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## **PART 1**

# **BIDDING REQUIREMENTS**

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## City of Key West

### Invitation to Bid

HMGP – 4337 -R Wind Hardening for Fire Station No.1

ITB No. 25-017

**NOTICE:** Pursuant to Sec. 2-770 of the City's Code of Ordinance, sealed bids for the City of Key West ('hereinafter referred to as the "City"') ITB # 25-017 HMGP – 4337 -R Wind Hardening for Fire Station No. 1, addressed to the City of Key West, will be received at the Office of the City Clerk, 1300 White Street, Key West Florida, 33040 until 3:00 p.m. on **Wednesday August 27, 2025** and then will be publicly opened and read. Any bids received after the time and date specified will not be considered.

**Please submit one (1) original, and two (2) flash drives each with one single PDF file of the sections entitled "Bidding Requirements" and "Contract Forms". Bid package is to be enclosed in a sealed envelope, clearly marked on the outside "ITB #25-017 HMGP – 4337 -R Wind Hardening for Fire Station No. 1 addressed and delivered to the City Clerk at the address noted above.**

**A mandatory pre-bid meeting** will be held in the City Manager's conference room at City Hall, 1300 White Street, Key West Florida 33040 on **August 12, 2025, at 1:00- P.M..**

The Wind Hardening for Fire Station No. 1 project (HMGP-4337-R) is funded through the FEMA Hazard Mitigation Grant Program (HMGP). This project involves architectural and structural enhancements to the City of Key West Fire Station No. 1, with the objective of improving the facility's resistance to wind and flood hazards. All work shall be performed in accordance with the design specifications and requirements detailed in the Drawings included in ITB #25-017.

Project details and technical specifications are outlined in the Drawings attached to the bid documents.

Drawings and Specifications may be obtained from Demand Star by Onvia or City of Key West. Please contact Demand Star at [www.demandstar.com](http://www.demandstar.com) or call 1-800-711-1712 or [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov)

**Each bid must be submitted on the required form and include a bid security, as outlined in the Instructions to Bidders, payable to the City of Key West, Florida, in an amount no less than five (5) percent of the bid amount.**

**The Bidder must be a licensed contractor in the State of Florida and provide proof of this licensure with their bid.**

The successful Bidder shall furnish documentation showing that they are in compliance with the licensing requirements of the State and the provisions of Chapter 66 Section 87 of the Code of Ordinances of the City of Key West; within ten (10) days following the Notice of Award and must demonstrate that they hold at a minimum, the following licenses & certificates.

- A. A City of Key West Business Tax License Receipt
- B. A valid Certificate of Competency issues by the Chief Building Official of Key West, Florida.
- C. A valid occupational license issued by the City of Key West, Florida

All bid bonds, insurance contracts, and Certificates of Insurance (COI) shall be either executed by or countersigned by a licensed resident agent of the Surety or Insurance Company having their place of business in the State of Florida, and in all ways complying with the insurance laws of the State of Florida. Further, the said Surety or Insurance Company shall be duly licensed and qualified to do business in the State of Florida.

Prior to awarding the contract for the work outlined in this document, the City will undertake an investigation to assess the performance history and capability of the apparent lowest bidder to successfully execute the scope of work specified. Upon request, the Bidder is required to provide any information the City deems necessary to evaluate the Bidder's qualifications.

**Any request for information concerning this project must be made in writing, per City of Key West Ordinance Section 2-773, Cone of Silence, to Lucas Torres-Bull, Procurement Manager, at [lucas.torresbull@cityofkeywest-fl.gov](mailto:lucas.torresbull@cityofkeywest-fl.gov).**

As stated above at the time of the bid submittal the Bidder must provide satisfactory documentation of State Licenses. The Bidder shall furnish documentation showing that they are in compliance with the licensing requirements of the County and City as would be required within ten (10) days of the award. The successful Bidder must also be able to satisfy the City's Attorney as to such insurance coverage and legal requirements as may be demanded by the bid in question. The City may reject bids for any and/or all of the following reasons: (1) for budgetary reasons, (2) if the bidder misstates or conceals a material fact in its bid, (3) if the bid does not strictly conform to the law or is non-responsive to the bid requirements, (4) if the bid is conditional, or (5) if a change of circumstances occurs making the purpose of the bid unnecessary to the City. The City may also waive any minor formalities or irregularities in any bid, (6) if such rejection is in the best interest of the City.

The City reserves the right to award any bid to Bidder that best meets the needs of the City.

## **INSTRUCTIONS TO BIDDERS**

### **CONTRACT DOCUMENTS**

#### **A. FORMAT**

The Contract Documents are divided into parts, divisions, and sections for convenient organization and reference. Generally, there has been no attempt to divide the sections into work performed by the various building trades, work by separate subcontractors, or work required for separate facilities in the project.

#### **B. DOCUMENT INTERPRETATION**

The separate sections contained within these Contract Documents are intended to be mutually cooperative and to provide all details reasonably required for the execution of the proposed work.

Should there be any doubt as to the meaning or intent of said Contract Documents, the Bidder should request of the Engineer, in writing (at least ten (10) calendar days prior to bid opening) an interpretation thereof. Any interpretation or change in said Contract Documents will be made only in writing in the form of Addenda to the documents which will be available to all registered holders of Contract Documents via Demand Star. Bidders shall submit with their bids, or indicate receipt of, all Addenda. The City will not be responsible for any other explanation or interpretations of said documents.

### **GENERAL DESCRIPTION OF THE PROJECT**

The project includes architectural and structural improvements to the City of Key West Fire Station No. 1 to enhance building storm protection/mitigation. Fire Station No. 1 is located at 1600 North Roosevelt Blvd. in Key West, Florida. A general description of the work is provided in these Contract Documents, Specification Section 01010 Scope of Work (Part 4). Project specifics and details are as shown in the Drawings included.

### **QUALIFICATION OF BIDDERS**

The prospective Bidders must meet the statutorily prescribed requirements before the award of a contract by the City. Bidders must hold or obtain all licenses and/or certificates as required by the State and Local Statutes to bid for and perform the work specified herein.

### **BIDDER'S UNDERSTANDING**

Each Bidder must inform themselves of the conditions relating to the execution of the work, and it is assumed that they will inspect the site and make themselves thoroughly familiar with all the Contract Documents. Failure to do so will not relieve the successful Bidder of their obligation to enter a contract and complete the contemplated work in strict accordance with the Contract Documents. The Bidder is responsible for verifying, to their complete satisfaction, all information related to the site and subsurface conditions.

The City will make available to prospective Bidders upon request and at the office of the Engineer, prior to bid opening, any information that the City may have as to subsurface conditions and surface topography at the worksite.



Each Bidder shall inform themselves of, and the Bidder awarded a contract shall comply with federal, state, and local laws, statutes, and ordinances relative to the execution of the work. This requirement includes, but is not limited to, applicable regulations concerning minimum wage rates, nondiscrimination in the employment of labor, protection of public and employee safety and health, environmental protection, the protection of natural resources, fire protection, burning and non-burning requirements, permits, fees, and similar subjects.

## **TYPE OF BID**

### **A. LUMP SUM**

The proposal for this project shall be submitted on a lump sum basis, broken down by location, along with a total lump sum price encompassing all locations. Any items necessary to complete the work as specified, but not explicitly listed in the Proposal, shall be considered incidental and included in the overall bid pricing.

Payment to the Contractor will be made based on the actual work performed, in accordance with the terms and conditions outlined in the Contract Documents. The Bidder agrees to accept the amounts determined under the provisions of the Contract Documents as full compensation for the work proposed.

The total allowable cost for Mobilization, General and Special Conditions, and Demobilization (Bid Schedule Line Item 1) shall not exceed 10% of the total construction cost, as defined by Bid Schedule Line Items 1 through 6.

## **PREPARATION OF BIDS**

### **A. GENERAL**

All blank spaces in the Bid Form must be filled in, as required, preferably in black ink or typewritten. All price information shall be shown in both words and figures where required. No changes shall be made in the phraseology of the forms. Written amounts shall govern in case of discrepancy between the amounts stated in writing and the amounts stated in figures. In case of discrepancy between unit prices and extended totals, unit prices shall prevail.

Any bid shall be deemed informal which contains omissions, erasures, alterations, or additions of any kind, or prices uncalled for, or in which any of the prices are obviously unbalanced, or which in any manner shall fail to conform to the conditions of the published Invitation to Bid.

Only one bid from any individual, firm, partnership, or corporation, under the same or different names, will be considered. Should it appear to the City that any Bidder is interested in more than one bid for work contemplated, all bids in which such Bidder is interested will be rejected.

### **B. SIGNATURE**

The Bidder shall sign their bid in the blank space provided, therefore. If Bidder is a corporation, the legal name of the corporation shall be set forth above, together with the signature of the officer or officers authorized to sign contracts on behalf of the

corporation. If the Bidder is a partnership, the true name of the firm shall be set forth above, together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership. If the signature is by an agent, other than an officer of a corporation or a member of a partnership, a notarized power-of-attorney must be on file with the City prior to the opening of bids or submitted with the bid, otherwise the bid will be regarded as not properly authorized.

C. SPECIAL BIDDING REQUIREMENTS

The Bidder's attention is brought to the hiring practices and licenses and permits of the City of Key West. These are defined in the addition to Article 39; *Ordinances, Permits, and Licenses*.

The Bidder shall submit with their bid, experience records showing their experience and expertise in construction and directory construction, typical foundation and CMU construction, hardscapes, and related work. Such records shall provide at least five current or recent projects (within the past 5 years) of similar work, within the State of Florida and preferably Monroe County. For each project the following information shall be provided:

1. Description and location of work.
2. Contract amount.
3. Dates work was performed.
4. Owner and name of Owner's contact person and phone number.
6. Designer and name of Designer's contact person and phone number.

Bidders shall submit at least three (3) references pertaining to the work mentioned above.

The Bidder shall submit a list with their bid detailing the items to be performed by their own laborers and those to be carried out by subcontractors or other parties. Additionally, the awarded contractor will be required to submit resumes of all staff who will be directly working on the project, along with a city review approval for each individual.

D. ATTACHMENTS

Each Bidder shall complete and submit the following forms with their bid:

Anti-Kickback Affidavit  
Non-Collusion Affidavit  
Public Entity Crimes Form  
Indemnification Form  
City of Key West Business License Tax Receipt  
Local Vendors Form  
Domestic Partnership Affidavit  
Vendor Certification Regarding Scrutinized Companies Lists  
Cone of Silence Affidavit

Noncoercive Conduct Affidavit  
E-Verify  
Disclosure of Lobbying Activities  
Scrutinized Companies List Certification  
Certification Regarding Debarment, Suspension, and Ineligibility  
Bidders' Checklist

**E. CITY LICENSES, PERMITS AND FEES**

Contractors are required to have a Certified or Registered General Contractors City of Key West license. License fess should not exceed \$410.00. Required licenses shall be obtained within ten (10) days of the Notice of Award. Additionally, The Bidder awarded this project shall procure and pay all permits and licenses, charges, and fees, and give notices necessary and incidental to the due and lawful prosecution of the work, the cost of which shall be included in the fee received for the work, except where separately agreed.

**PUBLIC ENTITY CRIMES FORM**

Pursuant to the requirements of Chapter 287.133, Laws of Florida, pertaining to the sworn statement on Public Entity Crimes and the Convicted Vendor List, all Bidders shall submit a signed and notarized statement with their bid on the form provided herein.

**STATE AND LOCAL SALES AND USE TAXES**

Unless the Supplementary Conditions contains a statement that the City is exempt from state sales tax on materials incorporated into the work due to the qualification of the work under this contract, the Bidder, as required by the laws and statutes of the state and its political subdivisions, shall pay all federal, state, and local sales and use taxes. Prices quoted in bid shall include all nonexempt sales and use taxes unless provision is made in the bid form to separately itemize the tax.

**SUBMISSION OF BIDS**

All bids must be submitted no later than the time prescribed, at the place, and in the manner set forth in the Invitation to Bid. Bids must be made on the Bid Forms provided herewith, **submit one (1) Original and two (2) Flash Drives each containing a single PDF file of the entire bid package.**

Each bid must be submitted in a sealed envelope, clearly marked as to indicate the Bidder's name and its contents (project name and number) without being opened and addressed in conformance with the instructions in the Invitation to Bid.

**MODIFICATION OR WITHDRAWAL OF BIDS**

Prior to the time and date designated for receipt of bids, any bid submitted may be withdrawn by notice to the party receiving bids at the place designated for receipt of bids. Such notice shall be in writing over the signature of the Bidder or by telegram. If by telegram, written confirmation over the signature of the Bidder shall be mailed and postmarked on or before the date and time set for receipt of bid. No bid may be withdrawn after the time scheduled for opening of bids, unless the time specified in paragraph Award of Contract of these Instructions

to Bidders shall have elapsed.

## **BID SECURITY**

Bids must be accompanied by cash, a certified check, or cashier's check drawn on a bank in good standing, or a Bid Bond issued by a Surety authorized to issue such bonds in the state where the work is located, in the amount of five (5) percent of the total amount of the bid submitted. This bid security shall be given as a guarantee that the Bidder will not withdraw their bid for a period of ninety (90) days after the bid opening, and that if awarded the contract, the successful Bidder will execute the attached contract and furnish properly executed Performance and Payment Bonds, each in the full amount of the contract price within the time specified. Agent and Surety phone numbers must be provided.

The Attorney-in-Fact who executes this bond on behalf of the Surety must attach a notarized copy of their power-of-attorney as evidence of their authority to bind the Surety on the date of execution of the bond. Where State Statute requires, certification by a resident agent shall also be provided.

If the Bidder elects to furnish a Bid Bond, they shall use the Bid Bond Form bound herewith, or one conforming substantially thereto in form and content.

## **RETURN OF BID SECURITY**

Within fifteen (15) days after the award of the contract, the City will return the bid securities to all Bidders whose bids are not to be further considered in awarding the contract. Retained bid securities will be held until the contract has been finally executed, after which all bid securities, other than the Bidders' bonds and any guarantees, which have been forfeited, will be returned to the respective Bidders whose bids they accompanied.

## **AWARD OF CONTRACT**

The City intends to award one Contract based on the lowest responsive and responsible bid. The City reserves the right to award the contract in its entirety or by selected line items, based on the City's best interest and available funding at the time of award.

The City will accept a bid within ninety (90) calendar days following the bid opening. Acceptance will be made by written Notice of Award, either mailed to the address designated in the bid or delivered directly to the Bidder's representative. If the lowest responsive, responsible Bidder fails to execute the contract and submit the required Performance Bond, Payment Bond, insurance certificates, and evidence of all required licenses and certifications, the City may proceed to award the contract to the next lowest responsive and responsible Bidder. Any such award will be made within one hundred twenty (120) calendar days of the bid opening.

All Bidders shall guarantee their bid prices for a period of one hundred twenty (120) calendar days from the date of bid opening.

The City reserves the right to accept or reject any or all bids, and to waive any informalities or irregularities in the bidding process.



## **BASIS OF AWARD**

The City will make the award based on the bid from the lowest responsive and responsible Bidder, whose proposal, in the City's sole discretion, is determined to best serve the City's interests.

## **EXECUTION OF CONTRACT**

The successful Bidder shall, within ten (10) working days of receiving the Notice of Award, sign and return the original Contract, along with two (2) copies, in the form provided or as mutually agreed upon during negotiations, and deliver them to the City. The Bidder must also submit the required Certificate of Insurance (COI), as specified in the Contract Documents, and provide evidence of holding any necessary licenses and certificates.

If any modifications to the contract are made during the negotiation process, the City will issue a revised version of the Contract to the Bidder along with the Notice of Award. The Bidder shall then have ten (10) working days to review, sign, and return the revised Contract, along with the aforementioned documents.

Within ten (10) working days after receiving the signed Contract from the successful Bidder, the City's authorized agent will execute the Contract by signing it. Execution of the Contract will be deemed complete upon signatures from both parties.

## **CONTRACT BONDS**

### **PERFORMANCE AND PAYMENT BONDS**

The successful Bidder shall file with the City, at the time of delivery of the signed Contract, a Performance Bond and Payment Bond on the form bound herewith, each in the full amount of the contract price in accordance with the requirements of Florida Statutes Section 255.05 or 713.23, as applicable, as security for the faithful performance of the contract and the payment of all persons supplying labor and materials for the construction of the work, and to cover all guarantees against defective workmanship or materials, or both, during the warranty period following the date of final acceptance of the work by the City. The Surety furnishing this bond shall have a sound financial standing and a record of service satisfactory to the City and shall be authorized to do business in the State of Florida, and shall be listed on the current U.S. Department of Treasury Circular Number 570, or amendments thereto in the Federal Register, of acceptable Sureties for federal projects. The Bidder shall supply the City with phone numbers, addresses, and contacts for the Surety and their agents. Pursuant to Section 255.05(7), Florida Statutes, in lieu of the bond required by law, the bidder may file with the city an alternative form of security in the form of cash, a money order, a certified check, a cashier's check or an irrevocable letter of credit

### **POWER-OF-ATTORNEY**

The Attorney-in-Fact (Resident Agent) who executes this Performance and Payment Bond in behalf of the Surety must attach a notarized copy of his/ her power-of-attorney as evidence of his/ her authority to bind the Surety on the date of execution of the bond. All Contracts, Performance and Payment Bonds, and respective powers-of-attorney will have the same date.

## **FAILURE TO EXECUTE CONTRACT AND FURNISH BID BOND**

The Bidder who has a contract awarded to them and who fails to promptly and properly execute the contract shall forfeit the bid security that accompanied their bid, and the bid security shall be retained as liquidated damages by the City, and it is agreed that this said sum is a fair estimate of the amount of damages the City will sustain in case the Bidder fails to enter into a contract. Bid security deposited in the form of cash, a certified check, or cashier's check shall be subject to the same requirement as a Bid Bond.

## **TIME OF COMPLETION**

The time of completion of the work to be performed under this contract is the essence of the contract. Delays and extensions of time may be allowed in accordance with the provisions stated in the General Conditions.

When the Bidder receives a Notice to Proceed, they shall commence work as soon as possible and shall complete all work within the number of calendar days stipulated in this bid. The term of this contract will be **330** calendar days commencing when the Notice to Proceed (NTP) is provided to the awarded Bidder.

## **PUBLIC RECORDS REQUIREMENTS**

In addition to other contract requirements provided by law, each public agency contract for services must include a provision that requires the Bidder to comply with public records laws, specifically to (a) keep and maintain public records that ordinarily and necessarily would be required by the public agency in order to perform the service; (b) provide the public with access to public records on the same terms and conditions that the public agency would provide the records and at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law; (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and (d) meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the public agency in a format that is compatible with the information technology systems of the public agency. If a Bidder does not comply with a public records request, the public agency shall enforce the contract provisions in accordance with the contract.

## **BIDDER'S DECLARATION AND UNDERSTANDING**

The undersigned, hereinafter referred to as the "Bidder," hereby certifies that the individuals or entities listed in this proposal are the only parties interested in this bid; that this bid is submitted in good faith, without fraud, collusion, or connection with any other person or entity submitting a bid for the same Contract; and that no official or employee of the City of Key West has any interest, directly or indirectly, in this proposal or in the Contract which may be awarded.

The Bidder further declares that they have thoroughly reviewed and understand the Contract Documents and that this bid is submitted in strict accordance with the provisions and terms set forth therein, all of which are hereby incorporated into and made part of this bid.

NOTE TO BIDDER: Use preferably black ink or typewritten for completing this Bid Form.

### **BID FORM**

To: The City of Key West

Address: 1300 White Street, Key West, Florida 33040

Project Title: HMGP – 4337-R Wind Hardening for Fire Station No. 1  
ITB #25-017

Bidder's contact person for additional information on this Bid:

Company Name: Marino Construction Group Inc.

Contact Name & Telephone #: Adrian Pettit 315-262-6181

Email Address: apettit@marino-construction.com

#### **BIDDER'S DECLARATION AND UNDERSTANDING**

The undersigned, hereinafter called the Bidder, declares that the only persons or parties interested in this bid are those named herein, that this bid is, in all respects, fair and without fraud, that it is made without collusion with any official of the City, and that the bid is made without any connection or collusion with any person submitting another bid on this contract.

The Bidder further declares that they have carefully examined the Contract Documents for the construction of the project, that they have personally inspected the site, and satisfied themselves as to the quantities involved, including materials and equipment, and conditions of work involved, including the fact that the description of the quantities of work and materials, as included herein, is brief and is intended only to indicate the general nature of the work and to identify the said quantities with the detailed requirements of the Contract Documents, and that this bid is made according to the provisions and under the terms of the Contract Documents, which documents are hereby made a part of this bid.

#### **CONTRACT EXECUTION AND BONDS**

The successful Bidder agrees that, if this bid is accepted, they will, within ten (10) working days, excluding Sundays and legal holidays, after receiving the Notice of Award, sign and return the Contract in the form annexed hereto, or as may be mutually agreed upon during any negotiation process, and deliver it to the City. At that time, the Bidder shall also provide to the City examples of the Performance Bond and Payment Bond as required in the Contract Documents, the required Certificate of Insurance (COI), and evidence of holding any necessary licenses and certificates.

Furthermore, the Bidder agrees that, to the extent of their bid, they will furnish all machinery, tools, apparatus, and other means of construction, and will perform all work and provide all materials necessary to complete the work as specified or indicated in the Contract Documents.

If any modifications to the contract are made during the negotiation process, the City will issue a revised version of the Contract to the Bidder along with the Notice of Award. The Bidder shall have ten (10) working days to review, sign, and return the revised Contract, along with the required documentation as outlined above.

Within ten (10) working days after receiving the signed Contract from the successful Bidder, the City's authorized agent will execute the Contract by signing it. Execution of the Contract will be







### **ADDENDUM NO. 1**

#### **HMGP – 4337 -R Wind Hardening for Fire Station No. 1**

**ITB 25-017**

This addendum is issued as supplemental information to the Invitation to Bid package for clarification of certain matters of both a general and a technical nature. The referenced Invitation to Bid package is hereby amended in accordance with the following items:

1. **Clarification:** [No Changes]
2. **Changes to Submission Requirements:** [No Changes]
3. **Updates to Project Timeline:** [No Changes]
4. **Responses to Questions:**
  - 1) Q: Is there already lightning protection on the roof.  
A: There is lightning protection. But it is in disarray and will need to be completely replaced.
  - 2) Q: Will there be a designated lay down area?  
A: There will be limited space because of the traffic. It will probably in the back area of the station. This is to be determined.
  - 3) Q: The specs on the louvers don't designate level E.  
A: It is plus and minus 130 PSF missile rated. Bill will double check. The overhead doors are currently three-quarter horse power. It will be upgraded to one or two horsepower. So, the wiring will have to be upgraded on the breakers. There is room on the panel.
  - 4) Q: Considering scaffolding will be required around the building, are there any special considerations for the egress of the fire trucks heading in and out?  
A: There are three bays and six doors. So, there will be a need to close down a bay. It will need to be coordinated. But, all three bays cannot go down at once. It will be coordinated with the fire department.

- Addendum: 1

## D.L. PORTER CONSTRUCTORS, INC.

6574 Palmer Park Circle  
Sarasota, FL 34238  
(941) 929-9400 - Fax (941) 929-9500

### REQUEST FOR INFORMATION

DATE: 8/14/2025

Pre-Bid RFI # 1

ITB 25-017

HMGP - 4337 -R

PROJECT: Wind Hardening for Fire Station No.1

PAGE: 1 of 2

TO: [lucas.torresbull@cityofkeywest-fl.gov](mailto:lucas.torresbull@cityofkeywest-fl.gov)

ATTN: Lucas Torres-Bull

FROM: Kevin Groner (Estimator)

Reference: Drawing: _____ Detail: _____ Spec Section: _____			
Reason for Request:	<input type="checkbox"/> Insufficient Information	<input checked="" type="checkbox"/> Conflict in Documents	
	<input type="checkbox"/> Interpretation of Documents	<input type="checkbox"/> Other	
Probable Affect "Cost:"	<input type="checkbox"/> Increase	<input type="checkbox"/> Decrease	<input type="checkbox"/> No Change
Probable Affect "Schedule:"	<input type="checkbox"/> Increase	<input type="checkbox"/> Decrease	<input type="checkbox"/> No Change
Response Required by: <u>ASAP</u> Subs RFI # <u>1</u> Sub Requesting Info: <u>Southeast Specialty Products</u>			

#### Information needed:

Please clarify conflicting information:

- On the plans the louver schedule uses the Ruskin ELF6375DD as basis of design
- In the specification notes on the plans under Division 10, the Ruskin EME520MD is used as the basis of design
- The structural plans note this is a Risk Category IV requirement which under 2023 Florida Building Code mandates an impact Level "E" certification
  - Neither of the noted models cited meet the impact level requirement as noted by their file product sheets and product approvals
- Due to the two different models, the ELF6375DXD being a drainable blade design, and the EME520MD being a wind-driven rain resistant design, which is the intent

Obviously, the basis of design is incorrect, so taking it back to a performance requirement, we pose the following questions with the basis being that any product must meet the impact Level "E" mandated requirement:

- Is the horizontal blade exterior design critical or can a vertical blade unit be used
  - There are vertical blade models which feature both a Level "E" rating as well as 98-99% wind-driven rain resistance at 8" inches per hour rain at 50 MPH wind speed without the use of a damper
  - If a horizontal exterior look is desired, one option is a combination unit (vertical blade insert behind the main exterior blades) which meets the Level "E" impact

requirement as well as meeting wind-driven rain resistance, as noted above, without the use of dampers

- There are several horizontal blade model which meet impact Level "E" rating but to meet wind-driven rain resistance require use of a damper

A.E. Reply: PLEASE USE THE GREENHECK FAN CORPORATION  
MODEL EVH-501 D ALUMINUM LOUVER, NOA #25-0317.02  
LISTED AS ALTERNATE LOUVER ON SHEET AS.2 AS  
THE BASIS AND BID THAT LOUVER

cc: Bid File

5. **Additional Resources:** [No Changes]

  
Signature

Marino Construction Group  
Name of Business



## BID PROPOSAL FORM

All bid prices submitted in this proposal shall include the full cost of labor, equipment, materials, disposal, and the Bidder's overhead and profit. The pricing for each line item is intended to contribute to a comprehensive total representing the complete and satisfactory execution of the project. All work required, including incidental costs, shall be accounted for within the scheduled items of the contract; no separate or additional payment will be made for work not specifically itemized

**The Bidder shall submit a Schedule of Values with the Bid. It shall be broken down by trade and type of work and it shall be used as a basis for payment. The Bidder may considered non-responsive if Schedule of Values is not included in the Bid package.**

Item No.	Description	Amount
1	Mobilization, General/Supp Conditions and Demobilization(10% of Construction Cost Max.)	\$ 150,000.00
2	Payment and Performance Bonds	\$ 18,324.23
3	Permit Fees Allowance (paid at cost)	\$75,000
4	Lump Sum Total – Fire Station No. 1 Wind Hardening (Must included all costs for labor, equipment, and materials to complete the project)	\$ 1,510,175.50

**LUMP SUM TOTAL (Lines Items 1-4):**

\$ 1,753,499.73

In Words: One Million Seven Hundred Fifty-Three Thousand Four Hundred Ninety-Nine Dollars & Seventy-Three Cents

**Bid Alternative Items:** The City has the right to accept or reject any, all, or no bid alternate items. The total of base bid plus the sum the City selected bid alternatives will be a basis of evaluating lowest Bidder and the basis of award.

Item No.	Description	Amount
1	Add/Deduct Alternative Item #1: Provide Manmade Marble windowsills in lieu of base bid wood windowsills as specified on sheet A 3.1	\$ 3,500.00
2	Add/Deduct Alternative Item #2: Provide alternate price to add a secondary waterproofing system to the existing concrete deck (Flat Roof Area) as per spec section 075600 as specified on sheet A1.1	\$ 54,200.00
3	Add/Deduct Alternative Item #3: Provide a price for design and installation of a lighting protection system. The Bidder must have a Florida Registered Engineer sign and seal drawings of complete system to submit to the building department for permit and construction provided on sheet A 1.1	\$ 30,000.00

**Total Lump Sum Bid With Add/Alternates:** \$ 1,841,199.73

In Words: One Million Eight Hundred Forty-One Thousand One Hundred Ninety-Nine Dollars & Seventy-Three Cents

**List items to be performed by Bidder's own forces and the estimated total cost of these items:**

<b>Item Description</b>	<b>Cost</b>
Demolition	\$ 10,000.00
Concrete Repairs	\$ 3,500.00
Scaffold Set Up	\$ 2,200.00
Interior Trim Out	\$ 7,000.00
Hallway and Mechanical Bldg Doors	\$ 6,000.00
Louvers Install	\$ 45,157.00
Interior drywall repairs	\$ 5,500.00
Window and Door Prep.	\$ 4,500.00
	\$
	\$

Payment for materials and equipment authorized by the Engineer in a written Change Order but not listed above will be provided at the supplier's invoice plus 10%.

[Remainder of page intentionally left blank]



Quote: 1025 / Date: 8/27/2025

Customer

Marino Construction Group, Inc.  
3100 Overseas Hwy  
Key West, FL  
33040, US  
(305) 359-5269

Prepared By:  
Adrian Pettit  
(305) 359-5269  
apettit@marino-construction.com

**City of Key West**  
**1300 White St**  
**Key West, Florida**  
**33040, United States**

**Lucas Torres-Bull**  
**(305) 809-3823**  
**lucas.torresbull@cityofkeywest-fl.gov**

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Project: **City of Key West Wind Hardening Fire Station #1**

**Scope of Work**

**Schedule of Values**

**General Conditions**

Total Cost  
**\$150,120.00**

**Div2 Site Work**

Total Cost  
**\$10,000.00**

**Div 3 Concrete**

Total Cost  
**\$3,500.00**

**Div 6 Woods and Plastics**

Total Cost  
**\$10,750.00**

**Div 7 Thermal Moisture**



Quote: 1025 / Date: 8/27/2025

Total Cost

**\$355,232.63**

**Div 8 Doors and Windows**

Total Cost

**\$788,885.00**

**Div 9 Finishes**

Total Cost

**\$70,094.00**

**Div 10 Specialities**

Total Cost

**\$45,157.00**

**Div 15 Mechanical**

Total Cost

**\$9,000.00**

**Div 16 Electrical**

Total Cost

**\$13,200.00**

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### Summary

Subtotal	\$1,465,938.63
Bonding	\$18,324.23
General Liability	\$18,324.23
Fee	\$87,956.32
Company Overhead	\$87,956.32

**\$1,678,499.73**

Permit Cost - \$75,000.00

Lump Sum, Project Cost - \$1,753,499.73

**SUBCONTRACTORS**

The Bidder further proposes that the following subcontracting firms or businesses will be awarded subcontracts for the following portions of the work if the Bidder is awarded the contract:

**Check Electric LLC**

Name

**3255 Flagler Ave**, **Key West**, **FL**, **33040**  
Street City State Zip

**American Overhead Door**

Name

**9101 NW 105 Circle**, **Medley**, **Florida**, **33178**  
Street City State Zip

**Roof Assassins**

Name

**1724 Flagler Ave**, **Key West**, **Florida**, **33040**  
Street City State Zip

**Messery Painting**

Name

**16355 San Carlos BLVD C**, **Fort Myers**, **Florida**, **33908**  
Street City State Zip

**SURETY**

**Acrisure**

whose address is

**9500 S Dadeland Blvd, Suite 400**, **Miami**, **FL**, **33040**  
Street City State Zip

**BIDDER**

The name of the Bidder submitting this bid is

**Marino Construction Group Inc.** doing business at

**3100 Overseas Highway**, **Key West**, **FL**, **33040**  
Street City State Zip

which is the address to which all communications concerned with this Bid and with the Contract shall be sent.

The names of the principal officers of the corporation submitting this bid, or of the partnership, or of all persons interested in this bid as principals are as follows:

Michael Marino - President

Angela Marino - Vice President

Matah Persaud - CEO

If Sole Proprietor or Partnership

IN WITNESS hereto the undersigned has set their (its) hand this 27<sup>th</sup> day of August 2025.

\_\_\_\_\_  
Signature of Bidder

\_\_\_\_\_  
Title

If Corporation

IN WITNESS WHEREOF the undersigned corporation has caused this instrument to be executed, and its seal affixed by its duly authorized officers this 27<sup>th</sup> day of August 2025.

(SEAL)

Marino Construction Group

Name of Corporation

By [Signature]

Title CEO

Attest [Signature]

Sworn and subscribed before this 27<sup>th</sup> day of August, 2025

NOTARY PUBLIC, State of Florida, at Large

My Commission Expires: 1-29-2029



With the exception of the above, no other information is to be furnished to the public without the express written consent of the Commission.

\_\_\_\_\_  
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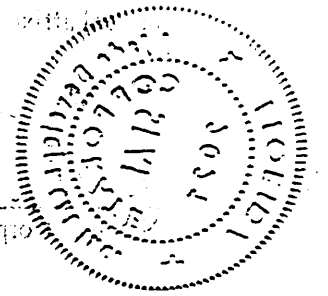
Very truly yours,

\_\_\_\_\_  
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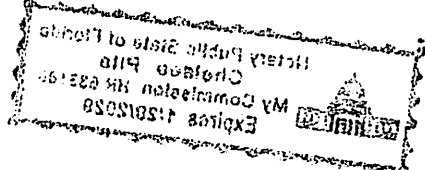
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**EXPERIENCE OF BIDDER**

The Bidder states that they are experienced and have completed similar projects within the last 5 years.

(List similar projects, with types, names of owners, construction costs, Engineers, and references with phone numbers. Use additional sheets if necessary.

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**PLEASE SEE ATTACHED**

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**[Remainder of page intentionally left blank]**



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## Experience of Bidder

- ❑ KWIA Noise Insulation Program Group 1: Replacement of Windows and Doors- 10 Homes; \$1.5M In-Progress General Contractor of Record
- ❑ Coco Vista Apartments: Multi-Family Affordable Housing- 109 Units; \$25.5M- Completed 2/2025 Managing Contractor
- ❑ Wrecker's Cay Apartments: Multi- Family Affordable Housing- 280 Units; \$50M- Completed 6/2023; Managing Contractor
- ❑ Marathon International Airport Terminal Re-Roof Rehabilitation- \$1.8M- Completed 8/2022 General Contractor of Record
- ❑ Marathon International Airport Hangar Rehabilitation- \$500K- Completed 3/2022 General Contractor of Record
- ❑ Quarry Phase III: Multi-Family Affordable Housing – 57 Units; \$12.5M - Completed 11/2021 General Contractor of Record
- ❑ Marty's Place: Multi-Family Affordable Housing – 47 Units; \$1.5M - Completed 3/2021 Managing Contractor; Scope: Project Management, Carpentry, Drywall, Stucco, Accessories



**Project:** Marty's Place

**Location:** 1909 Venetia Street, Key West, FL

**Contract Amount:** \$9,500,000.00

**Dates of Work Performed:** May 2019 to September 2020

**Owner:** AH Monroe, 1434 Kennedy Drive, Key West, FL 33040 – (305) 293-8277

**Owner's Partner:** The Vestcor Companies - Representative: Alex Hepler, 3030 Hartley Rd., Suite 310, Jacksonville, FL 32257 – (904) 874-9740

**Architect:** MHK Architecture & Planning, 975 6<sup>th</sup> Avenue South, Naples, FL 34102 – (239) 331-7092

**Description:** GC Partnership. Multi-Family Assisted Living Building. New construction of a 3-Story low rise residential building with 47 living units, 12 of which are ADA Accessible. Includes administrative and clinical offices as well as a multi-purpose room on the First Floor.





**Project:** Quarry (Phase III)

**Location:** Betty Rose Drive, Big Coppitt Key, FL

**Contract Amount:** \$12,500,000.00

**Dates of Work Performed:** May 2020 to September 2021

**Owner:** Quarry Big Coppitt III, LTD, 3030 Hartley Rd., Suite 310, Jacksonville, FL 32257,

**Owner's Contact** – Jason Floyd, (904) 288-7822

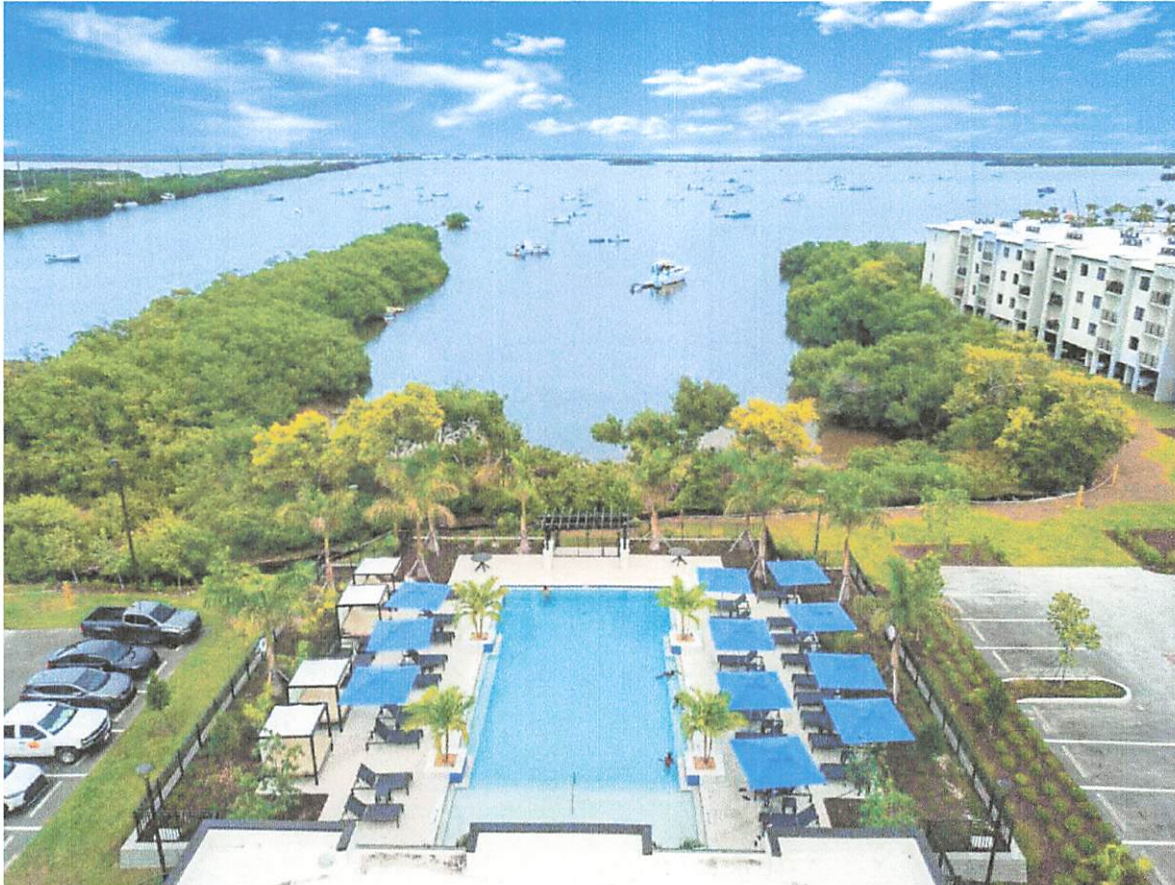
**Architect:** PQH Group, 4141 Southpoint Dr., East, Jacksonville, FL 32216 – (904) 224-0001

**Architect's Contact:** Aldo Minozzo, (904) 224-0001

**Description:** General Contractor. 57 units. One-, two-, and three-bedroom apartments.

Amenities include a Swimming Pool with Sundeck, Community Room, Game Room, Outdoor Pavilion, Fitness Center, and Dog Park.





**Project:** Wreckers Cay Apartments

**Location:** 6125 Second Street, Stock Island, FL

**Contract Amount:** \$45,000,000.00

**Dates of Work Performed:** May 2021 to April 2023

**Owner:** Integra Investments, 150 SE 2<sup>nd</sup> Ave., Ste. 800, Miami, FL 33131 – (305) 774-0110

**Architect:** PQH Group, 4141 Southpoint Dr., East, Jacksonville, FL 32216 – (904) 224-0001

**Description:** GC Partnership. Workforce Housing Community consisting of nine buildings with 280 units of 1-, 2-, and 3-bedroom apartments. Amenities include a resort style pool, fitness center, playground, recreational area, clubroom with catering kitchen, and a pavilion with outdoor kitchen.



## References:

- Richard Strickland  
Director of Airport, Monroe County  
305-809-5210
- Alex Hepler  
Director of Construction, Vestcor Companies  
904-260-3030
- Scott Pridgen  
Executive Director, AH Monroe  
305-296-6196



### **Marino Construction Group Laborers – IN HOUSE**

- Demolition
- Concrete Repairs
- Scaffold Set Up
- Interior Trim out
- Interior Doors
- Louvers Installation
- Patch Repair
- General Site Maintenance

### **Subcontractors**

#### **Sanibel Glass**

- Storefront/Office Windows (remove and replace)

#### **Check Electric**

- Garage Door wiring/Misc.

#### **Messery Painting**

- New exterior and interior painting

#### **Roof Assassins**

- Roof demolition and completion
- Garage and roll up door installation (remove and replace)

**FLORIDA BID BOND**

BOND NO. N/A

AMOUNT: \$ Five Percent of Bid Proposal Submitted

KNOW ALL MEN BY THESE PRESENTS, that \_\_\_\_\_

Marino Construction Group, Inc.

Hereinafter called the Principal, and \_\_\_\_\_

Travelers Casualty and Surety Company of America

a corporation duly organized under the laws of the State of Connecticut

having its principal place of business at One Tower Square, Hartford, CT 06183

\_\_\_\_\_ in the State of Connecticut,

and authorized to do business in the State of Florida, as Surety, are held and firmly bound unto

City of Key West

hereinafter called the Obligee, in the sum of Five Percent of Bid Proposal Submitted

Dollars (\$ -----5%-----) for the payment for which we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these present.

THE CONDITION OF THIS BOND IS SUCH THAT:

WHEREAS the PRINCIPAL is herewith submitting his or its bid for

**ITB # 25-017/ HMGP – 4337 -R Wind Hardening for Fire Station No. 1**

said bid, by reference thereto, being hereby made a part hereof.

WHEREAS, the Principal contemplates submitting or has submitted a bid to the City 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 Contract Documents, entitled:

**ITB 25-017 / HMGP – 4337 -R Wind Hardening for Fire Station No. 1**

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 (5) percent 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) working 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 Obligee and furnishes the Performance and Payment Bonds, each in an amount equal to 100 percent of the base bid, satisfactory to the City, then this obligation shall be void; otherwise the sum herein stated shall be due and payable to the Obligee and the Surety herein agrees to pay said sum immediately upon demand of the Obligee in good and lawful money of the United States of America, as liquidated damages for failure thereof of said Principal.

Signed and sealed this 27 day of August, 2025.


Principal New Vista Builders Group, LLC

By 

STATE OF Florida )  
 : SS  
COUNTY OF Monroe )

Travelers Casualty and Surety Company of America

Surety

By   
William L. Parker, Attorney in Fact & FL Res Agent

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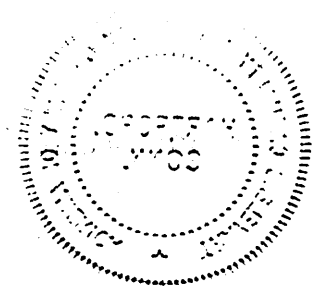
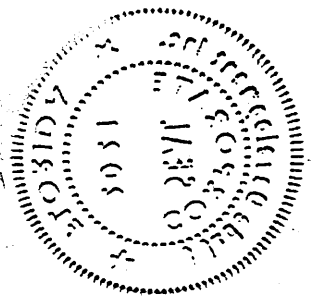
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**Travelers Casualty and Surety Company of America  
Travelers Casualty and Surety Company  
St. Paul Fire and Marine Insurance Company**

**POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **William L. Parker** of **MIAMI** Florida, their true and lawful Attorney-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this 3rd day of February, 2017.



State of Connecticut

City of Hartford ss.

By: 

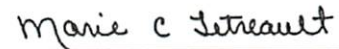
Robert L. Raney, Senior Vice President

On this the 3rd day of February, 2017, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.

My Commission expires the 30th day of June, 2021





Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

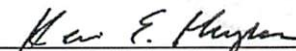
**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 27 day of August, 2025






Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.  
Please refer to the above-named Attorney-in-Fact and the details of the bond to which the power is attached.

ANTI – KICKBACK AFFIDAVIT

STATE OF FLORIDA )  
 : SS  
COUNTY OF MONROE )

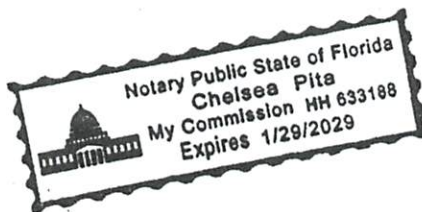
I, the undersigned hereby duly sworn, depose and say that no portion of the sum herein bid will be paid to any employees of the City of Key West as a commission, kickback, reward or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

By: 

Sworn and subscribed before me this 27<sup>th</sup> day of August, 2025.

NOTARY PUBLIC, State of Florida at Large

My Commission Expires:





NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA )  
 : SS  
COUNTY OF MONROE )

I, the undersigned hereby declares that the only persons or parties interested in this bid are those named herein, that this bid is, in all respects, fair and without fraud, that it is made without collusion with any official of the City, and that the bid is made without any connection or collusion with any person submitting another bid on this contract.

By: 

Sworn and subscribed before me this

27<sup>th</sup> day of August, 2025.



NOTARY PUBLIC, State of Florida at Large

My Commission Expires: 1-29-2029



**SWORN STATEMENT UNDER SECTION 287.133(3)(A)**

**FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

**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 bid or proposal for \_\_\_\_\_  
HMGP – 4337 -R Wind Hardening for Fire Station No.1

2. This sworn statement is submitted by Marino Construction Group Inc.  
(Name of entity submitting sworn statement)

whose business address is 3100 Overseas Highway Key West FL 33040

and (if applicable) its Federal Employer Identification Number (FEIN) is 65-0823279

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement \_\_\_\_\_)

3. My name is Matah Persaud  
(Please print name of individual signing)

and my relationship to the entity named above is CEO

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 or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, material misrepresentation.
5. I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment 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, means:

- a. A predecessor or successor of a person convicted of a public entity crime; or
- b. 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 controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(8), 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 public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

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 indicate which statement applies).


X 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, AND (Please indicate which additional statement applies.)

\_\_\_\_\_ There has been a proceeding concerning the conviction before a hearing 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.)

\_\_\_\_\_ The person or affiliate has not been put on the convicted vendor list. (Please describe any action taken by or pending with the Department of General Services.)

  
(Signature) 8/27/2025  
(Date)

STATE OF FLORIDA

COUNTY OF MONROE

PERSONALLY, APPEARED BEFORE ME, the undersigned authority,

Matah Persaud who, after first being sworn by me, affixed his/her  
(Name of individual signing)

Signature in the space provided above on this 27<sup>th</sup> day of August, 2025.

My commission expires:

1-29-2029

  
NOTARY PUBLIC

### INDEMNIFICATION

To the fullest extent permitted by law, the Bidder expressly agrees to indemnify and hold harmless the City of Key West, their officers, directors, agents, and employees (herein called the "indemnitees") from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees and court costs, such legal expenses to include costs incurred in establishing the indemnification and other rights agreed to in this paragraph, to persons or property, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Bidder, its Subcontractors or persons employed or utilized by them in the performance of the contract. Claims by indemnitees for indemnification shall be limited to the amount of Bidder's insurance or \$1 million per occurrence, whichever is greater. The parties acknowledge that the amount of the indemnity required hereunder bears a reasonable commercial relationship to the contract and it is part of the project specifications or the bid documents, if any.

The indemnification obligations under the contract shall not be restricted in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Bidder under workers' compensation acts, disability benefits acts, or other employee benefits acts, and shall extend to and include any actions brought by or in the name of any employee of the Bidder or of any third party to whom Bidder may subcontract a part or all of the Work. This indemnification shall continue beyond the date of completion of the work.

Bidder: Marino Construction Group Inc.

SEAL:

3100 Overseas Highway Key West FL 33040

Address



Signature

Matah Persaud

Print Name

CEO

Title

DATE:

8/27/2025



**LOCAL VENDOR CERTIFICATION PURSUANT TO CKW ORDINANCE 09-22 SECTION 2-798**

The undersigned, as a duly authorized representative of the vendor listed herein, certifies to the best of his/her knowledge and belief, that the vendor meets the definition of a "Local Business." For purposes of this section, "local business" shall mean a business which:

- a. Principal address as registered with the FL Department of State located within thirty (30) miles of the boundaries of the city, listed with the chief licensing official as having a business tax receipt with its principle address within 30 miles of the boundaries of the city for at least one year immediately prior to the issuance of the solicitation.
- b. Maintains a workforce of at least fifty (50) percent (%) of its employees from the city or within thirty (30) miles of its boundaries.
- c. Having paid all current license taxes and any other fees due the city at least twenty-four (24) hours prior to the publication of the call for bids or request for Bids.
  - Not a local vendor pursuant to Ordinance 09-22 Section 2-798
  - Qualifies as a local vendor pursuant to Ordinance 09-22 Section 2-798
  -

If you qualify, please complete the following in support of the self-certification & submit copies of your County and City business licenses. Failure to provide the information requested will result in denial of certification as a local business.

Business Name Marino Construction Group Inc. Phone: 305-359-6208

Current Local Address: 3100 Overseas Highway Key West FL 33040 Fax: \_\_\_\_\_  
(P.O Box numbers may not be used to establish status)

Length of time at this address: 1 year

[Signature] Date: 8/27/25  
Signature of Authorized Representative

STATE OF FLORIDA COUNTY OF MONROE

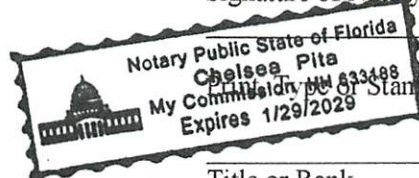
The foregoing instrument was acknowledged before me this 27<sup>th</sup> day of August, 2025.

By Matah Persaud, of Marino Construction Group  
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)

or has produced identification Drivers License as identification  
(Type of identification)

[Signature]  
Signature of Notary

If you are a local vendor:  
Return Completed form with  
Supporting documents to:  
City of Key West Purchasing



\_\_\_\_\_  
Name of Notary

\_\_\_\_\_  
Title or Rank

ALCOA ALUMINUM COMPANY, INC. 1000 ALUMINUM AVENUE, PITTSBURGH, PENNSYLVANIA 15203

The undersigned hereby certifies that the above information is true and correct to the best of his knowledge and belief, and that he is duly authorized to execute this statement on behalf of the undersigned.

Principal, with a registration with the Department of State, located within thirty (30) miles of the boundaries of the city, filed with the chief clerk of the court a power of attorney in and to the principal, which power of attorney is on file in the office of the chief clerk of the court.

Execution of this statement is a condition of the filing of the statement with the court.

Having read the foregoing statement and the power of attorney, and being fully advised of the contents thereof, I, the undersigned, do hereby certify that the above information is true and correct to the best of my knowledge and belief, and that I am duly authorized to execute this statement on behalf of the undersigned.

The undersigned hereby certifies that the above information is true and correct to the best of his knowledge and belief, and that he is duly authorized to execute this statement on behalf of the undersigned.

Business Name: Aluminum Company, Inc. State: Pennsylvania Date: 10-25-68

Principal's Address: 1000 Aluminum Avenue, Pittsburgh, Pennsylvania 15203

Principal's Signature: [Signature]

Date: 10-25-68

Signature of Authorized Representative: [Signature]

State of: Pennsylvania County of: Monroe

The foregoing information was a true and correct statement of the facts as of the date of filing.

Signature of Authorized Representative: [Signature]

Date: 10-25-68

Signature of Authorized Representative: [Signature]

Date: 10-25-68

Signature of Authorized Representative: [Signature]

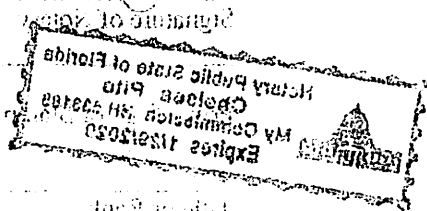
Date: 10-25-68

Signature of Authorized Representative: [Signature]

Date: 10-25-68

Signature of Authorized Representative: [Signature]

Date: 10-25-68



Notary Public Seal for the State of Florida, Commission #115020, Expires 11/30/70.

**EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT**

STATE OF FLORIDA )  
 : SS  
COUNTY OF MONROE )

I, the undersigned hereby duly sworn, depose and say that the firm of  
Marino Construction Group Inc. provides benefits to domestic partners of its employees on the same basis  
as it provides benefits to employees' spouses per City of Key West Ordinance Sec. 2-799.

By: \_\_\_\_\_

Sworn and subscribed before me this

27<sup>th</sup> Day of August, 2025.

Chelsa Pita

NOTARY PUBLIC, State of Florida at Large

My Commission Expires: 1-29-2029





NOTARIAL PUBLIC FOR DOMESTIC PARTIAL RE-EXAMINATION

STATE OF FLORIDA  
COUNTY OF MONROE

I, the undersigned hereby do solemnly swear that I am a resident of the State of Florida and that I am qualified to perform the duties of a Notary Public for Domestic Partial Re-examination as provided by the provisions of the Constitution of the State of Florida, Chapter 11, Section 11.01, and Chapter 11, Section 11.02.

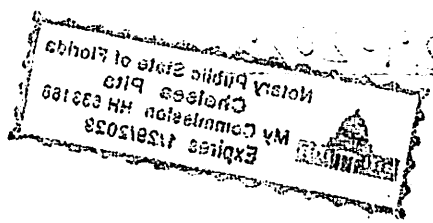
*[Signature]*  
Notary Public

My term of office expires on this

*[Signature]* 2008

*[Signature]*

NOTARY PUBLIC STATE OF FLORIDA



**CONE OF SILENCE AFFIDAVIT**

STATE OF FLORIDA )  
 : SS  
COUNTY OF MONROE )

I, the undersigned hereby duly sworn depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of Marino Construction Group Inc. have read and understand the limitations and procedures regarding communications concerning City of Key West issued competitive solicitations pursuant to City of Key West Ordinance Section 2-773 Cone of Silence.



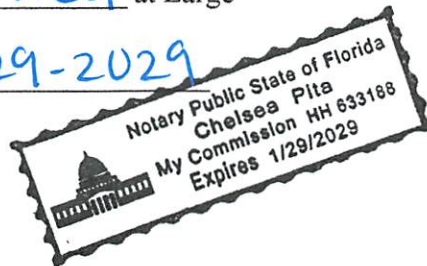
Sworn and subscribed before me this

27<sup>th</sup> Day of August, 2025.



NOTARY PUBLIC, State of Florida at Large

My Commission Expires: 1-29-2029



**VENDOR CERTIFICATION REGARDING  
SCRUTINIZED COMPANIES LISTS**

Respondent Vendor Name: Marino Construction Group Inc.  
Vendor FEIN: 65-0823279  
Vendor's Authorized Representative Name and Title: Matah Persaud - CEO  
Address: 3100 Overseas Highway  
City: Key West State: Florida  
Zip: 33040  
Phone Number: 305-359-5269  
Email Address: mpersaud@marino-construction.com

Section 287.135(2)(a), Florida Statutes, prohibits a company from bidding on, submitting a proposal for, or entering into or renewing a contract for goods or services of any amount if, at the time of contracting or renewal, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725, Florida Statutes, or is engaged in a boycott of Israel. Section 287.135(2)(b), Florida Statutes, further prohibits a company from bidding on, submitting a proposal for, or entering into or renewing a contract for goods or services over one million dollars (\$1,000,000) if, at the time of contracting or renewal, the company is on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, both created pursuant to section 215.473, Florida Statutes, or the company is engaged in business operations in Cuba or Syria.

As the person authorized to sign on behalf of Respondent, I hereby certify that the company identified above in the section entitled "Respondent Vendor Name" is not listed on either the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject such company to civil penalties, attorney's fees, and/or costs and termination of the contract at the option of the awarding governmental entity.

Certified By: Matah Persaud CEO  
Print Name Print Title

who is authorized to sign on behalf of the above-mentioned company.

Authorized Signature: 

**AFFIDAVIT ATTESTING TO NONCOERCIVE CONDUCT**

**FOR LABOR OR SERVICES**

Entity/Vendor Name: Marino Construction Group Inc.

Vendor FEIN: 65-0823279

Vendor's Authorized Representative: Matah Persaud - CEO  
(Name and Title)

Address: 3100 Overseas Highway

City: Key West State: Florida Zip: 33040

Phone Number: 305-359-5269

Email Address: mpersaud@marino-construction.com

As a nongovernmental entity executing, renewing, or extending a contract with a government entity, Vendor is required to provide an affidavit under penalty of perjury attesting that Vendor does not use coercion for labor or services in accordance with Section 787.06, Florida Statutes.

As defined in Section 787.06(2)(a), coercion means:

1. Using or threatening to use physical force against any person;
2. Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or service are not respectively limited and defined;
4. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
5. Causing or threatening to cause financial harm to any person;
6. Enticing or luring any person by fraud or deceit; or
7. Providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03 to any person for the purpose of exploitation of that person.

As a person authorized to sign on behalf of Vendor, I certify under penalties of perjury that Vendor does not use coercion for labor or services in accordance with Section 787.06. Additionally, Vendor has reviewed Section 787.06, Florida Statutes, and agrees to abide by same.

Certified By: Matah Persaud, who is  
authorized to sign on behalf of the above referenced company.

Authorized Signature: 

Print Name: Matah Persaud

Title: CEO



## THE CITY OF KEY WEST E-VERIFY AFFIDAVIT

Beginning January 1, 2021, Florida law requires all contractors doing business with The City of Key West to register with and use the E-Verify System in order to verify the work authorization status of all newly hired employees. The City of Key West requires all vendors who are awarded contracts with the City to verify employee eligibility using the E-Verify System. As before, vendors are also required to maintain all I-9 Forms of their employees for the duration of the contract term. To enroll in the E-Verify System, vendors should visit the E-Verify Website located at [www.e-verify.gov](http://www.e-verify.gov).

In accordance with Florida Statute § 448.095, **it is the responsibility of the Awarded Vendor to ensure compliance with all applicable E-Verify requirements.**

By executing this affidavit, the undersigned contractor verifies it compliance with Florida Statute § 448.095, stating affirmatively that the individual, firm, or corporation which is engaged in the performance of services on behalf of the City of Key West, has registered with, is authorized to use, and uses the U.S. Department of Homeland Security's E-Verify system.

Furthermore, the undersigned contractor agrees that it will continue to use E-Verify throughout the contract period, and should it employ or contract with any subcontractor(s) in connection with the performance of services pursuant to this Agreement with The City of Key West, contractor will secure from such subcontractor(s) similar verification of compliance with Florida Statute § 448.095, by requiring the subcontractor(s) to provide an affidavit attesting that the subcontractor does not employ, or subcontract with, an unauthorized alien. Contractor further agrees to maintain records of such compliance during the duration of the Agreement and provide a copy of each such verification to The City of Key West within five (5) business days of receipt.

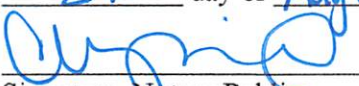
Failure to comply with this provision is a material breach of the Agreement and shall result in immediate termination of the Agreement without penalty to the City of Key West. Contractor shall be liable for all costs incurred by the City of Key West to secure replacement Agreement, including but not limited to, any increased costs for the same services, and costs due to delay, and rebidding costs, if applicable.

8/27/25  
Date

  
(Signature of Authorized Representative)

State of FLORIDA,  
County of MONROE,

Personally Appeared Before Me, the undersigned authority, Matah Persaud who, ☒ being personally know or ☐ having produced his/her signature in the space provided above on this 27<sup>th</sup> day of August, 2025.

  
Signature, Notary Public

Stamp/Seal:



THE CITY OF WEST PALM BEACH, FLORIDA

Notwithstanding to January 1, 2021, Florida law requires all contractually bound persons with the City of West Palm Beach to register with and use the E-Verify System in order to verify the work authorization status of all newly hired employees. The City of West Palm Beach is hereby notified that the City of West Palm Beach is required to maintain all E-Verify records for the duration of the contract term. The City of West Palm Beach is required to maintain all E-Verify records for the duration of the contract term. The City of West Palm Beach is required to maintain all E-Verify records for the duration of the contract term.

In accordance with Florida Statute § 408.002, it is the responsibility of the undersigned to ensure compliance with all applicable federal, state, and local laws.

By executing this affidavit, the undersigned certifies that he/she is a resident of the State of Florida and is not a resident of any other state. The undersigned certifies that he/she is not a resident of any other state. The undersigned certifies that he/she is not a resident of any other state. The undersigned certifies that he/she is not a resident of any other state.

Furthermore, the undersigned certifies that he/she is not a resident of any other state. The undersigned certifies that he/she is not a resident of any other state. The undersigned certifies that he/she is not a resident of any other state. The undersigned certifies that he/she is not a resident of any other state.

In addition to comply with this provision is a material breach of the Agreement and shall result in the termination of the Agreement without penalty to the City of West Palm Beach. The undersigned certifies that he/she is not a resident of any other state. The undersigned certifies that he/she is not a resident of any other state.

*[Signature]*  
\_\_\_\_\_  
[Name]

*[Signature]*  
\_\_\_\_\_  
[Name]

State of Florida  
County of Monroe

For truly and lawfully attested before me, the undersigned authority, on this day of [Month], 2021, at [Location], Florida. I have read the foregoing and the signature of the undersigned is in the space provided above and the undersigned is not a resident of any other state.

*[Signature]*  
\_\_\_\_\_  
[Name]  
My Commission Expires 12/31/2028  
Notary Public for the State of Florida  
Commission #12345678

## DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB  
0348-0046

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

<b>1. Type of Federal Action:</b> <input style="width: 40px; height: 20px; margin-bottom: 5px;" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input style="width: 40px; height: 20px; margin-bottom: 5px;" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input style="width: 40px; height: 20px; margin-bottom: 5px;" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <div style="display: flex; justify-content: space-between;"> <span>Prime</span> <span>Subawardee</span> </div> Tier _____, if known :  Congressional District, if known :		<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>   Congressional District, if known :
<b>6. Federal Department/Agency:</b>	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known :</b>	<b>9. Award Amount, if known :</b> \$ _____	
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI):	<b>b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI):	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: Telephone No.: _____ Date:	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

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

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

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



**10. (a)** Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

**(b)** Enter the full names of the individual(s) performing services, and include full address if different from 10 Enter Last Name, First Name, and Middle Initial (MI).

**11.** The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY  
AND VOLUNTARY EXCLUSION**

**Subcontractor Covered Transactions**

(1) The prospective subcontractor, Marino Construction Group Inc. of the Sub-Recipient certifies, by submission of this document, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the Sub-Recipient's subcontractor is unable to certify to the above statement, the prospective subcontractor shall attach an explanation to this form.

Subcontractor:

Marino Construction Group Inc.

By: 

Signature

Matah Persaud, CEO

Name and Title

3100 Overseas Highway

Street Address

Key West, FL 33040

City, State, Zip

08/27/2025

Date

8/27/2025

Sub-Recipient's Name

DEM Contract Number

FEMA Project Number



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



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

**CONSTRUCTION INDUSTRY LICENSING BOARD**

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE  
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

**MARINO, MICHAEL JAMES**

MARINO CONSTRUCTION GROUP INC  
7025 SHRIMP RD  
2E  
KEY WEST FL 33040

**LICENSE NUMBER: CGC021647**

**EXPIRATION DATE: AUGUST 31, 2026**

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

ISSUED: 08/20/2024

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.



**2024 / 2025**  
**MONROE COUNTY BUSINESS TAX RECEIPT**  
**EXPIRES SEPTEMBER 30, 2025**

Business Name: MARINO CONSTRUCTION GROUP INC

RECEIPT# 30140-105410

Owner Name: MICHAEL J MARINO PRES  
Mailing Address: PO BOX 1706  
KEY WEST, FL 33041

Business Location: 7025 SHRIMP RD STE 2E  
KEY WEST, FL 33040  
Business Phone: 305-359-5269  
Business Type: CONTRACTOR (GENERAL )

Employees 20

STATE LICENSE: CGC021647

Tax Amount	Transfer Fee	Sub-Total	Penalty	Prior Years	Collection Cost	Total Paid
50.00	0.00	50.00	0.00	0.00	0.00	50.00

Paid WRB-23-00076407 07/09/2024 50.00

THIS BECOMES A TAX RECEIPT  
WHEN VALIDATED

**Sam C. Steele, CFC, Tax Collector**  
**PO Box 1129, Key West, FL 33041**

THIS IS ONLY A TAX.  
YOU MUST MEET ALL  
COUNTY AND/OR  
MUNICIPALITY  
PLANNING, ZONING AND  
LICENSING  
REQUIREMENTS.

**MONROE COUNTY BUSINESS TAX RECEIPT**  
**P.O. Box 1129, Key West, FL 33041-1129**  
**EXPIRES SEPTEMBER 30, 2025**

Business Name: MARINO CONSTRUCTION GROUP INC

RECEIPT# 30140-105410

Owner Name: MICHAEL J MARINO PRES  
Mailing Address: PO BOX 1706  
KEY WEST, FL 33041

Business Location: 7025 SHRIMP RD STE 2E  
KEY WEST, FL 33040  
Business Phone: 305-359-5269  
Business Type: CONTRACTOR (GENERAL )

Employees 20

STATE LICENSE: CGC021647

Tax Amount	Transfer Fee	Sub-Total	Penalty	Prior Years	Collection Cost	Total Paid
50.00	0.00	50.00	0.00	0.00	0.00	50.00

Paid WRB-23-00076407 07/09/2024 50.00

Client#: 1930344

MARINCON4

**ACORD™****CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

7/11/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>USI Insurance Services, LLC</b> <b>4600 Touchton Rd</b> <b>Building 100, Suite 275</b> <b>Jacksonville, FL 32246</b>		<b>CONTACT NAME:</b> Amanda Starcher <b>PHONE (A/C, No, Ext):</b> 352-390-2768 <b>FAX (A/C, No):</b> 352-732-0132 <b>E-MAIL ADDRESS:</b> Amanda.Starcher@usi.com															
<b>INSURED</b> <b>Marino Construction Group, Inc.</b> <b>P.O. Box 1706</b> <b>Key West, FL 33041</b>		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Security National Insurance Company</td> <td>19879</td> </tr> <tr> <td>INSURER B : Insurance Company of the West</td> <td>27847</td> </tr> <tr> <td>INSURER C : Ohio Casualty Insurance Company</td> <td>24074</td> </tr> <tr> <td>INSURER D : Progressive Express Insurance Company</td> <td>10193</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Security National Insurance Company	19879	INSURER B : Insurance Company of the West	27847	INSURER C : Ohio Casualty Insurance Company	24074	INSURER D : Progressive Express Insurance Company	10193	INSURER E :		INSURER F :	
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INSURER F :																	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>BI/PD Ded:5,000</b> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		SES1814945	07/12/2025	07/12/2026	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
D	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		997807642	05/22/2025	05/22/2026	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10000		EXS1809701	07/12/2025	07/12/2026	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	WFL507889701	07/12/2025	07/12/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The General Liability policy includes endorsements that provide Additional Insured status on a Primary and Noncontributory basis for both ongoing and completed operations to any person or entity when required by written contract or agreement. The Automobile Liability policy includes endorsements that provide Additional

Insured status on Primary and Noncontributory basis to any person or entity when required by written (See Attached Descriptions)

**CERTIFICATE HOLDER****CANCELLATION**

For Information Purposes Only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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# *State of Florida*

## *Department of State*

I certify from the records of this office that MARINO CONSTRUCTION GROUP, INC. is a corporation organized under the laws of the State of Florida, filed on October 27, 1997.

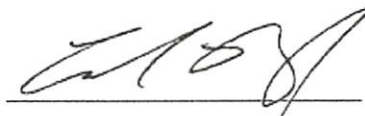
The document number of this corporation is P97000092251.

I further certify that said corporation has paid all fees due this office through December 31, 2025, that its most recent annual report/uniform business report was filed on March 31, 2025, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Twenty-first day of August,  
2025*



  
*Secretary of State*

Tracking Number: 3095591733CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



**Request for Taxpayer  
Identification Number and Certification**

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give form to the  
requester. Do not  
send to the IRS.

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) <b>MARINO CONSTRUCTION GROUP, INC.</b>	
	2 Business name/disregarded entity name, if different from above.	
	3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input checked="" type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . . Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions)	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____  (Applies to accounts maintained outside the United States.)
	3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . <input type="checkbox"/>	
	5 Address (number, street, and apt. or suite no.). See instructions. <b>3100 OVERSEAS HIGHWAY</b>	Requester's name and address (optional)
6 City, state, and ZIP code <b>KEY WEST FL 33040</b>		
7 List account number(s) here (optional)		

**Part I Taxpayer Identification Number (TIN)**

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

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

Social security number	
<div><div></div><div></div><div></div></div>	<div><div></div><div></div><div></div></div>
or	
Employer identification number	
<div><div>65</div><div></div><div></div></div>	<div><div>0823279</div><div></div><div></div></div>

**Part II Certification**

Under penalties of perjury, I certify that:

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

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

Sign Here	Signature of U.S. person 	Date <b>08/21/2025</b>
-----------	--	------------------------

**General Instructions**

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

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

**What's New**

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



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

## Detail by Entity Name

Florida Profit Corporation  
MARINO CONSTRUCTION GROUP, INC.

### Filing Information

Document Number	P97000092251
FEI/EIN Number	65-0823279
Date Filed	10/27/1997
State	FL
Status	ACTIVE
Last Event	AMENDMENT
Event Date Filed	05/20/2019
Event Effective Date	NONE

### Principal Address

3100 Overseas Hwy  
Key West, FL 33040

Changed: 03/31/2025

### Mailing Address

PO BOX 1706  
KEY WEST, FL 33041

Changed: 11/11/2010

### Registered Agent Name & Address

MARINO, MICHAEL J  
824 Shavers Lane  
KEY WEST, FL 33040

Address Changed: 01/13/2015

### Officer/Director Detail

#### **Name & Address**

Title DPST

MARINO, MICHAEL J  
824 Shavers Lane  
KEY WEST, FL 33040

## Title SV

MARINO, ANGELA KAY  
824 Shavers Lane  
KEY WEST, FL 33040

## Title CEO

Persaud, Matah S  
PO Box 1706  
Key West, FL 33041

**Annual Reports**

Report Year	Filed Date
2023	02/03/2023
2024	03/06/2024
2025	03/31/2025

**Document Images**

<a href="#">03/31/2025 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/06/2024 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/03/2023 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/31/2022 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/01/2021 -- AMENDED ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/28/2021 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/29/2020 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">05/20/2019 -- Amendment</a>	<a href="#">View image in PDF format</a>
<a href="#">02/14/2019 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">05/09/2018 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/09/2017 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/25/2016 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/13/2015 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/15/2014 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/24/2013 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/10/2012 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/10/2011 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">11/11/2010 -- REINSTATEMENT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/08/2009 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">04/07/2008 -- Name Change</a>	<a href="#">View image in PDF format</a>
<a href="#">02/14/2008 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">02/15/2007 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/13/2006 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/29/2005 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">03/25/2004 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">01/16/2003 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">05/07/2002 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">05/01/2001 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>



[08/22/2000 -- ANNUAL REPORT](#)[View image in PDF format](#)[02/19/1999 -- ANNUAL REPORT](#)[View image in PDF format](#)[11/25/1998 -- REINSTATEMENT](#)[View image in PDF format](#)[10/27/1997 -- Domestic Profit Articles](#)[View image in PDF format](#)

Public Document of State of Florida - All Corporations

### **LICENSE REQUIREMENT AND COST**

A City of Key West License is required for this Project. Contractors must be general contractor or a building contractor.

Cost Not To Exceed \$410.00.

### **CITY OF KEY WEST BUSINESS LICENSE TAX RECEIPT**

A City of Key West Business License Tax Receipt is required for this project. Contractors must be general contractor, building contractor or engineering contractor. Cost not to exceed \$410.00.

**City of Key West Business License Tax Receipt may be found on the city website.**

<https://www.cityofkeywest-fl.gov/476/Contractor-Licensing-Information>

## **BIDDER'S CHECKLIST**

(Note: The purpose of this checklist is to serve as a reminder of major items to be addressed in submitting a bid and is not intended to be all inclusive. It does not alleviate the Bidder from the responsibility of becoming familiar with all aspects of the Contract Documents and proper completion and submission of his bid.)

- |     |  |       |
|-----|--|-------|
| 1.  | All Contract Documents are thoroughly read and understood.   | [ ✓ ] |
| 2.  | All blank spaces in bid filled in, using black ink or typewritten.   | [ ✓ ] |
| 3.  | Total and Item/Unit prices added correctly and attached Schedule of Values   | [ ✓ ] |
| 4.  | Addenda acknowledged.  | [ ✓ ] |
| 5.  | Subcontractors are named as indicated in the bid.  | [ ✓ ] |
| 6.  | Experience record included.  | [ ✓ ] |
| 7.  | Bid signed by authorized officer and notarized.  | [ ✓ ] |
| 8.  | Bid Bond completed and executed, including power-of-attorney dated the same date as Bid Bond.  | [ ✓ ] |
| 9.  | Bidder familiar with federal, state, and local laws, ordinances, rules and regulations affecting performance of the work.  | [ ✓ ] |
| 10. | Bidder, if successful, able to obtain and/or demonstrate possession of required licenses and certificates within ten (10) calendar days after receiving a Notice of Award. | [ ✓ ] |
| 11. | Bid submitted intact with the volume entitled "Bidding Requirements" and "Contract Forms", 1 original, and 2 flash drives as stated in the Invitation to Bid.              | [ ✓ ] |
| 12. | Bid Documents submitted in sealed envelope and addressed and labelled in conformance with the instructions in the Invitation to Bid.                                       | [ ✓ ] |



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## **PART 2**

# **CONTRACT FORMS**

---

## CONTRACT

This contract, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2025,

by and between the City of Key West, hereinafter called the "City", and

\_\_\_\_\_ hereinafter called the "Bidder".

### WITNESSETH:

The Bidder, in consideration of the sum to be paid to them by the City and of the covenants and agreements herein contained, hereby agrees at their own proper cost and expense to do all the work and furnish all the materials, tools, labor, and all appliances, machinery, and appurtenances for ITB 25-017 HMGP – 4337 -R Wind Hardening for Fire Station No. 1, Key West, Florida to the extent of the bid made by the Bidder, dated the \_\_\_\_\_ day of \_\_\_\_\_ 2025, all in full compliance with the Contract Documents referred to herein.

The Procurement Requirements, including the signed copy of the Bond Forms, the Bid Forms, the Conditions of the Contract, General and Supplemental Specifications and Drawings are hereby referred to and by reference made part of this contract as fully and completely as if the same were fully set forth herein and are mutually cooperative therewith.

In consideration of the performance of the work as set forth in these Contract Documents, the City agrees to pay to the Bidder the amount provided in the bid as adjusted in accordance with the Contract Documents, or as otherwise herein provided, and to make such payments in the manner and at the times provided in the Contract Documents.

The Bidder further agrees to complete the work within three hundred and thirty (330) days and to accept as full payment hereunder the amounts computed as determined by the Contract Documents and based on the said bid.

It is agreed that the contract, based upon the bid, shall be fully complete within the stated number of consecutive calendar days from the date the Notice to Proceed is issued.

The Bidder agrees to remedy all defects appearing in the work or developing in the materials furnished and the workmanship performed under this contract during the warranty period after the date of final acceptance of the work by the City and further agrees to indemnify and hold the City harmless from any costs encountered in remedying such defects.

**Liquidated Damages:** The Bidder recognizes that time is of the essence and that the city will suffer financial loss if the work required to complete this project is not completed within the dates specified in the paragraphs above, plus any extensions thereof allowed, in accordance with Article 59 of the General Conditions.

In the event the Bidder fails to complete the work within the time limit or extended time limit agreed upon, as more particularly set forth in the Contract Documents, liquidated damages shall be paid at a rate of \$500 per day. Sundays and legal holidays shall be included in determining days in default.

The following documents are hereby incorporated into and made a part of this contract by reference as if fully set forth herein:

- The City Invitation to Bid (ITB 25-017), including all attachments, addenda, and exhibits.
- The City's General Terms and Conditions provided in ITB 25-017.
- The Bidder's complete, dated and signed response to ITB 25-017, including all bid forms, all bonds, and all related submissions.
- This executed contract form.
- The Summary of Work, Technical Specifications, Drawings, and all applicable General and Supplementary Conditions.

This contract will automatically expire upon completion of the project. Bidder's warranty obligations remain in effect.

IN WITNESS WHEREOF, we, the parties hereto, each herewith subscribe the same this

\_\_\_\_\_ Day of \_\_\_\_\_, A.D., 20\_\_.

**City of Key West:**

By \_\_\_\_\_ Attest \_\_\_\_\_

Title City Manager

**Bidder:**

By \_\_\_\_\_ Attest \_\_\_\_\_

Title \_\_\_\_\_

**FLORIDA PERFORMANCE BOND**

BOND NO. \_\_\_\_\_

AMOUNT: \$ \_\_\_\_\_

**KNOW ALL MEN BY THESE PRESENTS**, that in accordance with Florida Statutes Section 255.05, \_\_\_\_\_,

with offices, at \_\_\_\_\_

hereinafter called the Bidder, (Principal), and \_\_\_\_\_

with offices, at \_\_\_\_\_

a corporation duly organized and existing under and by virtue of the laws of the State of \_\_\_\_\_, hereinafter called the Surety, and authorized to transact business within the State of Florida, as Surety, are held and firmly bound City of Key West,

represented by its \_\_\_\_\_, hereinafter called the City (Obligee), in the sum of:

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_),

lawful money of the United States of America, for the payment of which, well and truly be made to the City, and the Bidder and the Surety bind themselves and each of their heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents as follows:

**THE CONDITION OF THE ABOVE OBLIGATION IS SUCH THAT:**

**WHEREAS**, the Bidder has executed and entered into a certain contract hereto attached, with the City, dated \_\_\_\_\_, 20\_\_\_\_, to furnish at their own cost, charges, and expense all the necessary materials, equipment, and/or labor in strict and express accordance with said contract and the Contract Documents as defined therein, all of which is made a part of said contract by certain terms and conditions in said contract more particularly mentioned, which contract, consisting of the various Contract Documents is made a part of this bond as fully and completely as if said Contract Documents were set forth herein;

**NOW THEREFORE**, the conditions of this obligation are such that the above bounden Bidder:

1. Shall in all respects comply with the terms and conditions of said contract and their obligation there under, including the Contract Documents (which include the permit form, specifications, and conditions as prepared by the City, Invitation to Bid, instructions to Bidders, the Bidder's bid as accepted by the above City, the bid and contract performance and payment bonds, and all addenda, if any, issued prior to the opening of bids), being made a part of this bond by reference, at the times and in the manner prescribed in the contract; and

2. Promptly make payments to all claimants, as defined in Section 255.05(1), Florida Statutes, supplying Principal with labor, materials, or supplies, used directly or indirectly by Principal in the prosecution of the work provided for in the contract; and

3. Pays City all losses, costs, expenses, damages, attorney's fees, including appellate proceedings, injury or loss of whatever kind and however arising including, without limitation, delay damages to which said City may be subject by reason of any wrongdoing, misconduct, want of care or skill, negligence, failure of performance, breach, failure to petition within the prescribed time, or default, including patent infringements, on the part of said Bidder, their agents or employees, in the execution or performance of said contract; and

4. Performs the guarantee of all work and materials furnished under the contract for the time specified in the contract, then this obligation shall be void; otherwise, to remain in full force and effect for the term of said contract.

**AND**, the said Surety for value received, hereby stipulates and agrees that no change involving any extension of time, or addition to the terms of the Contract Documents, or to the work to be performed, or materials to be furnished there under shall affect said obligation of said Surety on this bond, and the said Surety does hereby waive notice of any such changes, extension of time, alterations, or additions of the terms of the Contract Documents, or to the work.

Any action instituted by a claimant under this bond for payment must be in accordance with the notice and time limitation provisions in Section 255.05(2), Florida Statutes.

**IN WITNESS WHEREOF**, the above parties bonded together have executed this instrument this day of \_\_\_\_\_, 2025, the name and corporate seal of each corporate party being hereto affixed and those presents duly signed by its undersigned representative, pursuant to authority of its governing body.

**Bidder:**

\_\_\_\_\_

By: \_\_\_\_\_ (Seal)

\_\_\_\_\_ Attest

**Surety:**

By \_\_\_\_\_ (Seal)

\_\_\_\_\_ Attest

**FLORIDA PAYMENT BOND**

BOND NO \_\_\_\_\_

AMOUNT: \$ \_\_\_\_\_

**KNOW ALL MEN BY THESE PRESENTS**, that in accordance with Florida Statutes Section 255.05, \_\_\_\_\_

with offices at \_\_\_\_\_

hereinafter called the Bidder, (Principal), and

\_\_\_\_\_ with offices at \_\_\_\_\_

a corporation duly organized and existing under and by virtue of the laws of the State of \_\_\_\_\_, hereinafter called the Surety, and authorized to transact business within the State of Florida, as Surety, are held and firmly bound City of Key West,

represented by its \_\_\_\_\_, hereinafter called the City (Obligee), in the sum of:

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_), lawful money of the United States of America, for the payment of which, well and truly be made to the City, and the Bidder and the Surety bind themselves and each of their heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents as follows:

**THE CONDITION OF THE ABOVE OBLIGATION IS SUCH THAT:**

**WHEREAS**, the Bidder has executed and entered into a certain contract for

**ITB 25-017 HMGP – 4337 -R Wind Hardening for Fire Station No. 1**

attached hereto, with the City, dated \_\_\_\_\_, 20\_\_, to furnish at their own cost, charges, and expense the necessary materials, equipment, and/or labor in strict and express accordance with said contract and the plans, drawings (if any), and specifications prepared by the City, all of which is made a part of said contract by certain terms and conditions in said contract more particularly mentioned, which contract, consisting of the various Contract Documents specifically mentioned herein and relative hereto, is made a part of this bond as fully and completely as if said Contract Documents were set forth herein.

**NOW THEREFORE**, the conditions of this obligation are such that if the above bounden Bidder shall in all respects comply with the terms and conditions of said contract and their obligation



thereunder, including the Contract Documents (which include the permit form, the specifications, and conditions prepared by the City, Invitation to Bid, instructions to bidders, the Bidder's bid as accepted by the City, the bid and contract and payment bonds, and all addenda, if any, issued prior to the opening of bids), and further that if said Bidder shall promptly make payments to all persons supplying materials, equipment, and/or labor, used directly or indirectly by said Bidder or Subcontractors in the prosecution of the work for said contract in accordance with Florida Statutes, Section 255.05 or Section 713.23, then this obligation shall be void; otherwise to remain in full force and effect for the term of said contract, including and all guarantee periods as specifically mentioned in said Contract Documents.

**AND** the said Surety for value received, hereby stipulates and agrees that no change involving any extension of time, or addition to the terms of the Contract or to the work to be performed, or materials to be furnished thereunder, or in the Contract Documents and specifications accompanying the said contract shall affect said obligation of said Surety on this Bond, and the said Surety does hereby waive notice of any such changes, extension of time, alternations, or additions of the terms of the Contract, or to the work, to the Contract Documents, or to the specifications.

Claimant shall give written notice to the Bidder and the Surety as required by Section 255.05 or Section 713.23, Florida Statutes. Any action instituted against the Bidder or Surety under this bond for payment must be in accordance with the notice and time limitation provisions in Section 255.05(2) or Section 713.23, Florida Statutes.

**IN WITNESS WHEREOF**, the above parties bound together have executed this instrument this day of \_\_\_\_\_, 20\_\_\_\_, the name and corporate seal of each corporate party being hereto affixed and those presents duly signed by its undersigned representative, pursuant to authority of its governing body.

**Bidder:**

\_\_\_\_\_

By: \_\_\_\_\_ (Seal)

\_\_\_\_\_

Attest

**Surety:**

By \_\_\_\_\_ (Seal)

\_\_\_\_\_

Attest

---

## **PART 3**

# **CONDITIONS OF THE CONTRACT**

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## **GENERAL CONDITIONS**

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2. AS SHOWN, AND AS INDICATED
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6. CONTRACT COMPLETION
7. DAYS
8. DRAWINGS
9. ENGINEER
10. NOTICE
11. OR EQUAL
12. CITY
13. PLANS
14. SPECIFICATIONS
15. NOTICE TO PROCEED
16. SUBSTANTIAL COMPLETION
17. WORK

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21. EXAMINATION AND VERIFICATION  
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29. LINES AND GRADES
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31. DETAIL DRAWINGS AND INSTRUCTIONS

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### **DEFINITIONS**

Whenever in the Contract Documents the following terms are used, the intent and meaning shall be interpreted as follows:

**1. AS APPROVED**

The words "as approved", unless otherwise qualified, shall be understood to be followed by the words "by the Engineer for conformance with the Contract Document".

**2. AS SHOWN, AND AS INDICATED**

The words "as shown" and "as Indicated" shall be understood to be followed by the words "on the Drawings".

**3. BIDDER**

The person or persons, partnership, firm, or corporation submitting a Bid for the work contemplated.

**4. CONTRACT DOCUMENTS**

The "Contract Documents" consist of the Bidding Requirements, Contract Forms, Conditions of the Contract, Specifications, Drawings, all modifications thereof incorporated into the Documents before their execution, Change Orders, and all other requirements incorporated by specific reference thereto. These form the Contract.

**5. CONTRACTOR**

The person or persons, partnership, firm, or corporation who enters into the Contract awarded them by the City.

**6. CONTRACT COMPLETION**

The "Contract Completion" is the date the City accepts the entire work as being in compliance with the Contract Documents, or formally waives nonconforming work to extent of nonconformity, and issues the final payment in accordance with the requirements set forth in Article, "Final Payment" of these General Conditions.

**7. DAYS**

Unless otherwise specifically stated, the term "days" will be understood to mean calendar days. Business day or working day means any day other than Saturday, Sunday, or legal holiday.

**8. DRAWINGS**

The term "Drawings" refers to the official Drawings, Profiles, cross sections, elevations, details, and other working drawings and supplementary drawings, or reproductions thereof, signed by the Engineer, which shows the location, character, dimensions, and details of the work to be performed. Drawings may either be bound in the same book as the balance of the Contract Documents, or bound in separate sets, and are a part of the Contract Documents, regardless of the method of binding.

**9. ENGINEER**

The person or organization identified as such in the Contract Documents. The Term "Engineer" means authorized City's representative.

**10. NOTICE**

The term "notice" or the requirement to notify, as used in the Contract Documents or applicable state or federal statutes, shall signify a written communication delivered in person or by registered mail to the individual, or to a member of the firm, or to an officer of the corporation for whom it is intended. Certified or registered mail shall be addressed to the last business address known to them who gives the notice.

**11. OR EQUAL**

The term "or equal" shall be understood to indicate that the "equal" product is equivalent to or better than the product named in function, performance, reliability, quality, and general configuration. Determination of equality in reference to the project design requirements will be made by the Engineer. Such equal products shall not be purchased or installed by the Contractor without written authorization.

**12. CITY**

The person, organization, or public body identified as such in the Contract Documents.

**13. PLANS (See Drawings)**

**14. SPECIFICATIONS**

The term "Specifications" refers to those portions of the Contract Documents consisting of written technical descriptions of materials, equipment, construction systems, standards, and workmanship as applied to the work and certain administrative details applicable thereto. Where standard

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specifications, such as those of ASTM, AASHTO, etc., have been referred to, the applicable portions of such standard specifications shall become a part of these Contract Documents. If referenced specifications conflict with specifications contained herein, the requirements contained herein shall prevail.

#### 15. NOTICE TO PROCEED

A written notice given by the City to the Contractor (with a copy to the Engineer) fixing the date on which the Contract time will commence to run and on which the Contractor shall start to perform his obligation under the Contract Documents. The Notice to Proceed will be given within thirty (30) days following the execution of the Contract by the City.

#### 16. SUBSTANTIAL COMPLETION

"Substantial Completion" shall be that degree of completion of the project or a defined portion of the project, as evidenced by the Engineer's written notice of Substantial Completion, sufficient to provide the City, at his discretion, the full-time use of the project site or defined portion of the project for the purposes for which it was intended. "Substantial Completion" of an operating facility shall be that degree of completion that has Provided a minimum of seven (7) continuous days of successful, trouble-free, operation, which period shall begin after all performance and acceptance testing has been successfully demonstrated to the Engineer. All equipment contained in the work, plus all other components necessary to enable the City to operate the facility in a manner that was intended, shall be complete on the substantial completion date.

#### 17. WORK

The word "work" within these Contract Documents shall include all material, labor, tools, and all appliances, machinery, transportation, and appurtenances necessary to perform and complete the Contract, and such additional items not specifically indicated or described which can be reasonably inferred as belonging to the item described or indicated and as required by good Practice to Provide a complete and satisfactory system or structure. As used herein, "Provide" shall be understood to mean "furnish and install, complete in-place".

### CONTRACT DOCUMENTS

#### 18. INTENT OF CONTRACT DOCUMENTS

The Contract Documents are complementary, and what is called for by one shall be as binding as if called for by all. The intent of the Documents is to describe a functionally complete project (or part thereof) to be constructed in accordance with the Contract Documents. Any work, materials, or equipment that may reasonably be inferred from the Contract Documents as being required to produce the intended result shall be supplied whether or not specifically called for. When words which have a well-known technical or trade meaning are used to describe work, materials, or equipment, such words shall be interpreted in accordance with that meaning.

Reference to standard specifications, manuals, or codes of any technical society, organization or association, or to the laws or regulations of any governmental authority, whether such reference be specific or by implication, shall mean the latest standard specification, manual, code or laws or regulations in effect on the first published date of the Invitation to Bid, except as may be otherwise specifically stated. However, no provision of any referenced standard specification, manual or code (whether or not specifically incorporated by reference in the Contract Documents) shall be effective to change the duties and responsibilities of City, Contractor, or Engineer, or any of their consultants, agents, or employees from those set forth in the Contract Documents, nor shall it be effective to assign to Engineer, or any Engineer's consultants, agents, or employees, any duty or authority to supervise or direct the furnishing or performance of the work or any duty or authority to undertake responsibility contrary to the Provisions of Article; *Limitations On Engineer's Responsibilities*.

#### 19. DISCREPANCIES AND OMISSIONS

Any discrepancies or omissions found in the Contract Documents shall be reported to the Engineer immediately. The Engineer will clarify discrepancies or omissions, in writing, within a reasonable time.

In resolving inconsistencies among two or more sections of the Contract Documents, Precedence shall be given in the following order:

- A. CONTRACT
- B. BID
- C. SUPPLEMENTARY CONDITIONS
- D. INVITATION TO BID
- E. INSTRUCTIONS TO BIDDERS
- F. GENERAL CONDITIONS
- G. SPECIFICATIONS
- H. DRAWINGS

Addenda shall take precedence over all sections referenced therein. Figure dimensions on Drawings shall take precedence over scale dimensions. Detailed Drawings shall take precedence over general Drawings.



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#### **20. CHANGES IN THE WORK**

The City, without notice to the Sureties and without invalidating the Contract, may order changes in the work within the general scope of the Contract by altering, adding to, or deducting from the work, the Contract being adjusted accordingly. All such work shall be executed under the conditions of the original Contract, except as specifically adjusted at the time of ordering such change.

In giving instructions, the Engineer may order minor changes in the work not involving extra cost and not inconsistent with the purposes of the project, but otherwise, except in an emergency endangering life and property, additions or deductions from the work shall be performed only in pursuance of an approved Change Order from the City, countersigned by the Engineer.

If the scope of work is reduced due to alterations, such reduction shall not be grounds for a claim for damages, including loss of anticipated profits. Additionally, all other work not affected by the project changes and not in conflict with the revised scope shall be completed in accordance with the original project schedule, with no adjustments to cost or time.

#### **21. EXAMINATION AND VERIFICATION OF CONTRACT DOCUMENTS**

The Contractor shall thoroughly examine and become familiar with all of the various parts of these Contract Documents and determine the nature and location of the work, the general and local conditions, and all other matters, which can in any way affect the work under this Contract. Failure to make an examination necessary for this determination shall not release the Contractor from the obligations of this Contract. No verbal agreement or conversation with any officer, agent, or employee of the City or with the Engineer either before or after the execution of this Contract shall affect or modify any of the terms or obligations herein contained.

#### **22. DOCUMENTS TO BE KEPT ON THE JOBSITE**

The Contractor shall keep one copy of the Contract Documents on the job-site, in good order, available to the Engineer and to his representatives.

The Contractor shall maintain on a daily basis at the jobsite, and make available to the Engineer on request, one current record set of the Drawings which have been accurately marked to indicate all modifications in the completed work that differ from the design information shown on the Drawings. Upon Substantial completion of the work, the Contractor shall give the Engineer one complete set of these marked up record Drawings.

#### **23. ADDITIONAL CONTRACT DOCUMENTS**

Copies of Contract Documents or Drawings may be obtained on request from the Engineer and by paying the actual cost of reproducing the Contract Documents or Drawings.

#### **24. OWNERSHIP OF CONTRACT DOCUMENTS**

All portions of the Contract Documents, and copies thereof furnished by the Engineer are instruments of service for this project. They are not to be used on other work and are to be returned to the Engineer on request at the completion of the work. Any reuse of these materials without specific written verification or adaptation by the Engineer will be at the risk of the user and without liability or legal expense to the Engineer. Such user shall hold the Engineer harmless from any and all damages, including reasonable attorneys' fees, from any and all claims arising from any such reuse. Any such verification and adaptation shall entitle the Engineer to further compensation at rates to be agreed upon by the user and the Engineer.

### **THE ENGINEER**

#### **25. AUTHORITY OF THE ENGINEER**

The Engineer will be the City's representative during the construction period. Their authority and responsibility will be limited to the provisions set forth in these Contract Documents. The Engineer will have the authority to reject work that does not conform to the Contract Documents. However, neither the Engineer's authority to act under this provision, nor any decision made by them in good faith either to exercise or not to exercise such authority, shall give rise to any duty or responsibility of the Engineer to the Contractor, any Subcontractor, their respective Sureties, any of their agents or employees, or any other person performing any of the work.

#### **26. DUTIES AND RESPONSIBILITIES OF THE ENGINEER**

The Engineer will make visits to the site at intervals appropriate to the various stages of construction to observe the progress and quality of the work and to determine, in general, if the work is proceeding in accordance with the intent of the Contract Documents.

The Engineer will not make comprehensive or continuous review or observation to check quality or quantity of the work, and he will not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the work. Visits and observations made by the Engineer shall not relieve the Contractor of their obligation to conduct comprehensive inspections of the work and to furnish materials and perform acceptable work, and to provide adequate safety precautions, in conformance with the intent of the Contract.

The Engineer will make recommendations to the City, in writing, on all claims of the City or the Contractor arising from interpretation or execution of the Contract Documents. Such recommendations will be of factual and/or technical nature, and will not include the legal interpretation of the Contract Documents. Any necessary legal interpretation of the Contract Document will be made by the City. Such recommendation shall be necessary before

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the Contractor can receive additional money under the terms of the Contract. Changes in work ordered by the Engineer shall be made in compliance with Article Changes in the Work.

One or more Project representatives may be assigned to observe the work. It is understood that such project representatives shall have the authority to issue notice of nonconformance and make decisions within the limitations of the authority of the Engineer. The Contractor shall furnish all reasonable assistance required by the Engineer or project representatives for proper observation of the work. The above-mentioned project representatives shall not relieve the Contractor of their obligations to conduct comprehensive inspections of the work and to furnish materials and perform acceptable work, and to provide adequate safety precautions, in conformance with the intent of the Contract.

#### **27. LIMITATIONS ON ENGINEER'S RESPONSIBILITIES**

Engineers will not be responsible for Contractor's means, methods, techniques, sequences, or procedures of construction, or the safety precautions and programs incident thereto, and Engineer will not be responsible for Contractor's failure to perform or furnish the work in accordance with the Contract Documents.

Engineers will not be responsible for the acts or omissions of Contractor or of any Subcontractor, any supplier, or of any other person or organization performing or furnishing any of the work.

Whenever in the Contract Documents the terms "as ordered", "as directed", "as required", "as allowed", "as approved", or terms of like effect or import are used, or the adjectives "reasonable", "suitable", "acceptable", "proper", or "satisfactory", or adjectives of like effect or import are used to describe a requirement, direction, review or judgment of Engineer as to the work, it is intended that such requirement, direction, review or judgment will be solely to evaluate the work for compliance with the Contract Documents (unless there is a specific statement indicating otherwise). The use of any such term or adjective shall not be effective to assign to Engineer any duty or authority to supervise or direct the furnishing or performance of the work or any duty or authority to undertake responsibility contrary to the provisions of this Article.

#### **28. REJECTED WORK**

Any defective work or nonconforming materials or equipment that may be discovered at any time prior to expiration of the warranty period shall be removed and replaced by work which shall conform to the provisions of the Contract Documents. Any material condemned or rejected shall be removed at once from the project site.

Failure on the part of the Engineer to condemn or reject bad or inferior work or to note nonconforming materials or equipment on Contractor submittals shall not be construed to imply acceptance of such work. The City shall reserve and retain all of its rights and remedies at law against the Contractor and its Surety for correction of any and all latent defects discovered after the guarantee period.

#### **29. LINES AND GRADES**

Lines and grades shall be established as provided in supplementary conditions. All stakes, marks, and other reference information shall be carefully preserved by the Contractor, and in case of their careless or unnecessary destruction or removal by their employees, such stakes, marks, and other information shall be replaced at the Contractor's expense.

#### **30. SUBMITTALS**

After checking and verifying all field measurements and after complying with applicable procedures specified in Division I, General Requirements, Contractor shall submit to Engineer, in accordance with the schedule for submittals for review, shop drawings, electrical diagrams, and catalog cuts for fabricated items and manufactured items (including mechanical and electrical equipment), which shall bear a stamp or specific written indication that Contractor has satisfied Contractor's responsibilities under the Contract Documents with respect to the review of the submittal. All submittals shall be identified as Engineer may require. The data shown shall be complete with respect to quantities, dimensions specified, performance and design criteria, materials, and similar data to enable Engineer to review the information. Contractor shall also submit to Engineer for review, with such promptness as to cause no delay in work, all samples required by the Contract Documents including all FF&E (Furniture, Fixtures & Equipment). All samples shall have been checked by and accompanied by a specific written indication that Contractor has satisfied Contractor's responsibilities under the Contract Documents with respect to the review of the submission and shall be identified clearly as to material, supplier, pertinent data such as catalog numbers and the use for which intended.

Before submission of each submittal, Contractor shall have determined and verified all quantities, dimensions, specified performance criteria, installation requirements, materials, catalog numbers, and similar data with respect thereto and reviewed or coordinated each submittal with other submittals and with the requirements of the work and the Contract Documents.

At the time of each submission, Contractor shall give Engineer specific written notice of each variation that the submittal may have from the requirements of the Contract Documents, and, in addition, shall cause a specific notation to be made on each shop drawing submitted to Engineer for review and approval of each variation.

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Engineer will review submittals with reasonable promptness, but Engineer's review will be only for conformance with the design concept of the project and for compliance with the information given in the Contract Documents and shall not extend to means, methods, techniques, sequences, or procedures of construction (except where a specific means, method, technique, sequence, or Procedure of construction is indicated in or required by the Contract Documents) or to safety precautions or programs incident thereto. The review of a separate item as such will not indicate review of the assembly in which the item functions. Contractor shall make corrections required by Engineer and shall return the required number of corrected copies of shop drawings and submit as required new samples for review. The Contractor shall direct specific attention in writing to revisions other than the corrections called for by Engineer on Previous submittals.

Engineer's review of submittals shall not relieve Contractor from the responsibility for any variation from the requirements of the Contract Documents unless Contractor has in writing called Engineer's attention to each such variation at the time of submission and Engineer has given written approval of each such variation by a specific written notation thereof incorporated therein or accompanying the shop drawing or sample approval; nor will any approval by Engineer relieve Contractor from responsibility for errors or omissions in the shop drawings or from responsibility for having complied with the provisions herein.

Where a shop drawing or sample is required by the specifications, any related work performed prior to Engineer's review and approval of the pertinent submission shall be at the sole expense and responsibility of the Contractor.

#### **31. DETAIL DRAWINGS AND INSTRUCTIONS**

The Engineer will furnish, with reasonable promptness, additional instructions by means of Drawings or otherwise, if, in the Engineer's opinion, such are required for the proper execution of the work. All such Drawings and instructions will be consistent with the Contract Documents, true developments thereof, and reasonably inferable there from.

#### **THE CONTRACTOR AND HIS EMPLOYEES**

##### **32. CONTRACTOR, AN INDEPENDENT AGENT**

The Contractor shall independently perform all work under this Contract and shall not be considered as an agent of the City or of the Engineer, nor shall the Contractor's Subcontractors or employees be subagents of the City or of the Engineer.

#### **ASSIGNMENT OF CONTRACT**

Assignment of any part or the whole of this Contract shall be subject to review and approval of the City Commission.

##### **33. SUBCONTRACTING**

Unless modified in the Supplementary Conditions, within ten (10) days after the execution of the Contract, the Contractor shall submit to the Engineer the names of all Subcontractors proposed for the work, including the names of any Subcontractors that were submitted with the Bid. The Contractor shall not employ any Subcontractors to which the City may object to as lacking capability to properly perform work of the type and scope anticipated.

The Contractor is as fully responsible to the City for the acts and omissions of their Subcontractors and of persons either directly or indirectly employed by them as they are for the acts and omissions of persons directly employed by them.

Nothing contained in the Contract Documents shall create any contractual relationship between any Subcontractor and the City or Engineer.

##### **34. INSURANCE AND LIABILITY**

###### **A. GENERAL**

The Contractor shall provide (from insurance companies acceptable to the City) the insurance coverage designated hereinafter and pay all costs before commencing work under this Contract. The Contractor shall furnish the City with certificates of insurance specified herein showing the type, amount class of operations covered, effective dates, and date of expiration of policies, and containing substantially the following statement:

"The insurance covered by this certificate shall not be canceled or materially altered, except after thirty (30) days' written notice has been received by the City."

The Contractor shall maintain, at their own expense, insurance coverage throughout the duration of the project, with coverage limits and provisions acceptable to the City. The Contractor shall ensure that the City of Key West, its officers, employees, and agents are named as Additional Insureds on all general liability insurance policies related to the project.

In case of the breach of any provision of this Article, the City, at their option, may take out and maintain, at the expense of the Contractor, such insurance as the City may deem proper and may deduct the cost of such insurance from any monies which may be due or become due the Contractor under this Contract.

###### **B. CONTRACTOR AND SUBCONTRACTOR INSURANCE**

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The Contractor shall not commence work under this Contract until they have obtained all the insurance required hereunder and such insurance has been reviewed by the City, nor shall the Contractor allow any Subcontractor to commence work on his subcontract until insurance specified below has been obtained. Review of the insurance by the City shall not relieve or decrease the liability of the Contractor hereunder.

#### **C. COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE**

The Contractor shall maintain during the life of this Contract the statutory amount of Workmen's Compensation Insurance, in addition, Employer's Liability Insurance in an amount as specified in the Supplementary Conditions, for each occurrence, for all of his employees to be engaged in work on the Project under this Contract. In case any such work is subcontracted, the Contractor shall require the Subcontractor to provide similar Workmen's Compensation and Employer's Liability Insurance for all of the Subcontractor's employees to be engaged in such work.

#### **GENERAL INSURANCE REQUIREMENTS:**

The Contractor shall maintain limits no less than those stated below:

- 1.01 During the Term of the Agreement, the Contractor shall provide, pay for, and maintain with insurance companies satisfactory to the City of Key West, Florida ("City"), the types of insurance described herein.
- 1.02 All insurance shall be from responsible insurance companies eligible to do business in the State of Florida. The required policies of insurance shall be performable in Monroe County, Florida, and shall be construed in accordance with the laws of the State of Florida.
- 1.03 The City shall be specifically included as an additional insured on the Contractor's Liability policies with the exception of the Contractor's Professional Liability policies (if required) and shall also provide the "Severability of Interest" provision (a/k/a "Separation of Insured's" provision). The City's additional insured status should be extended to all Completed Operations coverages.
- 1.04 The Contractor shall deliver to the City, prior to commencing work/activities under the Agreement, properly executed "Certificate(s) of Insurance" setting forth the insurance coverage and limits required herein. The Certificates must be signed by the authorized representative of the insurance company(s) shown on the Certificate of Insurance. In addition, certified, true, and exact copies of the insurance policies required herein shall be provided to the City, on a timely basis, if requested by the City.
- 1.05 If the Contractor fails to provide or maintain the insurance coverages required in this Agreement at any time during the Term of the Agreement and if the Contractor refuses or otherwise neglects to deliver the required Certificate(s) of Insurance signed by the authorized representative of the insurance company(s) to the City, the City may, at the City's sole discretion, terminate or suspend this Agreement and seize the amount of Contractor's performance bond, letter of credit, or other security acceptable to the City).
- 1.06 The Contractor shall take immediate steps to make up any impairment to any Aggregate Policy Limit upon notification of the impairment. If at any time the City requests a written statement from the insurance company(s) as to any impairment to the Aggregate Limit, the Contractor shall promptly authorize and have delivered such statement to the City.
- 1.07 The Contractor authorizes the City and/or its insurance consultant to confirm all information furnished to the City, as to its compliance with its Bonds and Insurance Requirements, with the Contractor's insurance agents, brokers, surety, and insurance carriers.
- 1.08 All insurance coverage of the Contractor shall be primary to any insurance or self-insurance program carried by the City. The City's insurance or self-insurance programs or coverage shall not be contributory with any insurance required of the Contractor in this Agreement.
- 1.09 The acceptance of delivery to the City of any Certificate of Insurance evidencing the insurance coverage and limits required in the Agreement does not constitute approval or agreement by the City that the insurance requirements in the Agreement have been met or that the insurance policies shown in the Certificates of Insurance are in compliance with the Agreement requirements.
- 1.10 No work/activity under this Agreement shall commence or continue unless and until the required Certificate(s) of Insurance are in effect and the written Notice to Proceed is issued by the City.

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- 1.11 The insurance coverage and limits required of the Contractor under this Agreement are designed to meet the minimum requirements of the City. They are not designed as a recommended insurance program for the Contractor. The Contractor alone shall be responsible for the sufficiency of its own insurance program. Should the Contractor have any question concerning its exposures to loss under this Agreement or the possible insurance coverage needed therefore, it should seek professional assistance.
- 1.12 During the Term of this Agreement, the City and its agents and contractors may continue to engage in necessary business activities during the operations of the Contractor. No personal property owned by City used in connection with these business activities shall be considered by the Contractor's insurance company as being in the care, custody, or control of the Contractor.
- 1.13 Should any of the required insurances specified in this Agreement provide for a deductible, self-insured retention, self-insured amount, or any scheme other than a fully insured program, the Contractor shall be responsible for all deductibles and self-insured retentions.
- 1.14 All of the required insurance coverages shall be issued as required by law and shall be endorsed, where necessary, to comply with the minimum requirements contained herein.
- 1.15 All policies of insurance required herein shall require that the insurer give the City thirty (30) days advance written notice of any cancellation, intent not to renew any policy and/or any change that will reduce the insurance coverage required in this Agreement, except for the application of the Aggregate Limits Provisions.
- 1.16 Renewal Certificate(s) of Insurance shall be provided to the City at least twenty (20) days prior to expiration of current coverage so that there shall be no termination of the Agreement due to lack of proof of the insurance coverage required of the Contractor.
- 1.17 If the Contractor utilizes contractors or sub-contractors to perform any operations or activities governed by this Agreement, the Contractor will ensure all contractors and sub-contractors to maintain the same types and amounts of insurance required of the Contractor. In addition, the Contractor will ensure that the contractor and sub-contractor insurances comply with all of the Insurance Requirements specified for the Contractor contained within this Agreement. The Contractor shall obtain Certificates of Insurance comparable to those required of the Contractor from all contractors and sub-contractors. Such Certificates of Insurances shall be presented to the City upon request. Contractor's obligation to ensure that all contractor's and sub-contractor's insurance as provided herein shall not exculpate Contractor from the direct primary responsibility Contractor has to the City hereunder. The City will look directly to Contractor for any such liability hereunder and shall not be obligated to seek recovery from any contractor or subcontract or under such contractor's or sub-contractor's insurance coverages.

#### SPECIFIC INSURANCE COVERAGES AND LIMITS:

- 2.01 All requirements in this Insurance Section shall be complied with in full by the Contractor unless excused from compliance in writing by the City.
- 2.02 The amounts and types of insurance must conform to the following minimum requirements. Current Insurance Service Office (ISO) or National Council on Compensation Insurance (NCCI) policies, forms, and endorsements or broader shall be used where applicable. Notwithstanding the foregoing, the wording of all policies, forms, and endorsements must be acceptable to the City.

**Commercial General Liability Insurance** shall be maintained by the Contractor on a Full Occurrence Form. Coverage shall include, but not be limited to, Premises and Operations, Personal Injury, Contractual for this Agreement, Independent Contractors, and Products & Completed Operations Coverage. The limits of such coverage shall not be less than:

Bodily Injury &     \$2,000,000.00 Combined Single Limit each Property Damage Liability  
Occurrence and Aggregate

Completed Operations Liability Coverage shall be maintained by the Contractor for a period of not less than four (4) years following expiration or termination of this Agreement.

The use of an Excess, Umbrella and/or Bumbershoot policy shall be acceptable if the level of protection provided by the Excess, Umbrella and/or Bumbershoot policy is equal to or more comprehensive than the Primary Commercial General Liability policy.

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**Business Automobile Liability Insurance** shall be maintained by the Contractor as to ownership, maintenance, use, loading and unloading of all owned, non-owned, leased, or hired vehicles with limits of such coverage of not less than:

Bodily Injury      \$1,000,000.00 Limit Each Accident  
Property Damage Liability  
\$1,000,000.00 Limit Each Accident

or

Bodily Injury &  
Property Damage Liability \$1,000,000.00 Combined Single Limit Each Accident

If the Contractor does not own any vehicles, this requirement can be satisfied by having the Contractor's Commercial General Liability policy endorsed with "Non-Owned and Hired Automobile" Liability coverage.

**Builders Risk Insurance** shall be maintained by the Contractor. Coverage should be provided on an "All Risk" basis to include the perils of Flood and Wind. Coverage must extend to all materials stored at the construction site that is intended to be included in the completed structure. Coverage should be provided on a "Completed Value" basis. The minimum acceptable limits for this coverage shall be the Full Replacement Value of the completed structure. **City shall be designated as the "Loss Payee" on the policy.**

### SURETY AND INSURER QUALIFICATIONS

All bonds, insurance contracts, and certificates of insurance shall be either executed by or countersigned by a licensed resident agent of the Surety or insurance company, having his/ her place of business in the State of Florida, and in all ways complying with the insurance laws of the State of Florida. Further, the said Surety or Insurance Company shall be duly licensed and qualified to do business in the State of Florida. If requested, Contractor shall Provide Proof of Florida Licensure for all insurance companies. The City of Key West shall be named as Additional Insured on the insurance certificates.

### 35. INDEMNITY

To the fullest extent permitted by law, and in accordance with § 725.06, Florida Statutes, the Bidder shall indemnify, defend, and hold harmless the City and its officers, directors, agents, and employees ("Indemnitees") from and against all liabilities, damages, losses, and costs (including reasonable attorney's fees and court costs, including costs incurred in determining the indemnification obligation) to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Contractor, its subcontractors, or persons employed or utilized by them in the performance of the Contract.

Claims by the Indemnitees for indemnification shall be limited to the greater of (a) the Bidder's insurance coverage or (b) \$1 million per occurrence, consistent with the monetary cap specified in the standalone "City of Key West Indemnification Form." The parties acknowledge that this limitation bears a reasonable commercial relationship to the Contract.

Nothing herein shall require the Bidder to indemnify or hold harmless the City for the City's sole negligence or sole intentional misconduct. In the event of shared negligence, the Bidder's indemnity obligation applies only to the extent of its own (or its subcontractors') comparative fault, in accordance with Florida law.

The indemnification obligations hereunder shall not be restricted by any limitation on the amount or type of damages, compensation, or benefits payable under workers' compensation acts, disability benefits acts, or other employee benefits acts. This indemnification extends to and includes any actions brought by or in the name of an employee of the Bidder or any third party to whom the Bidder may subcontract a part or all of the work.

This indemnification shall continue beyond the date of completion or termination of the work, and shall survive the expiration of this Contract.

### 36. EXCLUSION OF CONTRACTOR CLAIMS

In performing its obligations, the Engineer and its consultants may cause expense for the Contractor or its Subcontractors and equipment or material suppliers. However, those parties and their sureties shall maintain no direct action against the Engineer, its officers, employees, agents, and consultants for any claim arising out of, in connection with, or resulting from the Engineering services performed or required to be performed.

### **37. TAXES AND CHARGES**

The Contractor shall withhold and pay any and all sales and use taxes and all withholding taxes, whether State or Federal, and pay all Social Security charges and also all State Unemployment Compensation charges, and pay or cause to be withheld, as the case may be, any and all taxes, charges, or fees or sums whatsoever, which are now or may hereafter be required to be paid or withheld under any laws.

### **38. REQUIREMENTS OF STATE LAW FOR PUBLIC WORKS PROJECTS**

When the Contract Documents concern public works of the state or any county, municipality, or political subdivision created by its laws, the applicable statutes shall apply. All parties to this Contract shall determine the contents of all applicable statutes and comply with their Provisions throughout the performance of the Contract.

### **39. CODES, ORDINANCES, PERMITS AND LICENSES**

The Contractor shall keep himself fully informed of all local codes and ordinances, as well as state and federal laws, which in any manner affect the work herein specified. The Contractor shall at all times comply with said codes and ordinances, laws, and regulations, and protect and indemnify the City, the Engineer and their respective employees, and its officers and agents against any claim or liability arising from or based on the violation of any such laws, ordinances, or regulations. All permits, licenses and inspection fees necessary for Prosecution and completion of the work shall be secured and paid for by the Contractor, unless otherwise specified.

### **NOISE ORDINANCE**

The City of Key West has a noise ordinance that allows working hours between 8:00 AM to 7:00 PM, Monday through Friday. No work should be performed during weekends or City Holidays, State Holidays and National Holidays. Any construction operations outside these hours and these days will require a variance from the City of Key West Commission.

Exceptions: Construction/demolition. Sound levels produced from tools and equipment in commercial construction, demolition, drilling, or reasonably similar activities. However, such sound levels are limited to the hours of 8:00 a.m. to 7:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturday. The tools and equipment must be muffled and maintained equal to the functional standards of the industry. No exceptions contained in this subsection shall apply on Thanksgiving Day, Christmas Day and New Year's Day.

### **40. SUPERINTENDENCE**

The Contractor shall maintain competent supervisory personnel on-site throughout the duration of the project. Prior to the commencement of work, the Contractor shall designate a project superintendent in writing, who shall be an employee of the Contractor and have full authority to represent and act on behalf of the Contractor. Any changes to the superintendent's assignment must be communicated to the Engineer in writing prior to implementation. The Contractor shall provide effective supervision of the work, dedicating their best skill and attention to ensure its successful completion.

The Contractor shall be fully responsible for all construction methods, techniques, procedures, and safety measures, as well as for coordinating all aspects of the work under the Contract. It is understood and agreed that the Engineer, its employees, and agents shall not have control over or be responsible for construction means, methods, procedures, or safety precautions associated with the project.

The Contractor shall ensure that competent supervisory personnel who are proficient in reading, writing, and speaking English are on-site to effectively communicate with City staff.

The Superintendent must remain on the project worksite whenever construction activities are taking place unless they leave temporarily to retrieve materials or equipment related to the project. If the City determines that the Superintendent has not been present on-site during the project, the City reserves the right to require the Contractor to replace the supervisory personnel.

The Superintendent's responsibilities shall include, but are not limited to, the following:

1. **Project Oversight:** Oversee and supervise all construction activities to ensure compliance with safety standards, quality specifications, and timelines.
2. **Coordination:** Facilitate coordination among contractors, subcontractors, and other stakeholders, managing communication and documentation effectively.
3. **Quality Control:** Monitor quality control procedures, ensuring that construction materials, methods, and workmanship adhere to project specifications.
4. **Safety Compliance:** Enforce health, safety, and environmental regulations on-site, establishing and maintaining safety protocols.



5. **Progress Reporting:** Provide regular updates on the project's progress, including the status of work, potential issues, delays, and any necessary adjustments to the schedule or budget.
6. **Inspection and Approval:** Conduct inspections and review completed work to verify compliance with specifications, approving work for payment and advancing to subsequent stages.
7. **Problem Resolution:** Address and resolve issues that arise, including discrepancies in design, delays in performance, or unforeseen site conditions.
8. **Liaison with Authorities:** Maintain communication with relevant regulatory authorities to ensure all necessary permits, inspections, and approvals are secured.

**A resume of the superintendent will be required to submit to the city for review and approval.**

#### **41. RECEPTION OF ENGINEER'S COMMUNICATIONS**

The superintendent shall receive for the Contractor all communications from the Engineer. Communications of major importance will be confirmed in writing upon request from the Contractor.

The Engineer may schedule project meetings for the purposes of discussing and resolving matters concerning the various elements of the work. The time and place for these meetings and the names of persons required to be present shall be as determined by the Engineer. The Contractor shall comply with these attendance requirements and shall also require their Subcontractors to comply.

#### **42. SAFETY**

The Contractor shall bear full and exclusive responsibility for the conditions of the jobsite, including the safety of all persons (employees and others) and property during the execution of the work. This responsibility is continuous and extends beyond normal working hours. All safety measures must comply with the regulations set by the U.S. Department of Labor (OSHA), as well as any other relevant federal, state, county, and local laws, ordinances, codes, and regulations. In the event of conflicting requirements, the more stringent regulations shall take precedence. The Contractor's failure to become thoroughly familiar with these safety provisions will not absolve them from adhering to the stipulated safety standards or facing associated penalties.

#### **SAFETY PROGRAM**

The Contractor shall develop, implement, and maintain a safety program throughout the duration of the Contract that fully meets all relevant safety requirements. The Contractor is required to appoint a qualified and authorized individual to supervise and enforce compliance with the safety program. The Engineer's role in conducting construction reviews does not extend to evaluating or approving the adequacy of the Contractor's safety program, the qualifications of the safety supervisor, or the safety measures implemented on or near the jobsite.

As part of the safety program, the Contractor shall maintain, at their office or a designated and accessible location at the jobsite, all necessary safety equipment as prescribed by applicable authorities. This includes materials for providing first aid to injured persons and procedures for the immediate transportation of any injured person (including employees) to a hospital or doctor's care.

#### **ACCIDENT REPORTING**

In the event of a fatality, serious injury, or significant property damage, the Contractor shall immediately notify the Engineer and the City via telephone or messenger. Additionally, the Contractor must submit a detailed written report to the Engineer outlining all accidents related to or occurring in connection with the work, whether on or near the site, and include witness statements and other relevant information.

If any claim is made by a third party against the Contractor or any Subcontractor due to an accident, the Contractor is required to promptly report the facts of the claim in writing to the Engineer, providing a detailed account of the situation.

#### **PUBLIC SAFETY**

The Contractor shall take all necessary precautions to protect the general public from hazards associated with the work. This includes, but is not limited to, addressing surface irregularities, unramped grade changes, and any other potential hazards on pedestrian sidewalks or roadways. Adequate barricades, lighting, and signage shall be provided in sufficient quantities to ensure the safety of the public and the ongoing work.

#### **SAFETY MEETING**

The Contractor shall be required to conduct regular safety meetings throughout the duration of the project. Each safety meeting must include a sign-in sheet and an agenda, which shall be submitted to the City Engineer for review.

#### **COMPLIANCE WITH SAFETY STANDARDS**

All work and completed construction shall adhere to the safety standards established by applicable governing authorities, especially concerning ladders, platforms, structural openings, scaffolding, shoring, lagging, machinery guards, and other related safety measures.

## **HURRICANE PREPAREDNESS PLAN**

A. Prior to the Notice to Proceed subject to City approval, the Contractor shall submit to the Engineer and City Representative a Hurricane Preparedness Plan. The plan should outline the necessary measures which the Contractor proposes to perform at no additional cost to the City in case of a hurricane warning.

B. In the event of inclement weather, or whenever City's Representative shall direct, Contractor will, and will cause Subcontractors to protect carefully the work and materials against damage or injury from the weather. If, in the opinion of City's Representative, any portion of work or materials shall have been damaged or injured by reason of failure on the part of Contractor or any Subcontractors to so protect the work, such work and materials shall be removed and replaced at the expense of the Contractor.

## **OCCUPATIONAL SAFETY AND HEALTH**

The Contractor shall observe and comply with all applicable local, state, and federal occupational safety and health regulations during the prosecution of work under this Contract. In addition, full compliance by the Contractor with the U.S. Department of Labor's Occupational Safety and Health Standards, as established in Public Law 91-596, will be required under the terms of this Contract.

### **43. PROTECTION OF WORK AND PROPERTY**

The Contractor shall at all times safely guard and protect from damage the City's property, adjacent property, and their own work from injury or loss in connection with this Contract. All facilities required for protection by federal, state, or municipal laws and regulations and local conditions must be provided and maintained. The Contractor shall Protect their work and materials from damage due to the nature of the work, the elements, carelessness of other Contractors, or from any cause whatever until the completion and acceptance of the work. All loss or damages arising out of the nature of the work to be done under these Contract Documents, or from any unforeseen obstruction or defects which may be encountered in the prosecution of the work, or from the action of the elements, shall be sustained by the Contractor.

### **44. RESPONSIBILITY OF CONTRACTOR TO ACT IN AN EMERGENCY**

In case of an emergency which threatens loss or injury of property, and/or safety of life, the Contractor shall act, without previous instructions from the City or Engineer, as the situation may warrant. The Contractor shall notify the Engineer thereof immediately thereafter. Any claim for compensation by the Contractor, together with substantiating documents in regard to expense, shall be submitted to the City through the Engineer and the amount of compensation shall be determined by agreement.

## **HISTORIC PRESERVATION**

The Contractor shall comply with Florida's Archives and Historic Act (Florida Statutes, Chapter 267) and the regulations of the local historic preservation board as applicable and protect against the potential loss or destruction of significant historical or archaeological data, sites, and properties in connection with the project.

### **45. PRESERVATION, RESTORATION AND CLEANUP**

A. At all times during the work the Contractor shall keep the premises clean and orderly and upon completion of daily work repair all damage caused by equipment and leave the project free of rubbish or excess materials of any kind.

B. Stockpile excavated materials in a manner that will cause the least damage to adjacent sidewalks, lawns, grassed areas, gardens, shrubbery, or fences regardless of whether these are on private or public property. Remove all excavated materials from grassed and planted areas and leave these surfaces in a condition equivalent to their original condition.

## **6.2 FINISHING OF SITE, BORROW, AND STORAGE AREAS**

A. Upon completion of the project, all areas used by the Contractor shall be properly cleared of all temporary structures, rubbish and waste materials and properly graded to drain and blend in with the abutting property. Areas used for the deposit of waste materials shall be finished to properly drain and blend in with the surrounding terrain.

### **46. MATERIALS AND APPLIANCES**

Unless otherwise stipulated, the Contractor shall Provide and pay for all materials, labor, water, tools, equipment, heat, light, fuel, power, transportation, construction equipment and machinery, appliances, telephone, sanitary facilities, temporary facilities and other facilities and incidentals necessary for the execution and completion of the work.

Unless otherwise specified, all materials shall be new, and both workmanship and materials shall be of good quality. The Contractor shall, if required, furnish satisfactory evidence as to the kind and quality of materials.

In selecting and/or approving equipment for installation in the project, the City and Engineer assume no responsibility for injury or claims resulting from failure of the equipment to comply with applicable federal, state, and local safety codes or requirements, or the safety requirements of a recognized agency, or failure due to faulty design concepts, or defective workmanship and materials.

**47. CONTRACTORS' AND MANUFACTURERS' COMPLIANCE WITH STATE SAFETY, OSHA, AND OTHER CODE REQUIREMENTS**

The completed work shall include all necessary permanent safety devices, such as machinery guards and similar ordinary safety items required by the state and federal (OSHA) industrial authorities and applicable local and national codes. Further, any features of the work subject to such safety regulations shall be fabricated, furnished, and installed (including City-furnished equipment) in compliance with these requirements. Contractors and manufacturers of equipment shall be held responsible for compliance with the requirements included herein. Contractors shall notify all equipment suppliers and Subcontractors of the provisions of this Article.

**48. SUBSTITUTION OF MATERIALS**

Except for City-selected equipment items, and items where no substitution is clearly specified, whenever any material, article, device, product, fixture, form, type of construction, or process is indicated or specified by patent or proprietary name, by name of manufacturer, or by catalog number, such specifications shall be deemed to be used for the purpose of establishing a standard of quality and facilitating the description of the material or process desired. This procedure is not to be construed as eliminating from competition other products of equal or better quality by other manufacturers where fully suitable in design and shall be deemed to be followed by the words "or equal". The Contractor may, in such cases, submit complete data to the Engineer for consideration of another material, type, or process that shall be substantially equal in every respect to that so indicated or specified. Substitute materials shall not be used unless approved in writing. The Engineer will be the sole judge of the substituted article or material.

**49. TESTS, SAMPLES, AND OBSERVATIONS**

The Contractor shall furnish, without extra charge, the necessary test pieces and samples, including facilities and labor for obtaining the same, as requested by the Engineer. When required, the Contractor shall furnish certificates of tests of materials and equipment made at the point of manufacture by a recognized testing laboratory.

The City, Engineer, and authorized government agents, and their representatives shall at all times be provided safe access to the work wherever it is in preparation or progress, and the Contractor shall provide facilities for such access and for observations, including maintenance of temporary and permanent access.

If the Specifications, laws, ordinances, or any public authority require any work, to be specially tested or approved, the Contractor shall give timely notice of its readiness for observations. If any work should be covered up without approval or consent of the Engineer, it shall, if required by the Engineer, be uncovered for examination at the Contractor's expense.

Reexamination of questioned work may be ordered by the Engineer, and, if so ordered, the work shall be uncovered by the Contractor. If such work is found to be in accordance with the Contract Documents, the City will pay the cost of uncovering, exposure, observation, inspection, testing and reconstruction. If such work is found to be not in accordance with the Contract Documents, the Contractor shall correct the defective work, and the cost of reexamination and correction of the defective work shall be paid by the Contractor.

**50. ROYALTIES AND PATENTS**

The Contractor shall pay all royalty and licenses fees, unless otherwise specified. The Contractor shall defend all suits or claims for infringement of any patent rights and shall save the City and the Engineer harmless from any and all loss, including reasonable attorneys' fees, on account thereof.

**51. CONTRACTOR'S RIGHT TO TERMINATE CONTRACT**

If the work should be stopped under an order of any court or other public authority for a period of more than three (3) months, through no act or fault of the Contractor, its Subcontractors, or respective employees or if the Engineer should fail to make recommendation for payment to the City or return payment request to Contractor for revision within thirty (30) days after it is due, or if the City should fail to pay the Contractor within thirty (30) days after time specified in Article; *Partial Payments*, any sum recommended by the Engineer, then the Contractor may, upon thirty (30) days' written notice to the City and the Engineer, stop work or terminate this Contract and recover from the City payment for all acceptable work performed and reasonable termination expenses, unless said default has been remedied.

## **52. CORRECTION OF DEFECTIVE WORK DURING WARRANTY PERIOD**

The Contractor hereby agrees to make, at their own expense, all repairs or replacements necessitated by defects in materials or workmanship, provided under terms of this Contract, and pay for any damage to other works resulting from such defects, which become evident within two (2) years after the date of final acceptance of the work or within two (2) years after the date of substantial completion established by the Engineer for specified items of equipment, or within such longer period as may be Prescribed by law or by the terms of any applicable special guarantee required by the Contract Documents. Un-remedied defects identified for correction during the warranty period but remaining after its expiration shall be considered as part of the obligations of the warranty. Defects in material, workmanship, or equipment which are remedied as a result of obligations of the warranty shall subject the remedied portion of the work to an extended warranty period of two (2) years after the defect has been remedied.

The Contractor further assumes responsibility for a similar guarantee for all work and materials provided by Subcontractors or manufacturers of packaged equipment components. The effective date for the start of the guarantee or warranty period for equipment qualifying as substantially complete is defined in Article; *Substantial Completion*, and Article; *Substantial Completion Date*, in these General Conditions.

The Contractor also agrees to hold the City and the Engineer harmless from liability of any kind arising from damage due to said defects. The Contractor shall make all repairs and replacements promptly upon receipt of written order for same from the City. If the Contractor fails to make the repairs and replacements promptly, or in an emergency where delay would cause serious risk, or loss, or damage, the City may have the defective work corrected or the rejected work removed and replaced, and the Contractor and his Surety shall be liable for the cost thereof.

## **PROGRESS OF THE WORK**

### **53. BEGINNING OF THE WORK**

Following execution of the Contract, the Contractor shall meet with the City and Engineer relative to their arrangements for prosecuting the work.

### **54. SCHEDULES AND PROGRESS REPORTS**

Prior to starting the construction, the Contractor shall prepare and submit to the Engineer, a progress schedule showing the dates on which each part or division of the work is expected to be started and finished, and a preliminary schedule for submittals. The Progress schedule for submittals shall be brought up to date and submitted to the Engineer at the end of each month or at such other times the Engineer may request.

The Contractor shall forward to the Engineer, at the end of each month or when requested, an itemized report of the delivery status of major and critical items of purchased equipment and material, including shop drawings and the status of shop and field fabricated work. These progress reports shall indicate the date of the purchase order, full manufacture dates & warranties, the current percentage of completion, estimated delivery, and cause of delay, if any.

If the completion of any part of the work or the delivery of materials is behind the submitted progress schedule, the Contractor shall submit in writing a plan acceptable to the City and Engineer for bringing the work up to schedule. The City shall have the right to withhold Progress payments for the work if the Contractor fails to update and submit the Progress schedule and reports as specified.

### **55. PROSECUTION OF THE WORK**

It is expressly understood and agreed that the time of beginning, rate of progress, and time of completion of the work are the essence of this Contract. The work shall be carried out at such time, and in or on such part or parts of the project as may be required, to complete the project as contemplated in the Contract Documents and the progress schedule.

If the Contractor intends to perform work at night or outside regular working hours, they must provide a minimum of 7 days' notice to the Engineer. This notice will allow sufficient time for necessary arrangements to be made for observing the work in progress, coordinating with neighboring properties, and posting any required public notifications.

### **56. CITY'S RIGHT TO RETAIN IMPERFECT WORK**

If any part or portion of the work completed under this Contract shall prove defective and not in accordance with the Drawings and Specifications, and if the imperfection in the same shall not be of sufficient magnitude or importance as to make the work dangerous or unsuitable, or if the removal of such work will create conditions which are dangerous or undesirable, the City shall have the right and authority to retain such work but will make such deductions in the final payment therefore as may be just and reasonable.

#### **57. CITY'S RIGHT TO DO WORK**

Should the Contractor neglect to carry-out the work in conformance with the Contract Documents or neglect or refuse at their own cost to remove and replace work rejected by the Engineer, then the City may notify the Surety of the condition, and after ten (10) days' written notice to the Contractor and the Surety, or without notice if an emergency or danger to the work or public exists, and without prejudice to any other right which the City may have under Contract, or otherwise, take over that portion of the work which has been improperly or non-timely executed, and make good the deficiencies and deduct the cost thereof from the payments then or thereafter due the Contractor.

#### **58. CITY'S RIGHT TO TRANSFER EMPLOYMENT**

If the Contractor should abandon the work or if they should persistently or repeatedly refuse or should fail to make prompt payment to Subcontractors for material or labor, or to persistently disregard laws, ordinances, or to prosecute the work in conformance with the Contract Documents, or otherwise be guilty of a substantial violation of any provision of the Contract or any laws or ordinance, then the City may, without prejudice to any other right or remedy, and after giving the Contractor and Surety ten (10) days' written notice, transfer the employment for said work from the Contractor to the Surety. Upon receipt of such notice, such Surety shall enter upon the premises and take possession of all materials, tools, and appliances thereon for the purpose of completing the work included under this contract and employ by Contract or otherwise, any qualified person or persons to finish the work and provide the materials therefore, in accordance with the Contract Documents, without termination of the continuing full force and effect of this contract. In case of such transfer of employment to such Surety, the Surety shall be paid in its own name on estimates according to the terms hereof without any right of the Contractor to make any claim for the same or any part thereof.

If, after the furnishing of said written notice to the Surety, the Contractor and the Surety still fail to make reasonable progress on the performance of the work, the City may terminate the employment of the Contractor and take possession of the premises and of all materials, tools, and appliances thereon and finish the work by whatever method he may deem expedient and charge the cost thereof to the Contractor and the Surety. In such event, the Contractor shall not be entitled to receive any further payment until the work is finished. If the expense of completing the Contract, including compensation for additional managerial and administrative services, shall exceed such unpaid balance, the Contractor and the Surety shall pay the difference to the City.

#### **TERMINATION FOR CONVENIENCE AND RIGHT OF SUSPENSION**

City shall have the right to terminate this Contract without cause by written Notice of Termination to the Contractor. In the event of such termination for convenience, the Contractor's recovery against the City shall be limited to that portion of the Contract amount earned through the date of termination, together with any retainage withheld and reasonable termination expenses incurred. Contractor shall not be entitled to any other or further recovery against the City, including, but not limited to, damages or any anticipated profit on portions of the Work not performed.

The City shall have the right to suspend all or any portions of the work upon giving the Contractor prior written notice of such suspension. If all or any portion of the work is so suspended, the Contractor shall be entitled to reasonable costs, expenses and time extension associated with the suspension.

#### **59. DELAYS AND EXTENSION OF TIME**

If the Contractor is delayed in the progress of the work by any act or neglect of the City or the Engineer, or by any separate Contractor employed by the City, or by strikes, lockouts, fire, adverse weather conditions not reasonably anticipated, or acts of nature, and if the Contractor, within forty-eight (48) hours of the start of the occurrence, gives written notice to the City of the cause of the potential delay and estimate of the possible time extension involved, and within ten (10) days after the cause of the delay has been remedied, the Contractor gives written notice to the City of any actual time extension requested as a result of the aforementioned occurrence, then the Contract time may be extended by change order for such reasonable time as the Engineer determines.

It is agreed that no claim shall be made or allowed for any damages, loss, or expense which may arise out of any delay caused by the above referenced acts or occurrences other than claims for the appropriate extension of time. No extension of time will be granted to the Contractor for delays occurring to parts of the work that have no measurable impact on the completion of the total work under this Contract. No extension of time will be considered because of weather conditions reasonably anticipated for the area in which the work is being performed. Reasonably anticipated weather conditions will be based on official records of monthly precipitation and other historical data. Adverse weather conditions, if determined to be of a severity that would impact progress of the work, may be considered as cause for an extension of Contract completion time.

Delays in delivery of equipment or material purchased by the Contractor or their Subcontractors, including City-selected equipment shall not be considered as a just cause for delay, unless the City determines that for good cause the delay is beyond the control of the Contractor. The Contractor shall be fully responsible for the timely ordering, scheduling, complete the work is the per-diem rate, as stipulated in the bid. The said amount is hereby agreed upon as a reasonable estimate of the costs, which may be accrued by the City after the expiration of the time of completion. It is expressly understood and agreed that this amount is not to be considered in

the nature of a penalty, but as liquidated damages which have accrued against the Contractor. The City shall have the right to deduct such damages from any amount due, or that may become due to the Contractor, or the amount of such damages shall be due and collectible from the Contractor or Surety.

#### **60. DIFFERING SITE CONDITIONS**

The Contractor shall promptly, and before the conditions are disturbed, give a written notice to the City and Engineer of:

- A. Subsurface or latent physical conditions at the site which differ materially from those indicated in this contract,
- B. Unknown physical conditions at the site, of an unusual nature, which differ materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the Contract.

The Engineer will investigate the site conditions promptly after receiving the notice. If the conditions do materially so differ and cause an increase or decrease in the Contractor's cost of, or the time required for, performing any part of the work under this Contract, whether or not changed as a result of the conditions, and equitable adjustment shall be made under this Article and the Contract modified in writing accordingly.

No request by the Contractor for an equitable adjustment to the Contract under this Article will be allowed, unless the Contractor has given the written notice required; provided that the time prescribed above for giving written notice may be extended by the City.

No request by the Contractor for an equitable adjustment to the Contract for differing site conditions will be allowed if made after final payment under this Contract.

#### **61. LIQUIDATED DAMAGES**

Should the Contractor fail to complete the work, or any part thereof, in the time agreed upon in the Contract or within such extra time as may have been allowed for delays by extensions granted as provided in the Contract, the Contractor shall reimburse the City for the additional expense and damage for each calendar day, Sundays and legal holidays included, that the Contract remains uncompleted after the Contract completion date. It is agreed that the amount of such additional expenses and damage incurred by reason of failure to complete the work is the per-diem rate, as stipulated in the bid. The said amount is hereby agreed upon as a reasonable estimate of the costs which may be accrued by the City after the expiration of the time of completion. It is expressly understood and agreed that this amount is not to be considered in the nature of a penalty, but as liquidated damages which have accrued against the Contractor. The City shall have the right to deduct such damages from any amount due, or that may become due to the Contractor, or the amount of such damages shall be due and collectible from the Contractor or Surety.

#### **62. OTHER CONTRACTS**

The City reserves the right to let other Contracts in connection with the work. The Contractor shall afford other Contractors reasonable opportunity for the introduction and storage of their materials and the execution of their work and shall properly connect and coordinate his work with theirs.

If any part of the work under this Contract depends on proper execution or results upon the work of any other Contractor, utility service company or City, the Contractor shall inspect and promptly report to the Engineer in writing any patent or apparent defects to deficiencies in such work that render it unsuitable for such Proper execution and results. The Contractor's failure to so report shall constitute and acceptance of the work by others as being fit and Proper for integration with work under this Contract, except for latent or non-apparent defects and deficiencies in the work.

There will be potential of two projects, Southernmost Point Seawall Restoration Project, and this Southernmost Point Plaza Project under construction in conjunction of one another. It will be imperative for each contractor to coordinate with each other including keeping the City Engineering Department up to date with project schedules and coordination per contract requirement at all times.

**Coordination:** Contractor A and Contractor B shall coordinate their work in a manner that ensures the efficient and timely completion of the project. Both contractors shall attend all scheduled coordination meetings and promptly address any issues or concerns raised by the other party."

During the progress of the work, Other Contractors may be engaged in performing other work or may be awarded other contracts for additional work on the Seawall Project.

The contractors shall use all reasonable efforts not to interfere with the performance at the construction sites, and it will be required in writing a minimum for seven (7) Calander days in advance to the City of Key West Engineering Department to notify all additional contractors and sub-contractors on the other project. All deliveries and materials shall be submitted in writing to the City of Key

West Engineering seven (7) Days in advance to coordinate with all additional contracted contractors.

- **Communication:** All communication between the contractors shall be in writing and directed to the designated City of Key West Project Manager/Engineer. Contractors shall promptly respond to all requests for information or clarification.
- **Dispute Resolution:** "Any disputes arising under this contract shall be resolved through mediation. All issues need to be submitted to the City for review with a mediation meeting between the City & both contractors.

### **63. USE OF PREMISES**

The Contractor shall confine their equipment, the storage of materials and the operation of their workers to limits shown on the Drawings or indicated by law, ordinances, permits, or directions of the Engineer, and shall not unreasonably encumber the Premises with their materials. The Contractor shall provide, at their own expense, the necessary rights-of-way and access to the work, which may be required outside the limits of the City's property and shall furnish the Engineer copies of permits and agreements for use of the property outside that provided by the City.

The Contractor shall not load nor permit any part of the structure to be loaded in any manner that will endanger the structure, nor shall Contractor subject any part of the work or adjacent property to stresses or pressures that will endanger it.

### **64. SUBSTANTIAL COMPLETION DATE**

The Engineer may issue a written notice of substantial completion for the purpose of establishing the starting date for specific equipment guarantees, and to establish the date that the City will assume the responsibility for the cost of operating such equipment. Said notice shall not be considered as final acceptance of any portion of the work or relieve the Contractor from completing the remaining work within the specified time and in full compliance with the Contract Documents. See *Substantial Completion* under *Definitions* of these General Conditions.

### **65. PERFORMANCE TESTING**

Operating equipment and systems shall be performance tested in the presence of the Engineer to demonstrate compliance with the specified requirements. Performance testing shall be conducted under the specified design operating conditions or under such simulated operating conditions as recommended or approved by the Engineer. Schedule such testing with the Engineer at least one week in advance of the planned date for testing.

### **66. CITY'S USE OF PORTIONS OF THE WORK**

Following the issuance of the written notice of Substantial Completion, the City may initiate operation of the facility. Such use shall not be considered as final acceptance of any portion of the work, nor shall such use be considered as cause for an extension of the Contract completion time, unless authorized by a Change Order issued by the City.

### **67. CUTTING AND PATCHING**

The Contractor shall do all cutting, fitting, or patching of work that may be required to make its several parts come together properly and fit it to receive or be received by work of other Contractors shown upon or reasonably implied by the Drawings.

### **68. CLEANING UP**

The Contractor shall, at all times, keep property on which work is in progress and the adjacent property free from accumulations of waste material or rubbish caused by employees or by the work. Upon completion of the construction, the Contractor shall remove all temporary structures, rubbish, and waste materials resulting from operations.

## **PAYMENT**

### **69. PAYMENT FOR CHANGE ORDERS**

The City's request for quotations on alterations to the work shall not be considered authorization to proceed with the work, expediting, delivery, and installation of all equipment and materials. Within a reasonable period after the Contractor submits to the City a written request for an extension of time, the Engineer will present a written opinion to the City as to whether an extension of time is justified, and, if so, their recommendation as to the number of days for the extension. The City will make the final decision on all requests for extensions of time.

Prior to the issuance of a formal Change Order, nor shall such a request justify any delay in existing work. Quotations for alterations to the work shall include substantiating documentation with an itemized breakdown of Contractor and Subcontractor costs, including labor, material, rentals, approved services, overhead, and profit. The City may require detailed cost data in order to substantiate the reasonableness of the proposed costs.



Any compensation paid in conjunction with the terms of a Change Order shall comprise total compensation due the Contractor for the work or alteration defined in the Change Order. By signing the Change Order, the Contractor acknowledges that the stipulated compensation includes payment for the work or alteration, plus all payment for the interruption of schedules, extended overhead, delay, or any other impact claim or ripple effect, and by such signing specifically waives any reservation or claim for additional compensation in respect to the subject Change Order.

At the City's option, payment or credit for any alterations covered by a Change Order shall be determined by one or a combination of the methods set forth in A, B, or C below, as applicable:

#### **A. UNIT PRICES**

Unit prices stipulated in the Bid shall be utilized where they are applicable. In the event the Change Order results in a change in the original quantity that is materially and significantly different from the original bid quantity, a new unit price shall be negotiated upon demand of either party. Unit prices for new items included in the Change Order shall be negotiated and mutually agreed upon.

#### **B. LUMP SUM**

A total lump sum for the work, negotiated and mutually acceptable to the Contractor and the City. Lump sum quotations for modifications to the work shall include substantiating documentation with an itemized breakdown of Contractor and Subcontractor costs, including labor, material, rentals, approved services, overhead, and profit, all calculated as specified under C below.

#### **C. COST REIMBURSEMENT WORK**

The term "cost reimbursement" shall be understood to mean that payment for the work will be made on a time and expense basis, that is, on an accounting of the Contractor's forces, materials, equipment, and other items of cost as required and used to do the work.

If the method of payment cannot be agreed upon prior to the beginning of the work, and the City directs by written Change Order that the work be done on a cost reimbursement basis, then the Contractor shall furnish labor, and furnish and install equipment and materials necessary to complete the work in a satisfactory manner and within a reasonable period of time. For the work performed, payment will be made for the documented actual cost of the following:

1. **Labor:** including foremen for those hours they are assigned and participating in the cost reimbursement work (actual payroll cost, including wages, fringe benefits as established by negotiated labor agreements, labor insurance, and labor taxes as established by law). No other fixed labor burdens will be considered, unless approved in writing by the City.
2. **Materials:** delivered and used on the designated work, including sales tax, if paid by the Contractor or Subcontractor.
3. **Equipment Rental:** or equivalent rental cost of equipment, including necessary transportation for items having a value in excess of \$100. Rental or equivalent rental cost will be allowed for only those days or hours during which the equipment is in actual use. Rental and transportation allowances shall not exceed the current rental rates prevailing in the locality. The rentals allowed for equipment will, in all cases, be understood to cover all fuel, supplies, repairs, and renewals, and no further allowances will be made for those items unless specific agreement to that effect is made.
4. **Additional Bond:** as required and approved by the City.
5. **Additional Insurance:** (other than labor insurance) as required and approved by the City.

In addition to items 1 through 5 above, an added fixed fee for general overhead and Profit shall be negotiated and allow for the Bidder (or approved Subcontractor) actually executing the Cost Reimbursement work.

An additional fixed fee shall be negotiated and allowed the Bidder for the administrative handling of portions of the work that are executed by an approved Subcontractor. No additional fixed fee will be allowed for the administrative handling of work executed by a Subcontractor of a Subcontractor, unless by written permission from the City.

The added fixed fees shall be considered to be full compensation, covering the cost of general supervision, overhead, Profit, and any other general expense. The Bidder's records shall make clear distinction between the direct costs of work paid for on a cost reimbursement basis and the costs of other work. The bidder shall furnish the Engineer report sheets in duplicate of each day's cost reimbursement work no later than the working day following the performance of said work. The daily report sheets shall itemize the materials used, and shall cover the direct cost of labor and the charges for equipment rental, whether furnished by the Bidder, Subcontractor or other forces. The daily report sheets shall provide names or identifications and classifications of workers, the hourly rate of pay and hours worked, and also the size, type, and identification number of equipment and hours operated.

Material charges shall be substantiated by valid copies of vendors' invoices. Such invoices shall be submitted with the daily report sheets, or, if not available, he/ she shall be submitted with subsequent daily report sheets. Said daily report sheets shall be signed by the Bidder or their authorized agent.

The City reserves the right to furnish such materials and equipment as he/ she deems expedient and the Bidder shall have no claim for profit or added fees on the cost of such materials and equipment. To receive partial payments and final payment for cost reimbursement work, the bidder shall submit to the Engineer, detailed and complete documented verification of the Bidder's and any of their Subcontractors' actual costs involved in the cost reimbursement work. Such costs shall be submitted within 30 days after said work has been performed

## **70. PARTIAL PAYMENTS**

### **A. GENERAL**

Nothing in this Article shall be construed to affect the right, hereby reserved, to reject the whole or any part of the aforesaid work, should such work be later found not to comply with the provisions of the Contract Documents. All estimated quantities of work for which partial payments have been made are subject to review and correction on the final estimate. Payment by the City and acceptance by the Contractor of partial payments based on periodic estimates of quantities of work performed shall not, in any way, constitute acceptance of the estimated quantities used as a basis for computing the amounts of the partial payments.

### **B. ESTIMATE**

No more than once each month the Contractor shall submit to the Engineer a detailed estimate of the amount earned during the preceding month for the separate portions of the work and request payment. As used in this Article the words "amount earned" means the value, on the date of the estimate, for partial payment of the work completed in accordance with the Contract Documents and the value of approved materials delivered to the project site suitably stored and protected prior to incorporation into the work. Payment will be made by the City to the Contractor within forty (40) days receipt of the written recommendation of payment from the Engineer.

Engineer will, within seven (7) days after receipt of each request for payment, either indicate in writing a recommendation of payment and present the request to City or return the request to Contractor indicating in writing Engineer's reasons for refusing to recommend payment. In the latter case, Contractor may, within seven (7) days, make the necessary corrections and resubmit the request.

Engineers may refuse to recommend the whole or any part of any payment if, in their opinion, it would be incorrect to make such representations to City. Engineers may also refuse to recommend any such payment, or, because of subsequently discovered evidence or the results of subsequent inspections or tests, nullify any such payment previously recommended to such an extent as may be necessary in Engineer's opinion to protect the City from loss because:

1. The work is defective, or completed work has been damaged requiring correction or replacement.
2. Written claims have been made against City or Liens have been filed in connection with the work;
3. The Contract Price has been reduced because of Change Orders;
4. City has been required to correct defective work or complete the work in accordance with Article; *City's Right To Do Work*;
5. Of Contractor's unsatisfactory Prosecution of the work in accordance with the Contract Documents; or
6. Contractor's failure to make payment to Subcontractors or for labor, materials, or equipment.

### **C. DEDUCTION FROM ESTIMATE**

Unless modified in the Supplementary Conditions, deductions from the estimate will be as described below:

1. The City may deduct from the estimate, and retain as part security, ten (10) percent (%) of the amount earned for work satisfactorily completed. A deduction and retainage of ten (10) percent (%) will be made on the estimated amount earned for approved items of material delivered to and properly stored at the jobsite but not incorporated into the work. When the work is ninety (90) percent (%) complete, the City may reduce the retainage to five (5) percent (%) of the dollar value of

all work satisfactorily completed to date provided the Contractor is making satisfactory progress and there is no specific cause for greater retainage. The City may reinstate the retainage up to ten (10) percent (%) if the City determines, at their discretion, that the Contractor is not making satisfactory progress or where there is other specific cause for such withholding.

#### **D. QUALIFICATION FOR PARTIAL PAYMENT FOR MATERIALS DELIVERED**

Unless modified in the Supplementary Conditions, qualification for partial payment for materials delivered but not yet incorporated into the work shall be as described below:

1. Materials, as used herein, shall be considered to be those items which are fabricated and manufactured material and equipment. No consideration shall be given to individual purchases of less than \$200 for any one item.
2. To receive partial payment for materials delivered to the site, but not incorporated in the work, it shall be necessary for the Contractor to include a list of such materials on the Partial Payment Request. At their sole discretion, the Engineer may approve items for which partial payment is to be made. Partial payment shall be based on the Contractor's actual cost for the materials as evidenced by invoices from the supplier. Proper storage and Protection shall be provided by the Contractor, and as approved by the Engineer. Final payment shall be made only for materials actually incorporated in the work and, upon acceptance of the work, all materials remaining for which advance payments had been made shall revert to the Contractor, unless otherwise agreed, and partial payments made for these items shall be deducted from the final payment for the work.
3. Contractor warrants and guarantees that title to all work, materials, and equipment covered by any Application for Payment, whether incorporated in the Project or not, will pass to City at the time of payment free and clear of all liens, claims, security interests, and encumbrances.
4. If requested by the Engineer, the Contractor shall provide, with subsequent pay requests, invoices receipted by the supplier showing payment in full has been made.

#### **E. PAYMENT**

After deducting the retainage and the amount of all previous partial payments made to the Contractor from the amount earned the amount due will be made payable to the Contractor. Recommendations for payment received by the City less than forty (40) days prior to the scheduled day for payment will not be processed or paid until the following month.

#### **71. CLAIMS FOR EXTRA WORK**

In any case where the Contractor deems additional time or compensation will become due under this Contract for circumstances other than those defined in Article; *Delays And Extension Of Time*, the Contractor shall notify the Engineer, in writing, of their intention to make claim for such time or compensation before they begin the work on which their bases the claim, in order that such matters may be settled, if possible, or other appropriate action taken. The notice of claim shall be in duplicate, in writing, and shall state the circumstances and the reasons for the claim, but need not state the amount. If such notification is not given or if the Engineer is not afforded proper facilities by the Contractor for keeping strict account of actual cost, then the Contractor hereby agrees to waive the claim for such additional time or compensation. Such notice by the Contractor, and fact that the Engineer has kept account of the cost as aforesaid, shall not in any way be construed as proving the validity of the claim.

No extension of time will be granted to the Contractor for delays resulting from extra work that have no measurable impact on the completion of the total work under this Contract. Claims for additional time or compensation shall be made in itemized detail and submitted, in writing, to the City and Engineer within ten (10) days following completion of that portion of the work for which the Contractor base their claim. Failure to make the claim for additional compensation in the manner and within the time specified above shall constitute waiver of that claim. In case the claim is found to be just, it shall be allowed and paid for as provided in Article; *Payment For Change Orders*.

#### **72. RELEASE OF LIENS OR CLAIMS**

The Contractor shall indemnify and hold harmless the City from all claims for labor and materials furnished under this Contract. Prior to the final payment, the Contractor shall furnish to the City, as part of their final payment request, a certification that all of the Contractor's obligations on the project have been satisfied and that all monetary claims and indebtedness have been paid. The Contractor shall furnish complete and legal effective releases or waivers, satisfactory to the City, of all liens arising out of or filed in connection with the work.

#### **73. FINAL PAYMENT**

Upon completion of the work the Contractor shall notify the Engineer, in writing, that they have completed it and shall request final payment. The Contractor shall be responsible for keeping an accurate and detailed record of their actual construction. Upon

completion of construction and before final acceptance and payment the Contractor shall furnish the Engineer as-built drawings of construction. Upon receipt of a request for final payment and the as-built drawings the Engineer will inspect and, if acceptable, submit to the City their recommendation as to acceptance of the completed work and as to the final estimate of the amount due the Contractor. Upon approval of this final estimate by the City and compliance by the Contractor with provisions in Article; *Release Of Liens Or Claims*, and other provisions as may be applicable, the City shall pay to the Contractor all monies due to them under the provisions of these Contract Documents.

#### Acceptance and Final Payment

Whenever the Contractor has completely performed the work provided for under the Contract and the Engineer has performed a final inspection and made final acceptance and subject to the terms of the Engineer will prepare a final estimate showing the value of the work as soon as the Engineer makes the necessary measurements and computations. The Engineer will correct all prior estimates and payments in the final estimate and payment. The City will pay the estimate, less any sums that the City may have deducted or retained under the provisions of the Contract, as soon as practicable after final acceptance of the work, provided the Contractor has met the requirements of (1) through (4) below.

1. The Contractor has agreed in writing to accept the balance due or refund the overpayment, as determined by the City, as full settlement of their account under the Contract and of all claims in connection therewith, or the Contractor, accepted the balance due or refunded the overpayment, as determined by the City, with the stipulation that their acceptance of such payment or the making of such refund does not constitute any bar, admission, or estoppel, or have any effect as to those payments in dispute or the subject of a pending claim between the Contractor and the City. To receive payment based on a Final Payment Certificate, The Contractor further agrees, by submitting a Final Payment Certificate that any pending or future arbitration claim or suit is limited to those particulars, including the itemized amounts, defined in the original Final Payment Certificate, and that he will commence with any such arbitration claim or suit within 15 calendar days from and after the time of final Payment of the work and that their failure to file a formal claim within this period constitutes full acceptance of the Engineer's final estimate and payment. The overpayment refund check from the Contractor, if required, will be considered a part of any Acceptance Letter executed.
2. The Contractor has properly maintained the project, as specified hereinbefore.
3. The Contractor has furnished a sworn affidavit to the effect that the Contractor has paid all bills and no suits are pending (other than those exceptions listed, if any) in connection with work performed under the Contract and that the Contractor has not offered or made any gift or gratuity to, or made any financial transaction of any nature with, any employee of the City in the performance of the Contract.
2. Final payment will not be released until the City receives Certified As-built drawings in Auto Cad & Adobe format as well as:

#### As-Built Drawing Standards:

All supplied data collections, as-builts, red-line drawings and files to be compatible with esri ArcGIS 10.2.2 Software. The current computing environment consists of:

- Microsoft SQL Server - Windows 7/Server 2008 - ESRI GIS Platform

#### Interfaces and Integrations:

The City of Key West uses a number of software applications critical to its core operation and mission. The proposed mobile asset data collection solution will need to interface or integrate with these existing platforms. - Arc Collector-ArcGIS Online - ArcMap 10.2

#### **74. NO WAIVER OF RIGHTS**

Neither the inspection by the City, through the Engineer or any of their employees, nor any order by the City for payment of money, nor any payment for, or acceptance of, the whole or any part of the work by the City or Engineer, nor any extension of time, nor any possession taken by the City or its employees, shall operate as a waiver of any provision of this Contract, or any power herein reserved to the City, or any right to damages herein provided, nor shall any waiver of any breach in this Contract be held to be a waiver of any other or subsequent breach. Acceptance or final payment shall not be final and conclusive with regards to latent defects, fraud, or such gross mistakes as may amount to fraud, or as regards the City's rights under the warranty.

#### **75. ACCEPTANCE OF FINAL PAYMENT CONSTITUTES RELEASE**

The acceptance by the Contractor of the final payment shall release the City and the Engineer, as representatives of the City, from

all claims and all liability to the Contractor for all things done or furnished in connection with the work, and every act of the City and others relating to or arising out of the work except claims previously made in writing and still unsettled. No payment, however, final or otherwise, shall operate to release the Contractor or their Sureties from obligations under this Contract and the Performance Bond, Payment Bond, and other bonds and warranties, as herein provide.

**76. VENUE**

The Contract shall be governed by and construed in accordance with the laws of the State of Florida. Any legal proceeding arising out of or relating to this contract shall be brought exclusively in the state courts of Monroe County, Florida. The parties hereby consent to the jurisdiction and venue of such courts.

**77. TERMINATION FOR CONVENIENCE**

The City may terminate this Contract, in whole or in part, for convenience at any time by providing the Bidder with thirty (30) days' written notice of termination. Such notice shall specify the extent and effective date of the termination.

Upon receipt of the notice of termination for convenience, the Bidder shall:

1. Immediately stop work under the Contract on the date specified in the notice (or as otherwise directed by the City).
2. Be entitled to compensation for the cost of all work performed, including materials or services properly delivered or installed, up to the effective date of termination.
3. Not be entitled to any amount for anticipated profit, overhead, or other damages on work not yet performed, or any consequential, indirect, or special damages arising from such termination for convenience.

**78. TERMINATION FOR CAUSE**

The City may terminate this Contract for cause if the Bidder:

1. Materially breaches any provision of this Contract and fails to cure such breach within thirty (30) days after receiving written notice from the City specifying the nature of the breach;
2. Fails to maintain the required insurance or licenses;
3. Persistently disregards laws, ordinances, or regulations applicable to the performance of work; or
4. Otherwise fails to diligently prosecute the work in accordance with the provisions of this Contract.

If the Contract is terminated for cause, the City may:

1. Take possession of the premises and all materials, tools, and equipment thereon;
2. Finish the work by whatever method the City deems expedient, and the Bidder shall be liable for any excess costs incurred by the City to complete the work;
3. Withhold any further payments to the Bidder until the work is completed and all costs are accounted for;
4. Pursue any other remedies available at law or in equity.

**79. AUTHORITY TO TERMINATE**

The City's authority to terminate under this Contract resides in the City Manager. Any termination hereunder must be signed in writing by that official (or by such official's authorized designee).

In the event that the Contract is terminated by an official who lacks explicit authority, such termination may be subject to ratification by the City Commission or another governing body. If ratified, the termination will be deemed valid as if it were originally executed by the proper authority.

**80. SETTLEMENT UPON TERMINATION**

If terminated for convenience, the Bidder shall submit an invoice to the City detailing all costs incurred up to the effective date of termination, including any demobilization costs. The City shall review and approve such costs, subject to verification and audit if necessary.

Except as provided in Section 76, the City shall have no liability for any additional costs, lost profits, or damages of any kind resulting from termination under this Article, whether for convenience or cause.

**81. NOTICE OF TERMINATION**

Any notice of termination shall be provided by certified mail, return receipt requested, overnight courier, or personal delivery, and shall be deemed effective upon receipt. The notice shall be sent to the address of record for the Bidder as specified in this Contract.

**82. SEVERABILITY AND SURVIVAL**

If any provision of this Contract is held to be invalid or unenforceable, such provision shall be modified to the minimum extent necessary to make it valid and enforceable, and the remainder of the Contract shall remain in full force and effect.

The provisions relating to indemnification, public records, warranties, and any other provisions intended by their nature to survive shall remain binding after the expiration or termination of this Contract.

**83. NO THIRD-PARTY BENEFICIARIES**

This Contract is solely for the benefit of the City and the Bidder. No other person or entity shall be considered a third-party beneficiary of any provision, nor have any claim under this Contract.

**84. SOVEREIGN IMMUNITY**

**1. No Waiver of Immunity or Protections**

The City expressly retains all rights, benefits, and immunities of sovereign immunity in accordance with Section 768.28, Florida Statutes. Nothing in this Contract shall be construed as a waiver of the City's sovereign immunity or of any protections provided under Section 768.28, Florida Statutes, or as an expansion of any limited waiver of immunity provided therein.

**2. No Third-Party Rights**

This Contract is solely for the benefit of the City and the Contractor. It is not intended to, and shall not, create or grant any rights, contractual or otherwise, to any person or entity not a party to this Contract. The Contractor's indemnification obligations do not create third-party beneficiary rights in any person not expressly named as an additional insured or indemnified party.

**3. Indemnity Subject to Sovereign Immunity**

All indemnification obligations under this Contract are subject to and limited by Florida law, including Section 768.28, Florida Statutes. No indemnification or hold-harmless obligation extends beyond the limitations and monetary caps set forth in Section 768.28, Florida Statutes, nor shall any term herein be construed as consent by the City to be sued by third parties in any matter arising out of this Contract.

IN WITNESS WHEREOF, we, the parties hereto, each herewith subscribe the same this

\_\_\_\_\_ Day of \_\_\_\_\_, 2025.

CITY OF KEY WEST

By \_\_\_\_\_

Title \_\_\_\_\_

Bidder

By \_\_\_\_\_

Title \_\_\_\_\_

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**PART 4**

**GENERAL SPECIFICATIONS**

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## **SECTION 01001**

### **GENERAL REQUIREMENTS**

#### **PART 1 PROJECT DESCRIPTION**

##### **1.1 GENERAL**

A. The following information though not all-inclusive, is given to assist Contractors in the evaluation of the work required to meet the project objectives.

B. A brief description of the work is stated in the Invitation to Bid. To determine the full scope of the project or of any particular part of the project, coordinate the applicable information in the several parts of these Contract Documents.

C. "Engineer" as referenced in these documents is the Engineer or Architect of Record. The "Owner" is the City of Key West (the City). Owner's Representative refers to City Engineering Department and/or designated Resident Project Representative.

#### **PART 2 SEQUENCE OF OPERATIONS**

##### **2.1 MOBILIZATION AND DEMOBILIZATION**

A. Contractor shall be responsible for mobilization and demobilization of labor, materials and equipment. Payment for mobilization and demobilization will be included in the lump sum item price indicated in the BID.

##### **2.2 SCHEDULING**

A. Plan the work and carry it out with minimum interference to the operation of the existing facilities. Prior to starting the work, confer with the Engineer and Owner's representative to develop an approved work schedule, which will permit the facilities to function as normally as practical. It may be necessary to do certain parts of the work outside normal working hours in order to avoid undesirable conditions. The Contractor shall do this work at such times and at no additional cost to the Owner.

B. SPECIAL EVENTS: Contractor may be asked to stop work during special events. No work will be allowed on days corresponding to special events unless previously approved by the

Owner. All material and equipment shall be secured by 5:00 P.M. the day any such event.

## **2.3 COORDINATION**

A. Contractors shall cooperate in the coordination of their separate activities in a manner that will provide the least interference with the Owner's operations and other contractors working in the area, and in the interfacing and connection of the separate elements of the overall project work.

B. If any difficulty or dispute should arise in the accomplishment of the above, the problem shall be brought immediately to the attention of the Engineer.

## **2.4 WORK TO BE PERFORMED BY OTHERS**

A. During the construction period for this project, the Owner (either with his/ her own forces or under a separate contract) may be performing work that may require the cooperation of the Contractors in scheduling and coordination to avoid conflicts.

B. If any difficulty or dispute should arise in the accomplishment of the above, the problem shall be brought immediately to the attention of the Engineer.

C. All Contractors working on this site are subject to this requirement for cooperation, and all shall abide by the Engineer's decision in resolving project coordination problems without additional cost to the Owner.

## **PART 3 SITE CONDITIONS**

### **3.1 SITE INVESTIGATION AND REPRESENTATION**

A. The Contractor acknowledges satisfaction as to the nature and location of the work, the general and local conditions, particularly those bearing upon availability of transportation, access to the site, disposal, handling and storage of materials, availability of labor, water, electric power, roads, and uncertainties of weather, or similar physical conditions at the site, the conformation and conditions of the ground, the character of equipment and facilities needed preliminary to and during the prosecution of the work, and all other matters which can any way affect the work or the cost thereof under this Contract.

B. The Contractor further acknowledges satisfaction as to character, quality, and quantity of surface and subsurface materials to be encountered from his/ her inspection of the site and from reviewing any available records of exploratory work furnished by the Owner or included in these Documents. Failure by the Contractor to become acquainted with the physical conditions of the site and all available information will not relieve the Contractor from responsibility for properly estimating the difficulty or cost of successfully performing the work.

C. The Contractor warrants that as a result of examination and investigation of all the aforesaid data, the contractor can perform the work in a good and workmanlike manner and to the satisfaction of the Owner.

D. The Owner assumes no responsibility for any representations made by any of its officers or agents during or prior to the execution of this Contract, unless (1) such representations are expressly stated in the Contract, and (2) the Contract expressly provides that the responsibility therefore is assumed by the Owner.

### 3.2 INFORMATION ON SITE CONDITIONS

A. General: Any information obtained by the Engineer regarding site conditions, subsurface information, water level, existing construction of site facilities as applicable, and similar data will be available for inspection at the office of the Engineer upon request. Such information is offered as supplementary information only. Neither the Engineer nor the Owner assumes any responsibility for the completeness or interpretation of such supplementary information.

### 3.3 DIFFERING SUBSURFACE CONDITIONS

A. The Engineer shall investigate such conditions promptly and following this investigation, the Contractor shall proceed with the work, unless otherwise instructed by the Engineer. If the Engineer finds that such conditions do so materially differ and cause an increase or decrease in the cost of, or in the time required for performing the work, the Engineer will recommend to the Owner the amount of adjustment in cost and time he/ she considers reasonable. The

Owner will make the final decision on all Change Orders to the Contract regarding any adjustment in cost or time for completion.

### **3.4 UTILITIES**

A. During excavation the Contractor shall be responsible for determining, at his/ her cost, the locations of all known utilities in the project area.

B. Prior to any excavation, Contractor shall notify utility location service (e.g. Call Sunshine 1-800-432-4770) a minimum for 48 hours prior to work order mobilization. Assigned notification number shall be maintained at the job site at all times and recorded in the daily reports.

### **3.5 CONTRACTOR'S RESPONSIBILITY FOR UTILITY PROPERTIES AND SERVICE**

A. Where the Contractor's operations could cause damage or inconvenience to telephone, television, gas, water, sewer, or irrigation systems, the operations shall be suspended until all arrangements necessary for the protection of these utilities and services have been made by the Contractor.

B. Notify all utility offices, which are affected by the construction operation at least 48 hours in advance. Under no circumstances expose any utility without first obtaining permission from the appropriate agency. Once permission has been granted, locate, expose, and provide temporary support for all existing underground utilities.

C. The Contractor shall be solely and directly responsible to the Owner and operators of such properties for any damage, injury, expense, loss, inconvenience, delay, suits, actions, or claims of any character brought because of any injuries or damage which may result from the construction operations under this Contract.

D. Neither the Owner nor its Officers or agents shall be responsible to the Contractor for damages as a result of the Contractor's failure to protect utilities encountered in the work.

E. In the event of interruption to domestic water, sewer, storm drain, or other utility services as a result of accidental breakage due to construction operations, promptly notify the proper authority. Cooperate with said authority in restoration of service as promptly as possible and bear all costs of repair. In no case shall interruption of any water or utility service be allowed to exist outside working hours unless prior approval is granted.

F. In the event the Contractor encounters water service lines that interfere with trenching, he/she may, by obtaining prior approval of the property owner, Water Department, or Fire Department as applicable, and the Engineer, cut the service dig through, and restore service with similar and equal materials at the Contractor's expense.

G. The Contractor shall replace, at his/ her own expense, all existing utilities or structures removed or damaged during construction, unless otherwise provided for in these Contract Documents or ordered by the Engineer.

#### **PART 4 TEMPORARY CONSTRUCTION UTILITIES AND FACILITIES**

##### **4.1 TEMPORARY WATER**

A. The Contractor shall make his/ her own arrangements to obtain suitable water for any need and shall pay all costs.

##### **4.2 TEMPORARY ELECTRIC POWER**

A. The Contractor shall make his/ her own arrangements to obtain and pay for electrical power used until final acceptance by the Owner.

##### **4.3 SAFETY REQUIREMENTS FOR TEMPORARY ELECTRIC POWER**

A. Temporary electric power installation shall meet the construction Safety requirements of OSHA, State, and other governing agencies.

##### **4.4 SANITARY FACILITIES**

A. The Contractor shall provide and maintain sanitary facilities for his/ her employees and his/ her subcontractor's employees that will comply with the regulations of the local and State Departments of Health and as directed by the Owner.

##### **4.5 STORAGE OF MATERIALS**

A. Materials shall be so stored as to ensure the preservation of their quality and fitness for the work. When considered necessary, materials shall be placed on wooden platforms or other clean hard surfaces and not on the ground. Stored materials shall be located so as to facilitate prompt inspection. Private property shall not be used for storage purposes without the written permission of the owner or lessee. Materials shall not be stored where access to any structure, plot, or road is blocked. Any material the Contractor wishes to store on the site must be approved by the Owner and /or Engineer and must be stored at the designated location.

B. Delicate instruments and materials subject to vandalism shall be placed under lock cover and, if necessary, provided with temperature control as recommended by the manufacturer.

## **PART 5 SAFETY AND CONVENIENCE**

### **5.1 CONSTRUCTION SAFETY PROGRAM**

A. The Contractor shall develop and maintain for the duration of this Contract, a safety program that will effectively incorporate and implement all required safety provisions. The Contractor shall appoint an employee who is qualified and authorized to supervise and enforce compliance with the safety program.

B. The duty of the Engineer to conduct construction review of the Contractor's performance is not intended to include a review or approval of the adequacy of the Contractor's safety supervisor, the safety program or any safety measures taken in, on, or near the construction site.

C. The Contractor shall do all work necessary to protect the general public from hazards, including, but not limited to, surface irregularities, or un-ramped grade changes in pedestrian sidewalk or roadway. Barricades, lights, and proper signs shall be furnished in sufficient amounts to safeguard the public and the work.

D. The performance of all work and all completed construction, particularly with respect to



ladders, platforms, structure openings, scaffolding, shoring, lagging, machinery guards and the like, shall be in accordance with the applicable governing safety authorities.

E. During construction, the Contractor shall construct and at all times maintain satisfactory and substantial temporary chain link fencing, solid fencing, railing, barricades or steel plates, as applicable, at all openings, obstructions, or other hazards in walkways. All such barriers shall have adequate warning lights as necessary or required for safety. All barriers shall have a horizontal frame member at heights conforming to regulatory agency (i.e., OSHA) requirements.

## **5.2 ACCIDENT REPORTS**

A. If death or serious injuries or serious damages are caused; the Contractor must promptly report by telephone or messenger to the Engineer. In addition, the Contractor must promptly report in writing to the Engineer all accidents whatsoever arising out of or in connection with, the performance of the work whether on, or adjacent, to the site, giving full details and statements of witnesses.

B. If a claim is made against the Contractor or any subcontractor on account of any accident, the Contractor shall promptly report the facts in writing to the Engineer, giving full details of the claim.

## **5.3 HURRICANE PREPAREDNESS PLAN**

A. Within 30 days of the date of Notice to Proceed, the CONTRACTOR shall submit to the ENGINEER and City Representative a Hurricane Preparedness Plan. The plan should outline the necessary measures which the CONTRACTOR proposes to perform at no additional cost to the OWNER in case of a hurricane warning.

B. In the event of inclement weather, or whenever Owners Representative shall direct, CONTRACTOR will, and will cause Subcontractors to protect carefully the Work and materials against damage or injury from the weather. If, in the opinion of Owner's Representative, any portion of Work or materials shall have been damaged or injured by

reason of failure on the part of CONTRACTOR or any Subcontractors to so protect the Work, such Work and materials shall be removed and replaced at the expense of the CONTRACTOR.

## **PART 6 PRESERVATION, RESTORATION AND CLEANUP**

### **6.1 SITE RESTORATION AND CLEANUP:**

A. At all times during work keep the premises clean and orderly and upon completion of daily work repair all damage caused by equipment and leave the project free of rubbish or excess materials of any kind.

B. Stockpile excavated materials in a manner that will cause the least damage to adjacent lawns, grassed areas, gardens, shrubbery, or fences regardless of whether these are on private or public property. Remove all excavated materials from grassed and planted areas and leave these surfaces in a condition equivalent to their original condition.

### **6.2 FINISHING OF SITE, BORROW, AND STORAGE AREAS**

A. Upon completion of the project, all areas used by the Contractor shall be properly cleared of all temporary structures, rubbish and waste materials and properly graded to drain and blend in with the abutting property. Areas used for the deposit of waste materials shall be finished to properly drain and blend in with the surrounding terrain.

### **6.3 AREA CLEANUP DURING CONSTRUCTION**

A. Thoroughly clean all spilled dirt, gravel, sand, concrete, or other foreign materials caused by the construction operations from all surfaces and from adjacent areas at the conclusion of each day's operation. Wet concrete is not to be stored, dumped, or placed on the ground or other structures on any City property at any time. Truck or equipment wash down is not to be performed on City Property.

## **PART 7 SUBMITTALS**

A. See the Submittals section of the specifications.

## **PART 8 PAYMENT**

### **8.1 GENERAL**

A. The cost of the work in this section is considered incidental to the contract.

## **SECTION 01010**

### **SCOPE OF WORK**

#### **PART 1 SCOPE OF WORK**

##### **1.1 DESCRIPTION**

A. Work Included: The design and furnishing of all materials, equipment and labor for the construction of HMGP- WIND HARDENING FOR FIRE STATION No. 1 and all necessary appurtenances and record drawings, surveys, and incidental work to provide a complete and serviceable project identified as follows:

**HMGP- WIND HARDENING FOR FIRE STATION No. 1**

The project consists of wind hardening upgrades including, but not limited to, doors, overhead doors, windows, entrances, flood panels, and roof systems. Building specific work descriptions are presented in the Contract Drawings.

##### **Permit Shop Drawings**

A. Contractor to provide the required signed and sealed permit shop drawings as noted in the 100% Construction Drawings dated January 01, 2024. (William P. Horn Architect, P.A.)

B. Related requirements in other parts of the Contract Documents: General and Supplementary Conditions of the Contract for Construction.

C. The Contractor shall be totally responsible for all permits required and shall ensure that construction complies with all applicable local, state, and federal codes.

D. Provide an experienced, qualified, and competent Superintendent to oversee the Work and perform quality assurance inspections. Prior to starting construction, the proposed Superintendent's qualifications shall be submitted in writing to the City for approval. The approved Superintendent shall be expected to remain for the duration of the Project, unless the City or Engineer deem him/ her/her inadequate and requests his/ her/her removal or the Contractor cannot continue his/ her services to the Project for a reason or reasons that shall

be communicated in writing to the City.

E. A replacement Superintendent shall be required to follow the same approval process as required for the original. The Superintendent shall provide to the City Inspector Construction Reports for each day of construction, the reports shall be in English, legible, and signed. The contractor shall provide PDF copies monthly. Reports shall include daily quantity control checks.

F. It shall be the Contractor's responsibility to request approval for entrance to the site for work on Saturdays, Sundays, holidays, and weekday hours other than 7:00 AM until 7:00 PM. No construction can commence before 8:00 AM on weekdays.

## **1.2 CONTRACTOR'S USE OF PREMISES**

- A. Work shall be scheduled so as not interfere with on-going area activities.
- B. Coordinate use of premises and requirements for security under the direction of the City.
- C. Assume full responsibility for the protection and safekeeping of products, under this Contract, stored on the site.
- D. Obtain and pay for the use of additional storage or work areas needed for operation

## **SECTION 01014**

### **PROTECTION OF THE ENVIRONMENT**

#### **PART 1 GENERAL**

A. The Contractor shall maintain all work areas within and outside the project boundaries free from environmental pollution, which would be in violation to any federal, state, or local regulations.

B. CONTRACTOR is responsible for providing effective temporary erosion and sediment control measures during construction or until final controls become effective.

C. CONTRACTOR is responsible for providing effective tree protection during construction or as noted in the drawings.

#### **PART 2 PROTECTION OF AIR QUALITY**

A. The air pollution likely to occur due to construction operations shall be minimized by wetting down bare soils during windy periods, requiring the use of properly operating combustion emission control devices on construction vehicles and equipment used by contractors, and by encouraging the shutdown of motorized equipment not actually in use.

B. Trash burning will not be permitted on the construction site.

#### **PART 3 CONSTRUCTION NOISE CONTROL**

##### **3.1 GENERAL**

A. The Contractor shall conduct all his/ her work, use appropriate construction methods and equipment, and furnish and install acoustical barriers, all as necessary so that no noise emanating from the process or any related tool or equipment will exceed legal noise levels, as set forth in the Code of Ordinances, City of Key West, Florida.

##### **3.2 MITIGATION OF CONSTRUCTION NOISE IMPACT**

A. The Contractor shall submit to the Engineer his/ her plans to mitigate the construction noise impacts and to comply with the noise criteria specified herein, including the method of construction, the equipment to be used, and acoustical treatments if necessary.

## **PART 4 PAYMENT**

### **4.1 GENERAL**

A. Payment for the work will be incidental to the contract.

**SECTION 01700**  
**CONTRACT CLOSEOUT**

**PART 1 GENERAL**

**1.1 REQUIREMENTS**

Contract completion includes substantial completion, final inspection after completion, final cleaning, contractor's closeout submittals, and final adjustment of accounts.

**1.2 SUBSTANTIAL COMPLETION**

A. When Contractor considers work has reached substantial completion, he/ she shall submit to the OWNER the following:

- a. Written notice that the work is substantially complete in accordance with Contract Documents.
- b. A list of items yet to be completed or corrected and explanations thereof.

B. Within a reasonable time upon receipt of such notice, the OWNER will inspect, if necessary, to determine the status of completion.

C. Should the OWNER determine that the work is not substantially complete:

- a. The OWNER will promptly notify the Contractor in writing, giving the reasons thereof.
- b. Contractor shall remedy the deficiencies in the work and send a second written notice of Substantial Completion to the OWNER.
- c. Upon receipt of the second notice, the OWNER will review the work.

D. When the OWNER finds that the Work is substantially complete, he/ she will issue a Certificate of Substantial Completion with a tentative list of items to be completed or corrected before final inspection.

**1.3 FINAL INSPECTION AFTER COMPLETION**

A. When Contractor considers the Work is complete with all minor deficiencies



completed or corrected, he/ she shall submit written certification that:

- a. Contract Document requirements have been met.
- b. Work has been inspected for compliance with Contract Documents.
- c. Work has been completed in accordance with Contract Documents.
- d. All minor deficiencies have been corrected or completed and the Work is ready for final inspection.
- e. Project record documents are complete and submitted.

B. Within a reasonable time upon receipt of such certification, the OWNER will inspect to verify the status of completion.

C. Should the OWNER determine that the work is incomplete or defective:

- a. The OWNER will promptly notify the Contractor in writing, listing the incomplete or defective work.
- b. Contractor shall remedy the deficiencies in the work and send a second written certification to the OWNER that the work is complete.
- c. Upon receipt of the second certification, the OWNER will review the Work.

D. When the OWNER determines that the work is acceptable, under the Contract Documents, he/ she shall request the Contractor to make closeout submittals.

#### 1.4 FINAL CLEANING

A. Execute final cleaning prior to final inspection.

B. Clean site: sweep paved areas, rake clean other surfaces.

C. Remove waste and surplus materials, rubbish, and construction facilities from the Project and from the site.

#### 1.5 CONTRACTOR'S CLOSEOUT SUBMITTALS

A. Project Record Documents

- a. At Contract Closeout, submit documents with transmittal letter containing date, project title, Contractor's name and address, list of documents, and signature of Contractor.
- b. Changes made by Field Order or by Change Order.

**B. Evidence of payment and Release of Liens.**

**1.6 FINAL ADJUSTMENT OF ACCOUNTS**

- A. Submit a final statement of accounting to the OWNER.
- B. Statement shall reflect all adjustments to the Contract Sum.
  - a. The original Contract sum.
  - b. Additions and deductions resulting from:
    - Previous change orders or written amendment.
    - Allowances
    - Unit prices
    - Deductions for uncorrected work.
    - Deductions for liquidated damages
    - Other adjustments
  - c. Total contract sum as adjusted
  - d. Previous payments
  - e. Sum remaining due

**PART 2 - PRODUCTS (not used)**

**PART 3 - EXECUTION (not used)**

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**PART 5**

**DRAWINGS – Separate Attachment**

**2025\_07-23\_FIRE STATION 1\_ARCHITECTURAL DWGS - REVISION #2 S&S**

**Fire Station 1 - Hardening - Structural Improvements Rev03 04-30-2025 S&S**

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## **Exhibit "A"**

### **F.E.M.A Hazard Mitigation Grant Program (HMGP) Grant Requirements**

This project is funded with Federal dollars from the Hazard Mitigation Grant Program (HMGP) administered through the Florida Department of Emergency Management. The city will comply with 2 CFR 200.318 through 200.327. As a result of using these funds the following State of Florida and Federal requirements must be adhered to:

1. Conflict of Interest: Conflict of Interest requirements are specified in 23 CFR 1.33 and 23 CFR 172.7(b)(4). All firms submitting a proposal on a solicitation for professional services must disclose with their bid the name of any officer, director or agent who is also an employee of the City or any of its departments. Further, all firms must disclose the name of any City employee who owns directly or indirectly, an interest of five percent (5%) or more in the firm's entity or any of its branches or subsidiaries.

#### **Non-government Conflicts**

a) A firm shall not submit a response or enter into a contract with the City if the contract would result in the proposer having a conflict of interest. As used herein, the term conflict of interest shall mean:

- i. The firm's contract with another customer or entity will be averse to the interest of the City; or
- ii. There is a significant risk that the interest of the City will be materially impacted by the firm's responsibilities to a current customer or entity, a former customer or entity or any other third party.

b) Notwithstanding the existence of a conflict of interest under paragraph (a), a firm may submit a proposal and enter into a contract with the City if:

- i. The firm reasonably believes that they will be able to provide competent and diligent representation to each affected customer or entity; and
- ii. The conflict of interest is not prohibited by law; and
- iii. The proposal or contract does not involve the assertion of a claim by one customer or entity against another represented by the firm in the same project or other proceeding.

In addition, each individual participating in the selection process for professional services contracts must also disclose any conflict of interest. Consultant and subconsultant firms representing the City of Key West must be free of conflicting professional or personal interests. It is the responsibility of the consultant to recuse itself from submitting responses for a project if a conflict of interest exists. Subconsultants are responsible for disclosing potential conflicts of interest to the prime consultant firm and recusing themselves accordingly where conflict of interest exists.

2. Debarment and Suspension: The City of Key West may not make any award to any organization which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension." This applies to any HMGP and CDBG assisted contract at any tier in the process. To search for entity exclusions, go to: <https://sam.gov/content/home>

3. Byrd Anti-Lobbying Amendment (31 U.S. C. § 1352, as amended): Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a

member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. § 1352. Each tier must also disclose any lobbying with nonFederal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

4. Contracting with small and minority firms, women's business enterprise, and labor surplus area firms:

1) The Contractor will take all necessary affirmative steps to assure that minority firms, women's business enterprises, and labor surplus area firms are used when possible.

2) Affirmative steps shall include:

i. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

ii. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

iii. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority business, and women's business enterprises;

iv. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority business, and women's business enterprises;

v. Using the services and assistance of the Small Business Administration, and the Minority Business Development Agency of the Department of Commerce; and

vi. Requiring the prime contractor, if subcontracts are to be let to take the affirmative steps listed in paragraphs (e)(2) (i) through(v) of this section.

5. Rights to Inventions Made Under a Contract or Agreement: If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

6. Local Preference: Local preference is not allowed.

7. Allowable Costs. A determination of allowable costs, in accordance with the Federal cost principles will be performed for services rendered under the contract.

8. Errors and Omissions. Pursuant to Section 337.015 (3), Florida Statutes, to protect the public interest, the City of Key West shall vigorously pursue claims against contractors and consultants for time overruns and substandard work products.

9. E-Verify (Execute Order 11-116): Contractor:

1) Shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired during the contract term; and

2) Shall expressly require any subcontractors performing work or providing services pursuant to this contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the

subcontractor during the contract term.

10. Public Entity Crimes. Pursuant to the requirements of Section 287.133, Florida Statutes, pertaining to the sworn statement on Public Entity Crimes and the Convicted Vendor List, all respondents shall submit a signed and notarized statement with their proposal on the form provided.

11. Drug Free Workplace Certification. Per Federal requirements, Drug Free Workplace must not be used as a tie breaker as allowed by Section 287.087, Florida Statutes.

12. Prompt Payment. Pursuant to Section 218.74, Florida Statutes, the payment due date for a local government entity for the purchase of goods or services other than construction services is 45 days after the date specified in Section 218.73, Florida Statutes.

13. Public Records. Article 1, Section 24, Florida Constitution, guarantees every person access to all public records, and Section 119.011(12), Florida Statutes, provides a broad definition of public record. As such, all responses to a competitive solicitation are public records unless exempt by law. Any respondent claiming that its response contains information that is exempt from the public records law shall clearly segregate and mark that information and provide the specific statutory citation for such exemption.

14. Cooperation with the Inspector General. Agree to comply with s.20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with s.20.055(5), Florida Statutes.

15. Records Retention: Retention of all required records for six (6) years after final payments are made and all other pending matters are closed. Date of final payment is the date the City of Key West receives final payment from the State of Florida. Provide access to such records to those associated with the grant (OIG, FEMA, FDEM, City of Key West, etc.), at any reasonable time.

16. Clean Air Act (42 U.S.C. § 7401-7671q., as amended) and the Federal Water Pollution Control Act (33 U.S.C. § 1251-1387, as amended): Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401-7671q.) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

17. Unnecessary or Duplicative Items: Provide for a review of proposed procurements to avoid purchase of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

18. Federal Excess and Surplus Property: The City encourages the use of federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

19. Settlement of All Contractual and Administrative Issues: The City alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the City of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the City, unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

20. Full and Open Competition: All procurement transactions for the acquisition of property or services required under a federal award must be conducted in a manner providing full and open competition, consistent with the standards of §200.319 & §200.320.

21. Domestic Preferences for Procurements: As appropriate and to the extent consistent with law, the city, to the greatest extent practicable under a Federal award, prefers the purchase, acquisition, or use of goods, products, or materials produced in the United States. For the purposes of this section:

1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

22. Procurements of Recovered Materials: The City and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

23. Executive Order 11246: Compliance with Executive Order 11246 of September 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations (41 CFR Chapter 60).

24. Termination: This agreement may be terminated at any time, with or without cause, by the City upon thirty (30) days written notice to the consultant. No further work will be performed by the consultant upon receipt of this notice unless specifically authorized by the City Manager of the City of Key West. On termination, the consultant will be paid for all authorized services performed up to the termination date plus, if terminated for the convenience of the City, reasonable expenses incurred during the close-out of the agreement. The city will not pay for anticipatory profits.

25. Administrative, Contractual or Legal Remedies for Contracts greater than \$150,000. Violation of any local, state, or Federal law in the performance of this contract shall constitute a material breach of this contract, which may result in the termination of this contract or other such remedy, as the City deems appropriate.

26. Public Records: Article 1, Section 24, Florida Constitution, guarantees every person access to all public records, and Section 119.011(12), Florida Statutes, provides a broad definition of public record. As such, all responses to a competitive solicitation are public records unless exempt by law. Any firm claiming that its response contains information that is exempt from the public records law shall clearly segregate and mark that information and provide the specific statutory citation for such exemption. Pursuant to 2 C.F.R. § 200.336, contractors must provide the sub-recipient, pass-thru entity, Federal awarding agency, Comptroller General of the United States, or any duly authorized representatives right of access to any books, documents, papers, or records which are directly pertinent to the project for the purpose of making audits, examinations, excerpts, and transcriptions.

27. Convicted Vendor List 287.133(2)(a), F.S.: Check the convicted vendors list prior to making any awards to ensure that contracts greater than \$35,000 are not awarded to convicted vendors



for a period of thirty-six (36) months following the date of their placement on the convicted vendors list.

28. Discriminatory Vendor List § 287.134(2)(a), F.S.: Check the discriminatory vendors list prior to making any awards to ensure that contracts are not awarded to vendors on the discriminatory vendors list.

29. See Appendix II to Part 200 – Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

30. Use of DHS's seal, logo, or flag without express permission is not permitted.

31. The Federal Government is not a party to the contract and is not subject to any obligations or liabilities to any party under the contract.

32. The Contractor acknowledges that 31 U.S.C. Chapter 38 (Administrative Remedies for False Claims and Statements) applies to its actions pertaining to the contract.

#### Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

(D) (Not applicable to HMGP projects) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the DavisBacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor

regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401–7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See § 200.323.

(K) See § 200.216.

(L) See § 200.322.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75888, Dec. 19, 2014; 85 FR 49577, Aug. 13, 2020]