

RFQ 2021-05

REQUEST FOR QUOTATIONS (RFQ)
FOR CONSTRUCTION SERVICES

FOR ROOF REPAIRS AND REPLACEMENTS
AT THE FARM WORKER'S VILLAGE
MISCELLANEOUS LOCATIONS

SECTION C

1800 FARM WORKER WAY, IMMOKALEE
FLORIDA

BID DATE:

BID DUE DATE/TIME: August 4, 2021

NOT LATER THAN 10:00 A.M.

RECOMMENDED PRE-BID MEETING

DATE/TIME: July 28, 2021 AT 10:00 A.M.

The Collier County Housing Authority

1800 Farm Worker Way
Immokalee, Florida 34142

(239) 657-3649 fax: (239) 657-7232

Oscar Hentschel, Executive Director

ohentschel@cchaf1.org

RFQ # 2021-05
REQUEST FOR QUOTATIONS (RFQ)
FOR CONSTRUCTION SERVICES
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THE FARM WORKER'S VILLAGE
MISCELLANEOUS LOCATIONS
SECTION C
1800 FARMWORKER WAY, IMMOKALEE FLORIDA

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SECTION A
ADVERTISEMENT

RFQ # 2021-05
Request for quotation (RFQ)

For Construction Services
For Roof Repairs and Replacement at the
Farm Worker Village Miscellaneous location,
Section C
Collier County
Immokalee, Florida

REQUEST FOR QUOTATIONS (RFQ)

The Collier County Housing Authority (CCHA) wishes to engage the services of a qualified firm to provide construction services for Roof Repairs and Replacement at the Farm Worker's Village, Section C, in Miscellaneous Locations.

An overview of the project scope is provided later in the Request for Quotations (RFQ) Manual. All sealed Quotations must be received not later than **Wednesday 10:00 A.M. on August 4th, 2021** at 10:00 AM Naples local time. Bids will be publicly opened on August 4, 2021 at 10:05 AM at 1800 Farm Worker Way, Immokalee, FL 34142, Specifications, bid requirements and plans may be obtained on-line www.cchafll.org , or by contacting: Nora Cruz at 239-657-3649.

A non-mandatory pre-bid meeting will be held on July 28, 2021, at 10:00 AM, Naples local time; at CCHA's office, 1800 Farm Worker Way, Immokalee, FL 34142. Interested parties may call 239-657-3649 for more details and information.

**RFQ #2021-05
REQUEST FOR QUOTATIONS(RFQ)
CONSTRUCTION SERVICES FOR ROOF REPAIRS AND REPLACEMENTS AT
FARM WORKER'S VILLAGE
MISCELLANEOUS LOCATIONS
SECTION C
1800 FARM WORKER WAY,
IMMOKALEE, FLORIDA**

Copies of RFQ #2021-05 are available on our website www.cchafll.org or from the Collier County Housing Authority, 1800 Farm Worker Way, Immokalee, Florida 34142

Failure to submit all information as detailed on the Quotation Submission Checklist is sufficient reason to declare a proposal as non-responsive and subject to disqualification.

All Requests for Quotations are advertised, at the discretion of the CCHA, in various publications and are posted publicly as required by the procurement policy of the CCHA and applicable related agencies.



SOLICITUD DE COTIZACIONES (RFQ)

La Autoridad de Vivienda del Condado de Collier (CCHA) desea contratar los servicios de una empresa calificada para brindar servicios de construcción para Reparaciones y Reemplazo de Techos en Farm Worker's Village, Sección C, en Ubicaciones Diversas.

Más adelante, en el Manual de solicitud de cotizaciones (RFQ), se proporciona una descripción general del alcance del proyecto. Las ofertas selladas deben recibirse a más tardar a las **10:00 A.M. el Miércoles 4 de Agosto del 2021** hora local de Naples. Las ofertas se abrirán públicamente el 4 de Agosto, 2021, a las 10:05 AM en el 1800 Farm Worker Way, Immokalee, FL 34142, Especificaciones, requisitos de licitación y planes pueden ser obtenidos en www.cchafll.org, o contactando a Nora Cruz al (239) 657-3649.

Una reunión previa a la licitación, no obligatoria, se llevara a cabo en Julio 28, 2021 alas 10:00 AM hora local de Naples en la oficina de "CCHA", 1800 Farm Worker Way, Immokalee, FL 34142.

RFQ # 2021-05
SOLICITUD DE COTIZACIONES (RFQ)
SERVICIOS DE CONSTRUCCIÓN PARA REPARACIONES Y REEMPLAZOS DE TECHOS
EN FARM WORKER VILLAGE
UBICACIONES DIVERSAS
SECCION C
1800 FARM WORKER WAY,
IMMOKALEE, FLORIDA

Las copias de RFQ # 2021-05 están disponibles en nuestro sitio web www.cchafll.org o en la Autoridad de Vivienda del Condado de Collier, 1800 Farm Worker Way, Immokalee, Florida 34142.

No enviar toda la información detallada en la Lista de verificación de envío de cotizaciones es razón suficiente para declarar que una propuesta no responde y está sujeta a descalificación.

Todas las solicitudes de cotización se anuncian, a discreción de la CCHA, en varias publicaciones y se publican según lo requiere la política de adquisiciones de la CCHA y las agencias relacionadas correspondientes.



DEMANN POU SITASYON (RFQ)

Otorite Lojman Konte Collier (Collier County Housing Authority, CCHA) vle angaje sèvis yon antrepriz ki kalifye pou bay sèvis konstriksyon pou Reparasyon ak Ranplasman Tèt Kay nan Farm Worker's Village, Seksyon C, nan divès kote.

Nou mete yon apèsi sou pòte pwojè a pita nan Manyèl Demann pou Devi (Request for Quotations, RFQ) a.

Yo dwe soumèt òf sele yo pa pita pase **dat mèkredi 4 août, 2021 a 10:00 AM** lè lokal Naples. Yo pral louvri òf yo piblikman nan dat 4 août, , 2021 a 10:05 AM nan 1800 Travayè Farm Way, Immokalee, FL 34142. Ou ka jwenn espesifikasyon, kondisyon òf ak plan yo sou entènèt nan www.cchafi.org, oswa lè ou kontakte Nora Cruz nan nimewo (239) 657-3649.

Yo pral fè yon òf ki pa obligatwa nan dat 28 juillet, 2021, a 10: 00 AM, lè lokal Naples, nan iwo CCHA nan 1800 Travayè Farm Way, Immokalee, FL 34142.

RFQ # 2021-05
DEMANN POU SITASYON (RFQ)
SÈVIS KONSTRIKSYON pou reparasyon twati ak ranplasman nan
VILA TRAVAY FÈM
KOTE DIVERS
SEKSYON C
1800 FARM WORKER WAY,
IMMOKALEE, FLORIDA

Kopi RFQ # 2021-05 disponib sou sitwèb nou an nan www.cchafi.org oswa nan Collier County Housing Authority, 1800 Farm Worker Way, Immokalee, Florid 34142.

Si ou pa soumèt tout enfòmasyon jan yo detaye sou Lis Verifikasyon pou Soumèt Devi a, sa se ase rezon pou deklare yon pwopozisyon pa koresponn epi pou li ka pa kalifye.

Nou pibliye tout demann pou Devi, selon jijman CCHA, nan plizyè piblikasyon epi nou afiche yo piblikman jan yo egzije sa nan politik pwokirasyon CCHA ak ajans ki asosye yo.



SECTION B
INSTRUCTIONS TO BIDDERS

RFQ # 2021-05
Request for quotation (RFQ)

For
Construction Services

For Roof Repairs and Replacement at the
Farm Worker Village Miscellaneous location, Section C
Collier County
Immokalee, Florida

OWNER: Collier County Housing Authority
1800 Farm Worker Way
Immokalee, Florida 34142
(239) 657-3649

ARCHITECT: Moore & Spence Architects, P.A.
12613 New Brittany Boulevard
Fort Myers, Florida 33907
(239) 278-3520

LOCATION: Farm Worker Village Miscellaneous Locations
SECTION "C"
1800 Farm Worker Village
Immokalee, Florida 34142

SCOPE OF WORK:

In accordance with the terms and conditions of the Contract, the CONTRACTOR shall perform the work of this Request for Qualification (RFQ) for the COLLIER COUNTY HOUSING AUTHORITY (CCHA) as described below. The Collier County Housing Authority wishes to engage the services of a qualified CONTRACTOR to provide construction services for the Roof Repair and Replacement at Farm Worker's Village Miscellaneous Locations. A complete scope is identified in the project manual.

FUNDING LIMITATIONS:

The Contractor is responsible for providing all construction services required for the total lump-sum firm-fixed amount contracted with the CCHA. Upon final contract acceptance the CCHA will obligate the required funds for the full amount of the contract sum.

SCHEDULE:

Final schedule will be developed in conjunction with the CCHA during Contract Negotiations.

BEST VALUE DESIGN BUILD PROJECT:

The best value procurement process will be used to select the quotation that is in the best interest and value to the CCHA, in which the combination of technical, quality, schedule, operating, and pricing factors meets or exceeds the CCHA's needs identified in the RFQ. The CCHA will follow a specific decision-making process to identify and select a Contractor. Assessment of the project risks, project complexity, size, project schedule requirements, and project cost will be required.

See Attachment A Proposal Evaluation Form for the weighted criteria to be used in evaluating all proposals.

1. DEFINITIONS:

- a. All definitions set forth in the STANDARD FORM OF GENERAL CONDITIONS FOR THE CONSTRUCTION CONTRACT are applicable to these SUPPLEMENTAL INSTRUCTION TO BIDDERS.
- b. Proposal documents include the ADVERTISEMENT REQUEST FOR PROPOSALS, INSTRUCTIONS TO BIDDERS, the PROPOSAL FORM, the GENERAL CONDITIONS, and the PROJECT MANUAL, including any ADDENDA issued prior to the time specified for receipt of bids by the Architect.
- c. ADDENDA are written, or graphic instruments issued prior to execution of the contract which modify or interpret the bid documents, including drawings and specifications, by additions, deletions, clarifications or corrections. ADENDA will become part of the CONTRACT DOCUMENTS when the construction contract is executed.
- d. This solicitation is a Request for Quotation. The submittal shall include both the proposer's method and approach to accomplishing the intended goal of the scope of work and the cost to implement their proposal. For the RFQ terms Bid, Proposal, or Bid/Proposal shall be interchangeable and shall reference The Proposal. Likewise, the terms Bidder and Proposer shall be interchangeable and shall both reference The Proposer.

2. PROJECT REQUIREMENTS:

The project will include, but is not necessarily limited to, the following:

- a. The specific project requirements for this project are as described in the project manual prepared by Moore & Spence Architects for the Roof Repair and Replacement at Farm Worker's Village Miscellaneous Locations for the CCHA.
- b. Review existing project conditions.
- c. All work performed shall comply with all applicable Collier County, State, Local, and Federal codes and requirements.
- d. Provide W&M manuals for installed Roof systems.

- e. Provide quality workmanship, materials, and installation warranty.

SERVICES REQUESTED

The CCHA requests the services of a CONTRACTOR to provide installation, and construction management, for the Roof Repair and Replacement at Farm Worker's Village Miscellaneous Locations.

Installation/Construction Phase

Work must be completed by qualified contractors with demonstrated experience in the means and methods described in the project manual and in compliance with local and national codes.

- a. The Contractor shall designate a project manager to ensure work is coordinated with CCHA staff and all work is performed as designed. The project manager is expected to physically check work progress daily during system installation and be available to meet with CCHA representatives to discuss construction issues and progress.
- b. The Contractor shall prepare supplementary drawings/sketches as required to clarify/resolve field construction problems that may occur.

Warranty/Maintenance and Training

The Contractor shall provide all warranty and maintenance (W&M) manuals, training, and documentation for the installed roofing.

3. WARRANTY

The contractor shall warrant all labor and installation for not less than two years after substantial completion, inspection, and acceptance of the work by the CCHA. The roofing materials shall be warranted based on the standard materials warranty, not less than 5 years.

If required to provide remedial repair of previously installed work due to latent defect or unacceptable work performance, the Contractor shall warrant the repaired work for not less than one year after the acceptance of the repair or the balance of the warranty period whichever is longer.

4. MISCELLANEOUS

Staging Areas

The location of the Staging Area for construction equipment will require CCHA approval. All staging areas shall be returned to pre-construction conditions once construction is complete. The Contractor shall provide a summary of the minimum staging area to accomplish the proposed work.

Quality Control

The quality of all work shall be the responsibility of the Contractor.

The Contractor shall inspect and test all work as needed to ensure that the quality of materials, workmanship, construction, finish, and functional performance.

Working Hour Restrictions

All work and deliveries shall be limited to the weekday hours of 7:00 AM to 7:00 PM, unless otherwise approved by the CCHA. No work shall occur on holidays or weekends without prior approval.

Temporary Services

Temporary materials may be new or used but must be adequate in capacity for the required usage, must not create unsafe conditions, and must not violate requirements of applicable codes and standards.

Preservation of Adjacent Features

The Contractor will be required to confine all operations to within the work limits of the project. The Contractor will be required to restore damaged areas outside the work limits, at no additional expense to the CCHA.

Protection

The Contractor must provide and maintain all required barriers, fencing and signage as required, to keep the project site safe and secure during the construction process.

Housekeeping

The Contractor shall keep the project areas neat, orderly, and in a safe condition at all times.

5. PROJECT CLOSE OUT

Cleaning

Before scheduling the final inspection, the Contractor shall remove all tools, equipment, surplus materials, and rubbish and restore or refinish surfaces that are damaged due to work of this contract, to their original condition. The Contractor shall pick up and remove all construction debris from the site. At time of final inspection, project shall be thoroughly clean and ready for use.

Substantial Completion and Final Inspection

The Contractor shall submit written certification that the project is substantially complete, and request in writing a final inspection. Upon receipt of the written request that project is substantially complete, the CCHA will proceed with inspection within ten (10) days of receipt of request or will advise the Contractor of items that prevent the project from being designated as substantially complete.

If following final inspection, the work is determined to be substantially complete, the CCHA will prepare a list of deficiencies to be corrected before final acceptance and issue a Letter of

Substantial Completion. The Contractor shall complete the work described on the list of deficiencies within thirty (30) calendar days, as weather permits.

If the work is determined to not be substantially complete, the CCHA will notify the Contractor in writing. After completing work, the Contractor shall resubmit the certification and request a new final inspection.

6. PROPOSER'S REPRESENTATION

- a. Each proposer by making his proposal represents that he has read and understands the documents.
- b. Each proposer by making his proposal represents that he has visited the site familiarized himself with the local conditions under which the work is to be performed, particularly the labor market.
- c. Proposers taking exception to any part or section of these specifications indicate on a separate sheet entitled "EXCEPTIONS TO SPECIFICATIONS." Failure to indicate any exceptions shall be interpreted as the Proposers intent to fully comply with the specifications written.

7. PROPOSAL PROCEDURES

- a. All proposals must be prepared in the format of the PROPOSAL FORM supplied herewith and submitted in accordance with INSTRUCTIONS TO BIDDERS.
- b. A proposal is invalid if it has not been deposited at the designated location prior to the time and date for receipt of bids indicated in the ADVERTISEMENT REQUEST FOR QUOTATIONS, or prior to any extension thereof issued to the proposers.
- c. Unless otherwise provided in any supplement to these INSTRUCTIONS, no proposer shall modify, withdraw or cancel his proposal or any part thereof for sixty (60) days after the time designated for the receipt of proposals in the ADVERTISEMENT FOR REQUEST FOR PROPOSALS.
- d. Prior to receipt of proposals, ADDENDA will be mailed or delivered to each person or firm recorded by the Architect as receiving the proposal documents and will be available for inspection wherever the documents are kept available for that purpose. Receipt of ADDENDA by proposer shall be acknowledged on the PROPOSAL FORM.

8. EXAMINATION OF PROPOSAL DOCUMENTS

- a. Each proposer shall examine the documents carefully and not later than seven days prior to the date for receipt of proposals shall make written request to the Owner for interpretation or correction of any ambiguity, inconsistency or error therein which may be discovered. Any interpretation or correction will be issued as an ADDENDUM by the Architect. Only a written interpretation or correction by ADDENDUM shall be binding. No proposers shall rely upon any interpretation or correction given by any other method.

- b. Copies of the documents may be obtained from the Website of the Collier County Housing Authority. An electronic PDF copy is also available.

9. PREPARATION AND SUBMISSION OF PROPOSALS

a. Each proposer shall copy the PROPOSAL FORM on proposer's letterhead, indicating prices and project duration thereon in proper spaces. The prices and days shall be for the entire work. Any erasures or other corrections in the proposal must be explained or noted over signature of bidders. Proposals containing any conditions, omissions, unexplained erasures, alterations, items not called for, or irregularities of any kind, may be rejected by the Owner at its sole, complete and unrestricted discretion.

b. The proposal must include a detail schedule and proposal as to how the intent of the Scope of Work will be accomplished. This should include materials, project understanding, coordination, costs, etc. Information shall be provided as detailed as possible to allow the CCHA to be able to evaluate the proposals and determine in the opinion of the CCHA which proposal meets the needs and is in the best interest of the CCHA.

c. Each proposal must give the full business address of proposer and state whether proposer is an individual, corporation or partnership. Proposals by a corporation must be signed in the name and with the seal of the corporation followed by the manual signature and designation of the officer, agent or other person authorized to bind the corporation, and if the person signing is not the president, vice president or general manager, be accompanied by a duly authorized document evidencing the CCHA of the officer or agent.

d. Proposals by partnerships shall show the names of all partners and must be signed in the partnership name by one of the general partners. The partnership signature shall be followed by the manual signature of the partner signing. In every case, the name of the person signing, and his designation shall be typed or printed below his signature. A proposal by a person who affixes the "president", "secretary", "agent" or other designation without disclosing his principal may be held to the bid of the individual so signing.

e. Proposal documents shall be placed in one envelope and addressed to the Owner at the place the proposals are to be opened, with full identification of the bidder's name, project, and the time and date set for opening.

f. In no case shall notations of any kind on the envelope alter the contents of the proposal documents.

g. The package shall include:

One (1) Original and two (2) copies of the following:

- Proposal.
- Bond
- List of Subcontractors, with experience and qualifications.
- Unit Price Schedule (If applicable)
- Contractor qualifications, history, experience, capabilities, workload, safety record
- Team organization, schedule, all items listed in the Proposal Evaluation Form Schedule.
- All Items Listed on the Bidder's Checklist
- Bidder's Checklist. (Signed)

10. QUALIFICATIONS OF PROPOSERS:

- a. Contract will be awarded only to a responsible proposer approved by the Owner and Architect.
- b. The proposal will be evaluated based on the project cost and proposer qualifications. The evaluation of proposals will be based on the weighted criteria listed in the Evaluation Form Schedule.
- c. Permits, Licenses, Taxes In compliance with Section 218.80, F.S., all permits necessary for the execution of the Work shall be obtained by the Contractor.

In addition, the Contractor shall comply with all rules, regulations and laws of the State of Florida, or the U.S. Government now in force or hereafter adopted.

11. DISQUALIFICATION OF PROPOSERS:

- a. More than one 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 proposer is interested in more than one proposal for the same work will cause the rejection of all proposals in which such proposers are believed to be interested. Any or all proposals will be rejected if there is reason to believe that collusion exists among the proposers and no participants in such collusion will be considered in future proposals for the same work. Proposals in which the prices are obviously unbalanced will be rejected.
- b. Owner reserves the right to reject any proposals where an investigation of the available evidence or information does not satisfy the Owner that the proposer is qualified to carry out properly the terms of the contract documents.

12. BID GUARANTEE:

- a. Each proposal must be accompanied by a BID BOND in the amount of five percent (5%) of the total amount of the bid as a guarantee that the proposer will not withdraw his bid for a period of sixty (60) days after the scheduled time for the receipt of bids and if awarded the contract, enter into a written contract with the Owner satisfactorily in form to the Owner. The Contract shall require evidence of Workmen's Compensation, and Public Liability Insurance, approval of subcontractors by the Owner, and delivery of a PERFORMANCE and PAYMENT BOND satisfactorily to the Owner within ten (10) days after the meeting at which the contract is awarded.
- b. The failure of a successful proposer to execute such contract and to supply the required bonds within ten (10) days after award of the contract, or within such extended period as Owner may grant, shall constitute a default and Owner may either award the contract to the next responsible proposer or re-advertise for bids.
- c. Bid Guarantee will be returned to all except the three low proposers after opening of the proposals. The remaining guarantees will be returned to the three lowest proposers after the Owner and the accepted proposer have executed the contract and the PAYMENT and PERFORMANCE BONDS have been approved by the Owner.
- d. All bid guarantees shall meet surety requirements as set forth.

13. OPENING OF BIDS:

- a. Proposals shall be opened privately at a time and place determined by the CCHA officer responsible for evaluating the proposals. The officer whose duty is to open them will decide when the specific time has arrived, and no proposals received thereafter will be considered. No responsibility will be attached to any officer for the premature opening of a proposal not properly addressed and identified.
- b. The Housing Authority assumes no responsibility for proposals received after the due date and time, or at any office or location other than the specified herein, whether due to mail delays, courier mistakes, mishandling, inclement weather, or any other reason. Late proposals shall be returned unopened and shall not be considered for award.
- c. Proposals shall not be made public until such time as the proposals have been evaluated, awarded and the contract has been executed.
- d. For bidders who wish to receive copies of bids after the bid opening, the Housing Authority reserves the right to recover all costs associated with the printing and distribution of such copies.

14. SELECTION PROCESS:

- a. All proposals will be reviewed by a selection panel appointed by the Housing Authority's Executive Director. Election panel shall be the sole judge to evaluation and ranking of proposals. Based on the evaluation and ranking, interviews may be conducted with selected proposers.
- b. The Housing Authority will assess the aspects of the proposals based on the weighted criteria listed in the Proposal Evaluation Form.

15. PROPOSAL MODIFICATION:

Proposal modification will be accepted from proposer if in writing and if received prior to the date proposals are to be received. In no case shall notations of any kind on the bid envelope alter the contents of the bid documents.

16. WITHDRAWAL OF PROPOSALS:

Proposals may be withdrawn on written request signed by the proposer and received prior to the time fixed for receipt. Negligence on the part of the proposer in preparing the proposal confers no right for the withdrawal of the proposal after it is opened. The proposal may be withdrawn if the Owner fails to accept it within sixty (60) calendar days after the date fixed for opening of the proposals.

17. REJECTION OF PROPOSALS:

The proposer acknowledges the complete and unrestricted right of the Owner to reject any or all proposals and to waive any informality or irregularity in any proposal received. In addition, the proposer recognizes the right of the Owner to reject a proposal if the proposer failed to furnish the required bid security, or to submit the data required by the proposal documents, or if the proposal is in any way incomplete or irregular.

18. AWARD OF CONTRACT:

- a. Owner will consider the project materials, schedule, approach to the intent of the scope of work and associated costs in determining in its opinion what is in the best interest of the CCHA when awarding the project. Award of the contract, if awarded, will be within sixty (60) calendar days after the opening of the proposals.
- b. Alternate bids will not be considered unless authorized by the Contract Documents or written Addendum.
- c. For proposers who wish to receive copies of proposals after the opening, the Housing Authority reserves the right to recover all costs associated with the printing and distribution of such copies. Copies of the proposals will not be made available until after final award and execution of the contract for the project.

19. LIST OF SUBCONTRACTORS:

Each proposer shall submit to Owner a list of subcontractors and major material suppliers to be used if awarded the contract. The form provided shall be signed by the bidder and submitted in the same sealed envelope with the PROPOSAL FORM and BID BOND. Upon request by the Architect, the selected bidder shall within seven days thereafter submit all data required to establish to the satisfaction of the Architect and the Owner, the reliability and responsibility of the proposed subcontractors to furnish and perform the work described in the sections of the specifications pertaining to such proposed subcontractor's respective trades. Prior to the award of the contract, the Architect will notify the bidder in writing if either the Owner or the Architect, after due investigation, has any reasonable and substantial objection to any person or organization on such list.

If the Owner or Architect has a reasonable and substantial objection to any person or organization on such list and refuses in writing to accept such person or organization, the bidder, may at his option, withdraw his bid without forfeiture of bid security, notwithstanding anything to the contrary contained in Paragraph 3.c. If the bidder submits an acceptable substitute with an increase in his bid price to cover the difference in cost occasioned by such substitution, the Owner may, at its discretion, accept the increased bid price or he may disqualify the bidder. Subcontractors and other persons and organizations proposed by the proposer and accepted by the Owner and the Architect must be used on the work for which they were proposed and accepted and shall not be changed except with written approval of the Owner and the Architect.

20. PERFORMANCE AND PAYMENT BOND:

- a. The successful Proposer shall furnish Owner with a PERFORMANCE and PAYMENT BOND in the full amount of the contract price and such additional amounts as may be required by any increase or changes thereof, on the form contained in the Contract Documents, containing all obligations required by Florida Law and executed by a surety company satisfactory to Owner and licensed to do business in Florida. Any increase or adjustment to the bond shall occur at the completion of the project based on the final contract amount.
- b. The Surety that issues the bonds shall:
 - Be licensed to do business in Florida.
 - Have a policyholder's rating of "A" or better as listed in the current Best's Insurance Guide.
 - Have fulfilled all previous obligations to Owner.

- c. The proposer shall deliver the required bond to the Owner not later than the date of execution of the CONTRACT.
- d. The proposer shall require the attorney-in-fact who executed the required bonds on behalf of the surety to affix thereto a certified and current copy of his power-of-attorney indicating the monetary limit of such power.

21. TAXES:

- a. The CCHA is a Florida subdivision of the State of Florida is exempt from the payment of Florida sales tax to its vendors under Chapter Florida. Statutes. All successful bidders will be provided a copy of Certificate of Exemption (#21- 07-01995-53C) upon contract award.
- b. Corporations, individuals, and other entities are impacted by Chapter 212, Florida Statutes according to the type of service, sale of commodity or other contractual agreement to be made with the Housing Authority. By submittal of a property executed response to a bid proposal from the CCHA, the bidder is acknowledging that he is aware of his statutory responsibilities for sales tax under Chapter 212, Florida Statutes.
- c. The Housing Authority is also exempt from most Federal excise taxes. By submittal of a properly executed response to a bid proposal from the Housing Authority, the bidder is acknowledging that he is aware of his responsibilities for Florida excise taxes.

Tangible personal property purchased by Contractors in the performance of realty construction for the CCHA is taxable, though the CCHA is exempt on its own purchases.

22. LOBBYING:

- a. All firms are hereby placed on NOTICE that the CCHA does not wish to be lobbied, either individually or collectively, about a project for which a firm has submitted a proposal. Firms and their agents are not to contact members of the Housing Authority for such purpose as meetings of introduction, luncheons, dinners, etc. during the bidding process, from bid opening to final approval, no firm or their agent shall contact any other employee of the CCHA.

COLLIER COUNTY HOUSING AUTHORITY

Certification Regarding Debarment, Suspension, and Other Responsibility Matters Primary Covered Transactions.

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction, violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records. making false statements or receiving stolen property.
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal State or local) with commission of any of the offenses enumerated in paragraph (l)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name _____

Project
Name _____

Firm

Tax ID
Number

Title _____

Project
Number _____

Street Address

DUNS Number _____

23. AGGRIEVANCES OR PROTEST:

a. Any actual or prospective respondent to an Advertisement for Request for Quotation who is aggrieved with respect to the former shall file a written protest with the Executive Director prior to the opening of the Proposal or the due date for acceptance of Proposals.

All such protests must be filed with the CCHA no later than 10:00 a.m., Collier County, United States Florida Eastern time on the advertised date for the acceptance the Request for Proposals.

b. Award of contract will be made by the Housing Authority. Any actual or prospective respondent who desires to formally protest the recommended contract award must file a notice of intent to protest with the CCHA within two (2) calendar days (excluding weekends and County holidays) of the date that the recommended award is posted. Upon filing of said notice, the protesting party will have five (5) days to file a formal protest and will be given instructions as to the form and contest requirements of the formal protest. A copy of the "Protest Policy" is available at the CCHA.

24. ADDENDUM:

a. The Housing Authority reserves the right to formally amend and/or clarify the requirements of the bid specifications where it deems necessary. Any such addendum/clarification shall be in writing and shall be distributed to all parties who received the original bid specification and are eligible for consideration prior to the deadline for submission of proposals. The amendments or clarification will be made in writing in the form of an addendum. No oral clarifications or amendments shall be considered binding.

b. The proposer should believe the meaning of any part of the Proposal Document is doubtful obscure or contains errors or omissions, he should report such opinion to the CCHA seven (7) days prior to the bid opening date. Such submissions shall be reviewed and appropriate action, if any is required, will be taken in the form of an addendum.

25. BID FORMAT:

To facilitate evaluation of the Bids, the Contractor is instructed to follow the outline below in responding. Bids that do not follow the outline, or do not contain the required information, may be considered as unresponsive quotations.

26. PROJECT MANAGER - CONTACT PERSON

The Contractor will identify the project manager or individual who will be assigned to work with the CCHA, along with individual qualifications.

27. PROJECT APPROACH/FIXED FEE

The Contractor shall submit a scope of services and a detailed description of the expected tasks or steps taken to accomplish the work.

This shall include a proposed project schedule highlighting major tasks and target completion dates. The fixed fee for services shall be provided, in one (1) original and two (2) copies, in a separate sealed envelope stating RFQ #2021-05, Fee Proposal for Request for Construction Services for Roof Repairs and Replacements at the Farm Worker's Village Miscellaneous Locations. The fixed fee for services shall include one lump sum cost for all construction, and management and inspection services required for the proposed project. The quotation shall clearly indicate Contractor's name, project description, and any other information required. For purposes of attributing the cost associated with each building to the correct CCHA community the proposal shall include a breakdown of the cost of each of the individual buildings. The total of this list must equal the total fixed fee. These numbers will not be used by the CCHA to award individual pieces of the project but will be used for accounting and insurance claim verifications.

28. SIGNATURE

The quotation shall be signed by an official authorized to bind the offer and shall contain a statement to the effect that the quotation is a firm offer for a sixty (60) day period. The quotation shall also contain the name, title, address, and telephone number of the individual(s) with authority who may be contacted during the period of quotation evaluation for the purpose of clarifying submitted information.

29. EVALUATION GUIDELINES

The RFQ requests interested Contractors submit a well-defined package outlining historical information related to capabilities, experience, and past performance on specific issues pertinent to the design-build project. Project team organization, key project team members, individual team history, and current workload will be required. The goal of the evaluation of the RFQ is to select top ranked Contractor based on their experience in specific areas that are important and beneficial for the project. Contractors may be required to give an oral presentation to the CCHA's Selection Committee or to otherwise provide clarifying information needed to properly evaluate qualifications. Each of the following items must be addressed in the proposal. They should be individually tabbed for easy identification and review. The Selection Committee shall take into consideration the criteria on Exhibit A,

SECTION C
FORMS FOR BID

RFQ#2021-05
Request for quotation (RFQ)

For
Construction Services

For Roof Repairs and Replacement at the
Farm Worker Village Miscellaneous location,
Section C
Collier County
Immokalee, Florida

**REQUEST FOR QUOTATIONS (RFQ2021-05)
FOR CONSTRUCTION SERVICES FOR ROOF
REPAIRS AND REPLACEMENTS AT THE
FARM WORKER'S VILLAGE
MISCELLANEOUS LOCATIONS
SECTION C
1800 FARM WORKER WAY,
IMMOKALEE FLORIDA**

Attention:

The undersigned, having familiarized (him/herself) (themselves) with the Scope of Work included in the Request for Proposal; Instructions to Bidders, this Bid Form, the form of the Non-Collusive Affidavit; and any other associated forms or documents thereto, on file in the Office of the Housing Authority, hereby proposes to furnish all material, labor, equipment, services, licenses, and permits for the Collier County Housing Authority to secure Construction Services for the Roof Repairs and Replacements at Farm Worker's Village Miscellaneous Locations.

The following principles shall govern the competitive bidding process:

1. CCHA reserves the right to reject any and all proposals received as a result of this RFQ. If a proposal is selected it will be the most advantageous regarding price, quality of service, the Contractor's qualifications and capabilities to provide the specified service and other factors which CCHA may consider.
2. Selection will be determined by responses given on the Bid Form and other required bid documents. The Collier County Housing Authority reserves the right to reject any and all bids, to waive irregularities and/or infirmities in any bid, and to make the award in a manner deemed in the best interest of Collier County Housing Authority.
3. All prices and information required on the Bid Form must be typewritten or written legibly in ink.
4. Any stipulations made as to the bidder's bid shall subject the proposal to rejection. If bidder wishes to include additional information, bidder may do so with attachments. However, alternate proposals will not be considered unless specifically requested in these specifications.
5. Any bidder having a complaint or protest regarding a proposal must submit the complaint or protest in writing to the Housing Authority's Contracting Officer seven (7) or more days prior to the date set for opening of bid proposals. Any bidder protesting a bid opening must submit the protest in writing to the Contracting Officer no later than three (3) days after bid opening for the protest to be considered.

PROPERTY NAME	ADDRESS	FIRM FIXED PRICE BASE BID
SECTION C Miscellaneous Locations	Include all units included in project scope.	\$

CONSTRUCTION TIME IN DAYS: _____ Calendar Days

ADDENDUMS :

Bidder hereby acknowledges the following addendums issued during the proposal period:

Addendum #1 _____ Issued _____

Addendum #2 _____ Issued _____

Addendum #3 _____ Issued _____

Addendum #4 _____ Issued _____

Addendum #5 _____ Issued _____

BASE BID BREAKDOWN: Provide a complete breakdown per the following list of buildings. The price breakdown shall be by building. The addresses below reflect either a single building or one unit in multi-unit buildings, i.e. duplex or quad-plex. Provide pricing for the entire building in which the address below exists. (Refer to Division 1 Section for detailed repairs per unit.)

Submittal Statement:

1. The undersigned certifies that this Proposal is made in good faith, without collusion or connection with any other person or entity proposing on this work.
2. The undersigned Proposer has examined and read all Scope of Services, General Terms and Conditions, and other Contract Documents, and all Addendums thereto; and is acquainted with and fully understands the extent and character of the work covered by this Proposal and the specified requirements for the proposed work.
3. The undersigned Proposer certifies that no officer or agent of the Collier County Housing Authority will directly or indirectly benefit from this Proposal.
4. The undersigned Proposer states that this proposal is made in conformity with the specifications and agrees that in case of any discrepancy or differences between its Proposal and the specifications, the provisions of the latter shall prevail.
5. The undersigned Proposer certifies that it has carefully examined the foregoing Proposal after the same was completed and has verified every item placed thereon; and agrees to indemnify, defend and save harmless the Collier County Housing Authority against any cost, damage or expense which may be incurred or caused by any error in its preparation of same.
6. The undersigned Proposer agrees that if this Proposal is accepted by CCHA, it will keep its Proposal in effect for 60 (sixty) calendar days thereafter. This time period begins at the time Proposals are opened and ends upon the signing of the award by the Executive Director. The Contract will follow thereafter Approval by the Contracting Officer constitutes acceptance of the Proposal by the CCHA.

Signature

Company Name

Date

Print Name

Company Address

Title

City

State

Zip

Telephone#

Fax #

Email Address

Federal Tax ID#

The above individual must be authorized to sign on behalf of the company submitting the proposal. The individual must be authorized to sign on behalf of the company submitting the proposal. Proposals must be signed by an official authorized to bind the provider to its provisions for at least a period of sixty (60) days.

THE COLLIER COUNTY HOUSING AUTHORITY

Oscar Hentschel, Executive Director.

UNIT PRICING:

(Unit pricing will be used for adding or deleting individual buildings to or from the project scope depending on the base bid amount and the available construction budget. The unit pricing will also be used for determining the cost for additional work not covered in the base scope associated with the project)

Building Re-roofing Pricing:	\$ _____
Price per square:	\$ _____
Material Pricing and Repairs	\$ _____
½ Square Shingles Only	\$ _____
1 Square Shingles Only	\$ _____
½ Square Underlayment	\$ _____
1 Square Underlayment	\$ _____
16 Sq Ft Plywood Sheathing	\$ _____
32 Sq Ft Plywood Sheathing	\$ _____
Sub-Fascia Repair per 4 ft.	\$ _____
Fascia Repair per 4 Ft.	\$ _____
Soffit Repair per 8 Sq Ft	\$ _____
Drip Edge repl. per 8 Ln Ft	\$ _____
Framing Repairs per hour	\$ _____
Framing Mat. 2 x 4 per Ln Ft	\$ _____

PRICING INCLUDES MITIGATION:

- 7 Shingle Nails
- Applying Adhesive at each Shingle Corner
- Starter Shingle

QUOTATION FORMAT

To facilitate evaluation of the Quotations, the Contractor is instructed to follow the outline below in responding. Quotations that do not follow the outline, or do not contain the required information, may be considered as unresponsive quotations.

1. COMPANY BACKGROUND MATERIAL

Information concerning the background, experience, and reputation of the design- build contractor which is felt to be pertinent to this RFQ should be provided.

a. Ability to Perform.

The Contractor should demonstrate an understanding of and familiarity with projects of this type by listing previous similar work completed with other entities.

b. Local Knowledge

The Contractor should demonstrate their familiarity with the CCHA, Immokalee, and Collier County.

2. EXPERIENCE

The Contractor shall provide a list of previous projects that are considered identical or equivalent to the scope of services requested herein.

The Contractor must submit a list as described above which shall include the following:

- Contract duration, including dates.
 - Services performed; and
 - Name, address, and telephone number of contracting agencies which may be contacted for verification of all information submitted.
- a. Past Performance: Evaluate past performance of the Contractor on completed projects.
 - b. Similar Work Type Experience: Consider experience that clearly demonstrates that the Contractor has performed construction of the same type, scope, and complexity as the advertised project.
 - c. Current Workload.
 - d. Timely completion of past projects.
 - f. Experience of Key Personnel
 - g. Safety Record.
 - h. Schedule.
 - i. Project Costs.

QUOTATION SUBMISSION CHECKLIST

To be considered responsive, each prospective Contractor must submit the following documents, in one (1) original and two (2) copies, as part of his/her quotation:

- 1.____ Items listed above (a thru i).
- 2.____ Quotation Statement.
- 3.____ Fixed Fee for Services.
- 4.____ Proposal Bond or acceptable alternate in the amount of 10% of the total quotation price.
- 5.____ Specifications Exception Form, if applicable.
- 6.____ Alternate W-9 Form.
- 7.____ CCHA Indemnification Agreement.
- 8.____ Disclosure of Lobby Activities
- 9.____ Items identified of the Bidder's Check List
- 10.____ Bidder's Check List Signed and Dated

The successful contractor must submit, prior to contract signing, the following documentation:

1. Payment and Performance Bond in the amount of 100% of the contract price.
2. Insurance Certificate (naming the CCHA as an Additional Insured) that meets the minimum requirements for types and levels of coverage.

UNIT PRICING: (Unit pricing will be used for adding or deleting individual buildings to or from the project scope depending on the base bid amount and the available construction budget. The unit pricing will also be used for determining the cost.

SECTION D
GENERAL TERMS AND CONDITIONS

RFQ#2021- 05
Request for quotation (RFQ)

For
Construction Services

For Roof Repairs and Replacement at the
Farm Worker Village Miscellaneous location,
Section C
Collier County
Immokalee, Florida

GENERAL TERMS AND CONDITIONS

1. PREPARATION OF QUOTATIONS:

Quotations shall be submitted on the forms provided and must be signed by the Proposer or the Proposer's authorized representative. The person signing the quotation shall initial any corrections to entries made on the forms.

Proposers must quote on all items appearing on the forms unless specific directions in the advertisement, on the quotation form, or in the special provisions allowed for partial Quotations. Failure to quote on all items may disqualify the quotation. When quotations on all items are not required, Proposers shall insert the words "no quotation" where appropriate.

For the purposes of this Request for Quotations the terms quotation, quote, or proposal shall be considered synonymous and may be used interchangeable throughout this document. Alternative quotations will not be considered.

Unless otherwise stated in the Request for Quotations (RFQ), the proposer agrees that the quotation shall be deemed open for acceptance for sixty (60) calendar days.

Any questions or inquiries must be submitted in writing and must be received by the CCHA no later than seven (7) calendar days before the RFQ due date to be considered. Any changes to the RFQ will be provided to all Proposers of record in the form of an addendum. Notification of receipt of all addendums must be indicated on the quotation. It is the sole responsibility of the proposer to make sure that they have received, read, incorporated, and acknowledges the addendum within their quotation.

The Proposer shall not divulge, discuss, or compare his proposal with other Proposers and shall not collude with any other Proposer or parties to a proposal whatsoever.

(Note: No premiums, rebates, or gratuities permitted with, prior to, or after any delivery materials are allowed. Any such violation will result in the cancellation and/or return of materials, as applicable, and the removal from Proposal List).

Any manufacturer name, trade name, or catalog number mentioned in this RFQ is for the purpose of designating a minimum standard of quality and type. Such references are not intended to be restrictive, although specified color, type of material, and specified measurements may be mandatory. Quotations will be considered for any brand which meets or exceeds the quality of the specifications listed. On all such quotations, the Proposer shall specify the product they are proposing and shall supply sufficient data to enable a comparison to be made with the brand or manufacturer specified. Failure to submit the above may be sufficient grounds for rejection of the Quotation. When samples are required, they must be submitted free of cost and they will not be returned unless otherwise specified by the CCHA.

Items left for demonstration purposes shall be delivered and installed free of charge and shall be removed by the Contractor at no cost to the CCHA. Said demonstration units shall not be offered to the CCHA as new equipment unless mutually agreed to.

The Contractor may be required to supply proof of compliance with proposal specifications. When requested, the Contractor must immediately supply the CCHA with certified test results or certificates of compliance. Where none are available, the CCHA may require independent laboratory testing. All costs for such testing, certified test results, or certificates of compliance, shall be the responsibility of the Contractor.

2. SUBMISSION OF QUOTATIONS:

Quotations must be submitted as directed in the RFQ, and on the forms provided unless otherwise specified. Quotations must be typewritten or printed in ink.

Quotations must be mailed or delivered in person. Proposals that are faxed or e-mailed will not be accepted.

3. WITHDRAWAL OF QUOTATIONS:

Quotations may be withdrawn prior to the opening date and time upon written, faxed, e-mailed, or telegraphic request of the Proposer to the CCHA. Negligence on the part of the Proposer in preparing this proposal shall not constitute a right to withdraw a proposal after the proposal opening. Proposals may not be withdrawn for a period of sixty (60) days after the date of opening indicated herein or as modified by addenda.

4. PROPOSERS INTERESTED IN MORE THAN ONE QUOTATION:

If more than one quotation is offered by any one party, or by any person or persons representing a party, all such quotations shall be rejected. A party who has quoted prices to a Proposer is not thereby disqualified from quoting prices to other Proposers or from submitting a direct proposal in its own behalf.

5. RECEIPT AND OPENING OF QUOTATIONS:

Quotations shall be submitted prior to the time fixed in the Request for Quotations. Quotations received after the time so indicated shall be returned unopened.

6. QUOTATION RESULTS:

All quotations received shall be considered confidential and not available for public review until after a contractor has been selected. All quotations shall be subject to negotiations prior to the award of a contract.

NO TELEPHONE REQUESTS FOR RESULTS WILL BE ACCEPTED OR GIVEN.

7. LIMITATIONS:

This RFQ does not commit the CCHA to award a contract, to pay any costs incurred in the preparation of a response to this request, or to procure or contract for services or supplies.

The CCHA reserves the right to accept or reject any or all quotations received because of this request, or to cancel in part or in its entirety this RFQ, if it is in the best interest of the CCHA to do so.

8. QUOTATION EVALUATION:

In an attempt, to determine if a proposer is responsible, the CCHA, at its discretion, may obtain technical support from outside sources. Each proposer will agree to fully cooperate with the personnel of such organizations.

9. AWARD OF CONTRACT:

Any contract entered by the CCHA shall be in response to the quotation and subsequent discussions. It is the policy of the CCHA that contracts be awarded, among other considerations, only to responsive and responsible Proposers. To qualify as responsive and responsible, a prospective Contractor must meet the following standards as they relate to this request:

- Have adequate financial resources for performance or be able to obtain such resources as required during performance.
- Have the necessary experience, organization, technical, and professional qualifications, skills, and facilities.
- Be able to comply with the proposed or required time of completion or performance schedule.
- Have a demonstrated satisfactory record of performance; and
- Adhere to the specifications of this proposal and provide all documentation required of this proposal.

The contract will be awarded to a responsive and responsible proposer based on the qualifications and experience of the proposer, the quality of the equipment/ product/service to be provided, the proposer's ability to provide ongoing technical support, the proposer's timeframe for providing the equipment/product/service, and the proposer's fee/price proposal. See Attachment A, Quotation Evaluation Sheet for more detail concerning how each quotation shall be evaluated. The proposer selected will be the most qualified with demonstrated experience in the type of projects requested herein and not necessarily the proposer with the lowest price.

The CCHA reserves the right to waive any formality, informality, information, and/or errors in the quotations submitted and reserves the right to reject any or all quotations at its discretion and to accept the quotation which will be in the best interest of the CCHA; or to purchase on the open market if it is considered in the best interest of the CCHA to do so. In case of error in the extension of prices, the unit prices proposed shall govern and the unit prices in writing shall take precedence over the unit prices in figures.

Also, in the event of a discrepancy between the total of the items and the lump sum total stated, the total of the items shall govern.

10. MODIFICATIONS AFTER AWARD:

The CCHA reserves the right to incorporate minor modifications, which may be required by the CCHA. The Contractor will incorporate these changes at no additional cost but may protest such action and not be bound by any such request if it can prove that the timing or extent of the modifications implies a major effort on its part.

11. CANCELLATION OF AWARD:

The CCHA reserves the right to cancel the award without liability to the proposer, except for the return of the proposal bond, at any time before a contract has been fully executed by all parties and is approved by the CCHA.

12. CONTRACT:

Any Contract between the CCHA and the Contractor shall consist of (1) the RFQ and any amendments thereto, (2) the Construction Documents, (3) addendums, and (4) the Contractor's proposal in response to the RFQ. In the event of a conflict in language between documents (1) and (4) referenced above, the provisions and requirements set forth and referenced in the RFQ shall govern. However, the CCHA reserves the right to clarify any contractual relationship in writing with the concurrence of the Contractor, and such written clarification shall govern in case of conflict with the applicable requirements contained in the RFQ and the Contractor's quotation. In all other matters not affected by written clarification, if any, the RFQ shall govern. The submitter is cautioned that this quotation shall be subject to acceptance without further clarification.

13. RETURN OF PROPOSAL BOND:

All proposal bonds, except that of the successful proposer, will be returned after the CCHA has awarded a contract. The successful proposer's proposal bond will be returned as soon as an agreement has been fully executed.

14. REQUIREMENTS OF SURETY BONDS:

At the time of the execution of the agreement, the successful proposer shall furnish the CCHA with surety bonds, which have been fully executed by the proposer, guaranteeing the performance of the work and the payment of all legal debts that may be incurred by reason of the Contractor's performance of the work. The surety and the form of the bonds shall be acceptable to the CCHA. Unless otherwise specified, the surety bonds shall be in the sum equal to the full amount of the agreement.

15. INSURANCE:

The successful proposer shall procure and maintain insurance, in the amounts and coverage detailed by the proposal documents, acceptable to the CCHA, at the proposer's sole expense,

with reputable and financially responsible insurance companies, insuring against any and all public liability, including injuries or death to persons and damage to property, arising out of or related to the goods or proposer's performance hereunder and shall furnish to the CCHA certificates of such insurance and renewals thereof signed by the issuing company or agent upon the CCHA's request. Such certificates shall name the CCHA as an additional insured. Such policies shall provide for cancellation only with 30 days prior written notice to the CCHA.

The CCHA's examination of, or failure to request or demand, any evidence of insurance hereunder, shall not constitute a waiver of any requirement, and the existence of any insurance shall not limit the proposer's obligation under any provision hereof. Except to the extent of comparable insurance acceptable too, or express waiver by the CCHA, the proposer shall, or shall cause any carrier engaged by the proposer, to insure all shipments of goods for full value.

If the agreement with the proposer involves the performance of work by the proposer's employees at property owned or leased by the CCHA, the proposer shall furnish such additional insurance as the CCHA may request in respect thereof, but in any event and without such request, shall include worker's compensation insurance and unemployment compensation insurance as required by the laws of the State of Florida, and automotive liability insurance, and property damage insurance. In no event shall such employees of the proposer be deemed to be the employees of, under the direction of, or control of the CCHA for any purpose whatsoever.

CCHA RFQ #2021-05 REQUEST FOR CONSTRUCTION SERVICES FOR FARM WORKER'S VILLAGE
ROOF REPAIRS AND REPLACEMENTS

Insurance Requirements for All Contractors
Additional Coverage is Required if Checked Minimum Limits Required

Commercial General Liability

General Aggregate	\$2,000,000
Products-Completed Operations Agg.	\$2,000,000
Personal and Advertising	\$1,000,000
Each Occurrence Injury	\$1,000,000

Fire Damage (Any One Fire)	\$ 50,000
Medical Expense (Any One Person)	\$ 10,000

() Occurrence

() Claims Made

Additional Coverage to Include

() Owners & Contractors' Protective -Limit	NA
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() Underground/Explosion and Collapse	NA
--	-----------

Commercial Automobile Liability

Combined Single Limit	\$1,000,000
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() Any Auto, Symbol 1

() Include Employees as Insured

Additional Coverage to include:

() Garage Liability	NA
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() Garage Keepers Legal Liability	NA
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Workers Compensation

State Statutory including Employers Liability	
- Each Accident/Disease-Policy Limit/Disease-Each Employee	\$100,000/\$500,000/\$100,000

Commercial Umbrella

May be substituted for higher limits required above	NA
---	-----------

() Follow Form Umbrella on ALL requested Coverage.

Other

(X) 1. Professional/Errors & Omissions	\$1,000,000
--	-------------

(X) 2. Builders Risk-Renovation Form	\$Value of the Contract
--	-------------------------

All Risk completed value form including Collapse	\$Value of the Contract
--	-------------------------

Sublimit for Soft Cost Coverage	\$Value of the Contract
---------------------------------	-------------------------

(X) 3 . Installation Floater (Equipment)	NA
--	----

() 4. Riggers Liability	NA
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() 5. Environmental -Pollution Liability	NA
---	-----------

() 6. Aviation Liability	NA
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() 7. Watercraft-Protection & Indemnity	NA
--	----

(X) **The COLLIER COUNTY HOUSING AUTHORITY (must be named as Additional Insured)**

16. WORKER'S COMPENSATION:

All proposers and subcontractors at every tier under the proposer will conform with the requirements of Worker's Compensation.

17. EXECUTION OF AGREEMENT:

The successful proposer shall sign (execute) the necessary agreements for entering into the contract and return such signed agreements to the CCHA, along with the fully executed surety bonds, within ten (10) calendar days from the date mailed or otherwise delivered to the successful bidder.

18. APPROVAL OF AGREEMENT:

Upon receipt of the agreement and surety bonds that have been fully executed by the successful proposer, the CCHA shall complete the execution of the agreement in accordance with local laws or ordinances and return the fully executed agreement to the Contractor. Delivery of the fully executed agreement, along with a Notice to Proceed and a CCHA purchase order, to the Contractor shall constitute the CCHA's approval to be bound by the successful proposer's quotation and the terms and conditions of the agreement.

19. FAILURE TO EXECUTE AGREEMENT:

Failure of the successful proposer to execute the agreement and/or furnish acceptable surety bonds within ten (10) calendar days from the date mailed or otherwise delivered to the successful proposer shall be just cause, at the Owner's discretion, for cancellation of the award and forfeiture of the proposal bond, not as a penalty, but as liquidation of damages to the CCHA.

20. DISQUALIFICATION:

Awards will not be made to any person, firm or company in default of a contract with the CCHA, the State of Florida, or the Federal Government.

21. DISAGREEMENTS AND DISPUTES:

All disagreements and disputes, if any, arising under the terms of any agreement, either by law, in equity, or by arbitration, shall be resolved pursuant to the laws and procedures of the State of Florida, in which state any agreement shall be deemed to have been executed. No action at law, or equity, or by arbitration shall be commenced to resolve any disagreements or disputes under the terms of any agreement, in any jurisdiction whatsoever other than the State of Florida and Collier County.

22. TERMINATION OF CONTRACT FOR CAUSE:

If, through any cause, the Contractor shall fail to furnish in a timely and proper manner its obligations under any Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of any Contract, the CCHA shall thereupon have the right to terminate any Contract by giving written notice to the Contractor of such termination. In such event, all finished or unfinished work, services, plans, data programs, and reports prepared by

the Contractor under this Contract shall become the CCHA's property and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed.

Notwithstanding the above, the Contractor shall not be relieved of liability to the CCHA for damages sustained by the CCHA by virtue of any breach of any contract, and the CCHA may withhold any payments until such time as the exact amount of damages due the CCHA is determined.

23. TERMINATION OF CONTRACT FOR THE CONVENIENCE OF THE CCHA:

The CCHA may terminate any contract at any time by giving written notice to the Contractor of such termination and specifying the effective date thereof, at least fifteen (15) days before the effective date of such termination.

In that event, all finished or unfinished work, services, documents, and materials shall become the CCHA's property. If any Contract is terminated by the CCHA as provided herein, the Contractor will be paid an amount which bears the same ratio to the total compensation as the services covered by any contract, less payments of compensation previously made.

24. SAFETY DATA SHEET (Right to Know):

Any Contractor who receives an order resulting from this RFQ agrees to submit a Material Safety Data Sheet (MSDS) for each toxic or hazardous substance or mixture containing such substance. The Contractor agrees to deliver all containers properly labeled. Failure to submit an MSDS and/or label on each container will place the Contractor in noncompliance with that purchase order. All Contractors furnishing substances or mixtures are cautioned to obtain and read the applicable law regarding such labeling referenced above.

25. PATENT PROTECTION:

The successful proposer agrees to indemnify and defend the CCHA from all Claims and losses resulting from alleged and actual patent infringements.

26. OWNERSHIP OF REPORTS:

All data, materials, plans, reports, and documentation prepared pursuant to any contract between the CCHA and the successful proposer shall belong exclusively to the CCHA.

27. ASSIGNMENT PROVISION:

The successful proposer hereby agrees that it will assign to the CCHA all cause of action that it may acquire under the anti-trust laws of Florida and the United States as the result of conspiracies, combination of contracts in restraint of trade which affect the price of goods or services obtained by the CCHA under this contract if so requested by the CCHA.

28. DELIVERY:

Deliveries are to be made in accordance with accepted commercial practices, without extra charge for packing or containers. Deliveries, which do not conform to the specifications or are not in good condition upon receipt shall be replaced promptly.

29. FEDERAL MINIMUM WAGE:

This project is subject to the Federal Davis-Bacon Wage Determination Guidelines.

Bidders are required to pay at least the lowest skilled trade rate of the decision as their minimum hourly rate. The rate will be applicable for all persons working on the project whether they are a mechanic, technician, or helper. The wage determination makes no separate provisions for helpers or apprentices.

Contractors and sub-contractors are required to submit the Department of Labor Payroll Form WH-347. This form must be submitted with each application and shall include all persons who worked on the project. This does not include administrative and office personnel, unless they performed construction related duties at the specific project.

30. INVOICING:

Unless otherwise stated, invoices are to be submitted in triplicate. The invoice must include an itemization of all items, supplies, repairs, or labor furnished, including unit list price, net price, extensions, and total amount due. In addition, on projects that will involve partial/progress payments and/or retainage, a summary statement in the following format will be provided with each invoice:

Original Contract Amount	\$\$\$\$\$.\$\$
Plus/minus Change Orders	\$\$\$\$\$.\$\$
Total Adjusted Contract Amount	\$\$\$\$\$.\$\$
Work Completed to Date	\$\$\$\$\$.\$\$
Less Previous Invoices	\$\$\$\$\$. \$\$
Less Retainage (if any)	\$\$\$\$\$. \$\$
Equals: Balance due this invoice	\$\$\$\$\$.\$\$
Balance Remaining on Contract	\$\$\$\$\$.\$\$

31. PROGRESS PAYMENTS AND RETAINAGE:

Progress Payments: On not later than the last day of every month, the Contractor shall prepare and submit an invoice covering the total quantities of work that have been completed from the

start of the job up to and including the last day of the preceding month, together with such supporting evidence as required by the CCHA.

Retainage: On not later than the last day of the subsequent month, the CCHA shall, after deducting previous payments made, pay to the Contractor 90% of the amount of the estimate as approved by the CCHA.

32. PAYMENT:

Unless otherwise stated, payment will be made within thirty (30) days of the completion of delivery of all items or service, in acceptable condition, to the CCHA and receipt of invoice, whichever is later.

33. TAX:

The CCHA is exempt from all sales and Federal excise taxes. The exemption number will be provided if applicable.

34. ASSIGNMENT OR SUB-CONTRACTING:

None of the work or services covered by the contract shall be assigned in full or in part, or sub-contracted without the prior approval of the CCHA.

35. EXCLUSIVITY:

This contract will be for the goods/services required for this project; however, this agreement should not be considered exclusive. As deemed necessary, the CCHA reserves the right to obtain these goods/services from any other Contractor.

36. PRICING:

Unless otherwise specified all prices listed are firm for the term of the contract. All prices should include all labor, material, and transportation costs, and any discounts offered. No fuel surcharges shall be allowed at any time.

37. AUDIT:

For a period of at least three (3) years after completion of any contract, it is the responsibility of the Contractor to make available at the Contractor's place of business, upon demand, all price lists, documents, financial records, and other records pertaining to purchases made and/or work performed under contract for the purposes of audit by the CCHA.

38. INSPECTION & EVALUATION:

The CCHA reserves the right to inspect the Contractor's facilities during operating hours to determine whether the level of inventory is adequate for the CCHA's needs. The conditions and operations of the facility shall be taken into consideration in making the award of this contract.

39. GUARANTEES & WARRANTY:

All parts and labor related to agreements must be guaranteed and include a warranty. If any work is unable to be guaranteed, the contractor must inform the CCHA, in writing, prior to the delivery of an item or any work being performed. Inspection, testing, and final determination of non-warranty work shall be performed at no cost to the CCHA.

40. FORCE MAJEURE:

Neither party shall be liable for any inability to perform its obligations under any subsequent agreement due to war, riot, insurrection, civil commotion, fire, flood, earthquake, storm, or other act of God.

41. NOTIFICATION:

Notification of the parties shall be considered to have been constructively received when it is mailed via the United States Postal Service or delivered in hand to the parties as stated in the contract.

42. SEVERABILITY:

If any of the GENERAL TERMS AND CONDITIONS is held to be invalid or unenforceable, it will be construed to have the broadest interpretation which would make it valid and enforceable under such holding. Invalidity or the inability to enforce a term or condition will not affect any of the other GENERAL TERMS AND CONDITIONS.

43. PROVISION REQUIRED BY LAW DEEMED INSERTED:

Each and every provision and clause required by law to be inserted in this RFQ and any subsequent Contract shall be deemed to be inserted herein and this RFQ and contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either party, the RFQ and/or Contract shall forthwith be physically amended to make such insertion or correction.

44. DISADVANTAGED BUSINESS ENTERPRISES:

The CCHA hereby notifies all Contractors that it will affirmatively ensure that in any contract entered into pursuant to this Request for Qualifications, disadvantaged business enterprises will be afforded full opportunity to submit proposals in response to this request and will not be discriminated against on the grounds of race, color, national origin, religion, sex, age, or disability in consideration for an award.

45. NON-DISCRIMINATION:

Contracts for work resulting from this Request for Qualifications shall obligate the Contractor and the Subcontractors not to discriminate in employment practices on the grounds of race, color, national origin, religion, sex, age, or disability. Statements as to non-discriminatory practices may be requested from the successful Contractor(s).

46. DEFINITIONS:

Quotation shall also mean proposal, bid, offer, qualification/experience statement, and services. Proposers shall also mean Contractors, offerors, bidders, contractors, or any person or firm responding to a Request for Quotations.

47. GOVERNING LAW:

The Laws of the State of Florida shall govern all contracts entered into by the CCHA. Any disputes shall be resolved within the venue of the State of Florida and Collier County.

**FAILURE TO ACKNOWLEDGE THIS PROPOSAL MAY
RESULT IN WITHDRAWAL FROM THE QUOTATION LIST
FOR THIS SERVICE.**

**FAILURE TO COMPLY WITH THESE REQUIREMENTS
COULD RESULT IN THE CANCELLATION OF AN ORDER
OR CONTRACT.**

SECTION E
CONTRACT AND AWARD DOCUMENTS

RFQ#2021-05
Request for quotation (RFQ)
For Construction Services
For Roof Repairs and Replacement at the
Farm Worker Village Miscellaneous locations,
Section C
Collier County
Immokalee, Florida

INDEMNIFICATION AGREEMENT

**RFQ #2021-05
REQUEST FOR QUOTATIONS (RFQ)
FOR CONSTRUCTION SERVICES
FOR ROOF REPAIRS AND REPLACEMENTS AT THE FARM
WORKER'S VILLAGE MISCELLANEOUS LOCATIONS
Section C
1800 FARM WORKER WAY,
IMMOKALEE FLORIDA**

THE FOLLOWING INDEMNIFICATION AGREEMENT SHALL BE, AND IS
HEREBY A PROVISION OF ANY CONTRACT

The successful contractor agrees to indemnify, investigate, protect, defend and save harmless the CCHA, its officials, officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, sub-contractors, suppliers, laborers and any other person, firm, or corporation furnishing or supplying work, services, materials or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation which may be injured or damaged by the contractor in the performance of this contract. In any case, the foregoing provisions concerning indemnification shall not be construed to indemnify the CCHA for damage arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the CCHA or its employees. This indemnification shall survive the expiration or early termination of this contract.

COMPANY _____

TAXPAYER IDENTIFICATION NUMBER _____

AUTHORIZED SIGNATURE _____

DATE _____

ADDRESS _____

TELEPHONE _____

TOLL-FREE NUMBER _____

FAX NUMBER _____

E-MAIL ADDRESS _____

Failure to submit this form with your RFQ response may result in your Proposal being rejected as unresponsive.

SPECIFICATION EXCEPTION FORM

**RFQ #2021-05
REQUEST FOR QUOTATIONS (RFQ) FOR
CONSTRUCTION SERVICES
FOR ROOF REPAIRS AND REPLACEMENTS AT
THE FARM WORKER'S VILLAGE
MISCELLANEOUS LOCATIONS
Section C
1800 FARM WORKER WAY, IMMOKALEE
FLORIDA**

In the interest of fairness and sound business practice, it is mandatory that you state any exceptions taken by you to requirements of the RFQ and proposed project scope.

It should not be the responsibility of the CCHA to ferret out information concerning the materials which you intend to furnish.

If your proposal does not meet all of our requirements you must so state in the space provided below:

Proposals on equipment, vehicles, supplies, service, and materials not meeting specifications may be considered by the CCHA, however, all deviations must be listed above.

If your proposal does not meet our specifications, and your exceptions are not listed above, the CCHA may claim forfeiture on your proposal bond, if submitted.

Signed: _____

I **DO** meet specifications as listed in this in this proposal exceptions are in the space provided.

Signed _____

I **DO NOT** meet specifications as listed in this proposal exceptions are in the space provided.

Failure to submit this form with your proposal response may result in your proposal being rejected as unresponsive.

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

<p>1. Type of Federal Action: a. contract _____ b. grant _____ c. cooperative agreement d. loan e. loan guarantee f. loan insurance</p>	<p>2. Status of Federal Action: a. bid/offer/application _____ b. initial award c. post-award</p>	<p>3. Report Type: a. initial filing _____ b. material change For material change only: Year _____ quarter _____ Date of last report _____</p>
<p>4. Name and Address of Reporting Entity: _____ Prime _____ Subawardee Tier _____, if Known: Congressional District, if known:</p>	<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known:</p>	
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description: CFDA Number, if applicable: _____</p>	
<p>8. Federal Action Number, if known:</p>	<p>9. Award Amount, if known: \$ _____</p>	
<p>10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i></p>	<p>b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i></p>	
<p>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>	<p>Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____</p>	
<p>Federal Use Only</p>	<p>Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)</p>	

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether sub awardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or sub award recipient. Identify the tier of the sub awardee, e.g., the first sub awardee of the prime is the 1st tier. Sub awards include but are not limited to subcontracts, sub grants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Sub awardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item I). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation s for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Included prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from IO(a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503

STATEMENT OF PUBLIC ENTITY CRIMES

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

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

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

(type individual's name and title)

(type name of entity submitting sworn statement) whose business address is:

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

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

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

4. I understand that an "affiliate" as defined in Paragraph 287.1333(1)(a), **Florida Statutes**, means:

A predecessor or successor of a person convicted of a public entity crime: or
An entity under control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

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

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

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

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

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

(Signature) (Date)

STATE OF _____ COUNTY OF _____

PERSONALLY, APPEARED BEFORE ME, the undersigned authority, _____
(name of individual signing)

who, after first being sworn by me, affixed his / her signature in the space provided above on this

_____ day of _____, 20 _____

My commission expires: _____

**EQUAL EMPLOYMENT OPPORTUNITY
CERTIFICATE OF COMPLIANCE**

The undersigned Contractor hereby certifies to _____ that so long as it holds a contract with the Owner in excess of \$10,000.00, it shall not discriminate against any employee or applicant of employment purposes, because of race, color, religion, sex, national origin, or other illegal basis and it shall abide by all applicable state and federal laws and guidelines regarding equal employment opportunity and affirmative action.

Executed this _____ day of _____ 20 ____.

FIRM: _____

BY: _____

NAME: _____

TITLE: _____

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

NOTARY PUBLIC

My Commission Expires:

NON-COLLUSIVE AFFIDAVIT

State of _____

County _____

_____ being first duly sworn,

deposes and says:

That he/she is _____

(a partner or officer of the firm, etc.)

the party making the foregoing bid or bid, that such bid or bid is genuine and not collusive or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or of any other bidder, or to fix any overhead, profit or cost element of said bid price, or of that of any bidder, or to secure any advantage against the **Collier County Housing Authority** or any person interested in the proposed contract; and that all statements in said bid or bid are true.

Signature of:

Bidder, if the bidder is an individual.
Partner, if the bidder is a partnership.
Officer, if the bidder is a corporation.

Subscribed and sworn to before me,

This ____ day of _____, 20

My commission expires, 20 ____

DRUG FREE WORK-PLACE CERTIFICATION

The Proposer certifies that it will provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
- (b) Establishing a drug-free awareness program to inform employees about-
 - (1) The dangers of drug abuse in the workplace.
 - (2) The grantee's policy of maintaining a drug-free workplace.
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs,
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will-
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after each conviction.
- (e) Notifying the agency within ten days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction.
- (f) Taking one of the following actions, within 30 days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted-
 - (1) Taking appropriate personnel action against such an employee, up to and including termination; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

Typed Name and Title of Certification Official

Signature

Date

FORM OF BID BOND

KNOWN ALL MEN BY THESE PRESENTS, that we _____

_____ as
Surety, are held and firmly bond unto _____, as Obligee, in
the _____ penal _____ sum _____ of
_____, Dollars
(\$ _____) lawfull money of th United States, for the Payment of which

sum well and truly to be made, we bind ourselves, our heirs, executors administrators,
succesors and assigns, jointly and severally, firmly by these presents, **WHEREAS THE
PRINCIPAL** has submitted his bidfor the construction project known as

NOWTHEREFORE, if the obligee shall accept the bgid of the principal and the Principal shall
enter a contract with the Obligee in accordance with the terms of such bid, and give such
bond of bonds as may be specified in ther bidding or contract documernts with good and
sufficient surety for the faithful performance of such contract and the promnpt payment of
labor an material furnished in the second thereof, or in the event of the failure of the Principal
to enter such contract and give swuch bond or bonds, if the principal shall pay the Obligee
the diferencenot to exceed the penalty hereof between the amount specified in said bid and
such larger amount for which the Obligee may in good faith contract with another party
perform the work covered by said bid, then this obligation shall be null and void, otherwise to
remain in full force and effect.

Signed and Sealed this _____ day of _____ A.D. 20 _____

(Witness) (Principal)

(Seal)

(Title)

(Witness) (Surety)

(Seal) _____
(Attorney-in-Fact)

CONTRACT AND AWARD DOCUMENTS

THIS AGREEMENT, made this _____ day by and between The Collier County Housing Authority, hereinafter called the "CCHA" and _____ doing business as a corporation, hereinafter called the "CONTRACTOR".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The **CONTRACTOR will** commence and provide the construction services for the Roof Repairs and Replacements at Farm Worker's Village Miscellaneous Locations project as detailed by RFQ#20121-05 and all addenda and the CONTRACTOR'S proposal response submitted on August 4th, 2021.
2. The **CONTRACTOR will** furnish all of the material, supplies, tools, equipment, labor, and other services necessary to provide the construction services described herein.
3. The CONTRACTOR will commence the work required by the CONTRACT DOCUMENTS on _____. Completion time for this Agreement shall be _____.
4. The CONTRACTOR agrees to provide all the SERVICES described in the CONTRACT DOCUMENTS and comply with the terms therein for the fixed fee for services provided with the cost proposal submitted by the CONTRACTOR and subsequent negotiations between the CONTRACTOR and the CCHA. This fixed fee shall be:
_____ Dollars (\$ _____).

5 . The term "**CONTRACT DOCUMENTS**" means and includes the following:

- (A) REQUEST FOR PROPOSALS RFQ # 2021- 05
- (B) RFQ # 2021-05 PROPOSAL RESPONSE
- (C) RFQ #2021-05 PROJECT MANUAL PREPARED BY MOORE & SPENCE ARCHITECTS, P.A. FOR THE ROOF REPAIRS AND REPLACEMENT AT THE FARM WORKER'S VILLAGE MISCELLANEOUS LOCATIONS
- (D) COLLIER COUNTY HOUSING AUTHORITY REQUIRED CONTRACT FORMS
- (E)
 1. SPECIFICATIONS EXCEPTION FORM
 2. ALTERNATE FORM W-9
 3. INDEMNIFICATION AGREEMENT
 4. INSURANCE CERTIFICATE

- (F) 10% PROPOSAL BOND
- (G) 100% PAYMENT BOND
- (H) 100% PERFORMANCE BOND
- (I) LETTER OF AWARD
- (J) NOTICE OF AWARD
- (K) AGREEMENT
- (L) NOTICE TO PROCEED

(M) ADDENDA NO. _____ DATED. _____

6. The **CCHA** will pay the **CONTRACTOR**, in the manner and at such times as set forth in the General Terms and Conditions, such amounts as required by the **CONTRACT DOCUMENTS**.

Retention from progress payments will be in accordance with the General Terms and Conditions.

7. This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrator's successors, and assigns.

IN WITNESS HEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in one (1)

CCHA: By

Name/Title. Oscar Hentschel/Executive Director (Please Type)

(SEAL)
ATTEST:

Name _____ Title. _____

CONTRACTOR: By

Name/Title _____
(Please Type)

Address. _____

(SEAL)
ATTEST: _____

Name _____ Title . _____

NOTICE OF AWARD

TO: _____

ADDRESS: _____

CHA PROJECT No _____

PROJECT _____

CCHA CONTRACT NO _____

CONTRACT FOR: _____

You are notified that your Proposal SUBMITTED on August 4, 2021 for the above Contract has been considered and accepted for you to provide construction services for the Roof Repairs and Replacements at the Farm Worker's Village. All terms, conditions, specifications, and prices shall be in accordance with the CCHA'S Request for Quotations (RFQ #2021-05 and all addenda) and the CONTRACTOR'S proposal. The CCHA shall pay to the CONTRACTOR, the not-to-exceed sum of:

_____ Dollars (\$))

One original of the Agreement accompanies this Notice of Award.

You must comply with the following conditions precedent within ten (10) calendar days of the date of this Notice of Award, which is by _____ .
You must deliver to the CCHA:

1. One fully executed counterpart of the Agreement.
2. Your insurance certificate(s), naming the CCHA as an additional insured, meeting the minimum required types and levels of coverage; and
3. Separate Payment and Performance Bonds, each in the amount of:

\$ _____

CONTRACTOR'S PERFORMANCE AND PAYMENT BOND

Bond No. _____

BY THIS BOND, We, _____

Whose principal address is _____

as PRINCIPAL, and _____

A corporation duly authorized to transact business in the State of Florida, whose business address is

as SURETY, are held firmly bound to _____, whose address
is, _____

hereinafter called "OWNER", in the Sum of _____

Dollars U.S. (\$ _____) for the payment of which we bind ourselves, our heirs
executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS BOND is that if **PRINCIPAL**.

(1) Perform the construction contract dated _____ between
PRINCIPAL and OWNER at the times and in the manner prescribed in the Contract,
Which includes all addenda thereto and Plans and Specifications and other Contract Documents and addenda
pertaining thereto, and in all respects complies with the terms and conditions of said Contract which is
incorporated herein by reference and make a part hereof as if fully contained herein, for the construction of the
following improvements on property of the OWNER situated in;

_____ ; and further

(2) Promptly makes payments to all claimants, supplying PRINCIPAL with labor, materials, equipment, tools or supplies, used directly or indirectly by PRINCIPAL in the prosecution of the work provided for in the contract; and

(3) Indemnifies and holds OWNER harmless from, and pays OWNER for, all losses, damages, expenses, costs, engineering fees, architectural fees and attorney's fees, including appellate proceedings, that OWNER sustains or which may be imposed upon it because of default by PRINCIPAL under the Contract, including the payment by OWNER at its option of laborers, materials men, subcontractors, engineers or architects incurred in the making good of such default; and

(4) Performs the guarantee of all work and materials furnished under the Contract for the time specified in the Contract, then this Bond is void; otherwise it remains in full force and the PRINCIPAL and SURETY jointly and severally agree to repay to and reimburse to OWNER, promptly upon demand, all sums of money, including attorney's fees, architects fees, engineering fees and other professional service fees, and any damages, direct or indirect, or consequential, reasonably incurred, paid out or expanded by the OWNER on account of the failure or refusal of the PRINCIPAL to carry out, do, perform or comply with any of the terms and provisions of said Contract at the time and in the manner therein provided, or any of the other terms and conditions of this Bond.

And whenever PRINCIPAL shall be, and declared by OWNER to be, in default under the Contract, the OWNER having performed OWNER'S obligations thereunder, the surety may promptly remedy the default, or shall promptly

1) Complete the Contract in accordance with its terms and conditions, or

2) Obtain a bids or bids for submission to the OWNER for completing the Contract in accordance with its terms and conditions and upon determination by OWNER and SURETY of the lowest responsible bidder, arrange for a contract between such bidder and OWNER, and make available as work progresses (even though there should be a default or a succession of defaults under the contract or contracts of completion arranged under this paragraph) sufficient funds to pay costs of completion less than the balance of the Contract price. The term "balance of the Contract price", as used in this paragraph, shall mean the total amount payable by OWNER to PRINCIPAL under the Contract and any amendments thereto, less amounts properly paid by or still due from OWNER to PRINCIPAL.

Any changes in or under the Contract Documents and compliance or noncompliance with any formalities connected with the Contract or the changes does not affect SURETY'S obligation under this Bond.

In addition to the protections provided to the OWNER it provides a CLAIMANT as defined in Florida Statutes 255.05(1), whose claim derives directly or indirectly from the providing of labor, materials or supplies in the prosecution of the work provided for in the Contract, with certain rights. Section 255.05 (2), Florida Statutes, also imposes certain NOTICE REQUIREMENTS and TIME LIMITATIONS on the CLAIMANT as a condition for recovery under this Bond.

The PRINCIPAL, before commencing the work under the Contract, is required by Florida Statutes, Section 255.05 (1) (a) to have this Bond fully executed, delivered to the OWNER, and recorded in the public records of Collier County, Florida.

IN WITNESS WHEREOF the PRINCIPAL and SURETY, by authorized representatives, have affixed their signatures and seals.

DATED ON _____20_____

(Type Name of Principal)

(Type Address)

By _____

(President or Vice President)

(Type Name of Bonding Company)

Address

Phone_____

By _____ President or VicePresident

(Local Agent / Attorney in Fact for Bonding Company)

Address

Phone Signature

SUBMITTAL CHECKLIST FOR

**RFQ #2021-05
REQUEST FOR QUOTATIONS (RFQ) FOR
CONSTRUCTION SERVICES
FOR ROOF REPAIRS AND REPLACEMENTS AT THE
FARM WORKER'S VILLAGE MISCELLANEOUS
LOCATIONS
SECTION C
1800 FARM WORKER WAY, IMMOKALEE FLORIDA**

THIS SHEET MUST BE SIGNED BY THE VENDOR

Please read carefully, sign in the spaces indicated and return it with your proposal. Bidder should check off each of the following items as the necessary action is completed.

Three (3) complete Proposals with prices are to be submitted.

1. _____ The Proposal has been signed.
2. _____ The Proposal prices offered have been reviewed.
3. _____ The price extensions and totals have been checked.
4. _____ Bid Bond
5. _____ The amount of bid bond or cashier's check has been checked and has been included.
6. _____ Description of Approach to Proposal Scope
7. _____ Past Performance
8. _____ Similar Work Experience
9. _____ Current Workload
10. _____ Timely Completion of Past Projects
11. _____ Experience of Key Personnel
12. _____ Safety Record
13. _____ Proposed project schedule.
14. _____ Contractor Certification of Eligibility.
15. _____ Non-Collusive Affidavit
16. _____ CCHA Indemnification Agreement
17. _____ Specifications Exception Form
18. _____ Taxpayer Identification Number, W-9
19. _____ Disclosure of Lobby Activities
20. _____ Public Entity Crime Form
21. _____ Equal Employment Opportunity Form
22. _____ Drug-Free Work-Place Certification
23. _____ Any addenda have been signed and included.
24. _____ The mailing envelope has been addressed to:

The Collier County Housing Authority
Attn.: Oscar Hentschel, Executive Director
1800 Farm Worker Way
Immokalee, Florida 34142

25. The proposal envelope must be sealed and marked with:

- Proposal Title
- Proposer
- Date Due
- Attn: Oscar Hentschel, Executive Director

26. The proposals must be mailed or delivered in time to be received no later than the specified opening date and time. (Otherwise bid cannot be considered.)

ALL COURIER DELIVERED BIDS/RFPS MUST HAVE THE BID/RFQ NUMBER

AND TITLE ON THE OUTSIDE OF THE COURIER PACKET.

Company Name

Signature & Title

Date

The PRINCIPAL, before commencing the work under the Contract, is required by Florida Statutes, Section 255.05 (1) (a) to have this Bond fully executed, delivered to the OWNER, and recorded in the public records of Collier County, Florida.

IN WITNESS WHEREOF the PRINCIPAL and SURETY, by authorized representatives, have affixed their signatures and seals.

DATED ON _____, 20____

(Type Name of Principal)

(Type Address)_____

By _ (President or Vice President)

(Type Name of Bonding Company)

Address_____

Phone_____

By _____ President or Vice President_____

(Local Agent I Attorney in Fact for Bonding Company)

Address

Phone Signature_____

**Request for Taxpayer
Identification Number and Certification**

**Give Form to the
requester. Do not
send to the IRS.**

Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.				
	2 Business name/ disregarded entity name, if different from above				
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.				
	<input type="checkbox"/> Individual/sole proprietor or single-member LLC	<input type="checkbox"/> C Corporation	<input type="checkbox"/> S Corporation	<input type="checkbox"/> Partnership	<input type="checkbox"/> Trust/estate
	<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____				
	<input type="checkbox"/> Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC (that is, disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.				
	<input type="checkbox"/> Other (see instructions) ▶ _____				
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 2):			Exempt payee code (if any) _____		
5 Address (number, street, and apt. or suite no.) See instructions.			Requestor's name and address (optional)		
6 City, state, and ZIP code					
7 List account number(s) here (optional)					

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requestor* for guidelines on whose number to enter.

Social security number								
				-				

OR								
Employer identification number								
				-				

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requestor) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (cancelled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

SECTION F
Davis-Bacon Information

RFQ#2021-05
Request for quotation (RFQ)
For Construction Services
For Roof Repairs and Replacement at the
Farm Worker Village Miscellaneous locations,
Section C
Collier County
Immokalee, Florida

EMPLOYEE INTERVIEWS (FORM HUD-11)

- A Person performing interviews should be knowledgeable of construction trade practices.
- B. Understand that labor standards enforcement is in the same category as other contract requirements
- C. That failure of contractors to permit employees to be interviewed result in the imposition of sanctions.
- D. The inspector should see that the wage decision and notice to employees are properly posted.
- E. Number of employee interviews shall be:
 - 1) Sufficient in number to establish the degree of accuracy of records;
 - 2) And be representative of all classifications of employees on project.
- F. Place of Interview. The following sites or methods may be used:
 - 1) On job site if it can be conducted privately (this is a one-on-one process)
 - 2) Employee's homes
 - 3) Agency office
 - 4) By mail
- G. The interviewer should observe duties of workers before initiating interviews.
- H. To initiate interview authorized person shall:
 - 1) Identify themselves as representatives of the contracting agency
 - 2) Clearly state purpose of interview
 - 3) Advise worker that the information given is confidential and that the worker's identity will be disclosed to the employer only with the employee's written permission.
- I. Employee interviews are to be recorded on HUD-11. The interviewer should record:
 - 1) The actual employer's name and not the name of a first-line supervisor
 - 2) Employee's name
 - 3) A permanent mailing address
 - 4) The last date the individual worked on that project and number of hours worked that day; the interviewer should make clear that these questions solely relate to work on project and not other work.

- 5) Hourly rate of pay;
 - a. Determining if the worker is being paid at least the minimum required by the wage decision
 - b. Ensuring the worker is not reporting the "net" hourly rate
 - c. Asking the employee for pay stubs, time records, etc. if it appears the individual may be underpaid
- 6) Classification
 - a. Report the worker's statement of his classification, but not a nickname.
- 7) Duties and tools used
 - a. If worker's statements and observation made interviewer indicate the individual is being paid correctly the work "trade" may be entered in both items
 - b. If there are discrepancies, detailed statements are necessary
- 8) Enter any comments interviewer feels necessary.
- 9) Enter exact date interview took place.
- 10) The payroll examiner shall check information on HUD-11 against payroll submission.
 - a. If no discrepancies appear, "None" should be written in comments space.
 - b. If discrepancies do appear appropriate action should be initiated.
 - c. When necessary action has been completed, the results are noted on interview form.
- 11) Employees interviews are to be maintained in a separate folder with the records of each contract being administered.

Record of Employee Interview

U.S. Department of Housing and Urban Development Office of Labor Relations

OMB Approval No. 2501-0009
(exp.01/31/2021)

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. The information is collected to ensure compliance with the Federal labor standards by recording interviews with construction workers. The information collected will assist HUD in the conduct of compliance monitoring; the information will be used to test the veracity of certified payroll reports submitted by the employer. **Sensitive Information.** The information collected on this form is considered sensitive and is protected by the Privacy Act. The Privacy Act requires that these records be maintained with appropriate administrative, technical, and physical safeguards to ensure their security and confidentiality. In addition, these records should be protected against any anticipated threats or hazards to their security or integrity that could result in substantial harm, embarrassment, inconvenience, or unfairness to any individual on whom the information is maintained. **The information collected herein is voluntary, and any information provided shall be kept confidential.**

1a. Project Name			2a. Employee Name			
1b. Project Number			2b. Employee Phone Number (including area code)			
1c. Contractor or Subcontractor (Employer)			2c. Employee Home Address & Zip Code			
			2d. Verification of identification? Yes <input type="checkbox"/> No <input type="checkbox"/>			
3a. How long on this job?	3b. Last date on this job before today?	3c. No. of hours last day on this job?	4a. Hourly rate of pay?	4b. Fringe Benefits?		4c. Pay stub?
				Vacation Yes <input type="checkbox"/> No <input type="checkbox"/>	Medical Yes <input type="checkbox"/> No <input type="checkbox"/>	Pension Yes <input type="checkbox"/> No <input type="checkbox"/>
5. Your job classification(s) (list all) — continue on a separate sheet if necessary						
6. Your duties						
7. Tools or equipment used						
8. Are you an apprentice or trainee?		Y <input type="checkbox"/> N <input type="checkbox"/>	10. Are you paid at least time and 1/2 for all hours worked in excess of 40 in a week?		Y <input type="checkbox"/> N <input type="checkbox"/>	
9. Are you paid for all hours worked?		Y <input type="checkbox"/> N <input type="checkbox"/>	11. Have you ever been threatened or coerced into giving up any part of your pay?		Y <input type="checkbox"/> N <input type="checkbox"/>	
12a. Employee Signature			12b. Date			
13. Duties observed by the Interviewer (Please be specific.)						
14. Remarks						
15a. Interviewer name (please print)		15b. Signature of Interviewer		15c. Date of interview		

Payroll Examination

16. Remarks	
17a. Signature of Payroll Examiner	17b. Date

Previous editions are obsolete

Form HUD-11 (02/2019)

Instructions

General:

This form is to be used by HUD and local agency staff for recording information gathered during on-site interviews with laborers and mechanics employed on projects subject to Federal prevailing wage requirements. Typically, the staff that will conduct on-site interviews and use this form are HUD staff and fee construction inspectors, HUD Labor Relations staff, and local agency labor standards contract monitors.

Information recorded on the form HUD-11 is evaluated for general compliance and compared to certified payroll reports submitted by the respective employer. The comparison tests the veracity of the payroll reports and may be critical to the successful conclusion of enforcement actions in the event of labor standards violations. The thoroughness and accuracy of the information gathered during interviews is crucial.

Note that the interview itself and the information collected on the form HUD-11 are considered confidential. Interviews should be conducted individually and privately. All laborers and mechanics employed on the job site must be made available for interview at the interviewer's request. The employee's participation, however, is voluntary. Interviews shall be conducted in a manner and place that are conducive to the purposes of the interview and that cause the least inconvenience to the employer(s) and the employee(s).

Completing the form

HUD-11 Items 1a - 1c: Self-explanatory

Items 2a- 2d: Enter the employee's full name, a telephone number where the employee can be reached, and the employee's home address. Many construction workers use a temporary address in the locality of the project and have a more permanent address elsewhere from which mail may be forwarded to them. Obtain a more permanent address, if available. Ask the employee for a form of identification (e.g., driver's license) to verify their name.

Items 3a- 4c: Enter the employee's responses. Ask the employee whether they have a pay stub with them; if so, determine whether the pay stub is consistent with the information provided by the employee.

Items 5- 7: Be certain that the employee's responses are specific. For example, job classification (#5) must identify the trade involved (e.g., Carpenter, Electrician, Plumber) - responses such as "journey man or "mechanic" are not helpful for our purposes.

Items 8 - 12b: Self-explanatory

Items 13 - 15c: These items represent some of the most important information that can be gathered while conducting on-site interviews. Please be specific about the duties you observed the employee performing. It may be easiest to make these observations before initiating the interview. Please record any comments or remarks that may be helpful. For example, if the employee interviewed was working with a crew, how many workers were in the crew? Was the employee evasive?

The level of specificity that is warranted is directly related to the extent to which interview(s) or other observations indicate that there may be violations present. If interviews indicate that there may be underpayments involving a particular trade(s), the interviewer is encouraged to interview as many workers in that trade(s) that are available.

Items 16 - 17b: The information on the form HUD-11 may be reviewed for general compliance, initially. For example, are the job classification and wage rate stated by the employee compatible with the classifications and wage rates on the applicable wage decision? Are the duties observed by the interviewer consistent with the job classification?

Once the corresponding certified payroll reports are received, the information on the HUD-11 shall be compared to the payroll reports. Any discrepancies noted between the HUD-11 information and that on the payroll report shall be noted in Item 16, Remarks. If discrepancies are noted, follow-up actions to resolve the discrepancies must be taken.

Historial de Entrevista del Empleado

Departamento de Vivienda y Desarrollo Urbano de EE.UU.
Oficina de Relaciones Laborales

Aprobación de OMB No. 2501-0009
(exp.01/31/2021)

Se estima que la tarea de recolección de esta información pública es de aproximadamente 15 minutos por respuesta, incluso el tiempo para examinar instrucciones, buscar fuentes de datos existentes, recopilar y mantener datos necesarios, y completar y examinar la recopilación de la información. Esta agencia no puede recopilar esta información y no se requiere que usted llene este formulario, a menos que éste exhiba un número de control válido de la Oficina de Administración y Presupuesto (OMB, por sus siglas en inglés). La información que se recopila tiene la finalidad de garantizar la conformidad a las normas laborales Federales mediante entrevistas con obreros de construcción. La información recopilada asistirá a HUD a conducir el monitoreo de conformidad; la información se usará para examinar la veracidad de los informes de nómina certificados presentados por el patrón. **Información confidencial.** La información recopilada en este formulario es considerada confidencial y está protegida por la Ley de Privacidad. La Ley de Privacidad requiere que estos archivos se mantengan con salvaguardas administrativas, técnicas, y físicos apropiados para garantizar su seguridad y confidencialidad. Además, estos archivos deberán ser protegidos contra cualquier amenaza anticipada o riesgos a su seguridad o integridad, que podría causar daño sustancial, vergüenza, inconveniencias, o injusticias a cualquier individuo de quien se mantiene la información. **La información recopilada aquí es voluntaria y cualquier información proporcionada será mantenida como confidencial.**

1a. Nombre del proyecto			2a. Nombre del empleado		
1b. Número del proyecto			2b. Número de teléfono del empleado (incluso prefijo local)		
1c. Contratista o subcontratista (Patrón)			2c. Dirección residencial del empleado y código postal		
			2d. ¿Verificación de identificación? Sí <input type="checkbox"/> No <input type="checkbox"/>		
3a. ¿Cuánto tiempo en este trabajo?	3b. ¿Último día en este trabajo antes de hoy?	3c. ¿No. de horas en su último día en este trabajo?	4a. ¿Salario por hora?	4b. ¿Beneficios complementarios?	
				Vacaciones Sí <input type="checkbox"/> No <input type="checkbox"/>	4c. ¿Talonario de paga? Sí <input type="checkbox"/> No <input type="checkbox"/>
				Médicos Sí <input type="checkbox"/> No <input type="checkbox"/>	
				Pensión Sí <input type="checkbox"/> No <input type="checkbox"/>	
5. Clasificación(es) de su trabajo(s) (enumere todas) --- continúe en una página separada si es necesario					
6. Sus deberes					
7. Herramientas o equipo usado					
8. ¿Es aprendiz?		S <input type="checkbox"/> N <input type="checkbox"/>	10. ¿Le pagan al menos tiempo y medio por todas las horas trabajadas superior a 40 horas semanales?		S <input type="checkbox"/> N <input type="checkbox"/>
9. ¿Le pagan todas las horas trabajadas?		S <input type="checkbox"/> N <input type="checkbox"/>	11. ¿Alguna vez ha sido amenazado o coaccionado a entregar parte de su paga?		S <input type="checkbox"/> N <input type="checkbox"/>
12a. Firma del empleado			12b. Fecha		
13. Deberes observados por el entrevistador (Por favor sea específico.)					
14. Comentarios					
15a. Nombre del entrevistador (use letra de imprenta)		15b. Firma del entrevistador		15c. Fecha de la entrevista	

Examinación de Nómina

16. Comentarios	
17a. Firma del examinador de nómina	17b. Fecha

Instrucciones

Generalidades:

Este formulario será utilizado por personal de HUD y agencias locales a fin de anotar toda información recopilada durante las entrevistas en sitio con obreros y mecánicos empleados en proyectos sujetos a requisitos de pago de salario vigente federal. Por lo general, el personal que efectúe entrevistas en sitio y use este formulario será personal de HUD e inspectores de construcción con comisión, personal de la Oficina de Relaciones Laborales de HUD, e inspectores de contratos de la agencia de normas laborales local.

La información recopilada en este formulario HUD-II es evaluada para su conformidad general y comparada con informes de nóminas certificados presentados por el empleador correspondiente. La comparación examina la veracidad de los informes de nómina y puede ser crítica para la exitosa conclusión de gestiones de cumplimiento en caso de existir violaciones a las normas laborales. La meticulosidad y exactitud de la información recopilada durante las entrevistas es trascendental.

Tenga en cuenta que tanto la entrevista misma y la información recopilada en el formulario HUD-II se consideran ser de carácter confidencial. Las entrevistas se deberán efectuar en forma individual y en privado. Todos los trabajadores y mecánicos empleados en el sitio de trabajo deben ser puestos a disposición para las entrevistas a petición del entrevistador. Sin embargo, la participación del empleado es voluntaria. Las entrevistas se conducirán en una manera y lugar que sean conducentes a los objetivos de la entrevista y ocasionen el menor inconveniente al patrón(es) y empleado(s).

Instrucciones para rellenar el formulario HUD-11

Lineas 1a - 1c: Auto aclaratorio

Lineas 2a - 2d: Anote el nombre completo del empleado, un número telefónico donde se le pueda contactar, y su dirección residencial. Muchos trabajadores de construcción usan una dirección temporal en la localidad del proyecto y tienen una dirección más permanente en algún otro lugar a donde se les puede enviar correspondencia. Si puede, obtenga una dirección más permanente. Pida al empleado algún tipo de identificación (por ej., licencia de conducir) para verificar su nombre.

Lineas 3a - 4c: Anote las respuestas del empleado. Pregunte a los empleados si tienen un talonario de paga con ellos; si no, determine si el talonario de paga concuerda con la información provista por el empleado.

Lineas 5- 7: Asegurese de que las respuestas del empleado sean específicas. Por ejemplo, la clasificación de trabajo (#5) debe identificar el tipo de oficio que desempeña (por ej., carpintero, electricista, plomero)- respuestas tales como "jornalero" o "mecánico" no ayudan para nuestros propósitos.

Lineas 8 - 12b: Auto explicatorio

Lineas 13- 15c: Estos asuntos representan alguna de la información más importante que se puede recopilar durante una entrevista en sitio. Por favor sea específico en cuanto a los deberes que según su observación desempeñó el empleado. Quizás sea más fácil hacer estas observaciones antes de iniciar la entrevista. Por favor anote cualquier comentario que pueda ser de importancia. Por ejemplo, si el empleado entrevistado estaba trabajando con un equipo, ¿Cuántos trabajadores tenía el equipo? ¿Se mostraba el empleado evasivo?

El nivel de precisión garantizado está directamente relacionado al grado que la(s) entrevista(s) u otras observaciones pueden indicar que existen posibles violaciones. Si las entrevistas indican que puede haber paga de salario insuficiente relacionado a algún particular oficio(s), se recomienda al entrevistador conducir entrevistas con tantos trabajadores en ese oficio(s) estén disponibles.

Lineas 16- 17b: Inicialmente, la información en el formulario HUD-11 puede ser examinada para conformidad general. Por ejemplo, ¿esta la clasificación de trabajo y el salario declarado por el empleado compatible con las clasificaciones y tasas de salario en la decisión de salario aplicable? ¿Concuerdan los deberes observados por el entrevistador con la clasificación de trabajo?

Una vez se reciben los informes de nómina certificados correspondientes, se hará una comparación de la información anotada en el formulario HUD-11 con los informes de nómina. Cualquier discrepancia entre la información del formulario HUD-11 y la del informe de nómina será anotada en la línea 16, Comentarios. Si se hacen observaciones de discrepancias se deberán tomar pasos de seguimiento para resolver las discrepancias.

Wage and Hour Division (WHD)

Instructions For Completing Payroll Form, WH-347

- OMB Control No. 1235-0008, Expires 04/30/2021.

General: Form WH-347 has been made available for the convenience of contractors and subcontractors required by their Federal or Federally-aided construction-type contracts and subcontracts to submit weekly payrolls. Properly filled out, this form will satisfy the requirements of Regulations, Parts 3 and 5 (29 C.F.R., Subtitle A), as to payrolls submitted in connection with contracts subject to the Davis-Bacon and related Acts.

While completion of Form WH-347 is optional, it is mandatory for covered contractors and subcontractors performing work on Federally financed or assisted construction contracts to respond to the information collection contained in 29 C.F.R. §§ 3.3, 5.5(a). The Copeland Act (40 U.S.C. § 3145) requires contractors and subcontractors performing work on Federally financed or assisted construction contracts to "furnish weekly a statement with respect to the wages paid each employee during the preceding week." U.S. Department of Labor (DOL) Regulations at 29 C.F.R. § 5.5(a)(3)(ii) require contractors to submit weekly a copy of all payrolls to the Federal agency contracting for or financing the construction project, accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper Davis-Bacon prevailing wage rate for the work performed. DOL and federal contracting agencies receiving this information review the information to determine that employees have received legally required wages and fringe benefits.

Under the Davis-Bacon and related Acts, the contractor is required to pay not less than prevailing wage, including fringe benefits, as predetermined by the Department of Labor. The contractor's obligation to pay fringe benefits may be met either by payment of the fringe benefits to bona fide benefit plans, funds or programs or by making payments to the covered workers (laborers and mechanics) as cash in lieu of fringe benefits.

This payroll provides for the contractor to show on the face of the payroll all monies to each worker, whether as basic rates or as cash in lieu of fringe benefits, and provides for the contractor's representation in the statement of compliance on the payroll (as shown on page 2) that he/she is paying for fringe benefits required by the contract and not paid as cash in lieu of fringe benefits. Detailed instructions concerning the preparation of the payroll follow:

Contractor or Subcontractor: Fill in your firm's name and check appropriate box.

Address: Fill in your firm's address.

Payroll No.: Beginning with the number "1", list the payroll number for the submission.

For Week Ending: List the workweek ending date.

Project and Location: Self-explanatory.

Project or Contract No.: Self-explanatory.

Column 1 - Name and Individual Identifying Number of Worker: Enter each worker's full name and an individual identifying number (e.g., last four digits of worker's social security number) on each weekly payroll submitted.

Column 2 - No. of Withholding Exemptions: This column is merely inserted for the employer's convenience and is not a requirement of Regulations, Part 3 and 5.

Column 3 - Work Classifications: List classification descriptive of work actually performed by each laborer or mechanic. Consult classification and minimum wage schedule set forth in contract specifications. If additional classifications are deemed necessary, see Contracting Officer or Agency representative. An individual may be shown as having worked in more than one classification provided an accurate breakdown or hours worked in each classification is maintained and shown on the submitted payroll by use of separate entries.

Column 4 - Hours worked: List the day and date and straight time and overtime hours worked in the applicable boxes. On all contracts subject to the Contract Work Hours Standard Act, enter hours worked in excess of 40 hours a week as "overtime".

Column 5 - Total: Self-explanatory

Column 6 - Rate of Pay (Including Fringe Benefits): In the "straight time" box for each worker, list the actual hourly rate paid for straight time worked, plus cash paid in lieu of fringe benefits paid. When recording the straight time hourly rate, any cash paid in lieu of fringe benefits may be shown separately from the basic rate. For example, "\$12.25/.40" would reflect a \$12.25 base hourly rate plus \$0.40 for fringe benefits. This is of assistance in correctly computing overtime. See "Fringe Benefits" below. When overtime is worked, show the overtime hourly rate paid plus any cash in lieu of fringe benefits paid in the "overtime" box for each worker; otherwise, you may skip this box. See "Fringe Benefits" below. Payment of not less than time and one-half the basic or regular rate paid is required for overtime under the Contract Work Hours Standard Act of 1962 if the prime contract exceeds \$100,000. In addition to paying no less than the predetermined rate for the classification which an individual works, the contractor must pay amounts predetermined as fringe benefits in the wage decision made part of the contract to approved fringe benefit plans, funds or programs or shall pay as cash in lieu of fringe benefits. See "FRINGE BENEFITS" below.

Column 7 - Gross Amount Earned: Enter gross amount earned on this project. If part of a worker's weekly wage was earned on projects other than the project described on this payroll, enter in column 7 first the amount earned on the Federal or Federally assisted project and then the gross amount earned during the week on all projects, thus "\$163.00/\$420.00" would reflect the earnings of a worker who earned \$163.00 on a Federally assisted construction project during a week in which \$420.00 was earned on all work.

Column 8 - Deductions: Five columns are provided for showing deductions made. If more than five deduction are involved, use the first four columns and show the balance deductions under "Other" column; show actual total under "Total Deductions" column; and in the attachment to the payroll describe the deduction(s) contained in the "Other" column. All deductions must be in accordance with the provisions of the Copeland Act Regulations, 29 C.F.R., Part 3. If an individual worked on other jobs in addition to this project, show actual deductions from his/her weekly gross wage, and indicate that deductions are based on his gross wages.

Column 9 - Net Wages Paid for Week: Self-explanatory.

Totals - Space has been left at the bottom of the columns so that totals may be shown if the contractor so desires.

Statement Required by Regulations, Parts 3 and 5: While the "statement of compliance" need not be notarized, the statement (on page 2 of the payroll form) is subject to the penalties provided by 18 U.S.C. § 1001, namely, a fine, possible imprisonment of not more than 5 years, or both. Accordingly, the party signing this statement should have knowledge of the facts represented as true.

Items 1 and 2: Space has been provided between items (1) and (2) of the statement for describing any deductions made. If all deductions made are adequately described in the "Deductions" column above, state "See Deductions column in this payroll." See "FRINGE BENEFITS" below for instructions concerning filling out paragraph 4 of the statement.

Item 4 FRINGE BENEFITS - Contractors who pay all required fringe benefits: If paying all fringe benefits to approved plans, funds, or programs in amounts not less than were determined in the applicable wage decision of the Secretary of Labor, show the basic cash hourly rate and overtime rate paid to each worker on the face of the payroll and check paragraph 4(a) of the statement on page 2 of the WH-347 payroll form to indicate the payment. Note any exceptions in section 4(c).

Contractors who pay no fringe benefits: If not paying all fringe benefits to approved plans, funds, or programs in amounts of at least those that were determined in the applicable wage decision of the Secretary of Labor, pay any remaining fringe benefit amount to each laborer and mechanic and insert in the "straight time" of the "Rate of Pay" column of the payroll an amount not less than the predetermined rate for each classification plus the amount of fringe benefits determined for each classification in the application wage decision. Inasmuch as it is not necessary to pay time and a half on cash paid in lieu of fringe benefits, the overtime rate shall be not less than the sum of the basic predetermined rate, plus the half time premium on basic or regular rate, plus the required cash in lieu of fringe benefits at the straight time rate. In addition, check

paragraph 4(b) of the statement on page 2 the payroll form to indicate the payment of fringe benefits in cash directly to the workers. Note any exceptions in section 4(c).

Use of Section 4(c), Exceptions

Any contractor who is making payment to approved plans, funds, or programs in amounts less than the wage determination requires is obliged to pay the deficiency directly to the covered worker as cash in lieu of fringe benefits. Enter any exceptions to section 4(a) or 4(b) in section 4(c). Enter in the Exception column the craft, and enter in the Explanation column the hourly amount paid each worker as cash in lieu of fringe benefits and the hourly amount paid to plans, funds, or programs as fringe benefits. The contractor must pay an amount not less than the predetermined rate plus cash in lieu of fringe benefits as shown in section 4(c) to each such individual for all hours worked (unless otherwise provided by applicable wage determination) on the Federal or Federally assisted project. Enter the rate paid and amount of cash paid in lieu of fringe benefits per hour in column 6 on the payroll. See paragraph on "Contractors who pay no fringe benefits" for computation of overtime rate.

Public Burden Statement: We estimate that it will take an average of 55 minutes to complete this collection of information, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding these estimates or any other aspect of this collection of information, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S3502, 200 Constitution Avenue, N.W., Washington, D.C. 20210.

Note: In order to view, fill out, and print PDF forms, you need Adobe® Acrobat® Reader® version 5 or later, which you may download for free at www.adobe.com/products/acrobat/readstep2.html.

General Decision Number: FL20210201 04/09/2021

Superseded General Decision Number: FL20200201

State: Florida

Construction Type: Building

County: Collier County in Florida.

BUILDING CONSTRUCTION PROJECTS (does not include single family homes or apartments up to and including 4 stories).

Note: Under Executive Order (EO) 13658, an hourly minimum wage of \$10.95 for calendar year 2021 applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.95 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2021. If this contract is covered by the EO and a classification considered necessary for performance of work on the contract does not appear on this wage determination, the contractor must pay workers in that classification at least the wage rate determined through the conformance process set forth in 29 CFR 5.5(a)(1)(ii) (or the EO minimum wage rate if it is higher than the conformed wage rate). The EO minimum wage rate will be adjusted annually. Please note that this EO applies to the above-mentioned types of contracts entered into by the federal government that are subject to the Davis-Bacon Act itself, but it does not apply to contracts subject only to the Davis-Bacon Related Acts, including those set forth at 29 CFR 5.1(a)(2)-(60). Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Modification Number

Publication Date

0 01/01/2021
 1 01/22/2021
 2 04/09/2021

* ASBE0067-003 01/01/2021

	Rates	Fringes
ASBESTOS WORKER/HEAT & FROST INSULATOR.....	\$ 30.12	13.11

 ELEC0349-008 09/01/2020

	Rates	Fringes
ELECTRICIAN (Includes Low Voltage Wiring).....	\$ 31.05	10.91

 ELEV0074-001 01/01/2021

	Rates	Fringes
ELEVATOR MECHANIC.....	\$ 43.95	35.825

FOOTNOTE:

A. Employer contributions 8% of regular hourly rate to vacation pay credit for employee who has worked in business more than 5 years; Employer contributions 6% of regular hourly rate to vacation pay credit for employee who has worked in business less than 5 years.

Paid Holidays: New Year's Day; Memorial Day; Independence.

Day; Labor Day; Thanksgiving Day; The Friday after Thanksgiving Day; and Christmas Day.

 ENGI0487-021 07/01/2016

	Rates	Fringes
OPERATOR: Crane All Cranes 160 Ton Capacity and Over.....	\$ 33.05	9.20
All Cranes Over 15 Ton Capacity.....	\$ 32.05	9.20
OPERATOR: Forklift.....	\$ 23.25	9.20
OPERATOR: Mechanic.....	\$ 32.05	9.20
OPERATOR: Oiler.....	\$ 23.50	9.20

IRON0397-007 07/01/2019

	Rates	Fringes
IRONWORKER, STRUCTURAL.....	\$ 30.85	16.47

IRON0402-001 01/01/2019

	Rates	Fringes
IRONWORKER, ORNAMENTAL.....	\$ 23.69	12.70

SFFL0821-004 01/01/2021

	Rates	Fringes
SPRINKLER FITTER (Fire Sprinklers).....	\$ 29.88	20.27

SUFL2014-009 08/16/2016

	Rates	Fringes
CARPENTER.....	\$ 18.00	0.64
CEMENT MASON/CONCRETE FINISHER...	\$ 14.85	0.60
IRONWORKER, REINFORCING.....	\$ 26.37	12.65
LABORER: Common or General, Including Cement Mason Tending...	\$ 12.25	1.03
LABORER: Pipelayer.....	\$ 14.00	1.40
OPERATOR: Backhoe/Excavator/Trackhoe.....	\$ 22.07	8.80
OPERATOR: Bulldozer.....	\$ 15.40	1.90
OPERATOR: Grader/Blade.....	\$ 18.97	0.00
OPERATOR: Loader.....	\$ 14.00	1.40
OPERATOR: Roller.....	\$ 14.43	4.78
PAINTER: Brush, Roller and Spray.....	\$ 14.72	2.13
PIPEFITTER.....	\$ 21.36	7.93
PLUMBER.....	\$ 18.01	2.88
ROOFER.....	\$ 19.00	1.17
SHEET METAL WORKER, Includes HVAC Duct Installation.....	\$ 19.10	3.27
TILE SETTER.....	\$ 18.01	0.00
TRUCK DRIVER: Dump Truck.....	\$ 13.22	2.12

TRUCK DRIVER: Lowboy Truck.....\$ 14.24

0.00

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

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Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Davis-Bacon Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year.

Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is a victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses.
(29CFR 5.5 (a) (1) (ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of ""identifiers"" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate). Union Rate Identifiers A four letter classification

abbreviation identifier enclosed in dotted lines beginning with characters other than ""SU"" or ""UAVG"" denotes that the union classification and rate were prevailing for that classification in the survey. Example:

PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

Survey Rate Identifiers

Classifications listed under the ""SU"" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

Union Average Rate Identifiers Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH

indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination.

08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- * an existing published wage determination
- * a survey underlying a wage determination.
- * a Wage and Hour Division letter setting forth a position on a wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Construction Wage Determinations
Division
of Labor
Avenue, N.W.
20210

Branch of
Wage and Hour
U.S. Department
200 Constitution
Washington, DC

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and

reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Administrator
Department of Labor
Constitution Avenue, N.W.
20210
Wage and Hour
U.S.
200
Washington, DC

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
Department of Labor
Constitution Avenue, N.W.
DC 20210
U.S.
200
Washington,

4.) All decisions by the Administrative Review Board are final.

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END OF GENERAL DECISION"

ATTACHMENT A

PROPOSAL EVALUATION FORM

RFQ #2021-05
REQUEST FOR QUOTATIONS (RFQ) FOR
CONSTRUCTION SERVICES
FOR ROOF REPAIRS AND REPLACEMENTS AT
THE FARM WORKER'S VILLAGE
MISCELLANEOUS LOCATIONS
SECTION C
1800 FARM WORKER WAY, IMMOKALEE
FLORIDA

PROPOSAL EVALUATION FORM

RFQ #2021-05
 REQUEST FOR QUOTATIONS (RFQ) FOR
 CONSTRUCTION SERVICES
 FOR ROOF REPAIRS AND REPLACEMENTS AT
 THE FARM WORKER'S VILLAGE MISCELLANEOUS
 LOCATIONS
 SECTION C
 1800 FARM WORKER WAY,
 IMMOKALEE FLORIDA

The best value procurement process will be used to select the quotation that is in the best interest and value to the CCHA, in which the combination of technical, quality, schedule, operating, and pricing factors meets or exceeds the CCHA's needs identified in the RFQ. The CCHA will follow a specific decision-making process to identify and select a Contractor. Assessment of the project risks, project complexity, size, and project schedule requirements, and project cost will be accessed.

Contractor: _____

Evaluation Criteria	Max. Points	Points Awarded
Provided Bid Bond/Surety:	02	_____
Experience:	10	_____
Past Performance:	03	_____
Current Work-Load:	05	_____
Experience of Personnel (assign. to proj.):	05	_____
Understanding of CCHA's needs	15	_____
Quality and Clarity of Submittal Package:	05	_____
Project Schedule:	05	_____
Project Cost:	50	_____
Evaluation Score;	100	_____

EXHIBIT 1

**PROJECT SPECIFICATION AND BUILDING
SCHEDULE**

General Specification Qualification: This project specification is intended to provide an overview of the scope of work that is intended for this project. This document does not contain a description of every applicable detail or condition that may be encountered on this project. It is the responsibility of each contractor, sub-contractor, material supplier, vendor, etc. to visit the site and become familiar with the existing conditions and extent of what will be required to complete the scope of work laid out in this document. The contractor is responsible to include all required materials and follow installation procedures for a complete installation that is in compliance with quality construction practices for a project of this scope, meets the requirements of the manufacturer's requirements, and meets applicable code requirements.

Permitting: It is the responsibility of the General Contractor or the applicable sub-contractor to provide all required applications, drawings, documentation, fees, etc. as required to obtain all required permits for each of the individual structures.

General Project Specification Scope: The basic scope of this project involves roof removal and replacement on (30) existing structures located in Farm Worker Village Community. Of the (30) structures involved (2) are public building structures consisting of (1) 2289 USDA Warehouse and (1) 2234 USDA Community Building.

The residential structures are all masonry construction with wood roof trusses plywood sheathing and roof shingles.

The roofs on each of the individual structures will involve a complete tear off of the existing roofing materials, including insulation on the flat roof down to the existing sheathing. The roof system will be completely replaced as described further in this document.

For specific structures, the project scope will include some soffit and fascia repair. The extent of the repair to be included in the base scope and bid for the project will be identified by building address.

For simplicity in identifying each building only one unit address number will be used. For the purpose of this document that single address number will cover the entire building and all units contained within that same structure. In the case of a duplex the listed address would cover both units and for the quad the listed address would cover all four units as if each individual address were listed.

SLOPE ROOFS

Roof Shingle Requirements: The scope of the shingle roof replacement includes the complete removal of the existing shingles, underlayment, ridge vents, lead plumbing boots, exhaust hoods, and drip edge. All of the roof materials and other

components being removed are to be replaced with new materials. Reuse of existing materials is not permitted.

The shingles provided for installation should be of equal or better quality than CertainTeed Landmark Fiberglass/Asphalt Shingles. The Florida Product Approval that must be followed for installation of these shingles is FL# 5444.1. The base scope for the installation shall be per the manufacturer's recommendation for a Standard Slope Roof with four fasteners per shingle.

The roofing underlayment to be used shall be equal to CertainTeed Winter-Guard HT. Any substitution to this product must be compatible with the shingles provided and meet the required installation requirements of the Florida Product Approval for installation of the shingles. The Florida Product Approval for the underlayment is FL# 11288-R17.

Ridge Vent: All roofs shall have the maximum allowable ridge vent installed. The contractor shall be responsible to provide the required opening in the sheathing to accommodate the new ridge vent. The contractor is responsible to visit the project and determine the extent of the requirement for cutting new ridge vents or extending the existing ridge vents to the maximum length. The ridge vent shall be equal to Lomanco Aluminum Ridge Vent Model LPR. Color shall be selected from standard manufacturer color choices. The installation shall be per all manufacturer and Florida Product Approvals. The Florida Product Approval number is FL# 3793.1.

Drip Edge: The existing drip edge is to be removed and a new drip edge installed. The new drip edge shall be .025 aluminum, with a minimum 2.75" nailing fin and a minimum 2" drop.

Vent Hoods and Vent Stacks: The project includes that all existing vent hoods and vent stacks be replaced. The vent stacks shall be led boots per applicable code requirements. The Vent Hoods shall be of all aluminum construction and shall be of the size required to replace the existing vent that was removed. The contractor must provide all paperwork or approvals required for permitting and installation of these products.

Sheathing Nailing: The existing plywood sheathing shall be completely re-nailed along all edges. This requirement is for a completely new nailing pattern that is to be in addition to the existing nailing. The requirement is to install a completely new nailing pattern of 8d ring shank galvanized nails at 6" on center along all plywood edges and intermediate trusses.

Fascia and Soffit Repairs: The fascia and soffits shall be repaired in the quantities

listed on the building specific requirements. The soffit and fascia repairs shall be done as required to match the existing conditions on each building. The contractor or applicable sub-contractor shall be responsible to review all existing conditions to determine the specific materials required to make the repairs. The fascia and soffit repairs include painting of all new materials to match existing.

Sheathing and Wood Repairs: The only sheathing or wood repairs included in the base scope of work shall be where identified in the specific requirements for each individual building. The contractor will need to observe each of those conditions to determine the extent of work required to repair the damage to the building. Any other repairs identified during the roofing tear off shall be identified and brought to the attention of the CCHA. No additional repairs shall be made to the project without the approval of the CCHA. Failure to obtain approval prior to completing the repairs may result in the CCHA rejecting any claim or change order for additional scope work. The cost of any additional repairs shall be based on the unit cost provided in the contract proposal or as mutually agreed between the CCHA and the Contractor.

Hurricane Mitigation/Hardening: As part of the base scope of work the contractor shall include in his pricing the following processes that are considered to improve the performance on the shingles.

1. Install the shingles using seven (7) nails per shingle.
2. Apply quarter size spot of roofing cement at the corner of each shingle tab.

The installation of starter shingles is part of the basic scope of work. The contractor will be responsible to provide the additional starter shingles. These are acceptable procedures per the manufacture to increase the wind resistance of the shingles. The materials and procedures to complete these items shall follow the requirements of the shingle manufacturer.

Installation Requirements: The installation of all roofing materials shall be in compliance with all manufacturer's recommendations and specifications, the requirements of the Florida Product Approval, and all applicable local, county, state, and federal building codes or regulations.

Disposal: All of the materials removed from the existing structures and all of the waste materials from installing the new roofs shall be disposed of in an approved landfill or recycle facility. Disposal tickets shall be provided to the Collier County Housing Authority verifying proper disposal. All transportation and disposal fees are to be included as part of the project scope of work.

SPECIFIC BUILDING IDENTIFICATION AND SCOPE

These addresses are being used to identify full buildings and not individual units. The address could be representing a single-family building, a duplex building, or a quad building. The addresses reflect the entire structure and the complete roof regardless of the number of units. The units that are noted below with roof or framing repairs will require the contractor to review the existing conditions to identify the exact scope that will be required to make the repair.

Collier County Housing Authority						
SECTION C						
RFQ 2021-05						
Scope of Work Roofs		Reroof	Repairs	Section	Bedrooms	Type
			Replace Shingles			
1004 Bird Lane		Yes		C	4	Sgl
1006 - 1008 Bird Lane		Yes		C	2	Duplex
1007 - 1009 Bird Lane		Yes		C	2	Duplex
1011 Bird Lane		Yes		C	3	Sgl
1028 Aloe Lane		Yes		C	3	Sgl
1032 Aloe Lane		Yes		C	3	Sgl
1033 Aloe Lane		Yes		C	3	Sgl
1034 Aloe Lane		Yes		C	4	Sgl
2211 Chadwick Circle		Yes		C	4	Sgl
2213 Chadwick Circle		Yes		C	4	Sgl
2215 Chadwick Circle		Yes		C	4	Sgl
2216 Chadwick Circle		Yes		C	3	Sgl
940 Faith Lane		Yes		C	4	Sgl
942 Faith Lane		Yes		C	3	Sgl
944 Faith Lane		Yes		C	4	Sgl
946 Faith Lane		Yes		C	4	Sgl
950 Durango Lane		Yes		C	2	Duplex
951 Durango Lane		Yes		C	2	Duplex
954 Durango Lane		Yes		C	2	Duplex
960 Durango		Yes		C	4	Sgl
964 Chapman Lane		Yes		C	4	Sgl
968 Chapman Lane		Yes		C	4	Sgl
971 Chapman Lane		Yes		C	4	Sgl

