October 6, 2017

ADI Services, Inc.
AEC Electrical Contracting, Inc.
All Care Maintenance & Repair, Inc.
Beacon Electrical Contractors, Inc.
Campbell Plumbing & Mechanical Contractors Southeast, Inc.
Cowart Air Conditioning
Crews Electrical Contracting, Inc.
Favor Plumbing Inc.
Kim’s Electric, Inc.
KLG Electric, Inc.
Miles Electrical Contracting, Inc.
Premier Communications Group, Inc.
Quality Electrical Service, Inc.
Quantum Mechanical, LLC
Therma Serve, Inc.
Thermodyne Services, Inc.
Tietjen Technologies Inc.

RE: ITB-029-17/JR

Dear Sir/Madam:

On Tuesday, October 3, 2017, the School Board of Duval County Public Schools approved the award of bid ITB-029-17/JR – Various Trades Service Contract. This is your official notification of bid award. This award is for the period of date of award through August 31, 2019.

Please forward a copy of your insurance certificate as required per special condition #33 to the buyer, James Robinson. (Email and fax are both acceptable.)

Purchase orders will be issued for these items as needed during the bid period. If you have any questions regarding this bid, please contact James Robinson (904) 858-4837.

Thank you for your interest in Duval County Public Schools.

Terrence Wright, Director
DCPS Purchasing Services

Cc: James Robinson
   Master Bid folder
### BID TABULATION

<table>
<thead>
<tr>
<th>Item</th>
<th>Personned Classifications</th>
<th>Qty</th>
<th>Hourly Rate ($)</th>
<th>Estimated Hour Number Hours</th>
<th>$ Bid Rate</th>
<th>Hourly Rate ($)</th>
<th>Estimated Hour Number Hours</th>
<th>$ Bid Rate</th>
<th>Hourly Rate ($)</th>
<th>Estimated Hour Number Hours</th>
<th>$ Bid Rate</th>
<th>Hourly Rate ($)</th>
<th>Estimated Hour Number Hours</th>
<th>$ Bid Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Licensed Journeyman</td>
<td></td>
<td>$68.00</td>
<td>700</td>
<td>$47,600.00</td>
<td>$85.00</td>
<td>700</td>
<td>$59,500.00</td>
<td>$85.00</td>
<td>700</td>
<td>$59,500.00</td>
<td>$85.00</td>
<td>700</td>
<td>$59,500.00</td>
</tr>
<tr>
<td>2</td>
<td>Helper</td>
<td></td>
<td>$22.00</td>
<td>700</td>
<td>$15,400.00</td>
<td>$65.00</td>
<td>700</td>
<td>$45,500.00</td>
<td>$45.00</td>
<td>700</td>
<td>$31,500.00</td>
<td>$25.00</td>
<td>700</td>
<td>$17,500.00</td>
</tr>
<tr>
<td>3</td>
<td>Supervisor</td>
<td></td>
<td>$6.00</td>
<td>100</td>
<td>$800.00</td>
<td>$85.00</td>
<td>100</td>
<td>$6,500.00</td>
<td>$65.00</td>
<td>100</td>
<td>$6,500.00</td>
<td>$65.00</td>
<td>100</td>
<td>$6,500.00</td>
</tr>
<tr>
<td>4</td>
<td>Project Manager</td>
<td></td>
<td>$4.00</td>
<td>100</td>
<td>$800.00</td>
<td>$85.00</td>
<td>100</td>
<td>$6,500.00</td>
<td>$65.00</td>
<td>100</td>
<td>$6,500.00</td>
<td>$65.00</td>
<td>100</td>
<td>$6,500.00</td>
</tr>
</tbody>
</table>

**TOTAL BASIS FOR LABOR COSTS GROUP 1 (Add Extended Rate Items 1-4)**

|   |   |   | **$64,600.00** | **$122,000.00** | **$0.00** | **$0.00** | **$90,000.00** | **$0.00** | **$69,500.00** |

### GROUP 1 HEATING VENTILATION AIR CONDITIONING

**HVAC Services** Shall include repair and installation of heating, ventilating and air conditioning equipment/systems. Labor Rate to include all labor, all overhead and profit, see Special Conditions Section 22. License Required: Certified/Registered Mechanical Contractor OR Certified/Registered Class A & B Air Conditioning Contractor.

**Material Rate** to include all overhead and profit, see Special Conditions Section 22 Vendor to fill in percent Markup Rate and calculate Total Material Costs.

<table>
<thead>
<tr>
<th>Item</th>
<th>Material Costs</th>
<th>1+ Percent Markup Rate (%)</th>
<th>Material Costs</th>
<th>Total Material Costs</th>
<th>Material Costs</th>
<th>Total Material Costs</th>
<th>Material Costs</th>
<th>Total Material Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$50,000.00</td>
<td>1.16</td>
<td>$50,000.00</td>
<td>$58,000.00</td>
<td>$50,000.00</td>
<td>$58,000.00</td>
<td>$50,000.00</td>
<td>$58,000.00</td>
</tr>
</tbody>
</table>

**TOTAL BASIS FOR MATERIAL COSTS GROUP 1 (1+ % Markup Rate x $50,000 = Total Mat'l Costs)**

|   |   |   | **$122,600.00** | **$187,000.00** | **$57,500.00** | **$147,500.00** | **$132,000.00** |

**BASIS OF AWARD - TOTAL BID AMOUNT FOR GROUP 1 LABOR & MATERIALS = A+B**

|   |   |   | **$122,600.00** | **$187,000.00** | **$57,500.00** | **$147,500.00** | **$132,000.00** |
### BID TABULATION

<table>
<thead>
<tr>
<th>Item</th>
<th>Personned Classifications</th>
<th>Qty</th>
<th>Hourly Rate ($)</th>
<th>Estimated Hours</th>
<th>$ Bid Rate ($)</th>
<th>Hourly Rate ($)</th>
<th>Estimated Hours</th>
<th>$ Bid Rate ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GROUP 1</strong> HEATING VENTILATION AIR CONDITIONING</td>
<td>HVAC Services</td>
<td>1</td>
<td>Licensed Journeyman</td>
<td>700</td>
<td>88.66</td>
<td>700</td>
<td>62,062.00</td>
<td>55.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2</td>
<td>Helper</td>
<td>700</td>
<td>65.00</td>
<td>700</td>
<td>45,500.00</td>
<td>30.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3</td>
<td>Supervisor</td>
<td>100</td>
<td>98.27</td>
<td>100</td>
<td>9,827.00</td>
<td>40.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4</td>
<td>Project Manager</td>
<td>100</td>
<td>114.00</td>
<td>100</td>
<td>11,400.00</td>
<td>60.00</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL BASIS FOR LABOR COSTS GROUP 1</strong> (Add Extended Rate Items 1-4)</td>
<td>A</td>
<td>$0.00</td>
<td>$128,789.00</td>
<td>$69,500.00</td>
<td>$105,200.00</td>
<td>$76,500.00</td>
<td></td>
</tr>
<tr>
<td><strong>GROUP 1 HEATING VENTILATION AIR CONDITIONING Material Costs</strong></td>
<td></td>
<td>1</td>
<td>Markup Rate (%)</td>
<td>1.265</td>
<td>$50,000.00</td>
<td>$63,250.00</td>
<td>1.2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2</td>
<td>Markup Rate (%)</td>
<td>1.25</td>
<td>$50,000.00</td>
<td>$60,000.00</td>
<td>1.25</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL BASIS FOR MATERIAL COSTS GROUP 1</strong> (1+ Markup Rate x $50,000.00 = Total Mat'l Costs)</td>
<td>B</td>
<td>1.265</td>
<td>$50,000.00</td>
<td>$63,250.00</td>
<td>1.25</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>BASIS OF AWARD - TOTAL BID AMOUNT FOR GROUP 1 LABOR &amp; MATERIALS = A+B</strong></td>
<td></td>
<td></td>
<td>$192,039.00</td>
<td>$129,500.00</td>
<td>$165,200.00</td>
<td>$139,000.00</td>
<td></td>
</tr>
</tbody>
</table>

Prepared by: Cammie Wise  
Verified by: James Robinson  
Date: 06/13/2017  
Award =
## BID TABULATION

| Item | Personed Classifications | Qty | Hourly Rate ($) | Estimated Hours | $ Bid Rate | HR Rate ($) | Estimated Hours | $ Bid Rate | HR Rate ($) | Estimated Hours | $ Bid Rate | HR Rate ($) | Estimated Hours | $ Bid Rate | HR Rate ($) | Estimated Hours | $ Bid Rate | HR Rate ($) | Estimated Hours | $ Bid Rate | HR Rate ($) | Estimated Hours | $ Bid Rate |
|------|--------------------------|-----|-----------------|-----------------|------------|------------|--------------|----------------|------------|--------------|--------------|------------|--------------|--------------|------------|--------------|--------------|------------|--------------|--------------|------------|--------------|
| 1    | Licensed Journeyman      |     | $22.50          | 700             | $15,750.00 | $38.00     | 700          | $26,600.00 | $19,600.00 | $18.00       | 700          | $12,600.00 | $75.00       | 700          | $52,500.00 |
| 2    | Helper                   |     | $13.50          | 700             | $9,450.00  | $29.00     | 700          | $20,300.00 | $9,800.00  | $11.00       | 700          | $7,700.00  | $25.00       | 700          | $17,500.00 |
| 3    | Supervisor               |     | $30.00          | 100             | $3,000.00  | $46.00     | 100          | $4,600.00  | $800.00    | $25.00       | 100          | $2,500.00  | $75.00       | 100          | $7,500.00  |
| 4    | Project Manager          |     | $34.00          | 100             | $3,400.00  | $51.00     | 100          | $5,100.00  | $800.00    | $25.00       | 100          | $2,500.00  | $75.00       | 100          | $7,500.00  |
|      | **TOTAL BASIS FOR LABOR COSTS GROUP 2 (Add Extended Rate Item 1-4)** | A   | $31,600.00      | $56,600.00     | $31,000.00 | $25,300.00 | $85,000.00 |

### Electrical Service

- Shall include, but not be limited to: installation of conduits, including underground utilities, for electrical power, fire alarm, communications and data lines, installation of outlets in classrooms, and equipment, and other general applications as appropriate.
- License Required: Certified/Registered Electrical Contractor

### Material Costs

Material Rate to include all overhead and profit, see Special Conditions Section 22 Vendor to fill in Percent Markup Rate and calculate Total Material Costs

<table>
<thead>
<tr>
<th>Material Costs</th>
<th>1+ Percent Markup Rate (%)</th>
<th>Estimated Material Costs</th>
<th>$ Material Bid Rate</th>
<th>1+ Percent Markup Rate (%)</th>
<th>Estimated Material Costs</th>
<th>$ Material Bid Rate</th>
<th>1+ Percent Markup Rate (%)</th>
<th>Estimated Material Costs</th>
<th>$ Material Bid Rate</th>
<th>1+ Percent Markup Rate (%)</th>
<th>Estimated Material Costs</th>
<th>$ Material Bid Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vendor to fill in Percent Markup Rate and calculate Total Material Costs</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOTAL BASIS FOR MATERIAL COSTS GROUP 2 (1+ % Markup Rate) x $50,000 = Total Mat' Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
</tr>
</tbody>
</table>

### BASIS OF AWARD - TOTAL BID AMOUNT FOR GROUP 2 LABOR & MATERIALS = A+B

- AEC ELECTRICAL CONTRACTING INC
- AEGIS FIRE & INTEGRATED SERVICES LLC
- ALL CARE MAINTENANCE & REPAIR INC
- BEACON ELECTRICAL CONTRACTORS INC
- BROOKS BUILDING SOLUTIONS INC

Date Opened: 06/08/2017
**BID TABULATION**

| Item | Personned Classifications | Qty | Hourly Rate ($) | Estimated Hour(s) | $ Bid Rate | HR Rate ($) | Estimated Hour(s) | $ Bid Rate | HR Rate ($) | Estimated Hour(s) | $ Bid Rate | HR Rate ($) | Estimated Hour(s) | $ Bid Rate | HR Rate ($) | Estimated Hour(s) | $ Bid Rate |
|------|---------------------------|-----|----------------|------------------|-----------|-------------|----------------|----------------|-------------|----------------|----------------|-------------|----------------|----------------|-------------|----------------|----------------|-----------|
| 1    | Licensed Journeyman       | 200 | $30.00         | 700              | $21,000.00 | $27.00      | 700           | $18,900.00    | $20.00      | 700           | $14,000.00    | $28.00      | 700           | $26,600.00    | $22.00      | 700           | $15,400.00    | $24.50    |
| 2    | Helper                    | 100 | $10.00         | 700              | $7,000.00  | $18.00      | 700           | $12,600.00    | $12.00      | 700           | $8,400.00     | $13.00      | 700           | $9,100.00     | $11.50      | 700           | $10,050.00    | $13.00    |
| 3    | Supervisor                | 100 | $30.00         | 100              | $3,000.00  | $38.00      | 100           | $3,800.00     | $25.00      | 100           | $2,500.00     | $45.00      | 100           | $4,500.00     | $30.00      | 100           | $2,350.00     | $27.50    |
| 4    | Project Manager           | 100 | $35.00         | 100              | $3,500.00  | $43.00      | 100           | $4,300.00     | $25.00      | 100           | $2,500.00     | $50.00      | 100           | $5,000.00     | $50.00      | 100           | $5,000.00     | $50.00    |
|      | TOTAL BASIS FOR LABOR COSTS GROUP 2 (Add Extended Rate Item 1-4) | A  |                |                  | $34,500.00 |            |                | $39,600.00    |            |                | $27,400.00    |            |                | $31,700.00    |            |                | $27,300.00    | $37,400.00 |

**GROUP 2 ELECTRICAL**

**Material Costs**

Material to include all overhead and profit, see Special Conditions Section 2C. Vendor to fill in Percent Markup Rate and calculate Total Material Costs.

<table>
<thead>
<tr>
<th>Item</th>
<th>% Markup Rate (%)</th>
<th>Estimated Total Material Costs</th>
<th>Total Material Costs</th>
<th>% Markup Rate (%)</th>
<th>Estimated Total Material Costs</th>
<th>Total Material Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>$50,000.00</td>
<td>$50,000.00</td>
<td>1.1</td>
<td>$50,000.00</td>
<td>$55,000.00</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>$50,000.00</td>
<td>$50,000.00</td>
<td>1.1</td>
<td>$50,000.00</td>
<td>$55,000.00</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>$50,000.00</td>
<td>$50,000.00</td>
<td>1.1</td>
<td>$50,000.00</td>
<td>$55,000.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>$50,000.00</td>
<td>$50,000.00</td>
<td>1.1</td>
<td>$50,000.00</td>
<td>$55,000.00</td>
</tr>
</tbody>
</table>

**TOTAL BASIS FOR MATERIAL COSTS GROUP 2 (1+ % Markup Rate) x $50,000 = Total Mat'ls Costs**

<table>
<thead>
<tr>
<th>Item</th>
<th>A+B</th>
<th>Total Mat'ls Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$85,500.00</td>
<td>$94,600.00</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>$79,900.00</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>$112,100.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>$89,900.00</td>
</tr>
</tbody>
</table>

Prepared by: Cammie Wise  
Verified by: James Robinson  
Date: 08/13/2017  
Award:  

**Special Conditions Section 22**

Electrical Service shall include, but not be limited to: installation of conduits, including underground utilities, for electrical power, fire alarm, communications and data lines, installation of outlets in classrooms, and equipment, and other general applications as appropriate.

License Required: Certified/Registered Electrical Contractor

Labor Rate to include all labor, all overhead and profit, see Special Section 22.

**BID TABULATION**

| Item | Personned Classifications | Qty | Hourly Rate ($) | Estimated Hour(s) | $ Bid Rate | HR Rate ($) | Estimated Hour(s) | $ Bid Rate | HR Rate ($) | Estimated Hour(s) | $ Bid Rate | HR Rate ($) | Estimated Hour(s) | $ Bid Rate |
|------|---------------------------|-----|----------------|------------------|-----------|-------------|----------------|----------------|-------------|----------------|----------------|-------------|----------------|----------------|-----------|
| 1    | Licensed Journeyman       | 200 | $30.00         | 700              | $21,000.00 | $27.00      | 700           | $18,900.00    | $20.00      | 700           | $14,000.00    | $28.00      | 700           | $26,600.00    | $22.00    |
| 2    | Helper                    | 100 | $10.00         | 700              | $7,000.00  | $18.00      | 700           | $12,600.00    | $12.00      | 700           | $8,400.00     | $13.00      | 700           | $9,100.00     | $11.50    |
| 3    | Supervisor                | 100 | $30.00         | 100              | $3,000.00  | $38.00      | 100           | $3,800.00     | $25.00      | 100           | $2,500.00     | $45.00      | 100           | $4,500.00     | $30.00    |
| 4    | Project Manager           | 100 | $35.00         | 100              | $3,500.00  | $43.00      | 100           | $4,300.00     | $25.00      | 100           | $2,500.00     | $50.00      | 100           | $5,000.00     | $50.00    |
|      | TOTAL BASIS FOR LABOR COSTS GROUP 2 (Add Extended Rate Item 1-4) | A  |                |                  | $34,500.00 |            |                | $39,600.00    |            |                | $27,400.00    |            |                | $31,700.00    | $37,400.00 |

**GROUP 2 ELECTRICAL**

**Material Costs**

Material to include all overhead and profit, see Special Conditions Section 2C. Vendor to fill in Percent Markup Rate and calculate Total Material Costs.

<table>
<thead>
<tr>
<th>Item</th>
<th>% Markup Rate (%)</th>
<th>Estimated Total Material Costs</th>
<th>Total Material Costs</th>
<th>% Markup Rate (%)</th>
<th>Estimated Total Material Costs</th>
<th>Total Material Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>$50,000.00</td>
<td>$50,000.00</td>
<td>1.1</td>
<td>$50,000.00</td>
<td>$55,000.00</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>$50,000.00</td>
<td>$50,000.00</td>
<td>1.1</td>
<td>$50,000.00</td>
<td>$55,000.00</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>$50,000.00</td>
<td>$50,000.00</td>
<td>1.1</td>
<td>$50,000.00</td>
<td>$55,000.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>$50,000.00</td>
<td>$50,000.00</td>
<td>1.1</td>
<td>$50,000.00</td>
<td>$55,000.00</td>
</tr>
</tbody>
</table>

**TOTAL BASIS FOR MATERIAL COSTS GROUP 2 (1+ % Markup Rate) x $50,000 = Total Mat'ls Costs**

<table>
<thead>
<tr>
<th>Item</th>
<th>A+B</th>
<th>Total Mat'ls Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$85,500.00</td>
<td>$94,600.00</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>$79,900.00</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td>$112,100.00</td>
</tr>
<tr>
<td>4</td>
<td></td>
<td>$89,900.00</td>
</tr>
</tbody>
</table>

Prepared by: Cammie Wise  
Verified by: James Robinson  
Date: 08/13/2017  
Award:  

**Special Conditions Section 22**

Electrical Service shall include, but not be limited to: installation of conduits, including underground utilities, for electrical power, fire alarm, communications and data lines, installation of outlets in classrooms, and equipment, and other general applications as appropriate.

License Required: Certified/Registered Electrical Contractor

Labor Rate to include all labor, all overhead and profit, see Special Section 22.
### BID TABULATION

<table>
<thead>
<tr>
<th>Item</th>
<th>Personned Classifications</th>
<th>Qty</th>
<th>Hourly Rate x Estimated Hour = $ Bid Rate</th>
<th>Hourly Rate x Estimated Hour = $ Bid Rate</th>
<th>Hourly Rate x Estimated Hour = $ Bid Rate</th>
<th>Hourly Rate x Estimated Hour = $ Bid Rate</th>
<th>Hourly Rate x Estimated Hour = $ Bid Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Licensed Journeyman</td>
<td>1</td>
<td>$22.50 x 700 = $15,750.00</td>
<td>$42.00 x 700 = $29,400.00</td>
<td>$40.00 x 700 = $28,000.00</td>
<td>$70.00 x 700 = $49,000.00</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Helper</td>
<td>2</td>
<td>$13.50 x 700 = $9,450.00</td>
<td>$31.00 x 700 = $21,700.00</td>
<td>$28.00 x 700 = $17,500.00</td>
<td>$30.00 x 700 = $21,000.00</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Supervisor</td>
<td>3</td>
<td>$30.00 x 100 = $3,000.00</td>
<td>$50.00 x 100 = $5,000.00</td>
<td>$45.00 x 100 = $4,500.00</td>
<td>$75.00 x 100 = $7,500.00</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Project Manager</td>
<td>4</td>
<td>$34.00 x 100 = $3,400.00</td>
<td>$58.00 x 100 = $5,800.00</td>
<td>$55.00 x 100 = $5,500.00</td>
<td>$80.00 x 100 = $8,000.00</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL BASIS FOR LABOR COSTS GROUP 3</strong></td>
<td></td>
<td><strong>A</strong></td>
<td><strong>$31,600.00</strong></td>
<td><strong>$61,900.00</strong></td>
<td><strong>$55,500.00</strong></td>
<td><strong>$85,500.00</strong></td>
<td></td>
</tr>
<tr>
<td><strong>ELECTRICAL / Information Technology -IT Electrical Service</strong></td>
<td></td>
<td></td>
<td><strong>HR Rate ($)</strong></td>
<td><strong>Estimated Number Hours</strong></td>
<td><strong>Extended Rate (HR Rate Estimated Number of Hours)</strong></td>
<td><strong>HR Rate ($)</strong></td>
<td><strong>Estimated Number Hours</strong></td>
</tr>
<tr>
<td><strong>Labor Rate</strong></td>
<td>to include all labor, all overhead and profit, see Special Condition Section 22</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Licensed Journeyman</td>
<td>1</td>
<td><strong>HR Rate ($)</strong></td>
<td><strong>Estimated Number Hours</strong></td>
<td><strong>Extended Rate (HR Rate Estimated Number of Hours)</strong></td>
<td><strong>HR Rate ($)</strong></td>
<td><strong>Estimated Number Hours</strong></td>
</tr>
<tr>
<td>2</td>
<td>Helper</td>
<td>2</td>
<td><strong>HR Rate ($)</strong></td>
<td><strong>Estimated Number Hours</strong></td>
<td><strong>Extended Rate (HR Rate Estimated Number of Hours)</strong></td>
<td><strong>HR Rate ($)</strong></td>
<td><strong>Estimated Number Hours</strong></td>
</tr>
<tr>
<td>3</td>
<td>Supervisor</td>
<td>3</td>
<td><strong>HR Rate ($)</strong></td>
<td><strong>Estimated Number Hours</strong></td>
<td><strong>Extended Rate (HR Rate Estimated Number of Hours)</strong></td>
<td><strong>HR Rate ($)</strong></td>
<td><strong>Estimated Number Hours</strong></td>
</tr>
<tr>
<td>4</td>
<td>Project Manager</td>
<td>4</td>
<td><strong>HR Rate ($)</strong></td>
<td><strong>Estimated Number Hours</strong></td>
<td><strong>Extended Rate (HR Rate Estimated Number of Hours)</strong></td>
<td><strong>HR Rate ($)</strong></td>
<td><strong>Estimated Number Hours</strong></td>
</tr>
</tbody>
</table>

**TOTAL BASIS FOR MATERIAL COSTS GROUP 3 (1% Markup) X $50,000=Total Mat'l Costs**

**BASIS OF AWARD - TOTAL BID AMOUNT FOR GROUP 3: LABOR & MATERIAL = A + B**

**$82,600.00** + **$124,400.00** = **$147,000.00**

**Note:**
Aegis Fire & Intergrated Services LLC. Rejected for not being IT qualified as per SC #19.

Prepared by: Cammie Wise
Verified by: James Robinson
Date: 06/13/2017
Award:
## BID TABULATION

<table>
<thead>
<tr>
<th>Item</th>
<th>Personned Classifications</th>
<th>Qty</th>
<th>Hourly Rate x Estimated Hour = $ Bid Rate</th>
<th>Hourly Rate x Estimated Hour = $ Bid Rate</th>
<th>Hourly Rate x Estimated Hour = $ Bid Rate</th>
<th>Hourly Rate x Estimated Hour = $ Bid Rate</th>
<th>Hourly Rate x Estimated Hour = $ Bid Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Licensed Journeyman</td>
<td></td>
<td>$69.00 x 700 = $48,300.00</td>
<td>$58.00 x 700 = $40,600.00</td>
<td>$55.00 x 700 = $38,500.00</td>
<td>$30.00 x 700 = $21,000.00</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Helper</td>
<td></td>
<td>$25.50 x 700 = $17,850.00</td>
<td>$14.00 x 700 = $9,800.00</td>
<td>$35.00 x 700 = $24,500.00</td>
<td>$15.00 x 700 = $10,500.00</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Supervisor</td>
<td></td>
<td>$65.00 x 100 = $6,500.00</td>
<td>$8.00 x 100 = $800.00</td>
<td>$65.00 x 100 = $6,500.00</td>
<td>$30.00 x 100 = $3,000.00</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Project Manager</td>
<td></td>
<td>$75.00 x 100 = $7,500.00</td>
<td>$8.00 x 100 = $800.00</td>
<td>$65.00 x 100 = $6,500.00</td>
<td>$30.00 x 100 = $3,000.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>TOTAL BASIS FOR LABOR COSTS FOR GROUP 4 (Add Extended Rate Items 1-4)</td>
<td>A</td>
<td>$80,150.00</td>
<td>$52,000.00</td>
<td>$76,000.00</td>
<td>$37,500.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Material Costs</td>
<td></td>
<td>$50,000.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>GROUP 4 PLUMBING Material Rate to include all overhead and profit, see Special Conditions Section 22 Vendor to fill Percent Markup Rate and Calculate Total Material costs</td>
<td>1</td>
<td>$50,000.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>TOTAL BASIS FOR MATERIAL COSTS (X % Markup Rate) X $50,000 = Total Material Costs</td>
<td>B</td>
<td>$50,000.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>BASIS OF AWARD: TOTAL BID AMOUNT FOR GROUP 4: LABOR &amp; MATERIALS = A + B</td>
<td>1</td>
<td>$135,150.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Prepared by: Cammie Wise  
Verified by: James Robinson  
Date: 06/13/2017  
Award: 

---

**GROUP 4 PLUMBING**  
Shall include, but not to limited, underground pipe installation and associated structures (including drainage system), repair of broken pipes, valves, faucets, and flush-o-meters, clearing clogged pipes and drains, installation of new hardware in restrooms and kitchens, and installation of backflow preventers, irrigation meters, stormwater drainage systems, and other general applications as appropriate.  
License Required: Certified/Registered Plumbing Contractor  

Labor Rate to include all labor, all overhead, and profit, see Special Condition Section 22.
<table>
<thead>
<tr>
<th><strong>Issue Date:</strong></th>
<th>May 25, 2017</th>
<th><strong>Phone:</strong> 904-858-4837</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Buyer:</strong></td>
<td>James Robinson</td>
<td></td>
</tr>
<tr>
<td><strong>Bid Number:</strong></td>
<td>ITB-029-17/JR</td>
<td></td>
</tr>
<tr>
<td><strong>Bid Title:</strong></td>
<td>VARIOUS TRADES SERVICE CONTRACT</td>
<td></td>
</tr>
<tr>
<td><strong>Term of Bid:</strong></td>
<td>From date of award through August 31, 2019 with renewal options.</td>
<td></td>
</tr>
<tr>
<td><strong>Opening:</strong></td>
<td>Thursday, June 8th 2017 at 2:00 p.m. Bids received prior to this date and time will be opened in the Conference Room, and may not be withdrawn for 120 days after opening. All bids received after the specified date and time will not be opened or considered for award.</td>
<td></td>
</tr>
<tr>
<td><strong>Purpose:</strong></td>
<td>To answer questions in accordance with SC# 7.</td>
<td></td>
</tr>
<tr>
<td><strong>Question:</strong></td>
<td>Also what is the license needed which qualifies a project manager?</td>
<td></td>
</tr>
<tr>
<td><strong>Answer:</strong></td>
<td>Project Manager does not need special license or certification.</td>
<td></td>
</tr>
<tr>
<td><strong>Question:</strong></td>
<td>Can we bid this without journeyman licenses?</td>
<td></td>
</tr>
<tr>
<td><strong>Answer:</strong></td>
<td>A journeyman’s license is required.</td>
<td></td>
</tr>
</tbody>
</table>
INVITATION TO BID

www.duvalschools.org/purchasing

May 12, 2017

Buyer: James Robinson

Phone: 904-858-4837

Bid Number: ITB-029-17/JR

Bid Title: VARIOUS TRADES SERVICE CONTRACT

Term of Bid: From date of award through August 31, 2019 with renewal options.

Opening: Thursday, June 8th 2017 at 2:00 p.m. Bids received prior to this date and time will be opened in the Conference Room, and may not be withdrawn for 120 days after opening. All bids received after the specified date and time will not be opened or considered for award.

Submit Bid To: DCPS Purchasing Services / 4880 Bulls Bay Highway / Jacksonville FL 32219-3235

Special Requirements: See Special Condition #3 and #5.

BIDDER ACKNOWLEDGEMENT

This form must be completed, returned, and include an original manual signature for bid to be considered. By signing below, I attest that I have acquainted myself with the general conditions, special conditions and specifications of this bid, and agree to comply with them all; in addition, I certify that I am authorized to obligate on behalf of the bidder. Bid documents shall be submitted in a sealed envelope clearly marked with this bid number, opening date and time.

Legal Name of Bidder: ____________________________________________________________

Mailing Address: ________________________________________________________________

City, State, Zip Code: _____________________________________________________________

Telephone: ____________________ Toll Free: ____________________ Fax: ________________

Email Address: ____________________ Internet URL: ____________________

Federal ID # or SS #: ____________________ Duns #: ____________________

If you are a certified minority, state certifying agency: __________________________________

Payments will be made in accordance with Florida Statute 218.

Form of Payment accepted: Credit Card _____ or ACH _____ (see Special Condition #38)

Delivery can be made within _________ calendar days after receipt of order.

Addenda ______ through ______ received. (if applicable)

Original Manual Signature of Authorized Representative: ________________________________

Printed/Typed Name of Authorized Representative: __________________________________

Title: ____________________ Date: ____________________
GENERAL CONDITIONS

1. RESERVATIONS: Duval County Public Schools reserves the right to reject any or all bids or any part thereof and/or waive informalities if such action is deemed in the best interest of Duval County Public Schools.

Duval County Public Schools reserves the right to cancel any contract, if in its opinion, there be a failure at any time to perform adequately the stipulations of this invitation to bid, and general conditions and specifications which are attached and made part of this bid, or in any case of any attempt to willfully impose upon Duval County Public Schools materials or products or workmanship which is, in the opinion of Duval County Public Schools, of an unacceptable quality. Any action taken in pursuance of this latter stipulation shall not affect or impair any rights or claim of Duval County Public Schools to damages for the breach of any covenants of the contract by the contractor. Duval County Public Schools also reserves the right to reject the bid of any bidder who has previously failed to perform adequately after having once been awarded a prior bid for furnishing materials similar in nature to those materials mentioned in this bid.

Should the contractor fail to comply with the conditions of this contract or fail to complete the required work or furnish the required materials within the time stipulated in the contract, Duval County Public Schools reserves the right to purchase in the open market, or to complete the required work, at the expense of the contractor or by recourse to provisions of the faithful performance bond if such bond is required under the conditions of this bid.

Should the contractor fail to furnish any item or items, or to complete the required work included in this contract, Duval County Public Schools reserves the right to withdraw such items or required work from the operation of this contract without incurring further liabilities on the part of Duval County Public Schools thereby.

SHOULD ANY BIDDER HAVE ANY QUESTIONS AS TO THE INTENT OF MEANING OF ANY PART OF THIS BID HE/SHE SHOULD CONTACT THE BUYER IN TIME TO RECEIVE A WRITTEN REPLY BEFORE SUBMITTING HIS/HER BID.

All items furnished must be completely new, and free from defects unless specified otherwise. No others will be accepted under the terms and intent of this bid.

2. QUOTATIONS: No bidder will be allowed to offer more than one price on each item even though he/she may feel that he/she has two or more types or styles that will meet specifications. Bidders must determine for themselves which to offer. IF SAID BIDDER SHOULD SUBMIT MORE THAN ONE PRICE ON ANY ITEM, ALL PRICES FOR THAT ITEM WILL BE REJECTED AT THE DISCRETION OF THE DIRECTOR OF PURCHASING.

3. TAXES: Duval County Public Schools is exempt from the following taxes: (a) State of Florida Sales Tax by Certificate No. 26-08-107288-57C.

4. CARTAGE: No charge will be allowed for cartage or packages unless by special agreement.

5. OR ACCEPTABLE SUBSTITUTION: Even though a particular manufacture’s name or brand is specified, bids will be considered on other brands or on the product of other manufacturers. On all such bids the bidder shall indicate clearly the product (brand and model number) on which he/she is bidding, and shall supply a sample or sufficient data in detail to enable an informed comparison to be made with the particular brand or manufacturer specified.

All samples shall be submitted in accordance with procedures outlined in paragraph on SAMPLES. Catalog cuts and technical descriptive data shall be attached to the original copy of the bid where applicable. Failure to submit the above information may be sufficient grounds for rejection of bid.

6. DEVIATIONS FROM SPECIFICATIONS: In addition to the requirements of paragraph 5, all deviations from the specifications must be noted in detail by the bidder, in writing, at the time of submittal of the formal bid. The absence of a written list of specification deviations at the time of submittal of the bid will hold the bidder strictly accountable to Duval County Public Schools to the specifications as written. Any deviation from the specifications as written not previously submitted, as required by the above, will be grounds for rejection of the material and or equipment when delivered.

7. DATA REQUIRED TO BE SUBMITTED WITH REFERENCE TO BID: a. Whenever the specifications indicate a product of a particular manufacture, model, or brand in the absence of any statement to the contrary by the bidder, the bid will be interpreted as being for the exact brand, model, or manufacture specified, together with all accessories, qualities, tolerances, composition, etc., enumerated in the detailed specifications.

b. If no particular brand, model or make is specified, and if no data is required to be submitted with the bid, the successful contractor, after award and before manufacture or shipment, may be required to submit working drawings or detailed descriptive data sufficient to enable Duval County Public Schools to judge if each requirement of the specifications is being met.

8. SAMPLES: The samples submitted by bidders on items which they have received an award may be retained by Duval County Public Schools until the delivery of contracted items is completed and accepted. Bidders whose samples are retained may remove them after delivery is accepted. Sample on which bidders are unsuccessful must be removed as soon as possible after award and has been made on the item or items for which the samples have been submitted.

Duval County Public Schools will not be responsible for such samples if not removed by the bidder within 30 days after the award has been made. Duval County Public Schools reserves the right to consume any or all samples for testing purposes.

Bidders shall make all arrangements for delivery of samples to place designated as well as the removal of samples. Cost of delivery and removal of samples shall be borne by the bidder.

All sample packages shall be marked “Sample for Purchasing Services” and each sample shall bear the name of the bidder, item number, bid number and shall be carefully tagged or marked in a substantial manner. Failure to the bidder to clearly label such samples as indicated may be considered sufficient reason for rejection of bid.

9. PERFORMANCE BOND: The successful bidder on this bid must furnish a performance bond if indicated on the bid cover, made out to Duval County Public Schools, prepared on an approved form, as security for the faithful performance of his/her contract within ten days of his/her notification that his/her bid has been accepted. The surety thereon must be such surety companies or companies as are authorized and licensed to transact business in the State of Florida. Attorneys in fact who sign bid bonds must file with each bond a certified copy of their power of attorney to sign said bonds. The successful bidder or bidders upon failure or refusal to furnish within ten days after his/her notification the required performance bond, shall pay to Duval County Public Schools as liquidated damages for each failure or refusal an amount in cash equal to the security deposited with his/her bid.

10. GUARANTEE: The contractor shall unconditionally guarantee the materials and workmanship on all equipment furnished by him/her for a period of one year from date of acceptance of the items delivered and installed, unless otherwise specified herein. If, within the guarantee period, any defects or signs of deterioration are noted, which in the opinion of Duval County Public Schools are due to faulty design and installation, workmanship, or materials, upon ratification, the contractor, at his/her expense, shall repair or adjust the equipment or parts to correct the condition, or he/she shall replace the part or entire unit to the complete satisfaction of Duval County Public Schools. These repairs, replacements or adjustments shall be made only at such times as will be designated by Duval County Public Schools as least detrimental to the operation of Duval County Public Schools business.

11. DISCOUNTS: All discounts other than prompt payment to be included in bid price. Prompt payment discounts of less than 30 days shall not be considered in determining low bid.

12. COLLUSION: The bidder, by affixing his/her signature to this proposal, agrees to the following: bidder certifies that this bid is made without any previous understanding, agreement or connection with any person, firm, or corporation making a bid for the same items; and is in all respects fair, without outside control, collusion, fraud or otherwise illegal action.

13. ERRORS IN BIDS: Bidders or their authorized representatives are expected to fully inform themselves as to the conditions, requirements and specifications before submitting bids; failure to do so will be at the bidder’s own risk and he/she cannot secure relief on the plea of error. Neither law nor regulations make allowance for errors either of omission or commission on the part of bidders. In case of error in extension of prices in the bid, the unit price shall govern.

14. All bid responses are to be submitted in typewritten form or submitted in ink. Responses received in pencil will not be accepted.

15. LOCAL PREFERENCE: When the lowest bid for printing services or for personal property is submitted by a firm whose principal place of business is outside of the State of Florida, a minimum five percent (5%) preference shall be given to bidders submitted by firms whose principal place of business is within the State of Florida. If the state or political subdivision within which the out-of-state firm has its principal place of business maintains a local preference, the preference given to bidders from the State of Florida shall be of an equal percentage.
DUVAL COUNTY PUBLIC SCHOOLS
Office of Economic Opportunity

If multiple vendors are going to be awarded for each category, at least one in each group should be awarded to a Small Business Enterprise (SBE)

Before the bid opening, all parties responding to this bid must be certified as a Small Business Enterprise with Duval County Public Schools Office of Economic Opportunity

Any party desiring additional information concerning participation on this bid should contact:

Beth Tramel, Supervisor
Office of Economic Opportunity
(904) 858-4860

tramelb@duvalschools.org

or

Office of Economic Opportunity
4880 Bulls Bay Highway
Jacksonville, FL 32219
(904) 858-1480 / (904) 858-1492(fax)
SUBMISSION OF BIDS

Bids must be submitted prior to the time set for opening. Bids are to be delivered to Duval County Public Schools, Purchasing Services, 4880 Bulls Bay Highway, Jacksonville, Florida 32219. Bidders are fully responsible for delivery of bids. Reliance upon mail or public carrier is at the bidder’s risk. For bids delivered in person, it is the responsibility of the deliverer to obtain a delivery receipt from the Purchasing Services staff person who has received the bid. Late bids are not considered and will be returned unopened. Official time for the purpose of bid opening, will be calibrated using http://www.timeanddate.com/worldclock/results.html?query=jacksonville.

********* NOTE *********

Bid documents shall be submitted in a sealed envelope clearly marked with the bid number as found on the Bidder Acknowledgement page, opening date and time. Failure to do so will result in your bid being returned unopened.

Faxed or e-mailed bids will not be accepted.

BID OPENING PROCEDURES

Bids will be opened publicly in the Conference Room at 2:00 p.m. Prices will be read upon the request of bidder(s) in attendance. Arrangements may be made to review bid documents at a later date.

AWARD RECOMMENDATION AND BID TABULATION

For Award Recommendation, refer to Special Condition titled “Posting of Bid Recommendation”. Bid Tabulation will be posted on the web after contract award has been made.

www.duvalschools.org/purchasing or www.demandstar.com

Bid results or award recommendations will not be given by telephone.

POSTING OF BID TABULATIONS

Bid tabulations will be posted at Duval County Public Schools, Purchasing Services Department, Consolidated Services Center, 4880 Bulls Bay Highway, Jacksonville, FL 32219. Awarded vendors will receive an official Notification of Award letter after the Board has taken action.
BID DOCUMENTS TO BE SUBMITTED

1. ITB BIDDER ACKNOWLEDGEMENT FORM (Front Page of this ITB)
2. BID FORM GROUP 1
3. BID FORM GROUP 2
4. BID FORM GROUP 3
5. BID FORM GROUP 4
6. REFERENCES
7. CONFLICT OF INTEREST CERTIFICATE
8. DRUG FREE WORKPLACE CERTIFICATION
9. CERTIFICATION REGARDING DEBARMENT

Faxed or e-mailed bids will not be accepted.
CONFLICT OF INTEREST CERTIFICATE

Bidder **must** execute either Section I or Section II hereunder relative to Florida Statute 112.313(12). Failure to execute either section may result in rejection of this bid proposal.

**SECTION I**

I hereby certify that no official or employee of Duval County Public Schools requiring the goods or services described in these specifications has a material financial interest in this company.

<table>
<thead>
<tr>
<th>Signature</th>
<th>Company Name</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Name of Official (Type or print)</th>
<th>Business Address</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>City, State, Zip Code</th>
</tr>
</thead>
</table>

**SECTION II**

I hereby certify that the following named Duval County Public Schools official(s) and employee(s) having material financial interest(s) (in excess of 5%) in this company have filed Conflict of Interest Statements with the Supervisor of Elections, 105 East Monroe Street, Jacksonville, Duval County, Florida, prior to bid opening.

<table>
<thead>
<tr>
<th>Name</th>
<th>Title or Position</th>
<th>Date of Filing</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Signature</th>
<th>Company Name</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Print Name of Certifying Official</th>
<th>Business Address</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>City, State, Zip Code</th>
</tr>
</thead>
</table>
DRUG FREE WORKPLACE CERTIFICATION

I hereby swear or affirm that this company has established a drug-free workplace program by completing the following requirements:

1) Published a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2) Informed employees about the dangers of drug abuse in the workplace, the business’s policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.

3) Given each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4) In the statement specified in subsection (1), notified the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5) Imposed a sanction on, or required the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee’s community, by any employee who is so convicted.

6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements. I understand that false certification of a drug-free workplace is a violation of Florida Statutes 287.087.

_________________________________________
VENDOR’S SIGNATURE/DATE

_________________________________________
COMPANY NAME
CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION – LOWER TIER COVERED TRANSACTIONS

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.

4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transactions with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transaction,” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

CERTIFICATION

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization Name

PR/Award or Project Name

Name

Title

Signature

Date
AUTHORITY TO RESOLVE PROTESTED SOLICITATIONS AND AWARDS

1) Any actual or prospective bidder, proposer or contractor who is aggrieved in connection with the solicitation or award of a contract may file a protest and shall deliver its written notice of protest to the Assistant Superintendent of Operations, or designee (hereinafter "Hearing Officer") immediately, but no later than two (2) working days after bid opening or after recommendation of award, if not to the apparent low bidder, or as set forth in paragraph 9 infra, which will initiate the 48-hour notice requirement. The written protest with documentation shall be delivered to the Hearing Officer no later than 2 p.m. on the fourth calendar day immediately following the bid opening or receipt of notice of intent to award recommendation as is appropriate. If that day is a School Board non-workday, the protest shall be delivered no later than 9 a.m. the next Duval County School Board (DCSB) work day. Protests shall be presented with specificity, and every issue shall be fully documented.

2) The legal basis for any relief sought must be clearly identified and explained in the written notice of protest.

3) The Hearing Officer shall call a meeting and hear all protests and receive all evidence within a reasonable time. This does not preclude the Hearing Officer from calling a special meeting or granting a continuance under extraordinary circumstances.

4) All bidders or offerors shall receive notice of any protest hearing and a copy of the protest document. Attachments shall be available upon request.

5) The Florida Rules of Civil Procedure may be relaxed at the sole discretion of the Hearing Officer presiding at any protest hearing.

6) The Hearing Officer shall issue his/her decision within five (5) working days of the completion of the protest hearing.

7) The Hearing Officer’s decision shall result in a final order which may include findings and conclusions. The decision of the Hearing Officer shall be final.

8) The DCSB does not encourage the use of faxes to accomplish delivery of the notice of protest and the protest itself. Any bidder or offeror utilizing delivery by fax shall assume the risk associated with incomplete delivery or non-receipt.

9) Any protest specification objection shall be generally treated as set forth in paragraph 1 supra. The operative date for the notice requirement shall be the date the specifications were obtained by the prospective bidder or offeror but no later than 10 days prior to the date of bid opening or proposal due date.
BID NO. ITB-029-17JR
VARIOUS TRADES SERVICE CONTRACT
Opening Date: June 8, 2017

NO-BID FORM

If your firm cannot submit a bid at this time, please provide the information requested in the space provided below and return it to (or fax it to 904-858-4868):

Duval County Public Schools
Purchasing Services
4880 Bulls Bay Highway
Jacksonville, Florida 32219

We are unable to submit a bid at this time due to the following reason(s):

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

Name of Firm: ____________________________________________________________
Signature and Title: _______________________________________________________
Street Address or P.O. Box: ________________________________________________
City, State, Zip Code: ______________________________________________________

RETURN THIS FORM ONLY. DO NOT RETURN BID PACKAGE.
SPECIAL CONDITIONS (SC)

1. **PURPOSE:** Purpose of this bid is to select prospective contractors to perform various professional trade services, HVAC (Group 1), electricians (Group 2), electricians-IT (Group 3) and plumbers (Group 4) on an annual contract basis throughout the School District, in accordance with the following special conditions. Orders for these services will be on an “as needed basis” throughout the term of the contract. The contractor’s bid shall include all labor, materials, equipment, and support services that are necessary for the proper execution and completion of the required work. The resulting contract shall be in effect from date of award through August 31, 2019.

2. **RENEWAL:** Upon written mutual agreement between Contractor and Duval County Public Schools (DCPS), contract may be renewed at anniversary date for three (3) additional one year periods, subject to the same provisions, terms, conditions, specifications as originally awarded, and pricing in accordance with Special Condition 10 below. Each renewal will be awarded by Professional Construction Trade Services Group as described in paragraph 1 of SC.

3. **AWARD:** The contracts will be awarded by group to three or more lowest responsive bidders meeting specifications. One of the awarded bidders in each group shall be a certified Small Business Enterprise (SBE as defined by SC #5 below). If a SBE is not one of the lowest selected, then it will go to the lowest qualified SBE. If there is not a qualified SBE for a group it will go to a non-SBE.

**BASIS OF AWARD:**
The District will make awards to multiple vendors for each type of services Group based upon the total lowest responsive responsible bid for the combined totals of Labor and Materials as shown on the Bid Forms.

4. **VENDOR PROJECT WORK ASSIGNMENT:** For each project, the District will request a detailed cost proposal from the Vendor in accordance with SC 23. The District reserves the right to solicit written quotes from multiple Vendors (within the Group) of this contract for any project, with the award being made to the lowest quoting vendor. The District will solicit quotes for any project in excess of $50,000; however, failure to obtain three quotes does not preclude the District from accepting the lowest quote. The District reserves the right to reject all written quotes.

A vendor may elect to pass on a job. The number of jobs accepted/declined will have no bearing on job performance rating. Due to the variety of potential jobs as well as unpredictable timing, we understand that it may not always be practicable for vendors to accept all jobs when offered.

5. **OFFICE ECONOMIC OPPORTUNITY:** Small Business Enterprise (SBE) vendors submitting on this bid must be certified with DCPS prior to bid opening. SBEs that are not certified with DCPS, will not be eligible to participate under the OEO SBE classification on this bid.

*Note: the owner that qualifies the company for SBE status must hold the professional license if one is required.*

6. **POSTING OF BID RECOMMENDATION:** Recommendation for Award will be posted in Purchasing Services on or about June 19th, 2016 and will remain posted for 72 consecutive hours. For exact date and time, please contact the buyer named below.

7. **QUESTIONS:** Any questions and/or request for additional information should be directed to James Robinson, in Purchasing Services, via email at robinsonj12@duvalschools.org placing this bid number (ITB-029-17/JR) in the subject header. Deadline for questions shall be 12 noon, EDT on May 22nd, 2017. Questions received after this date will not be answered. Interpretations or clarifications in response to such questions will be issued in the form of written addenda to all parties recorded by Purchasing Services as having received the Bid Documents. No verbal or written
information obtained other than by information in this document or by written addendum to this bid will be binding on the District.

8. **EX PARTE COMMUNICATION:** Ex parte communication regarding this solicitation, whether verbal or written, by any potential respondent or representative of any potential respondent to this ITB with District personnel involved with or related to this ITB, other than as expressly designated in this document, is strictly prohibited. Violation of this restriction may result in the rejection/disqualification of the respondents’ bid.

Ex parte communication regarding this solicitation, whether verbal or written, by any potential respondent or representative of any potential respondent to this ITB with Board members is also prohibited and will result in the disqualification of the bidder.

Notwithstanding the foregoing, communications are permissible by this Section when such communications with a prospective respondent are necessary for, and solely related to, the ordinal course of business concerning the DISTRICT’S existing contract(s) for the materials or services addressed in this ITB.

9. **LINE ITEM BIDS AND CORRECTIONS:** All prices submitted on the Bid Proposal Form shall be indelible. The use of correction fluid or erasures to correct line item bid prices and/or quantities are not acceptable. Corrections must be by lineout of the incorrect figures, writing in of correct figures, and initialing of the corrections by the originator. Correction fluid or erasure corrected bids will be considered non-responsive for the corrected item(s) only.

10. **ESCALATION PROVISION:** Since this is a labor contract only, normal escalation provisions are not applicable.

11. **EXPENDITURES:** Historically the district has executed annually between $100,000 and $350,000 total for each group. This is driven both by planned work and unplanned emergency work that cannot be planned. No firm statement of quantity, totally or individually, can be made. This estimate is for information only and does not bind the Duval County School Board to make any purchases for items quoted. Estimated expenditures are based on current usage.

12. **EXECUTION OF THE WORK:** The contractor shall complete all work within the schedule established by DCPS Project Manager. Repeated delays in performance of the work and/or failure to comply with the established schedule shall be sufficient cause to terminate the contract.

13. **PERFORMANCE OF THE WORK:** All work performed shall be in accordance with the district’s design guidelines (located on the DCPS website). Documentation of unsatisfactory performance of work and/or failure to comply with specifications may cause the vendor to be removed from bidding until such problems have been corrected. Repeated documentation of unsatisfactory performance shall be sufficient cause to terminate the contract.

14. **SERVICE REQUIREMENTS:** Vendor shall provide licensed and qualified personnel for all projects.

In the event of an emergency, the awarded vendor shall be located so as to allow a maximum mobilization/site arrival time of ninety (90) minutes from initial notification (based upon dispatch directly to any District School).

The awarded vendor shall provide the School Board a 24 hour emergency contact number (telephone, pager, cell-phone) and shall acknowledge and verbally respond to an emergency call from DCPS Project Manager within thirty (30) minutes.

After working hours or during weekends and holidays, the emergency service labor hour rate shall be 1.5 times the applicable hourly rate for the services required and approved by DCPS Project Manager.

*Note regarding emergency rate: planned work on weekends, after hours or holidays is not applicable to this rate.*
The awarded vendor shall give first priority services to the District in the event of a hurricane, flood, other natural disaster, or any event identified as an emergency by DCPS.

15. **CONTRACTOR QUALIFICATIONS:** Contractor(s) warrants and represents itself to be experienced and qualified in the service to be performed. Contractor further understands that in awarding the Bid, the School Board is relying upon the representations and warranties of the contractor(s) herein contained.

All bidders are required to be certified contractors, licensed and insured in the State of Florida. Respondents may include a current copy of their license(s) with their bid. However, all licenses will be verified via [www.myfloridalicense.com](http://www.myfloridalicense.com). Bidders not meeting license requirements at time of bid opening will be considered non-responsive and ineligible for award.

All awarded vendors must maintain a current license throughout the course of this contract.

For Information Technology Specific Projects - Contractors must meet the minimum qualifications as outlined in paragraph SC 19. to be eligible to do Voice, Data, Video work for DCPS. All requirements are to be met by employees of the contracting company who can be assigned to the project(s) during the life of the project, which when applicable includes all design, construction and warranty periods.

16. **PROJECT SUPERVISION:** All projects shall be supervised by the awarded contractor's project manager at all times to ensure that the services are being accomplished correctly and safely, and that the progress being made is sufficient to meet the project schedule. Supervision will be determined on a project basis.

17. **PROJECT MANAGER:** The vendor's Project Manager shall have the ability to propose, plan, organize, direct, manage and prioritize the work of the Contractor's personnel and shall be knowledgeable of supervisory practices, procedures, inspection techniques, codes, ordinances, and regulations, record-keeping and reporting duties.

Typical responsibilities of a Project Manager shall include, but not be limited to, the following:

- Visits construction sites to determine equipment and materials needs and provides this information to DCPS Project Manager;
- Evaluates progress of work for completeness, accuracy and conformance with standards, blueprints, schematic diagrams and other specifications;
- Prepares and approves work proposals, time cards and work schedules;
- Implements and monitors established construction safety policies, procedures and regulations;
- Provides technical assistance to crews in the area of specialty;
- Reviews and resolves project quality, scheduling and progress problems;
- Determines when projects are ready for final inspection;
- Ensures projects are secured, safe, and provides a minimum of inconvenience during non-working periods and during emergencies;
- Permit and properly close out all projects via Code Enforcement per the current CE SOP.

18. **PERSONNEL:** All Contractor personnel providing services to the district under the terms of this contract shall be full-time, permanent employees of the contracted company only, unless express written permission to use temporary employees or to subcontract a portion of the work is provided to and authorized by DCPS Project Manager.

19. **PERSONNEL CLASSIFICATIONS:** The following minimum personnel qualifications shall apply to any and all labor provided under the pending contract and shall form the basis for development of individual hourly rates in the Form of Proposal.

**Group 1 (HVAC)**
1. JOURNEYMAN shall have a minimum of four (4) years of experience.

2. HELPER shall have a minimum of one (1) year experience working directly with a Journeyman (Anyone that is not a Journeyman).

3. SUPERVISOR shall be qualified as a Journeyman and have a minimum of five (5) years experience, including two (2) years in a supervisory or leadership capacity.

4. PROJECT MANAGER shall be qualified as a Project Manager and have a minimum of five (5) years experience, including two (2) years in a supervisory or leadership capacity.

**Group 2 (Electrical)**

1. JOURNEYMAN shall have a minimum of four (4) years of experience.

2. HELPER shall have a minimum of one (1) year experience working directly with a Journeyman (Anyone that is not a Journeyman).

3. SUPERVISOR shall be qualified as a Journeyman and have a minimum of five (5) years experience, including two (2) years in a supervisory or leadership capacity.

4. PROJECT MANAGER shall be qualified as a Project Manager and have a minimum of five (5) years experience, including two (2) years in a supervisory or leadership capacity.

**Group 3 (Electrical Information Technology-IT)**

1. JOURNEYMAN shall have a minimum of four (4) years of experience.

2. HELPER shall have a minimum of one (1) year experience working directly with a Journeyman (Anyone that is not a Journeyman).

3. SUPERVISOR shall be qualified as a Journeyman and have a minimum of five (5) years experience, including two (2) years in a supervisory or leadership capacity.

4. PROJECT MANAGER shall be qualified as a Project Manager and have a minimum of five (5) years experience, including two (2) years in a supervisory or leadership capacity.

**FOR Specific IT Qualifications**

A. The term technician shall be used generically to mean all types of electricians, all types of certified data installers, and certified video installers or engineers described in this Group 3 IT of this document.

B. Contractor shall have a State of Florida Electrical Contractors license as a minimum.

C. Contractor shall have a minimum of one (1) Registered Information Technology Professional (RITP), Registered Communications Distribution Designer (RCDD preferred) full time staff member assigned to oversee the total project.

D. The Contractor is to provide Building Industry Consulting Service International (BICSI) Corporate Membership Number.

E. Contractor shall have at least one (1) Master Electrician on staff with oversight of the project.
F. Contractor shall have a minimum of three (3) Journeyman Electricians on staff. A minimum of one must be assigned as the on-site foreman.

G. Contractor shall provide certification and employment information to show they have a minimum pool of three (3) full time BICSI certified, or DCPS Technology approved equal, technicians on staff.

H. Contractor shall provide proof of Fiber Optic Certification (BICSI) approved by DCPS Technology, for at least two (2) employees.

I. Actual required numbers of technicians are to be determined by agreement between DCPS and the Contractor based on the scope and time line of each individual project. DCPS reserves the right to require more technicians to be assigned if project deadlines are not being met.

J. The Contractor shall provide the certifications, approved by the Instructional Equipment Representative (IER) Foreman, for a minimum of two (2) video technicians.

K. Contractor shall have full time Asbestos Operations and Maintenance staff certified technician. The contractor must provide the required certification documents to show their technicians meet the OSHA required guidelines for working in these areas where Asbestos (and or lead paint) would be disturbed.

L. The Contractor shall be EPA certified for lead-safe work practices. Refer to http://www.epa.gov/lead/pubs/renovation.htm for practices and procedures.

M. Contractor shall provide their own company identified transportation for onsite personnel. All contractor vehicles on site must be clearly identified.

N. Contractor shall provide all test equipment required by this specification. This includes both the Optical and Copper test equipment used for Voice, Data, and Video. Provide certification, or equivalent, to demonstrate the knowledge of the proper use of the equipment.

O. Contractor shall provide termination equipment for use with the specified fiber and copper systems. Provide certification, or equivalent, to demonstrate the knowledge of the proper use of the equipment.

P. Contractor shall provide any necessary underground cable locating equipment. Provide certification, or equivalent, to demonstrate the knowledge of the proper use of the equipment.

Q. Contractor shall maintain an office at a location so as to allow a maximum of ninety (90) minutes on site arrival to any school within Duval County. Provide the address of the office at time of submission.

R. The contractor shall have local telephone numbers for contact of all personnel throughout the life of the project. This includes both local office and cell numbers.

S. Contractor shall have at least three (3) years prior company experience in installing and repairing Telephone/Data/ CCTV/Electrical systems and equipment and related work.

T. Prior to commencing any work the awarded Contractor shall attend DCPS
workshops relating to DCPS Structured Wiring Standards and agree to follow the guidelines presented during said workshop.

U. All work associated with the communications systems for information technology is to be done under the direction of a Full Service Communications Contractor. Full Service shall be defined as a contractor who has the staff in house to meet the criteria set in these requirements. All cable pulling, terminations, testing, conduit installation, necessary power distribution, etc. shall be done directly by the communications contractor. Subcontracting is NOT allowed (exceptions are made for specialized services, i.e. directional boring, but the subcontractors must be approved in writing by DCPS). All cable routing, conduit distribution, and corresponding electrical work required for the system shall be done by licensed electricians working directly for the full service communications contractor.

Group 4 (Plumbing)

1. JOURNEYMAN shall have a minimum of four (4) years of experience.

2. HELPER shall have a minimum of one (1) year experience working directly with a Journeyman (Anyone that is not a Journeyman).

3. SUPERVISOR shall be qualified as a Journeyman and have a minimum of five (5) years experience, including two (2) years in a supervisory or leadership capacity.

4. PROJECT MANAGER shall be qualified as a Project Manager and have a minimum of five (5) years experience, including two (2) years in a supervisory or leadership capacity.

20. CREW DEFINED: A crew shall be determined by need on a case-by-case basis.

21. PERSONNEL CONDUCT: All individuals performing services under this contract shall adhere to DCPS rules and regulations regarding appropriate attire, prohibition of smoking, usage of proper language, prohibition of use and possession of controlled substances and alcoholic beverages, prohibition of the possession of firearms, either on their person or in their personal vehicles and any other restrictions or prohibitions as may apply. Radios and other portable music playing equipment will not be allowed on any DCPS sites. Additionally, all individuals will adhere to and comply with the requirements as set forth. Contractor shall notify department or school office personnel and follow customary check-in procedures when they are physically on-site at any DCPS facility. All contractor personnel are required to wear clothing identifying contractor by either name or logo, and to have in their possession and present upon request, by DCPS personnel, a form of picture identification (i.e. - driver’s license, ID card) AND a DCPS Vendor Badge.

Failure of Contractor’s personnel to adhere to DCPS rules and regulations described herein will result in removal of the individual(s) from the job site.

22. HOURLY RATE AND MATERIAL MARKUP BID: The vendor will furnish all labor, equipment, materials, and supplies to provide the services in accordance with the Contract documents and at the prices stated in the vendor’s bid. All of the items shown or noted on any plans or in the specifications of each project, which are not specifically a bid item, are consider to be an incidental item. The cost of furnishing and installing all incidental items will not be paid for separately, but shall be included in the contract unit's prices as bid, unless otherwise noted.

Labor Rates: Hourly rates shall include all labor burdens, all overhead, and profit (ALL INCLUSIVE), including but not limited to operator, fuel, vehicles, mileage, incidental equipment and tools costs. Administrative duties/overhead are not considered incidental and are not covered under this Contract Agreement.

Material Rates: Materials and parts will be paid at vendor’s invoice cost plus the bid percentage
markup. Shipping and sales tax will be paid at vendor’s invoice cost without any markup. Copies of all invoices must be submitted with billings for any items exceeding $100. The vendor may be required to provide invoices for any items at the discretion of the District.

**Subcontractor Rates:** The vendor agrees that the District will reimburse the vendor for approved subcontractor work at invoice cost plus 10%. For any subcontract work estimated to cost over $5,000, the vendor will obtain at least three (3) proposals, with the bid tabulation provided to the District. The contractor may be required to provide final subcontract documentation to verify actual costs.

23. **WORK PROPOSALS:** Prior to performance of any work, the contractor shall visit the site, become familiar with the conditions under which the work is to be performed, and correlate personal observation with the job requirements as communicated by DCPS Project Manager. Failure to do this shall not excuse the contractor from performing the work in strict accordance with the terms of the contract documents. Further, if the contractor, in the course of site inspection or during performance of the work, finds any discrepancy between actual site conditions and the scope of work, it shall be his duty to immediately inform DCPS Project Manager. Any work done after such discovery, without authorization, will be done at the contractor’s risk.

Based on the site examination, contractor shall submit a written work proposal detailing the required personnel classification(s), the number of hours and appropriate hourly rate (as indicated on the Project Proposal Form). The proposal shall be either for a “not-to-exceed” or “firm fixed-price” amount, based on the scope of the work to be performed and as directed by DCPS Project Manager. DCPS reserves the right to accept or reject the requirements of the written work proposal before the commencement of activities by the Contractor.

For each project, contractor shall provide price quotation using the attached “Project Proposal and Material List Forms” *(Exhibits A and B).*

If the proposal is for a "not-to-exceed" amount, the Contractor shall not exceed the proposed number of hours accepted by the School Board without prior authorization from DCPS Project Manager. The scope proposed shall be thorough and descriptive and if more space is required a separate sheet shall be attached to the bid proposal form.

If the proposal is for a “firm fixed-price” amount, the Contractor shall perform the work authorized for the price proposed, regardless of the final cost incurred by the Contractor, unless a change order is authorized and successfully negotiated in advance between DCPS and Contractor for out-of-scope work. Contractor shall not be entitled to additional compensation if it subsequently finds the conditions require additional labor or equipment that it did not anticipate.

Contractor is responsible for pulling all permits and scheduling applicable inspections with DCPS Code Enforcement Office.

24. **PURCHASE ORDERS:** Work will be authorized via official DCPS Purchase Orders. Purchase Orders issued will include the personnel hourly rates, and materials if applicable, as noted on the Bid Proposal Form or an accepted proposal submitted on *Exhibits A and B.*

25. **INVOICING:** Invoices for work performed shall be submitted with the appropriate hourly rates (as indicated on the bid proposal form) multiplied by the actual number of hours worked or for the agreed firm fixed-price amount. Payments will be made after completion of work and delivery of materials. Final invoice shall have a Certificate of Completion (CC) from Code Enforcement attached.

26. **EQUIPMENT:** Each crew shall have a truck and all the customary and necessary hand/power tools and accessories to perform the work of the trade. As part of the performance under this contract, all necessary safety barriers, tape and/or traffic cones shall be provided by the contractor to secure and separate the work area(s).
27. **MATERIALS:** If requested by DCPS Project Manager, Contractor shall list on the written work proposal, the materials necessary for the completion of the work. At its discretion, DCPS may provide all, or some, of the materials for the proper execution and completion of the project.

28. **SUB-CONTRACTORS:** DCPS must approve all sub-contractors in writing prior to them performing any work under this contract. All requests for sub-contractors shall be submitted in writing to the District Project Manager. The vendor will be fully responsible to DCPS for the acts and omissions of the sub-contractor and its employees. All responsibilities relating to the performance of this contract shall remain the responsibility of the awarded contractor.

29. **CLEANING UP:** The Contractor shall keep the premises free from accumulation of waste material and rubbish and at the completion of the work he shall remove from the premises all rubbish, implements and surplus materials and leave the building broom-clean. DCPS Project Manager shall direct the disposition of all surplus materials.

30. **WARRANTY:** The Contractor warrants to DCPS that: (1) the work will conform to the requirements of the contract documents (2) the work will be free from defects not inherent in the quality required or permitted; and (3) the materials and equipment furnished under this contract will be new and of good quality unless otherwise required or permitted by the contract documents.

   The contractor shall promptly correct work rejected by DCPS Project Manager as failing to conform to the requirements of the contract documents. The Contractor shall bear the cost of correcting such rejected work.

   In addition to the Contractor’s other obligations, the Contractor shall for a period of one year after project completion, correct work not conforming to the requirements of the contract documents.

   Any damages to DCPS property, caused by the contractor’s personnel while performing work under this contract, shall be repaired at the contractor’s expense.

31. **REFERENCES:** Each Bidder is required to submit a list of three (3) references, other than DCPS, using the format in reference form, in order to verify satisfactory performance. The Bidder must be the prime contractor for each client/contract referenced. All references shall be for work performed over the last three (3) years at commercial, multi-residential developments and/or institutional complexes for contracts of comparable size. At least one contract/customer shall have multiple locations. Three (3) contracts/customers shall have been serviced for a minimum of one year. Unsatisfactory references may result in the Bidder not being considered for award. **Bids received without references will be considered non-responsive.** DCPS reserves the right to request additional references should all groups being considered not be represented adequately.

32. **PERMITS, FEES, and NOTICES:** The contractor shall secure and pay for permits when required and governmental fees, licenses and inspections necessary for the proper execution and completion of the work. The contractor shall give all notices and comply with all laws, ordinances, rules, regulations and lawful orders of any public authority bearing on the performance of the work. If the contractor performs any work knowing it to be contrary to such laws, ordinances, rules and regulations without such notice to DCPS, shall assume full responsibility therefore and shall bear all costs attributable thereto.

33. **INSURANCE:**

   A. **Description of the VENDOR/CONTRACTOR Required Insurance.** Without limiting any of the other obligations or liabilities of the VENDOR/CONTRACTOR, the VENDOR/CONTRACTOR shall, at the VENDOR/CONTRACTOR’s sole expense, procure, maintain and keep in force the amounts and types of insurance conforming to the minimum requirements set forth herein. Except as may be otherwise expressly specified in this Exhibit, the insurance shall commence at or prior to the execution of this Agreement by DCPS and shall be maintained in force throughout the term of this
1. **Workers’ Compensation/Employers’ Liability.** The Workers’ Compensation/Employers’ Liability insurance provided by the VENDOR/CONTRACTOR shall conform to the requirements set forth herein.

(a) The VENDOR/CONTRACTOR’s insurance shall cover the VENDOR/CONTRACTOR (and to the extent its Subcontractors and Sub-subcontractors are not otherwise insured, its Subcontractors and Sub-subcontractors) for those sources of liability which would be covered by the latest edition of the standard Workers’ Compensation policy, as filed for use in the State of Florida by the National Council on Compensation Insurance (NCCI), without any restrictive endorsements other than the Florida Employers Liability Coverage Endorsement (NCCI Form WC 09 03), those which are required by the State of Florida, or any restrictive NCCI endorsements which, under an NCCI filing, must be attached to the policy (i.e., mandatory endorsements). In addition to coverage for the Florida Workers’ Compensation Act, where appropriate, coverage is to be included for the Federal Employers’ Liability Act and any other applicable federal or state law.

(b) The policy must be endorsed to waive the insurer’s right to subrogate against DCPS, and its members, officials, officers and employees in the manner which would result from the attachment of the NCCI Waiver Of Our Right To Recover From Others Endorsement (Advisory Form WC 00 03 13) with DCPS, and its members, officials, officers and employees scheduled thereon.

(c) Subject to the restrictions of coverage found in the standard Workers’ Compensation policy, there shall be no maximum limit on the amount of coverage for liability imposed by the Florida Workers’ Compensation Act or any other coverage customarily insured under Part One of the standard Workers’ Compensation policy. The minimum amount of coverage for those coverages customarily insured under Part Two of the standard Workers’ Compensation policy (inclusive of any amounts provided by an umbrella or excess policy) shall not be less than:

- $1,000,000 Each Accident
- $1,000,000 Disease - Each Employee
- $1,000,000 Disease - Policy Limit

2. **Commercial General Liability.** The Commercial General Liability insurance provided by the VENDOR/CONTRACTOR shall conform to the requirements hereinafter set forth:

(a) The VENDOR/CONTRACTOR’s insurance shall cover those sources of liability which would be covered by the latest occurrence form edition of the standard Commercial General Liability Coverage Form (ISO Form CG 00 01) as filed for use in the State of Florida by the Insurance Services Office (ISO) without any restrictive endorsements other than those which are required by the State of Florida, or those which, under an ISO filing, must be attached to the policy (i.e., mandatory endorsements) and those described below which would apply to the Services contemplated under this Agreement.

The coverage may not exclude restrictive endorsements which exclude coverage for liability arising out of: Sexual molestation, Sexual abuse or Sexual misconduct.

The coverage may include restrictive endorsements which exclude coverage for liability arising out of: Mold, fungus, or bacteria Terrorism Silica, asbestos or lead

(b) The minimum limits to be maintained by the VENDOR/CONTRACTOR (inclusive of any amounts provided by an umbrella or excess policy) shall not be less than:

- $1,000,000 General Aggregate
- $1,000,000 Products/Completed Operations Aggregate
- $1,000,000 Personal and Advertising Injury
$1,000,000 Each Occurrence

(c) The VENDOR/CONTRACTOR shall include DCPS and DCPS’s members, officials, officers and employees as “additional insureds” on the Commercial General Liability coverage. The coverage afforded such additional insureds shall be no more restrictive than that which would be afforded by adding DCPS and DCPS’s members, officials, officers and employees as additional insureds on the latest edition of the Additional Insured – Owner’s, Lessees or Contractors - Scheduled Person or Organization endorsement (ISO Form CG 20 10) filed for use in the State of Florida by the Insurance Services Office.

(d) Except with respect to coverage for property damage liability, or as otherwise specifically authorized in this Agreement, the general liability coverage shall apply on a first dollar basis without application of any deductible or self-insured retention. The coverage for property damage liability shall be subject to a maximum deductible of $1,500 per occurrence. The VENDOR/CONTRACTOR shall pay on behalf of DCPS or DCPS’s member, official, officer or employee any such deductible or self-insured retention applicable to a claim against DCPS or DCPS’s member, official, officer or employee for which the DCPS or DCPS’s member, official, officer or employee is insured as an additional insured.

3. Business Auto Liability. The automobile liability insurance provided by the VENDOR/CONTRACTOR shall conform to the requirements hereinafter set forth:

(a) The VENDOR/CONTRACTOR's insurance shall cover the VENDOR/CONTRACTOR for those sources of liability which would be covered by Section II of the latest occurrence edition of the standard Business Auto Coverage Form (ISO Form CA 00 01) as filed for use in the State of Florida by ISO without any restrictive endorsements other than those which are required by the State of Florida, or those which, under an ISO filing, must be attached to the policy (i.e., mandatory endorsements). Coverage shall include all owned, non-owned and hired autos used in connection with this Agreement.

(b) DCPS and DCPS’s members, officials, officers and employees shall be included as “additional insureds” in a manner no more restrictive than that which would be afforded by designating DCPS and DCPS’s members, officials, officers and employees as additional insureds on the latest edition of the ISO Designated Insured (ISO Form CA 20 48) endorsement.

(c) The minimum limits to be maintained by the VENDOR/CONTRACTOR (inclusive of any amounts provided by an umbrella or excess policy) shall be:

   $1,000,000 Each Occurrence - Bodily Injury and Property Damage Combined

B. Evidence of Insurance. Except as may be otherwise expressly specified in this Exhibit, the insurance shall commence at or prior to the execution of this Agreement by DCPS and shall be maintained in force throughout the term of this Agreement. The VENDOR/CONTRACTOR shall provide evidence of such insurance in the following manner:

1. As evidence of compliance with the required Workers’ Compensation/Employer’s Liability, Commercial General Liability, Business Auto Liability, and Professional Liability, the VENDOR/CONTRACTOR shall furnish DCPS with a fully completed satisfactory Certificate of Insurance such as a standard ACORD Certificate of Liability Insurance (ACORD Form 25) or other evidence satisfactory to DCPS, signed by an authorized representative of the insurer(s) providing the coverage. The Certificate of Insurance, or other evidence, shall verify that Workers’ Compensation/Employer’s Liability contains a waiver of subrogation in favor of DCPS, identify this Agreement, and provide that DCPS shall be given no less than thirty (30) days' written notice prior to cancellation.

2. As evidence of the required Additional Insured status for DCPS on the Commercial General Liability
insurance, the VENDOR/CONTRACTOR shall furnish DCPS with:

(a) a fully completed satisfactory Certificate of Insurance, and a copy of the actual additional insured endorsement as issued on the policy, signed by an authorized representative of the insurer(s) verifying inclusion of DCPS and DCPS’s members, officials, officers and employees as Additional Insureds in the Commercial General Liability coverage; or

(a) the original of the policy(ies).

3. Until such time as the insurance is no longer required to be maintained by the VENDOR/CONTRACTOR as set forth in this Agreement, the VENDOR/CONTRACTOR shall provide DCPS with renewal or replacement evidence of the insurance in the manner heretofore described no less than thirty (30) days before the expiration or termination of the insurance for which previous evidence of insurance has been provided.

4. Notwithstanding the prior submission of a Certificate of Insurance, copy of endorsement, or other evidence initially acceptable to DCPS, if requested by DCPS, the VENDOR/CONTRACTOR shall, within thirty (30) days after receipt of a written request from DCPS, provide DCPS with a certified copy or certified copies of the policy or policies providing the coverage required by this Section.

The VENDOR/CONTRACTOR may redact or omit, or cause to be redacted or omitted, those provisions of the policy or policies which are not relevant to the insurance required under this Agreement.

C. Qualification of the VENDOR/CONTRACTOR’s Insurers

1. Insurers providing the insurance required by this Agreement for the VENDOR/CONTRACTORs must either be: (1) authorized by a subsisting certificate of authority issued by the State of Florida to transact insurance in the State of Florida, or (2) except with respect to coverage for the liability imposed by the Florida Workers’ Compensation Act, an eligible surplus lines insurer under Florida Statutes.

2. In addition, each such insurer shall have and maintain throughout the period for which coverage is required, a Best’s Rating of “A-” or better and a Financial Size Category of “VII” or better according to A. M. Best Company.

3. If, during the period when an insurer is providing the insurance required by this Agreement, an insurer shall fail to comply with the foregoing minimum requirements, as soon as the VENDOR/CONTRACTOR has knowledge of any such failure, the VENDOR/CONTRACTOR shall immediately notify DCPS and immediately replace the insurance provided by the insurer with an insurer meeting these requirements. Until the VENDOR/CONTRACTOR has replaced the unacceptable insurer with an insurer acceptable to DCPS, the VENDOR/CONTRACTOR shall be in default of this Agreement.

D. The VENDOR/CONTRACTOR’s Insurance Primary and Non-Contributory. The insurance provided by the VENDOR/CONTRACTOR pursuant to this Agreement shall apply on a primary basis to, and shall not require contribution from, any other insurance or self-insurance maintained by DCPS or DCPS’s member, official, officer or employee.

D. The VENDOR/CONTRACTOR’s Insurance As Additional Remedy. Compliance with the insurance requirements of this Agreement shall not limit the liability of the VENDOR/CONTRACTOR, or its Subcontractors or Sub-subcontractors, employees or agents to DCPS or others. Any remedy provided to DCPS or DCPS’s members, officials, officers or employees by the insurance shall be in addition to and not in lieu of any other remedy available under this Agreement or otherwise.

F. No Waiver by DCPS Approval/Disapproval. Neither approval by DCPS nor failure to
disapprove the insurance furnished by the VENDOR/CONTRACTOR shall relieve the VENDOR/CONTRACTOR of the VENDOR/CONTRACTOR’s full responsibility to provide the insurance as required by this Agreement.

NOTICE: Proof of the above required insurances must be provided by the VENDOR/CONTRACTOR prior to award by DCPS. Failure to provide the required proof of insurances may result in recommendation for award to an alternate VENDOR/CONTRACTOR.

34. **FAMILIARITY WITH LAWS:** The Bidder is required to be familiar with all Federal, State and local laws, ordinances, rules and regulations that in any manner affect the work. Ignorance on the part of the bidder will in no way relieve him/her from responsibility for compliance with their requirements.

35. **JESSICA LUNSFORD ACT (when applicable):** At their own expense, firms shall comply and be responsible for the costs associated with the Jessica Lunsford Act, which became effective on September 1, 2005. The Act states that contractual personnel who are permitted access to school grounds when students are present or who have direct contact with students must meet Level 2 requirements as described in Section 1012.32, F.S. Contractual personnel shall include any vendor, individual or entity under contract with the District. (Additional information is available at [www.duval.sofn.net](http://www.duval.sofn.net)) By submittal of a bid or proposal, each firm acknowledges and accepts this responsibility including all associated costs.

36. **FEDERAL FUNDS:** The bidder certifies by submission of their bid, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. When requested, the bidder/contractor will execute and deliver to the District the appropriate federal debarment certification form within three (3) business days.

37. **ASSIGNMENT OF CONTRACT AND/OR PAYMENT:**
   This contract or agreement is personal to the parties herein and may not be assigned, in whole or in part, by the contractor without prior written consent of DCPS.
   The contractor shall not assign payments under this contract or agreement without the prior written consent of DCPS.

38. **METHOD OF PAYMENT:** Payments to vendors may be made via credit card, ACH or check. If ACH or credit card payment is acceptable, initial the designated space(s) on the Bidder Acknowledgement under Form of Payment accepted. By doing so you are authorizing this form of payment on all future invoices whether or not they are related to this solicitation.

39. **PAYMENT TERMS:** Payments will be made in accordance with Florida Statutes 218.174, also known as the Local Government Prompt Payment Act.

40. **AVAILABILITY OF FUNDS:** The District’s performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the District’s Board and the availability of funds to pay for the goods and services in this Agreement. The District’s Board shall be the final authority as to what constitutes an annual appropriation and the availability of funds necessary to continue funding this Agreement. If such funds are not appropriated or available for this Agreement and this Agreement is terminated, such action will not constitute a default by the District. The Contractor will be provided reasonable notice if funds are not appropriated or available. Notwithstanding any such termination, the District shall remain obligated to pay for all purchase orders for products or services fulfilled by the Contractor prior to the termination notice.

41. **MOST FAVORED CUSTOMER STATUS:** The awarded vendor shall afford Duval County Public Schools most favored customer status for all items herein. Accordingly, if during the term of this
contract, the contractor offers more favorable promotional or contract pricing to another entity for the same specification with similar quantities and conditions, the price under this contract shall be immediately reduced to the lower price. Additionally, if a current State of Florida contract contains more favorable pricing for the same specification with similar quantities and conditions, the contractor will be afforded an opportunity to adjust its contract price to match that of the State of Florida contract. Should the contractor decline, DCPS reserves the right to purchase the item(s) from the State of Florida contract.

42. AUDIT / RECORDS RETENTION: DCPS shall have the right to audit all books and records (in whatever form they may be kept, whether written, electronic or other) relating or pertaining to this Contract (including any and all documents and other materials, in whatever form they may be kept, which support or underlie those books and records), kept by or under the control of Contractor, including, but not limited to those kept by Contractor, its employees, agents, assigns, successors and subcontractors. Contractor shall maintain such books and records, together with such supporting or underlying documents and materials, for the duration of this Contract and for at least three years following the completion of this Contract, including any and all renewals thereof.

The books and records, together with the supporting or underlying documents and materials shall be made available, upon request, to DCPS, through its employees, agents, representatives, contractors or other designees, during normal business hours at Contractor’s office or place of business in Jacksonville, Florida. In the event that no such location is available, then the books and records, together with the supporting or underlying documents and records, shall be made available for audit at a time and location in Jacksonville, Florida, which is convenient for DCPS. This paragraph shall not be construed to limit, revoke, or abridge any other rights, powers, or obligations relating to audit which DCPS may have by state, city, or federal statute, ordinance, regulation, or agreement, whether those rights, powers, or obligations are express or implied.

43. DISQUALIFICATION OF BIDDER: More than one bid/proposal from an individual, firm, partnership, corporation or association under the same or different names will not be considered. Reasonable grounds for believing that a bidder is involved in more than one bid/proposal for the same work will be cause for rejection of all bids/proposals in which such bidders are believed to be involved. Any or all bids/proposals will be rejected if there is reason to believe that collusion exists between bidders. Bids/proposals in which the prices obviously are unbalanced will be subject to rejection. Bids submitted that include contingencies that must be met by the District in order for the bidder to accept a contract will be cause for rejection.

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

45. UNILATERAL CANCELLATION OF CONTRACTS: Any agreement resulting from this Invitation to Bid may be unilaterally canceled by Duval County Public Schools for refusal of contractor to allow public access to all documents, papers, letters or other material subject to the provisions of Chapter 119, Florida Statutes and made or received in conjunction with the agreement.

46. CANCELLATION: The Director of Purchasing, by written notice, may cancel, in whole or in part, any Contract/Purchase Order(s) resulting from this Invitation when such action is in the best interest of Duval County Public Schools. If Contract/Purchase Order(s) is so canceled, Duval County Public Schools shall be liable only for payment for services rendered prior to the effective date of
cancellation. Services rendered will be interpreted to include costs of items already delivered plus reasonable costs of supply actions short of delivery.

47. **FORCE MAJEURE:** Whenever a vendor’s place of business, mode of delivery or source of supply has been disrupted by acts of government, God, civic commotion, or war, it shall be the responsibility of the vendor to promptly advise the Director of Purchasing Services, in writing, as to the extent of this disruption and its probable effect upon this contract. If, in the opinion of DCPS, the disruption presented is commensurate with the conditions established herein, DCPS may elect to modify delivery/service timelines, renegotiate the contract in whole or in part, or cancel any open orders in accordance with Special Condition 46. The vendor will be given written notification of all decisions made. While the decision of DCPS shall be final, the goal will be a solution that is mutually beneficial.

48. **PURCHASES BY OTHER PUBLIC ENTITIES:** Purchases by other political subdivisions or public entities under any contract resulting from this solicitation are permissible upon the consent and agreement of the awarded vendor(s).

49. **TRANSITION ASSISTANCE:** In the event the resulting agreement is terminated, not renewed or naturally expires, the Contracted Firm agrees that the District may provide written notice to the Contracted Firm retaining the Contracted Firm for a month-to-month basis on the same terms and conditions set forth in the agreement. Such month-to-month services shall continue until the District has established a Various Trades Service Contract. In any event, these services will not be required to continue for a period of time exceeding six (6) months.

50. **PUBLIC RECORD:** Pursuant to Florida Statutes Chapter 119, paragraph (m), bids received as a result of this ITB will not become public record until thirty (30) days after the date of opening or until posting of a recommendation for award, whichever occurs first.

Thereafter, all bid documents or other materials submitted by all bidders in response to this ITB will be open for inspection by any person and in accordance with Chapter 119, Florida Statutes. To the extent a bidder asserts any portion of its bid is exempt or confidential from disclosure under Florida's public records, the burden shall be on the bidder to obtain a protective order from a jurisdictional court protecting such information from disclosure under Florida's public records laws and also timely provide a certified copy of such protective order to the District prior to the District's release of such information into the public domain.
REFERENCES

Each Bidder is required to submit a list of three (3) references, other than DCPS, using the format in *reference form*, in order to verify satisfactory performance. The Bidder must be the prime contractor for each client/contract referenced. All references shall be for work performed over the last three (3) years at commercial, multi-residential developments and/or institutional complexes for contracts of comparable size. At least one contract/customer shall have multiple locations. Three (3) contracts/customers shall have been serviced for a minimum of one year. Unsatisfactory references may result in the Bidder not being considered for award. **Bids received without references will be considered non-responsive.** DCPS reserves the right to request additional references should all groups being considered not be represented adequately. (SC #31)

1) Client: ___________________________ City, State: ___________________________
   Term of Contract: ___________________________ Number of Locations: __________
   Contact Person: ___________________________ Phone # __________ Fax# __________
   Email: ___________________________
   Brief Description of Services: ____________________________________________

2) Client: ___________________________ City, State: ___________________________
   Term of Contract: ___________________________ Number of Locations: __________
   Contact Person: ___________________________ Phone # __________ Fax# __________
   Email: ___________________________
   Brief Description of Services: ____________________________________________

3) Client: ___________________________ City, State: ___________________________
   Term of Contract: ___________________________ Number of Locations: __________
   Contact Person: ___________________________ Phone # __________ Fax# __________
   Email: ___________________________
   Brief Description of Services: ____________________________________________
### BID FORM GROUP 1

<table>
<thead>
<tr>
<th>Item</th>
<th>Personnel Classifications</th>
<th>Hourly Rate ($/HR)</th>
<th>Estimated Number of Hours</th>
<th>Extended Rate (HR Rate Estimated Number of Hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Licensed Journeyman</td>
<td>$700</td>
<td>700</td>
<td>$700</td>
</tr>
<tr>
<td>2.</td>
<td>Helper</td>
<td>$700</td>
<td>700</td>
<td>$700</td>
</tr>
<tr>
<td>3.</td>
<td>Supervisor</td>
<td>$100</td>
<td>100</td>
<td>$100</td>
</tr>
<tr>
<td>4.</td>
<td>Project Manager</td>
<td>$100</td>
<td>100</td>
<td>$100</td>
</tr>
</tbody>
</table>

**TOTAL BASIS FOR LABOR COSTS GROUP 1**  
(Add Extended Rate Items 1- 4)  
**A** $_______

<table>
<thead>
<tr>
<th>Item</th>
<th>Material Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1 + Percent Markup Rate (%) x Estimated Material Costs = $ Material Bid Rate</td>
</tr>
</tbody>
</table>

**GROUP 1**  
**HEATING VENTILATION AIR CONDITIONING**  
**Material Rate** to include all overhead and profit, see Special Conditions Section 22.

Vendor to fill in Percent Markup Rate and Calculate Total Material Costs

**TOTAL BASIS FOR MATERIAL COSTS GROUP 1**  
(1+ % Mark-up Rate) x $50,000 = Total Mat’l Costs  
**B** $_______

**BASIS OF AWARD - TOTAL BID AMOUNT FOR GROUP 1 : LABOR & MATERIALS = A + B**  
$_______
BID FORM - GROUP 2

<table>
<thead>
<tr>
<th>Item</th>
<th>Personnel Classifications</th>
<th>Hourly Rate x Estimated Hours = $ Bid Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GROUP 2 ELECTRICAL</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Electrical Service</strong> shall include, but not be limited to: installation of conduits, including underground utilities, for electrical power, fire alarm, communications and data lines, installation of outlets in classrooms, and addition/modification of electrical circuits, panels and equipment, and other general applications as appropriate.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>License Required:</strong> Certified/Registered Electrical Contractor</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Labor Rate</strong> to include all labor, all overhead and profit, see Special Conditions Section 22.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Licensed Journeyman</td>
<td>$</td>
<td>700</td>
</tr>
<tr>
<td>2. Helper</td>
<td>$</td>
<td>700</td>
</tr>
<tr>
<td>3. Supervisor</td>
<td>$</td>
<td>100</td>
</tr>
<tr>
<td>4. Project Manager</td>
<td>$</td>
<td>100</td>
</tr>
</tbody>
</table>

**TOTAL BASIS FOR LABOR COSTS GROUP 2**
(Add Extended Rate Items 1 - 4)

A $________

<table>
<thead>
<tr>
<th>Item</th>
<th>Material Costs</th>
<th>1 + Percent Markup Rate x Estimated Material Costs = $ Material Bid Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GROUP 2 ELECTRICAL</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Material Rate</strong> to include all overhead and profit, see Special Conditions Section 22.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vendor to fill in Percent Markup Rate and Calculate Total Material Costs</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 1 + ______%  | $50,000        | $________

**TOTAL BASIS FOR MATERIAL COSTS GROUP 2**
(1+ % Mark-up Rate) x $50,000 = Total Mat’l Costs

B

**BASIS OF AWARD - TOTAL BID AMOUNT FOR GROUP 2 : LABOR & MATERIALS = A + B**

$________
## BID FORM- GROUP 3

<table>
<thead>
<tr>
<th>Item</th>
<th>Personnel Classifications</th>
<th>Hourly Rate x Estimated Hours = $ Bid Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### GROUP 3

**ELECTRICAL / Information Technology-IT**

- **Electrical Service** shall include, but not be limited to:
  - installation of conduits in underground ditches for electrical power, communications and data lines,
  - installation of outlets in classrooms, and
  - addition/ modification of electrical circuits, panels and equipment, and other information technology specific general applications as appropriate.

**License Required:**
- Certified/Registered Electrical Specialized IT Technician (See Special Conditions Section 19)

**Labor Rate** to include all labor, all overhead and profit, see Special Conditions Section 22.

<table>
<thead>
<tr>
<th>Item</th>
<th>Hourly Rate ($)</th>
<th>Estimated Number Hours</th>
<th>Extended Rate (HR Rate Estimated Hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Licensed Journeyman</td>
<td>$700</td>
<td>700</td>
<td>$700</td>
</tr>
<tr>
<td>2. Helper</td>
<td>$700</td>
<td>700</td>
<td>$700</td>
</tr>
<tr>
<td>3. Supervisor</td>
<td>$100</td>
<td>100</td>
<td>$100</td>
</tr>
<tr>
<td>4. Project Manager</td>
<td>$100</td>
<td>100</td>
<td>$100</td>
</tr>
</tbody>
</table>

**TOTAL BASIS FOR LABOR COSTS GROUP 3**

(Add Extended Rate Items 1- 4)  

A $________

### MATERIAL COSTS

<table>
<thead>
<tr>
<th>Item</th>
<th>Material Costs</th>
<th>1 + Percent Markup Rate x Estimated Material Costs = $ Material Bid Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**GROUP 3

**ELECTRICAL / Information Technology-IT**

**Material Rate** to include all overhead and profit, see Special Conditions Section 22.

Vendor to fill in Percent Markup Rate and Calculate Total Material Costs

<table>
<thead>
<tr>
<th>Item</th>
<th>Material Costs</th>
<th>1 + Percent Markup Rate (%) Estimated Material Costs</th>
</tr>
</thead>
</table>

**TOTAL BASIS FOR MATERIAL COSTS GROUP 3**

(1+ % Mark-up Rate) x $50,000 = Total Mat’l Costs

B $________

**BASIS OF AWARD - TOTAL BID AMOUNT FOR GROUP 3 : LABOR & MATERIALS = A + B**

$________
**BID FORM- GROUP 4**

<table>
<thead>
<tr>
<th>Item</th>
<th>Personnel Classifications</th>
<th>Hourly Rate x Estimated Hours = $ Bid Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GROUP 4 PLUMBING</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Plumbing Service</strong> shall include, but not be limited to: underground pipe installation and associated structures (including drainage systems), repair of broken pipes, valves, faucets, and flush-o-meters, clearing clogged pipes and drains, installation of new hardware in restrooms and kitchens, and installation of backflow preventers, irrigation meters, stormwater drainage systems, and other general applications as appropriate.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>License Required:</strong> Certified/Registered Plumbing Contractor</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Labor Rate</strong> to include all labor, all overhead and profit, see Special Conditions Section 22.</td>
<td>HR Rate ($)</td>
<td>Estimated Number of Hours (HR Rate Estimated Number of Hours)</td>
</tr>
</tbody>
</table>

1. Licensed Journeyman
   - $ |
2. Helper
   - $ |
3. Supervisor
   - $ |
4. Project Manager
   - $ |

**TOTAL BASIS FOR LABOR COSTS FOR GROUP 4 (Add Extended Rate Items 1-4)**

A $________

<table>
<thead>
<tr>
<th>Item</th>
<th>Material Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GROUP 4 PLUMBING</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Material Rate</strong> to include all overhead and profit, see Special Conditions Section 22.</td>
<td>1 + Percent Markup Rate (%) x Estimated Material Costs = $ Material Bid Rate</td>
</tr>
<tr>
<td>Vendor to fill in Percent Markup Rate and Calculate Total Material Costs</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL BASIS FOR MATERIAL COSTS**

(1+ % Mark-up Rate) x $50,000 = Total Mat'l Costs

1+ ______% $50,000 $________

**BASIS OF AWARD - TOTAL BID AMOUNT FOR GROUP 4 : LABOR & MATERIALS = A + B**

$________
Name of Vendor: ___________________________

ITB-029-17/JR

<table>
<thead>
<tr>
<th>CONTRACTOR:</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS:</td>
<td>PROPOSAL #</td>
</tr>
<tr>
<td>CITY/STATE/ZIP:</td>
<td>CONTACT:</td>
</tr>
<tr>
<td>PHONE/FAX:</td>
<td>PROPOSAL VALID FOR ( ) DAYS</td>
</tr>
</tbody>
</table>

| PROPOSAL SUBMITTED TO: |
| PROJECT NAME: |
| PROJECT LOCATION: |
| SCOPE OF WORK: |

<table>
<thead>
<tr>
<th>PERSONNEL CLASSIFICATION</th>
<th># HOURS/HOURLY RATE</th>
<th>TOTAL AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Comments:

Contractor hereby proposes to furnish labor - complete in accordance with Bid ITB-029-17/JR and the above specifications for the following amount as indicated:

FIRM FIXED-PRICE AMOUNT: ___________________________ DOLLARS $__________________

or

AMOUNT NOT TO EXCEED: ___________________________ DOLLARS $__________________

TIME FOR COMPLETION: This work shall commence on ________ and be completed by ________

All work to be completed in workmanlike manner according to standard practices. DCPS Project Manager shall approve any alteration or deviation from above specifications involving extra charge prior to commencement of work.

AUTHORIZED SIGNATURE: ___________________________ DATE: ________________

ACCEPTANCE OF PROPOSAL BY DUVAL COUNTY SCHOOL BOARD

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified.

AUTHORIZED SIGNATURE: ___________________________ DATE: ________________
## MATERIALS LIST

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>UNIT PRICE</th>
<th>PERCENT MARK-UP</th>
<th>TOTAL COST (Qty x Unit Price x %)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>17</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Contractor hereby proposes to provide materials, in accordance with the above specifications, for the following amount as indicated:

**TOTAL: $________**

All material is guaranteed to be as specified. Contractor warrants to DCPS that materials furnished will be new and of good quality unless otherwise required or permitted by DCPS Project Manager. Any alteration or deviation from above specifications involving extra costs shall be approved by DCPS Project Manager prior to delivery of materials.