or other liquids shall be left on any touchable surface. Floor mats and shower curtains shall be sanitized and replaced as needed. Mirrors must be clean and free of water spots and streaks.

5.18.1.5. The County reserves the right to request additional servicing and cleaning outside of the daily minimum requirement. Additional servicing and cleanings will be requested and coordinated through the County's representative.

- 5.19. The Vendor's personnel shall wear a badge and uniform identifying the name of the employee and the company they belong to. Vendor shall ensure that attendants are neat and clean in appearance.

5.20. **Portable Showers**

5.20.1. The Vendor shall provide all physical equipment and ancillary equipment necessary for a completely self-sustaining trailer mounted mobile shower operation to include: potable water, grey water storage, removal and disposal, waste management, power generation.

5.20.2. At a minimum, the shower facilities shall have lighting, be a climate-controlled environment, include nonskid floors, individual stalls with privacy curtains, sinks with mirror, outlets for hairdryers, soap/shampoo caddies, and adequate dressing areas. Units shall have hot and cold water serviced by an American Society of Mechanical Engineers (ASME) rated water heater and an anti-scald valve.

5.20.3. The Vendor shall furnish soap for dispensers and garbage cans with liners stationed outside the shower unit.

5.20.4. The shower units shall have the ability to be segregated by male and female and be fully enclosed except the shower access door.

5.20.5. Usage of shower units shall be available and operational twenty-four (24) hours per day.

5.21. **Laundry Stations**

5.21.1. The Vendor shall provide all physical equipment and ancillary equipment necessary for a completely self-sustaining trailer mounted mobile laundry operation to include: potable water, grey water storage,

removal and disposal, waste management, power generation, hot water heaters and propane. Units shall have hot and cold water serviced by an ASME rated propane water heater and an anti-scald valve.

5.21.2. The mobile laundry station shall have lighting, be a climate-controlled environment, multiple washer and dryer units, and include a counter top or table for folding laundry. One (1) laundry unit shall be the equivalent of one (1) washer and (1) dryer. Each station shall have multiple units as requested within the Bid/Proposal form.

5.21.3. Laundry stations provided shall have access points and accommodations that meet ADA requirements.

5.21.4. Usage of laundry stations shall be available and operational twenty-four (24) hours per day.

#### 5.22. Restroom Trailers

5.22.1. The Vendor shall provide all physical equipment and ancillary equipment necessary for a completely self-sustaining trailer mounted mobile restroom operation to include: lighting, be a climate-controlled environment, potable water, grey water storage, removal and disposal, waste management, and power generation.

5.22.2. The Vendor shall furnish all paper products, soap, garbage cans and liners.

5.22.3. The mobile restroom units shall have the ability to be segregated by male and female.

5.22.4. The Vendor shall furnish garbage cans and liners to be stationed inside and outside the laundry unit.

5.22.5. Usage of Restroom Trailers shall be available and operational twenty-four (24) hours per day.

#### 5.23. External Water and Power Source

5.23.1. Upon request of the County, and when water and electrical power are not readily available, the Vendor shall provide an external water source (i.e., portable water tanks) and/or an external power source (i.e., generator) to efficiently operate the units/trailers being used.

5.23.2. The Vendor shall ensure that all connections from the portable water tanks to the units/trailers are properly connected and adequate flows of water are enabled to ensure efficient operations. Water tanks shall be placed at a distance from the units/trailers that ensures safety and a hazardous free environment for individuals using the units/trailers.

5.23.3. The Vendor shall ensure that all connections from the external power source to the units/trailers are properly connected to ensure efficient operations. External power source shall be placed at a distance from the units/trailers that ensures safety and a hazardous free environment for all individuals using the units/trailers.

5.23.4. The Vendor shall ensure that any power source provided by the Vendor that requires fuel shall be maintained with adequate amounts of said fuel to ensure continuous usage with no disruptions of the power source.

5.23.5. While in use, all external water sources and power sources shall be readily available to service the units/trailers on a twenty-four (24) hour basis. Water and power sources provided by the Vendor shall be continuous for the duration of using the unit/trailer. Vendor shall ensure that any disruptions of service that occur due to lack of water or power provided by the Vendor is remedied in a quick manner, no more than a twenty-four hour response, in order to provide continuous operations of the unit/trailers.

**5.24. American with Disabilities Act (ADA) Compliance**

- 5.12.1. ADA compliant units shall mean units designated accessible for use by persons with disabilities and shall be built in accordance with the current accessibility standards set forth in the ADA Accessibility Guidelines (ADAAG), Uniform Federal Accessibility Standards (UFAS), Fair Housing Act Design Manual, Florida Accessibility Code for Building Construction, and/or the most currently published ADA Accessibility Standards and Guidelines for Accessible Design, as applicable, in the following specifications. ADA compliant units shall meet all ADA requirements, implementing regulations, and guidelines, latest editions.

**5.25. Disposal of Waste Products**

- 5.25.1. The Vendor shall follow all requirements for the removal of contents of holding tanks and toilets per the Florida Administration Code Chapter 64E-6, Sewage Disposal Facilities.  
<https://www.flrules.org/gateway/chapterhome.asp?chapter=64e-6>
- 5.13.2. The Vendor shall obtain all required operational permits from the Department of Health prior to the commencement of required cleanings and any removal of contents of holding tanks and toilets. Permit shall be provided to the County upon request.
- 5.13.3 Disposal of contents of chemical toilets and holding tanks shall be disposed into a septic treatment and disposal facility approved by the Department of Health or into a treatment facility permitted by the Florida Department of Environmental Protection.

End of Scope of Work and Specifications Section

## SPECIAL CONDITIONS

These are conditions that are in relation to this solicitation only and have not been included in the County's standard Terms and Conditions or the Scope of Work.

### 1. TERM

- 1.1. The Vendor shall be responsible for furnishing and delivering to the Lee County requesting Department(s) the commodity or services on an "as needed basis" for one (1) three-year (3) period. Upon mutual written agreement of both parties, the parties may renew the Agreement, in whole or in part, for a renewal term or terms not to exceed the initial Agreement term of three (3) years. The increments of renewal shall be at the sole discretion of the County as deemed in its best interest.

### 2. BASIS OF AWARD

- 2.1. The basis of award shall be determined by the lowest Unit Price of each separate line item on the bid schedule of the most responsive, responsible, and qualified Vendor meeting all bid specifications. Following the County's rights as described and reserved herein, multiple Vendors may be awarded Agreements under this solicitation. When awards are made to multiple Vendors, the County reserves the right to assign a status of Primary, Secondary and Tertiary as applicable. The Primary Vendor will be the first contact. If the Primary is unable to fulfill the need or meet the timeline required, the Secondary would be the next order of contact, as applicable. If the Secondary is unable to fulfill the need or meet the timeline required, the Tertiary would be the next order of contact, as applicable. Additionally, the order of the award can be changed because of deficient or non-compliant performance. For additional information, see the "Basis of Award" section 26.3 of the General Terms and Conditions.

- 2.2. Vendors are not required to submit pricing for all items listed within the bid schedule. Should a Vendor decide not to submit pricing on a line item, such should be indicated with "No Bid" or N/A placed in the Bid/Proposal Form for that item.

### 3. PROJECT FUNDING NOTICE

- 3.1. As notice to all Vendors, this project may be funded in whole or in part with Federal and State funds through the Federal Emergency Management Agency (FEMA). The Vendor agrees to abide by and comply with all Federal terms, conditions, provisions, certifications, affidavits, or otherwise as applicable and stated within this solicitation package and further agrees to incorporate all such clauses, provisions, and regulations into any sub-contracted agreements or relationships Vendor creates to support Vendor's services to the County under this Agreement.

### 4. LOCAL VENDOR PREFERENCE EXCLUSION

- 4.1. The Lee County Local Vendor Preference Ordinance has been waived for this solicitation and all references contained herein are non-applicable to this solicitation and subsequent Agreement and/or Purchase Order(s).

### 5. FEMA REIMBURSEMENT

- 5.1. Work completed under this Agreement may be reimbursed by FEMA as a result of an emergency or disaster. The Vendor agrees to abide by and comply with all Federal terms, conditions, provisions, certifications, affidavits, or otherwise as applicable and stated within this solicitation package. Vendors are required to comply in accordance with Federal Grant Requirements, 2 CFR part 200, terms, conditions, and specifications.

## 6. CONDUCT

6.1. Vendor agrees that all of its officers, employees and representatives shall conduct themselves in a professional manner and shall communicate with County employees and members of the public in a civil manner whenever conducting County business. All aspects of Vendor's performance, including complaints received from the public, may impact the County's decision to renew or terminate this Agreement in accordance with the provision contained here. Vendor shall remove or suspend, or further investigate, their employees for any act of violence, sexual harassment, substance abuse, or act of bigotry/prejudice.

End of Special Conditions Section



## EXHIBIT B FEE SCHEDULE

The Vendor is the primary and secondary vendor for the product and service categories listed below. The County shall order from the primary vendor first; then, if primary vendor is unable to provide products or services in the time required, the order may be issued to the secondary vendor. Products and services are to be charged in accordance with the unit prices provided below.

### AS PRIMARY:

<b><i>Rental of Portable Shower, Laundry Station and Restroom Trailers</i></b>			
<b><i>Category A: Restroom Trailers - Weekly Rate (includes delivery, pick-up, daily servicing and required consumables) - AS PRIMARY</i></b>			
<b>Item</b>	<b>Description</b>	<b>Rate</b>	<b>Unit Price</b>
A2	Small Restroom Trailer - Minimum 4 Stall (w/ water source)	Weekly	\$17,875.00
A3	Small Restroom Trailer - Minimum 4 Stall (w/ power source)	Weekly	\$21,450.00
A4	Small Restroom Trailer - Minimum 4 Stall (w/ water source & power source)	Weekly	\$25,025.00
A18	ADA Compliant Unisex Restroom Trailer - Single Stall (w/ water source)	Weekly	\$21,450.00
A19	ADA Compliant Unisex Restroom Trailer - Single Stall (w/ power source)	Weekly	\$25,025.00
A20	ADA Compliant Unisex Restroom Trailer - Single Stall (w/ water source & power source)	Weekly	\$27,885.00
<b><i>Category B: Restroom Trailers - Monthly Rate (includes delivery, pick-up, daily servicing and required consumables) - AS PRIMARY</i></b>			
<b>Item</b>	<b>Description</b>	<b>Rate</b>	<b>Unit Price</b>
B2	Small Restroom Trailer - Minimum 4 Stall (w/ water source)	Monthly	\$62,500.00
B3	Small Restroom Trailer - Minimum 4 Stall (w/ power source)	Monthly	\$75,000.00
B4	Small Restroom Trailer - Minimum 4 Stall (w/ water source & power source)	Monthly	\$87,500.00
B6	Medium Restroom Trailer - Minimum 6 Stall (w/ water source)	Monthly	\$82,500.00
B7	Medium Restroom Trailer - Minimum 6 Stall (w/ power source)	Monthly	\$95,000.00
B10	Large Restroom Trailer - Minimum 8 Stall (w/ water source)	Monthly	\$86,500.00
B11	Large Restroom Trailer - Minimum 8 Stall (w/ power source)	Monthly	\$99,000.00
B18	ADA Compliant Unisex Restroom Trailer - Single Stall (w/ water source)	Monthly	\$75,000.00
B19	ADA Compliant Unisex Restroom Trailer - Single Stall (w/ power source)	Monthly	\$87,500.00

B20	ADA Compliant Unisex Restroom Trailer - Single Stall (w/ water source & power source)	Monthly	\$97,500.00
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**Category C: Shower Trailers - Weekly Rate** (includes delivery, pick-up, daily servicing and required consumables) - **AS PRIMARY**

Item	Description	Rate	Unit Price
C18	ADA Compliant Unisex Single Shower Station (w/ water source)	Weekly	\$21,450.00
C19	ADA Compliant Unisex Single Shower Station (w/ power source)	Weekly	\$25,025.00

**Category D: Shower Trailers - Monthly Rate** (includes delivery, pick-up, daily servicing and required consumables) - **AS PRIMARY**

Item	Description	Rate	Unit Price
D2	Small Shower Trailer - Minimum 4 Station(w/ water source)	Monthly	\$100,000.00
D3	Small Shower Trailer - Minimum 4 Station (w/ power source)	Monthly	\$90,000.00
D4	Small Shower Trailer - Minimum 4 Station (w/ water source & power source)	Monthly	\$125,000.00
D6	Medium Shower Trailer - Minimum 6 Station (w/ water source)	Monthly	\$104,000.00
D7	Medium Shower Trailer - Minimum 6 Station (w/ power source)	Monthly	\$94,000.00
D8	Medium Shower Trailer - Minimum 6 Station (w/ water source & power source)	Monthly	\$129,000.00
D11	Large Shower Trailer - Minimum 8 Station (w/ power source)	Monthly	\$98,000.00
D18	ADA Compliant Unisex Single Shower Station (w/ water source)	Monthly	\$75,000.00
D19	ADA Compliant Unisex Single Shower Station (w/ power source)	Monthly	\$87,500.00
D20	ADA Compliant Unisex Single Shower Station (w/ water source & power source)	Monthly	\$97,500.00

**Category F: Laundry Trailers - Monthly Rate** (includes delivery, pick-up, daily servicing and required consumables) - **AS PRIMARY**

Item	Description	Unit of Measure	Unit Price
F3	Minimum 4 Station Laundry Trailer (w/ power source)	Monthly	\$90,000.00
F6	Minimum 6 Station Laundry Trailer (w/ water source)	Monthly	\$104,000.00
F7	Minimum 6 Station Laundry Trailer (w/ power source)	Monthly	\$94,000.00
F8	Minimum 6 Station Laundry Trailer (w/ water source & power source)	Monthly	\$129,000.00
F11	Minimum 8 Station Laundry Trailer (w/ power source)	Monthly	\$98,000.00

**Category G: Additional Servicing Rates** (outside of the daily minimum requirement)

Item	Description	Unit of Measure	Unit Price
G1	Small Restroom Trailer - Minimum 4 Stall	Each	\$450.00
G2	Medium Restroom Trailer - Minimum 6 Stall	Each	\$550.00
G3	Large Restroom Trailer - Minimum 8 Stall	Each	\$650.00
G4	X- Large Restroom Trailer - Minimum 12 Stall	Each	\$850.00
G5	ADA Compliant Unisex Restroom Trailer - Single Stall	Each	\$450.00
G6	Small Shower Trailer - Minimum 4 Station	Each	\$450.00
G7	Medium Shower Trailer - Minimum 6 Station	Each	\$550.00
G8	Large Shower Trailer - Minimum 8 Station	Each	\$650.00
G9	X-Large Shower Trailer - Minimum 12 Station	Each	\$850.00
G10	ADA Compliant Unisex Single Shower Station	Each	\$450.00
G11	X-Large Shower Trailer - Minimum 12 Station	Each	\$850.00
G12	ADA Compliant Unisex Single Shower Station	Each	\$450.00
G13	X-Large Shower Trailer - Minimum 12 Station	Each	\$850.00
G14	ADA Compliant Unisex Single Shower Station	Each	\$450.00

**AS SECONDARY:**

<b><i>Rental of Portable Shower, Laundry Station and Restroom Trailers</i></b>			
<b><i>Category A: Restroom Trailers - Weekly Rate (includes delivery, pick-up, daily servicing and required consumables) - AS SECONDARY</i></b>			
Item	Description	Rate	Unit Price
A1	Small Restroom Trailer - Minimum 4 Stall	Weekly	\$14,300.00
A5	Medium Restroom Trailer - Minimum 6 Stall	Weekly	\$18,590.00
A6	Medium Restroom Trailer - Minimum 6 Stall (w/ water source)	Weekly	\$23,595.00
A7	Medium Restroom Trailer - Minimum 6 Stall (w/ power source)	Weekly	\$27,170.00
A8	Medium Restroom Trailer - Minimum 6 Stall (w/ water source & power source)	Weekly	\$32,175.00
A9	Large Restroom Trailer - Minimum 8 Stall	Weekly	\$19,590.00
A10	Large Restroom Trailer - Minimum 8 Stall (w/ water source)	Weekly	\$24,595.00
A11	Large Restroom Trailer - Minimum 8 Stall (w/ power source)	Weekly	\$28,170.00
A12	Large Restroom Trailer - Minimum 8 Stall (w/ water source & power source)	Weekly	\$33,175.00
A14	X- Large Restroom Trailer - Minimum 12 Stall (w/ water source)	Weekly	\$31,460.00

A15	X- Large Restroom Trailer - Minimum 12 Stall (w/ power source)	Weekly	\$35,750.00
A16	X- Large Restroom Trailer - Minimum 12 Stall (w/ water source & power source)	Weekly	\$42,185.00
A17	ADA Compliant Unisex Restroom Trailer - Single Stall	Weekly	\$18,590.00

**Category B: Restroom Trailers - Monthly Rate** (includes delivery, pick-up, daily servicing and required consumables) - **AS SECONDARY**

Item	Description	Rate	Unit Price
B1	Small Restroom Trailer - Minimum 4 Stall	Monthly	\$50,000.00
B5	Medium Restroom Trailer - Minimum 6 Stall	Monthly	\$65,000.00
B8	Medium Restroom Trailer - Minimum 6 Stall (w/ water source & power source)	Monthly	\$112,500.00
B9	Large Restroom Trailer - Minimum 8 Stall	Monthly	\$69,000.00
B12	Large Restroom Trailer - Minimum 8 Stall (w/ water source & power source)	Monthly	\$116,500.00
B13	X- Large Restroom Trailer - Minimum 12 Stall	Monthly	\$90,000.00
B14	X- Large Restroom Trailer - Minimum 12 Stall (w/ water source)	Monthly	\$110,000.00
B15	X- Large Restroom Trailer - Minimum 12 Stall (w/ power source)	Monthly	\$125,000.00
B16	X- Large Restroom Trailer - Minimum 12 Stall (w/ water source & power source)	Monthly	\$147,500.00
B17	ADA Compliant Unisex Restroom Trailer - Single Stall	Monthly	\$65,000.00

**Category C: Shower Trailers - Weekly Rate** (includes delivery, pick-up, daily servicing and required consumables) - **AS SECONDARY**

Item	Description	Rate	Unit Price
C1	Small Shower Trailer - Minimum 4 Station	Weekly	\$18,590.00
C2	Small Shower Trailer - Minimum 4 Station (w/ water source)	Weekly	\$28,600.00
C3	Small Shower Trailer - Minimum 4 Station (w/ power source)	Weekly	\$25,740.00
C4	Small Shower Trailer - Minimum 4 Station (w/ water source & power source)	Weekly	\$25,740.00
C5	Medium Shower Trailer - Minimum 6 Station	Weekly	\$19,590.00
C6	Medium Shower Trailer - Minimum 6 Station (w/ water source)	Weekly	\$29,600.00
C7	Medium Shower Trailer - Minimum 6 Station (w/ power source)	Weekly	\$26,740.00
C8	Medium Shower Trailer - Minimum 6 Station (w/ water source & power source)	Weekly	\$36,750.00

C9	Large Shower Trailer - Minimum 8 Station	Weekly	\$20,590.00
C10	Large Shower Trailer - Minimum 8 Station (w/ water source)	Weekly	\$30,600.00
C11	Large Shower Trailer - Minimum 8 Station (w/ power source)	Weekly	\$27,740.00
C12	Large Shower Trailer - Minimum 8 Station (w/ water source & power source)	Weekly	\$37,750.00
C14	X-Large Shower Trailer - Minimum 12 Station (w/ water source)	Weekly	\$57,200.00
C15	X-Large Shower Trailer - Minimum 12 Station (w/ power source)	Weekly	\$44,330.00
C16	X-Large Shower Trailer - Minimum 12 Station (w/ water source & power source)	Weekly	\$71,500.00
C17	ADA Compliant Unisex Single Shower Station	Weekly	\$18,590.00
C20	ADA Compliant Unisex Single Shower Station (w/ water source & power source)	Weekly	\$27,885.00

**Category D: Shower Trailers - Monthly Rate** (includes delivery, pick-up, daily servicing and required consumables) - **AS SECONDARY**

Item	Description	Rate	Unit Price
D1	Small Shower Trailer - Minimum 4 Station	Monthly	\$65,000.00
D5	Medium Shower Trailer - Minimum 6 Station	Monthly	\$68,000.00
D9	Large Shower Trailer - Minimum 8 Station	Monthly	\$73,000.00
D10	Large Shower Trailer - Minimum 8 Station (w/ water source)	Monthly	\$108,000.00
D12	Large Shower Trailer - Minimum 8 Station (w/ water source & power source)	Monthly	\$133,000.00
D13	X-Large Shower Trailer - Minimum 12 Station	Monthly	\$130,000.00
D14	X-Large Shower Trailer - Minimum 12 Station (w/ water source)	Monthly	\$200,000.00
D15	X-Large Shower Trailer - Minimum 12 Station (w/ power source)	Monthly	\$155,000.00
D16	X-Large Shower Trailer - Minimum 12 Station (w/ water source & power source)	Monthly	\$250,000.00
D17	ADA Compliant Unisex Single Shower Station	Monthly	\$65,000.00

**Category E: Laundry Trailers - Weekly Rate** (includes delivery, pick-up, daily servicing and required consumables) - **AS SECONDARY**

Item	Description	Unit of Measure	Unit Price
E1	Minimum 4 Station Laundry Trailer	Weekly	\$18,590.00
E2	Minimum 4 Station Laundry Trailer (w/ water source(w/ water source))	Weekly	\$28,600.00

E3	Minimum 4 Station Laundry Trailer (w/ power source)	Weekly	\$25,740.00
E4	Minimum 4 Station Laundry Trailer (w/ water source & power source)	Weekly	\$35,750.00
E5	Minimum 6 Station Laundry Trailer	Weekly	\$19,590.00
E6	Minimum 6 Station Laundry Trailer (w/ water source)	Weekly	\$29,600.00
E7	Minimum 6 Station Laundry Trailer (w/ power source)	Weekly	\$26,740.00
E8	Minimum 6 Station Laundry Trailer (w/ water source & power source)	Weekly	\$36,750.00
E9	Minimum 8 Station Laundry Trailer	Weekly	\$20,590.00
E10	Minimum 8 Station Laundry Trailer (w/ water source)	Weekly	\$30,600.00
E11	Minimum 8 Station Laundry Trailer (w/ power source)	Weekly	\$27,740.00
E12	Minimum 8 Station Laundry Trailer (w/ water source & power source)	Weekly	\$37,750.00
E14	Minimum 12 Station Laundry Trailer (w/ water source)	Weekly	\$57,200.00
E15	Minimum 12 Station Laundry Trailer (w/ power source)	Weekly	\$44,330.00
E16	Minimum 12 Station Laundry Trailer (w/ water source & power source)	Weekly	\$71,500.00

**Category F: Laundry Trailers - Monthly Rate** (includes delivery, pick-up, daily servicing and required consumables) - **AS SECONDARY**

Item	Description	Unit of Measure	Unit Price
F1	Minimum 4 Station Laundry Trailer	Monthly	\$65,000.00
F2	Minimum 4 Station Laundry Trailer (w/ water source)	Monthly	\$100,000.00
F4	Minimum 4 Station Laundry Trailer (w/ water source & power source)	Monthly	\$125,000.00
F5	Minimum 6 Station Laundry Trailer	Monthly	\$69,000.00
F9	Minimum 8 Station Laundry Trailer	Monthly	\$73,000.00
F10	Minimum 8 Station Laundry Trailer (w/ water source)	Monthly	\$108,000.00
F12	Minimum 8 Station Laundry Trailer (w/ water source & power source)	Monthly	\$133,000.00
F14	Minimum 12 Station Laundry Trailer (w/ water source)	Monthly	\$200,000.00
F15	Minimum 12 Station Laundry Trailer (w/ power source)	Monthly	\$155,000.00
F16	Minimum 12 Station Laundry Trailer (w/ water source & power source)	Monthly	\$250,000.00

<b>Category G: Additional Servicing Rates</b> <i>(outside of the daily minimum requirement)</i>			
<b>Item</b>	<b>Description</b>	<b>Unit of Measure</b>	<b>Unit Price</b>
G1	Small Restroom Trailer - Minimum 4 Stall	Each	\$450.00
G2	Medium Restroom Trailer - Minimum 6 Stall	Each	\$550.00
G3	Large Restroom Trailer - Minimum 8 Stall	Each	\$650.00
G4	X- Large Restroom Trailer - Minimum 12 Stall	Each	\$850.00
G5	ADA Compliant Unisex Restroom Trailer - Single Stall	Each	\$450.00
G6	Small Shower Trailer - Minimum 4 Station	Each	\$450.00
G7	Medium Shower Trailer - Minimum 6 Station	Each	\$550.00
G8	Large Shower Trailer - Minimum 8 Station	Each	\$650.00
G9	X-Large Shower Trailer - Minimum 12 Station	Each	\$850.00
G10	ADA Compliant Unisex Single Shower Station	Each	\$450.00
G11	X-Large Shower Trailer - Minimum 12 Station	Each	\$850.00
G12	ADA Compliant Unisex Single Shower Station	Each	\$450.00
G13	X-Large Shower Trailer - Minimum 12 Station	Each	\$850.00
G14	ADA Compliant Unisex Single Shower Station	Each	\$450.00

End of Exhibit B Fee Schedule

## EXHIBIT C INSURANCE REQUIREMENTS

### INSURANCE GUIDE



#### Lee County Insurance Requirements

**Minimum Insurance Requirements:** *Risk Management in no way represents that the insurance required is sufficient or adequate to protect the vendors' interest or liabilities. The following are the required minimums the vendor must maintain throughout the duration of this contract. The County reserves the right to request additional documentation regarding insurance provided*

- a. **Commercial General Liability** - Coverage shall apply to premises and/or operations, products and completed operations, independent contractors, contractual liability exposures with minimum limits of:
  - \$1,000,000 per occurrence
  - \$2,000,000 general aggregate
  - \$1,000,000 products and completed operations
  - \$1,000,000 personal and advertising injury
- b. **Business Auto Liability** - The following Automobile Liability will be required and coverage shall apply to all owned, hired and non-owned vehicles use with minimum limits of:
  - \$1,000,000 combined single limit (CSL); or
  - \$500,000 bodily injury per person
  - \$1,000,000 bodily injury per accident
  - \$500,000 property damage per accident
- c. **Workers' Compensation** - Statutory benefits as defined by FS 440 encompassing all operations contemplated by this contract or agreement to apply to all owners, officers, and employees regardless of the number of employees. Workers Compensation exemptions may be accepted with written proof of the State of Florida's approval of such exemption. Employers' liability will have minimum limits of:
  - \$500,000 per accident
  - \$500,000 disease limit
  - \$500,000 disease – policy limit

***\*The required minimum limit of liability shown in a. and b. may be provided in the form of "Excess Insurance" or "Commercial Umbrella Policies." In which case, a "Following Form Endorsement" will be required on the "Excess Insurance Policy" or "Commercial Umbrella Policy."***

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## Lee County Insurance Requirements

### **Verification of Coverage:**

1. Coverage shall be in place prior to the commencement of any work and throughout the duration of the contract. A certificate of insurance will be provided to the Risk Manager for review and approval. The certificate shall provide for the following:

- a. **Under the Description of Operations, the following must read as listed:**

*"Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials are automatic additional insureds and includes an automatic waiver of subrogation with regard to general liability. The certificate holder is an additional insured on a primary and noncontributory basis with regards to general liability."*

- b. **The certificate holder must read as follows:**

Lee County, a political subdivision and Charter County of the State of Florida  
P.O. Box 398  
Fort Myers, Florida 33902

### **Special Requirements:**

1. An appropriate "Indemnification" clause shall be made a provision of the contract.
2. It is the responsibility of the general contractor to ensure that all subcontractors comply with all insurance requirements.

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End of Insurance Guide Section

**EXHIBIT D**  
**VENDOR BACKGROUND SCREENING AFFIDAVIT**



**VENDOR BACKGROUND  
SCREENING AFFIDAVIT**

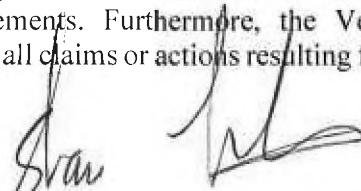
Florida Statutes Chapter 435 governs required background screenings for any employees, contractors, subcontractors, or agents of the Vendor who will have contact with any vulnerable person, as defined by statute, or who otherwise are required to undergo a Level 1 or Level 2 background screening in accordance with Florida law.

The Vendor is responsible for ensuring that such required background screenings are conducted in accordance with Florida Statutes Chapter 435. Documentation of such completed background screenings must be maintained for a period of no less than five (5) years and are subject to audit by Lee County at any time during such five (5) year period.

**Under penalty of perjury, I declare that I have read and understand the requirements stated above, and that all required background screenings shall be conducted in accordance with this affidavit.** I further understand that there may be additional local, state, and federal regulations that may require background screening, and that the Vendor will be solely responsible for complying with such legal requirements. Furthermore, the Vendor shall indemnify and hold Lee County harmless from any and all claims or actions resulting from failure to comply with this affidavit.

Date: 6/8/2023

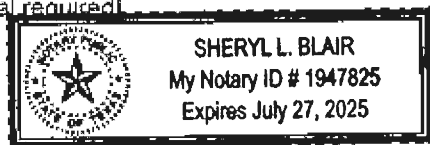
STATE OF Texas  
COUNTY OF Galveston

  
Signature

Stan Ledbetter - Division President Response  
Name/Title

The foregoing instrument was sworn to (or affirmed) and subscribed before me by means of ☒ physical presence or ☐ online notarization, this 8th day of June, 2023, by the above-named person and in their stated capacity, and is either personally known to me or who has produced the following type of identification: Personally known  
Type of Identification

[Stamp/seal required]



  
Signature, Notary Public

**EXHIBIT E**  
**FUNDING PACKAGE**



Advertise Date: Friday, March 31, 2023

Lee County Board of County Commissioners  
DIVISION OF PROCUREMENT MANAGEMENT

INVITATION TO BID (B)

Solicitation No.: **B230263BJB**

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Solicitation Name: **Rental of Portable Shower, Laundry, and Restroom Trailers**

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Open Date/Time: **Monday, April 17, 2023** Time: **2:30 PM**

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Location: **Lee County Procurement Management  
2115 Second Street, 1st Floor  
Fort Myers, FL 33901**

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Procurement Contact: **Brian Boehs** Title **Procurement Analyst**

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Phone: **(239) 533-8887** Email: **bboehs@leegov.com**

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Requesting Dept. **COUNTY WIDE**

**Pre-Bid Conference:**

Type: No meeting scheduled at this time  
Date/Time: N/A  
Location: N/A

All solicitation documents are available for download at  
[www.leegov.com/procurement](http://www.leegov.com/procurement)

**FUNDED IN PART OR IN WHOLE BY:**  
**Federal Emergency Management Agency (FEMA)**

Vendors are required to comply in accordance with  
Federal Grant Requirements, 2 CFR part 200,  
terms, conditions, and specifications.

## PROJECT FUNDING PACKAGE

Advertisement Date: **3/31/2023****Notice to Bidder****Invitation to Bid (B)**

Lee County, Florida, is requesting bids from qualified individuals/firms for

B230263BJB, Rental of Portable Shower, Laundry, and Restroom Trailers

Then and there to be publicly opened and read aloud for the purpose of selecting a vendor to furnish all necessary labor, services, materials, equipment, tools, consumables, transportation, skills and incidentals required for Lee County, Florida, in conformance with solicitation documents, which include technical specifications and/or a scope of work.

Those individuals/firms interested in being considered for this solicitation are instructed to submit, in accordance with specifications, their Bids, pertinent to this project prior to

**2:30 PM Monday, April 17, 2023**

to the office of the **Procurement Management Director, 2115 Second Street, 1st Floor, Fort Myers, FL 33901**. The Invitation to Bid shall be received in a sealed envelope, prior to the time scheduled to receive Bid(s), and shall be clearly marked with the solicitation name, solicitation number, bidder name, and contact information as identified in these solicitation documents.

The Scope of Work/Specifications for this solicitation is available from [www.leegov.com/procurement](http://www.leegov.com/procurement). Bidders who obtain Scope of Work/Specifications from sources other than [www.leegov.com/procurement](http://www.leegov.com/procurement) are cautioned that the solicitation package may be incomplete. The County's official bidders list, addendum(s) and information must be obtained from [www.leegov.com/procurement](http://www.leegov.com/procurement). It is the bidder's responsibility to check for posted information. The County may not accept incomplete Bids.

**There will be no Pre-Bid Conference for this solicitation.**

It has been determined that the specifications and scope of work within this solicitation are adequate to describe the product or services being requested. A pre-bid conference and site visit has not been scheduled for this solicitation. Questions regarding this solicitation are to be directed, in writing, to the individual listed below using the email address listed below or faxed to (239) 485 8383 during normal working hours.

**Brian Boehs, [bboehs@leegov.com](mailto:bboehs@leegov.com)**

Sincerely,

Robin Dennard

Procurement Manager

\*[WWW.leegov.Com/Procurement](http://WWW.leegov.Com/Procurement) is the County's official posting site

## PROJECT FUNDING PACKAGE

## Terms and Conditions

## INVITATION TO BID (B)

## 1. DEFINITIONS

- 1.1. **Addendum/Addenda:** A written change, addition, alteration, correction or revision to a bid, proposal or contract Agreement/Contract. Addendum/Addenda may be issued following a pre-bid/pre-proposal conference or as a result of a specification or work scope change to the solicitation.
- 1.2. **Approved Alternate:** Solicitation documents may make reference of specific manufacturer(s) or product(s). These references serve only as a recommendation and a guide to minimum quality and performance. The references are not intended to exclude approved alternatives of other manufacturer(s) or product(s).
- 1.3. **Bid/Proposal Package:** A bid/proposal is a document submitted by a vendor in response to some type of solicitation to be used as a basis for negotiations or for entering into a contract.
- 1.4. **Bidder/Responder/Proposer:** One who submits a response to a solicitation.
- 1.5. **County:** Refers to Lee County Board of County Commissioners.
- 1.6. **Due Date and Time/Opening:** Is defined as the date and time upon which a bid or proposal shall be submitted to the Lee County Procurement Management Division. Only bids or proposals received prior to the established date and time will be considered.
- 1.7. **Liquidated Damages:** Damages paid usually in the form of monetary payment, agreed by the parties to a contract which are due and payable as damages by the party who breaches all or part of the contract. May be applied on a daily basis for as long as the breach is in effect.
- 1.8. **Procurement Management:** shall mean the Director of Lee County's Procurement Management Department or designee.
- 1.9. **Responsible:** A vendor, business entity or individual who is fully capable to meet all of the requirements of the bid/proposal solicitation documents and subsequent contract. Must possess the full capability including financial and technical, to perform as contractually required. Must be able to fully document the ability to provide good faith performance.
- 1.10. **Responsive:** A vendor, business entity or individual who has submitted a bid or request for proposal that fully conforms in all material respects to the bid/proposal solicitation documents and all of its requirements, including all form and substance.
- 1.11. **Solicitation:** An invitation to bid, a request for proposal, invitation to negotiate or any document used to obtain bids or proposals for the purpose of entering into a contract.

## 2. ORDER OF PRECEDENCE

- 2.1. In resolving conflicts, errors, and discrepancies, the order of precedence of the bid document is as follows
  - 2.1.1. Lee County Procurement Management Ordinance 22-06
  - 2.1.2. Change Order
  - 2.1.3. Agreement
  - 2.1.4. Addenda
  - 2.1.5. Special Conditions
  - 2.1.6. Detailed Scope of Work/Specifications
  - 2.1.7. Supplemental Information, if any
  - 2.1.8. Terms and Conditions

## 3. RULES, REGULATIONS, LAWS, ORDINANCES AND LICENSES

- 3.1. It shall be the responsibility of the bidder to assure compliance with all other federal, state, or county codes, rules, regulations or other requirements, as each may apply. Any involvement with the Lee County shall be in accordance with but not limited to:
  - 3.1.1. Lee County Procurement Management Ordinance 22-06
  - 3.1.2. Pursuant to FL § Section 119.071, Public Records, General exemptions from inspection or copying of public records. Sealed bids, proposals or replies received by the agency pursuant to a solicitation are exempt from public records request (s. 119.07(1) and s. 24(a), Art. I, of the State Constitution until such time as the agency provides notice of an intended decision or until 30 days after opening the bids, proposals or final replies, whichever is earlier.
  - 3.1.3. FL § 215 regarding scrutinized companies and business operations.
  - 3.1.4. FL § 218 Public Bid Disclosure Act.

## PROJECT FUNDING PACKAGE

- 3.1.5. FL § 337.168 Confidentiality of official estimates, identities of potential bidders, and bid analysis and monitoring system.
- 3.1.6. FL § Section 607.1501(1) states: A foreign corporation may not transact business in the State of Florida until it obtains a certificate of authority from the Department of State.
- 3.2. **Local Business Tax Account:** As applicable, anyone providing merchandise or services to the public within the jurisdiction of Lee County must obtain a Lee County business tax account to operate unless specifically exempted.
- 3.3. **License(s):** Bidder should provide, at the time of the opening of the bid, licenses required for this product and/or service.

## 4. BID – PREPARATION OF SUBMITTAL

- 4.1. **Sealed Bid:** Submission must be in a sealed envelope/box, and the outside of the submission must be marked with the following information (Sealed Bid Label Form is attached for your use):
  - 4.1.1. Marked with the words “Sealed Bid”
  - 4.1.2. Bid Number
  - 4.1.3. Bid Title
  - 4.1.4. Bid Due Date
  - 4.1.5. Name of the firm submitting the bid
  - 4.1.6. Contact e-mail and telephone number
- 4.2. **Bid submission shall include:**
  - 4.2.1. Provide two (2) hard copies. Mark each: one “Original”, one “Copy”
  - 4.2.2. Provide one (1) electronic flash drive set of the entire submission documents.
  - 4.2.3. Electronic submission document is to be one single Adobe PDF file in the same order as the original hard copy.
  - 4.2.4. Limit the color and number of images to avoid unmanageable file sizes.
  - 4.2.5. Do not lock files.
- 4.3. **Submission Format:**
  - 4.3.1. Required Forms: complete and return **all** required forms. If the form is not applicable please return with “Not Applicable” or “N/A” in large letters across the form.
  - 4.3.2. Failure to submit required or requested information may result in the bidder being found non-responsive.
  - 4.3.3. Execution of Bid: All documents must be properly signed by corporate authorized representative, witnessed, and where applicable corporate and/or notary seals affixed. All Bids shall be typed or printed in ink. The bidder may not use erasable ink. All corrections made to the bids shall be initialed.
  - 4.3.4. If a cost/bid schedule was provided in Microsoft Excel format, the returned completed schedule should be included as a Microsoft Excel File on the Flash drive.
  - 4.3.5. The submission should not contain links to other web pages.
  - 4.3.6. Include any information requested by the County necessary to analyze your bid, i.e., required submittals, literature, technical data, financial statements.
  - 4.3.7. Bid Security/Bond(s), as applicable (Construction projects)
- 4.4. **Preparation Cost:** The Bidder is solely responsible for any and all costs associated with responding to this solicitation. No reimbursement will be made for any costs associated with the preparation and submittal of any bid, or for any travel and per diem costs that are incurred by any Bidder.

## 5. RESPONSES RECEIVED LATE

- 5.1. It shall be the Bidder’s sole responsibility to deliver the bid submission to the Lee County Procurement Management Division prior to or on the time and date stated. All references to date and time herein reference Lee County, FL local time.
- 5.2. Any bids received after the stated time and date will not be considered. The bid shall not be opened at the public opening. Arrangements may be made for the unopened bid to be returned at the bidder’s request and expense.
- 5.3. The Lee County Procurement Management Division shall not be responsible for delays caused by the method of delivery such as, but not limited to; internet, United States Postal Service, overnight express mail service(s), or delays caused by any other occurrence.

## 6. BIDDER REQUIREMENTS (unless otherwise noted)

- 6.1. **Responsive and Responsible:** Only bids received from responsive and responsible bidders will be considered. The County reserves the right before recommending any award to inspect the facilities and organization; or to

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take any other necessary action, such as background checks, to determine ability to perform is satisfactory, and reserves the right to reject submission packages where evidence submitted or investigation and evaluation indicates an inability for the bidder to perform.

6.1.1. Additional sources may be utilized to determine credit worthiness and ability to perform.

6.1.2. Any bidder or sub-contractor that will have access to County facilities or property may be required to be screened to a level that may include, but is not limited to fingerprints, statewide criminal. There may be fees associated with these procedures. These costs are the responsibility of the bidder or sub-contractor.

6.1.3. Bidders are responsible for ensuring that any required background screening are conducted in accordance with Chapter 435. Bidders shall be aware, understand, and ensure compliance with the statutory requirements regarding background checks. FL Statutes Chapter 435 governs required background screenings for any employees, contractors, subcontractors, or agents of the Bidder who will have contact with any vulnerable person, as defined by statute, or who otherwise are required to undergo a Level 1 or Level 2 background screening in accordance with Florida law. Such requirements shall flow down to sub-contractors/consultants of the prime Bidder and prime Bidder shall ensure compliance with Chapter 435 of such parties.

6.1.3.1. Documentation of such completed background screenings must be maintained for a period of no less than five (5) years and are subject to audit by Lee County at any time during such five (5) year period.

6.2. **BID--Past Performance:** Bidders past performance and prior dealings with Lee County (i.e., failure to meet specifications, poor workmanship, late delivery, etc.) may be reviewed. Poor or unacceptable past performance may result in bidder disqualification.

6.3. Submission packages, unless otherwise noted, will be considered only from bidders normally engaged in the provision of the services specified here in. The bidder shall have adequate organization, facilities, equipment, and personnel to ensure prompt and efficient service to Lee County. The County reserves the right before recommending any award to inspect the facilities and organization; or to take any other action necessary to determine ability to perform satisfactorily, and reserves the right to reject submission packages where evidence submitted or investigation and evaluation indicated an inability of the bidder to perform.

## 7. PRE-BID CONFERENCE

7.1. A pre-bid conference will be held in the location, date, and time specified on the cover of this solicitation. The cover will also note if the pre-bid conference is Non-Mandatory or Mandatory. All questions and answers are considered informal. All prospective bidders are encouraged to obtain and review the solicitation documents prior to the pre-bid conference so they may be prepared to discuss any questions or concerns they have concerning this project. All questions must be submitted formally in writing to the procurement staff noted on the first page of the bid document. A formal response will be provided in the form of an addendum (see "County Interpretation/Addendums" for additional information.) A site visit may follow the pre-bid conference, as applicable.

7.2. **Non-Mandatory:** Pre-bid conferences are generally non-mandatory, but it is highly recommended that prospective bidders participate.

7.3. **Mandatory:** Failure to attend a mandatory pre-bid conference will result in the bid being considered **non-responsive**.

## 8. COUNTY INTERPRETATION/ADDENDUMS

8.1. Each Bidder shall examine the solicitation documents and shall judge all matters relating to the adequacy and accuracy of such documents. Any inquiries, suggestions or requests concerning interpretation, clarification or additional information pertaining to the solicitation shall be **submitted in writing prior to 5:00 PM at least eight (8) calendar days prior to the date when the submission is due.**

8.2. Response(s) will be in the form of an Addendum posted on [www.leegov.com/procurement](http://www.leegov.com/procurement). It is solely the bidder's responsibility to check the website for information. No notifications will be sent by Lee County Procurement Management Division.

8.3. All Addenda shall become part of the Contract Documents.

8.4. The County shall not be responsible for oral interpretations given by any County employee, representative, or others. Interpretation of the meaning of the plans, specifications or any other contract document, or for correction of any apparent ambiguity, inconsistency or error there in, shall be in writing. Issuance of a written



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addendum by the County's Procurement Management Division is the only official method whereby interpretation, clarification or additional information can be given.

## 9. QUALITY GUARANTEE/WARRANTY (as applicable)

- 9.1. Bidder will guarantee their work without disclaimers, unless otherwise specifically approved by the County, for a minimum of twelve (12) months from the date of final completion.
- 9.2. Unless otherwise specifically provided in the specifications, all equipment and materials and articles incorporated in the work covered by this contract shall be new, unused and of the most suitable grade for the purpose intended. Refurbished parts or equipment are not acceptable unless otherwise specified in the specifications. All warranties will begin from the date of final completion.
- 9.3. Unless otherwise specifically provided in the specifications, the equipment must be warranted for twelve (12) months, shipping, parts, and labor. Should the equipment be taken out of service for more than forty-eight (48) hours to have warranty work performed, a loaner machine of equal capability or better shall be provided for use until the repaired equipment is returned to service at no additional charge to the County.
- 9.4. If any product does not meet performance representation or other quality assurance representations as published by manufacturers, producers or distributors of such products or the specifications listed, the vendor shall pick up the product from the County at no expense to the County. The County reserves the right to reject any or all materials, if in its judgment the item reflects unsatisfactory workmanship or manufacturing or shipping damage. The vendor shall refund, to the County, any money which has been paid for same.

## 10. SUBSTITUTION(S)/APPROVED ALTERNATE(S)

- 10.1. Unless otherwise specifically provided in the specifications, reference to any equipment, material, article or patented process, by trade name, brand name, make or catalog number, shall be regarded as establishing a standard of quality and shall not be construed as limiting competition. If a bidder wishes to make a substitution in the specifications, the bidder shall furnish to the County, **no later than ten (10) business days prior to the bid opening date**, the name of the manufacturer, the model number, and other identifying data and information necessary to aid the County in evaluating the substitution. Such information is submitted through the Procurement Management Division. Any such substitution shall be subject to County approval through the issuance of a written addendum by the County's Procurement Management Division. Substitutions shall be approved only if determined by the County to be an **Approved Alternate** to the prescribed specifications.
- 10.2. A bid containing a substitution is subject to disqualification if the substitution is not approved by the County. Items bid must be identified by brand name, number, manufacturer, and model, and shall include full descriptive information, brochures, and appropriate attachments. Brand names are used for descriptive purposes only. An **Approved Alternate** product or service may be used.

## 11. NEGOTIATED ITEMS

- 11.1. Any item not outlined in the Scope of Work/Specifications may be subject to negotiations between the County and the successful bidder.
- 11.2. After award of this bid the County reserves the right to add or delete items/services at prices to be negotiated at the time of addition or deletion.
- 11.3. At contract renewal time(s) or in the event of significant industry wide market changes, the County may negotiate justified adjustments such as price, terms, etc., if in its sole judgment, the County considers such adjustments to be in their best interest.

## 12. ERRORS, OMISSIONS, CALCULATION ERRORS (as applicable)

- 12.1. **Calculation Errors:** In the event of multiplication/addition error(s), the unit price shall prevail. Written prices shall prevail over figures where applicable. All bids will be reviewed mathematically and corrected, if necessary, using these standards, prior to further evaluation.

## 13. CONFIDENTIALITY

- 13.1. Bidders should be aware that all submissions provided are subject to public disclosure and will **not** be afforded confidentiality, unless provided by Chapter 119 FL §.
- 13.2. If information is submitted with a bid that is deemed "Confidential" the bidder must stamp those pages of the submission that are considered confidential. The bidder must provide documentation as to validate why these documents should be declared confidential in accordance with Chapter 119, "Public Records," exemptions.

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- 13.3. Lee County ***will not reveal engineering estimates or budget amounts for a project*** unless required by grant funding or unless it is in the best interest of the County. According to FL § 337.168: A document or electronic file revealing the official cost estimate of the department of a project is confidential and exempt from the provisions of s. 119.07(1) until the contract for the project has been executed or until the project is no longer under active consideration.
14. BID CONFLICT OF INTEREST
- 14.1. **Business Relationship Disclosure Requirement:** The award hereunder is subject to the provisions of Chapter 112, Public Officers and Employees: General Provisions, Florida Statutes. All bidders must disclose with their submission the name of any officer, director or agent who is also an employee of the Lee County or any of its agencies. Further, all bidders must disclose the name of any County employee who owns directly or indirectly, an interest of five percent (5%) or more in the bidder's firm or any of its branches.
15. ANTI-LOBBYING CLAUSE (Cone of Silence)
- 15.1. Upon the issuance of the solicitation, prospective proposers/bidders or any agent, representative or person acting at the request of such proposer/bidder shall not have any contact, communicate with or discuss any matter relating in any way to the solicitation with any Commissioner, Evaluation Review Committee, agent or employee of the County other than the Procurement Management Director or their designee. This prohibition begins with the issuance of any solicitation, and ends upon execution of the final contract or when the solicitation has been cancelled. **If it is determined that improper communications were conducted, the Bidder/Proposer maybe declared non-responsible.**
16. ANTITRUST VIOLATION
- 16.1. A person or an affiliate who has been placed on the antitrust violator vendor list, available at [Antitrust Violator Vendor List / Vendor Registration and Vendor Lists / State Agency Resources / State Purchasing / Business Operations / Florida Department of Management Services - DMS \(myflorida.com\)](#), following a conviction or being held civilly liable for an antitrust violation may not submit a bid, proposal, or reply for any new contract to provide any goods or services to Lee County; may not submit a bid, proposal, or reply for a new contract with Lee County for the construction or repair of a public building or public work; may not submit a bid, proposal, or reply on new leases of real property to Lee County; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a new contract with Lee County; and may not transact new business with Lee County.
17. DRUG FREE WORKPLACE
- 17.1. Lee County Board of County Commissioners encourages Drug Free Workplace programs.
18. FLORIDA CERTIFIED ENTERPRISES
- 18.1. The County encourages the use of Florida Certified Enterprises such as such as Disadvantaged, Minority, Women, Veterans Business Enterprise (DBE, MBE, WBE, VBE) firms.
- 18.2. Bidder/Proposer is requested to indicate whether the Firm and/or any proposed sub-consultants are a Florida Certified Enterprise. Lee County encourages the utilization and participation of DBE, MBE, WBE, VBE or similar in procurements, and evaluation proceedings will be conducted within the established guidelines regarding equal employment opportunity and nondiscriminatory action based upon the grounds of race, color, sex or national origin. Interested Florida Certified Enterprises such as Disadvantaged, Minority, Women, Veterans Business Enterprise (DBE, MBE, WBE, VBE) firms and similar are encouraged to submit.
19. ANTI-DISCRIMINATION/EQUAL EMPLOYMENT OPPORTUNITY
- 19.1. The bidder agrees to comply, in accordance with 504 of the Rehabilitation Act of 1973 as amended, the Americans with Disabilities Act of 1990 (ADA), the ADA Amendments Act of 2008 (ADAAA) that furnishing goods or services to the County hereunder, no person on the grounds of race, religion, color, age, sex, national origin, disability or marital status shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination.
- 19.2. The bidder will not discriminate against any employee or applicant for employment because of race, religion, color, age, sex, national origin, disability or marital status. The bidder will make affirmative efforts to ensure that applicants are employed and that employees are treated during employment without regard to their race, religion, color, age, sex, national origin, disability or marital status.

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- 19.3. The bidder will include the provisions of this section in every sub-contract under this contract to ensure its provisions will be binding upon each sub-contractor. The bidder will take such actions in respect to any sub-contractor, as the contracting agency may direct, as a means of enforcing such provisions, including sanctions for non-compliance.
- 19.4. An entity or affiliate who has been placed on the State of Florida's Discriminatory Vendor List (This list may be viewed by going to the Department of Management Services website at <http://www.dms.myflorida.com>) may not submit a bid on a contract to provide 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 award or perform work as a vendor, supplier, sub-contractor, or consultant under contract with any public entity, and may not transact business with any public entity.

## 20. SUB-CONTRACTOR

- 20.1. The use of sub-contractors under this solicitation requires prior written authorization from the County representative.

## 21. BID - PROJECT GUIDELINES (as applicable)

- 21.1. The County has established the following Guidelines, Criteria, Goals, Objectives, Constraints, Schedule, Budget and or Requirements which shall service as a guide to the bidder(s) in conforming to the provision of goods and/or services to be provided pursuant to this Agreement/Contract:
  - 21.1.1. No amount of work is guaranteed upon the execution of an Agreement/Contract.
  - 21.1.2. Rates and all other negotiated expenses will remain in effect throughout the duration of the Agreement/Contract period.
  - 21.1.3. This contract does not entitle any bidder to exclusive rights to County Agreement/Contracts. The County reserves the right to perform any and all available required work in-house or by any other means it so desires.
  - 21.1.4. In reference to vehicle travel, mileage and man-hours spent in travel time, is considered incidental to the work and not an extra compensable expense.
  - 21.1.5. Lee County reserves the right to add or delete, at any time, and or all material, tasks or services associated with this Agreement/Contract.
  - 21.1.6. Any Single Large Project: The County, in its sole discretion, reserves the right to separately solicit any project that is outside the scope of this solicitation, whether through size, complexity or the dollar value.

## 22. BID – TIEBREAKER

- 22.1. Whenever two or more bids, which are equal with respect to price, quality and service, are received for procurement of commodities or contractual services, from responsive and responsible bidders, the following steps shall be taken to establish the award to the lowest bidder. This method shall be used for all ties.
  - 22.1.1. Step 1 - Local Bidder: Between a local Bidder, and a non-local Bidder, a contract award, or the first opportunity to negotiate, as applicable, shall be made to the local Bidder. **If local preference is prohibited by the funding source, then step 2 will replace step 1.**
  - 22.1.2. Step 2 - Drug Free Workplace: At the conclusion of step 1, if all is equal, the Bidder with a Drug Free Workplace program shall be given preference over a Bidder with no Drug Free Workplace program. The contract award, or the first opportunity to negotiate, as applicable, shall be made to the bidder with the Drug Free Workplace program.
  - 22.1.3. Step 3 - Coin Flip: At the conclusion of Step 1 and Step 2, if all is equal, the contract award, or the first opportunity to negotiate, as applicable, the final outcome shall be determined by the flip of a coin.
- 22.2. When the tie has been broken pursuant to the above procedures, the contract award, or the first opportunity to negotiate, as applicable, shall be furnished to the prevailing Bidder.
- 22.3. If an award or negotiation is unsuccessful with the initial bidder, award or negotiations may commence with the next highest bidder, utilizing the tiebreaker steps above to make the determination of next lowest bidder, if necessary.

## 23. WITHDRAWAL OF BID

- 23.1. No bid may be withdrawn for a period of **180 calendar days** after the scheduled time for receiving submissions. A bid may be withdrawn prior to the solicitation opening date and time. Withdrawal requests must be made in writing to the Procurement Management Director, who will approve or disapprove the request.

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- 23.2. A bidder may withdraw a submission any time prior to the opening of the solicitation.
- 23.3. After submissions are opened, but prior to award of the contract by the County Commission, the Procurement Management Director may allow the withdrawal of a bid because of the mistake of the bidder in the preparation of the submission document. In such circumstance, the decision of the Procurement Management Director to allow the submission withdrawal, although discretionary, shall be based upon a finding that the bidder, by clear and convincing evidence, has met each of the following four tests:
  - 23.3.1. The bidder acted in good faith in submitting the bid,
  - 23.3.2. The mistake in bid preparation that was of such magnitude that to enforce compliance by the bidder would cause a severe hardship on the bidder,
  - 23.3.3. The mistake was not the result of gross negligence or willful inattention by the bidder; and
  - 23.3.4. The mistake was discovered and was communicated to the County prior to the County Commission having formally awarded the Agreement/Contract.

## 24. PROTEST RIGHTS

- 24.1. Any Bidder that has submitted a formal Response to Lee County, and who is adversely affected by an intended decision with respect to the Award, has the right to protest an intended decision posted by the County as part of the Solicitation process.
- 24.2. Notice of Intended Decision is posted on the Lee County Department of Procurement Management website ([www.lee.gov/procurement](http://www.lee.gov/procurement)). Bidders are solely responsible to check for information regarding the Solicitation.
- 24.3. Refer to the "Procurement Protest" section of the Lee County Procurement Ordinance 22-06 for a complete description of the protest process and associated requirements. The ordinance is posted on the Lee County website or may be obtained by contacting the Procurement Management Director.
- 24.4. In order to preserve the right to protest, a written **"Notice Of Intent To File A Protest"** must be filed with the Lee County Procurement Management Director within seventy-two (72) hours of Posting of the Notice of Intended Decision.
  - 24.4.1. The notice shall clearly indicate all grounds being claimed for the protest.
  - 24.4.2. The notice must be physically received by the Procurement Management Director within the required time frame described above. No additional time will be granted for mailing.
- 24.5. Following receipt of the Notice of Intent to File a Protest, a **"Protest Bond"** and **"Formal Written Protest"** must be filed **within ten (10) business days** of Posting of the Notice of Intended Decision.
- 24.6. **Failure to follow the protest procedures requirement within the time frames as prescribed herein and in the Lee County Procurement Ordinance 22-06 shall constitute a waiver of the right to protest and shall bar any resulting claims.**

## 25. AUTHORITY TO UTILIZE BY OTHER GOVERNMENT ENTITIES

- 25.1. This opportunity is also made available to any government entity. Pursuant to their own governing laws, and subject to the Agreement/Contract of the vendor, other entities may be permitted to make purchases at the terms and conditions contained herein. Lee County Board of County Commissioners will not be financially responsible for the purchases of other entities from this solicitation.

## 26. CONTRACT ADMINISTRATION

## 26.1. Designated Contact:

- 26.1.1. The awarded bidder shall appoint a person(s) to act as a primary contact for all County departments. This person or back-up shall be readily available during normal working hours by phone or in person and shall be knowledgeable of the terms and procedures involved.
- 26.1.2. Lee County requires the awarded bidder to provide the name of a contact person(s) and phone number(s) which will afford Lee County access 24 hours per day, 365 days per year, of this service in the event of major breakdowns or natural disasters.

## 26.2. BID – Term: (unless otherwise stated in the Scope of Work or Detailed Specifications)

- 26.2.1. Unless otherwise stated in the scope of work, specifications, or special conditions the default **contract term shall be for one (1) three-year (3) period. Upon mutual written agreement of both parties, the parties may renew the Agreement, in whole or in part, for a renewal term or terms not to exceed the initial Agreement term of three (3) years. The increments of renewal shall be at the sole discretion of the County as deemed in its best interest.**

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- 26.2.2. The County reserves the right to renew this Agreement/Contract (or any portion thereof) and to negotiate pricing as a condition for each.
- 26.2.3. The County's performance and obligation to pay under this contract, and any applicable renewal options, is contingent upon annual appropriation of funds.
- 26.3. **BID – Basis of Award:**
- 26.3.1. The bid is awarded under a system of sealed, competitive bidding to the lowest responsive and responsible bidder.
- 26.3.2. In the event the lowest responsive and responsive bid for a project exceeds the available funds the County may negotiate an adjustment of the bid price with the lowest responsive and responsive bidder, in order to bring the total cost of the project within the amount of available funds.
- 26.3.3. The County reserves the right to make award(s) by individual item, group of items, all or none, or a combination thereof. The County reserves the right to reject any and all bids or to waive any minor irregularity or technicality in the bids received. Award will be made to the lowest responsive and responsive bidder(s) within the category chosen for basis of award.
- 26.3.4. The County reserves the right to award to one or multiple bidders at the discretion of the requesting authority and approval of the Procurement Management Director.
- 26.4. **Agreement/Contracts:**
- 26.4.1. The awarded bidder will be required to execute an Agreement/Contract as a condition of award. A sample of this document may be viewed on-line at <http://www.leegov.com/procurement/forms>.
- 26.5. **Records:**
- 26.5.1. Retention: The bidder shall maintain such financial records and other records as may be prescribed by Lee County or by applicable federal and state laws, rules and regulations. Unless otherwise stated in the specifications, the bidder shall retain these records for a period of five years after final payment, or until they are audited by Lee County, whichever event occurs first.
- 26.5.2. Right to Audit/Disclosure: These records shall be made available during the term of the contract as well as the retention period. These records shall be made readily available to County personnel with reasonable notice and other persons in accordance with the Florida General Records Schedule. Awarded Bidder/Proposer(s) are hereby informed of their requirement to comply with FL §119 specifically to:
- 26.5.2.1. Keep and maintain public records required by the County to perform the service.
- 26.5.2.2. Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided or as otherwise provided by law.
- 26.5.2.3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the County.
- 26.5.2.4. Upon completion of the contract, transfer, at no cost, to the County all public records in possession of the contractor or keep and maintain public records required by the County to perform the service. If the contractor transfers all public records to the County upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's custodian of public records, in a format that is compatible with the information technology systems of the County.
- 26.5.3. Public Record: **IF THE VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE VENDOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 239-533-2221, 2115 SECOND STREET, FORT MYERS, FL 33901, Email at [PRRCustodian@leegov.com](mailto:PRRCustodian@leegov.com) or Visit <http://www.leegov.com/publicrecords>.**

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26.5.4. **Ownership:** It is understood and agreed that all documents, including detailed reports, plans, original tracings, specifications and all data prepared or obtained by the successful bidder in connection with its services hereunder, include any documents bearing the professional seal of the successful bidder, and shall be delivered to and become the property of Lee County, prior to final payment to the successful bidder or the termination of the Agreement/Contract. This includes any electronic versions, such as CAD or other computer aided drafting programs.

26.6. **Termination:**

- 26.6.1. Any Agreement/Contract as a result of this solicitation may be terminated by either party giving **thirty (30) calendar days advance written notice**. The County reserves the right to accept or not accept a termination notice submitted by the vendor, and no such termination notice submitted by the vendor shall become effective unless and until the vendor is notified in writing by the County of its acceptance.
- 26.6.2. The Procurement Management Director may immediately terminate any Agreement/Contract as a result of this solicitation for emergency purposes, as defined by the Lee County Procurement Ordinance 22-06.
- 26.6.3. Any bidder who has voluntarily withdrawn from a solicitation without the County's mutual consent during the contract period shall be barred from further County procurement for a **period of 180 days**. The vendor may apply to the Board for a waiver of this debarment. Such application for waiver of debarment must be coordinated with and processed by the Procurement Management Department.
- 26.6.4. The County reserves the right to terminate award or contract following any of the below for goods or services over \$1,000,000:
- 26.6.4.1. Contractor is found to have submitted a false certification as provided under FL § 287.135 (5);
- 26.6.4.2. Contractor has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List (FL §215.473);
- 26.6.4.3. Contractor has engaged in business operations in Cuba or Syria (FL § 215.471);
- 26.6.4.4. Contractor has been placed on the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel. (FL § 215.4725)
- 26.6.4.5. The County reserves the right to review, on a case-by-case basis, and waive this stipulation if it is deemed to advantageous to the County.

27. **WAIVER OF CLAIMS**

- 27.1. Once this contract expires, or final payment has been requested and made, the awarded bidder shall have waived any claims against the County concerning this contract. After that period, the County will consider the bidder to have waived any right to claims against the County concerning this Agreement/Contract.

28. **LEE COUNTY PAYMENT PROCEDURES**

- 28.1. Unless otherwise noted, all vendors are requested to mail an original invoice to:  
**Lee County Finance Department**  
**Post Office Box 2238**  
**Fort Myers, FL 33902-2238**
- 28.2. All invoices will be paid as directed by the Lee County payment procedure unless otherwise stated in the detailed specifications for this project.
- 28.3. Lee County will not be liable for requests for payment deriving from aid, assistance, or help by any individual, vendor, proposer, or bidder for the preparation of these specifications.
- 28.4. Lee County is generally a tax exempt entity subject to the provisions of the 1987 legislation regarding sales tax on services. Lee County will pay those taxes for which it is obligated, or it will provide a Certificate of Exemption furnished by the Department of Revenue. All bidders should include in their bids, all sales or use taxes, which they will pay when making purchases of material or sub-contractor's services.

29. **SAFETY DATA SHEETS (SDS) (as applicable)**

- 29.1. It is the vendor's responsibility to provide Lee County with Safety Data Sheets on bid materials, as may apply to this procurement.

30. **DEBRIS DISPOSAL (as applicable)**

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- 30.1. Unless otherwise stated, the bidder shall be fully responsible for the lawful removal and disposal of any materials, debris, garbage, vehicles or other such items which would interfere with the undertaking and completion of the project. There shall not be an increase in time or price associated with such removal.

**31. SHIPPING (as applicable)**

- 31.1. Cost of all shipping to the site, including any inside delivery charges and all unusual storage requirements shall be borne by the bidder unless otherwise agreed upon in writing prior to service. It shall be the bidders responsibility to make appropriate arrangements, and to coordinate with authorized personnel at the site, for proper acceptance, handling, protection and storage (if available) of equipment and material delivered. All pricing to be F.O. B. destination.
- 31.2. The materials and/or services delivered under the bid shall remain the property of the seller until a physical inspection and actual usage of these materials and/or services is accepted by the County and is deemed to be in compliance with the terms herein, fully in accord with the specifications and of the highest quality.

**32. LOCAL VENDOR PREFERENCE**

- 32.1. The Procurement Management Department will adhere to the Lee County Ordinance No. 22-06 and as may be amended from time to time (the County's "Local Vendor Preference"). It shall be at the discretion of the County Manager or Designee whether to apply Local Vendor Preference to any particular Solicitation.
- 32.2. The County's Local Vendor Preference, as it relates to Bidding preferences for local Vendors, is not applicable to Solicitations or Contracts when Commodities and/or Services may be provided in the event of an Emergency.
- 32.3. The County's Local Vendor Preference shall not apply in any procurement for Commodities or Services if the use of the Local Vendor Preference is prohibited by the terms of a grant or funding agreement or other prevailing law or policy.

**33. INSURANCE (AS APPLICABLE)**

- 33.1. Insurance shall be provided by the awarded bidder/vendor. Prior to execution of the Agreement/Contract a certificate of insurance (COI) complying with the bid documents shall be provided by the bidder/vendor.
- 33.2. Insurance carriers providing coverage required herein shall be licensed to conduct business in the State of Florida and shall possess a current A.M. Best's Financial Strength Rating of "B or better."

End of Terms and Conditions Section

**EXHIBIT E**  
**PROJECT FUNDING PACKAGE**  
**INSURANCE GUIDE**



**Lee County Insurance Requirements**

**Minimum Insurance Requirements:** *Risk Management in no way represents that the insurance required is sufficient or adequate to protect the vendors' interest or liabilities. The following are the required minimums the vendor must maintain throughout the duration of this contract. The County reserves the right to request additional documentation regarding insurance provided*

- a. **Commercial General Liability** - Coverage shall apply to premises and/or operations, products and completed operations, independent contractors, contractual liability exposures with minimum limits of:
- \$1,000,000 per occurrence
  - \$2,000,000 general aggregate
  - \$1,000,000 products and completed operations
  - \$1,000,000 personal and advertising injury
- b. **Business Auto Liability** - The following Automobile Liability will be required and coverage shall apply to all owned, hired and non-owned vehicles use with minimum limits of:
- \$1,000,000 combined single limit (CSL); or
  - \$500,000 bodily injury per person
  - \$1,000,000 bodily injury per accident
  - \$500,000 property damage per accident
- c. **Workers' Compensation** - Statutory benefits as defined by FS 440 encompassing all operations contemplated by this contract or agreement to apply to all owners, officers, and employees regardless of the number of employees. Workers Compensation exemptions may be accepted with written proof of the State of Florida's approval of such exemption. Employers' liability will have minimum limits of:
- \$500,000 per accident
  - \$500,000 disease limit
  - \$500,000 disease – policy limit

***\*The required minimum limit of liability shown in a. and b. may be provided in the form of "Excess Insurance" or "Commercial Umbrella Policies." In which case, a "Following Form Endorsement" will be required on the "Excess Insurance Policy" or "Commercial Umbrella Policy."***

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**EXHIBIT E**  
**PROJECT FUNDING PACKAGE**



**Lee County Insurance Requirements**

**Verification of Coverage:**

1. Coverage shall be in place prior to the commencement of any work and throughout the duration of the contract. A certificate of insurance will be provided to the Risk Manager for review and approval. The certificate shall provide for the following:

- a. **Under the Description of Operations, the following must read as listed:**

*“Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials are automatic additional insureds and includes an automatic waiver of subrogation with regard to general liability. The certificate holder is an additional insured on a primary and noncontributory basis with regards to general liability.”*

- b. **The certificate holder must read as follows:**

Lee County, a political subdivision and Charter County of the State of Florida  
P.O. Box 398  
Fort Myers, Florida 33902

**Special Requirements:**

1. An appropriate "Indemnification" clause shall be made a provision of the contract.
2. It is the responsibility of the general contractor to ensure that all subcontractors comply with all insurance requirements.

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End of Insurance Guide Section

**EXHIBIT E**  
**PROJECT FUNDING PACKAGE**

**SPECIAL CONDITIONS**

These are conditions that are in relation to this solicitation only and have not been included in the County's standard Terms and Conditions or the Scope of Work.

**1. TERM**

- 1.1. The Vendor shall be responsible for furnishing and delivering to the Lee County requesting Department(s) the commodity or services on an "as needed basis" for one (1) three-year (3) period. Upon mutual written agreement of both parties, the parties may renew the Agreement, in whole or in part, for a renewal term or terms not to exceed the initial Agreement term of three (3) years. The increments of renewal shall be at the sole discretion of the County as deemed in its best interest.

**2. BASIS OF AWARD**

- 2.1. The basis of award shall be determined by the lowest Unit Price of each separate line item on the bid schedule of the most responsive, responsible, and qualified Vendor meeting all bid specifications. Following the County's rights as described and reserved herein, multiple Vendors may be awarded Agreements under this solicitation. When awards are made to multiple Vendors, the County reserves the right to assign a status of Primary, Secondary and Tertiary as applicable. The Primary Vendor will be the first contact. If the Primary is unable to fulfill the need or meet the timeline required, the Secondary would be the next order of contact, as applicable. If the Secondary is unable to fulfill the need or meet the timeline required, the Tertiary would be the next order of contact, as applicable. Additionally, the order of the award can be changed because of deficient or non-compliant performance. For additional information, see the "Basis of Award" section 26.3 of the General Terms and Conditions.
- 2.2. Vendors are not required to submit pricing for all items listed within the bid schedule. Should a Vendor decide not to submit pricing on a line item, such should be indicated with "No Bid" or N/A placed in the Bid/Proposal Form for that item.

**3. PROJECT FUNDING NOTICE**

- 3.1. As notice to all Vendors, this project may be funded in whole or in part with Federal and State funds through the Federal Emergency Management Agency (FEMA). The Vendor agrees to abide by and comply with all Federal terms, conditions, provisions, certifications, affidavits, or otherwise as applicable and stated within this solicitation package and further agrees to incorporate all such clauses, provisions, and regulations into any sub-contracted agreements or relationships Vendor creates to support Vendor's services to the County under this Agreement.

**4. LOCAL VENDOR PREFERENCE EXCLUSION**

- 4.1. The Lee County Local Vendor Preference Ordinance has been waived for this solicitation and all references contained herein are non-applicable to this solicitation and subsequent Agreement and/or Purchase Order(s).

**5. FEMA REIMBURSEMENT**

- 5.1. Work completed under this Agreement may be reimbursed by FEMA as a result of an emergency or disaster. The Vendor agrees to abide by and comply with all Federal terms, conditions, provisions, certifications, affidavits, or otherwise as applicable and stated within this solicitation package. Vendors are required to comply in accordance with Federal Grant Requirements, 2 CFR part 200, terms, conditions, and specifications.

**EXHIBIT E**  
**PROJECT FUNDING PACKAGE**

**6. CONDUCT**

6.1. Vendor agrees that all of its officers, employees and representatives shall conduct themselves in a professional manner and shall communicate with County employees and members of the public in a civil manner whenever conducting County business. All aspects of Vendor's performance, including complaints received from the public, may impact the County's decision to renew or terminate this Agreement in accordance with the provision contained here. Vendor shall remove or suspend, or further investigate, their employees for any act of violence, sexual harassment, substance abuse, or act of bigotry/prejudice.

End of Special Conditions Section

**PROJECT FUNDING PACKAGE  
SUPPLEMENTAL CONDITIONS AND CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY  
CONTRACTS UNDER FEDERAL AWARDS**

## **1. FEDERAL FUNDING**

- 1.1 When property or services are procured using funds derived from a Federal grant or Agreement whether direct to the County or “pass-through” from another entity, the County is required to and will follow the Federal procurement standards in the “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”, 2 C.F.R. Part 200, Sections 200.317 through 200.327.
- 1.2 CONTRACTOR, further referred to as CONSULTANT/CONTRACTOR/VENDOR within this section, shall work with the County under this Agreement to assure that it will comply with the following statutes and regulations to the extent applicable:
- (1) 2 CFR, Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Appendix II
  - (2) The Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended, 42 U.S.C. 5121 et seq., and Related Authorities
  - (3) Sections 1361(A) of the National Flood Insurance Act of 1968, 42 U.S.C. 4104c, as amended by the National Flood Insurance Reform Act of 1994, Public Law 103-325 and the Bunning-Bereuter-Blumenauer Flood Insurance Reform Act of 2004, Public Law 108-264
  - (4) 31 CFR Part 25 Rules and Procedures for Funds Transfers

Contract Cost and Price: For every procurement in excess of the Simplified Acquisition Threshold, including contract modifications, the County shall perform a cost or price analysis in connection with every procurement subject to Federal procurement guidelines, which shall include an independent estimate of cost prior to issuing bids or proposals. For proposals where price is not considered in the award, profit shall be negotiated as a separate element of the price. In determining whether profit is fair and reasonable, the County shall consider the complexity of work, the risk to be borne by the contractor, the contractor’s investment, the amount of subcontracting necessary, the quality of the contractor’s record and past performance, and industry profit rates for the surrounding geographical area. “Cost Plus Percentage” methods for determining profit may not be used.

## **2. EQUAL EMPLOYMENT OPPORTUNITY**

2.1. During the performance of this contract, the contractor agrees as follows:

- 2.1.1. The CONSULTANT/CONTRACTOR/VENDOR will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The CONSULTANT/CONTRACTOR/VENDOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The CONSULTANT/CONTRACTOR/VENDOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- 2.1.2. The CONSULTANT/CONTRACTOR/VENDOR will, in all solicitations or advertisements for employees placed by or on behalf of the CONSULTANT/CONTRACTOR/VENDOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- 2.1.3. The CONSULTANT/CONTRACTOR/VENDOR will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation

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information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the CONSULTANT/CONTRACTOR/VENDOR's legal duty to furnish information.

- 2.1.4. The CONSULTANT/CONTRACTOR/VENDOR will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the CONSULTANT/CONTRACTOR/VENDOR's commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- 2.1.5. The CONSULTANT/CONTRACTOR/VENDOR will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- 2.1.6. The CONSULTANT/CONTRACTOR/VENDOR will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- 2.1.7. In the event of the CONSULTANT/CONTRACTOR/VENDOR's non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the CONSULTANT/CONTRACTOR/VENDOR may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- 2.1.8. The CONSULTANT/CONTRACTOR/VENDOR will include the provisions of paragraphs (a) through (h) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each sub-CONSULTANT/CONTRACTOR/VENDOR. The CONSULTANT/CONTRACTOR/VENDOR will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the CONSULTANT/CONTRACTOR/VENDOR becomes involved in, or is threatened with, litigation with a sub-CONSULTANT/CONTRACTOR/VENDOR as a result of such direction, the CONSULTANT/CONTRACTOR/VENDOR may request the United States to enter into such litigation to protect the interests of the United States.

**3. MAINTENANCE OF RECORDS/ACCESS TO RECORDS**

- 3.1. The CONSULTANT/CONTRACTOR/VENDOR will keep and maintain adequate records and supporting documentation applicable to all of the services, work, information, expense, costs, invoices and materials provided and performed pursuant to the requirements of this agreement. Said records and documentation will be retained by the CONSULTANT/CONTRACTOR/VENDOR for a minimum of five (5) years from the date of termination of this agreement, or for such period is required by law.
- 3.2. CONSULTANT/CONTRACTOR/VENDOR shall provide, when requested, access by the County, Federal granting agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records of the CONSULTANT/CONTRACTOR/VENDOR which are directly pertinent to this contract for the purpose of making audit, examination, excerpts, and transcriptions.

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- 3.3. CONSULTANT/CONTRACTOR/VENDOR agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
- 3.4. CONSULTANT/CONTRACTOR/VENDOR agrees to provide the GRANT AGENCY Administrator or his authorized representatives' access to construction or other work sites pertaining to the work being completed under the contract.
- 3.5. CONSULTANT/CONTRACTOR/VENDOR shall retain all records associated with this solicitation and any agreements that are created in response to the solicitation for a period of no less than five (5) years after final payments and all other pending matters are closed.
- 3.6. The County and its authorized agents shall, with reasonable prior notice, have the right to audit, inspect and copy all such records and documentation as often as the County deems necessary during the period of this agreement, and during the period as set forth in the paragraphs above; provided, however, such activities shall be conducted only during normal business hours of the CONSULTANT/CONTRACTOR/VENDOR and at the expense of the County.

**4. DHS SEAL, LOGO, AND FLAGS**

- 4.1. The CONSULTANT/CONTRACTOR/VENDOR shall not use the DHS seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific GRANT AGENCY pre-approval.

**5. LOCAL VENDOR PREFERENCE EXCLUSION:**

- 5.1. Local Vendor Preference Ordinance has been waived for this service/purchase request and any and all references contained herein are non-applicable to this request and subsequent contract and/or purchase order(s).

**6. COMPLIANCE WITH FEDERAL LAW, REGULATIONS, and EXECUTIVE ORDERS**

- 6.1. This is an acknowledgment that GRANT AGENCY financial assistance will be used only to fund the services requested. The CONSULTANT/CONTRACTOR/VENDOR will comply with all applicable federal law, regulations, executive orders, GRANT AGENCY policies, procedures, and directives.

**7. NO OBLIGATION BY THE FEDERAL GOVERNMENT**

- 7.1. The Federal Government is not a party to this solicitation and is not subject to any obligations or liabilities to the non-Federal entity, CONSULTANT/CONTRACTOR/VENDOR, or any other party pertaining to any matter resulting from the Solicitation.

**8. FRAUD and FALSE OR FRAUDULENT OR RELATED ACTS**

- 8.1. The CONSULTANT/CONTRACTOR/VENDOR acknowledges that 31 U.S.C. Chapter 38 (Administrative Remedies for False Claims and Statements) applies to the CONSULTANT/CONTRACTOR/VENDORS actions pertaining to this solicitation.

**9. SUBCONTRACTS**

- 9.1. The selected firm must require compliance with all federal requirements of all sub-CONSULTANT/CONTRACTOR/VENDORS performing work for Prime CONSULTANT/CONTRACTOR/VENDOR under this Agreement, by including these federal requirements in all contracts with sub-CONSULTANT/CONTRACTOR/VENDORS.

## PROJECT FUNDING PACKAGE

**10. CONFLICT OF INTEREST**

- 10.1. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officers, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity must neither solicit nor accept gratuities, favors, or anything of monetary value from CONSULTANT/CONTRACTOR/VENDORS or parties to subcontracts.

**11. EMPLOYMENT ELIGIBILITY VERIFICATION SYSTEM (E-VERIFY)**

- 11.1. Statutes and Executive Orders require employers to abide by the Immigration laws of the United States and to employ only individuals who are eligible to work in the United States. The Employment Eligibility Verification System (E-Verify) operated by the U.S. Department of Homeland Security (DHS) in partnership with the Social Security Administration (SSA) to provides an internet-based means of verifying employment eligibility of workers in the united States; it is not a substitute for any other employment eligibility verification requirements.
- 11.2. Sub-CONSULTANT/CONTRACTOR/VENDOR requirement: Vendors shall require all subcontracted vendors to flow down the requirement to use E-Verify to sub-CONSULTANT/CONTRACTOR/VENDORS.
- 11.3. It shall be the vendor's responsibility to familiarize themselves with all rules and regulations governing this program.
- 11.4. For additional information regarding the Employment Eligibility Verification System (E-Verify) program visit the following website: <http://www.dhs.gov/E-Verify>.

**12. ENERGY POLICY AND CONSERVATION ACT**

- 12.1. CONSULTANT/CONTRACTOR/VENDOR must follow any mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201).

**13. SMALL AND MINORITY BUSINESS, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS**

- 13.1. CONSULTANT/CONTRACTOR/VENDOR must take all necessary steps identified in 2 C.F.R. 321(b)(1)-(5) to ensure that small and minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- 13.1.1 Place qualified small and minority businesses and women's business enterprises on solicitation lists.
- 13.1.2 Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources.
- 13.1.3 Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.
- 13.1.4 Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises.
- 13.1.5 Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises.
- 13.1.6 Requiring the prime CONSULTANT/CONTRACTOR/VENDOR, if subcontracts are to be let, to take the five previous affirmative steps.

## PROJECT FUNDING PACKAGE

**14. DOMESTIC PREFERENCES FOR PROCUREMENT (2 C.F.R. § 200.322)**

14.1. As appropriate and to the greatest extent consistent with law, state and non-state entities should, to the greatest extent practicable under its GRANT AGENCY award, provide a preference for the purchase of goods, products or materials produced in the United States (including but not limited to iron, aluminum, steel, cement and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award. 2 C.F.R. § 200.322 also provides specific definitions for “Produced in the United States” and “manufactured products” that states should review.

**15. PROHIBITION ON CONTRACTING FOR COVERED TELECOMMUNICATIONS OR SERVICES (2 C.F.R. § 200.216)**

15.1. 2 C.F.R. § 200.216 prohibits state and non-state entities from obligating or expending loan or grant funds to procure or obtain, extend or renew a contract to procure or obtain, or enter into a contract (or extend or renew a contract) to procure or obtain, equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as a critical technology as part of any system as identified in Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (FY 2019 NDAA), Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. See Prohibitions on Expending GRANT AGENCY Award Funds for Covered Telecommunications Equipment or Services-Interim Policy for additional information.

**16. TERMINATION FOR CAUSE AND/OR CONVENIENCE**

16.1. The County, by written notice to the CONSULTANT/CONTRACTOR/VENDOR, may terminate this Agreement with or without cause (for convenience), in whole or in part, when the County determines in its sole discretion that it is in the County’s best interest to do so. In the event of termination, the CONSULTANT/CONTRACTOR/VENDOR will not incur any new obligations for the terminated portion of the Agreement after the CONSULTANT/CONTRACTOR/VENDOR has received notification of termination.

16.2. If the Agreement is terminated before performance is completed, the CONSULTANT/CONTRACTOR/VENDOR shall be paid only for that work satisfactorily performed for which costs can be substantiated. Such payment, however, may not exceed an amount that is the same percentage of the Agreement price as the amount of work satisfactorily completed is a percentage of the total work called for by this Agreement. All work in progress shall become the property of the County and shall be turned over promptly by the CONSULTANT/CONTRACTOR/VENDOR.

**17. SUSPENSION AND DEBARMENT**

17.1. This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the CONSULTANT/CONTRACTOR/VENDOR is required to verify that none of the CONSULTANT/CONTRACTOR/VENDOR, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

17.2. The CONSULTANT/CONTRACTOR/VENDOR must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.



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- 17.3. This certification is a material representation of fact relied upon by the awarded CONSULTANT/CONTRACTOR/VENDOR. If it is later determined that the CONSULTANT/CONTRACTOR/VENDOR did not comply with 2 C.F.R. pt.180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to Lee County, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
- 17.4. The CONSULTANT/CONTRACTOR/VENDOR agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

**18. RECOVERED MATERIALS**

- 18.1. In the performance of this contract, the CONSULTANT/CONTRACTOR/VENDOR shall make maximum use of products containing recovered material that are EPA-designated items unless the product cannot be acquired:
- Competitively within a timeframe providing for compliance with the contract performance schedule;
  - Meeting contract performance requirements; or
  - At a reasonable price.
- 18.2. Information about this requirement is available EPA'S Comprehensive Procurement Guidelines web site, <http://www.epa.gov/cpg/> The list of EPA- designate items is available at <http://www.epa.gov/cpg/products/htm>

**19. REMEDIES**

- 19.1. In the event the CONSULTANT/CONTRACTOR/VENDOR fails to satisfactorily perform or has failed to adhere to the terms and conditions under this Agreement, the County may, upon fifteen (15) calendar days written notice to the CONSULTANT/CONTRACTOR/VENDOR and upon the CONSULTANT/CONTRACTOR/VENDOR's failure to cure within those fifteen (15) calendar days, exercise any one or more of the following remedies, either concurrently or consecutively:
- 19.1.1. Withhold or suspend payment of all or any part of a request for payment.
- 19.1.2. Require that the CONSULTANT/CONTRACTOR/VENDOR refund to the County any monies used for ineligible purposes under the laws, rules and regulations governing the use of these funds.
- 19.1.3. Exercise any corrective or remedial actions, to include but not be limited to:
- 19.1.4. Requesting additional information from the CONSULTANT/CONTRACTOR/VENDOR to determine the reasons for or the extent of non-compliance or lack of performance;
- 19.1.5. Issuing a written warning to advise that more serious measures may be taken if the situation is not corrected;
- 19.1.6. Advising the CONSULTANT/CONTRACTOR/VENDOR to suspend, discontinue or refrain from incurring costs for any activities in question; or
- 19.1.7. Requiring the CONSULTANT/CONTRACTOR/VENDOR to reimburse the County for the amount of costs incurred for any items determined to be ineligible.

**20. OTHER REMEDIES AND RIGHTS**

- 20.1. Pursuing any of the above remedies will not keep the County from pursuing any other rights or remedies, which may be otherwise available under law or in equity. If the County waives any right or remedy in this Agreement or fails to insist on strict performance by the CONSULTANT/CONTRACTOR/VENDOR, it will not affect,

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extend or waive any other right or remedy of the County, or affect the later exercise of the same right or remedy by the County for any other default by the CONSULTANT/CONTRACTOR/VENDOR.

- 20.2. Unless otherwise provided by the Contract, all claims, counterclaims, disputes and other matters in question between the County and the CONSULTANT/CONTRACTOR/VENDOR arising out of or relating to the Agreement between the parties, or the breach of it, that cannot be resolved by and between the parties after conferring in good faith, will be decided by a court of competent jurisdiction pursuant to Florida law. If such dispute is in state court, venue shall be in the Twentieth Judicial Circuit Court in and for Lee County, Florida. If in federal court, venue shall be in the U.S. District Court for the Middle District of Florida, Ft. Myers Division.

**21. CONTRACT WORK HOURS & SAFETY STANDARDS (40 U.S.C. 3701-3708)**

- 21.1. Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.
- 21.2. Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1) of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.
- 21.3. Withholding for unpaid wages and liquidated damages. The State of Florida Division of Emergency Management shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.
- 21.4. Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this section.

**22. CLEAN AIR ACT**

- 22.1. The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
- 22.2. The contractor agrees to report each violation to the GRANT AGENCY and the Regional Office of the Environmental Protection Agency and understands and agrees that the GRANT AGENCY and the Regional Office of the Environmental Protection Agency will, in turn, report each violation as required to assure notification to the County, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- 22.3. The contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by GRANT AGENCY.

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**23. FEDERAL WATER POLLUTION CONTROL ACT**

- 23.1. The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.
- 23.2. The contractor agrees to report each violation to the GRANT AGENCY and the Regional Office of the Environmental Protection Agency and understands and agrees that the GRANT AGENCY and the Regional Office of the Environmental Protection Agency will, in turn, report each violation as required to assure notification to the County, Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- 23.3. The contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance provided by GRANT AGENCY.

**24. BYRD ANTI-LOBBYING AMENDMENT**

- 24.1. CONSULTANT/CONTRACTOR/VENDORS who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with nonfederal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient.

**25. CHANGES**

- 25.1. Modifications to alter the method, price, or schedule of the work for any reason shall be completed following the terms and provisions of the associated contract documents. No changes to the contract documents or the performance provided shall be made unless the same are in writing and signed by both the CONSULTANT/CONTRACTOR/VENDOR and the County.

**26. COPYRIGHT AND DATA RIGHTS**

- 26.1. CONSULTANT/CONTRACTOR/VENDOR grant to the County, a paid-up, royalty-free, nonexclusive, irrevocable, worldwide license in data first produced in the performance of this contract to reproduce, publish, or otherwise use, including prepare derivative works, distribute copies to the public, and perform publicly and display publicly such data. For data required by the contract but not first produced in the performance of this contract, the CONSULTANT/CONTRACTOR/VENDOR will identify such data and grant to the County or acquires on its behalf a license of the same scope as for data first produced in the performance of this contract. Data, as used herein, shall include any work subject to copyright under 17 U.S.C. 102, for example, any written reports or literary works, software and/or source code, music, choreography, pictures or images, graphics, sculptures, videos, motion pictures or other audiovisual works, sound and/or video recordings, and architectural works. Upon or before the completion of this contract, the CONSULTANT/CONTRACTOR/VENDOR will deliver to the County data first produced in the performance of this contract and data required by the contract but not first produced in the performance of this contract in formats acceptable by the County.

**End of Supplemental Conditions**

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**SCOPE OF WORK**

**1. GENERAL SCOPE OF WORK**

- 1.1. The Lee County Board of County Commissioners seeks to contract with qualified Vendor to provide the rental and servicing of trailer-mounted showers, laundry stations, and restrooms on an “as-needed” basis.
- 1.2. The Vendor shall supply and deliver the trailer-mounted showers, laundry stations and restrooms complete with setup, maintenance, and removal in accordance with the requirements specified hereinafter. All equipment and materials must conform to all applicable federal, state, and local standards.
- 1.3. This is an annual Agreement, which is not for any specific project. Work will be authorized, scheduled, funded, and accounted for by issuance of a Purchase Order, by the requesting department, division, or other governmental entity. Services under this Agreement shall be provided during standard times or need or in the event of a disaster, as requested. This shall include but is not limited to special events and/or emergency situation.

**2. EMERGENCY SUPPORT**

- 2.1 It is vital and imperative that the citizens and/or first responders are protected from any emergency situation which threatens public health and safety, in the event of a disaster, as determined by the County. The Vendor shall agree, at the request of the County, before, during, and after a public emergency, disaster, hurricane, flood, or other acts of God, to provide goods and services on a first priority basis.
- 2.2 The Vendor shall ensure mobile trailer-mounted units comply with all local, state, and federal standards, regulations, requirements, and laws, including all Department of Health regulations including any permits related to Vendor operations before, during, and after deployment.
- 2.3 In the event of an emergency or disaster, the Vendors shall furnish a twenty-four (24) hour phone number in order to connect, coordinate and maintain communication during the entire event.

**3. DELIVERY AND PICKUP**

- 3.1. Delivery and pickup shall be provided Monday through Friday with options for Saturday and/or Sunday service as required for various locations and events. Hours of delivery and pickup service may vary and shall be coordinated between authorized County personnel and Vendor. Vendor shall be capable of providing delivery and/or pickup services outside of standard working hours, such as after 5:00 PM and up to 8:00AM.
- 3.2. Unit(s) shall be available for delivery within twenty-four (24) hours from notification.
- 3.3. County departments may require emergency servicing or the replacement of equipment requiring immediate response. At such time, the Vendor shall be required to furnish, remove, or service units as specified in no more than two (2) hours of request.
- 3.4. Emergency services shall be available twenty-four (24) hours per day, seven (7) days a week, as required.

**4. PRICING**

- 4.1. The County shall be eligible for any additional discounts, specials, and/or promotions offered by the Vendor during the term of the contract should those discounts, specials, and/or promotions offer a lower cost to the County.

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- 4.2. Pricing for all units shall include delivery (mobilization), set-up, and pickup (demobilization) from any and all locations in Lee County, as directed. All items shall be delivered “ready for use” to the County. Any item delivered in an un-prepped condition will NOT be included in the invoice billing, until the Vendor can demonstrate it is ready for operation.
- 4.3. Pricing for all units shall include daily (once per day) servicing/cleaning and stocking/maintaining adequate levels of consumables required for each trailer (i.e., toilet paper, paper towel, soap, hand sanitizer, etc.).
- 4.4. Pricing shall be provided for all units that are considered ADA compliant as listed on the Bid/Proposal Form.
- 4.5. Vendor shall provide pricing for weekly and monthly rates for the items specified on the Bid Proposal form included in this solicitation.
  - 4.5.1. Category A – Restroom Trailers (Weekly Rate): Pricing for restroom trailers shall include delivery, pick-up, daily servicing and required consumables. Weekly rate shall be for seven (7) days a week, twenty-four (24) hours per day. Pricing for line items that identify a unit/trailer with an additional water or power source shall be provided as a combined price. Vendor shall determine the size of the water or power source needed to operate the unit/trailer requested and incorporate that into the Unit Price.
  - 4.5.2. Category B – Restroom Trailers (Monthly Rate): Pricing for restroom trailers shall include delivery, pick-up, daily servicing and required consumables. Monthly rate shall be for thirty (30) days, twenty-four (24) hours per day. Pricing for line items that identify a unit/trailer with an additional water or power source shall be provided as a combined price. Vendor shall determine the size of the water or power source needed to operate the unit/trailer requested and incorporate that into the Unit Price.
  - 4.5.3. Category C – Shower Trailers (Weekly Rate): Pricing for shower trailers shall include delivery, pick-up, daily servicing and required consumables. Weekly rate shall be for seven (7) days a week, twenty-four (24) hours per day. Pricing for line items that identify a unit/trailer with an additional water or power source shall be provided as a combined price. Vendor shall determine the size of the water or power source needed to operate the unit/trailer requested and incorporate that into the Unit Price.
  - 4.5.4. Category D – Shower Trailers (Monthly Rate): Pricing for shower trailers shall include delivery, pick-up, daily servicing and required consumables. Monthly rate shall be for thirty (30) days, twenty-four (24) hours per day. Pricing for line items that identify a unit/trailer with an additional water or power source shall be provided as a combined price. Vendor shall determine the size of the water or power source needed to operate the unit/trailer requested and incorporate that into the Unit Price.
  - 4.5.5. Category E – Laundry Trailers (Weekly Rate): Pricing for laundry trailers shall include delivery, pick-up, daily servicing and required consumables. Weekly rate shall be for seven (7) days a week, twenty-four (24) hours per day. Pricing for line items that identify a unit/trailer with an additional water or power source shall be provided as a combined price. Vendor shall determine the size of the water or power source needed to operate the unit/trailer requested and incorporate that into the Unit Price.
  - 4.5.6. Category F – Laundry Trailers (Monthly Rate): Pricing for laundry trailers shall include delivery, pick-up, daily servicing and required consumables. Monthly rate shall be for thirty (30) days, twenty-four (24) hours per day. Pricing for line items that identify a unit/trailer with an additional water or power source shall be provided as a combined price. Vendor shall determine the size of the water or power source needed to operate the unit/trailer requested and incorporate that into the Unit Price.
  - 4.5.7. Category G – Additional Servicing Rates: Vendor shall provide separate pricing for units/trailers in where additional servicing and cleaning outside of the daily minimum requirement is needed.

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4.5.7.1. County departments may require emergency servicing or the replacement of equipment requiring immediate response. At such time, the Vendor shall be required to furnish, remove, or service units as specified in no more than two (2) hours of request.

**5. DETAILED SPECIFICATIONS**

- 5.1. Vendor will be advised by the County if ADA compliant trailers will be needed. The Vendor shall provide trailers to accommodate the needs of each location based on information provided by the County.
- 5.2. Vendors are expected to be totally self-sufficient in terms of providing the transportation, potable water storage, black/grey water storage/removal/disposal/dump fees, electric power, fuel for operations, and solid waste disposal. No County furnished equipment or support should be assumed.
- 5.3. Vendor shall provide sturdy steps that have solid handrails and comply with all current OSHA requirements.
- 5.4. Vendors shall provide adequate fire extinguishers meeting current Occupation Safety and Health Act (OSHA), National Fire Protection Association 101 (NFPA 101).
- 5.5. Vendor shall follow all Department of Transportation regulations at all times when transporting, installing and securing units.
- 5.6. All units shall be affixed with an identifying number, which will be for identification and location control. Additionally, all units shall have listed, in a conspicuous place, the name, address, and telephone number of the servicing company.
- 5.7. Vendor shall provide units that are clean, in excellent condition, free from defects, and without graffiti.
- 5.8. All units shall be delivered with adequate supplies as required and be ready for immediate use upon delivery and installation.
- 5.9. The Vendor shall be responsible for securely placing all units in order to minimize chances of units being blown over or tipped when applicable. The Vendor shall provide tie-down service at the County's request at no additional charge.
- 5.10. The Vendor shall not engage in any digging, or below the surface anchoring without first coordinating such anchoring with the proper county authority and requesting applicable dig permits.
- 5.11. In the event of an impending natural disaster, the Vendor shall take necessary precautions to remove units from County locations.
- 5.12. The County will not be responsible for damage to units which are not directly the result of the actions of County employees.
- 5.13. The Vendor shall be responsible for any property damage caused from the placement of all units.
- 5.14. The Vendor shall be responsible for any necessary cleanup, repair or replacement resulting from, but not limited to, any spills.
- 5.15. The Vendor shall be responsible for all theft, destruction, and/or vandalism of all units.
- 5.16. Vendor shall make all repairs required to ensure the units are serviceable at all times. Minor repairs shall be made on site when possible. Any unit which cannot be repaired on site must be exchanged within twenty-four (24) hours.
- 5.17. The Vendor shall replace a unit at any time, for any reason, if requested by the County.

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5.18. Vendor shall provide daily servicing for each restroom, shower and laundry trailer deployed. The Vendor shall be responsible for cleaning, maintaining, and sanitizing the trailer/units.

5.18.1. Daily servicing shall be defined as once a day. Servicing of the units shall include, but is not limited to cleaning, sanitizing, deodorizing, pumping, removal of trash in and around the unit, removal of human waste, repairing any damages to units, stocking of supplies, water, and other consumables where applicable.

5.18.1.1. All holding tanks for waste products shall be completely emptied and thoroughly cleaned and disinfected with an approved disinfectant, which shall be used in sufficient quantities to provide odorless operation during usage.

5.18.1.2. Clean water storage tanks shall be cleaned as necessary and filled to capacity.

5.18.1.3. Waste paper receptacles shall be emptied and cleaned.

5.18.1.4. The inside of all units shall be thoroughly washed, scrubbed, brushed, rinsed, and wiped dry. This operation shall include the tops and bottoms of seats and seat covers, all walls, floors, doors, tops of all tanks, all grab bars, washers, dryers, shower stalls and sinks if applicable in the unit. No disinfectant, water or other liquids shall be left on any touchable surface. Floor mats and shower curtains shall be sanitized and replaced as needed. Mirrors must be clean and free of water spots and streaks.

5.18.1.5. The County reserves the right to request additional servicing and cleaning outside of the daily minimum requirement. Additional servicing and cleanings will be requested and coordinated through the County's representative.

5.19. The Vendor's personnel shall wear a badge and uniform identifying the name of the employee and the company they belong to. Vendor shall ensure that attendants are neat and clean in appearance.

**5.20. Portable Showers**

5.20.1. The Vendor shall provide all physical equipment and ancillary equipment necessary for a completely self-sustaining trailer mounted mobile shower operation to include: potable water, grey water storage, removal and disposal, waste management, power generation.

5.20.2. At a minimum, the shower facilities shall have lighting, be a climate-controlled environment, include nonskid floors, individual stalls with privacy curtains, sinks with mirror, outlets for hairdryers, soap/shampoo caddies, and adequate dressing areas. Units shall have hot and cold water serviced by an American Society of Mechanical Engineers (ASME) rated water heater and an anti-scald valve.

5.20.3. The Vendor shall furnish soap for dispensers and garbage cans with liners stationed outside the shower unit.

5.20.4. The shower units shall have the ability to be segregated by male and female and be fully enclosed except the shower access door.

5.20.5. Usage of shower units shall be available and operational twenty-four (24) hours per day.

**5.21. Laundry Stations**

5.21.1. The Vendor shall provide all physical equipment and ancillary equipment necessary for a completely self-sustaining trailer mounted mobile laundry operation to include: potable water, grey water storage,

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removal and disposal, waste management, power generation, hot water heaters and propane. Units shall have hot and cold water serviced by an ASME rated propane water heater and an anti-scald valve.

5.21.2. The mobile laundry station shall have lighting, be a climate-controlled environment, multiple washer and dryer units, and include a counter top or table for folding laundry. One (1) laundry unit shall be the equivalent of one (1) washer and (1) dryer. Each station shall have multiple units as requested within the Bid/Proposal form.

5.21.3. Laundry stations provided shall have access points and accommodations that meet ADA requirements.

5.21.4. Usage of laundry stations shall be available and operational twenty-four (24) hours per day.

**5.22. Restroom Trailers**

5.22.1. The Vendor shall provide all physical equipment and ancillary equipment necessary for a completely self-sustaining trailer mounted mobile restroom operation to include: lighting, be a climate-controlled environment, potable water, grey water storage, removal and disposal, waste management, and power generation.

5.22.2. The Vendor shall furnish all paper products, soap, garbage cans and liners.

5.22.3. The mobile restroom units shall have the ability to be segregated by male and female.

5.22.4. The Vendor shall furnish garbage cans and liners to be stationed inside and outside the laundry unit.

5.22.5. Usage of Restroom Trailers shall be available and operational twenty-four (24) hours per day.

**5.23. External Water and Power Source**

5.23.1. Upon request of the County, and when water and electrical power are not readily available, the Vendor shall provide an external water source (i.e., portable water tanks) and/or an external power source (i.e., generator) to efficiently operate the units/trailers being used.

5.23.2. The Vendor shall ensure that all connections from the portable water tanks to the units/trailers are properly connected and adequate flows of water are enabled to ensure efficient operations. Water tanks shall be placed at a distance from the units/trailers that ensures safety and a hazardous free environment for individuals using the units/trailers.

5.23.3. The Vendor shall ensure that all connections from the external power source to the units/trailers are properly connected to ensure efficient operations. External power source shall be placed at a distance from the units/trailers that ensures safety and a hazardous free environment for all individuals using the units/trailers.

5.23.4. The Vendor shall ensure that any power source provided by the Vendor that requires fuel shall be maintained with adequate amounts of said fuel to ensure continuous usage with no disruptions of the power source.

5.23.5. While in use, all external water sources and power sources shall be readily available to service the units/trailers on a twenty-four (24) hour basis. Water and power sources provided by the Vendor shall be continuous for the duration of using the unit/trailer. Vendor shall ensure that any disruptions of service that occur due to lack of water or power provided by the Vendor is remedied in a quick manner, no more than a twenty-four hour response, in order to provide continuous operations of the unit/trailers.



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**5.24. American with Disabilities Act (ADA) Compliancy**

- 5.12.1. ADA compliant units shall mean units designated accessible for use by persons with disabilities and shall be built in accordance with the current accessibility standards set forth in the ADA Accessibility Guidelines (ADAAG), Uniform Federal Accessibility Standards (UFAS), Fair Housing Act Design Manual, Florida Accessibility Code for Building Construction, and/or the most currently published ADA Accessibility Standards and Guidelines for Accessible Design, as applicable, in the following specifications. ADA compliant units shall meet all ADA requirements, implementing regulations, and guidelines, latest editions.

**5.25. Disposal of Waste Products**

- 5.25.1. The Vendor shall follow all requirements for the removal of contents of holding tanks and toilets per the Florida Administration Code Chapter 64E-6, Sewage Disposal Facilities.  
<https://www.flrules.org/gateway/chapterhome.asp?chapter=64e-6>
- 5.13.2. The Vendor shall obtain all required operational permits from the Department of Health prior to the commencement of required cleanings and any removal of contents of holding tanks and toilets. Permit shall be provided to the County upon request.
- 5.13.3 Disposal of contents of chemical toilets and holding tanks shall be disposed into a septic treatment and disposal facility approved by the Department of Health or into a treatment facility permitted by the Florida Department of Environmental Protection.

End of Scope of Work and Specifications Section

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**FORMS DESCRIPTION & INSTRUCTIONS****INVITATION TO BID**

This table provides a brief list, description, and instructions regarding the standard requested forms that should be submitted with all bids or proposals. This is not intended to be an all-inclusive list of forms required for your submission, but rather a guide to assist in completion of the County's standard forms.

<b>Form #</b>	<b>Title/Description</b>
<b>1</b>	<p><b><i>Solicitation Response Form</i></b></p> <p>All signatures must be by a corporate authorized representative, witnessed, and corporate and/or notary seal (as applicable.) The corporate or mailing address must match the company information as it is listed with the Florida Department of State Division of Corporations. Attach a copy of the web-page(s) from <a href="http://www.sunbiz.org">http://www.sunbiz.org</a> as certification of this required information. Sample attached for your reference.</p> <p>Verify that all Addenda and tax identification number have been provided.</p>
<b>1a</b>	<p><b><i>Bid/Proposal Form</i></b></p> <p>This form is used to provide itemization of project cost. A more detailed "schedule of values" may be requested by the County.</p>
<b>*</b>	<p><b><i>Business Relationship Disclosure Requirement</i></b></p> <p>Sections 112.313(3) and 112.313(7), F.S., prohibit certain business relationships on the part of public officers and employees, their spouses, and their children. If this <b><u>disclosure is applicable, the Bidder must request the form entitled "INTEREST IN COMPETITIVE BID FOR PUBLIC BUSINESS"</u></b> (Required by § 112.313(12)(b), F.S.) to be completed and <b><u>returned with the Solicitation Response</u></b>. <b>It is the Bidder's responsibility to request the form and disclose this relationship; failure to do so may result in being declared non-responsive.</b></p> <p>NOTICE: UNDER THE PROVISIONS OF § 112.317, F.S., A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR, AND MAY BE PUNISHED BY, ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.00.</p>
<b>2</b>	<p><b><i>Affidavit Certification Immigration Laws</i></b></p> <p>Submission of this form constitutes acknowledgement that the Bidder is in compliance in regard to all applicable immigration laws.</p>
<b>3</b>	<p><b><i>Reference Survey</i></b></p> <p>Provide this form to reference respondents. <b><u>For Bids, this form will be requested from the apparent low Bidder prior to the award. (not required to submit with bid)</u></b></p> <ol style="list-style-type: none"> <li><b>Section 1:</b> Bidder/Proposer to complete with <u>reference respondent's</u> information prior to providing to them for their response. (This is <b>not</b> the Bidder/Proposer's information.)</li> <li><b>Section 2:</b> Enter the name of the Bidder/Proposer; provide the project information in which the reference respondent is to provide a response.</li> <li>The <u>reference respondent</u> should complete <b>"Section 3."</b></li> <li><b>Section 4:</b> The reference respondent to print and sign name</li> <li><b>Three (3) Reference responses</b> are to be provided upon request.</li> <li>Failure to obtain reference surveys may make your company non-responsive.</li> </ol>

## PROJECT FUNDING PACKAGE

**4** *Negligence or Breach of Contract Disclosure Form*

The form may be used to disclose negligence or breach of contract litigation that your company may have been a part of over the past ten (10) years. You may need to duplicate this form to list all history. If the Bidder has more than ten (10) lawsuits, you may narrow them to litigation of the company or subsidiary submitting the Solicitation Response. Include, at a minimum, litigation for similar projects completed in the State of Florida. Final outcome should include in whose favor the litigation was settled and whether a monetary amount was awarded. The settlement amount may remain anonymous.

If you have **no litigation**, enter **“None”** in the first **“type of incident”** block of the form. Please do not write N/A on this form.

**5** *Sub-Contractor/Consultant List*

To be completed and returned when sub-contractors/consultants are to be utilized and are known at the time of the submission.

**6** *Public Entity Crime Form*

Any person or affiliate, as defined by statute, 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 the County; may not submit a Bid on a contract with the County for the construction or repair of a public building or a public work; may not submit Bids or leases of real property to the County; may not be Awarded or perform Work as a contractor, supplier, subcontractor, or consultant under a contract with the County, and may not transact business with the County in excess of \$25,000.00 for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

**7** *Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion (Required)*

To be completed and returned by Consultant with submittal. This form certifies that the Consultant is fully compliant and has not been debarred, suspended or is ineligible for Federal projects.

**8** *Certification of Lobbying Activities (Required)*

To be completed and returned by Consultant with submittal. Certifies that no Federal appropriated funds have been paid or will be paid by the Vendor any person for influencing or attempting to influence the awarding of a contract.

**9** *Immigration Law Affidavit Certification (E-Verify) (Required)*

To be completed and returned by the Consultant with submittal. Certifies that the Consultant is fully compliant with all immigration laws, comply with and provide proof of enrollment in E-Verify program.

**\*** *Bid/Proposal Label*

Self-explanatory. Please affix to the outside of the sealed submission documents.

**\*** *Include any licenses or certifications requested*

Local Business Tax Account (as applicable) issued by City and/or County entity. This is necessary for all Florida vendors.

It is the Bidder's responsibility to ensure the Solicitation Response is mailed or delivered in time to be received no later than the specified opening date and time. (If Solicitation is not received prior to the deadline, it cannot be considered or accepted)

## PROJECT FUNDING PACKAGE

## Form 1 – Solicitation Response Form


**LEE COUNTY PROCUREMENT MANAGEMENT  
SOLICITATION RESPONSE FORM**

 Date Submitted: April 13, 2023 Bid Due Date: 4/17/2023

 SOLICITATION IDENTIFICATION: B230263BJB

 SOLICITATION NAME: Rental of Portable Shower, Laundry Station, and Restroom Trailers

 COMPANY NAME: SLSCO LTD.

 NAME & TITLE: (TYPED OR PRINTED) Stan Ledbetter, Division President

 BUSINESS ADDRESS: (PHYSICAL) 2639 North Monroe Street, Suite A-116 Tallahassee, FL 32303

CORPORATE OR MAILING ADDRESS:

☐ SAME AS PHYSICAL P.O. Box 17017 Galveston, TX 77552
**ADDRESS MUST MATCH SUNBIZ.ORG**

 E-MAIL ADDRESS: sledbetter@slsco.com contracts@slsco.com

 PHONE NUMBER: 713.880.8411 FAX 713.880.2427

**NOTE REQUIREMENT: IT IS THE SOLE RESPONSIBILITY OF THE BIDDER/PROPOSER TO CHECK LEE COUNTY PROCUREMENT MANAGEMENT WEB SITE FOR ANY ADDENDA ISSUED FOR THIS PROJECT. THE COUNTY WILL POST ADDENDA TO THIS WEB PAGE, BUT WILL NOT NOTIFY.**

By responding to this sealed solicitation, the Bidder/Proposer makes all representations required by the instructions and further warrants and represents that: Bidder/Proposer has examined copies of all the solicitation documents and of the following addenda:

No. _____ Dated: _____	No. _____ Dated: _____	No. _____ Dated: _____
No. _____ Dated: _____	No. _____ Dated: _____	No. _____ Dated: _____

 Tax Payer Identification Number: 20-8780114

(1) Employer Identification Number -OR- (2) Social Security Number:

**\*\* Lee County collects your social security number for tax reporting purposes only**

Please submit a copy of your registration from the website [www.sunbiz.org](http://www.sunbiz.org) establishing your firm as authorized (including authorized representatives) to conduct business in the State of Florida, as provided by the *Florida Department of State, Division of Corporations. (a sample is attached for your reference)*

1 **Collusion Statement:** Lee County, Florida The undersigned, as Bidder/Proposer, hereby declares that no person or other persons, other than the undersigned, are interested in this solicitation as Principal, and that this solicitation is submitted without collusion with others; and that we have carefully read and examined the specifications or scope of work, and with full knowledge of all conditions under which the services herein is contemplated must be furnished, hereby bid/propose and agree to furnish this service according to the requirements set out in the solicitation documents, specifications or scope of work for said service for the prices as listed on the county provided price sheet or (CCNA) agree to negotiate prices in good faith if a contract is awarded.

2 **Scrutinized Companies Certification:**

Section 287.135, FL §, "Prohibition against contracting with scrutinized companies." Prohibits agencies from contracting with companies, for goods or services over \$1,000,000, that are on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, Scrutinized Companies that Boycott Israel List, have been engaged in a boycott of Israel, or been engaged in business operations in Cuba or Syria. The County reserves the right to review, on a case-by-case basis, and waive this stipulation if it is deemed to advantageous to the County.

As the person authorized to sign on behalf of Respondent, I hereby certify that the company identified above is in compliance with Section 287.135, FL §. I understand that submission of a false certification may subject company to contract termination, civil penalties, attorney's fees, and/or costs.

**EXHIBIT E**  
**PROJECT FUNDING PACKAGE**

**Form 1 – Solicitation Form, Page 2**

- 3 **Business Relationship Disclosure Requirement:** Sections 112.313(3) and 112.313(7), FL §, prohibit certain business relationships on the part of public officers and employees, their spouses, and their children. See Part III, Chapter 112, FL §, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers, Candidates and Employees" for more details on these prohibitions. However, Section 112.313(12), FL § (1983), provides certain limited exemptions to the above-referenced prohibitions, including one where the business is awarded under a system of sealed, competitive bidding; the public official has exerted no influence on bid negotiations or specifications; and where disclosure is made, prior to or at the time of the submission of the bid, of the official's or his spouse's or child's interest and the nature of the intended business. The Commission on Ethics has promulgated this form for such disclosure, if and when applicable to a public officer or employee.

**If this disclosure is applicable request form "INTEREST IN COMPETITIVE BID FOR PUBLIC BUSINESS" (Required by 112.313(12)(b), FL § (1983)) to be completed and returned with solicitation response. It is the bidder/proposer's responsibility to disclose this relationship, failure to do so could result in being declared non-responsive.**

☐ Business Relationship Applicable (request form)

☒ Business Relationship NOT Applicable

- 4 Disadvantaged, Minority, Women, Veterans Business Enterprise (DBE, MBE, WBE, VBE) ☐ Yes ☒ No  
 Proposer? If yes, please attach a current certificate.

**ALL SUBMISSIONS MUST BE EXECUTED BY AN AUTHORIZED AUTHORITY OF THE BIDDER/PROPOSER, WITNESSED AND SEALED (AS APPLICABLE)**

SLSCO LTD.

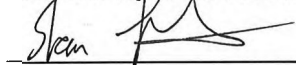
Company Name (Name printed or typed)

Stan Ledbetter

Authorized Representative Name (printed or typed)

Division President

Authorized Representative's Title (printed or typed)

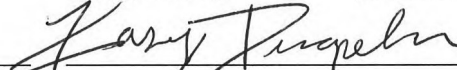


Authorized Representative's Signature

Kasey Drapela

Witnessed/Attested by:

(Witness/Secretary name and title printed or typed)



Witness/Secretary Signature

(Affix Corporate Seal, as applicable)

Any blank spaces on the form(s), qualifying notes or exceptions, counter offers, lack of required submittals, or signatures, on County's Form may result in the submission being declared non-responsive by the County.

Bidders may not adjust or modify data provided within the Bid Schedule. Bids received with modified data may deem the Bidder as non-responsive and ineligible for award.

## PROJECT FUNDING PACKAGE

Form 1a – Bid/Proposal Form

Lee County  
Southwest Florida**PROCUREMENT MANAGEMENT DEPARTMENT**  
**BID/ PRICE PROPOSAL FORM****COMPANY NAME:** SLSCO LTD.**SOLICITATION:** B230263BJB – Rental of Portable Shower, Laundry Station, and Restroom Trailers

This page serves as a header/placeholder only. Please refer to the Excel document provided with the solicitation for the complete schedule. The Excel document contains formulas for convenience; however, it is the Proposer's responsibility to verify all pricing and calculations are CORRECT. Lee County is not responsible for errors in formulas or calculations contained within Excel documents(s).

**REMINDER:** In the event there is a discrepancy between the total proposed amount, or the extended amounts and the unit prices proposed, the unit prices will prevail, and the corrected sum will be considered the quoted price.

The County will only accept proposals submitted on the proposal form provided by the County. Proposals submitted on other forms, other than those provided by the County, will deem Proposer as non-responsive and ineligible for award.

Proposers may not adjust or modify data provided within the Bid/Proposal Form. Proposals received with modified data may deem the Proposer as non-responsive and ineligible for award.

**PLEASE ENSURE** you have provided a printed copy of the Bid/Proposal Form with your hard copy submission packages and provided the excel version with your digital submission package.

**PRICING**

Pricing shall be inclusive of all labor, equipment, supplies, overhead, profit, materials, and any other incidental costs required to perform and complete all work as specified herein.



**LEE COUNTY**  
SOUTHWEST FLORIDA

**EXHIBIT E**  
**PROJECT FUNDING PACKAGE**  
**BID/PROPOSAL FORM**

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

SOLICITATION: B230263BJB - Rental of Portable Shower, Laundry Station and Restroom Trailers

Having carefully examined the Contract Documents, Contractor/Vendor proposes to furnish the following which meeting these specifications.

**PRICING**

Pricing shall be inclusive of all labor, equipment, delivery, servicing, supplies, overhead, profit, material, and any other incidental costs required to perform and complete all work as specified in the Contract Documents. All Unit Prices will be bid at the nearest whole penny. The Excel document contains formulas for convenience, however it is the Contractor's/Vendor's responsibility to verify all pricing and calculations are CORRECT. Lee County is not responsible for errors in formulas or calculations contained within Excel document(s).

In the event there is a discrepancy between a subtotal or total amount and the unit prices and extended amounts, the unit prices will prevail and the corrected extension(s) and total(s) will be considered the price.

The County will only accept bids submitted on bid forms provided by the County. Bids submitted on other forms, other than those provided by the County, will be deemed non-responsive and ineligible for award.

PLEASE ENSURE you have provided a printed copy of the Bid Schedule with your hard copy submission packages and provided the excel version with your digital submission package.

<b>Rental of Portable Shower, Laundry Station and Restroom Trailers</b>				
<b>Category A: Restroom Trailers - Weekly Rate (includes delivery, pick-up, daily servicing and required consumables)</b>				
Item	Description	Rate	Estimated Quantity	Unit Price
A1	Small Restroom Trailer - Minimum 4 Stall	Weekly	1	\$ 14,300.00
A2	Small Restroom Trailer - Minimum 4 Stall (w/ water source)	Weekly	1	\$ 17,875.00
A3	Small Restroom Trailer - Minimum 4 Stall (w/ power source)	Weekly	1	\$ 21,450.00
A4	Small Restroom Trailer - Minimum 4 Stall (w/ water source & power source)	Weekly	1	\$ 25,025.00
A5	Medium Restroom Trailer - Minimum 6 Stall	Weekly	1	\$ 18,590.00
A6	Medium Restroom Trailer - Minimum 6 Stall (w/ water source)	Weekly	1	\$ 23,595.00
A7	Medium Restroom Trailer - Minimum 6 Stall (w/ power source)	Weekly	1	\$ 27,170.00
A8	Medium Restroom Trailer - Minimum 6 Stall (w/ water source & power source)	Weekly	1	\$ 32,175.00
A9	Large Restroom Trailer - Minimum 8 Stall	Weekly	1	\$ 19,590.00
A10	Large Restroom Trailer - Minimum 8 Stall (w/ water source)	Weekly	1	\$ 24,595.00
A11	Large Restroom Trailer - Minimum 8 Stall (w/ power source)	Weekly	1	\$ 28,170.00
A12	Large Restroom Trailer - Minimum 8 Stall (w/ water source & power source)	Weekly	1	\$ 33,175.00
A13	X- Large Restroom Trailer - Minimum 12 Stall	Weekly	1	\$ 25,740.00
A14	X- Large Restroom Trailer - Minimum 12 Stall (w/ water source)	Weekly	1	\$ 31,460.00
A15	X- Large Restroom Trailer - Minimum 12 Stall (w/ power source)	Weekly	1	\$ 35,750.00
A16	X- Large Restroom Trailer - Minimum 12 Stall (w/ water source & power source)	Weekly	1	\$ 42,185.00
A17	ADA Compliant Unisex Restroom Trailer - Single Stall	Weekly	1	\$ 18,590.00
A18	ADA Compliant Unisex Restroom Trailer - Single Stall (w/ water source)	Weekly	1	\$ 21,450.00
A19	ADA Compliant Unisex Restroom Trailer - Single Stall (w/ power source)	Weekly	1	\$ 25,025.00
A20	ADA Compliant Unisex Restroom Trailer - Single Stall (w/ water source & power source) (Combo Trailer Shower & RR)	Weekly	1	\$ 27,885.00
<b>Category B: Restroom Trailers - Monthly Rate (includes delivery, pick-up, daily servicing and required consumables)</b>				
Item	Description	Rate	Estimated Quantity	Unit Price
B1	Small Restroom Trailer - Minimum 4 Stall	Monthly	1	\$ 50,000.00
B2	Small Restroom Trailer - Minimum 4 Stall (w/ water source)	Monthly	1	\$ 62,500.00
B3	Small Restroom Trailer - Minimum 4 Stall (w/ power source)	Monthly	1	\$ 75,000.00
B4	Small Restroom Trailer - Minimum 4 Stall (w/ water source & power source)	Monthly	1	\$ 87,500.00
B5	Medium Restroom Trailer - Minimum 6 Stall	Monthly	1	\$ 65,000.00
B6	Medium Restroom Trailer - Minimum 6 Stall (w/ water source)	Monthly	1	\$ 82,500.00
B7	Medium Restroom Trailer - Minimum 6 Stall (w/ power source)	Monthly	1	\$ 95,000.00
B8	Medium Restroom Trailer - Minimum 6 Stall (w/ water source & power source)	Monthly	1	\$ 112,500.00
B9	Large Restroom Trailer - Minimum 8 Stall	Monthly	1	\$ 69,000.00
B10	Large Restroom Trailer - Minimum 8 Stall (w/ water source)	Monthly	1	\$ 86,500.00
B11	Large Restroom Trailer - Minimum 8 Stall (w/ power source)	Monthly	1	\$ 99,000.00
B12	Large Restroom Trailer - Minimum 8 Stall (w/ water source & power source)	Monthly	1	\$ 116,500.00
B13	X- Large Restroom Trailer - Minimum 12 Stall	Monthly	1	\$ 90,000.00
B14	X- Large Restroom Trailer - Minimum 12 Stall (w/ water source)	Monthly	1	\$ 110,000.00
B15	X- Large Restroom Trailer - Minimum 12 Stall (w/ power source)	Monthly	1	\$ 125,000.00
B16	X- Large Restroom Trailer - Minimum 12 Stall (w/ water source & power source)	Monthly	1	\$ 147,500.00
B17	ADA Compliant Unisex Restroom Trailer - Single Stall	Monthly	1	\$ 65,000.00
B18	ADA Compliant Unisex Restroom Trailer - Single Stall (w/ water source)	Monthly	1	\$ 75,000.00
B19	ADA Compliant Unisex Restroom Trailer - Single Stall (w/ power source)	Monthly	1	\$ 87,500.00
B20	ADA Compliant Unisex Restroom Trailer - Single Stall (w/ water source & power source) (Combo Trailer Shower & RR)	Monthly	1	\$ 97,500.00
<b>Category C: Shower Trailers - Weekly Rate (includes delivery, pick-up, daily servicing and required consumables)</b>				
Item	Description	Rate	Estimated Quantity	Unit Price
C1	Small Shower Trailer - Minimum 4 Station	Weekly	1	\$ 18,590.00
C2	Small Shower Trailer - Minimum 4 Station (w/ water source)	Weekly	1	\$ 28,600.00
C3	Small Shower Trailer - Minimum 4 Station (w/ power source)	Weekly	1	\$ 25,740.00
C4	Small Shower Trailer - Minimum 4 Station (w/ water source & power source)	Weekly	1	\$ 35,750.00
C5	Medium Shower Trailer - Minimum 6 Station	Weekly	1	\$ 19,590.00
C6	Medium Shower Trailer - Minimum 6 Station (w/ water source)	Weekly	1	\$ 29,600.00
C7	Medium Shower Trailer - Minimum 6 Station (w/ power source)	Weekly	1	\$ 26,740.00
C8	Medium Shower Trailer - Minimum 6 Station (w/ water source & power source)	Weekly	1	\$ 36,750.00
C9	Large Shower Trailer - Minimum 8 Station	Weekly	1	\$ 20,590.00
C10	Large Shower Trailer - Minimum 8 Station (w/ water source)	Weekly	1	\$ 30,600.00

## PROJECT FUNDING PACKAGE

C11	Large Shower Trailer - Minimum 8 Station (w/ power source)	Weekly	1	\$	27,740.00
C12	Large Shower Trailer - Minimum 8 Station (w/ water source & power source)	Weekly	1	\$	37,750.00
C13	X-Large Shower Trailer - Minimum 12 Station	Weekly	1	\$	37,180.00
C14	X-Large Shower Trailer - Minimum 12 Station (w/ water source)	Weekly	1	\$	57,200.00
C15	X-Large Shower Trailer - Minimum 12 Station (w/ power source)	Weekly	1	\$	44,330.00
C16	X-Large Shower Trailer - Minimum 12 Station (w/ water source & power source)	Weekly	1	\$	71,500.00
C17	ADA Compliant Unisex Single Shower Station	Weekly	1	\$	18,590.00
C18	ADA Compliant Unisex Single Shower Station (w/ water source)	Weekly	1	\$	21,450.00
C19	ADA Compliant Unisex Single Shower Station (w/ power source)	Weekly	1	\$	25,025.00
C20	ADA Compliant Unisex Single Shower Station (w/ water source & power source) (Combo Trailer Shower & RR)	Weekly	1	\$	27,885.00

## Category D: Shower Trailers - Monthly Rate (includes delivery, pick-up, daily servicing and required consumables)

Item	Description	Rate	Estimated Quantity	Unit Price
D1	Small Shower Trailer - Minimum 4 Station	Monthly	1	\$ 65,000.00
D2	Small Shower Trailer - Minimum 4 Station (w/ water source)	Monthly	1	\$ 100,000.00
D3	Small Shower Trailer - Minimum 4 Station (w/ power source)	Monthly	1	\$ 90,000.00
D4	Small Shower Trailer - Minimum 4 Station (w/ water source & power source)	Monthly	1	\$ 125,000.00
D5	Medium Shower Trailer - Minimum 6 Station	Monthly	1	\$ 69,000.00
D6	Medium Shower Trailer - Minimum 6 Station (w/ water source)	Monthly	1	\$ 104,000.00
D7	Medium Shower Trailer - Minimum 6 Station (w/ power source)	Monthly	1	\$ 94,000.00
D8	Medium Shower Trailer - Minimum 6 Station (w/ water source & power source)	Monthly	1	\$ 129,000.00
D9	Large Shower Trailer - Minimum 8 Station	Monthly	1	\$ 73,000.00
D10	Large Shower Trailer - Minimum 8 Station (w/ water source)	Monthly	1	\$ 108,000.00
D11	Large Shower Trailer - Minimum 8 Station (w/ power source)	Monthly	1	\$ 98,000.00
D12	Large Shower Trailer - Minimum 8 Station (w/ water source & power source)	Monthly	1	\$ 133,000.00
D13	X-Large Shower Trailer - Minimum 12 Station	Monthly	1	\$ 130,000.00
D14	X-Large Shower Trailer - Minimum 12 Station (w/ water source)	Monthly	1	\$ 200,000.00
D15	X-Large Shower Trailer - Minimum 12 Station (w/ power source)	Monthly	1	\$ 155,000.00
D16	X-Large Shower Trailer - Minimum 12 Station (w/ water source & power source)	Monthly	1	\$ 250,000.00
D17	ADA Compliant Unisex Single Shower Station	Monthly	1	\$ 65,000.00
D18	ADA Compliant Unisex Single Shower Station (w/ water source)	Monthly	1	\$ 75,000.00
D19	ADA Compliant Unisex Single Shower Station (w/ power source)	Monthly	1	\$ 87,500.00
D20	ADA Compliant Unisex Single Shower Station (w/ water source & power source) (Combo Trailer Shower & RR)	Monthly	1	\$ 97,500.00

## Category E: Laundry Trailers - Weekly Rate (includes delivery, pick-up, daily servicing and required consumables)

Item	Description	Rate	Estimated Quantity	Unit Price
E1	Minimum 4 Unit Laundry Trailer	Weekly	1	\$ 18,590.00
E2	Minimum 4 Unit Laundry Trailer (w/ water source/w/ power source)	Weekly	1	\$ 28,600.00
E3	Minimum 4 Unit Laundry Trailer (w/ power source)	Weekly	1	\$ 25,740.00
E4	Minimum 4 Unit Laundry Trailer (w/ water source & power source)	Weekly	1	\$ 35,750.00
E5	Minimum 6 Unit Laundry Trailer	Weekly	1	\$ 19,590.00
E6	Minimum 6 Unit Laundry Trailer (w/ water source)	Weekly	1	\$ 29,600.00
E7	Minimum 6 Unit Laundry Trailer (w/ power source)	Weekly	1	\$ 26,740.00
E8	Minimum 6 Unit Laundry Trailer (w/ water source & power source)	Weekly	1	\$ 36,750.00
E9	Minimum 8 Unit Laundry Trailer	Weekly	1	\$ 20,590.00
E10	Minimum 8 Unit Laundry Trailer (w/ water source)	Weekly	1	\$ 30,600.00
E11	Minimum 8 Unit Laundry Trailer (w/ power source)	Weekly	1	\$ 27,740.00
E12	Minimum 8 Unit Laundry Trailer (w/ water source & power source)	Weekly	1	\$ 37,750.00
E13	Minimum 12 Unit Laundry Trailer	Weekly	1	\$ 37,180.00
E14	Minimum 12 Unit Laundry Trailer (w/ water source)	Weekly	1	\$ 57,200.00
E15	Minimum 12 Unit Laundry Trailer (w/ power source)	Weekly	1	\$ 44,330.00
E16	Minimum 12 Unit Laundry Trailer (w/ water source & power source)	Weekly	1	\$ 71,500.00

## Category F: Laundry Trailers - Monthly Rate (includes delivery, pick-up, daily servicing and required consumables)

Item	Description	Rate	Estimated Quantity	Unit Price
F1	Minimum 4 Unit Laundry Trailer	Monthly	1	\$ 65,000.00
F2	Minimum 4 Unit Laundry Trailer (w/ water source)	Monthly	1	\$ 100,000.00
F3	Minimum 4 Unit Laundry Trailer (w/ power source)	Monthly	1	\$ 90,000.00
F4	Minimum 4 Unit Laundry Trailer (w/ water source & power source)	Monthly	1	\$ 125,000.00
F5	Minimum 6 Unit Laundry Trailer	Monthly	1	\$ 69,000.00
F6	Minimum 6 Unit Laundry Trailer (w/ water source)	Monthly	1	\$ 104,000.00
F7	Minimum 6 Unit Laundry Trailer (w/ power source)	Monthly	1	\$ 94,000.00
F8	Minimum 6 Unit Laundry Trailer (w/ water source & power source)	Monthly	1	\$ 129,000.00
F9	Minimum 8 Unit Laundry Trailer	Monthly	1	\$ 73,000.00
F10	Minimum 8 Unit Laundry Trailer (w/ water source)	Monthly	1	\$ 108,000.00
F11	Minimum 8 Unit Laundry Trailer (w/ power source)	Monthly	1	\$ 98,000.00
F12	Minimum 8 Unit Laundry Trailer (w/ water source & power source)	Monthly	1	\$ 133,000.00
F13	Minimum 12 Unit Laundry Trailer	Monthly	1	\$ 130,000.00
F14	Minimum 12 Unit Laundry Trailer (w/ water source)	Monthly	1	\$ 200,000.00
F15	Minimum 12 Unit Laundry Trailer (w/ power source)	Monthly	1	\$ 155,000.00
F16	Minimum 12 Unit Laundry Trailer (w/ water source & power source)	Monthly	1	\$ 250,000.00

## Category G: Additional Servicing Rates (outside of the daily minimum requirement)

Item	Description	Unit of Measure	Estimated Quantity	Unit Price
G1	Small Restroom Trailer - Minimum 4 Stall	Each	1	\$ 450.00
G2	Medium Restroom Trailer - Minimum 6 Stall	Each	1	\$ 550.00
G3	Large Restroom Trailer - Minimum 8 Stall	Each	1	\$ 650.00
G4	X-Large Restroom Trailer - Minimum 12 Stall	Each	1	\$ 850.00



G5	ADA Compliant Unisex Shower Trailer - Single Station	Each	1	\$	450.00
G6	Small Shower Trailer - Minimum 4 Station	Each	1	\$	450.00
G7	Medium Shower Trailer - Minimum 6 Station	Each	1	\$	550.00
G8	Large Shower Trailer - Minimum 8 Station	Each	1	\$	650.00
G9	X-Large Shower Trailer - Minimum 12 Station	Each	1	\$	850.00
G10	ADA Compliant Unisex Single Shower Station	Each	1	\$	450.00
G11	X-Large Shower Trailer - Minimum 12 Station	Each	1	\$	850.00
G12	ADA Compliant Unisex Single Shower Station	Each	1	\$	450.00
G13	X-Large Shower Trailer - Minimum 12 Station	Each	1	\$	850.00
G14	ADA Compliant Unisex Single Shower Station	Each	1	\$	450.00

\*\*Quantities are not guaranteed. Final payment will be based on actual quantities.

## PROJECT FUNDING PACKAGE

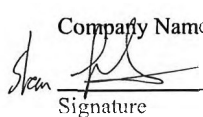
## Form 2 – Affidavit Certification of Immigration Laws

AFFIDAVIT CERTIFICATION IMMIGRATION LAWSSOLICITATION NO.: **B230263BJB**SOLICITATION NAME: **Rental of Portable Shower, Laundry Station, and Restroom Trailers**

LEE COUNTY WILL NOT INTENTIONALLY AWARD COUNTY CONTRACTS TO ANY CONTRACTOR WHO KNOWINGLY EMPLOYS UNAUTHORIZED ALIEN WORKERS, CONSTITUTING A VIOLATION OF THE EMPLOYMENT PROVISIONS CONTAINED IN 8 U.S.C. SECTION 1324 a(e) {SECTION 274A(e) OF THE IMMIGRATION AND NATIONALITY ACT ("INA").

LEE COUNTY MAY CONSIDER THE EMPLOYMENT BY ANY CONTRACTOR OF UNAUTHORIZED ALIENS A VIOLATION OF SECTION 274A(e) OF THE INA. **SUCH VIOLATION BY THE RECIPIENT OF THE EMPLOYMENT PROVISIONS CONTAINED IN SECTION 274A(e) OF THE INA SHALL BE GROUNDS FOR UNILATERAL CANCELLATION OF THE CONTRACT BY LEE COUNTY.** PROPOSER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

BY REGISTERING AS A VENDOR, SUBMITTING A RESPONSE TO A SOLICITATION, OR ENTERING INTO A CONTRACT, YOU ARE OBLIGATED TO COMPLY WITH THE PROVISIONS OF SECTION 448.095, FLA. STAT., "EMPLOYMENT ELIGIBILITY." FURTHER, BY YOUR REGISTRATION AS A VENDOR, RESPONSE TO A SOLICITATION, ENTERING INTO A CONTRACT, YOU AFFIRM AND REPRESENT THAT YOU ARE REGISTERED WITH THE E-VERIFY SYSTEM AND ARE USING SAME, AND WILL CONTINUE TO USE SAME AS REQUIRED BY SECTION 448.095, F.S. COMPLIANCE WITH SECTION 448.095 INCLUDES, BUT IS NOT LIMITED TO, UTILIZATION OF THE E-VERIFY SYSTEM TO VERIFY THE WORK AUTHORIZATION STATUS OF ALL NEWLY HIRED EMPLOYEES, AND REQUIRING ALL SUBCONTRACTORS TO PROVIDE AN AFFIDAVIT ATTESTING THAT THE SUBCONTRACTOR DOES NOT EMPLOY, CONTRACT WITH, OR SUBCONTRACT WITH, AN UNAUTHORIZED ALIEN. FAILURE TO COMPLY WILL LEAD TO TERMINATION AS A VENDOR, DISQUALIFYING YOU FOR AWARD OF A SOLICITATION, DENIAL OF ENTERING INTO A CONTRACT AND/OR, CANCELLATION OF AN ACTIVE CONTRACT, OR IF YOUR SUBCONTRACTOR KNOWINGLY VIOLATES THE STATUTE, THE SUBCONTRACT MUST BE TERMINATED IMMEDIATELY. ANY CHALLENGE TO TERMINATION UNDER THIS PROVISION MUST BE FILED NO LATER THAN 20 CALENDAR DAYS AFTER THE DATE OF TERMINATION. IF TERMINATED FOR A VIOLATION OF THE STATUTE BY THE VENDOR, THE VENDOR MAY NOT BE ALLOWED TO DO BUSINESS WITH THE COUNTY OR BE AWARDED A SOLICITATION OR CONTRACT FOR A PERIOD OF 1 YEAR AFTER THE DATE OF TERMINATION. ALL COSTS INCURRED TO INITIATE AND SUSTAIN THE AFOREMENTIONED PROGRAMS SHALL BE THE RESPONSIBILITY OF THE VENDOR.

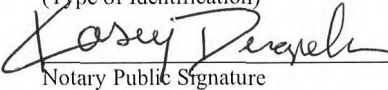
Company Name: SLSCO LTD.  
 Division President April 13, 2023  
 Signature Title Date

STATE OF Texas  
 COUNTY OF Galveston

The foregoing instrument was signed and acknowledged before me, by means of ☒ physical presence or ☐ online notarization, this 13 day of April, 2023, by Stan Ledbetter who has produced

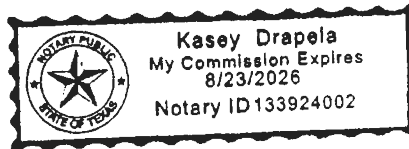
Personally Known (Print or Type Name)  
as identification.

(Type of Identification)

  
 Notary Public Signature

Kasey Drapela  
 Printed Name of Notary Public

133724002 / 8/23/2024  
 Notary Commission Number/Expiration



The signee of this Affidavit guarantee, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made. **LEE COUNTY RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION, AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.**

**EXHIBIT E**  
**PROJECT FUNDING PACKAGE**

Form 3 - Reference Survey

*Lee County Procurement Management  
Reference Survey*

*Reference surveys submitted can be a maximum of twelve (12) months old. If using a previous reference, Proposers must clearly identify the project name and number the reference is being submitted for.*

**Project Name & Number:** ITB # B230209BJB Rental of Portable Shower, Laundry Station, and Restroom Trailers

<b>Section 1</b>	<b>Reference Respondent Information</b>	<b>Please return completed form to:</b>	
<b>FROM:</b>	Cody Hays	<b>Bidder/Proposer:</b> SLSCO LTD.	
<b>COMPANY:</b>	Texas Division of Emergency Management (TDEM)	<b>Due Date:</b> March 10, 2023	
<b>PHONE #:</b>	512.939.7611	<b>Total # Pages:</b> 1	
<b>FAX #:</b>	N/A	<b>Phone #:</b> 210.710.6954	<b>Fax #:</b> N/A
<b>EMAIL:</b>	cody.hays@tdem.texas.gov	<b>Bidder/Proposer E-Mail:</b> skuhn@slsco.com	

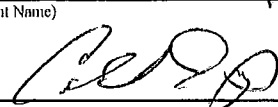
<b>Section 2</b>	Enter Bidder/Proposer Information, as applicable Similar Performed Project (Bidder/Proposer to enter details of a project performed for above reference respondent)		
<b>Bidder/Proposer Name:</b>	SLSCO LTD.		
<b>Reference Project Name:</b>	<b>Project Address:</b>	<b>Project Cost:</b>	
Carbon & Eastland Wildfires		\$180,095.00	
<b>Summarize Scope:</b>			
SLS mobilized mobile restroom and shower trailers, portable toilets, generators, potable water tanker, and handwashing stations to support fire fighters and electrical linemen responding to wildfires in rural Texas locations. The SLS team deployed resources within 24 hours for the Carbon Volunteer Fire Department and two TDEM base camps near Eastland.			

**You as an individual or your company has been given as a reference on the project identified above. Please provide your responses in section 3 below.**

<b>Section 3</b>		Indicate: "Yes" or "No"
1. Did this company have the proper resources and personnel by which to get the job done?		YES
2. Were any problems encountered with the company's work performance?		NO
3. Were any change orders or contract amendments issued, other than owner initiated?		NO
4. Was the job completed on time?		YES
5. Was the job completed within budget?		YES
6. On a scale of one to ten, ten being best, how would you rate the overall work performance, considering professionalism; final product; personnel; resources. Rate from 1 to 10. (10 being highest)		10
7. If the opportunity were to present itself, would you rehire this company?		
8. Please provide any additional comments pertinent to this company and the work performed for you: SLS ALWAYS PERFORMED WELL AND WENT ABOVE AND BEYOND		

**Section 4** Please submit non-Lee County employees as references

CODY HAYS  
Reference Name (Print Name)

  
Reference Signature

**EXHIBIT E**  
**PROJECT FUNDING PACKAGE**

**Form 3 - Reference Survey**

**Lee County Procurement Management**  
**Reference Survey**

*Reference surveys submitted can be a maximum of twelve (12) months old. If using a previous reference, Proposers must clearly identify the project name and number the reference is being submitted for.*

**Project Name & Number:** ITB # B230209BJB Rental of Portable Shower, Laundry Station, and Restroom Trailers

<b>Section 1</b>	<b>Reference Respondent Information</b>	<b>Please return completed form to:</b>	
<b>FROM:</b>	Richard LaTour	<b>Bidder/Proposer:</b>	SLSCO LTD.
<b>COMPANY:</b>	Massachusetts Emergency Management Agency	<b>Due Date:</b>	March 10, 2023
<b>PHONE #:</b>	617.828.5852	<b>Total # Pages:</b>	1
<b>FAX #:</b>	N/A	<b>Phone #:</b>	210.710.6954
<b>EMAIL:</b>	richard.latour@state.ma.us	<b>Fax #:</b>	N/A
		<b>Bidder/Proposer E-Mail:</b>	skuhn@slsco.com

<b>Section 2</b>	Enter Bidder/Proposer Information, as applicable Similar Performed Project (Bidder/Proposer to enter details of a project performed for above reference respondent)		
<b>Bidder/Proposer Name:</b>	SLSCO LTD.		
<b>Reference Project Name:</b>	<b>Project Address:</b>	<b>Project Cost:</b>	
Emergency Assistance Intake Center	100 Sherman RD, Devens, MA 01434	\$837,210.00 (to date)	
<b>Summarize Scope:</b>		<b>NTE \$7.19 M</b>	
Massachusetts Emergency Management Agency (MEMA) tasked SLS to stand up an emergency shelter for up to 100 shelter occupants by transforming a vacant recreation center in Devens, MA into a functional shelter. The SLS team deployed shower/restroom trailers and enclosed them in a climate-controlled tent. SLS has provided operational management of the shelter and all equipment and services since December 12, 2022.			

**You as an individual or your company has been given as a reference on the project identified above. Please provide your responses in section 3 below.**

<b>Section 3</b>	Indicate: "Yes" or "No"
1. Did this company have the proper resources and personnel by which to get the job done?	Yes
2. Were any problems encountered with the company's work performance?	No
3. Were any change orders or contract amendments issued, other than owner initiated?	No
4. Was the job completed on time?	Yes
5. Was the job completed within budget?	Yes
6. On a scale of one to ten, ten being best, how would you rate the overall work performance, considering professionalism; final product; personnel; resources. Rate from 1 to 10. (10 being highest)	9.0
7. If the opportunity were to present itself, would you rehire this company?	Yes
8. Please provide any additional comments pertinent to this company and the work performed for you: SLS, and their staff were extremely responsive and efficient with their operation. They professionally handled any permit, plumbing variance, or other building and plumbing code requirements efficiently, specifically for the deployed shower trailers and covered walkways. Further, staff were on site daily to ensure smooth operations, including regular preventative maintenance and checks on temporary structures before and after any weather events.	

**Section 4** Please submit non-Lee County employees as references

Richard LaTour, Jr.  
Reference Name (Print Name)

*Richard LaTour, Jr.*  
Reference Signature

**EXHIBIT E**  
**PROJECT FUNDING PACKAGE**

**Form 3 - Reference Survey**

**Lee County Procurement Management**  
**Reference Survey**

*Reference surveys submitted can be a maximum of twelve (12) months old. If using a previous reference, Proposers must clearly identify the project name and number the reference is being submitted for.*

**Project Name & Number:** ITB # B230209BJB Rental of Portable Shower, Laundry Station, and Restroom Trailers

<b>Section 1</b>		<b>Reference Respondent Information</b>		<b>Please return completed form to:</b>	
<b>FROM:</b>	Christina Dayries			<b>Bidder/Proposer:</b>	SLSCO LTD.
<b>COMPANY:</b>	GOHSEP			<b>Due Date:</b>	March 10, 2023
<b>PHONE #:</b>	225.358.5599			<b>Total # Pages:</b>	1
<b>FAX #:</b>	225.925.7501			<b>Phone #:</b>	Fax #: N/A
<b>EMAIL:</b>	christina.dayries@la.gov			<b>Bidder/Proposer E-Mail:</b>	
<b>Section 2</b>		Enter Bidder/Proposer Information, as applicable Similar Performed Project (Bidder/Proposer to enter details of a project performed for above reference respondent)			
<b>Bidder/Proposer Name:</b>		SLSCO			
<b>Reference Project Name:</b>		<b>Project Address:</b>		<b>Project Cost:</b>	
Hurricane Ida Response & Recovery		Multiple Parishes impacted in Southern LA		\$4.1 million	
<b>Summarize Scope:</b>					
SLS mobilized laundry trailers for the State of Louisiana Governor's Office of Homeland Security and Emergency Preparedness after Hurricane Ida dealt a devastating blow to the state. SLS continues to maintain the trailers more than a year later. LA issued POs to the sister company DRC for this service.					
<b>You as an individual or your company has been given as a reference on the project identified above. Please provide your responses in section 3 below.</b>					
<b>Section 3</b>					Indicate: "Yes" or "No"
1. Did this company have the proper resources and personnel by which to get the job done?					Yes
2. Were any problems encountered with the company's work performance?					No
3. Were any change orders or contract amendments issued, other than owner initiated?					No
4. Was the job completed on time?					Yes
5. Was the job completed within budget?					Yes
6. On a scale of one to ten, ten being best, how would you rate the overall work performance, considering professionalism; final product; personnel; resources. Rate from 1 to 10. (10 being highest)					10
7. If the opportunity were to present itself, would you rehire this company?					Yes
8. Please provide any additional comments pertinent to this company and the work performed for you:					
No issues ever encountered with vendor SLS or DR-which is the entity we issues Purchase Orders for in Louisiana for portable laundry trailers. According to SLS these two companies are sister companies.					

**Section 4** Please submit non-Lee County employees as references

Christina Dayries

Reference Name (Print Name)

**Christina Dayries**

Digitally signed by Christina Dayries  
DN: cn=Christina Dayries, o=GOHSEP, ou=Deputy Director,  
Chief of Staff, email=Christina.Dayries@la.gov, c=US  
Date: 2023.03.10 09:52:26 -0600

Reference Signature

## PROJECT FUNDING PACKAGE

Form 3 - Reference Survey

Lee County Procurement Management  
Reference Survey

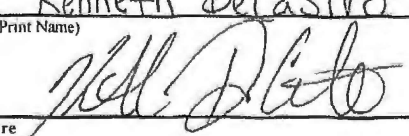
Reference surveys submitted can be a maximum of twelve (12) months old. If using a previous reference, Proposers must clearly identify the project name and number the reference is being submitted for.

Project Name & Number: ITB # B230209BJB Rental of Portable Shower, Laundry Station, and Restroom Trailers

<b>Section 1</b>		<b>Reference Respondent Information</b>		<b>Please return completed form to:</b>	
<b>FROM:</b>		Kenneth De Castro		<b>Bidder/Proposer:</b> SLSCO LTD.	
<b>COMPANY:</b>		Florida Division of Emergency Management		<b>Due Date:</b> March 10, 2023	
<b>PHONE #:</b>		850.815.4000 or 850.567.1943		<b>Total # Pages:</b> 1	
<b>FAX #:</b>		N/A		<b>Phone #:</b> 210.710.6954 <b>Fax #:</b> N/A	
<b>EMAIL:</b>		kenneth.decastro@em.myflorida.com		<b>Bidder/Proposer E-Mail:</b> skuhn@slsco.com	
<b>Section 2</b>		Enter Bidder/Proposer Information, as applicable. Similar Performed Project (Bidder/Proposer to enter details of a project performed for above reference respondent)			
<b>Bidder/Proposer Name:</b> SLSCO LTD.					
<b>Reference Project Name:</b>		<b>Project Address:</b>		<b>Project Cost:</b>	
Hurricane Ian Missions - FDEM Emergency Standby Materials & Services contract		FDEM Emergency Operations Center 2555 Shumard Oak BLVD, Tallahassee, FL 32399 State Logistics Response Center (SLRC) 2702 Directors Row, Orlando, FL 32809		\$25.0 million to date	
<b>Summarize Scope:</b>					
The SLS team provided logistical support and asset deployments for FDEM response and recovery missions statewide, including mobile lodging trailers, restroom, shower and laundry trailers, equipment, and emergency catering operations at four sites.					
<b>You as an individual or your company has been given as a reference on the project identified above. Please provide your responses in section 3 below.</b>					
<b>Section 3</b>					<b>Indicate: "Yes" or "No"</b>
1. Did this company have the proper resources and personnel by which to get the job done?					YES
2. Were any problems encountered with the company's work performance?					NO
3. Were any change orders or contract amendments issued, other than owner initiated?					YES
4. Was the job completed on time?					YES
5. Was the job completed within budget?					N/A
6. On a scale of one to ten, ten being best, how would you rate the overall work performance, considering professionalism; final product; personnel; resources. Rate from 1 to 10. (10 being highest)					N/A
7. If the opportunity were to present itself, would you rehire this company?					YES
8. Please provide any additional comments pertinent to this company and the work performed for you:					

**Section 4** Please submit non-Lee County employees as references

Reference Name (Print Name) Kenneth DeCastro

Reference Signature 

*Form 4 - Negligence or Breach of Contract Disclosure Form*

### ALLEGED NEGLIGENCE OR BREACH OF CONTRACT DISCLOSURE FORM

Please fill in the form below. Provide each incident in regard to alleged negligence or breach of contract that has occurred over the past 10 years. Please complete in chronological order with the most recent incident on starting on page 1. Please do not modify this form (expansion of spacing allowed) or submit your own variation.

**Company Name:** SLSCO LTD.

Type of Incident <i>Alleged Negligence or Breach of Contract</i>	Incident Date And Date Filed	Plaintiff <i>(Who took action against your company)</i>	Case Number	Court <i>County/State</i>	Project	Claim Reason <i>(initial circumstances)</i>	Final Outcome <i>(who prevailed)</i>
Breach of Contract	Incident Date: On or about 5/16/2018 Date Filed: 5/31/2018	James Hills	18-CA-627-K	Monroe County, Florida	FEMA/Monroe County "Sheltering and Temporary Essential Power Program"	Plaintiff alleges certain roof repairs should have been covered under their agreement with Defendants	Case Dismissed with Prejudice on 3/6/2019

 EXHIBIT E  
PROJECT FUNDING PACKAGE

Make as many copies of this sheet as necessary in order to provide a 10-year history of the requested information. If there is no action pending or action taken in the last 10 years, complete the company name and write "NONE" in the first "Type of Incident" box of this page and return with your proposal package. This form should also include the primary partners listed in your proposal. Do not include litigation with your company as the plaintiff. Final outcome should include who prevailed and what method of settlement was made. If a monetary settlement was made the amount may remain anonymous.

Page Number: \_\_\_\_\_ Of \_\_\_\_\_ Total pages

Proposals may be declared "non-responsive" due to omissions of "Negligence or Breach of Contract" on this disclosure form. Additionally, proposals may be declared "not responsible" due to past or pending lawsuits that are relevant to the subject procurement such that they call into question the ability of the proposer to assure good faith performance. This determination may be made by the Procurement Management Director, after consulting with the County Attorney

*Form 5 - Sub-contractor/consultant List***SUB-CONTRACTOR/CONSULTANT LIST**

<b>Sub-Contractor/Consultant Company Name</b>	<b>Area Of Work</b>	<b>Point Of Contact Or Project Supervisor</b>	<b>Contact Info Phone or Email</b>	<b>Qualified DBE, MBE, WBE, VBE or Similar</b>	<b>Amount or Percentage of Total</b>
Granny's Alliance Holdings Inc	Equipment rentals & servicing	Ryan Pierce	512.569.1136	WBE	15%
Doodie Calls Inc.	Restroom rentals & servicing	Jason	727.265.0308		30%
Rentals to Go	Restroom & Shower rentals	Carter Brightman	607.373.9762		20%
Yourdollarbuys, LLC	Hygiene kits & supplies	Patrice Walker	844.932.8258	WOSB	TBD

Please include sub-contractor/consultant name, area of work (i.e. mechanical, electrical, etc.) and a **valid** phone number and/or email. Also include the dollar value or percentage that the sub-contractor/consultant will be performing. If sub-contractor/consultant qualifies as a current certificate Florida Certified Business Enterprise such as MBE, WBE, DBE, VBE or similar please indicate such above and provide proof of certification.



**EXHIBIT E**  
**PROJECT FUNDING PACKAGE**

**Form 6 - Public Entity Crime Form**

Page 1 of 2

**Public Entity Crime  
Form**

This form must be signed and sworn to in the presence of a notary public or other officer authorized to administer oaths.

1. This sworn statement is submitted to Lee County Board of County Commissioners  
*(Print name of the public entity)*

by Stan Ledbetter, Division President  
*(Print individual's name and title)*

for SLSCO LTD.  
*(Print name of entity submitting sworn statement)*

whose business address is 2639 North Monroe Street, Suite A-116 Tallahassee, FL 32303

(If applicable) its Federal Employer Identification Number (FEIN) is 20-8780114

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: On the attached sheet.) Required as per IRS Form W-9.

2. I understand that a "public entity crime" as defined in Paragraph 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 or political subdivision of any other state or with the United States, including but not limited to, and bid or contract for goods or services to be provided to any public entity or agency or political subdivision or any other state or of the United States, and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. 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, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime:  
or:
  2. 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 those offices, directors, executives, partners, shareholders, employees, members and agents who are active in the management of the affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not fair market value under an arm's length Agreement/Contract, shall be a facie case that one person controls another person. A person who 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.
5. I understand that a "person" as defined in Paragraph 287.133(1) (c), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter a binding contract and which bids or applies 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 "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of the entity.
6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting those sworn statement. *(Please indicate which statement applies.)*

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

**EXHIBIT E**  
**PROJECT FUNDING PACKAGE****Form 6 - Public Entity Crime Form, Page 2**

Page 2 of 2

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, member, or agents who are active in management of the entity, or an affiliate of the entity have 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, member, or agents who are active in 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 subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearing 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 vendor list. (Attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH 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 OR ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.



(Signature)

April 13, 2023

(Date)

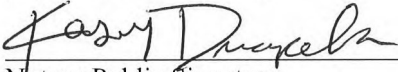
STATE OF TexasCOUNTY OF Galveston

Sworn to (or affirmed) and subscribed before me, by means of ☒ physical presence or ☐ online notarization, this  
13 day of April 2023, by Stan Ledbetter who has produced

(Print or Type Name)

Personally Known as identification.

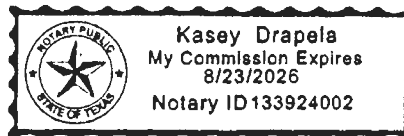
(Type of Identification)



Notary Public Signature

Kasey Drapela

Printed Name of Notary Public

133924002 / 8/23/2026

Notary Commission Number/Expiration

**EXHIBIT E**  
**PROJECT FUNDING PACKAGE**

*Form 7 - Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion*

**Certification Regarding  
Debarment, Suspension, Ineligibility  
And Voluntary Exclusion**

**CONSULTANT/CONTRACTOR/VENDOR Covered Transactions**

- (1) The prospective CONSULTANT/CONTRACTOR/VENDOR, SLSCO LTD.  
of the Sub-Recipient certifies, by submission of this document, 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 Sub-Recipient's subcontractor is unable to certify to the above statement, the prospective subcontractor shall attach an explanation to this form.

**CONSULTANT/CONTRACTOR/VENDOR**

SLSCO LTD.

By: 

Signature

Division President

Name and Title

2639 North Monroe Street, Suite A-116

Street Address

Tallahassee, FL 32303

City, State, Zip

April 13, 2023

Date

## PROJECT FUNDING PACKAGE

## Form 8 - Certification Regarding Lobbying

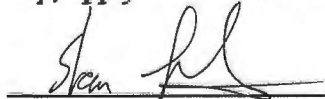
## CERTIFICATION REGARDING LOBBYING

The undersigned 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 any 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 influencing or attempting to influence 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-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents of all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients 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 section 1352, title 31, United States Code. 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.

The Contractor/Consultant, SLSCO LTD., 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, if any.



Signature of Contractor/Consultant's Authorized Official

Stan Ledbetter, Division President

Name & Title of Contractor/Consultant's Authorized Official

April 13, 2023

Date

**EXHIBIT E**  
**PROJECT FUNDING PACKAGE***Form 8a: continued (as applicable)***DISCLOSURE OF LOBBYING ACTIVITIES**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB  
4040-DD13

<b>1. * Type of Federal Action:</b> <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. * Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. * Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: _____ * Street 1: _____ Street 2: _____ * City: _____ State: _____ Zip: _____ Congressional District, if known: _____		
<b>5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:</b> <div style="text-align: center; font-size: 1.2em;">N/A</div>		
<b>6. * Federal Department/Agency:</b> _____	<b>7. * Federal Program Name/Description:</b> _____ OFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b> _____	<b>9. Award Amount, if known:</b> \$ _____	
<b>10. a. Name and Address of Lobbying Registrant:</b> Prefix _____ * First Name _____ Middle Name _____ * Last Name _____ Suffix _____ * Street 1 _____ Street 2 _____ * City _____ State _____ Zip _____		
<b>b. Individual Performing Services (including address if different from No. 10a)</b> Prefix _____ * First Name _____ Middle Name _____ * Last Name _____ Suffix _____ * Street 1 _____ Street 2 _____ * City _____ State _____ Zip _____		
<b>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</b>  * Signature: _____ * Name: Prefix _____ * First Name _____ Middle Name _____ * Last Name _____ Suffix _____ Title: _____ Telephone No.: _____ Date: _____		
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form - 111 (Rev. 7-97)

**EXHIBIT E**  
**PROJECT FUNDING PACKAGE**

**Form 9: E-Verify Affidavit**

**Attachment: Immigration Law Affidavit Certification**

This Affidavit is required and should be signed by an authorized principal of the firm, notarized and submitted with County Procurements where applicable. Further, Vendors / Bidders are required to enroll in the E-Verify program, and provide acceptable evidence of their enrollment, upon request by County personnel. Acceptable evidence consists of a copy of the properly completed E-Verify Company Profile page or a copy of the fully executed E-Verify Memorandum of Understanding for the company.

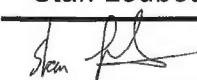
Lee County will not intentionally award County contracts to any vendor who knowingly employs unauthorized alien workers, constituting a violation of the employment provision contained in 8 U.S.C. Section 1324 a(e) Section 274A(e) of the Immigration and Nationality Act ("INA").

Lee County may consider the employment by any vendor of unauthorized aliens a violation of Section 274A (e) of the INA. Such Violation by the recipient of the Employment Provisions contained in Section 274A (e) of the INA shall be grounds for unilateral termination of the contract by Lee County.

Vendor attests that they are fully compliant with all applicable immigration laws (specifically to the 1986 Immigration Act and subsequent Amendment(s)) and agrees to comply with the provisions of the Memorandum of Understanding with E-Verify and to provide proof of enrollment in The Employment Eligibility Verification System (E-Verify), operated by the Department of Homeland Security in partnership with the Social Security Administration at any time upon request by the County.

Company Name SLSCO LTD.

Print Name Stan Ledbetter Title Division President

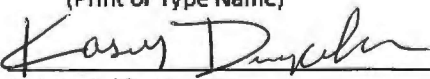
Signature  Date April 13, 2023

State of Texas

County of Galveston

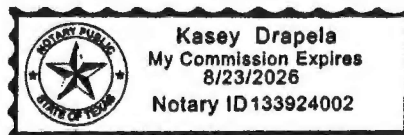
The foregoing instrument was signed and acknowledged before me, by means of ☒ physical presence or ☐ online notarization, this 13 day of April, 2023, by

Stan Ledbetter \_\_\_\_\_ who has produced Personally Known \_\_\_\_\_ as identification.  
(Print or Type Name) (Type of Identification)

  
Notary Public Signature

Kasey Drapela  
Printed Name of Notary Public

133924002 / 8/23/2026  
Notary Commission Number/Expiration



The signee of these Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.



Company ID Number: 1356433

Approved by:

<b>Employer</b> SLSCO, Ltd	
<b>Name (Please Type or Print)</b> DONNA PUCKLY	<b>Title</b>
<b>Signature</b> Electronically Signed	<b>Date</b> 11/02/2018
<b>Department of Homeland Security – Verification Division</b>	
<b>Name (Please Type or Print)</b> USCIS Verification Division	<b>Title</b>
<b>Signature</b> Electronically Signed	<b>Date</b> 11/02/2018

**EXHIBIT E**  
**PROJECT FUNDING PACKAGE**

DIVISION OF CORPORATIONS

[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /**Detail by Entity Name**

Foreign Limited Partnership  
SLSCO LTD.

**Filing Information**

<b>Document Number</b>	B09000000114
<b>FEI/EIN Number</b>	20-8780114
<b>Date Filed</b>	08/21/2009
<b>State</b>	TX
<b>Status</b>	ACTIVE
<b>Last Event</b>	LP NAME CHANGE
<b>Event Date Filed</b>	04/06/2015
<b>Event Effective Date</b>	NONE

**Principal Address**

6702 Broadway St.  
GALVESTON, TX 77554

Changed: 03/05/2019

**Mailing Address**

PO BOX 17017  
Galveston, TX 77552

Changed: 04/13/2018

**Registered Agent Name & Address**

INCorp SERVICES, INC.  
3458 LAKESHORE DRIVE  
TALLAHASSEE, FL 32312

Address Changed: 02/08/2023

**General Partner Detail**



**EXHIBIT E**  
**PROJECT FUNDING PACKAGE****Name & Address**

SULLIVAN, TODD P  
6702 Broadway  
Galveston, TX 77554

SULLIVAN, JOHN R  
6702 Broadway  
Galveston, TX 77554

SULLIVAN, WILLIAM W  
6702 Broadway  
Galveston, TX 77554

SULLIVAN ENVIRONMENTAL SERVICES  
6702 Broadway  
Galveston, TX 77554

**Annual Reports**

<b>Report Year</b>	<b>Filed Date</b>
2020	03/26/2020
2021	03/02/2021
2022	04/26/2022

**Document Images**

<a href="#">04/26/2022 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/02/2021 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/26/2020 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/05/2019 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/13/2018 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/12/2017 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/15/2016 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/06/2015 -- LP Name Change</a>	<a href="#">View image in PDF format</a>
<a href="#">03/02/2015 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/07/2014 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/02/2013 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/04/2012 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/17/2011 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/26/2010 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">08/21/2009 -- Foreign LP</a>	<a href="#">View image in PDF format</a>

**EXHIBIT E  
PROJECT FUNDING PACKAGE***Sealed Bid Label*

**Cut along the outer border and affix this label to  
your sealed solicitation envelope to identify it as  
a “Sealed Bid”.**

<b>SEALED BID DOCUMENTS • DO NOT OPEN</b>	
BID NO.:	<b>B230209BJB</b>
BID TITLE:	<b>Rental of Portable Shower, Laundry Station, and Restroom Trailers</b>
DATE DUE:	<b>Monday, April 17, 2023</b>
TIME DUE:	<b>Prior to: 2:30 PM</b>
SUBMITTED BY:	
	(Name of Company)
e-mail address	Telephone
<b>DELIVER TO:</b>	Lee County Procurement Management 2115 Second Street, 1st Floor Fort Myers, FL 33901

**\*Notice:** The Date Due/Bid Due Date/Opening Date as stated on this label and other forms contained herein may have been updated via issuance of Addenda against this project. It is the sole responsibility of the Contractor/Vendor to monitor the County project webpage for any updates to the Date Due/Bid Due Date/Opening Date via Addenda. This label nor other original forms may not be updated. Contractor/Vendor may strike through and update Date Due/Bid Due Date/Opening Date at their discretion to match any updates to this date that have been published via Addenda.

Submission received after the time and date of the Date Due/Bid Due Date/Opening Date will not be accepted at the sole discretion of the County.

**PLEASE PRINT CLEARLY**