

EXHIBIT "A"

PHASE 1					
Site	Existing Cameras		Server Reconfiguration	IP Conversion	Grand Total
PW EOC Facility	N/A		\$ 1,900.00	\$ -	\$ 1,900.00
PW EOC Facility	30		\$ -	\$ 1,860.00	\$ 1,860.00
City Hall/ City Hall Complex	2		\$ -	\$ 124.00	\$ 124.00
Utilities and Engineering	14		\$ -	\$ 868.00	\$ 868.00
Fire Station 50	10		\$ -	\$ 980.00	\$ 980.00
<b>GRAND TOTAL</b>	<b>56</b>		<b>\$ 1,900.00</b>	<b>\$ 3,832.00</b>	<b>\$ 5,732.00</b>

PHASE 2					
Site	New Cameras				Grand Total
Windmill Park	16				\$ 52,919.30
City Hall (Interior)	8				\$ 15,067.76
City Hall (Exterior)	10				\$ 21,746.80
Police Department (Interior)	3				\$ 5,928.99
Police Department (Exterior)	16				\$ 36,858.88
U & E (Interior)	6				\$ 11,300.82
U & E (Exterior)	7				\$ 15,908.06
Community Center (Interior)	3				\$ 5,928.99
Community Center (Exterior)	10				\$ 21,556.80
Installation Overhead	N/A				\$ 15,115.52
<b>GRAND TOTAL</b>	<b>79</b>				<b>\$ 202,331.92</b>

PHASE (TBD)										
Site	Existing Cameras	New Cameras	Total Cameras	Base Price w/ Installation*	Optional Infrastructure				Grand Total	
					Boring	Electrical	Poles	Fiber		
PW EOC Facility	0	3	3	\$ 9,704.98	\$ -	\$ -	\$ -	\$ -	\$ 9,704.98	
Cypress Park	0	2	2	\$ 10,427.92	\$ 8,981.06	\$ 6,389.74	\$ 4,806.80	\$ 3,864.74	\$ 34,470.26	
Donaldson Park	0	4	4	\$ 15,657.88	\$ 25,437.52	\$ 5,899.00	\$ -	\$ 3,659.30	\$ 50,653.70	
Lakeside Park	0	6	6	\$ 20,141.84	\$ 10,244.28	\$ 9,740.00	\$ 4,806.80	\$ -	\$ 44,932.92	
Recreation Complex	0	10	10	\$ 28,231.80	\$ -	\$ 13,296.00	\$ -	\$ -	\$ 41,527.80	
Sabal Pines Park	0	12	12	\$ 48,585.60	\$ 9,352.14	\$ 17,020.52	\$ -	\$ -	\$ 74,958.26	
Winston Park	0	6	6	\$ 21,137.84	\$ 14,856.38	\$ 6,648.38	\$ 4,806.80	\$ -	\$ 47,449.40	
Gerber Park	0	5	5	\$ 17,497.86	\$ 15,674.52	\$ 19,500.00	\$ 7,336.80	\$ 3,813.38	\$ 63,822.56	
Hilton Road Water Tank	0	5	5	\$ 13,536.90	\$ 7,862.92	\$ -	\$ 9,866.00	\$ -	\$ 31,265.82	
Lift Station #12	0	2	2	\$ 5,693.96	\$ -	\$ 3,281.24	\$ -	\$ -	\$ 8,975.20	
Lift Station #20	0	2	2	\$ 5,693.96	\$ -	\$ 3,638.54	\$ -	\$ -	\$ 9,332.50	
Fire Station 94 (See Note E)	0	4	4	\$ 9,734.98	\$ -	\$ -	\$ -	\$ -	\$ 9,734.98	
Installation Overhead	0	0	0	\$ 48,484.04	\$ -	\$ -	\$ -	\$ -	\$ 48,484.04	
<b>GRAND TOTAL</b>	<b>0</b>	<b>61</b>	<b>61</b>	<b>\$ 254,529.56</b>	<b>\$ 92,408.82</b>	<b>\$ 85,413.42</b>	<b>\$ 31,623.20</b>	<b>\$ 11,337.42</b>	<b>\$ 475,312.42</b>	

**Injectors, Surge Protection, & Misc. Hardware**

Note A: Price include Bid, Performance, Payment Bond. Signifcant savings can be gained by no bond being required.

Note B: IntraLogic can provide hourly labor as per the request in section 5.1 at a rate of:

\$95 / Hour for Level 1

\$120 / Hour for Level 2

\$155/ Hour for Level 3

Note C: Pricing for infrastructure has been broken out as noted in Question and Answer Tab in RFP. Grand total pricing below is broken out as an option, if decisions are made to exclude infrastructure requirements.

Note D: On "Line Items" Tab in online submission, Sabal Pines Park is listed twice in section 2.18 and 2.19. We filled out 2.18 and left 2.19 Blank with a note.

Note E: Fire Station 94 as per the RFP on page 50/58 There are 3 Exterior & 1 Interior Cameras noted. On "Line Items" Tab in online submission, section 2.17 there is only a response for the 3 Exterior Cameras. As per our pricing the additional 1 camera will cost: \$2433.74. This is included in this document however was not included in the online submission See "BASE CAMERA PRICE" below.

**Cost Per Item**

Site	Item	Grand Total
Interior Camera Price	1	\$ 1,883.47
Exterior Camera Price	1	\$ 2,174.68
Server Configuration	1	\$ 1,900.00
Future Upgrade to Analytics	1	\$ 70.00
IP Camera Conversion	1	\$ 62.00
Agreed % Marckup from Cost	N/A	18%

## City of Coconut Creek - Phase 1

2019

### Item 1 - Program Server at EOC

#	Estimate #	Summary	Location	Price
1	324098	Server Reconfiguration	EOC	\$1,900.00
<b>TOTAL:</b>				\$1,900.00

### Item 2 - IP Conversion EOC (Existing Cameras)

#	Estimate #	Summary	Location	Price
2	324096	IP Conversion (30 IP Cameras)	EOC	\$1,860.00
<b>TOTAL:</b>				\$1,860.00

### Item 3 - IP Conversion City Hall (Existing Cameras)

#	Estimate #	Summary	Location	Price
3	324101	IP Conversion (2) IP Cameras)	City Hall	\$124.00
<b>TOTAL:</b>				\$124.00

### Item 4 - IP Conversion Utilities & Engineering (Existing Cameras)

#	Estimate #	Summary	Location	Price
4	324097	IP Conversion (14) IP Cameras)	Utilities & Engineering	\$868.00
<b>TOTAL:</b>				\$868.00

### Item 5 - IP Conversion Fire Station 50 (Existing Cameras)

#	Estimate #	Summary	Location	Price
5	324249	IP Conversion (10) IP Cameras)	Fire Station 50	\$980.00
<b>TOTAL:</b>				\$980.00

**PHASE 1 TOTAL:**

**\$5,732.00**

## City of Coconut Creek - Phase 2

2019

### Item 1 - Install & Configure Cameras at Windmill Park

#	Estimate #	Summary	Location	Price
1	324090	Install (16) New 5MP Cameras w/ Infrastructure	Windmill Park	\$52,919.30
<b>TOTAL:</b>				\$52,919.30

### Item 2 - Install and Configure Interior Cameras at City Hall

#	Estimate #	Summary	Location	Price
2	324128	Install (8) New 4MP Cameras	City Hall	\$15,067.76
<b>TOTAL:</b>				\$15,067.76

### Item 3 - Install and Configure Exterior Cameras at City Hall

#	Estimate #	Summary	Location	Price
3	324129	Install (10) New 5MP Cameras	City Hall	\$21,746.80
<b>TOTAL:</b>				\$21,746.80

<b>Item 4 - Install and Configure Interior Cameras at Police Department</b>				
<u>#</u>	<u>Estimate #</u>	<u>Summary</u>	<u>Location</u>	<u>Price</u>
4	324118	Install (3) New 4MP Cameras	Police Department	\$5,928.99
<b>TOTAL:</b>				\$5,928.99
<b>Item 5 - Install and Configure Exterior Cameras at Police Department</b>				
<u>#</u>	<u>Estimate #</u>	<u>Summary</u>	<u>Location</u>	<u>Price</u>
5	324118	Install (16) New 5MP Cameras	Police Department	\$36,858.88
<b>TOTAL:</b>				\$36,858.88
<b>Item 6 - Installation Overhead</b>				
<u>#</u>	<u>Estimate #</u>	<u>Summary</u>	<u>Location</u>	<u>Price</u>
6	324116	Installation Overhead	City of Coconut Creek	\$15,115.52
<b>TOTAL:</b>				\$15,115.52
<b>Item 7 - Install and Configure Interior Cameras at Utilities &amp; Engineering</b>				
<u>#</u>	<u>Estimate #</u>	<u>Summary</u>	<u>Location</u>	<u>Price</u>
7	324131	Install (6) New 4MP Cameras	Utilities & Engineering	\$11,300.82
<b>TOTAL:</b>				\$11,300.82
<b>Item 8 - Install and Configure Exterior Cameras at Utilities &amp; Engineering</b>				
<u>#</u>	<u>Estimate #</u>	<u>Summary</u>	<u>Location</u>	<u>Price</u>
8	324130	Install (7) New 5MP Cameras	Utilities & Engineering	\$15,908.06
<b>TOTAL:</b>				\$15,908.06
<b>Item 9 - Install and Configure Interior Cameras at Community Center</b>				
<u>#</u>	<u>Estimate #</u>	<u>Summary</u>	<u>Location</u>	<u>Price</u>
9	324248	Install (3) New 4MP Cameras	Community Center	\$5,928.99
<b>TOTAL:</b>				\$5,928.99
<b>Item 10 - Install and Configure Exterior Cameras at Community Center</b>				
<u>#</u>	<u>Estimate #</u>	<u>Summary</u>	<u>Location</u>	<u>Price</u>
10	324247	Install (10) New 5MP Cameras	Community Center	\$21,556.80
<b>TOTAL:</b>				\$21,556.80
<b>PHASE 2 TOTAL:</b>				<b>\$202,331.92</b>



## City of Coconut Creek - Cost Per Item

2019

### Item 1 - Install & Configure Camera Cost (Interior)

#	Estimate #	Summary	Location	Price
1	324127	Install (1) Interior Camera	City of Coconut Creek	\$1,883.47
<b>TOTAL:</b>				<b>\$1,883.47</b>

### Item 2 - Install & Configure Camera Cost (Exterior)

#	Estimate #	Summary	Location	Price
2	324126	Install (1) Exterior Camera	City of Coconut Creek	\$2,174.68
<b>TOTAL:</b>				<b>\$2,174.68</b>

### Item 3 - Server Reconfiguration

#	Estimate #	Summary	Location	Price
3	324084	Server Configuration (up to 128 Cameras)	City of Coconut Creek	\$1,900.00
<b>TOTAL:</b>				<b>\$1,900.00</b>

### Item 4 - Future Upgrade to Analytics (Per Camera)

#	Estimate #	Summary	Location	Price
4	324086	Future Upgrade to Analytics (Per Camera)	City of Coconut Creek	\$70.00
<b>TOTAL:</b>				<b>\$70.00</b>

### Item 5 - IP Camera Conversion (Per Camera)

#	Estimate #	Summary	Location	Price
5	324087	IP Camera Conversion (Per Camera)	City of Coconut Creek	\$62.00
<b>TOTAL:</b>				<b>\$62.00</b>

### Item 6 - Agreed upon passthrough markup percentage

#	Estimate #	Summary	Location	Price
6	N/A	Percentage of Markup from Cost	City of Coconut Creek	18%

# **INTRALOGIC** **SOLUTIONS**



## CITY OF COCONUT CREEK

**CITY WIDE SURVEILLANCE CAMERA INSTALLATION SERVICES**

**(RFP) # 03-06-09-10**

**MARCH 19<sup>TH</sup> 2019**

**INTRALOGIC SOLUTIONS, INC.**  
**2301 W. Sample Road Building 3, Suite 6A**  
**Pompano Beach, FL 33073**  
Contact: Joey Amodio  
Email: [Joeya@intralogicsolutions.com](mailto:Joeya@intralogicsolutions.com)  
Tel: (941) 628-3929

Please Note:

Pages 2-18 of this RFP Response have been redacted pursuant to Sections 119.071 (3)(a) and (b), Florida Statutes.

**Table of Contents**

1. Transmittal Letter
2. Qualifications and Experience
3. Resources and Availability
4. Functionality & Features
5. Advanced Features & Analytics Options
6. Operational Plan
7. References
8. Bill of Materials
9. Resumes
10. Required Forms
11. Bond Information





### Transmittal Letter

IntraLogic Solutions is excited to submit a response to the proposal for the City of Coconut Creek. IntraLogic has been in business since 2004 and has worked with numerous government agencies on the state, federal, and local levels to deploy advanced and comprehensive security solutions to enhance public safety. IntraLogic's zero license model ensures that the City of Coconut Creek can expand their surveillance initiatives on an enterprise level throughout the life of the system. IntraLogic's commitment to customer service is unsurpassed and its quality of installation will exceed any expectations.

Sincerely,

Lee Mandel  
CEO, IntraLogic Solutions Inc.





## **Section 1: Qualifications and Experience**

IntraLogic has been in business since 2004 and throughout the years has provided many successful deployments of advanced security technology. IntraLogic's staff has over 25 years of combined experience providing advanced security, infrastructure, citywide surveillance, and wireless deployments of using advanced security technology.

IntraLogic is not only a security firm, but also an experienced technology firm. Today's advanced security solutions are heavily integrated with information technology. IntraLogic's high level of technology experience ensures that all technology being integrated will be turnkey and require very little intervention from the technology staff throughout the city. Having this level of experience will ensure that there are no change orders and that all deployments are efficient, on time and within budget.

IntraLogic's Video Management Solution and Common Operating Picture are license free. This license free model reduces costs both now and in the future and provides unlimited capability for expansion of the citywide surveillance and access control solutions. Since IntraLogic is a direct manufacturer, the City of Coconut Creek is guaranteed to be getting the most competitive pricing available. All systems proposed are open source and non-proprietary and carry no ongoing license fees.

Being a technology company, IntraLogic is familiar with and has a tremendous level of experience in designing infrastructure to support wireless technology as well as wired technology. Due to IntraLogic's strong technical background, we are able to provide comprehensive design drawings as well as deployment and installation of infrastructure to support the camera network. This ensures that all technology installed will be used to its fullest capabilities, including maximum frame rates and maximum camera resolution.





## **Section 2: Resources and Availability**

IntraLogic's team of 65 full time employees provide both installation and ongoing support services. Our help desk is available 24 hours a day, seven days a week and staffed by a live person to provide immediate support and immediate response during an emergency situation. Joey Amodio as well as Dennis Amodio who will be assigned to this project have many years of experience in deploying, installing, and supporting security infrastructure and technology. Both are full time employees of IntraLogic and will be on the ground during all deployments and installations. Aside from IntraLogic's full time staff, we also have a team of partners who are fully capable of providing all electrical work, underground boring work, pole installations, and additional installation resources.

IntraLogic has offices in New York and Florida. Our Florida office is located in Pompano Beach. IntraLogic also has a presence throughout many states in the northeast of the United States as well as the west coast.

IntraLogic prides itself in being a one stop shop for all integration needs. When IntraLogic deploys a Citywide Solution, its project management skills are used to the fullest extent. IntraLogic has multiple teams engaged at the same time to provide efficient installation services. While equipment is being ordered, IntraLogic's Design Team works to procure all permits and design all infrastructure needs. At the same time, IntraLogic's engineering team is designing the network infrastructure, configuring IP addresses, and preparing all gear for deployment.

In conjunction with the above, IntraLogic's team of dedicated installation technicians and project management team provide full deployment of all technology. Having multiple assets working at the same time ensures efficient use of resources and ensures that the project can be completed on time and within budget.





After the completion of the project IntraLogic's support staff is available 24 hours a day, seven days a week. Many support calls can be handled immediately using IntraLogic's remote support technology. IntraLogic guarantees a four-hour response time for critical emergencies and a 24 to 48 hour response time for noncritical service calls. IntraLogic's trucks are staffed and have the necessary replacement parts to ensure that uptime is kept at a very high level.

IntraLogic provides end users with access to its ticketing system. The ticketing system allows an end user to submit tickets at any time, as well as view the status of open tickets. All IntraLogic technicians respond to tickets with tablets to provide immediate notifications when in transit. When a technician completes a service call, the tablet is signed by someone at the job site. This ticket is then emailed for record directly to the project lead.

IntraLogic believes that training is critical to ensure the full operation of its system. With this in mind, IntraLogic provides unlimited training to end users. Initial training is provided by the management team at IntraLogic Solutions and can be re-provided at any time without additional costs. IntraLogic also has comprehensive training manuals and provides access to recorded videos showing training sessions.

IntraLogic also proactively monitors all systems installed to ensure that everything is running to an ideal level. If IntraLogic detects any systems beginning to fail or going offline, IntraLogic can proactively dispatch and let the administrator know to ensure that all systems are operating when needed.

IntraLogic utilizes its own in house advanced vital sign monitoring system. While many such systems ping a camera or device to determine if it's online, IntraLogic uses 128 points of data to determine if all equipment is operating to the fullest extent possible. This advanced vital sign monitoring solution provides an unsurpassed level of service and proactive reporting.







IntraLogic has also built a team of incredible partners that help enable an efficient and turn key solution. The proposed partners that will be engaged as part of this project include:

1. NCD: Infrastructure Contractor
2. Lectra Living: Electrical Contractor
3. Precast Specialties: Pole Supplier
4. Imperial Services: Pole Installer
5. Underground Specialist Inc.: Underground Boring





## **Functionality & Features**

All fixed cameras provided by IntraLogic come with enhanced digital zooming technology as well as picture in picture and picture and picture technology. Pan tilt zoom cameras also come with optical zoom lens allowing end users to zoom in on license plates, physical characteristics, facial features and other items. This technology can be used for looking at evidence and property analytics.

All cameras can be set to record 24 hours a day, seven days a week or use IntraLogic's advanced motion detection technology. IntraLogic's advanced motion detection capabilities include prerecord and post record motion. While the system may seem to always be recording, recording can automatically be discarded if there's no activity for a pre-determined amount of time before and after motion is detected. This can be customized to adjust the time frames for automatic motion recording. IntraLogic ensures that all cameras are recording at their maximum resolution and at a scalable frame rate of up to 30 frames per second. IntraLogic's unique compression algorithm makes this possible with very little bandwidth consumption. IntraLogic believes that any camera that has the capability to provide full resolution and full frame rate should be fully utilized without any restrictions due to the lack of advanced compression.

The IntraLogic Video Management Solution provides an unlimited license model. This model allows the end user to integrate as many third party devices as they wish, including cameras, card access, fire alarm, burglar alarms, building sensors, as well as building management solutions. Any system that has a digital pulse and/or API can be brought into the video management system overlay. The software operates on any Windows operating system and allows the end user to transfer data between users.

IntraLogic's zero license model ensures that the City of Coconut Creek can continue to grow into the enterprise solution at any time without the need or costs of additional license fees. While many systems carry upfront or a recurring license fee, IntraLogic believes in a zero license fee model. Included in this proposal is an enterprise unlimited user license that allows complete expansion of the system at any time.



The system also comes with a mobile application that's available on an Android and Apple device. The backend management of the Video Management Solution can be tied to Active Directory or an LDAP server to provide automated user management and control. User permissions are fully customizable to give administrators the capability of providing different users with different roles and different access levels throughout the system. IntraLogic can provide an unlimited number of storage capacity. For this proposal, we have selected 30 days of storage. IntraLogic guarantees 30 days of storage throughout the system. If at any point in time the video storage goes below 30 days, IntraLogic will be notified and provide additional hard drives to support the 30 day storage guarantee.

IntraLogic's encrypted and watermarked video can be shared with law enforcement and authorities or outside agencies. Video can be exported in a proprietary or non-proprietary format, making sure that videos are kept secure at all times.

IntraLogic has the most advanced mapping system on the market. IntraLogic's mapping system works with both Google and ESRI mapping technologies. Digital floor plans can be overlaid directly on a Google or ESRI mapping solution. Various layers can be added to the maps and made interactive. Layers can include cameras, rooms, pictures, fire devices, burglar devices and access control devices. An unlimited number of layers can be customized and added at any time. These layers can be activated with various permissions to limit which users have the capability of using, controlling, seeing, and editing them in the electronic mapping system.





All equipment installed has a three year warranty on parts and labor and a lifetime warranty on the installation. IntraLogic typically provides software upgrades on an annual basis. Some of these upgrades happen more frequently. The end user is provided an unlimited number of updates when they become available. When an update becomes available, IntraLogic can alert the system administrator to allow them to test the update before pushing it out to end users.

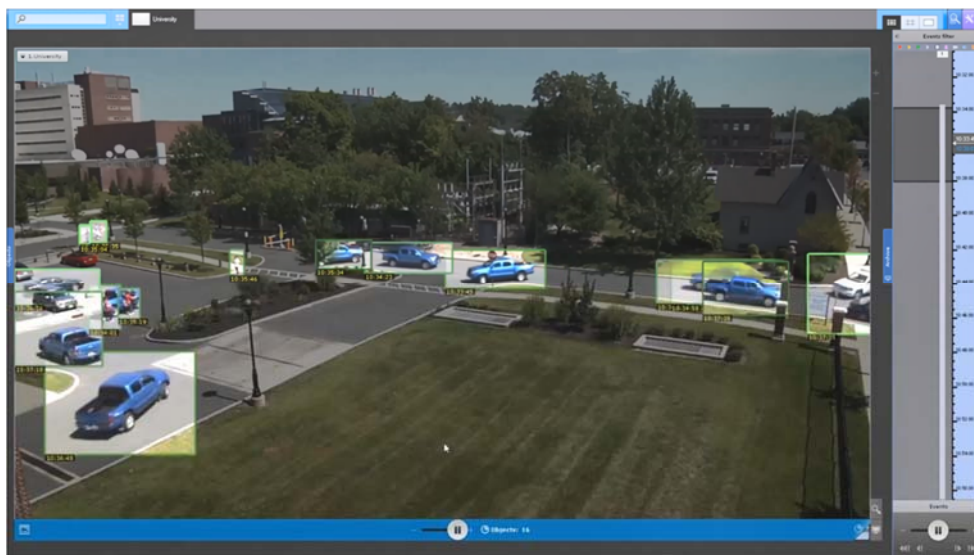
Using IntraLogic's advanced update solution technology, once the administrator approves the update, it can automatically be pushed out to the end users, reducing the need for staff to install new software versions.



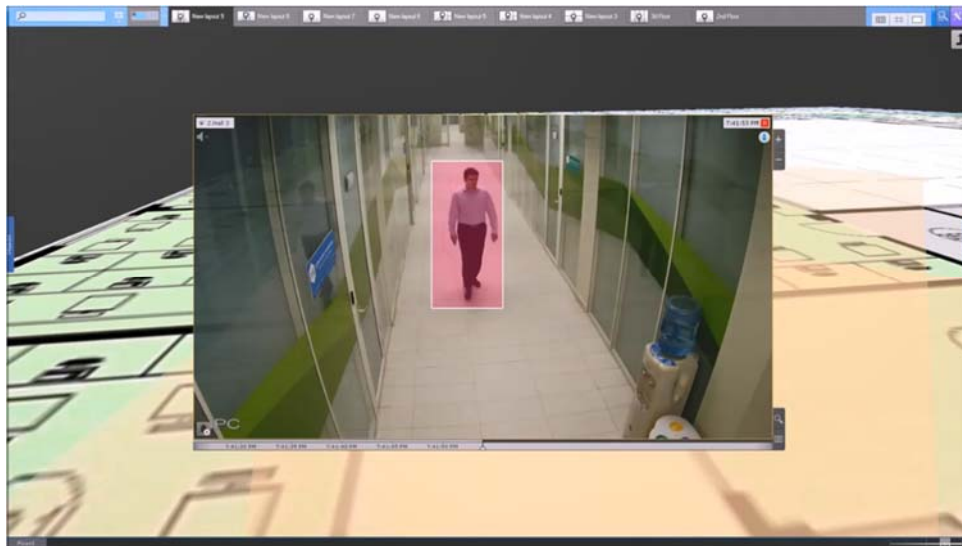
## Advanced Features & Analytic Options

Intralogic's VMS 3.0 platform has built in standard video analytics as well as advanced optional video analytics that can be added on a per camera basis at any time. All Intralogic's video analytics products are one-time purchases and do not carry any annual or recurring fees.

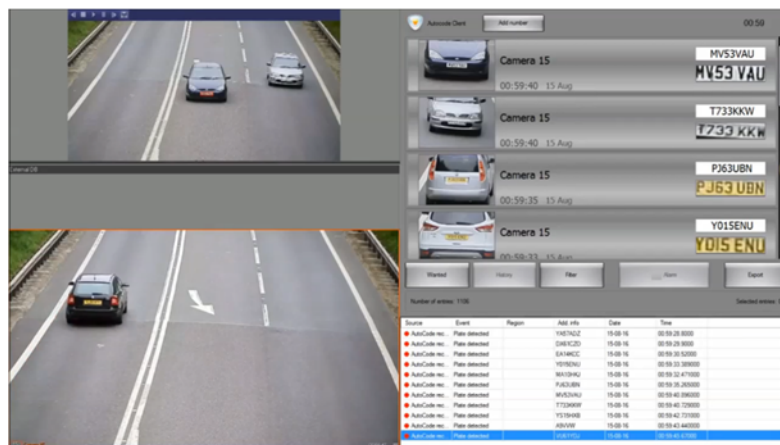
Time Compressor is an advanced feature that is patented. The time compressor allows an end user to search for objects, shapes, colors and sizes and merge all the footage together to see in real time where these objects have been located. Using the artificial intelligence filter known as the deep learning neural network, the end user's are quickly able to find footage with ease by searching for color, shape, size, and even appearance.



Tagging & Tracking functionality is included in VMS 3.0. The tagging and tracking system allows an end user to track an object or person and follow it both on live video footage as well as after the fact video footage. This advanced feature enables an end user to search for video footage quickly and efficiently finding objects as they move throughout a facility in real time.

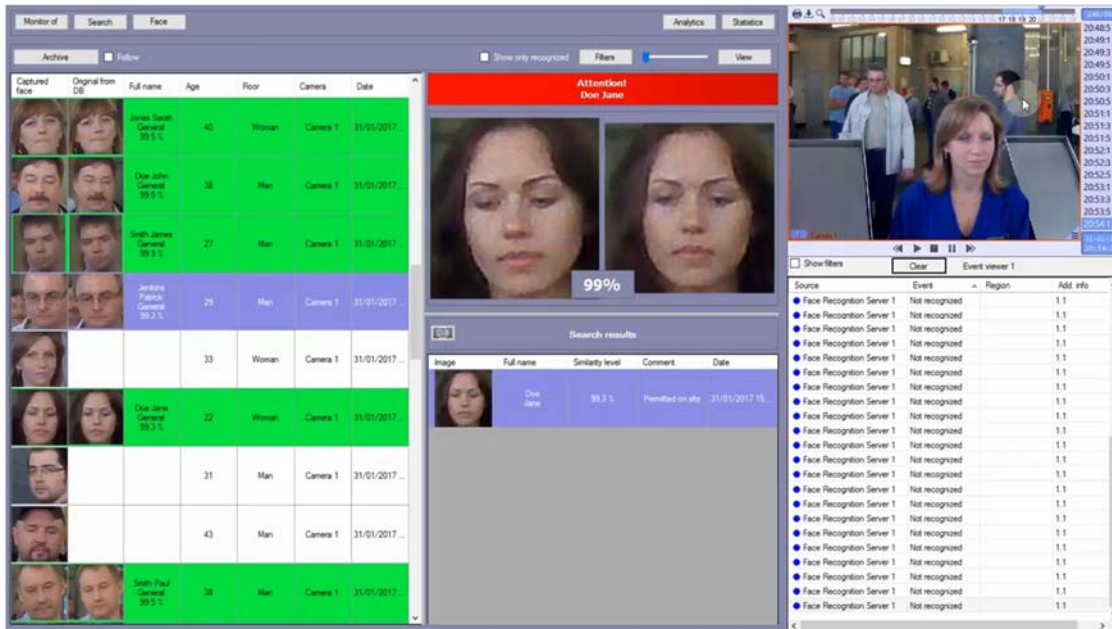


Intralogic has built in functionality for license plate recognition and optical character recognition for license plates. This functionality can be added on to any Intralogic VMS 3.0 platform camera. The license plate recognition functionality can work with standard cameras so that the end user does not need to replace their regular cameras with license plate recognition cameras.

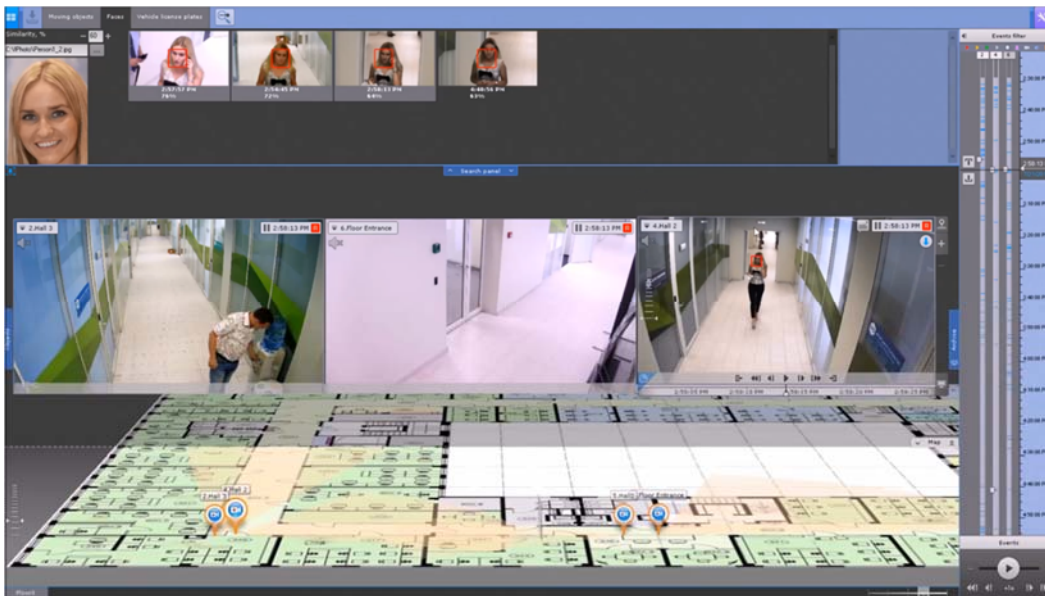




Intralogic is most known for its advanced facial recognition product. The facial recognition product can be used to monitor people coming into a facility and automatically alert of any person that is on a watch list or not included on a watch list. The facial recognition does not use traditional recognition technologies which normally utilize the distance between the eyes and cheekbones. Instead, Intralogic's advanced facial recognition technology utilizes a skeletal frame of an individual person's face to be able to quickly and efficiently identify them on the fly. Using this advanced algorithm, the end user is able to also ascertain the age and gender of the person in question.



Additionally, the end user can download a traditional picture to the system and be able to scan and search where that person has been found throughout the facility. This is great for after the fact analytics enabling the end user to quickly and efficiently tag and find the person throughout the facility.



These features, as well as all the features of Intralogic's video management platform, are part of its advanced artificial intelligence, neural network deep learning solution. Intralogic is proud to offer these advanced solutions as part of the VMS 3.0 platform.





## Operational Plan

IntraLogic believes that any successful project should have an organized operational plan. IntraLogic believes in pre-planning to make sure projects run efficiently, smooth, on budget, and on time.

Our operational plan began by reviewing all the sitemaps provided, and enhancing them by locating all assets needed for the full installation. These assets not only include the cameras, but also include the various infrastructure and supportive equipment needed for a successful deployment of a citywide surveillance solution. In reviewing these advanced floor plans you'll see the fundamental equipment needed to complete the operational plan efficiently and on time. If selected, we will also use these Google Map renderings to be interactive maps as part of the electronic mapping solution, provided at no additional cost within IntraLogic's VMS 3.0 platform.

IntraLogic understands the need for a successful project to be completed on time, and therefore has reviewed the timeline requested and can ensure that the city of Coconut Creek will have the project complete in under six months of on-site time.

IntraLogic believes in planning the project so that paralleled efforts can happen at the same time to efficiently make sure that this deadline is met successfully. We are prepared to have multiple teams dedicated to ensuring that these timelines are met. These multiple entities work together seamlessly to create an organized implementation plan. While the installation is underway, our engineering team will be creating configurations and setting up infrastructure to ensure that, when needed, all equipment is ready to be installed. Our network configuration team will also be working behind the scenes during the installation to ensure that all equipment is setup and ready to go for the on-time deployment.





In order to ensure a seamless installation, IntraLogic will be providing a full-time project manager to the project. Joey Amodio will be the project manager assigned to oversee and organize all aspects of the installation and configuration on a daily basis. Joey will be assisted by the CEO of the company, Lee Mandel, and the rest of the management team who will be actively involved in the deployment to make sure that all equipment is installed on time, and correctly.

As requested and as suggested by IntraLogic's standard operating procedures (SOP's), weekly or biweekly meetings can be accomplished in person, to ensure that all goals are being met for the upcoming week and the prior week. IntraLogic will ensure that its project plan is followed.

Once the system is fully deployed, and the end user is trained, IntraLogic will make sure all systems are operating for a period of 30 days, prior to the city of Coconut Creek accepting the completed project. IntraLogic is very organized when it comes to invoicing, and can follow any protocol set in place by the City of Coconut Creek. Some clients choose to do deposits upfront, while others choose to do progress payments along the way. IntraLogic's invoicing procedures are flexible based off the needs of the city.

IntraLogic believes in constant and ongoing communication throughout a lengthy project. For this reason IntraLogic provides its biweekly, twice a week, email notifications, providing up-to-date status reports of the job progress. These notifications can come more frequently or less frequently at the client's request.

We're very excited for the opportunity to work on this enhanced security project for the City of Coconut Creek. If selected, IntraLogic will ensure that we meet and exceed all expectations for a successful deployment, and many future deployments to come. Thank you for the opportunity to allow us to bid on this exciting project.





IntraLogic's project plan consists of multiple and concurrent phases happening at the same time during the scheduled timeline to ensure efficient use of resources. The below is an overview of these phases. These processes will be applied to various sites, based off the priority order to be reviewed with the city:

Phase 1: Configuration & bench test of equipment.

Phase 2: Pre-wire of site, installation of communication equipment.

Phase 3: Device removal & installation.

Phase 4: Field Acceptance Test.

Phase 5: On-going support & maintenance.



**References**

<b>Name of Project #1</b>	<b>The City of Lighthouse Point - City Wide Camera Surveillance Installation.</b>
Name of the firm that was awarded the Contract:	IntraLogic Solutions, Inc.
Project name and location:	The City of Lighthouse Point
Scope of Services Provided:	IntraLogic installed 63 cameras across 8 sites throughout the city. All cameras are recording to 4 NVRs, some communicating in parks using IntraLogic's V3's compression over a wireless point-to-point network. IntraLogic was the Prime Contractor awarded this contact. IntraLogic will provide ongoing maintenance for the cameras, NVRs, and other components for 3 years as part of our standard industry-leading 3-year warranty on parts & labor.
Cost of Project:	\$184,995.68
Contact person, title, business address, telephone and fax number, and email address:	Ross Licata Chief of Police 3701 NE 22nd Ave, Lighthouse Point, FL 33064  Cell: (954) 520-2806  Office: (954) 942-8080  Fax: (954) 784-1830  rlicata@lighthousepoint.com
Date when Project was started:	12/15/2017
Date when Project was completed:	3/12/2018

<b>Name of Project #2</b>	<b>Bellmore-Merrick Central High School District Phase II IP Camera Additions</b>
Name of the firm that was awarded the Contract:	IntraLogic Solutions, Inc.
Name of entity for which services were provided to:	Bellmore-Merrick Central High School District.
Scope of Services Provided:	IntraLogic installed over 430 cameras throughout 5 middle schools, high schools, and administration buildings throughout the district. All cameras are recording to 17 NVRs. IntraLogic was the Prime Contractor awarded this contact. IntraLogic will provide ongoing maintenance for the cameras, NVRs, and other components for 3 years as part of our standard industry-leading 3-year warranty on parts & labor.
Cost of Project:	\$544,204.00
Contact person, title, business address, telephone and fax number, and email address:	Jon Simpkins Director of Facilities and Operations. <b>1260 Meadowbrook Rd Merrick, NY 11566</b> Phone: (516) 992-1032 Fax: (516) 992-1265 jsimpkins@bellmore-merrick.k12.ny.usjimp
Date when Project started:	10/16/2015
Date when Project was completed:	2/15/2016

<b>Name of Project #3</b>	<b>City of Hallandale Beach - City Wide Camera Surveillance Installation.</b>
Name of the firm that was awarded the Contract:	IntraLogic Solutions, Inc.
Name of entity for which services were provided to:	City of Hallandale Beach
Scope of Services Provided:	IntraLogic was selected to install over 138 cameras throughout the city. All cameras are recording to 10 NVRs, some communicating in parks using IntraLogic V3's compression over a wireless point-to-point network. IntraLogic was the Prime Contractor awarded this contact. IntraLogic will provide ongoing maintenance for the cameras, NVRs, and other components for 5 years as part of our contract and 3-year warranty on parts & labor.
Cost of Project: 2019 Cost of Project: 2018	\$448,519.92 (City Wide) \$44,327.36 (New Fire Station)
Contact person, title, business address, telephone and fax number, and email address:	Michel Michel Assistant Chief of Police 400 S Federal Hwy, Hallandale Beach, FL 33009 Phone: (954) 457-1400 Fax: (954) 457-1420 MMichel@hallandalebeachfl.gov
Date when Project started:	11/30/2018
Date when Project was completed:	In Process
Date when Project started:	4/16/2018
Date when Project was completed:	6/11/2018

<b>Name of Project #4</b>	<b>Plainedge School District - IP Camera Additions</b>
Name of the firm that was awarded the Contract:	IntraLogic Solutions, Inc.
Name of entity for which services were provided to:	Plainedge School District
Scope of Services Provided:	<p>IntraLogic was selected to install over 400 cameras from multiple locations to one common operating picture.</p> <p>IntraLogic will provide ongoing maintenance for the cameras, NVRs, and other components for 2 years as part of our contract and 3-year warranty on parts &amp; labor.</p>
Cost of Project:	\$515,276
Contact person, title, business address, telephone and fax number, and email address:	<p>Dr. Salina            Superintendent            241 Wyngate Drv, Plainedge NY 11758            Phone (516) 992-7432            Fax: (516) 992-7445            Email:salina@plainedgeschools.org</p>
Date when Project started:	11/08/18
Date when Project was completed:	02/04/19



<b>Name of Project #5</b>	<b>Town of Brookhaven - IP Camera Additions</b>
Name of the firm that was awarded the Contract:	IntraLogic Solutions, Inc.
Name of entity for which services were provided to:	Town of Brookhaven
Scope of Services Provided:	<p>IntraLogic was selected to install a fully integrated solution comprising of video surveillance, access control, and burglar alarm systems</p> <p>IntraLogic will provide ongoing maintenance for the cameras, NVRs, and other components for 2 years as part of our contract and 3-year warranty on parts &amp; labor.</p>
Cost of Project:	\$696,654
Contact person, title, business address, telephone and fax number, and email address:	<p>John Meehan  Commissioner  1 Independence Hall, Farmingville NY  11748  Phone: (631) 451-6262  Fax: (631) 451-9041  jmeehan@brookhavenny.gov</p>
Date when Project started:	05/10/18
Date when Project was completed:	02/02/19





**Bill of Materials**

<b>Item #</b>	<b>Description</b>	<b>Quantity</b>
1	Intralogic Solutions VMS30 128 Channel Server	2
2	Intralogic Solutions 4MP Interior Camera	25
3	Intralogic Solutions 5MP Exterior Camera	140
4	Industrial NEMA Enclosure w/fan	9
5	Underground Rated Cat6 Wire	39
6	Cat 6 Wire	13
7	POE Injector	10
8	Outdoor Surge Protectors	140
9	IntraLogic VMS 3.0 Enterprise PSIM License	1
10	All Electrical, Poles, Conduit, etc. not included in BOM	N/A



# LEE MANDEL

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259 N. Richmond Ave, Massapequa, NY 11758 | 516-313-7816 | Leem@llsny.com

## SUMMARY

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Mr. Mandel is fluent in CCTV, Access Control, burglar and fire alarm systems, and network system designs and operations, including design, installation and troubleshooting.

## EXPERIENCE

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- |              |   |
|--------------|---|
| 2004-Present | <p>CEO, <i>IntraLogic Solutions, Inc.</i></p> <ul style="list-style-type: none"><li>· Develop business strategy and build business plan</li><li>· Grow staff from 3 employees to 50+ full time staff</li><li>· Proficient in design, installation, and support of Video Surveillance / CCTV, Access Control, Burglar and Fire Alarms, System Integrations, Custom Programming, and other security systems.</li><li>· NYS Licensed and Insured</li></ul> |
| 1999-2004    | <p>CEO, <i>Fast Lane Technologies</i></p> <ul style="list-style-type: none"><li>· Oversaw operations and computer technology services.</li><li>· Managed a team of multiple developers creating custom online software for dating and entertainment industry.</li><li>· Create custom software for system automation</li></ul>  |
| 1995-2004    | <p>CEO, <i>AVOM Computer Services</i></p> <ul style="list-style-type: none"><li>· Managed computer networking and web design services.</li><li>· Built networks and computers /peripherals for small and large clients</li><li>· Managed a staff of five employees</li></ul>  |

## EDUCATION

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- |           |   |
|-----------|---|
| 1999-2003 | BA – Business Administration, <i>Hofstra Univeristy</i> |
|-----------|---|

206 Neptune Ave  
West Babylon, NY 11704

## Matthew Carrique

516-204-2538  
matte@ilsny.com

### EDUCATION

**Fordham University**, Bronx, NY; September 2007 – August 2008

M.A. 2008. Public Communications

- Graduated *Magna Cum Laude* from Master's Program

**Adelphi University**, Garden City, NY; September 2003 – May 2007

B.A. 2007. Major: Communications (Media Studies)

- Graduated *Magna Cum Laude* from Honors College
- Inducted into *Lambda Pi Eta*, National Communications Honor Society (2006)

### EXPERIENCE

**Vice President**, January 2010-Present

Intralogic Solutions, Massapequa, NY

- Handle requests from CEO
- Distribute workload to various departments
- Management of all department heads
- Preparing quarterly reports for CEO
- Purchase order approvals/job approvals
- Quarterly reviews with managers
- Annual meetings with all employees.

**Sales Manager**, November 2007 – January 2010

Intralogic Solutions, Massapequa, NY

- Manage and organize sales department
- Coordinate new projects with operations department
- Designed sales management and office management software program to help office efficiency
- Work closely with company president on numerous projects

**Safety and Security Consultant**, December, 2006 – Present

United Skates of America, Seaford, NY

- Supervised installation of first digital surveillance system company-wide
- Assist in training managers company wide on system use and risk management

**Assistant Manager/ Safety Director**, June 2005 – December 2006

United Skates of America, Seaford, NY

- Supervision of daily sessions
- Management of large staff/ daily revenue
- Handling of all incident reports/insurance follow ups
- Participated in design of computer-based scheduling program used company wide
- Booked and planned special events

### SKILLS & INTERESTS

- Experience with QuickBooks, Microsoft Word, PowerPoint and Excel
- Extensive management experience, both in administrative and personnel capacity

JOSEPH A. AMODIO

6202 N. State Road 7, Apt. 212, Coconut Creek, FL 33073

(941)-628-3929

[JAAModio@gmail.com](mailto:JAAModio@gmail.com)

Seven years of security consulting experience. Demonstrating a consistent and successful track record in project development. Leadership-oriented management professional seeking a career in facilities. Recognized as a strong leader who is highly motivated, and dedicated. Skilled at learning and applying new information, leadership, and communication.

## Career History

**Intralogic Solutions** - Fort Lauderdale, Florida

**March 2015- Present**

### Sales/ Project Manager

- Perform security assessments for schools, private agencies, and municipalities
- Evaluate/ Assess security systems for clients
- Prepare reports for clients in detail and make recommendations based on findings
- Identify current and future customer requirements by establishing rapport with potential and actual clients in a position to understand service requirements
- Maintaining contact with clients throughout all phases of our project
- Manage the installation team of security systems & video surveillance projects

**CCSI** - Bohemia, New York

**March 2014- March 2015**

### Project Manager/ Design Team

- Designed/ Assisted in product development for the *Applied Science Foundation of Home Land Security* which is used by first responders, government agencies, and private security companies
- Ability to advise and give recommendations to clients to rectify issues
- Maintain knowledge by attending workshops; reviewing professional publications; participating in professional societies; establishing personal networks
- Protected clients information by safeguarding their personal information
- Consulted for schools and municipalities for security solutions

**Geo Command LLC**- Boca Raton, Florida

**November 2011- February 2014**

### Developer/ Consultant

- Researching, designing, and developing of applications
- Analyzing technical specifications and testing products for final release
- Ability to work with clients, management, and colleagues on projects
- Marketed security equipment by studying advertisement sales promotions and display plans
- Analyzing operating and financial statements for profitability ratios
- Ensured availability of product by approving purchase orders and maintaining inventory levels

**Marriott International Eden Roc Resort & Spa**- Miami Beach, Florida

**August 2009 – July 2013**

### Guest Service Agent

- Greeting guests upon arrival and going above and beyond to ensure their complete satisfaction
- Handled guests personal property and assisted them on and off the premises
- Dealing efficiently with guest service queries
- Maintaining the stability and reputation of the hotel by complying with legal requirements
- Anticipates and took a proactive approach to defuse all potential client incidents of guest dissatisfaction
- Strong knowledge in navigating hotel property management software

**Computer Skills;** Microsoft Office, Microsoft Visio, Word, Excel, PowerPoint, Outlook, POS Systems, Email, AutoCAD

Alexander Juravlea  
41 Powell Ave., Bethpage NY 11714  
[Juravleaa@gmail.com](mailto:Juravleaa@gmail.com)  
516-567-2881

## Work Experience

### **IntraLogic Solutions, Inc**

*April 2011 – Present*

*Massapequa, NY*

Project Manager

- Plan out large and specialty projects in conjunction with the sales department
- Communicate with installers on job sites
- Review new pending projects
- Determine project costs, labor costs and monitoring budgets
- Creating new purchase orders for new installation equipment
- Coordinate an IT configuration with IT department
- Maintaining contact with clients in regards to scheduling needs and client concerns
- Scheduling a crew of 20 based on availability and strengths
- Handling needed returns to vendors
- Purchase and maintenance of company vehicles, a fleet of 14.
- Multiple site visits and meetings with clients to ensure customer satisfaction and proper project completion.
- Perform quarterly meetings with installation staff and submit reports.

### **Alarms' Craftsman Inc.,**

*Bethpage, NY*

*June 2002 – April 2011*

Head of Operations

- Manager in charge of operations.
- Developed relationships with over 1000+ clients
- Manage the installation of security systems and CCTVs for over 500+ residential and commercial sites.
- Troubleshoot Technical Issues to Resolution

### **Prime American Cuisine,**

*Huntington, NY*

*May - September 2010*

Server/Bartender

- Bartended during weekends.

## Skills/Strengths

### **Computer and Verbal Communication**

- Strong computer skills, exposure to Microsoft Word, PowerPoint, Excel, Access, SQL Server 2005, and Visual Studio.
- Skilled in Java, ADO.NET, C++, HTML, and C# programming languages.
- Skilled in wiring sites with CAT5, CAT3, Romex, BX, and RG-59/RG-6 Cables.

## Education

**Bachelor of Science, Information Science December 2010**

Hartwick College, Oneonta, NY

**Senior Thesis:** Hartwick College Sports Inventory Application

- Developed Application and Database built with Microsoft Access and Microsoft Visual Studio.
- Designed and implemented an application to manage the inventory of all sixteen sports for the college.
- Currently being used by Hartwick's Physical Education Department.

**Senior Systems Project:** Alarms Craftsman Inc. Application

- Team leader of group; managed three developers
- Developed Application using Microsoft Access and Microsoft Visual Studio.
- Application manages client database of: work orders, inventory and billing system.
- Application is currently being used by Alarm's Craftsman Inc.

**Activities**

**Hartwick Men's Lacrosse Team** 2006-2009

- Organized Blood Drives
- Managed Fund Raisers
- Created Programs for Local Youth Groups

**Allen Residential Center** 2006-2008

- Tutor/Mentor to troubled pre-teens

**MICHAEL NIRENBERG**  
**1391 Garfield Road East Meadow NY 11554**  
**917-856-1961**

E-Mail: mnirenberg@me.com

**PROFESSIONAL PROFILE**

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**TECH SUPPORT / TRAINER /ACCESS DEVELOPER**

- Talented professional with broad based information technology experience in software support, help desk, network administration, and database development.
- Special ability to understand and teach non –technical users in one-on-one, group, and telephone support situations. Excellent client relations and customer service skills.
- Demonstrated expertise in diagnosing and resolving software, hardware, and network problems.
- Committed to using technology to enhance productivity and contribute to corporate growth objectives.
- Remain up-to-date on changing technologies.

**TECHNICAL SUMMARY**

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**SOFTWARE / APPLICATIONS:**

- Microsoft Word, Excel, Access, PowerPoint, Internet Explorer, Netscape, UNIX and MacOSx, MS Office Suite, ACT 2000, Lotus 123, Oracle Database, Informix Database, MAS 90 Accounting Software, Real world Accounting, Veritas Backup, Adobe Illustrator/Photoshop, Norton Antivirus

**OPERATING SYSTEMS:**

- Windows server,MS Windows, Novell, Unix, MS-DOS, Mac OS

**DATABASE PROGRAMMING:**

- Microsoft Access, MS SQL Server, Oracle and Informix

**HARDWARE:**

- PC, Macintosh, UNIX Hardware, Printers, Scanners, Raid setups, Tape drives, Copiers, Toshiba Telephone system.

**PROFESSIONAL EXPERIENCE**

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**2013-Present Support Department Manager at IntraLogic Solutions**

**2012-2013 Assistant Manager Carefree Security**

**2004-present owner of Sinsound.**

**March 1996 – 2003**

**Pyramid Accessories: New York, New York**

**Con't page 2**

**EDUCATION:**

**NT Server Course  
Macintosh Seminars and Training**

**Nassau Community College  
Associates Degree**



**NON-DISCLOSURE OF CITY OF COCONUT CREEK'S  
CONFIDENTIAL SECURITY INFORMATION**  
(Page 1 of 2)

THIS FORM **MUST** BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

In its sole discretion, the City of Coconut Creek (hereinafter "City") will provide confidential and exempt information to the receiving party for the limited purpose of allowing the receiving party to evaluate its ability to offer services to the City as solicited by **RFP No. 03-06-19-10 / Request for Proposal relating to Citywide Surveillance Camera Installation Services**, in accordance with the following terms and conditions:

1. This non-disclosure agreement is submitted in conjunction with or pertaining to the City of Coconut Creek's **RFP No. 03-06-19-10/Request for Proposal relating to Citywide Surveillance Camera Installation Services**, on (date submitted).

2. This agreement is submitted by Lee Mandel, as Owner on behalf of Intra Logic Solutions (hereinafter "Vendor") with principal offices located at 500 East Broward Blvd #1910 / Fort Lauderdale, FL 33304 and if applicable, a Federal Employer Identification Number ("FEIN") of 74490.

3. I, Lee Mandel, as a duly authorized officer of the Vendor, hereby acknowledge the confidential and exempt nature of the City's system source code, network information, program and system design specifics, and all related items or materials developed by or licensed to, the City, and any other materials related to security systems as are defined and exempted from public records disclosure by Sections 281.301, 119.071, and 286.0113, Florida Statutes, as may be amended from time to time. Vendor hereby agrees to abide by all of the terms of these provisions, using such material only in accordance with this agreement and making no duplicates of any items except with the prior written consent of the City.

4. Vendor may only use the City's confidential and exempt information, including adapting, modifying, and creating derivative works therefrom, solely for purposes of assisting City in evaluating the City's operations as requested by City and/or implementing or modifying the proposed service at the City's facility to meet the City's particular requirements of **RFP No. 03-06-19-10 / Request for Proposal relating to Citywide Surveillance Camera Installation Services**. Vendor must not use the City's confidential and exempt information to perform routine maintenance services for the City or for any other purposes, and must not in any event distribute the confidential and exempt information to any third party, including other licensees and/or subcontractors of the Vendor.

5. All adaptations and modifications to the confidential and exempt information, and all derivative works thereof, will be deemed to be the sole property of the City, whether prepared by City, Vendor, or any other party. Vendor agrees that any such adaptations, modifications and derivative works prepared by Vendor for City will be deemed to be work for hire as defined under the United States copyright law, as amended from time to time. Vendor hereby agrees that it will have no right to use, copy, or disclose the confidential and exempt information, in whole or in part, except as authorized herein.

6. Vendor may disclose the confidential and exempt information only to Vendor's fulltime employees in the scope of their employment who have a need to know and to obtain access thereto for the purposes described above and who are bound by a written agreement with Vendor to maintain the confidentiality of such confidential and exempt information in a manner consistent with this agreement. Vendor agrees that it will not, nor will it permit others to, directly or indirectly, use any confidential and exempt information for any purpose not associated with the work to be performed for the benefit of the City. Vendor further agrees to take all other reasonable steps to maintain the confidentiality of the materials in its possession, and hereby acknowledges that disclosure of same will cause immediate and irreparable harm to City.

**NON-DISCLOSURE OF CITY OF COCONUT CREEK'S  
CONFIDENTIAL SECURITY INFORMATION**

(Page 2 of 2)

7. All tangible confidential and exempt information, and any copies thereof, must be promptly returned to the City's User Department Director, or destroyed at the City's User Department Director's option, upon request of the City's User Department Director or upon the conclusion of its use in responding to RFP No. 03-06-19-10/Request for Proposal relating to Citywide Surveillance Camera Installation Services.

8. Vendor must not assign any right or obligation under this agreement without prior written consent of the City. This agreement is binding upon the Vendor, its administrators, legal representatives, successors, and assigns (when applicable).

9. For all purposes, this agreement is governed by the State of Florida, with venue lying exclusively in the Seventeenth Judicial Circuit Court for state issues and the Southern District Court of Florida for federal issues. If any provision herein is declared void, or otherwise unenforceable, such provisions will be deemed to have been severed from this agreement, which will otherwise remain in full force and effect.

10. In the event that Vendor breaches this agreement, or in the event that such breach appears to be an imminent possibility, City is entitled to all legal and equitable remedies afforded it by law as a result of the breach, and may, in addition to any and all other forms of relief, recover from Vendor all reasonable costs and attorneys' fees encountered by it in seeking any such remedy.

**WITNESS:**

*Joseph Amodio*  
Joseph Amodio  
(Print or Type Name)

**VENDOR:** Intra Logic Solutions  
By: *Lee Mandel*  
Lee Mandel  
(Print or Type Name)

**CORPORATE ACKNOWLEDGEMENT**

STATE OF Florida :  
COUNTY OF Broward :

I HEREBY CERTIFY that on this day, before me, an Officer duly authorized in the State aforesaid and in the County aforesaid to take acknowledgments, personally appeared Lee Mandel, as owner of Intra Logic Solutions, a Florida/Foreign Corporation/Limited Liability Company, who executed the foregoing instrument and acknowledged before me that he/she executed the same, and who is personally known to me or produced drivers license as identification.

WITNESS my hand and official seal this 22 day of March, 2019.



*Lizbeth Ortega*  
Signature of Notary Public  
Lizbeth Ortega  
Print or Stamp

**PROPOSER INFORMATION**

Communications concerning this proposal shall be addressed to:

Company Name: Intra Logic Solutions

Social Security/Federal Tax I.D. No.: 74490

Proposer's Name (Print): Lee Mandel Title: Owner/CEO

Address: 500 East Broward Blvd.  
Suite #1710

City/State/Zip: Fort Lauderdale, FL, 33394

Phone: (954) 634-2330 Fax: (516) 799-7884

Email: Lee.m@intralogicsolutions.com

**ACKNOWLEDGEMENT OF ADDENDA**

**Instructions:** Complete Part I or Part II, Whichever Applies

**Part I:**

Proposer has examined copies of all the Contract Documents and of the following Addenda (receipt of all which is hereby acknowledged).

Addendum No: <u>1</u>	Dated: <u>2-20-19</u>
Addendum No: <u>2</u>	Dated: <u>3-06-19</u>
Addendum No: _____	Dated: _____
Addendum No: _____	Dated: _____
Addendum No: _____	Dated: _____

**Part II:**

No Addendum was received in connection with this RFP.

It is understood and agreed by Proposer that the City reserves the right to reject any and all proposals, to make awards on all items or any items according to the best interest of the City, and to waive any irregularities in the proposal or in the proposals received as a result of the RFP. It is also understood and agreed by the Proposer that by submitting a proposal, Proposer shall be deemed to understand and agree that no property interest or legal right of any kind shall be created at any point during the aforesaid evaluation/selection process until and unless a contract has been agreed to and signed by both parties.

  
Proposer's Authorized Signature

3/22/19  
Date

Lee Mandel  
Proposer's Printed Name

**PROPOSAL CONFIRMATION**

In accordance with the requirements to provide **Citywide Surveillance Camera Installation Services** pursuant to **RFP 03-06-19-10**, the undersigned submits the attached proposal.

Proposer accepts and hereby incorporates by reference in this proposal all of the terms and conditions of the scope of work, including EPA Standards, Motor Vehicle Safety Standards and required warranty and guarantee certificates.

Proposer is fully aware of the scope of work based on these requirements, the legal requirements (federal, state, county and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the work and has made such independent investigation as Proposer deems necessary.

This proposal is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Proposer has not directly or indirectly induced or solicited any other Proposer to submit a false or sham proposal; Proposer has not solicited or induced any person; firm or a corporation to refrain from proposing and Proposer has not sought by collusion to obtain for himself any advantage over any other Proposer or over City.

The Proposer shall acknowledge this Proposal by signing and completing the spaces provided. I hereby submit this Proposal Package for **Citywide Surveillance Camera Installation Services, RFP No. 03-06-19-10** to the City of Coconut Creek with the full understanding of the Request for Proposal, General Terms and Conditions, Special Terms and Conditions, Detailed Requirements, and the entire Proposal Package.

Lee Mandel  
Proposer's Name

[Signature]  
Signature

3/22/19  
Date

State of: Florida

County of: Broward

The foregoing instrument was acknowledged before me this 22 day of March, 2019, by Lee Mandel, who is (who are) personally known to me or who has produced driver's license as identification and who did (did not) take an oath.

[Signature]  
Notary Public Signature

Lizveth Ortega  
Notary Name, Printed, Typed or Stamped

Commission Number: FF232997

My Commission Expires: 05/20/2019



**INDEMNIFICATION CLAUSE**

(Page 1 of 1)

The parties agree that one percent (1%) of the total compensation paid to Contractor for the work of the contract shall constitute specific consideration to Contractor for the indemnification to be provided under the Contract. The Contractor shall indemnify and hold harmless the City Commission, the City of Coconut Creek, and its agents and employees from and against all claims, damages, losses and expenses including attorney's fees arising out of or resulting from the performance of the work provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom, and (2) is caused in whole or in part by any negligent act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

In any and all claims against the City, or any of their agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under this Paragraph shall not be limited in any way by any limitation on this amount or type of damages compensation or benefits payable by or for the Contractor or any subcontractor under Workers' Compensation Acts, Disability Benefit Acts or other Employee Benefit Acts. Nothing in this section shall affect the immunities of the City pursuant to Chapter 768, Florida Statutes, as amended from time to time, nor shall it constitute an agreement by the City to indemnify Contractor, its officers, employers, subcontractors or agents against any claim or cause of action. This section shall not be construed as consent to be sued by any third parties in any matter arising out of this Agreement. The foregoing indemnification and release shall survive the termination of this Agreement.

Lee Mandel  
Contractor's Name

[Signature]  
Signature

3/22/19  
Date

State of: Florida

County of: Broward

The foregoing instrument was acknowledged before me this 22 day of March, 2019, by Lee Mandel, who is (who are) personally known to me or who has produced driver's license as identification and who did (did not) take an oath.

[Signature]  
Notary Public Signature

Lizveth Ortega  
Notary Name, Printed, Typed or Stamped

Commission Number: FF232997

My Commission Expires: 05/20/2019



NON-COLLUSIVE AFFIDAVIT


State of Florida )  
County of Broward )ss.

Lee Mandel being first duly sworn, deposes and says that:

- (1) He/she is the owner  
(Owner, Partner, Officer, Representative or Agent)  
of Intralogic Solutions the Proposer that has submitted the attached proposal;
- (2) He/she is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;
- (3) Such proposal is genuine and is not a collusive or sham proposal;
- (4) Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham proposal in connection with the work for which the attached proposal has been submitted; or to refrain from bidding in connection with such work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Proposer, firm or person to fix the price or prices in the attached proposal of any other Proposer, or to fix an overhead, profit, or cost elements of the proposal price or the proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed work;
- (5) The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Signed, sealed and delivered  
in the presence of:

Joseph Amadio

By: (Lee Mandel) 

Lee Mandel  
(Printed Name)

Owner  
(Title)

ACKNOWLEDGEMENT

State of Florida

County of Broward

The foregoing instrument was acknowledged before me this 22 day of March, 2019,  
by Lee Mandel, who is personally known to me or who has produced  
driver's license as identification and who did (did not) take an oath.

WITNESS my hand and official seal

  
NOTARY PUBLIC

Lizveth Ortega  
(Name of Notary Public: Print, Stamp, or  
Type as Commissioned.)



**PROPOSER'S QUALIFICATION STATEMENT**

In order to properly evaluate the proposal submittals, Proposers are expected to complete the questionnaire and include the following documentation. By attesting to this submittal, Proposer guarantees the truth and accuracy of all statements and answers herein contained.

SUBMITTED TO: City of Coconut Creek  
 Purchasing and Contracts Division  
 4800 West Copans Road  
 Coconut Creek, FL 33063

Submitted By: Intra Logic Solutions  
 Name: Lee Mandel  
 Address: 500 East Broward Blvd Suite #1710  
 City, State, Zip Fort Lauderdale, FL 33394  
 Telephone No. (954) 634-2330  
 Fax No. (516) 799-7884

- Check One  
 Corporation  
 Partnership  
 Individual  
 Other

1. State the true, exact, correct and complete name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the Proposer is: Lee Mandel

The address of the principal place of business is: 511 Ocean Ave, Massapequa, NY 11758

2. If Proposer is a corporation, answer the following:

- a. Date of Incorporation: September 22nd 2004
- b. State of Incorporation: New York
- c. President's Name: Lee Mandel
- d. Vice President's Name: Matt Carrique
- e. Secretary's Name: ~~XXXXXXXXXX~~ N/A
- f. Treasurer's Name: N/A
- g. Name and Address of Resident Agent: None

3. If Proposer is an individual or a partnership, answer the following:

- a. Date of Organization: N/A
- b. Name, Address and Ownership Units of all Partners: N/A
- c. State whether general or limited partnership: N/A



4. If Proposer is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:

N/A

5. If Proposer is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.

6. How many years has your organization been in business under its present business name? 15

a. Under what other former name has your organization operated?

N/A

7. Indicate registration, license numbers or certificate numbers for the businesses or professions, which are the subject of this proposal. Please attach certificate of competency and/or state registration.

EF 2000 1306

8. Litigation/Judgments/Settlements/Debarments/Suspensions:  
Submit information on any pending litigation and any judgments and settlements of court cases relative to providing Citywide Surveillance Camera Installation Services that have occurred within the last three (3) years. Also indicate if your firm has been debarred or suspended from bidding or proposing on a procurement project by any government during the last five (5) years.

N/A

9. Have you ever failed to complete any work awarded to you? If so, state when, where and why?

NO.

10. List the pertinent experience of the key individuals of your organization (continue on insert sheet, if necessary).

Lee Mandel (owner) Matt Carrigue (Vice President) Richie Prvan (Director of Sales) Resumes Attached

11. State the name of the individual(s) and titles who will personally supervise the work:

Joseph Amodio (Project Manager) Dennis Amodio (Project Manager) Lee Mandel (owner) (Resume Attached)

12. State the name and address of the attorney, if any, for the business of the Proposer: \_\_\_\_\_

none.

13. State the names and addresses of all businesses and/or individuals who own an interest of more than five percent (5%) of the Proposer's business and indicate the percentage owned of each such business and/or individual: N/A

14. State the names, addresses and the type of business of all firms that are partially or wholly owned by Proposer: N/A

15. State the name of Surety Company which will be providing the bond, and the name and address of agent: J. Bond Insurance Agency

745 12th Street Suite F, Paso Robles, CA 93446

16. List the following information concerning all Proposer's contracts in progress as of the date of submission and completed projects over the last five (5) years. (In case of any co-venture, list the information for all co-ventures.)

<u>Name of Project</u>	<u>Owner</u>	<u>Total Contract Value</u>	<u>Contracted Date of Completion</u>	<u>% of Completion to Date</u>
<u>none.</u>				

17. Have you personally inspected the site of the proposed work? Yes  No

18. Do you have a complete set of documents, including drawings and addenda, if applicable?

Yes  No

19. Did you attend the mandatory pre-proposal meeting and site inspection if any such meetings was held?

Yes  No  No Meeting Held

The Proposer acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by City in awarding the contract and such information is warranted by Proposer to be true. The discovery of any omission or misstatement that materially affects the Proposer's qualifications to perform under the contract shall cause the City to reject the proposal, and if after the award, to cancel and terminate the award and /or contract.



\_\_\_\_\_  
Proposer's Signature

3-22-19

\_\_\_\_\_  
Date

**ACKNOWLEDGEMENT  
PROPOSER'S QUALIFICATION STATEMENT**

State of Florida

County of Broward

On this the 22 day of March, 2019, before me, the undersigned Notary Public of the State of Florida, Personally appeared

Lee Mandel and  
(Name(s) of individual(s) who appeared before notary)

whose name(s) is/are Subscribed to within the instrument, and he/she/they acknowledge that he/she/they executed it.

WITNESS my hand and official seal.

NOTARY PUBLIC

SEAL OF OFFICE:



Lizbeth Ortega  
NOTARY PUBLIC, STATE OF FLORIDA

Lizbeth Ortega  
(Name of Notary Public: Print, Stamp, or Type as Commissioned)

- Personally known to me, or
- Produced identification

driver's license  
(Type of Identification Produced)

- DID take an oath, or
- DID NOT take an oath

**DRUG-FREE WORKPLACE FORM**

The undersigned vendor in accordance with Section 287.087, Florida Statutes as may be amended from time to time, hereby certifies that Intra logic Solutions does:  
(Name of Business)

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of *Florida Statutes*, Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

  LZ    
Proposer's Signature

Intra logic Solutions  
Company Name

3-22-19  
Date

**SWORN STATEMENT  
ON PUBLIC ENTITY CRIMES  
UNDER FLORIDA STATUTES CHAPTER 287.133(3)(a).**

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

1. This sworn statement is submitted with RFP No. 03-06-19-10 for Citywide Surveillance Camera Installation Services.
2. This sworn statement is submitted by Intralogic Solutions (name of entity submitting sworn statement) whose business address is 300 East Broward Blvd #1710, Fort Lauderdale FL 33304 and (if applicable) its Federal Employer Identification Number (FEIN) is 16 00044. (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: \_\_\_\_\_.)
3. My name is Lee Mendel and my  
(Please print name of individual signing)  
relationship to the entity named above is owner.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, 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.
5. I understand that a "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.
6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, includes but is not limited to:
  1. A predecessor or successor of a person convicted of a public entity crime: or
  2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those 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 thirty-six (36) months shall be considered an affiliate.
7. 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, who are active, or who have been active, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity within the last five (5) years of this sworn statement.

8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **Please check all statements that are applicable.**

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

The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (Please indicate which additional statement applies.)

There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

9. Based on information and belief, the statement that I have marked below is true in relation to the entity submitting this sworn statement. **Please check if statement is applicable.**

The person or affiliate has not been placed on the convicted vendor list.  
(If the box is not checked, please describe any action taken by or pending with the Department of General Services.)

10. The herein sworn statement shall be subject to and incorporate all the terms and conditions contained in Section 287.133 of the Florida Statutes.

11. Conviction of a public entity crime shall be cause for disqualification.

Lee Mandel  
Proposer's Name

[Signature]  
Signature

Date: 3-22-19

State of: Florida

County of: Boward

The foregoing instrument was acknowledged before me this 22 day of March, 2019, by Lee Mandel, who is (who are) personally known to me or who has produced driver's license as identification and who did (did not) take an oath.

[Signature]  
Notary Public Signature

Lizveth Ortega  
Notary Name, Printed, Typed or Stamped

Commission Number: FF232997

My Commission Expires: 05/20/2019







**SCRUTINIZED COMPANIES  
CERTIFICATION PURSUANT TO  
FLORIDA STATUTE § 215.4725 AND § 215.473**

I, Lee Maudel, on behalf of Intralogic Solutions,  
Print Name Company Name

certifies that Intralogic Solutions does not:  
Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel list; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Cuba or Syria.

LL  
Signature

Owner  
Title

(516) 313-7816  
Phone

3-22-19  
Date



# BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000

**VALID OCTOBER 1, 2018 THROUGH SEPTEMBER 30, 2019**

**DBA:**  
**Business Name:** INTRALOGIC SOLUTIONS

**Receipt #:** 181-272855  
**Business Type:** ELECTRICAL/ALARMS/CONTRACTOR

**Owner Name:** LEE ERIC MANDEL  
**Business Location:** 500 EAST BROWARD BLVD STE 171 (State/County/Cert/Reg: EF20001306)  
FT LAUDERDALE  
**Business Phone:** 954-634-2330

**Business Opened:** 10/26/2015  
**Exemption Code:**

**Rooms**                      **Seats**                      **Employees**                      **Machines**                      **Professionals**  
5

For Vending Business Only						
Number of Machines:			Vending Type:			
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
27.00	0.00	0.00	2.70	0.00	0.00	29.70

## THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

### THIS BECOMES A TAX RECEIPT

### WHEN VALIDATED

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

### Mailing Address:

LEE ERIC MANDEL  
504 HICKSVILLE RD  
MASSAPEQUA, NY 11758

**Receipt #10A-18-0000076**  
**Paid 10/15/2018 29.70**

## 2018 - 2019

# BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

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**Receipt #10A-18-0000076**  
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RICK SCOTT, GOVERNOR

JONATHAN ZACHEM, SECRETARY



**STATE OF FLORIDA**  
**DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**ELECTRICAL CONTRACTORS LICENSING BOARD**

THE ALARM SYSTEM CONTRACTOR I HEREIN IS CERTIFIED UNDER THE  
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

**MANDEL, LEE ERIC**

INTRALOGIC SOLUTIONS INC.  
500 EAST BROWARD BLVD.  
SUITE 1710  
FORT LAUDERDALE FL 33394

**LICENSE NUMBER: EF20001306**

**EXPIRATION DATE: AUGUST 31, 2020**

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, that we, Intralogic Solutions Inc.

as Principal and Contractor, and Platte River Insurance Company

hereinafter called Surety, are held and firmly bound unto City of Coconut Creek, a political subdivision of the State of Florida, and represented by its City Manager, in the sum of five percent (5%) of the total amount bid of:

Five Percent of Bid Amount Thirty Six Thousand Nine Hundred Fifty Seven Dollars and Forty one Cents \$36,957.41  
(Written Dollar Amount)

dollars (~~\$5% of bid amount~~) lawful money of the United States of America, for the payment of which well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally by these presents.

WHEREAS, the Principal contemplates submitting or has submitted, a bid to the City of Coconut Creek for the furnishing of all labor, materials (except those to be specifically furnished by the City), equipment, machinery, tools, apparatus, means of transportation for, and the performance of the work covered in the bid and the detailed Drawings and Specifications, entitled:

Citywide Surveillance Camera Installation Services  
RFP No. 03-06-19-10

WHEREAS, it was a condition precedent to the submission of said bid that a cashier's check, certified check, or bid bond in the amount of five percent (5%) of the Base Bid be submitted with said bid as a guarantee that the Bidder would, if awarded the Contract, enter into a written Contract with the City for the performance of said Contract, within ten (10) consecutive calendar days after written notice having been given of the award of the Contract.

NOW, THEREFORE, the conditions of this obligation are such that if the Principal within ten (10) consecutive calendar days after written notice of such acceptance, enters into a written Contract with the City of Coconut Creek and furnishes the Performance and Payment Bonds, each in an amount equal to one hundred percent (100%) of the awarded bid, satisfactory to the City, then this obligation shall be void; otherwise the sum herein stated shall be due and payable to the City of Coconut Creek and the Surety herein agrees to pay said sum immediately upon demand of the City in good and lawful money of the United States of America, as liquidated damages for failure thereof of said Principal.

IN WITNESS WHEREOF, the said Intralogic Solutions Inc.  
as Principal herein, has caused these presents to be signed in its name by its \_\_\_\_\_  
\_\_\_\_\_ and attested by its \_\_\_\_\_  
\_\_\_\_\_ under its corporate seal, and the said \_\_\_\_\_  
Platte River Insurance Company as Surety herein, has caused these presents  
to be signed in its name by its \_\_\_\_\_ Attorney-in-Fact  
\_\_\_\_\_ and attested in its name by its \_\_\_\_\_ President  
\_\_\_\_\_ under its corporate seal, this 22nd day of March A.D.,  
2019.

Signed, sealed and delivered  
in the presence of:

Joseph Amodio

As to Principal

PRINCIPAL: Intralogic Solutions Inc.

BY: LM

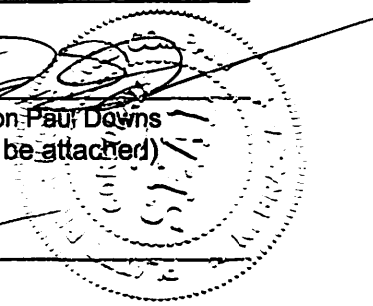
NAME: Lee Mandel

Platte River Insurance Company  
Surety

BY: [Signature]  
Attorney-in-Fact - Jason Paul Downs  
(Power-of-Attorney to be attached)

BY: [Signature]  
Resident Agent

[Signature]  
As to Surety





PLATTE RIVER INSURANCE COMPANY  
POWER OF ATTORNEY

41376853

KNOW ALL MEN BY THESE PRESENTS, That the PLATTE RIVER INSURANCE COMPANY, a corporation of the State of Nebraska, having its principal offices in the City of Middleton, Wisconsin, does make, constitute and appoint

JASON PAUL DOWNS

its true and lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf, as surety, and as its act and deed, any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of

-----ALL WRITTEN INSTRUMENTS N AN AMOUNT NOT TO EXCEED:\$20,000,000-----

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of PLATTE RIVER INSURANCE COMPANY at a meeting duly called and held on the 8th day of January, 2002.

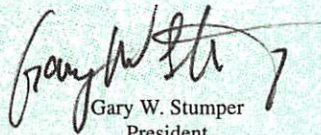
“RESOLVED, that the President, and Vice-President, the Secretary or Treasurer, acting individually or otherwise, be and they hereby are granted the power and authorization to appoint by a Power of Attorney for the purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, one or more vice-presidents, assistant secretaries and attorney(s)-in-fact, each appointee to have the powers and duties usual to such offices to the business of the company; the signature of such officers and the seal of the Corporation may be affixed to such power of attorney or to any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Corporation in the future with respect to any bond or undertaking or other writing obligatory in the nature thereof to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any of said officers, at any time.”

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner – Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

IN WITNESS WHEREOF, the PLATTE RIVER INSURANCE COMPANY has caused these presents to be signed by its officer undersigned and its corporate seal to be hereto affixed duly attested, this 27th day of July, 2015.

Attest:

  
Gary W. Stumper  
President  
Surety & Fidelity Operations




PLATTE RIVER INSURANCE COMPANY

  
Stephen J. Sills  
CEO & President

STATE OF WISCONSIN } s.s.:  
COUNTY OF DANE

On the 27th day of July, 2015 before me personally came Stephen J. Sills, to me known, who being by me duly sworn, did depose and say: that he resides in the County of New York, State of New York; that he is President of PLATTE RIVER INSURANCE COMPANY, the corporation described herein and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.



  
David J. Regele  
Notary Public, Dane Co., WI  
My Commission Is Permanent

STATE OF WISCONSIN } s.s.:  
COUNTY OF DANE

CERTIFICATE

I, the undersigned, duly elected to the office stated below, now the incumbent in PLATTE RIVER INSURANCE COMPANY, a Nebraska Corporation, authorized to make this certificate, DO HEREBY CERTIFY that the foregoing attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at the City of Middleton, State of Wisconsin this 22<sup>nd</sup> day of March, 2015.



  
Antonio Celii  
Secretary



## ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

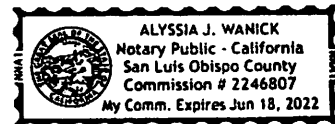
State of California  
County of San Luis Obispo )

On 3/22/2019 before me, Alyssia Jeanne Wanick  
(insert name and title of the officer)

personally appeared Jason Paul Downs,  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Alyssia Jeanne Wanick (Seal)



March 22, 2019

To Whom It May Concern:

Please be advised that Bid Bond 4136853 has been granted by Platte River Insurance Company & J. Bond Insurance Agency Inc. to Intralogic Solutions Inc. for the City of Coconut Creek's Citywide Surveillance Cameral Installation Services Bid (RFP No. 03-06-19-10).

Due to the scope and length of the project, it will be necessary to use annual bond forms with no penalty for nonrenewal should Intralogic Solutions Inc. be awarded the Project. The City of Coconut Creek can supply proper bond forms or standard bond forms can be provided by Platte River Insurance Company.

Should you have any questions, you can contact me directly at 805-738-5251 or via email at [jason@jbondins.com](mailto:jason@jbondins.com).

Sincerely,

A handwritten signature in black ink, appearing to read "J. Downs", with a long, sweeping horizontal line extending to the right.

Jason Downs

945 12<sup>th</sup> Street Suite F  
Paso Robles, CA 93446  
Phone: 877-426-6396  
Fax: 888-308-4797



CITY OF COCONUT CREEK

FINANCE AND ADMINISTRATIVE SERVICES  
PURCHASING AND CONTRACTS DIVISION  
4800 WEST COPANS ROAD  
COCONUT CREEK, FLORIDA 33063

ADDENDUM NO. 1

February 20, 2019

RFP No.: 03-06-19-10  
RFP Name: Citywide Surveillance Camera Installation Services  
Due Date/Time: Tuesday, March 19, 2019 at 10:00 a.m. EST

Our records indicate that your firm is in receipt of proposal documents for the Citywide Surveillance Camera Installation Services project. This Addendum is hereby made part of the proposal documents and shall be included with all contract documents.

Note: Words underlined and **bold** are additions, words ~~marked through~~ are deletions

The following information is being transmitted to change the Schedule of Events:

Event	Date
RFP Available	02/03/19
Mandatory Pre-Proposal Meeting and Site Inspection	02/13/19 @ 10:00 a.m.
Last Date of Receipt of Questions	<del>02/20/19</del> <b>3/6/19 @ 5:00 p.m.</b>
Last Date of Receipt of Request for Approved Equals Form	<del>02/20/19</del> <b>3/6/19 @ 5:00 p.m.</b>
Addendum Release (if required)	02/26/19
Proposals Due	<del>03/06/19</del> <b>3/19/19 @ 10:00 a.m.</b>
Compliance Review	03/07/19 - 03/18/19
Selection Committee Evaluations/Short List	03/18/19 - 03/21/19
Oral Interviews/Selection of 1 <sup>st</sup> Ranked Proposer	03/26/19 - 04/02/19
Contract Negotiations with 1 <sup>st</sup> Ranked Proposer	04/03/19 - 04/10/19
Commission Award of Contract	05/09/19

This addendum acknowledgment sheet must be submitted electronically with your response through the eBid System by the due date and time indicated above. Failure to return this sheet may disqualify Proposer.

LL \_\_\_\_\_ 3/22/19  
Proposer's Signature Date

Intralogic Solutions

Company Name  
500 East Broward Blvd. Suite #1710, Fort Lauderdale, FL 33394

Company Address

( 954 ) 634-2330 ( 516 ) 799-7884  
Phone Number Fax Number

Shenise Truesdell  
Purchasing Analyst



**FINANCE AND ADMINISTRATIVE SERVICES  
PURCHASING AND CONTRACTS DIVISION**

4800 WEST COPANS ROAD  
COCONUT CREEK, FLORIDA 33063

**ADDENDUM NO. 2**

March 14, 2019

RFP No.: 03-06-19-10  
RFP Name: Citywide Surveillance Camera Installation Services  
Due Date/Time: Tuesday, March 27, 2019 at 10:00 a.m. EST

Our records indicate that your firm is in receipt of proposal documents for the Citywide Surveillance Camera Installation Services project. This Addendum is hereby made part of the proposal documents and shall be included with all contract documents.

Note: Words underlined and **bold** are additions, words ~~marked through~~ are deletions.

1. The following information is being transmitted to change the Schedule of Events:

<b>Event</b>	<b>Date</b>
RFP Available	02/03/19
Mandatory Pre-Proposal Meeting and Site Inspection	02/13/19 @ 10:00am
Last Date of Receipt of Questions	03/06/19 @ 5:00 p.m.
Last Date of Receipt of Request for Approved Equals Form	03/06/19 @ 5:00 p.m.
Addendum Release (if required)	03/14/19
Proposals Due	03/27/19 @ 10:00am
Compliance Review	03/27/19 - 04/08/19
Selection Committee Evaluations/Short List	04/08/19 - 04/18/19
Oral Interviews/Selection of 1 <sup>st</sup> Ranked Proposer	04/18/19 - 04/25/19
Contract Negotiations with 1 <sup>st</sup> Ranked Proposer	04/29/19 - 05/06/19
Commission Award of Contract	06/13/19

2. The following attachments have been uploaded to the eBid System to address vendor questions regarding the specifications:

- **“Security Camera Count and Locations”**
- **“Questions and Answers Submitted at Site Visit”**
- **Windmill Park Conduits Plan Sheets**

3. The following information is being added and shall be included in the original proposal submittal.

- **Bid Bond**
- **Payment Bond**
- **Performance Bond**

This addendum acknowledgment sheet must be submitted electronically with your response through the eBid System by the due date and time indicated above. Failure to return this sheet may disqualify Proposer.

LL

Proposer's Signature

3-22-19

Date

**Intralogic Solutions**

Company Name

500 East Broward Blvd Suite #1710, Fort Lauderdale, FL 33394

Company Address

( 954 ) 634-2330

Phone Number

( 561 ) 799-7884

Fax Number

Shenise Truesdell  
Purchasing Analyst

IntraLogic Solutions Inc.  
City of Coconut Creek RFP#03-06-19-10 Pricing

Site	Existing Cameras	New Cameras	Total Cameras	Base Price w/ Installation*	Optional Infrastructure				Grand Total
					Boring	Electrical	Poles	Fiber	
City Hall/ City Hall Complex	2	13	15	\$ 32,692.86	\$ -	\$ -	\$ -	\$ -	\$ 32,692.86
PW EOC Facility	30	3	33	\$ 9,704.98	\$ -	\$ -	\$ -	\$ -	\$ 9,704.98
Police Department	4	18	22	\$ 41,449.64	\$ -	\$ -	\$ -	\$ -	\$ 41,449.64
Utilities and Engineering	14	13	27	\$ 28,668.86	\$ -	\$ -	\$ -	\$ -	\$ 28,668.86
Cypress Park	2	2	4	\$ 10,427.92	\$ 8,981.06	\$ 6,389.74	\$ 4,806.80	\$ 3,864.74	\$ 34,470.26
Community Center	2	13	15	\$ 35,714.00	\$ -	\$ 14,368.00	\$ 4,806.80	\$ -	\$ 54,888.80
Donaldson Park	2	4	6	\$ 15,657.88	\$25,437.52	\$ 5,899.00	\$ -	\$ 3,659.30	\$ 50,653.70
Lakeside Park	2	6	8	\$ 20,141.84	\$10,244.28	\$ 9,740.00	\$ 4,806.80	\$ -	\$ 44,932.92
Recreation Complex	2	10	12	\$ 28,231.80	\$ -	\$ 13,296.00	\$ -	\$ -	\$ 41,527.80
Sabal Pines Park	8	12	20	\$ 48,585.60	\$ 9,352.14	\$ 17,020.52	\$ -	\$ -	\$ 74,958.26
Winston Park	2	6	8	\$ 21,137.84	\$14,856.38	\$ 6,648.38	\$ 4,806.80	\$ -	\$ 47,449.40
Gerber Park	2	5	7	\$ 17,497.86	\$15,674.52	\$ 19,500.00	\$ 7,336.80	\$ 3,813.38	\$ 63,822.56
Fire Station 50	6	1	7	\$ 15,618.86	\$ -	\$ -	\$ -	\$ -	\$ 15,618.86
Hilton Road Water Tank	0	5	5	\$ 13,536.90	\$ 7,862.92	\$ -	\$ 9,866.00	\$ -	\$ 31,265.82
Windmill Park	0	16	16	\$ 40,276.68	\$ -	\$ 16,780.00	\$ -	\$ -	\$ 57,056.68
Lift Station #12	0	2	2	\$ 5,693.96	\$ -	\$ 3,281.24	\$ -	\$ -	\$ 8,975.20
Lift Station #20	0	2	2	\$ 5,693.96	\$ -	\$ 3,638.54	\$ -	\$ -	\$ 9,332.50
Fire Station 94 (See Note E)	0	4	4	\$ 9,734.98	\$ -	\$ -	\$ -	\$ -	\$ 9,734.98
Server Infrastructure	0	0	0	\$ 33,460.00	\$ -	\$ -	\$ -	\$ -	\$ 33,460.00
Installation Overhead	0	0	0	\$ 48,484.04	\$ -	\$ -	\$ -	\$ -	\$ 48,484.04
<b>GRAND TOTAL</b>	<b>78</b>	<b>135</b>	<b>213</b>	<b>\$ 482,410.46</b>	<b>\$92,408.82</b>	<b>\$ 116,561.42</b>	<b>\$ 36,430.00</b>	<b>\$ 11,337.42</b>	<b>\$ 739,148.12</b>

**Injectors, Surge Protection, & Misc. Hardware**

**Note A:** Price include Bid, Performance, Payment Bond. Significant savings can be gained by no bond being required.

**Note B:** IntraLogic can provide hourly labor as per the request in section 5.1 at a rate of:

- \$95 / Hour for Level 1
- \$120 / Hour for Level 2
- \$155/ Hour for Level 3

**Note C:** Pricing for infrastructure has been broken out as noted in Question and Answer Tab in RFP. Grand total pricing below is broken out as an option, if decisions are made to exclude infrastructure requirements.

**Note D:** On "Line Items" Tab in online submission, Sabal Pines Park is listed twice in section 2.18 and 2.19. We filled out 2.18 and left 2.19 Blank with a note.

**Note E:** Fire Station 94 as per the RFP on page 50/58 There are 3 Exterior & 1 Interior Cameras noted. On "Line Items" Tab in online submission, section 2.17 there is only a response for the 3 Exterior Cameras. As per our pricing the additional 1 camera will cost: \$2433.74. This is included in this document however was not included in the online submission See "BASE CAMERA PRICE" below.

<b>BID SUMMARY</b>	
<b>Base Camera Price (See Note E)</b>	<b>\$ 400,466.42</b>
<b>Server Infrastructure</b>	<b>\$ 33,460.00</b>
<b>Installation Overhead</b>	<b>\$ 48,484.04</b>
<b>Infrastructure</b>	<b>\$ 256,737.66</b>
<b>Grand Total</b>	<b>\$ 739,148.12</b>

# COCONUT CREEK

## REQUEST FOR PROPOSALS



## CITYWIDE SURVEILLANCE CAMERA INSTALLATION SERVICES

RFP NO. 03-06-19-10

PURCHASING AND CONTRACTS DIVISION  
4800 WEST COPANS ROAD, COCONUT CREEK, FLORIDA 33063  
eBid System: [www.coconutcreek.net/purchasing](http://www.coconutcreek.net/purchasing)

**CITY OF COCONUT CREEK  
CITYWIDE SURVEILLANCE CAMERA INSTALLATION SERVICES  
RFP NO. 03-06-19-10**

**TABLE OF CONTENTS**

<b>SECTION</b>	<b>PAGE</b>
<b>Legal Notice / Request for Proposals</b> .....	NTP
<b>I. General Terms and Conditions</b>	
1. Defined Terms .....	1
2. Cone of Silence .....	2
3. Bid Forms .....	3
4. Sub-Contractors.....	3
5. Qualifications of Bidders .....	3
6. Specifications.....	3
7. Addendum .....	4
8. Prices Bid .....	4
9. Examination of Bid Documents .....	5
10. Modification and Withdrawal of Bids .....	5
11. Submission and Receipt of Bids.....	5
12. Acceptance or Rejection of Bids .....	5
13. Opening of Bids .....	6
14. Award of Contract.....	6
15. Contractual Agreement.....	6
16. Taxes.....	6
17. Estimated Quantities/Warranties of Usage.....	7
18. Samples and Demonstrations .....	7
19. Delivery.....	7
20. Verbal Instructions Procedure .....	7
21. References .....	7
22. Costs Incurred by Bidders.....	7
23. Permits, Fees, and Notices (If Applicable) .....	7
24. Penalties for Misrepresentation.....	7
25. Restriction on Disclosure and Use of Data.....	7
26. Exceptions to the Bid .....	8
27. Cancellation for Unappropriated Funds.....	8
28. Independent Contractor .....	8
29. Job Site Safety.....	8
30. Occupational Health and Safety.....	8
31. Conflict of Interest.....	9
32. Indemnity/Hold Harmless.....	9
33. Public Entity Crimes Statement.....	9
34. Public Records.....	9
35. Drug-Free Workplace Programs .....	10
36. Collusion.....	10
37. Audit Rights .....	10
38. Patent and Royalties.....	10
39. Purchase by Other Governmental Agencies .....	10
40. Assignment and Sub-Letting .....	11
41. Venue .....	11
42. Gratuities and Kickbacks .....	11

SECTION	PAGE
<b>I. General Terms and Conditions</b>	
43. Protest Process .....	11
44. Confidential and / or Proprietary Information .....	12
45. Anti-Discrimination .....	12
46. Default .....	12
<b>II. Special Terms and Conditions</b>	
1. Point of Contact .....	14
2. Non-Mandatory Pre-Proposal Meeting .....	14
3. Minimum Qualification Requirements .....	14
4. Proposal Format .....	15
5. Competency of Proposers .....	15
6. Conditions for Emergency/Hurricane Disaster .....	15
7. Performance .....	16
8. Uncontrollable Circumstances (“Force Majeure”) .....	16
9. Schedule of Events .....	16
10. Proposal Submission .....	17
11. Evaluation Method and Criteria .....	17
12. Review of Proposals for Responsiveness .....	18
13. Selection Process .....	18
14. Best and Final Offers .....	19
15. Negotiations .....	19
16. Award of Contract .....	19
17. Contract Term .....	20
18. Price .....	20
19. Cost Adjustments .....	20
20. Insurance Requirements .....	21
21. Dispute Resolution .....	22
22. Scrutinized Companies Pursuant to Section 287.135 and 217.473 .....	23
23. Inspection, Direction, and Payment .....	23
24. Request for Approved Equals .....	24
<b>III. Detailed Requirements – Scope of Services</b>	
1. General .....	25
2. Responsibility of Proposer .....	25
3. Scope of Work .....	27
4. Ongoing Maintenance and Support .....	29
5. Rates for Additional Surveillance Camera Integration .....	29
<b>IV. Required Documents</b>	
Proposal Requirements Checklist .....	32
Proposer Information .....	33
Proposal Confirmation .....	34
Schedule of Proposal Prices .....	35
Visa Card Information .....	36
Indemnification Clause .....	39
Non-Collusive Affidavit .....	40
Proposers Qualification Statement .....	42
Acknowledgement Proposers Qualification Statement .....	46
Drug-Free Workplace Form .....	47
Sworn Statement on Public Entity Crimes .....	48
Exceptions to the RFP .....	51
Non-Disclosure .....	53





## CITY OF COCONUT CREEK

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FINANCE AND ADMINISTRATIVE SERVICES

KAREN M. BROOKS, CFO

4800 WEST COPANS ROAD

COCONUT CREEK, FLORIDA 33063

February 3, 2019

### LEGAL NOTICE / REQUEST FOR PROPOSALS

The City of Coconut Creek, Florida is actively seeking proposals from qualified Proposers to provide Citywide Surveillance Camera Installation Services to the City in full accordance with the scope of services, terms, and conditions contained in this Request for Proposals (RFP).

**RFP No:** 03-06-19-10  
**RFP Name:** Citywide Surveillance Camera Installation Services  
**Mandatory Pre-Proposal Meeting and Site Inspection:** Wednesday, February 13, 2019 at 10:00 A.M. EST  
**Due Date/Time:** Wednesday, March 6, 2019 at 10:00 A.M. EST

A Cone of Silence is in effect with respect to this RFP. The Cone of Silence prohibits certain communications between potential Respondents and/or Vendors and the City. All communication regarding this RFP shall be directed to **Shenise Truesdell, Purchasing Analyst** at 954-956-1524.

Proposer must be registered on the City's eBid System in order to respond to this RFP. A complete RFP document may be downloaded for free from the eBid System as a pdf at: [www.coconutcreek.net/purchasing](http://www.coconutcreek.net/purchasing). The City is not responsible for the accuracy or completeness of any documentation the Proposer receives from **any source** other than from the eBid System.

Sealed proposals shall be submitted electronically through the eBid System on or before the due date/time stated above. Proposer is solely responsible for downloading all required documents. Responses will be electronically unsealed in a public forum and read aloud. Any proposal received after the date and time specified will not be considered. Any uncertainty regarding the time a proposal is received will be resolved against the Proposer.

A **mandatory** pre-proposal meeting and site inspection will be held at the Government Center, City Hall, 4800 West Copans Road, Coconut Creek, Florida 33063 with the City of Coconut Creek staff. Proposers or their representative(s) are required to attend. This information session presents an opportunity for the Proposers to clarify any concerns regarding proposal requirements. Questions regarding the site and scope of services will be answered and Proposers will be able to familiarize themselves with conditions that may affect the proposal price.

The attendees to the mandatory pre-proposal meeting and site inspection shall download, sign, notarize, and bring with them the Non-Disclosure Agreement that is provided in RFP No. 03-06-19-10.

**Note:** Failure to attend the mandatory pre-proposal meeting and site inspection will automatically result in your proposal not being considered and deemed nonresponsive.

Please be advised that City Hall is closed on Fridays and on holidays observed by the City. City Hall hours of operation are 7:00 a.m. to 6:00 p.m. EST, Monday through Thursday.

Karen M. Brooks  
Deputy City Manager/Chief Financial Officer  
Finance and Administrative Services

Publish Dates: Sunday, February 3, 2019  
Sunday, February 10, 2019

## SECTION I GENERAL TERMS AND CONDITIONS

THESE INSTRUCTIONS ARE STANDARD FOR ALL BID COMMODITIES/SERVICES ISSUED BY THE CITY OF COCONUT CREEK. THE CITY OF COCONUT CREEK MAY DELETE, SUPERSEDE OR MODIFY ANY OF THESE STANDARD INSTRUCTIONS FOR A PARTICULAR CONTRACT BY INDICATING SUCH CHANGE IN SPECIAL INSTRUCTIONS TO BIDDERS OR IN THE BID SHEETS. ANY AND ALL SPECIAL TERMS AND CONDITIONS THAT MAY VARY FROM THE GENERAL TERMS AND CONDITIONS SHALL HAVE PRECEDENCE. BIDDER AGREES THAT THE PROVISIONS INCLUDED WITHIN THIS INVITATION FOR BIDS SHALL PREVAIL OVER ANY CONFLICTING PROVISION WITHIN ANY STANDARD FORM CONTRACT OF THE BIDDER REGARDLESS OF ANY LANGUAGE IN BIDDER'S CONTRACT TO THE CONTRARY.

### INSTRUCTIONS TO BIDDERS:

#### 1. **Defined Terms**

Terms used in this contract document are defined and have the meaning assigned to them. The City will use the following definitions in its general terms and conditions, special terms and conditions, technical specifications, instructions to bidders, addenda and any other document used in the bidding process. The terms may be used interchangeably by the City: IFB or RFP; Bid or Proposal; Bidder, Proposer, or Seller; Contractor or Consultant; Contract, Award, Agreement or Purchase Order.

**Bid:** A price and terms quote received in response to an IFB.

**Bidder:** Person or firm submitting a bid directly to the City as distinct from a sub-contractor, who submits a bid to the Bidder.

**City:** Refers to the City of Coconut Creek, a municipal corporation of the State of Florida.

**Change Order:** A written signed and approved document by the City Manager or designee ordering a change in the contract price or contract time or a material change in work.

**Contractor:** Successful Bidder or Proposer who is awarded a purchase order, award contract, blanket purchase order agreement, or term contract to provide goods or services to the City. Also referred to as the "Successful Bidder".

**Contract:** A deliberate verbal or written agreement between two (2) or more competent parties to perform or not to perform a certain act or acts, including all types of agreements, regardless of what they may be called, for the procurement or disposal of

equipment, materials, supplies, services or construction. Contract shall be inclusive of the term "Agreement" unless stated otherwise.

**Contract Administrator:** The City will designate a Contract Administrator whose principle duties shall be liaison with awarded Proposer, coordinate all work under the contract, assure consistency and quality of awarded Proposer's performance, and schedule and conduct Contractor performance evaluations, and review and route for approval all invoices for work performed or items delivered.

**Consultant:** Successful Bidder or Proposer who is awarded a contract to provide professional services to the City.

**First Ranked Proposer:** That Proposer, responding to a City RFP, whose proposal is deemed by the City, the most advantageous to the City after applying the evaluation criteria contained in the RFP.

**Invitation for Bids (IFB):** When the City is requesting bids from qualified Bidders.

**Proposer:** Person or firm submitting a proposal.

**Proposal:** A proposal received in response to an RFP.

**Request for Proposals (RFP):** When the City is requesting proposals from qualified Proposers.

**Responsible Bidder:** A person who has the capability in all respects to perform in full the contract requirements, as stated in the bid document, and the integrity and reliability that will assure good faith performance.

**Responsive Bidder:** A person whose bid conforms in all material respects to the terms and conditions included in the bid document.

**Seller:** Successful Bidder or Proposer who is awarded a purchase order or contract to provide goods or services to the City.

**Successful Bidder:** means the best, qualified, responsible and responsive Bidder to whom the City (on the basis of City's evaluation as hereinafter provided) makes an award

## 2. Cone of Silence

2.1 "Cone of Silence" means a prohibition on any communication regarding a particular Request for Proposals (RFP), Request for Qualifications (RFQ), Invitation for Bid (IFB), or other competitive solicitation between:

- (a) Any person who seeks an award therefrom, including a potential vendor or vendor's representative, and
- (b) The City Commission, City Attorney, City Manager, and all City employees, and any non-employees appointed to evaluate or recommend selection in such procurement process.

The Cone of Silence shall not apply to communications with the Procurement Official to obtain clarification or information concerning the subject solicitation. Any such contact with anyone other than the Procurement Official may be considered grounds for disqualification. The City shall not be responsible for oral interpretations given by any City employee or its representative. For purposes of this section, "vendor's representative" means an employee, partner, director, or officer of a potential vendor, or consultant, lobbyist, or actual or potential subcontractor or subconsultant of a vendor, or any other individual acting through or on behalf of any person seeking an award.

2.2 The Cone of Silence shall be applicable to each RFP, RFQ, IFB, or other competitive solicitation during the solicitation and review of responses. At the time of issuance of the solicitation, the Procurement Official shall include in any advertisement and public

solicitation for goods and services a statement disclosing the requirements of this section.

2.3 The Cone of Silence shall terminate at the time the City awards or approves a contract, votes to reject all bids or responses, or otherwise takes action which ends the solicitation and review process.

2.4 Nothing contained herein shall prohibit any potential vendor or vendor's representative from:

- (a) Making public presentations at duly noticed pre-bid conferences or at meetings before a duly noticed Selection Committee;
- (b) Communicating with the City Commission during any duly noticed public meeting;
- (c) Communicating verbally or in writing with any City employee or official for the limited purpose of seeking clarification or additional information, when such employee is specifically designated in the applicable RFP, RFQ, IFB, or other competitive solicitation documents;
- (d) Communicating in writing with the Procurement Official or other staff person specifically designated in the procurement document.

The potential vendor or vendor's representative shall deliver a copy of any such written communication to the Office of the City Clerk, who shall make copies available to the public upon request. The written communication shall include a reference to the RFP, RFQ, IFB, or other competitive bid document number.

2.5 Any violation of this rule shall be investigated by the Procurement Official and the City Attorney's Office and/or the City Manager's Office and may result in disqualification of said violating potential vendor or any recommendation for award, or any RFP award, or IFB, or RFQ award to said violating potential vendor or vendor's representative being deemed void or voidable. The potential vendor or vendor's representative determined to have violated this rule, shall be subject to penalties up to and including

debarment. In addition, to any other penalty provided by law, violation of this rule by a City employee shall subject the employee to disciplinary action up to and including termination.

### 3. Bid Forms

- 3.1 Solicitations downloaded from the eBid System shall not contain any alteration to the document posted other than entering data in spaces provided or including attachments as necessary. By submission of a response, Bidder affirms that no alteration of any kind has been made to this solicitation.
- 3.2 The bid forms must be used by the Bidder. Failure to do so may cause the bid to be rejected. The forms shall be submitted in good order and all blanks must be completed.
- 3.3 The bid forms shall be signed by one duly authorized to do so and in cases where the bid is signed by a deputy or subordinate, the principal's proper written authority to such deputy or subordinate must accompany the bid.
- 3.4 Bids by corporations must be executed in the corporate name by the President or other corporate officers accompanied by evidence of authority to sign.
- 3.5 Bids by partnerships must be executed in the partnership name and signed by a general partner whose title must appear under the signature.

### 4. Sub-Contractors

- 4.1 Sub-Contractors Terms  
The Contractor agrees to bind specifically every sub-contractor to the applicable terms and conditions of the contract documents for the benefit of the City.
- 4.2 Sub-Contractors Agreement  
All work performed for the Contractor by a sub-contractor shall be pursuant to an appropriate agreement between the Contractor and the sub-contractor.

### 5. Qualifications of Bidders

- 5.1 Bids will only be considered from firms normally engaged in providing the types of commodities/services specified

herein. The City reserves the right to inspect the Bidder's facilities, equipment, personnel, and organization at any time, or to take any other action necessary to determine Bidder's ability to perform. The Purchasing Official reserves the right to reject bids where evidence or evaluation is determined to indicate inability to perform.

- 5.2 No bid will be accepted from, nor will any contract be awarded to any person who is in arrears to the City, upon any debt or contract, or who is a defaulter, as surety or otherwise, upon any obligation to City, or who is deemed responsible or unreliable by the City.
- 5.3 As part of the bid evaluation process, City may conduct a background investigation including a record check by the Coconut Creek Police Department. Bidder's submission of a bid constitutes acknowledgment of the process and consent to such investigation. City shall be the sole judge in determining Bidder's qualifications.

### 6. Specifications

- 6.1 The apparent silence of the Specifications as to any detail, or the apparent omission from the Specifications of a detailed description concerning any point, shall be regarded as meaning that only material and workmanship of the finest quality are to be used. All interpretations of the Specifications shall be made on the basis of this statement.
- 6.2 For the purpose of evaluation, the Bidder must indicate any variance or exceptions to the stated Specifications no matter how slight. Deviations should be explained in detail. Absence of variations and/or corrections will be interpreted to mean that the Bidder meets all the Specifications in every respect.
- 6.3 Any manufacturers' names, trade names, brand names, information and/or catalog numbers used herein are for the purpose of describing and establishing a general standard of quality, performance and characteristics and are not intended to limit or restrict competition. The Bidder

may offer any brand which meets or exceeds the Specifications for any item(s). If bids are based on equivalent products, indicate on the Bid Form the manufacturer's name and catalog number. Bidder shall submit with his bid complete and descriptive literature and/or specifications. The Bidder should also explain in detail the reason(s) why and submit proof that the proposed equivalent will meet the Specifications and not be considered an exception thereto. The determination of equivalency shall rest solely with the City. If Bidder fails to name a substitute, it will be assumed that Bidder is bidding on and will be required to furnish commodities identical to bid standards.

- 6.4 If the model number for the make specified in the bid document is incorrect, or no longer available and replaced with an updated model with new specifications, the Bidder shall enter the correct model number on the bid form. In the case of an updated model with new specifications, Bidder shall provide adequate information to allow the City to determine if the model bid meets the City's requirements.

## **7. Addendum**

- 7.1 If the Bidder should be in doubt as to the meaning of any of the bid documents, or is of the opinion that the plans and/or specifications contains errors, contradictions or reflect omissions, Bidder shall submit a written request directed to the Purchasing and Contracts Division to be forwarded to the appropriate person or department for interpretations or clarification. Interpretations or clarifications deemed necessary by the Purchasing and Contracts Division in response to such questions will be issued on official addendum.
- 7.2 The issuance of written addendum is the only official method whereby interpretation, clarification, changes or additional information can be given. If any addendum is issued, the City will attempt to notify all known prospective Bidders. Addenda to the solicitation will be posted on the eBid System. It is the Bidder's responsibility to check the eBid System or contact the Purchasing Official prior to the bid submittal

deadline to ensure that the Bidder has a complete, up-to-date package.

## **8. Prices Bid**

- 8.1 Prices shall be shown in both unit amounts and extensions whenever applicable. In the event of discrepancies existing between unit amounts and extension or totals, unit amounts shall govern.
- 8.2 Discrepancies in the multiplication of units of work and unit prices will be resolved in favor of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.
- 8.3 All applicable discounts shall be included in the bid price for materials and services and will be considered as determining factors in recommending an award in case of tie bids. Discounts extended to City shall include but not be limited to those discounts normally extended to governmental agencies as well as the private sector.
- 8.4 Chain discounts are not acceptable and will not be considered in determining an award. Bidders may bid only one (1) discount for each item on the bid form. Firm discounts and prices are to be quoted for the term of the contract.
- 8.5 Bidder warrants by virtue of bidding that prices, terms and conditions in the bid will be firm for acceptance for a period of ninety (90) calendar days from the date of bid opening unless otherwise stated by the City.
- 8.6 The bid price shall include all permit fees, royalties, license fees and other costs arising from the use of such design, device or materials in any way involved in the work as well as all costs of packaging, transporting and delivery to the designated location within the City of Coconut Creek.
- 8.7 All prices quoted shall be F.O.B. destination, freight prepaid (Bidder pays and bears freight charges, Bidder own goods in transit and files any claims), unless otherwise stated in Special Conditions.

## 9. Examination of Bid Documents

- 9.1 Before submitting a bid, each Bidder must (a) examine the bid documents thoroughly; (b) consider federal, state, county, and local laws, ordinances, rules and regulations that may in any manner affect cost, progress, performance, or provision of the commodities and/or services; (c) study and carefully correlate Bidder's observations with the bid documents, and (d) notify the Purchasing and Contracts Division of all conflicts, errors, and discrepancies in the bid documents. Failure to familiarize himself/herself with applicable laws will in no way relieve him/her from responsibility.
- 9.2 The submission of a bid will constitute an incontrovertible representation by Bidder that Bidder has complied with every requirement of the bid document, that without exception, the bid is premised upon performing the services and/or furnishing the commodities and materials and such means, methods, techniques, sequences or procedures as may be indicated in or required by the bid documents, and that the bid documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions of performance and furnishing of the goods and/or services.

## 10. Modification and Withdrawal of Bids

- 10.1 Proposals may be modified or withdrawn **prior** to the due date for submitting electronic proposals. Proposals may be retracted from the eBid System. Retracting a response allows the Consultant to change all or part of the response that was previously submitted. Retracting a response **does** not delete the response currently entered; however, by retracting your response, it is no longer submitted. You must click "Submit Response" on the Response Submission Tab for your retracted bid to be submitted again.
- 10.2 Withdrawal of a proposal will not prejudice the rights of a Consultant to submit a new proposal prior to the proposal opening date and time. No proposal may be withdrawn or modified

after the date of proposal opening has passed.

- 10.3 If within twenty-four (24) hours after proposals are opened, and Consultant files a duly signed, written notice with the Purchasing Office, and within five (5) calendar days thereafter demonstrates to the reasonable satisfaction of City, by clear and convincing evidence, that there was a material and substantial mistake in the preparation of its proposal, or that the mistake is clearly evident on the face of the proposal, but the intended correct proposal is not similarly evident, Consultant may withdraw its proposal and any bid security will be returned, if applicable.

## 11. Submission and Receipt of Bids

To receive consideration, bids must be received prior to the due date and time. Unless otherwise specified, Bidders should use the bid forms provided in the bid document. Any erasures or corrections on the bid must be initialed by Bidder. All information submitted by the Bidder shall be printed, typewritten or filled in with pen and ink before electronic submission. Bids shall be signed in ink. When a particular IFB or RFP requires physical copies of bids or proposals they may be included in a single envelope or package properly sealed and identified. Bids will be electronically unsealed in the presence of Bidders, the public, and City staff. Bidders and the public are invited and encouraged to attend bid openings, but are not required. Bids will be tabulated and made available on the eBid System for review by Bidders and the public in accordance with applicable regulations.

## 12. Acceptance or Rejection of Bids

- 12.1 Bidder warrants, by virtue of bidding, his bid and the prices quoted in his bid will be firm for acceptance by the City for a period of ninety (90) calendar days from the date of bid opening, unless otherwise stated in the bid document. However, any bid may be electronically retracted up until the time set for bid opening. Any bids not so electronically retracted shall upon opening, constitute an irrevocable offer for goods and services until accepted by City Commission Award.

12.2 A Bidder may not withdraw his bid before the expiration of ninety (90) calendar days from the date of bid opening. A Bidder may withdraw his bid after the expiration of ninety (90) calendar days from the date of bid opening by delivering written notice of withdrawal to the Purchasing Official prior to award of contract by the City of Coconut Creek.

12.3 The City reserves the right to reject the bid of any Bidder if the City believes that it would not be in the best interest of the City to make an award to that Bidder, whether because the bid is not responsive or the Bidder is unqualified or fails to meet any other pertinent standard or criteria established by the City.

12.4 The City of Coconut Creek reserves the right to waive formalities in any bid and further reserves the right to take any other action that may be necessary in the best interest of the City. The City further reserves the right to reject any or all bids, with or without cause, to waive technical errors and informalities or to accept the bid which in its judgment, best serves the City of Coconut Creek.

character, efficiency, experience, skill, ability, and business judgment of the Bidder, the quality of performance of Bidder under previous contracts, any subcontractors and other persons providing labor or materials to Bidder.

(c) Bidder's qualifications and capabilities, including but not limited to, the size, financial history, strength and stability of the business to perform the work of the contract, the possession of necessary facilities and equipment and the quality, availability and adaptability thereof to the particular use(s) required.

(d) Whether Bidder can perform the contract promptly or with the time specified without delay or interference.

(e) Previous and existing compliance by Bidder with laws, ordinances, and regulations relating to the commodities or services.

(f) Price.

14.3 If applicable, the Bidder to whom award is made shall execute a written contract prior to award by the City Commission. If the Bidder to whom the first award is made fails to enter into a contract as herein provided, the contract may be let to the next ranked Bidder who is responsible and responsive in the opinion of the City.

**13. Opening of Bids**

Responses will be electronically unsealed and publicly read aloud on the date, time, and location specified in the bid document. A tabulation will be made available on the eBid System in accordance with applicable regulations.

**14. Award of Contract**

14.1 If the contract is to be awarded, it will be awarded to the most responsible and responsive Bidder for the base bid whose evaluation by City indicates to City that the award will be in the best interests of the City and not necessarily to the lowest Bidder.

14.2 Criteria utilized by City for determining the most responsive Bidder includes, but is not limited to the following:

(a) Ability of Bidder to meet published specifications.

(b) Bidder's experience and references including, but not limited to, the reputation, integrity,

**15. Contractual Agreement**

The terms, conditions, and provisions in the bid document shall be included and incorporated in the final contract. The order of precedence will be bid document and response, contract, and general law. Any and all legal action necessary to enforce a contract will be interpreted according to the laws of Florida.

**16. Taxes**

The City of Coconut Creek is exempt from all Federal Excise and Florida Sales Taxes on direct purchase of tangible property. An exemption certificate will be provided where applicable upon request. Contractors doing business with the City shall not be exempted from paying sales tax to their suppliers for materials to fulfill contractual obligations with

the City, nor shall a Contractor be authorized to use the City's Tax Exemption Number in securing such materials.

- 17. Estimated Quantities/Warranties of Usage**  
No warranty is given or implied by the City as to any components listed in the bid document and are considered to be estimates for the purpose of information only. The City reserves the right to accept all or any part of the bid and to increase or decrease quantities of Bidder's bid to meet additional or reduced requirements of the City.
- 18. Samples and Demonstrations**  
Samples or inspection of product may be requested to determine suitability. Unless otherwise specified in the Special Terms and Conditions, samples shall be requested after the date of bid opening, and if requested should be received by the City within seven (7) working days of request. Samples, when requested, must be furnished free of expense to the City and if not used in testing or destroyed, will upon request of the Bidder, be returned within thirty (30) days of bid award at Bidder's expense. When required, the City may request full demonstrations of units prior to award. When such demonstrations are requested, the Bidder shall respond promptly and arrange a demonstration at a convenient location. Failure to provide samples or demonstrations as specified by the City may result in rejection of a bid.
- 19. Delivery**  
Time will be of the essence for any orders placed as a result of this bid document. The City reserves the right to cancel any orders, or part thereof, without obligation if delivery is not made in accordance with the schedule specified by the Bidder and accepted by the City.
- 20. Verbal Instructions Procedure**  
No negotiations, decisions, or actions shall be initiated or executed by the Contractor as a result of any discussions with any member of the City Commission or its Staff, all other City employees, and any non-employee appointed to evaluate or recommend selection in the procurement process. Only those communications which are assigned by a person designated as authorized to bind the Contractor, will be recognized by the City as duly authorized expressions on behalf of Contractors.

**21. References**

As part of the bid evaluation process, the City may conduct an investigation of references, including a record check and/or consumer affairs complaints. Bidder's submission of a bid constitutes acknowledgment of the process and consent to investigate. The City is the sole judge in determining Bidders qualifications.

**22. Costs Incurred by Bidders**

All expenses involved with the preparation/and or presentation and submission of bids to the City, or any work performed in connection therewith, shall be the sole responsibility of the Bidder(s) and shall not be reimbursed by the City.

**23. Permits, Fees and Notices (If Applicable)**

23.1 The Contractor shall at his own expense obtain all necessary permits, pay all licenses, fees and taxes, required to comply with all local ordinances, county, state and federal laws, rules and regulation applicable to business to be carried on under the contract.

23.2 All City of Coconut Creek review fees, application fees, permit fees or inspection fees are waived as per Ordinance No. 139-94. All county, state or federal fees and permits shall be applied for and paid by the Bidder as necessary. Bidder must provide City with copy(s) of valid licensing by county/city agency for this type of work.

23.3 It is the Bidder's responsibility to have and maintain appropriate Certificate(s) of Competency and submit state registration (if required) for the work to be performed and valid for the jurisdiction in which the work is to be performed for all persons (including subcontractors) working on the project for whom a Certificate of Competency is required.

**24. Penalties for Misrepresentation**

Any material misrepresentation in the Contractor's response could result in termination of the Agreement, or any other appropriate administrative sanctions and/or legal actions.

**25. Restriction on Disclosure and Use of Data**

All proposals received by the City will become the sole property of the City. Confidential financial information obtained by the City from



a Bidder is exempt from public disclosure to the extent allowed by law.

**26. Exceptions to the Bid**

Bidders must clearly indicate any exceptions they wish to take to any of the terms in this bid, and outline what alternative is being offered. The City, at its sole and absolute discretion, may accept or reject the exceptions. In cases in which exceptions are rejected, the City may require the Bidder to furnish the services or goods originally described, or negotiate an alternative acceptable to the City.

**27. Cancellation for Unappropriated Funds**

The obligation of the City for payment to a Contractor is limited to the availability of funds appropriated in a current fiscal period, and continuation of the contract into a subsequent fiscal period is subject to appropriation of funds, unless otherwise authorized by law.

**28. Independent Contractor**

The Contractor is an independent Contractor under this Agreement. Personal services provided by the Bidder shall be by employees of the Contractor and subject to supervision by the Contractor, and not as officers, employees, or agents of the City. Personnel policies, tax responsibilities, social security, health insurance, employee benefits, procurement policies unless otherwise stated in the bid document, and other similar administrative procedures applicable to services rendered under this contract shall be those of the Contractor.

**29. Job Site Safety**

The Successful Proposer shall be solely and completely responsible for conditions of the job site, including safety of all persons (including employees) and property during performance of the work. This requirement shall apply continuously and not be limited to normal working hours. Safety provisions shall conform to U.S. Department of Labor (OSHA), Florida Department of Labor (DOL), and all other applicable federal, state, county, and local laws, ordinances, codes, and regulations. Where any of these are in conflict, the more stringent requirement shall be followed. The Successful Proposer's failure to thoroughly familiarize himself with the aforementioned safety provisions shall not relieve him from compliance with the obligations and penalties set forth therein.

The City reserves the right, but is not obligated to make safety inspections at any time the

Successful Proposer is on City property and to ensure safety rules are not being violated.

**30. Occupational Health and Safety**

In compliance with Title 29 *CFR (Code of Federal Regulations)*, Section 1910.1200, any Hazardous Chemical items which are delivered from a Contract resulting from this Proposal must be accompanied by a Material Safety Data Sheet (MSDS). The MSDS sheets must be maintained by the user agency and must include the following information:

- a) The chemical name and the common name of the toxic substance.
- b) The hazards or other risks in the use of the toxic substance, including:
  - 1) The potential for fire, explosion, corrosiveness, and reactivity;
  - 2) The known acute and chronic health effects of risks from exposure, including the medical conditions which are generally recognized as being aggravated by exposure to the toxic substance; and
  - 3) The primary routes of entry and symptoms of overexposure.
- c) The proper precautions, handling practices, necessary personal protective equipment, and other safety precautions in the use of or exposure to the toxic substances, including appropriate emergency treatment in case of overexposure.
- d) The emergency procedure for spill, fire, disposal, and first aid.
- e) A description in lay terms of the known specific potential health risks posed by the toxic substances intended to alert any person reading this information.
- f) The year and month, if available, that the information was compiled and the name, address, and the emergency telephone number of the manufacturer responsible for preparing the information.
- g) All substances shall remain in manufacturer's container with manufacturer's labeling.

ALL TOXIC SUBSTANCES MUST BE LABELED FOR IDENTIFICATION IN ACCORDANCE WITH OSHA STANDARDS.

**31. Conflict of Interest**

The award of any contract hereunder is subject to the provisions of Chapter 112, *Florida Statutes*. Bidders must disclose with their bid the name of any officer, director, partner, proprietor, associate or agent who is also an officer or employee of the City or any of its agencies. Further, all Bidders must disclose the name of any officer or employee of the City who owns, directly or indirectly, an interest of five percent (5%) or more in the Bidder's firm or any of its branches or affiliate companies.

**32. Indemnity/Hold Harmless**

The parties agree that one percent (1%) of the total compensation paid to Contractor for the work of the contract shall constitute specific consideration to Contractor for the indemnification to be provided under the Contract. The Contractor shall indemnify and hold harmless the City Commission, the City of Coconut Creek, and its agents and employees from and against all claims, damages, losses and expenses including attorney's fees arising out of or resulting from the performance of the work provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom, and (2) is caused in whole or in part by any negligent act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

In any and all claims against the City, or any of their agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under this Paragraph shall not be limited in any way by any limitation on this amount or type of damages compensation or benefits payable by or for the Contractor or any subcontractor under Workers' Compensation Acts, Disability Benefit Acts or other Employee Benefit Acts. Nothing in this section shall affect the immunities of the City pursuant to Chapter 768, *Florida Statutes*, as amended from time to time, nor shall it constitute an agreement by

the City to indemnify Contractor, its officers, employers, subcontractors or agents against any claim or cause of action.

**33. Public Entity Crimes Statement**

Pursuant to Paragraph 2(a) of Section 287.133, *Florida Statutes*, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid for a contract to provide any goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and, may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 for Category TWO (\$35,000) for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

**34. Public Records**

Consultant shall keep such records and accounts and require any and all Consultants and subconsultants to keep records and accounts as may be necessary in order to record complete and correct entries as to personnel hours charged to the project and any expenses for which Consultant expects to be reimbursed. Such books and records will be available at all reasonable times for examination and audit by City and shall be kept for a period of three (3) years after the completion of all work to be performed pursuant to this Agreement. Incomplete or incorrect entries in such books and records will be grounds for City's disallowance of any fees or expenses based upon such entries.

City is a public agency subject to Chapter 119, *Florida Statutes*. To the extent Consultant is a Consultant acting on behalf of the City pursuant to Section 119.0701, *Florida Statutes* as may be amended from time to time, Consultant shall comply with all public records laws in accordance with Chapter 119, *Florida Statute*. In accordance with state law, Consultant agrees to:

- a) Keep and maintain all records that ordinarily and necessarily would be required by the City in order to perform the services.
- b) Upon request from the City's custodian of public records, provide the City with a

copy of the requested records or allow the records to be inspected or copies within a reasonable time at a cost that does not exceed the costs provided in Chapter 119, Florida Statute, or as otherwise provided by law.

- c) Ensure that public records that are exempt or confidential and exempt from public records disclosure are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the contract if the Consultant does not transfer the records to the City.
- d) Upon completion of the services within this Agreement, at no cost, either transfer to the City all public records in possession of the Consultant or keep and maintain public records required by the City to perform the services. If the Consultant transfers all public records to the City upon completion of the services, the Consultant shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Consultant keeps and maintains public records upon completion of the services, the Consultant shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.
- e) **IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLA. STAT., TO THE VENDOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CITY'S CUSTODIAN OF PUBLIC RECORDS AT 954-973-6774, PublicRecords@coconutcreek.net, 4800 West Copans Road, Coconut Creek, FL 33063.**

If Consultant does not comply with this Section, the City shall enforce the Agreement provisions in accordance herewith and may unilaterally cancel this Agreement in accordance with state law.

**35. Drug-Free Workplace Programs**

Preference shall be given to businesses with Drug-Free Workplace Programs. Whenever two (2) or more bids which are equal with respect to price, quality and service are received by the City for the procurement of commodities or contractual services, a bid received from a business that completes the attached Drug-Free Workplace form certifying that it is a Drug-Free Workplace shall be given preference in the award process.

**36. Collusion**

The Bidder certifies that its bid is made without previous understanding, agreement, or connection either with any previous firms or corporations offering a bid for the same items, or with the City. The Bidder also certifies that its bid is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action.

**37. Audit Rights**

The City reserves the right to audit the records of the Contractor for the commodities and/or services provided under the contract at any time during the performance and term of the contract and for a period of five (5) years after completion and acceptance by the City. If required by the City, the Contractor agrees to submit to an audit by an independent certified public accountant selected by the City. The Contractor shall allow the City to inspect, examine and review the records of the Contractor in relation to this contract at any and all times during normal business hours during the term of the contract.

**38. Patents and Royalties**

The Contractor, without exception, shall indemnify and save harmless the City of Coconut Creek and its employees from liability of any nature and kind, including cost and expenses for or on account of any copyrighted, patented or un-patented invention, process, or article manufactured or used in the performance of the contract, including its use by the City of Coconut Creek. If the Contractor uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the bid prices shall include all royalties or costs arising from the use of such design, device, or materials in any way involved in the work.

**39. Purchase by Other Governmental Agencies**

If the Bidder is awarded a contract as a result of this bid document, he will, if he has

sufficient capacity or quantities available, provide to other governmental agencies, so requesting, the products or services awarded in accordance with the terms and conditions of the bid document and resulting contract. Prices shall be F.O.B. delivered to the requesting agency.

**40. Assignment and Sub-Letting**

No assignment of this contract or any right occurring under this contract shall be made, in whole or in part, by the Contractor without the express written consent of the City Commission which consent shall not be unreasonably withheld. In the event of any assignment, the assignee shall assume the rights, duties and responsibilities of the Contractor.

**41. Venue**

The parties waive the privilege of venue and agree that all litigation between them in the state courts shall take place exclusively in the Seventeenth Judicial Circuit Court in and for Broward County, Florida and that all litigation between them in the federal courts shall take place exclusively in the United States District Court for the Southern District of Florida.

**42. Gratuities and Kickbacks**

**42.1 Gratuities:** It is unethical for any person to offer, give, or agree to give any employee or for any employee to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation of any part of program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advise, investigation, audit, or in any other advisory capacity in any proceeding or application, request for ruling, determination claim or controversy, or other particular matter, pertaining to any program requirement or an Agreement or subcontract, or to any solicitation or proposal therefore.

**42.2 Kickbacks:** It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a Sub-contractor under a Contract to Contractor or higher tier sub-contractor any person associated therewith, as an inducement of the award of a subcontract or order.

**42.3 Contract Clause:** The prohibition against gratuities and kickbacks prescribed in this section shall be conspicuously set forth in every Contract and subcontract and solicitation therefore.

**43. Protest Process**

Any bidder, Proposer, or offeror who is aggrieved in connection with the solicitation or award of a contract must contact the Procurement Officer listed in the solicitation in writing (email or fax are acceptable) by filing a notice of protest within three (3) working days after the posting of the notice of intent to award on the City's eBid System. A formal written protest must be filed within five (5) working days after filing the notice of protest.

The formal written protest must be either, hand-delivered and date and time stamped by the Office of the City Clerk, or sent via Certified U.S. mail, return-receipt requested. Failure to file a notice of protest and formal written protest within the time-frames specified herein shall constitute a full waiver of all rights to protest the City's decision regarding the award.

- (a) Only a bidder, Proposer or offeror whose bid or proposal is timely received and fully complies with all terms and conditions of the bid or proposal may protest an award.
- (b) The formal written protest shall state in detail the specific facts and laws or ordinances upon which the protest of the proposed award is based and shall include all pertinent documents and evidence.
- (c) Upon receipt of a formal written protest, the City may stop award proceedings until resolution of the protest; however, the award proceedings shall not be stopped if the City Manager decides the award must continue without delay in order to avoid an immediate and serious danger to public health, safety, or welfare.
- (d) Any and all costs incurred by a protesting party in connection with the protest process pursuant to this section shall be the sole responsibility of the protesting party.

All protests shall be reviewed and evaluated administratively and a decision, in writing shall

be forwarded to the protesting party within ten (10) working days of receipt of the formal written protest. If the protesting party does not agree with the administrative decision, they may appeal the decision in writing to the City Manager or designee within five (5) working days of receipt of the administrative decision. The appeal must be either, sent Certified U.S. mail return-receipt requested or hand-delivered and date and time stamped by the Office of the City Clerk. The decision of the City Manager or designee will be final.

Any person who files a formal written protest shall post with the Chief Procurement Officer, at the time of filing the formal written protest a cashier's check made payable to the City of Coconut Creek in an amount equal to one percent (1%) of the City's estimate of the total amount of the contract or \$5,000.00, whichever is less.

If the decision of the City Manager or designee upholds the action taken by the City, then the deposit becomes non-refundable and the City shall retain the deposit as payment for a portion of the cost and expense, including but not limited to, time spent by City staff in responding to the protest and in conducting the evaluation of the protest. If the decision of the City Manager or designee does not uphold the action taken by the City, then the City shall return the amount of the cashier's check to the person or entity filing the protest.

**44. Confidential and/or Proprietary Information**

In accordance with Section 119.07(1)(a), Florida Statutes as amended from time to time, and except as may be provided by other applicable state and federal law, the Request for Qualifications and the responses thereto are in the public domain. However, Proposers are requested to specifically identify in the submitted proposal any financial information considered confidential and/or proprietary which may be considered exempt under Florida Statute Section 119.071.

**45. Anti-Discrimination**

That Proposer shall for itself, its personal representatives, successors in interests, assigns, subcontractors, and sub-lessees, as a part of the consideration hereof, hereby covenant and agree that:

- a) No person on the ground of race, color, religion, sex, national origin, age, marital status, political affiliation, familial status, disability, sexual orientation,

pregnancy, or gender identity or expression, or veteran or service member status shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of or performance of services described herein; and

- b) Proposer, its personal representatives, successors in interests, assigns, subcontractors, and sub-lessees shall not discriminate against any employee or applicant for employment to be employed in the performance of this Agreement with respect to hiring, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment because of race, color, religion, sex, national origin, age, marital status, political affiliation, familial status, disability, sexual orientation, pregnancy, gender identity or expression, or veteran or service member status. That in the event of a proven breach of the above non-discrimination covenant, the City shall have the right to terminate the Agreement as if this Agreement had never been made.

**46. Default**

**46.1 Termination**

**Termination for Cause: Immediate**

In the event the Contractor defaults in or violates any of the terms, obligations, restrictions or conditions of this contract, the City may, upon written notice to the Contractor, terminate this contract effective immediately upon receipt of notice. The notice for immediate termination shall state the date of termination and Contractor shall discontinue all work under this contract on that date. In the event of immediate termination by the City shall have all legal and equitable remedies available to it, and may hold the Contractor liable for any and all damages sustained by the City arising out of such default, including but not limited to costs of procurement and cover.

**Termination for Cause: Time to Correct**

In the event the Contractor defaults in or violates any of the terms, obligations, restrictions or conditions of this contract, the City may, upon written notice to the

Contractor, set forth the reason(s) for said termination and state a reasonable time-frame, not to exceed five (5) calendar days, for the Contractor to correct the conditions to the satisfaction of the City. In the event the Contractor has failed to correct the conditions(s) of the default or the default is not remedied to the satisfaction and approval of the City within the time-frame prescribed, the City may terminate the contract effective immediately as provided above. If Contractor requests a hearing before the City Manager within the time-frame prescribed for correction, the City Manager may extend such time for correction to accommodate such hearing. Notwithstanding the above, the City shall have all legal and equitable remedies available to it, including, but not limited to termination of the Contract in which case the Contractor shall be liable for any and all

damages arising from the default and breach of the contract.

**Termination for Convenience of City**

Upon thirty (30) calendar days written notice to the Contractor, the City may without cause and without prejudice to any other right or remedy, terminate the contract for the City's convenience whenever the City determines that such termination is in the best interest of the City. Where the contract is terminated for the convenience of the City the notice of termination to the Contractor must state that the contract is being terminated for the convenience of the City under the termination clause and the extent of termination. The Contractor shall discontinue all work on the appointed last day of service.

## SECTION II - SPECIAL TERMS AND CONDITIONS

### 1. Point of Contact

To ensure fair consideration for all Proposers, the City prohibits communication to or with any department, elected official, or employee during the submission process, other than the Purchasing Analyst, regarding the requirements for this submittal. Any such contact may be considered grounds for disqualification. The City shall not be responsible for oral interpretations given by any City employee or its representative.

All inquiries concerning clarifications of this solicitation or for additional information shall be submitted in writing by email or submitted through the eBid System.

Submit To: Shenise Truesdell, Purchasing Analyst  
Email: [Struesdell@coconutcreek.net](mailto:Struesdell@coconutcreek.net)

All responses to questions/clarifications will be sent to all prospective Proposers in the form of an addendum. Such contact is to be for clarification purposes only. Material changes, if any, to the scope of services, or bid procedures will only be transmitted electronically through the eBid System.

### 2. Mandatory Pre-Proposal Meeting and Site Inspection

All Proposers or their representatives are required to attend a mandatory pre-proposal meeting and site inspection on the date and time specified herein at the Coconut Creek Government Center, 4800 West Copans Road, Coconut Creek, Florida 33063. This information session presents an opportunity for the Proposers to clarify any concerns regarding proposal requirements. Questions regarding the site and specifications will be answered and Proposers will be able to familiarize themselves with conditions that may affect the proposal price.

The Proposer shall make careful examination of the project site, shall familiarize himself with existing conditions, and shall satisfy himself as to the quantity and quality of materials and workmanship required for the work. Submission of a proposal will be construed that the Proposer is acquainted sufficiently with the work to be performed. He shall carefully and thoroughly examine the contract documents before submitting a proposal.

The attendees to the mandatory pre-proposal meeting and site inspection shall download, sign, notarize, and bring with them the Non-Disclosure Agreement.

**Note:** Failure to attend the mandatory pre-proposal meeting and site inspection will automatically result in your proposal not being considered and deemed nonresponsive.

### 3. Minimum Qualification Requirements

#### 3.1 Scope of Services Proposed

Clearly describe the ability to perform the scope of services proposed including a work plan including an explanation of methodology to be followed to perform the services required of this proposal.

#### 3.2 Firm Qualifications

The proposal should give a description of the firm, including the size, range of activities, etcetera. Particular emphasis should be given as to how the firm-wide experience and expertise in this type of project will be brought to bear on the proposed project. The proposal must also identify the contact person and telephone number.



The Proposer must also be prepared to submit on the City's request, within seven (7) calendar days of the request, further evidence as to the qualifications such as previous experience, and/or evidence of legal qualifications to perform the work.

#### 4. **Proposal Format**

The proposal shall contain three (3) sections:

##### **Section 1: Qualifications and Experience**

- Clearly describe the ability to perform the scope of services proposed including a work plan with an explanation of the methodology to be followed to perform the services required of this proposal.
- Provide resume and fact sheet for firm indicating how it meets the Minimum Qualification requirements stipulated above.
- Provide resumes for all of firm's employees that will be used in providing the services specified herein.
- Include a list of awards or recognitions obtained, bonding capabilities, fieldwork capabilities and any other items of interest to support any claim of excellence.

**Note:** The Proposer must also be prepared to submit on the City's request, within seven (7) calendar days of the request, further evidence as to the qualifications such as financial data, previous experience, and/or evidence of legal qualifications to perform the work.

##### **Section 2: Resources and Availability**

- Describe the firm's management plan to be used, staffing configuration and safety protocols.
- Provide information about the equipment and services at the firm's disposal.

##### **Section 3: References**

- Proposer shall provide a list of at least five (5) clients that Proposer has provided similar services in the past three (3) years, at least two (2) of which are governmental entities. For each client reference include:
  - Project name and location
  - Scope of services provided
  - Cost of project
  - Contact person, title, business address, telephone and fax number, and email address
  - Start and completion date of the contract

#### 5. **Competency of Proposers**

Proposals shall be considered only from firms that have five (5) or more years' experience in providing products and services similar to those specified herein and that are presently or recently engaged in the provision of these services. It may be necessary to produce evidence that they have established a satisfactory record of performance for a reasonable period of time.

#### 6. **Conditions for Emergency/Hurricane or Disaster**

It is hereby made a part of this agreement that before, during and after a public emergency, disaster, hurricane, flood or other substantial loss that the City of Coconut Creek shall require a "first priority" basis for goods and services. It is vital and imperative that the majority of citizens are protected from any emergency situation which threatens public safety and health, as



determined by the City Manager. Awarded Proposer agrees to rent/sell/lease all goods and services to the City or other governmental entities, as opposed to a private citizen or corporation, on a first priority basis. The City expects to pay a fair and reasonable price for all products/services in the event of a disaster, emergency or hurricane. Awarded Proposer shall furnish a twenty-four (24) hour telephone number in the event of such an emergency.

#### 7. **Performance**

It is the intention of the City to obtain the products and services as specified herein from a source of supply that will give prompt and convenient service. The awarded Proposer must be able to perform as required under the scope of services. Any failure of Contractor to comply with these conditions may be cause for terminating any resulting contract immediately upon notice by the City. The City reserves the right to obtain these products from other sources, when necessary, should Contractor be unable to perform on a timely basis and such delay may cause harm to the using department or City residents.

#### 8. **Schedule of Events**

The City will use the following tentative time schedule in the selection process. The City reserves the right to change and/or delay scheduled dates.

<b>Event</b>	<b>Date</b>
RFP Available	02/03/19
Mandatory Pre-Proposal Meeting and Site Inspection	02/13/19 @ 10:00am
Last Date of Receipt of Questions	02/20/19
Last Date of Receipt of Request for Approved Equals Form	02/20/19
Addendum Release (if required)	02/26/19
Proposals Due	03/06/19 @ 10:00am
Compliance Review	03/07/19 - 03/18/19
Selection Committee Evaluations/Short List	03/18/19 - 03/21/19
Oral Interviews/Selection of 1 <sup>st</sup> Ranked Proposer	03/26/19 - 04/02/19
Contract Negotiations with 1 <sup>st</sup> Ranked Proposer	04/03/19 - 04/10/19
Commission Award of Contract	05/09/19

#### 9. **Uncontrollable Circumstances ("Force Majeure")**

The City and Contractor will be excused from the performance of their respective obligations under this agreement when and to the extent that their performance is delayed or prevented by any circumstances beyond their control including, fire, flood, explosion, strikes or other labor disputes, act of God or public emergency, war, riot, civil commotion, malicious damage, act or omission of any governmental authority, or delay or failure of service from a public utility needed for their performance, provided that:

- A. The non performing party gives the other party prompt written notice describing the particulars of the Force Majeure including, but not limited to, the nature of the occurrence and its expected duration, and continues to furnish timely reports with respect thereto during the period of the Force Majeure;
- B. The excuse of performance is of no greater scope and of no longer duration than is required by the Force Majeure;
- C. No obligations of either party that arose before the Force Majeure causing the excuse of performance are excused as a result of the Force Majeure; and
- D. The non performing party uses its best efforts to remedy its inability to perform. Notwithstanding the above, performance shall not be excused under this Section for a period in excess of two (2) months, provided that in extenuating circumstances, the City

may excuse performance for a longer term. Economic hardship of the Contractor will not constitute Force Majeure. The term of the agreement shall be extended by a period equal to that during which either party's performance is suspended under this Section.

## 10. Proposal Submission

- 10.1** Proposer shall use the electronic eBid System to submit a response. **The proposal shall be signed by a representative who is authorized to contractually bind the Proposer. Proposer shall upload the response as one (1) file to the eBid System.** The maximum file size is 100 MB, however, that maximum applies to each file, not the Proposal itself. You are allowed an unlimited number of attachments with the 100 MB being the maximum file size.
- 10.2** Proposer's response shall not contain any alteration to the document posted other than entering data in spaces provided or including attachments as necessary. By submission of a response, Proposer affirms that a complete set of bid documents was obtained electronically from the eBid System and no alteration of any kind has been made to the solicitation.
- 10.3** All blanks on the proposal form(s) must be completed and notarized if applicable. Names must be typed or printed below the signature. Facsimile proposals will not be accepted.
- 10.4** Each Proposer for services further represents that the Proposer has examined and is familiar with the local conditions under which the work is to be done and has correlated the observations with the requirements of the contract documents.
- 10.5** Only one (1) proposal from any individual, firm, partnership, or corporation, under the same or different names, will be considered. Should it appear to the City that any Proposer is interested in more than one (1) proposal for work contemplated, all proposals in which such a Proposer is interested will be rejected. Proposer by submitting this proposal certifies that the proposal is made without previous understanding, agreement or connection with any person, firm or corporation making a proposal for the same material, supplies, equipment or services and is in all respects, fair and without collusion of fraud.
- 10.6** Each Proposer by signature and by submission of a response, represents that the Proposer has read and understands the contract documents, has completed all required fields and the proposal has been made in accordance therewith.
- 10.7** The submittal of a proposal by a Proposer will be considered by the City as constituting an offer by the Proposer to perform the required services at the stated prices.
- 10.8** All proposals received from Proposers in response to this Request for Proposals will become the property of City and will not be returned to the Proposers. In the event of Contract award, all documentation produced as part of the Contract shall become the exclusive property of the City.
- 10.9** As the best interest of the City may require, the right is reserved to reject any and all proposals or waive any minor irregularity or technicality in proposals received. The City will determine which Proposers are "responsible and responsive".

## 11. Evaluation Method and Criteria

The City will assemble a Selection Committee comprised of qualified City staff or other persons selected by the City. The selection of a Proposer with whom to contract shall be based on the

proposal most advantageous to the City based on the “best value to the City” using the following criteria:

**Criteria**

1. Operational Plan for the City
2. Qualifications and Experience
3. Resources and Availability
4. Past Performance
5. Price

**11.1** The above criterion is provided to assist the Proposers in the allocation of their time and efforts during the submission process. The criterion also guides the Selection Committee during the short-listing and final ranking of Proposers by establishing a general frame work for those deliberations. Past performance of Proposers services may also be included in determining recommendation for award. During the evaluation process, City reserves the right, where it may serve the City of Coconut Creek’s best interest to request additional information or clarification from Proposers.

**11.2** Each proposal will be evaluated individually and in the context of all other proposals. Proposals must be fully responsive to the requirements described in this RFP and to any subsequent requests for clarification or additional information made by the City through written addenda to this RFP. Proposals failing to comply with the submission requirements, or those unresponsive to any part of this RFP, may be disqualified. There is no obligation on the part of the City to award the proposal to the lowest priced Proposer, and the City reserves the right to award the contract to the Proposer submitting the best overall responsive proposal which is most advantageous and in the best interest of the City in achieving the study or project, and to waive any irregularity or technicality in the proposals received. The City shall be the sole judge of the proposals that offer the best value and the resulting agreement that is in its best interest and its decision shall be final.

**11.3** While the City allows Proposers to take variances to the RFP terms, conditions, and specifications, the number and extent of variances taken will be considered in determining the Proposer who is most advantageous to the City.

**12. Review of Proposals for Responsiveness**

Each proposal will be reviewed to determine if the proposal is responsive to the submission requirements outlined in this RFP. A responsive proposal is one which follows the requirements of the RFP includes all documentation, is submitted in the format outlined in the RFP, is of timely submission, and has the appropriate signatures as required on each document. Failure to comply with these requirements may result in a proposal being deemed non-responsive.

**13. Selection Process**

The Selection Committee will evaluate all responsive proposals based upon the information and references contained in the proposals as submitted. The Selection Committee will rank (where one (1) is the highest ranking) all responsive proposals and determine a minimum of three (3), if more than three (3) proposals are responsive, to be finalists for further consideration. If less than three (3) responsive proposals are received, the Selection Committee will give further consideration to all responsive proposals.

**Oral Presentations**

The top three (3) short-listed Proposers/finalists may be required to provide an oral presentation in support of their proposals or to exhibit or otherwise demonstrate the information contained therein or by conference telephone call for clarification purposes only, prior to a recommendation being

presented to the City Commission. The Proposer's manager assigned to this contract shall be the sole presenter(s). The Selection Committee will then re-rank the finalist's based on their proposal submission and presentation in accordance with the criteria listed herein. Should the City require such oral presentation, the Proposer will be notified five (5) days in advance to appear before the Selection Committee.

The first ranked Proposer resulting from this process will be recommended to the Coconut Creek City Commission for award. The recommended Proposer may be required to appear before the City Commission to answer questions for contract award.

**14. Best and Final Offers**

When in the best interest of the City, the Procurement Officer may request the submission of best and final offers. The request for best and final offers shall be in writing and shall establish a common date and time for the submission. Best and final offers shall be submitted only once; provided, however, the Procurement Officer may make a written determination that it is in the City's best interest to conduct additional discussions or change the City's requirements and require another submission of best and final offers. Otherwise, no discussion of or changes in the best and final offers shall be allowed prior to award. Vendors shall also be informed that if they do not submit a notice of withdrawal or another best and final offer, their immediate previous offer will be construed as their best and final offer.

**15. Negotiations**

Contract(s) may be awarded on the basis of initial offers received, without discussion. Therefore, each initial offer should contain the Proposer's best terms from a monetary and technical standpoint. Pursuant to Paragraph 5(b) of Section 287.055, Florida Statutes, the City, at its sole discretion, reserves the right to enter into contract negotiations with the number one ranked, responsive, responsible Proposer. If the City and said Proposer cannot negotiate a Successful Contract, the City may terminate said negotiations and begin negotiations with the number two ranked, responsive, responsible Proposer. This process will continue until a contract acceptable to the City has been executed or all proposals are rejected. No Proposer shall have any rights against the City arising from such negotiations or termination thereof.

**16. Award of Contract**

**16.1** Responses will be electronically unsealed in a public forum and read aloud. A Selection Committee will evaluate the proposals based on the criteria stated herein. The City is the sole judge in evaluation considerations. It is the City's intent to award the contract to one (1) Proposer; however, the City reserves the right to award the contract to two (2) Proposers if the City deems it is in its best interest.

**16.2** The Contract will be awarded only to a responsible and responsive Proposer(s) licensed and qualified by experience to do the work specified. The Proposer shall submit, prior to award of Contract, satisfactory evidence of his experience in like work and that he is fully prepared with the necessary organization, capital, and equipment to complete the scope of work. Proposer shall be insured, licensed, and certified by all applicable local, county, and state agencies.

**16.3** All Proposers will be notified in writing when the City Commission makes an award. The Contract award, if any, shall be made to the Proposer whose proposal shall be deemed by the City Commission to be in the best interest of the City. The City Commission's decision of whether to make the award is in the best interest of the City and shall be final.

- 16.4** The Proposer warrants to the City that it is not insolvent, it is not in bankruptcy proceedings or receivership, nor is it engaged in or threatened with any litigation, arbitration or other legal or administrative proceedings or investigations of any kind which would have an adverse effect on its ability to perform its obligations under the Contract.
- 16.5** This signed proposal is considered an offer on the part of the Proposer, which offer shall be considered accepted upon approval by the City Commission of Coconut Creek. Within ten (10) days after receiving Notice of Award, the Successful Proposer shall submit a revised Certificate of Insurance naming the City of Coconut Creek as additional insured for all liability policies for approval by the City's Risk Manager.

**17. Contract Term**

- 17.1** The initial contract period shall be for two (2) years. The City reserves the right to extend the contract for five (5) additional one (1) year periods, providing both parties agree to the extension; all the terms, conditions and specifications remain the same; and such extension is approved by the City. Successful Proposer shall give written notice to the City not less than ninety (90) days prior to renewal date of any adjustment in the initial Contract amount. Contract renewal shall be based on satisfactory performance, mutual acceptance, and determination that the Contract is in the best interest of the City.
- 17.2** In the event services are scheduled to end because of the expiration of this contract, the Contractor shall continue the service upon the request of the Contract Administrator. The extension period shall not extend for more than ninety (90) days beyond the expiration date of the existing contract. The Contractor shall be compensated for the service at the rate(s) in effect when the City invokes this extension clause.
- 17.3** Contract increases will not be accepted for the first two (2) years of the initial Contract term. After the second (2nd) complete year of the contract term, any industry wide increases will be considered as long as the increase does not exceed two percent (2%) based on the Consumer Price Index (CPI) as published by the U.S. Bureau of Labor Statistics.

**18. Price**

Proposer shall quote a firm, fixed cost for the items listed in the Detailed Requirements - Scope of Services and shall submit prices electronically through the eBid System "Line Items" tab. Pricing shall include all costs associated with the project including labor, equipment, supplies, management, etc.

**19. Cost Adjustments**

- 19.1** Costs for all services purchased under this contract shall remain firm for the initial contract period. Costs for subsequent years and any extension term years shall be subject to an adjustment only if increases occur in the industry. However, unless very unusual and significant changes have occurred in the industry, such increases shall not exceed five percent (5%) per year or, whichever is less, the latest yearly percentage increase in the All Urban Consumers Price Index (CPI-U) (All Items), for the Miami-Ft. Lauderdale, FL area, as published by the Bureau of Labor Statistics, U.S. Department of Labor. The yearly increase or decrease in the CPI shall be the latest index published and available ninety (90) days prior to the end of the contract year then in effect compared to the index for the same month one (1) year prior. Any requested price increase shall be fully documented and submitted to the City at least ninety (90) days prior to the contract anniversary date. Any approved cost adjustments shall become effective upon the anniversary date of the contract. In the event the CPI or industry costs decline, the City shall have the right to

receive from the Contractor a reasonable reduction in costs that reflect such cost changes in the industry.

- 19.2** The City may, after examination, refuse to accept the adjusted costs if they are not properly documented, increases are considered to be excessive, or any decreases are considered to be insufficient. In the event the City does not wish to accept the adjusted prices and the matter cannot be resolved to the satisfaction of the City, the contract can be cancelled by the City upon giving thirty (30) days written notice to the Contractor.

## **20. Insurance Requirements**

If the Contractor is required to go on to City property to perform work or services as a result of contract award, the successful Contractor and/or any and all subcontractors or anyone directly or indirectly employed by either of them throughout the term of the contract shall assume full responsibility and expense to obtain all necessary insurance as required by City.

The Contractor shall provide the Purchasing and Contracts Division original certificates of coverage prior to engaging in any activities under this contract. The Contractor's insurance is subject to the approval of the City's Risk Manager. Further modification of the insurance requirements may be made at the sole discretion of the City's Risk Manager if circumstances change or adequate protection of the City is not presented. Proposer, by submitting his proposal, agrees to abide by such modifications. Throughout the term of this Contract, Successful Proposer shall maintain in force at their own expense, insurance as follows:

### **20.1 Workers' Compensation**

Statutory Limits of coverage to apply for all employees in compliance with all applicable State of Florida and federal laws. The policy must include Employers Liability with a limit of \$100,000.00 each accident.

**Note:** Proposers who are exempt from Florida's Workers' Compensation law must provide proof of such exemption issued by the Florida Department of Financial Services, Bureau of Workers' Compensation.

### **20.2 General Liability**

Commercial General Liability insurance with limits not less than \$1,000,000.00 each occurrence combined single limit for Bodily Injury and Property Damage including coverage for premises/operations, contractual liability, personal injury, explosion, collapse, underground hazard, products/completed operations, broad form property damage, cross liability and severability of interest clause. This policy of insurance shall be written in an "occurrence" based format.

### **20.3 Automobile Liability**

Comprehensive or Business Automobile Liability insurance with limits not less than \$500,000.00 each occurrence combined single limit for Bodily Injury and Property Damage including coverage's for owned, hired, and non-owned vehicles and/or equipment as applicable. This policy of insurance shall be written in an "occurrence" based format.

### **20.4 General**

Should any of the required insurance be provided under a form of coverage that includes a general annual aggregate limit and provides that claims investigation or legal defense costs be included in such general annual aggregate limit, such general annual aggregate limit shall be double the occurrence limits specified above.

Should any required insurance lapse during the Contract term, requests for payments originating after such lapse shall not be processed until the City receives satisfactory evidence of reinstated coverage as required by this Contract, effective as of the lapse date. If insurance is not reinstated, City may, at its sole option terminate this Agreement effective on the date of such lapse of insurance.

Auto Liability and General Liability policies shall be endorsed to provide the following:

1. Name as Additional Insured the City of Coconut Creek and its Officers, Agents, Employees and Commission Members.
2. That such insurance is primary to any other insurance available to the additional insured with respect to claims covered under the policy and that insurance applies separately to each insured against whom claims are made or suit is brought, but the inclusion of more than one insured shall not operate to increase the insurer's limit of liability.

All policies shall be endorsed to provide sixty (60) days prior written notice of cancellation, non-renewal or reduction in coverage or limits to:

City of Coconut Creek – Purchasing and Contracts Division  
 Risk Manager  
 4800 West Copans Road  
 Coconut Creek, Florida 33063

The issuing agency shall include full name, address and telephone number in each insurance certificate issued.

Certificates of Insurance, in form and evidencing all required insurance and endorsements, shall be submitted with the Proposer's Proposal response. If Proposer is Successful Proposer, then prior to commencement of Contract, Proposer must submit a revised Certificate of Insurance naming the City of Coconut Creek as Additional Insured for all liability policies.

## **20.5 Insurance Company and Agent**

All insurance policies herein required of the Successful Proposer shall be written by a company with a A.M. Best rating of A-VII or better that is duly authorized and licensed to do business in the State of Florida and shall be executed by agents, thereof that are duly licensed as agents in said state.

**Note:** A copy of **any** current Certificate of Insurance shall be included with your proposal.

## **21. Dispute Resolution**

### **21.1 Dispute Resolution Process**

- a) All claims, disputes and controversies arising out of or related to the performance, interpretation, application or enforcement of this Agreement, including but not limited to claims for payment and claims for breach of this Agreement, shall be settled internally with the City Manager or designee.
- b) In the event a dispute cannot be settled through the chain of command set forth in this section, all claims, disputes and controversies shall be referred to mediation before initiation of any adjudicative action or proceeding at law or in equity, unless it shall be unreasonable to do so or an emergency situation or necessity dictates

otherwise. All applicable statutes of limitations and defenses based on the passage of time shall be tolled while the mediation process is pending. The parties will take all reasonable measures necessary to effectuate such tolling.

- c) Either party may initiate the mediation process by delivering written notice to the other party that sets forth with particularity the nature of the party's claim or demand, the authority for making the claim or demand, a proposed remedy, the nature and extent of any monetary claim, and a request for mediation. The Contractor and City shall then participate fully in the mediation process and conscientiously attempt to resolve their dispute. The mediation shall be conducted in Broward County, Florida, in accordance with the Florida Supreme Court's mediation rules, within sixty (60) days after the joint selection of a certified civil mediator who is mutually acceptable to both parties. If a dispute is not resolved pursuant to mediation within sixty (60) days after the initiation of the mediation conference, either party to the dispute may elect to resolve the dispute by initiating litigation in a court of competent jurisdiction in Broward County, Florida, after providing ten (10) days' advance written notice to the other party.
- d) The parties agree that any claim filed in state or federal court concerning this Agreement shall be heard by a judge, sitting without a jury. THE CITY AND THE CONTRACTOR HEREBY KNOWINGLY, VOLUNTARILY, AND PERMANENTLY WAIVE ANY RIGHT THEY MAY HAVE TO A JURY TRIAL CONCERNING THE PERFORMANCE, INTERPRETATION, APPLICATION, OR ENFORCEMENT OF THIS AGREEMENT.

## **22. Scrutinized Companies Pursuant to Section 287.135 and 215.473**

Contractor must certify that the company is not participating in a boycott of Israel. Contractor must also certify that Contractor is not on the Scrutinized Companies that Boycott Israel list, not on the Scrutinized Companies with Activities in Sudan List, and not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria. Subject to limited exceptions provided in state law, the City will not contract for the provision of goods or services with any scrutinized company referred to above. Contractor must submit the certification that is attached to this contract. Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to the Contractor of the City's determination concerning the false certification. The Contractor shall have five (5) days from receipt of notice to refute the false certification allegation. If such false certification is discovered during the active contract term, the Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Section 287.135, Florida Statutes, as amended from time to time.

## **23. Inspection, Direction, and Payment**

- 23.1** The work will be conducted under the general direction of the Contract Administrator or designee, and is subject to inspection by his appointed inspectors to insure compliance with the terms of the Contract.
- 23.2** Contractor shall submit invoice after each event. The City shall pay the Contractor the amount due within thirty (30) days after approval of said invoice by the Contract Administrator or designee.



- 23.3** If, at any time during the Contract, the City shall not approve or accept the Contractor's work performance, and an agreement cannot be reached between the City and the Contractor to resolve the problem to the City's satisfaction, the City shall negotiate with the Contractor on a payment for the services provided.
- 23.4** The City of Coconut Creek, without invalidating the Contract may make changes to increase or decrease services and/or locations as required. Such work shall be executed under the conditions of the original Contract.
- 23.5** It shall be the responsibility of the Successful Contractor to repair, rebuild or restore to its former condition, any and all portions of existing utilities, structures, equipment, appurtenances or facilities which may be disturbed or damaged due to Contractor's neglect or maintenance operations.

**24. Requests for Approved Equals**

Proposers may submit to the City Requests for Approved Equals. Requests must be supported by evidence such as technical data, test results, or other pertinent information that demonstrates that the substitute offered is equal or better than the specification's requirements.

All requests for approved equals must be submitted on the Requests for Approved Equals form and received by the City not later than the date indicated in the Schedule of Events. All registered Proposers shall be informed, via addendum of those requests determined by the City to be approved or not. The City reserves the right, in its sole discretion, to reject any proposed "equivalent" that it deems inferior to that which is specified.

Submit completed Requests for Approved Equals form via email to:

Shenise Truesdell, Purchasing Analyst  
City of Coconut Creek – Purchasing and Contracts Division  
Email: [Struesdell@coconutcreek.net](mailto:Struesdell@coconutcreek.net)

## SECTION III

### DETAILED REQUIREMENTS – SCOPE OF SERVICES

#### 1. General

- 1.1 The City of Coconut Creek invites all interested and qualified firms (“Proposer”) to submit a proposal to supply cameras and related equipment, installation, integration and maintenance services for surveillance camera infrastructure at City facilities and parks.
- 1.2 The City will only accept proposals from Security System Integrators that will serve as the Prime Contractor, herein referred to as “the Proposer”. A Security Systems Integrator specializes in bringing together subsystems into a whole and ensuring that those subsystems function together. Subsystems may include video surveillance, access control, intrusion systems, and sensory notification systems.
- 1.3 The Proposer must provide a list of all subcontractors if intending to create a co-venture. The City is requesting a proposal for a five (5) year Security Camera improvement plan to install additional security cameras throughout the City, and to replace existing security cameras that have an exhausted lifespan, and upgrade associated video management system for surveillance cameras. This five (5) year plan will be re-evaluated every year as part of the City’s budget process. The City is requesting that the Proposer address and propose the best cost proposal in order to provide the most cost effective Agreement term(s) for the period of five (5) years.
- 1.4 Upon award of this Request for Proposals (RFP) the City reserves the right to add sites, delete sites, adjust service levels, hire other additional contractors, utilize City staff, or take other measures consistent with City policies, procedures, and/or act in other capacities that are in the best interest of the City. Interested Proposers must provide a complete and comprehensive proposal describing the project management methods and scope of services the selected firm proposes to provide, including an implementation plan and schedule. The pricing proposal shall include a detailed cost proposal outlining the appropriate schedule of all items, including cameras costs, installation, maintenance, warranties, and required connectivity for full operational system for the duration of the contract.

#### 2. Responsibility of Proposer

- 2.1 The City has an existing video surveillance system that is comprised of a combination of wired and wireless infrastructure for transporting the surveillance video to the video storage devices, video management software, video storage devices, a combination of digital and analog cameras, and associated cabling.
- 2.2 **Surveillance Cameras:**  
The existing cameras are a mixer of analog and IP connected to the existing video management system (VMS) via coaxial cable and digital converters, and an existing POE switched network. The cameras are located at various facilities throughout the City as listed below:

### 2.2.1 Camera Locations

Line Item	Site Name	Site Address
1	City Hall	4800 West Copans Rd
2	Hilton Road Water Tank	4802 Hilton Rd
3	PW EOC Facility	4900 West Copans Rd
4	Police Department	4800 West Copans Rd
5	Utilities and Engineering	5295 Johnson Road
6	Cypress Park	2465 NW 49 Terrace
7	Community Center	1100 Lyons Road
8	Fire Station 50	4500 Coconut Creek Parkway
9	Donaldson Park	900 NW 43 Avenue
10	Lakeside Park	555 Regency Lakes Blvd
11	Recreation Complex	4455 Sol Press Blvd
12	Fire Station 94	4555 Sol Press Blvd
13	Sabal Pines Park	5005 NW 39 Ave
14	Winston Park	5201 NW 49 Ave
15	Windmill Park	700 Lyons Road
16	Gerber Park	4715 NW 30 Street
17	Lift station 20	5244 Wiles Rd
18	Lift station 12	4200 Copans Rd

### 2.2.2 Definitions

Notation	Description
RFP	Request For Proposal
VMS	Video Management System
POE	Power Over Ethernet
EOC	Emergency Operation Center
NVR	Network Video Recorder
IP	Internet Protocol
ONVIF	Open Network Video Interface Forum
LUX	Unit of Illuminance
IK10	Degree of Mechanical Protection Defined by EN 50102 Standard
IP66	Ingress Protection Standard Relative to Electrical Enclosures
PSIM	Public Safety Incident Management
PSIA	Physical Security Interoperability Alliance
ODBC	Open Database Connectivity
SDK	Software Development Kit
VPN	Virtual Private Network
GPS	Global Position System
GIS	Geographical Information System
SMS	Short Messaging Service

### 3. **Scope of Work**

The Proposer will provide the services outlined below to support the implementation and maintenance of cameras and related equipment at all City facilities and parks.

#### 3.1 **Surveillance Camera Replacement**

Proposer is expected to replace or retrofit existing cameras with digital Internet Protocol (IP) cameras and will require the installation of supporting low voltage cabling from the camera location to existing network equipment within the nearest network technology closet. The Proposer will remove the existing camera and where applicable, the associated coax cable, appropriately disposing of the same. Proposer is responsible for any surface restoration work (including but not limited to filling, patching, and painting) necessary as a result of installation in City facilities and parks. Cost proposal must include all cables, connectors, mounting brackets, installation kits, and associated weather graded components that are necessary for the intent, function, and purposes stated herein.

Proposer shall provide all associated wiring, conduits and installation of low voltage cabling from proposed cameras to City owned network switches. Network connectivity diagrams will be required for proposal submission.

Proposer must provide an all-inclusive installation cost for the VMS and include all associated maintenance and system warranties. Provide detailed information on the model for system updates, patches, upgrades, and associated long term system requirements.

Prior to completion of work, the City will review the full operational system, in its entirety, prior to remitting final payment. The full operational system review is defined by having the system operate on a thirty (30) day cycle to ensure all recordings and camera field of views are accurate, meet image specification requirements, and may be easily retrievable as provisioned by the video management software, as specified in this RFP, and required by the City. Project documentation of system must be provided to include any cut sheets, network information, and login passwords required to operate the system.

#### 3.2 **Minimum Camera Features**

Cameras must have dual streaming capabilities with one stream used for recording and the other stream used for live monitoring through low bandwidth compression. The low bandwidth compression must be able to transmit twenty (20) - thirty (30) frames per second. The cameras must support the ONVIF standard, and have backup recording capabilities; the backup recording could be a storage device card that is part of the camera equipment. The cameras must be capable of viewing in low light and night conditions. External cameras must have wide dynamic range capabilities to ensure the apertures of the camera adjust depending on light availability. The images from external cameras should be visible and operate with variable light conditions ranging from .18 lux (light level) to 100,000 lux. Proposer must explain how this will be achieved through proposed technology (lens, aperture range of camera, and camera sensor). All equipment installed for outdoor use shall be hardened, weather proof, and have a rating of Ingress Protection and Vandal Resistant rating of IK10 and IP66.

#### 3.3 **Video Management System (VMS) Replacement**

The City requires the replacement of the existing Video Management System (VMS). The VMS shall have the ability to integrate with a Public Safety Incident Management (PSIM) System using Open Industry Standards, such as PSIA, ONVIF, ODBC, or common SDK. Any video hosted by the VMS must be accessible from mobile data terminals, utilized by Public Safety personnel, and through internet and virtual private network (VPN) connectivity. The proposed VMS must be scalable to accommodate up to two hundred-fifty (250)

cameras through the term of the Agreement. The VMS replacement process must include the following:

1. VMS software must be Enterprise quality with security features, audit logs and server client based.
2. VMS must be able to accommodate up to two-hundred fifty (250) cameras.
3. VMS must have system security accounts and password function with audit abilities to host user activity.
4. Proposer shall include VMS licensing details and explain if licensing is required per camera and per user.
5. VMS shall record at 20-30 frames per second at full resolution of camera and footage must be archived at a minimum of thirty (30) days on the VMS server. City staff must have the ability to provide exceptions to required recording resolution on a case by case basis.
6. VMS shall have capabilities of provisioning network video recorder (NVR) functionality to optimize storage and transmission capabilities.
7. VMS shall be capable of integrating with Open Network Video Interface Forum (ONVIF) standards and support a wide range of Internet Protocol (IP)/ Analog cameras, encoders, readers and associated surveillance devices. VMS shall have the capability of integrating with at a later date as needed to include the following:
  - Environmental Sensors that monitor environmental conditions such as light, temperature or motion
  - Burglar and Intruder Detection Systems
  - Fire/Smoke Alarm Detection
  - Access Control Sensors
  - Building Management Systems
  - Visitor Management Systems
  - Global Position System (GPS) and Geographical Information Systems (GIS) Mapping
8. Proposed VMS storage shall be scalable and have the ability to be scalable for up to two-hundred fifty (250) cameras, associated surveillance and sensor products.
9. Proposed VMS must be able to be virtualized and integrate into current infrastructure.
10. VMS must be able to provide vital sign monitoring of integrated camera surveillance and equipment on a 24/7 basis and provide pro-active notifications via email or Short Messaging Service (SMS) messaging to designated City staff.

11. VMS shall have the ability for authenticated users to be able to view and access live stream from cameras and recordings via internet protocol access.
12. The City requires a VMS that supports Open Platform Software with Software Development Kit (SDK). VMS must have the capability of performing Video Analytics functionality and alert designated City staff automatically, should programmed trigger events/conditions take place.

#### 4. **On-going Maintenance and Support of Surveillance Cameras and VMS System**

The City requires the following response times for maintenance of replacement surveillance cameras, replacement VMS system, as well as any new camera installations.

- 4.1 Twenty-Four (24) to Forty-Eight (48) Hour response time for Non-Critical Service. Four (4) Hours response time for Critical Response Service. Critical Response services will be required for specific cameras that provide surveillance to the jail and prisoner transport areas and finance cashiering areas. There are nine (9) cameras that require this type of service response.
- 4.2 Response means that Proposer will acknowledge support request, will troubleshoot and resolve within timeframes described.
- 4.3 Proposer shall have hot swaps available for any failed equipment related to these critical response service cameras.
- 4.4 Solutions must provide concurrent viewing of real time and recorded video.
- 4.5 Cameras that require Emergency Service will be designated by the City. All cameras that do not require Emergency service shall be serviced as a Non- Emergency support call.
- 4.6 Proposer's pricing shall include service/maintenance of the surveillance system, for a period of five (5) years.
- 4.7 Proposer's pricing includes part replacement, reintegration and ensuring connectivity from Camera to VMS.
- 4.8 Proposer shall provide training for VMS, Camera Management and integration to designated City Staff. A refresher training is required every year or upon installation of new upgrades.
- 4.9 Proposer shall provide phone support, email support and have ticketing system for follow up of support events.
- 4.10 Proposer shall have brick and mortar support facilities within forty (40) miles of the City of Coconut Creek. If proposing company is sold during the contract period, new Proposer must comply with distance requirement specified herein.

#### 5. **Rates for Additional Surveillance Camera Integration**

Proposer shall provide hourly rate labor costs for installation of new cameras, purchased by the City, at a future date within the contract period.

- 5.1 Proposed hourly labor rate includes installation, programming, mounting, calibrating, integrating, and testing of new cameras that are not part of the contract agreement. Proposed labor rate also includes VMS integration for new cameras and effort required to place camera into fully operational. Fully operational is defined by having the cameras operate on a thirty (30) day cycle and ensuring that all recordings and camera field of views are accurate as required by City, meeting image specifications requirements, as specified herein, and may be easily retrievable as provisioned by video management software. All labor for new cameras shall include a one (1) year warranty. Proposer shall include unit

costs for licensing for integrating with Video Management System. Maintenance for additional cameras will start after one (1) year of camera installation

## 5.2 Implementation Approach

Proposer shall complete replacement and installation phase within the six (6) months of agreement execution. Proposer shall provide a full-time project manager that must be able to meet with City Staff at City Facilities at least once every two (2) weeks during project replacement and installation phase. The Proposer shall include a project plan as part of their response. Project plan should be comprehensive and include the following:

1. Project directory with points of contact from vendor's team
2. Project schedule overview with phase descriptions
3. Project Deliverable Acceptance method
4. Progressive Project invoicing method (including progress payment schedule)
5. Project Communications Plan to include proposed bi-weekly meetings and progress reports. Bi-weekly progress report updates are required during installation and implementation phase.
6. Formal acceptance by City designated staff of installations and performing equipment will be required as backup for invoicing. Signoff documentation from designated City staff will be required for invoice payment processing.
7. Vendor will be evaluated upon completion of project replacement and installation phase on timeliness of implementation and grade of install.

## 5.3 Bill of Materials

A complete bill of material must be included with the Proposer's response. It should be organized by system component to include:

1. System Component Name/Description
2. Brand
3. Model Number
4. Quantity Quoted
5. Proposed install location
6. Unit Price
7. Extended Price

## 5.4 Warranties

Proposer shall provide a minimum one (1) year warranty for surveillance camera equipment. Proposed shall provide full details on warranty and exclusions.

Camera Installation labor shall have a minimum one (1) year warranty.

VMS shall have a minimum one (1) year warranty. Please provide full details on warranty and exclusions.

Integration labor shall have a minimum of one year warranty.

Warranty shall begin upon City acceptance of installed and integrated product. Proposer shall attain signoff documentation from City staff to document acceptance per installed camera location.

**5.5 Background Check and Training**

Prior to any commencement of work for this RFP, any employee of Proposer and/or sub-contractor, must complete a background check and Criminal Justice Information Services (CJIS) Online Training, prior to entering Police department locations to perform services.

**5.6 Florida Statutes**

Information relating to the security system for City owned property is exempt from public records pursuant to §119.071(3) and §281.301(1), Florida Statutes. Any entity that receives this RFP shall maintain the confidentiality of any information received from the City on the security system and all related information. Further, portions of the proposals that contain information exempt under §119.071(3) and §281.301(1), Florida Statutes, shall maintain such confidentiality after the award of the Agreement to the extent permitted and required by law.



**SECTION IV - REQUIRED DOCUMENTS****Proposal Requirements Checklist**

Proposer has completed the required documents listed in the checklist below. The required documents shall be executed, notarized (if applicable), and submitted as a condition to this Request for Proposals.

Proposer shall electronically submit all required documents and any other pertinent information electronically through the eBid System.

<b>Required Documents</b>	<b>Yes</b>	<b>No</b>
<b>Non-Disclosure Agreement</b> (Please include a copy of the NDA in proposal)	<input type="checkbox"/>	<input type="checkbox"/>
<b>Proposer Information</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Proposal Confirmation</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Indemnification Clause</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Non-Collusive Affidavit</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Proposer's Qualification Statement</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Drug-Free Workplace Form</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Sworn Statement on Public Entity Crimes</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Exceptions to the RFP</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Operational Plan – Scope of Services Proposed</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Submitted Pricing through the eBid System “Line Items” Tab</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Proposal:</b> (1) Qualifications and Experience (2) Resources and Availability (3) References	<input type="checkbox"/>	<input type="checkbox"/>
<b>Certificate of Insurance</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Business Tax Receipt</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Copies of Valid Licenses</b>	<input type="checkbox"/>	<input type="checkbox"/>

**PROPOSER INFORMATION**

Communications concerning this proposal shall be addressed to:

Company Name: \_\_\_\_\_

Social Security/Federal Tax I.D. No.: \_\_\_\_\_

Proposer's Name (Print): \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**ACKNOWLEDGEMENT OF ADDENDA**

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**Instructions:** Complete Part I or Part II, Whichever Applies

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**Part I:**

Proposer has examined copies of all the Contract Documents and of the following Addenda (receipt of all which is hereby acknowledged).

Addendum No: \_\_\_\_\_ Dated: \_\_\_\_\_

Addendum No: \_\_\_\_\_ Dated: \_\_\_\_\_

Addendum No: \_\_\_\_\_ Dated: \_\_\_\_\_

Addendum No: \_\_\_\_\_ Dated: \_\_\_\_\_

Addendum No: \_\_\_\_\_ Dated: \_\_\_\_\_

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**Part II:**

No Addendum was received in connection with this RFP.

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It is understood and agreed by Proposer that the City reserves the right to reject any and all proposals, to make awards on all items or any items according to the best interest of the City, and to waive any irregularities in the proposal or in the proposals received as a result of the RFP. It is also understood and agreed by the Proposer that by submitting a proposal, Proposer shall be deemed to understand and agree that no property interest or legal right of any kind shall be created at any point during the aforesaid evaluation/selection process until and unless a contract has been agreed to and signed by both parties.

\_\_\_\_\_  
Proposer's Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Proposer's Printed Name

**PROPOSAL CONFIRMATION**

In accordance with the requirements to provide **Citywide Surveillance Camera Installation Services** pursuant to **RFP 03-06-19-10**, the undersigned submits the attached proposal.

Proposer accepts and hereby incorporates by reference in this proposal all of the terms and conditions of the scope of work, including EPA Standards, Motor Vehicle Safety Standards and required warranty and guarantee certificates.

Proposer is fully aware of the scope of work based on these requirements, the legal requirements (federal, state, county and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the work and has made such independent investigation as Proposer deems necessary.

This proposal is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Proposer has not directly or indirectly induced or solicited any other Proposer to submit a false or sham proposal; Proposer has not solicited or induced any person; firm or a corporation to refrain from proposing and Proposer has not sought by collusion to obtain for himself any advantage over any other Proposer or over City.

The Proposer shall acknowledge this Proposal by signing and completing the spaces provided. I hereby submit this Proposal Package for **Citywide Surveillance Camera Installation Services, RFP No. 03-06-19-10** to the City of Coconut Creek with the full understanding of the Request for Proposal, General Terms and Conditions, Special Terms and Conditions, Detailed Requirements, and the entire Proposal Package.

\_\_\_\_\_  
Proposer's Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

State of: \_\_\_\_\_

County of: \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2019, by \_\_\_\_\_, who is (who are) personally known to me or who has produced \_\_\_\_\_ as identification and who did (did not) take an oath.

\_\_\_\_\_  
Notary Public Signature

\_\_\_\_\_  
Notary Name, Printed, Typed or Stamped

Commission Number: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**CITY OF COCONUT CREEK**  
**Citywide Surveillance Camera Installation Services**  
**RFP NO. 03-06-19-10**

**SCHEDULE OF PROPOSAL PRICES**

**PROPOSER SHALL SUBMIT PRICES ELECTRONICALLY THROUGH THE EBID SYSTEM**  
**“LINE ITEMS” TAB**  
[WWW.COCONUTCREEK.NET/PURCHASING](http://WWW.COCONUTCREEK.NET/PURCHASING)

**PROPOSED PRICING**

The Proposer’s costs must be inclusive of all related expenses to provide the services as defined in this RFP.

**Group 1: Current Surveillance Camera Inventory**

Line Item	Location	Camera Type	Quantity	Interior/Exterior Camera(s)	Replace Existing Camera(s)	Cost
1.1	City Hall	Analog	2	Interior	Yes	\$
1.2	PW EOC Facility	IP	30	Interior/Exterior	No	\$
1.3	Police Department	IP	4	Interior	No	\$
1.4	Police Department	Analog	14	Interior/Exterior	Yes	\$
1.5	Utilities and Engineering	IP	14	Interior/Exterior	No	\$
1.6	Cypress Park	IP	2	Exterior	Yes	\$
1.7	Community Center	IP	2	Exterior	Yes	\$
1.8	Donaldson Park	IP	2	Exterior	Yes	\$
1.9	Lakeside Park	IP	2	Exterior	Yes	\$
1.10	Recreation Complex	IP	2	Exterior	Yes	\$
1.11	Sabal Pines Park	IP	8	Exterior	Yes	\$
1.12	Winston Park	IP	2	Exterior	Yes	\$
1.13	Gerber Park	IP	2	Exterior	Yes	\$
1.14	Fire Station 50	IP	6	Exterior	Yes	\$
<b>TOTAL</b>						<b>\$</b>

**Group 2: Proposed Surveillance Camera Inventory**

Line Item	Location	Camera Type	Quantity	Interior/Exterior Camera(s)	New Camera(s) Installation	Cost
2.1	City Hall	IP	6	Interior	Yes	\$
2.2	City Hall Complex Ext	IP	7	Exterior	Yes	\$
2.3	Hilton Road Water Tank	IP	5	Exterior	Yes	\$
2.4	PW EOC Facility	IP	2	Interior	Yes	\$
2.5	PW EOC Facility	IP	1	Exterior	Yes	\$
2.6	Police Department	IP	3	Interior	Yes	\$
2.7	Police Department	IP	1	Exterior	Yes	\$
2.8	Utilities and Engineering	IP	7	Exterior	Yes	\$
2.9	Utilities and Engineering	IP	6	Interior	Yes	\$
2.10	Cypress Park	IP	2	Exterior	Yes	\$
2.11	Community Center	IP	10	Exterior	Yes	\$

2.12	Community Center	IP	3	Interior	Yes	\$
2.13	Donaldson Park	IP	4	Exterior	Yes	\$
2.14	Lakeside Park	IP	6	Exterior	Yes	\$
2.15	Recreation Complex	IP	8	Exterior	Yes	\$
2.16	Recreation Complex	IP	2	Interior	Yes	\$
2.17	Fire Station 94	IP	3	Exterior	Yes	\$
2.18	Fire Station 94	IP	1	Interior	Yes	\$
2.19	Sabal Pines Park	IP	12	Exterior	Yes	\$
2.20	Winston Park	IP	6	Exterior	Yes	\$
2.21	Windmill Park	IP	16	Exterior	Yes	\$
2.22	Gerber Park	IP	5	Exterior	Yes	\$
2.23	Lift station 20	IP	2	Exterior	Yes	\$
2.24	Lift station 12	IP	2	Exterior	Yes	\$
2.25	Fire Station 50	IP	1	Exterior	Yes	\$
<b>TOTAL</b>						<b>\$</b>

\*\*\*\*\*

#### **VISA Credit Card – Payment Method:**

The City of Coconut Creek has implemented a Visa Procurement Card (P-Card) Program through SunTrust Bank. The City's preference is to pay for goods/services with the P-Card. This program allows the City to expedite payment to our vendors. Some of the benefits of the P-Card Program to the vendor are: payment received within 72 hours of receipt and acceptance of goods, reduced paperwork, issue receipts instead of generating invoices, resulting in fewer invoice problems, deal directly with the cardholder (in most cases). Vendors accepting payment by the P-Card may not require the City (Cardholder) to pay a separate or additional convenience fee, surcharge or any part of any contemporaneous finance charge in connection with a transaction. Such charges are allowable, however must be included in the total cost of their response. Vendors are not to add notations such as "+3% service fee" in their response. All responses shall be inclusive of any and all fees associated with the acceptance of the P-Card. Vendors agreeing to accept payment by P-Card must presently have the capability to accept Visa or take whatever steps necessary to implement the ability before the start of the agreement term.

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CITY OF COCONUT CREEK

FINANCE AND ADMINISTRATIVE SERVICES  
PURCHASING AND CONTRACTS DIVISION  
4800 WEST COPANS ROAD  
COCONUT CREEK, FLORIDA 33063

ADDENDUM NO. 1

February 20, 2019

RFP No.: 03-06-19-10  
RFP Name: Citywide Surveillance Camera Installation Services  
Due Date/Time: Tuesday, March 19, 2019 at 10:00 a.m. EST

Our records indicate that your firm is in receipt of proposal documents for the Citywide Surveillance Camera Installation Services project. This Addendum is hereby made part of the proposal documents and shall be included with all contract documents.

Note: Words underlined and **bold** are additions, words ~~marked through~~ are deletions

The following information is being transmitted to change the Schedule of Events:

Event	Date
RFP Available	02/03/19
Mandatory Pre-Proposal Meeting and Site Inspection	02/13/19 @ 10:00 a.m.
Last Date of Receipt of Questions	<del>02/20/19</del> <b>3/6/19 @ 5:00 p.m.</b>
Last Date of Receipt of Request for Approved Equals Form	<del>02/20/19</del> <b>3/6/19 @ 5:00 p.m.</b>
Addendum Release (if required)	02/26/19
Proposals Due	<del>03/06/19</del> <b>3/19/19 @ 10:00 a.m.</b>
Compliance Review	03/07/19 - 03/18/19
Selection Committee Evaluations/Short List	03/18/19 - 03/21/19
Oral Interviews/Selection of 1 <sup>st</sup> Ranked Proposer	03/26/19 - 04/02/19
Contract Negotiations with 1 <sup>st</sup> Ranked Proposer	04/03/19 - 04/10/19
Commission Award of Contract	05/09/19

This addendum acknowledgment sheet must be submitted electronically with your response through the eBid System by the due date and time indicated above. Failure to return this sheet may disqualify Proposer.

Proposer's Signature \_\_\_\_\_

Date \_\_\_\_\_

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

( ) \_\_\_\_\_  
Phone Number

( ) \_\_\_\_\_  
Fax Number

Shenise Truesdell  
Purchasing Analyst



FINANCE AND ADMINISTRATIVE SERVICES  
PURCHASING AND CONTRACTS DIVISION

4800 WEST COPANS ROAD  
COCONUT CREEK, FLORIDA 33063

ADDENDUM NO. 2

March 14, 2019

RFP No.: 03-06-19-10  
RFP Name: Citywide Surveillance Camera Installation Services  
Due Date/Time: Tuesday, March 27, 2019 at 10:00 a.m. EST

Our records indicate that your firm is in receipt of proposal documents for the Citywide Surveillance Camera Installation Services project. This Addendum is hereby made part of the proposal documents and shall be included with all contract documents.

Note: Words underlined and **bold** are additions, words ~~marked through~~ are deletions.

1. The following information is being transmitted to change the Schedule of Events:

Event	Date
RFP Available	02/03/19
Mandatory Pre-Proposal Meeting and Site Inspection	02/13/19 @ 10:00am
Last Date of Receipt of Questions	03/06/19 @ 5:00 p.m.
Last Date of Receipt of Request for Approved Equals Form	03/06/19 @ 5:00 p.m.
Addendum Release (if required)	03/14/19
Proposals Due	03/27/19 @ 10:00am
Compliance Review	03/27/19 - 04/08/19
Selection Committee Evaluations/Short List	04/08/19 - 04/18/19
Oral Interviews/Selection of 1 <sup>st</sup> Ranked Proposer	04/18/19 - 04/25/19
Contract Negotiations with 1 <sup>st</sup> Ranked Proposer	04/29/19 - 05/06/19
Commission Award of Contract	06/13/19

2. The following attachments have been uploaded to the eBid System to address vendor questions regarding the specifications:

- **“Security Camera Count and Locations”**
- **“Questions and Answers Submitted at Site Visit”**
- **Windmill Park Conduits Plan Sheets**

3. The following information is being added and shall be included in the original proposal submittal.

- **Bid Bond**
- **Payment Bond**
- **Performance Bond**

This addendum acknowledgment sheet must be submitted electronically with your response through the eBid System by the due date and time indicated above. Failure to return this sheet may disqualify Proposer.

\_\_\_\_\_  
Proposer's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Company Address

(\_\_\_\_\_) \_\_\_\_\_  
Phone Number

(\_\_\_\_\_) \_\_\_\_\_  
Fax Number

Shenise Truesdell  
Purchasing Analyst

## **Questions & Answers Submitted at the Site Visit**

### **United Data Technologies**

1.) Q: Do we need to provide a scissor lift where needed?

A: Proposer is to provide own ladders or needed equipment to perform installations.

### **Loxia Technologies**

1.) Q: Should the proposer take care of the disposal of the cameras that will be replaced?

A: Proposer to dispose of the cameras and cabling no longer deemed useful.

### **Alpha Security and Fire**

1.) Q: Are we required to provide network equipment? Switches Etc.

A: All Switching equipment will be provided and managed by the City.

2.) Q: Can you provide a configuration printout of all connected equipment on the current VMS including currently used licenses?

A: 60 licenses at the City Hall EOC Location. Utilities and Engineering is Running on Samsung Wisenet v1.60.1. The cameras are on the PDF Entitled "Security Camera Count and Location Current"

### **ASE Telecom**

1.) Q: Windmill Park: Power to poles is it done or do we need to provide? Connectivity between pole and head existing or do we provide?

A: Vendor shall furnish all labor, materials, and equipment necessary to complete connection to cameras individual location. Including but not limited to electrical supply and conduit, low voltage cable and conduit, pole and mounting hardware to support the camera installation as needed. Price shall be listed as wholesale cost plus markup percentage. Pricing for these items should be listed under a miscellaneous cost line item under each location.

2.) Q: Does Power and connectivity exist from the last dog park camera to the clubhouse?

A: The power for the pole inside the actual dog park for the entrance from the pedestrian side has been provided 110 constant power.

3.) Q: Are all poles with individual photocells or with constant power or one central controlled?

A: Photocells and they are all individual.



4.) Q: Storage to be one purchase for all cameras or phased as a buy as grow as needed?

A: The City would like the specifications of the servers proposed including RAM, CPU, Graphics Card, and Storage. The storage and server proposed should be enough to handle all cameras. This information should be under a separate line item. It is the intent that if our existing infrastructure can handle the load of the server and storage then we would utilize our current virtualized environment to handle the VMS.

### **Maverick Technical Corp**

1.) Q: What if any infrastructure (Communications Network) is available from all locations?

A: All locations have access to fiber optics from the site with the exception of Winston Park, Cypress Park, Rowe Center, Gerber Park. The City is aware of the bandwidth limitations at those parks and will address them.

### **Convergent**

1.) Q: Can the response date be extended?

A: Date has been extended until March 6<sup>th</sup> 2019 for Questions.

2.) Q: Does the city want to replace milestone?

A: The City is looking for the best suitable VMS solution for our needs now and in the future and has not ruled out any VMS solutions at this time.

3.) Q: What version of Milestone does the city have?

A: Milestone XProtect Enterprise 2013 Version 8.5e Build 215344

4.) Q: How many Milestone Licenses do you own?

A: 60 licenses at the City Hall EOC Location. Utilities and Engineering is Running on Samsung Wisenet v1.60.1

5.) Q: Make and Model of existing cameras?

A: See PDF Entitled "Security Camera Count and Location Current"

6.) Q: Can you provide a list of existing conduits or maps?

A: Windmill Park conduit locations have been provided and additional as-builts may be requested as needed for the project.

7.) Q: Can you provide map of cameras on existing poles?

A: There are no working cameras on poles outside of the Community Center. Cameras there are obsolete. Those poles and existing conduits may be used if needed.

8.) Q: What antenna should we use for wireless?

A: Wireless connectivity to site will be provided by City. Wireless connectivity needed to tie cameras together on a site are to be provided by Vendor if that is the method chosen to tie camera locations together on one site.

9.) Q: Do we need to provide the antenna?

A: The City will provide the Motorola PMP450 to tie a location to the main network if needed. Any other wireless solution will need to be provided by the solution provider.

10.) Q: What is the deployment schedule?

A: The City is committed to having a working system for all existing cameras. The City will as part of the budgetary process evaluate all locations based on needs and determine which sites to install based on information from commission and police.

### **Intralogic**

1.) Q: What hours for City building “ Work Hours”

A: City Hall, Police, Utilities Building and EOC Facility- Hours Mon-Thurs 7am to 6pm. Recreation hour and Park Hours are posted on the City website.

2.) Q: Are there multiple brand cameras in all buildings

A: Yes please see PDF Entitled “Security Camera Count and Location Current”

3.) Q: Make and Model of all cameras

A: Yes please see PDF Entitled “Security Camera Count and Location Current”

4.) Q: Are all Camera locations Final?

A: Yes, However with a change order and approval camera locations can be adjusted to capture the environment intended.

### **Broadcast Systems**

1.) Q: Hours can Work (PD,Parks,City Hall Etc.. )

A: City Hall, Police, Utilities Building and EOC Facility- Hours Mon-Thurs 7am to 6pm. Recreation hour and Park Hours are posted on the City website.

2.) Q: Does the City have the usernames and passwords for all newer IP cameras? Axis Cameras in the EOC?

A: The information needed to access all the cameras will be provided to the awarded proposer.

3.) Q: Are all existing cameras ONVIF?

A: The IP Cameras that are current in the EOC and Utilities building are ONVIF compatible. The cameras listed at any of the park facilities are not ONVIF and need to be replaced. The cameras at City Hall and Police Department will also need to be replaced, as they are analog cameras.

4.) Q: EOC Gas Area: Can we use a wireless solution?

A: Yes, a wireless solution is acceptable. However, there is a low voltage conduit which runs to the pump.

5.) Q: Is the City opposed to wireless solar solutions for remote camera locations?

A: If a solar solution is capable and cost effective then we would not be opposed.

6.) Q: How does the City plan to phase the project?

A: The City is committed to having a working system for all existing cameras. The City will as part of the budgetary process evaluate all locations based on needs and determine which sites to install based on information from commission and police.

7.) Q: How does the City Plan on IT Server and Storage Deployment

A: The City would like the specifications of the servers proposed including RAM, CPU, Graphics Card, and Storage. The storage and server proposed should be enough to handle all cameras. This information should be under a separate line item. It is the intent that if our existing infrastructure can handle the load of the server and storage then we would utilize our current virtualized environment to handle the VMS.

## **Celplan Technologies**

1.) Q: Will the City postpone the questions delivery date?

A: The date has been postponed until March 6<sup>th</sup>, 2019 for additional time.

2.) Q: For locations without fiber who will be responsible to provide the connectivity?

A: The City will be responsible for all connectivity to the site. The connectivity within the site will be the responsibility of the provider.

3.) Q: Can the City provide a list of the current installed cameras brand and model?

A: See PDF Entitled "Security Camera Count and Location Current"

4.) Q: For locations with wireless connectivity, who is responsible to provide the end points (PMP or PTP)? What are the brands that are currently being used?

A: The City will be responsible for all connectivity to the site. The connectivity within the site will be the responsibility of the provider.

5.) Q: Is power being provided (dedicated circuits or photocell) to proposed poles?

A: Power to poles changes from site to site and will need to be installed as needed by proposer.

6.) Q: Is mobile and or Web access to the VMS a requirement?

A: Yes, both.

7.) Q: Is high availability (Redundancy) a requirement?

A: No redundancy requirements are needed at this time however the storage solution proposed should have a level of fault tolerance such as raid 5 or 10.

8.) Q: Can the City provide further clarification regarding section III item 4.3 (Hot Swaps). What kind of equipment should be considered for hot swap?

A: Same equipment or approved equivalents.

9.) Q: Is there a phased implementation/ deployment plan in place?

A: The City is committed to having a working system for all existing cameras. The City will as part of the budgetary process evaluate all locations based on needs and determine which sites to install based on information from commission and police.

10.) Q: For locations without structure (i.e. poles) who is responsible for providing such structures?

A: For locations with no structures, it will be the proposer's responsibility to provide structure, power and low voltage needed to support these locations. Please be detailed in your proposal for these costs. Additionally all structures proposed will need to be approved by our code and building department.