

APPENDIX A - TECHNICAL SPECIFICATIONS
RFQ 94972 RENOVATION OF RESTROOMS (WSSC BUILDING 6)

SCOPE OF WORK

This contract is executed between JEA and the General Contractor to perform bathroom renovation services including, but not limited to: demolition of existing fixtures, installation of new fixtures, replacement of flooring, patching and painting walls, plumbing repair and resealing, and installation of water heater and air conditioning system. JEA may take action to perform work in house and, thereby, reduce Contractor workload. These specifications are not intended to supersede Federal, State, or local regulations to which the Contractor must comply.

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PART 1 GENERAL

1.1 DEFINITIONS

CERTIFIED GENERAL CONTRACTOR	As issued by the State of Florida (FAC 489.111).
FLORIDA BUILDING CODE	Most recently published version (6 th Edition or later).
JEA STANDARDS	JEA Standards are identified on JEA's public website (www.JEA.com).

1.2 SUBMITTALS

Contractor shall deliver the following submittal items in a timely manner to the JEA Contract Administrator for approval.

SUBMITTAL 01 – JEA SAFETY QUALIFICATION

The Contractor shall submit applicable safety documents and receive approval from the JEA Contract Administrator prior to the start of work.

SUBMITTAL 02 – MATERIALS FOR COMPLETION OF RENOVATION

The Contractor shall submit materials for approval to the JEA Contract Administrator.

SUBMITTAL 03 - INVOICING DOCUMENTS

Following the completion of work, the Contractor shall submit invoicing documents in accordance with all applicable sections of this technical specification.

1.3 QUALIFICATIONS

- 1.3.1 Contractor shall possess a valid Certified General Contractor License issued by the State of Florida. Contractor shall also possess a current business license issued by the City of Jacksonville/Duval County.
- 1.3.2 Contractor shall meet all minimum qualifications as identified in JEA solicitation documents.
- 1.3.3 Contractor must obtain permission of JEA Contract Administrator prior to subcontracting of work.

1.4 QUALITY ASSURANCE

- 1.4.1 Contractor shall ensure that all work is to JEA standards. It is the contractor's responsibility to review JEA standards for applicable work. Contractor shall be aware of all JEA Standards that apply to the tasks executed by the Contractor. Standards are available to the public on JEA's website, www.JEA.com.
- 1.4.2 On all installations and repairs, the Contractor shall confirm that the installation and/or repairs comply with accepted practice as specified in the most update versions of the Florida Building Code. The Contractor shall apply all applicable ASTM standards.
- 1.4.3 Work that does not conform to expected levels of craftsmanship or the specifications shall be redone at Contractor's expense.
- 1.4.4 The Contractor shall be in possession of a valid General Contractor Certification. Any worker employed by the Contractor, who exhibits inadequate experience and knowledge or is incapable in his/her field, shall be removed from the work site at the discretion of the JEA Contract Administrator.
- 1.4.5 JEA reserves the right to add/delete quantities, as required. Pricing for added quantities will be set at the current bid price. JEA may take action to perform work in house and, thereby, reduce contractor workload.

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- 1.4.6 The Contractor shall submit invoicing documents annotated on the contractor's letterhead. The invoice (containing company name and address) shall include JEA purchase order and work order numbers. The Contractor shall include the following information on the invoice: date, location, description of service provided, amount payable, and JSEB forms (if applicable). JEA will not provide payment for deficient invoices that do not contain required information.
- 1.4.7 Contractor's invoiced pricing must agree with the contract bid pricing established in the agreement between the Contractor and JEA.
- 1.4.8 The administrative cost, profit, travel time, and other indirect contractor costs will not be permitted as separate billable costs. These costs must be included in the bid price provided by the Contractor in the bid workbook.
- 1.4.9 JEA Contract Administrators will evaluate vendor performance through a Vendor Performance Scorecard. In the event of a deficiency, JEA will coordinate mandatory vendor conference and take any other steps required to resolve the performance deficiency.
- 1.4.10 Contractors shall work in accordance with the JEA Hot Works Permit Program. JEA Security requires at least two (2) days notice for putting fire and sprinkler systems into test, and the JEA Contract Administrator shall be notified prior to initiating.

1.5 DELIVERY, STORAGE, AND HANDLING

- 1.5.1 The Contractor must dispose of all waste generated as a result of the contract at an officially permitted location. Any fees and/or charges associated with this disposal should be included in bid price of work. JEA will not pay additional charges/fees for waste disposal.
- 1.5.2 The Contractor shall prevent access by the public to materials, tools, and equipment during the course of the work.

1.6 SAFETY

- 1.6.1 The Contractor shall become JEA Safety Qualified prior to beginning actual work at JEA. All employees of the Contractor, including Project Managers, who perform work on JEA property, shall be JEA Safety Qualified. Supervisors may be required to have additional training. Site specific training may be required to work at certain job sites (i.e: substations). Contractor is responsible for ensuring ALL personnel have received the appropriate training prior to beginning work.
- 1.6.2 The Contractor shall familiarize all workers with all fire and safety regulations recommended by OSHA and other industry or local governmental groups at the Federal, State, and local levels.
- 1.6.3 Contractor shall maintain a safe work environment at all times.
- 1.6.4 The Contractor shall furnish JEA with material safety data sheets on all chemical products utilized.
- 1.6.5 The Contractor shall also adhere to current JEA Safety and Training regulations at all times.
- 1.6.6 Contract workers are required to wear proper Personal Protective Equipment (PPE). PPE minimums include safety footwear with steel toes, hard hat and safety glasses. Hearing protection is required while operating machinery or equipment (including saws). Ripped jeans, shorts, tennis shoes, sleeveless shirts, and shirts with offensive logos or messages are not permitted.
- 1.6.7 The Contractor shall keep the work area free from accumulation of waste materials or rubbish.
- 1.6.8 The nature of work (cutting, sanding and general work) to be performed may produce heat, smoke, steam, dust or vapors, which may result in the activation of an alarm. To avoid Contractor caused alarms, the Contractor shall notify the JEA Contract Administrator, whom will issue a hot work permit (permit valid for one (1) day only) before any procedure. After such

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procedures are concluded, Contractor shall notify the JEA Contract Administrator who will inspect, and re-arm the alarm system.

- 1.6.9 If the Contractor's negligence results in a release of a Clean Agent (i.e. FM 200), the Contractor shall be responsible for all costs incurred to refill and restore the fire suppression system.

1.7 SECURITY

- 1.7.1 A JEA issued security badge shall be visible at all times while on JEA property.
- 1.7.2 JEA issued security badges will become deactivated after 90 days of non-activity. It is the Contractor's responsibility to ensure all employees have active badges prior to commencement of work.
- 1.7.3 Contractors shall check in and check out with JEA Security and the JEA Contract Administrator daily.
- 1.7.4 When available, Contractor shall wear uniforms/t-shirts displaying company logo whenever working for JEA.
- 1.7.5 The Contractor shall ensure subcontracted employees obtain background checks, training, and active badge status prior to the start of work.
- 1.7.6 Drawings, sketches, plans, and other items detailing JEA Facilities are to be considered sensitive items. Contractor shall not release associated documents to any 3rd party without the prior consent of JEA.

1.8 ENVIRONMENTAL REQUIREMENTS

- 1.8.1 The Contractor shall conform to environmental regulations of public agencies, including local, state and Federal jurisdiction.
- 1.8.2 Contractor shall be accountable for timely clean-up and remediation associated with any contaminant spills, accidental or otherwise, including, but not limited to diesel fuel, gasoline, lubricants, and cleaning fluids, etc.

1.9 WARRANTY

- 1.9.1 Upon successful completion of work, the Contractor shall extend the manufacturer warranty on all parts to JEA.
- 1.9.2 The Contractor shall warrant workmanship for one (1) calendar year from the substantial completion date.

PART 2 PARTS AND PRODUCTS

2.1 APPROVAL

- 2.1.1 JEA Contract Administrator shall approve all parts and products prior to use by the Contractor.
- 2.1.2 Prior to purchasing, ordering, or installing materials, the Contractor shall submit approval to the JEA Contract Administrator for the following materials:

Ceiling Tile and Grid

- Armstrong – Ceramaguard fine fissured – perforated square lay-in
- Color – White
- Size – 24" x 24"
- Grid system – Armstrong Prelude 15/16" exposed tee grid system

Lavatories and Faucets

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- American Standard Lucerne Wall Hung, 0356.041, White, single center faucet hole
- Chicago (420-ABCP) deck mounted 4"- single lever Hot and Cold water mixing faucet with 0.5 GPM non-aerating spray and ceramic cartridge

Toilets

- Sloan Royal Flush Valve;
- Zurn 5645-bw1, Elongated toilet bowl or American Standard Huron 3312.001, elongated toilet bowl

Quarter-turn Valves

- Brasscraft - ¼ turn ball stop (KT Series); or McGuire Mf. – convertible ¼ turn brass ball valve (LFBV Series); or Keeney Mfg. quarter turn valves (PCLF Series)
- All selections to be Lead-free, brass ball, stem and body construction, chrome plated for corrosion protection

Paper Towel Dispenser

- Tork Elevation Matic Model 5510282

Toilet Paper Dispenser

- Tork Twin Jumbo Bath Tissue Roll Dispenser, Article 247549A, Color: Black, SCC: 10073286622393

Soap Dispenser

- GOJO FMX-12 Dispenser – Black – SKU 5155-06

Epoxy Flooring

- Basis of Design: Plexi Chemie, Plexiquartz, color: Driftwood. Install with continuous 1" radius cove and 4" – 6" base.
- Other manufacturer's with Project Administrator approval

Light Fixtures

- Columbia TCAT
- Columbia LCAT
- Lithonia 2GTL4
- Lithonia 2RTL-60z

Interior Epoxy Paint

- Sherwin Williams B73-300 Series, color: TBD from standard color selection.
- Use block surfacer or primer per manufacturer's specifications.

Mirror

- Basis of Design: Bobrick B292, 18" x 36" with shelf
- Other manufacturer's with Project Administrator approval

Urinal

- American Standard Model 6541.132 Allbrook, siphon jet type with ¾" top spud.
- Sloan Regal 186-1 flush valve
- Zurn model Z-1221 adjustable carrier (or re-use existing, if condition allows)
- Other manufacturer's with Project Administrator approval

Toilet Partitions

- Overhead braced, floor anchored

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- Solid phenolic-core panel material with melamine facing on both sides fused to substrate during panel manufacture (not separately laminated), and with eased and polished edges and no-sightline system. Provide minimum 3/4" thick doors and pilasters and minimum 1/2" thick panels.
- Pilaster shoes, formed from stainless steel sheet, not less than 0.031" nominal thickness and 3" high, finish to match hardware.
- Brackets to be full height, continuous manufacturer's standard design in stainless steel.
- Color and pattern to be selected by owner from manufacturer's standard color chart.
- Hardware to be manufacturer's standard, in stainless steel, with theft-resistant heads where applicable.
- Urinal screens to be solid phenolic core, wall-hung.
- Manufacturers include but not limited to: Flush Metal Partitions, LLC; General Partitions Mfg. Corp.; Knickerbocker Partition Corp.

Door Hardware

- Door Knob – as fits existing door, in satin stainless finish.
- Door Closer: Corbin Russwin DC3210, through-bolted to the door
- Privacy Latch: Basis of Design: PEMKO PDL26D/15 Privacy Door Latch, Satin Chrome/Satin Nickel finish, 1-1/2" x 2-3/4" Width, 2-3/16" Height

Mechanical and Electrical Systems

- Exhaust Fan: Air King Energy Star 2-Speed Eco Exhaust Bath Fan, Model ESB130D; other manufacturer's with Project Administrator approval
- Provide appropriately-sized duct work to nearest outside wall for exhaust fan. Furnish exterior grille with insect screen. Submit product information for approval before installation.
- Water Heater: 28 – 30 gallon electric, with adjustable thermostat, Energy Star rated.
- Split – System Air conditioner: Mitsubishi, 1.5 ton, heat pump; wall mount MSZ-HM18NA with outdoor unit MUZ-HM18NA.
- RectorSeal for Floor Drain: <https://www.rectorseal.com/web-media/SureSeal-PitchSheets-Floor-Drain.pdf>

Shelving

- Basis of Design: Rubbermaid Fast Track system, include rail, vertical supports and 3 large shelves (31.5" x 9.5" x 4.12"). Anchor to wall per manufacturer's instructions.
- Other manufacturer's with Project Administrator approval

2.1.3 Where no material is specified, Contractor shall prepare submittal for the JEA Contract Administrator prior to purchasing or installing materials.

2.1.4 Residential grade materials will not be accepted.

PART 3 EXECUTION

3.1 GENERAL CONSTRUCTION REQUIREMENTS

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- 3.1.1 Contractor shall provide all labor, tools and equipment needed for the scope of work. Unsafe tools and equipment are never permitted on JEA sites. Hand tools shall be secured with lanyard or safety device to prevent tools from falling off of swing scaffolding.
- 3.1.2 The Contractor shall obtain all permits required by local agencies and pay all fees which may be required for the performance of the work and removal/disposal of hazardous materials. Bid prices should include this cost.
- 3.1.3 Contractor shall verify existing conditions and dimensions prior to starting work. Any discrepancies must be brought to the attention of the JEA Contract Administrator. It is the Contractor's responsibility to remove and/or provide additional items as required to comply with the contract documents.
- 3.1.4 Construction schedules are to be provided by the Contractor and agreed to by all parties before work proceeds. Changes in the schedule shall be coordinated through the JEA Contract Administrator.
- 3.1.5 Contractor shall provide any and all dust curtains, temporary partitions, walk-off mats or any other barricade or process necessary to keep site clean.
- 3.1.6 Job sites are to be kept clean at all times. Contractor shall supply necessary cleaning products. In office environments, site shall be vacuumed at the end of work each day and at the end of the job. In field environments, areas shall be kept broom-clean.
- 3.1.7 All work shall meet or exceed applicable building codes.
- 3.1.8 All doors, lids, and gates shall be locked and secured at all times when unattended.
- 3.1.9 Parking is the responsibility of the Contractor, however, requests may be made to the Contract Administrator to park on JEA property, and shall be granted/denied at the sole discretion of the Contract Administrator.

3.2 PREPARATORY WORK

- 3.2.1 Contractor must receive verbal and/or written agreement from JEA Contract Administrator prior to commencement of construction activities.
- 3.2.2 Contractor must attend all pre construction meetings prior to the commencement of work.
- 3.2.3 Power and Water are NOT to be turned off at any time, except emergencies, without prior notification and approval by the Project Administrator. Any work interfering with building occupants' use of space must be coordinated in advance.
- 3.2.4 Loading, unloading, material delivery, and contractor site access points will be determined by the Project Administrator. Use of other areas is prohibited.
- 3.2.5 Contractors are responsible for furnishing sanitary items (temporary toilets, hand-washing stations, clean drinking water, etc.) for their work force. JEA makes no guarantees that access to existing bathrooms will be granted.

3.3 PROJECT EXECUTION

- 3.3.1 Contractor shall provide JEA weekly progress reports outlining the following:
 - a. Work completed & work remaining
 - b. Delays due to weather and other causes (identify causes)
 - c. Plan to complete work by scheduled date
- 3.3.2 Contractor shall install new fixtures, including toilets, urinals, mirrors, and sinks. Contractor shall also install toilet paper, paper towel, and soap dispensers.
- 3.3.3 Contractor shall demolish existing vinyl composite tiles and base and replace it with epoxy flooring with cove base.

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- 3.3.4 Patch and prepare all walls for paint and install new epoxy paint.
- 3.3.5 Install new moisture-resistant acoustical ceiling tile in the new grid, new lighting, new exhaust fan, and connect the lights and fan to the electrical switch by the door.
- 3.3.6 Sand and paint the door, install a new door knob, and install a privacy bolt with closer.
- 3.3.7 The Contractor shall install a new solid core phenolic toilet compartment.
- 3.3.8 The Contractor shall repair all plumbing in the existing shower stall, install new shower head and controls to fit the existing plumbing, as needed. The Contractor shall replace any cracked or missing grout, seal the grout, and steam clean tile both inside and outside of the shower unit. The Contractor shall install new mounted (not tension) shower rod and curtain.
- 3.3.9 The Contractor shall install rector seal in existing floor drain.
- 3.3.10 The Contractor shall install new water heater.
- 3.3.11 The Contractor shall install new split-system air conditioner.
- 3.3.12 The Contractor shall install new supply/waste/vent lines as needed to correct water pressure problems. Install new lines above ceiling wherever possible. Label lines with direction of flow and water temperature.
- 3.3.13 The Contractor shall refurbish and re-install utility sink.
- 3.3.14 The Contractor shall install shelving/storage for janitorial supplies.

3.4 PROJECT COMPLETION

- 3.4.1 Punch lists will be created by the Project Administrator, with input as necessary from the Client. The Project Administrator is the deciding authority on punch list matters. Final punch list items will be completed before final invoice is processed for payment.
- 3.4.2 Final cleaning is to be provided by the Contractor. This includes lay-down areas; loading docks; and stairways, hallways, or other paths of travel used by the contractor during the job. All debris caused by the construction, both interior and exterior, will be removed from the premises and properly disposed of.
- 3.4.3 Contractor is responsible for organizing and presenting to JEA, in a neat and accessible format, all information concerning warranties, key schedules, installation and operation manuals, as-built drawings, wiring diagrams and other documentation before final invoice will be processed.
- 3.4.4 Contractor shall remove all debris, demolished items, and construction waste, including the proper and legal disposing of such. At the completion of the work, the building interior, exterior and landscaping, where affected by Contractor work, shall be restored.
- 3.4.5 Prior to leaving the site, the contractor shall contact JEA Contract Administrator to confirm completion of work activities. Unless otherwise instructed by the JEA Contract Administrator, Contractor must fully exit JEA property following completion of work.

**APPENDIX B - MINIMUM QUALIFICATION FORM
RFQ 94972 RENOVATION OF RESTROOMS (WSSC BUILDING 6)**

GENERAL

THE MINIMUM QUALIFICATIONS SHALL BE SUBMITTED ON THIS FORM. IN ORDER TO BE CONSIDERED A QUALIFIED BIDDER BY JEA YOU MUST MEET THE MINIMUM QUALIFICATIONS LISTED BELOW, AND BE ABLE TO PROVIDE ALL THE SERVICES LISTED IN THIS SOLICITATION.

THE BIDDER MUST COMPLETE THE BIDDER INFORMATION SECTION BELOW AND PROVIDE ANY OTHER INFORMATION OR REFERENCE REQUESTED. THE BIDDER MUST ALSO PROVIDE ANY ATTACHMENTS REQUESTED WITH THIS MINIMUM QUALIFICATIONS FORM.

THE BIDDER SHALL SUBMIT ALL OF THE REQUIRED BID FORMS ELECTRONICALLY TO SHEREA HARPER AT HARPSB@JEA.COM.

BIDDER INFORMATION

COMPANY NAME:_____

BUSINESS ADDRESS:_____

CITY, STATE, ZIP CODE:_____

TELEPHONE:_____

FAX:_____

E-MAIL:_____

PRINT NAME OF AUTHORIZED REPRESENTATIVE:_____

SIGNATURE OF AUTHORIZED REPRESENTATIVE:_____

TITLE OF AUTHORIZED REPRESENTATIVE:_____

MINIMUM QUALIFICATIONS:

Bidder shall have the following Minimum Qualifications to be considered eligible to submit a Bid in response to this SOLICITATION.

- **Bidder shall possess a valid Certified General Contractor License issued by the State of Florida. Bidder shall also possess a current business license by the City of Jacksonville/Duval County.**
- **Bidder must have completed at least two (2) similar projects in a Commercial setting in the last two (2) years valued at least \$50,000 each. Both projects must have been completed under the Contractor's Certified General Contractor License issued by the State of Florida. Only one (1) of the three**

**APPENDIX B - MINIMUM QUALIFICATION FORM
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projects can be work performed for JEA. Bidder shall provide valid references for each contract listed.

Please note, any Contractor whose contract with JEA was terminated for default within the last two (2) years shall not be determined to be a responsible Bidder and will not be identified on the bid list.

Please provide the reference verification information requested below pertaining to this contract.

1. REFERENCE

Reference Name _____

Reference Phone Number _____

Reference Company Name _____

Address of Work _____

Reference E-Mail Address _____

Dates of Work/\$ Amount _____

Description of Work _____

Building name(s) (if applicable) _____

Physical site address(es) _____

Number of stories _____

2. REFERENCE

Reference Name _____

Reference Phone Number _____

Reference Company Name _____

Address of Work _____

Reference E-Mail Address _____

Dates of Work/\$ Amount _____

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Description of Work _____

Building name(s) (if applicable) _____

Physical site address(es) _____

Number of stories _____

APPENDIX B – LIST OF SUBCONTRACTORS FORM
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JEA RFQ 94972 requires certain major Subcontractors be listed on this form, unless the work will be self-performed by the Company.

The undersigned understands that failure to submit the required Subcontractor information on this form will result in bid rejection, and the Company agrees to employ the Subcontractors specified below: (Use additional sheets as necessary)

Note: This list of Subcontractors shall not be modified subsequent to bid opening, without a showing of good cause and the written consent of JEA.

Type of Work	Corporate Name of Subcontractor	Subcontractor Primary Contact Person & Telephone Number	Subcontractor's License Number (if applicable)	Percentage of Work or Dollar Amount

Signed: _____

Company: _____

Address: _____

Date: _____

APPENDIX B – BID FORM
RFQ 94972 Renovation of Restrooms (WSSC Building 6)

Submit **Bid Form** along with other required documents in an email to:
Sherea Harper (harpsb@jea.com)

Company Name: _____

Company's Address _____

Phone Number _____ FAX No: _____ EMAIL Address: _____

BID SECURITY REQUIREMENTS

☒ **None required**

☐ Certified Check or Bond

_____ % \$ _____

TERM OF CONTRACT

☐ One-Time Purchase

☒ **Annual Requirements**

☐ Other, Specify

SAMPLE REQUIREMENTS

☒ **None required**

☐ Samples required prior to Bid Opening

☐ Samples may be required subsequent to Bid Opening

SECTION 255.05, FLORIDA STATUTES CONTRACT BOND

☒ **None required**

☐ Bond required \$ _____ % of Bid Award

QUANTITIES

☒ **Quantities indicated are exacting**

☐ Quantities indicated reflect the approximate quantities to be purchased throughout Contract period and are subject to fluctuation in accordance with actual requirements

INSURANCE REQUIREMENTS

☐ None required

☒ **Insurance required**

Quote the following materials **F.O.B.: Jacksonville, FL**

Item No.	ENTER YOUR BID FOR THE FOLLOWING DESCRIBED ARTICLES OR SERVICES	TOTAL BID PRICE
1	Total Cost for Renovation of Restrooms (WSSC Building 6) (as described in Appendix A – Technical Specifications)	\$ _____ LUMP SUM TOTAL

____ I have read and understood the Sunshine Law/Public Records clauses contained within this solicitation. I understand that in the absence of a redacted copy my proposal will be disclosed to the public “as-is”.

Bidder's Certification

By submitting this bid, the bidder certifies that the bidder has read and reviewed all of the documents pertaining to this Request For Quote, that the person signing below is an authorized representative of the Company, that the Company is legally authorized to do business in the State of Florida, and that the Company maintains in active status an appropriate contractor's license for the work. The Bidder also certifies that the Bidder complies with all sections (including but not limited to Conflict Of Interest and Ethics) of this Request For Quote.

We have received addenda

_____ through _____

Handwritten Signature of Authorized Officer of Firm or Agent

Date

Printed Name and Title