

# PROPOSAL

**ITB # 003-16**

## **MALLORY SQUARE PUBLIC BATHROOM IMPROVEMENTS**

**for**

**The City of Key West  
Office of the City Clerk  
3126 Flagler St.  
Key West, Florida**

**Bid Date:  
12/9/15 – 3:30 pm**

**Submitted by:  
D.L. PORTER CONSTRUCTORS, INC.**

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**PART 1**

**BIDDING REQUIREMENTS**

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## INVITATION TO BID

Sealed bids for the City of Key West ITB #003-16 MALLORY SQUARE PUBLIC BATHROOM IMPROVEMENTS, addressed to the City of Key West, will be received at the Office of the City Clerk, 3126 Flagler St., Key West Florida, 33040 until 3:30 pm on Wednesday, DECEMBER 09, 2015 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 “BID FOR MALLORY SQUARE PUBLIC BATHROOM IMPROVEMENTS” addressed and delivered to the City Clerk at the address noted above.**

The project contemplated consists of providing all materials, equipment and labor necessary to accomplish the following:

- A. Plumbing improvements as shown on “Mallory Square Toilet Facility” drawings; and
- B. Replacement of all plumbing fixtures, doors, dispensers, painting & cleaning of floors and walls as shown on “Mallory Square Public Bathroom Improvements” drawing.

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)

A Pre - Bid meeting will be held at City Manager’s Conference Room, on NOVEMBER 19, 2015 @ 10:00 A.M. located at 3132 Flagler Avenue

**EACH BID MUST BE SUBMITTED ON THE PRESCRIBED FORM AND ACCOMPANIED BY BID SECURITY AS PRESCRIBED IN THE INSTRUCTIONS TO BIDDERS, PAYABLE TO THE CITY OF KEY WEST, FLORIDA, IN AN AMOUNT NOT LESS THAN FIVE (5) PERCENT OF THE AMOUNT BID.**

**THE BIDDER MUST BE A LICENSED CONTRACTOR BY THE STATE OF FLORIDA AND SUBMIT PROOF OF SUCH WITH THE BID.**

The successful Bidder shall furnish documentation showing that he is 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 10 days following the Notice of Award and must demonstrate that he holds at a minimum, the following licenses & certificates;

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

All bid 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 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.

Before a Contract will be awarded for the work contemplated herein, the CITY will conduct such investigation as is necessary to determine the performance record and ability of the apparent low Bidder to perform the size and type of work specified under this Contract. Upon request, the Bidder shall submit such information as deemed necessary by the CITY 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 Janet Muccino, Project Manager, at [jmuccino@cityofkeywest-fl.gov](mailto:jmuccino@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 he is in compliance with the licensing requirements of County, and City licenses as would be required within ten days of the award. The successful Bidder must also be able to satisfy the CITY 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 may also waive any minor formalities or irregularities in any bid.

## INSTRUCTIONS TO BIDDERS

### 1. 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 furnished to all registered holders of Contract Documents. 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.

### 2. GENERAL DESCRIPTION OF THE PROJECT

A general description of the work to be done is contained in the Invitation to Bid. The scope is specified in applicable parts of these Contract Documents.

### 3. QUALIFICATION OF CONTRACTORS

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

### 4. BIDDER'S UNDERSTANDING

Each Bidder must inform himself of the conditions relating to the execution of the work, and it is assumed that he will inspect the site and make himself thoroughly familiar with all the Contract Documents. Failure to do so will not relieve the successful Bidder of his obligation to enter into a Contract and complete the contemplated work in strict accordance with the Contract Documents. It shall be the Bidder's obligation to verify for himself and to his complete satisfaction all information concerning 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 he may have as to subsurface conditions

and surface topography at the worksite.

Each Bidder shall inform himself 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.

5. TYPE OF BID

A. LUMP SUM

The BID for the work is to be submitted on a lump sum basis. Lump sum prices shall be submitted for all items of work set forth in the bid. All items required to complete the work specified but not included in the bid shall be considered incidental to those set forth in the bid.

**The Bidder shall submit a Schedule of Values with the BID. It shall be broken down by trade and type of work and include the cost of all LABOR & MATERIALS for use as a basis for payment.** Payment to the Contractor will be made on the measurement of the work actually performed by the Contractor as specified in the Contract Documents.

6. PREPARATION OF BIDS

A. GENERAL

All blank spaces in the BID form must be filled in, as required, preferably in BLACK ink. 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 his 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 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 in behalf of the partnership. If 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 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, as set forth in the Supplementary Conditions.

The Bidder shall submit with his Bid his experience record showing his experience and expertise in roof construction and related work. Such experience record shall provide at least five current or recent projects (within the past 5 years) of similar work, within the State 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.
5. Name of Owner's contact person and phone number.
6. ENGINEER.
7. Name of ENGINEER's contact person and phone number.

The bidder shall submit with his bid a list of items to be performed by his own labor and that performed by subcontractors or others.

D. ATTACHMENTS

Bidder shall complete and submit the following forms with his bid:

Anti-Kickback Affidavit  
Public Entity Crimes Form  
Indemnification Form  
City of Key West Business License Tax Receipt  
Local Vendors Form  
Domestic Partnership Affidavit  
Cone of Silence Affidavit

E. 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.

7. 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 Contractor, as required by the laws and statutes of the state and its political subdivisions, shall pay all state and local sales and use taxes. Prices quoted in the Bid shall include all nonexempt sales and use taxes, unless provision is made in the Bid form to separately itemize the tax.

8. SUBMISSION OF BIDS

All BIDS must be submitted not 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, so 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.

9. 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.

10. 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 his BID for a period of sixty (60) days after bid opening, and that if awarded the Contract, the successful Bidder will execute the attached Contract and furnish properly executed Performance and Payment Bonds (**Not required for of this contract**), 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 in behalf of the Surety must attach a notarized copy of his power-of-attorney as evidence of his 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, he shall use the Bid Bond form bound herewith, or one conforming substantially thereto in form and content.

11. RETURN OF BID SECURITY

Within 15 days after the award of the Contract, the CITY will return the bid securities to all Bidders who's 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 Bidders' bonds and any guarantees, which have been forfeited, will be returned to the respective Bidders whose Bids they accompanied.

12. AWARD OF CONTRACT

Within ninety (90) calendar days after the opening of Bids, the CITY will accept one of the Bids or will act in accordance with the following paragraphs. The acceptance of the Bid will be by written notice of award, mailed to the office designated in the Bid, or delivered to the Bidder's representative. In the event of failure of the lowest responsive, responsible Bidder to sign the Contract, provide additional documents, insurance certificate(s) and evidence of holding required licenses and certificates, the Owner may award the Contract to the next lowest responsive, responsible Bidder. Such award, if made, will be made within one hundred & twenty (120) days after the opening of Bids.

The CITY reserves the right to accept or reject any or all Bids, and to waive any informalities and irregularities in said Bids.

13. BASIS OF AWARD

The award will be made by the Owner on the basis of the BID from the lowest, responsive, responsible BIDDER which, in the Owner's sole and absolute judgment will best serve the interest of the Owner.

14. EXECUTION OF CONTRACT

The successful Bidder shall, within ten (10) working days after receiving Notice of Award, sign and deliver to the CITY an original Contract and two (2) copies in the form hereto attached, together with the insurance certificate as required in the Contract Documents and evidence of holding required licenses and certificates. Within 10 working days after receiving the signed Contract from the successful Bidder, the City's authorized agent will sign the Contract. Signature by both parties constitutes execution of the Contract.

16. FAILURE TO EXECUTE CONTRACT AND FURNISH BID BOND

The Bidder who has a Contract awarded to him and who fails to promptly and properly execute the Contract shall forfeit the bid security that accompanied his 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.

17. 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 Contractor receives a Notice to Proceed, he 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 **90** calendar days.

NOTE TO BIDDER: Use preferably BLACK ink for completing this BID form.

**PROPOSAL FORM**

To: The City of Key West  
Address: 3126 Flagler Street, Key West, Florida 33041  
Project Title: MALLORY SQUARE PUBLIC BATHROOM  
IMPROVEMENTS  
ITB # 003-16

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

Company Name: D.L. PORTER CONSTRUCTORS, INC.  
Contact Name & Telephone #: C. Marshall White / 941-929-9400  
Email Address: mwhite@dlporter.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 Owner, 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 he has carefully examined the Contract Documents for the construction of the project, that he has personally inspected the site, that he has satisfied himself 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

The Bidder agrees that if this Bid is accepted, he will, within 10 days, not including Sundays and legal holidays, after Notice of Award, sign the Contract in the form annexed hereto, and will at that time, deliver to the Owner evidence of holding required licenses and certificates, and will, to the extent of his Bid, furnish all machinery, tools, apparatus, and other means of construction and do the work and furnish all the materials necessary to complete all work as specified or indicated in the Contract Documents.

CERTIFICATES OF INSURANCE

Bidder agrees to furnish the Owner, before commencing the work under this Contract, the certificates of insurance as specified in these Documents.

START OF CONSTRUCTION AND CONTRACT COMPLETION TIME

The Bidder further agrees to begin work within 10 calendar days after the date of the Notice to proceed and to complete the project, in all respects within 90calendar days after the date of the Notice to Proceed.

LIQUIDATED DAMAGES

In the event the Bidder is awarded the Contract and shall fail 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 to the Owner at the rate of \$250.00 per day for all work awarded until the work has been satisfactorily completed as provided by the Contract Documents. Sundays and legal holidays shall be excluded in determining days in default.

ADDENDA

The Bidder hereby acknowledges that he has received Addenda No's. One, \_\_\_\_\_,

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,  
(Bidder shall insert No. of each Addendum received) and agrees that all addenda issued are hereby made part of the Contract Documents, and the Bidder further agrees that his Bid(s) includes all impacts resulting from said addenda.

SALES AND USE TAXES

The Bidder agrees that all federal, state, and local sales and use taxes are included in the stated bid prices for the work.

LUMP SUM & UNIT PRICE ITEMS

The Bidder further proposes to accept as full payment for the work proposed herein the amounts computed under the provisions of the Contract Documents and based on the following lump sum amounts. The Bidder agrees that the lump sum represent a true measure of the labor and materials required to perform the work, including all allowances for overhead and profit for each type and unit of work called for in these Contract Documents.

PROPOSAL FORM

TOTAL LUMP SUM BASE BID:

(Includes all permitting, fixtures, equipment, material & labor)

LUMP SUM \$ ONE HUNDRED SEVENTY-FOUR THOUSAND EIGHT HUNDRED THREE

\_\_\_\_\_ Dollars & 00/100 \_\_\_\_\_ Cents  
(amount written in words)

\$174,803.00

Payment for materials & equipment authorized by the Owner in a written Change Order but not listed in the Schedule of Values will be provided at suppliers invoice plus 15 %.

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

APPLICATION NO: Schedule of Values  
APPLICATION DATE:

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO:

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G + C)		
	Permit & Insurance	\$4,097.00							
	Supervision & General Labor	\$33,629.00							
	Trash Removal, Temp Fac., Rentals, Barricades	\$22,234.00							
	Doors & Frames, Window Screen Repair, Etc.	\$7,447.00							
	Floor Clean & Seal, Painting	\$11,158.00							
	Toilet Access./Partitions/Baby Changing Tables, Etc.	\$27,180.00							
	Plumbing	\$29,237.00							
	Electrical	\$5,680.00							
	Profit & Overhead	\$34,141.00							
	<b>TOTALS</b>	\$174,803.00						\$174,803.00	

List items to be performed by CONTRACTOR's own forces and the estimated total cost of these items. (Use additional sheets if necessary.)

<u>Supervision &amp; General Labor</u>	<u>\$ 21,250</u>
<u>Demolition</u>	<u>\$ 5,280</u>
<u>Misc. Carpentry</u>	<u>\$ 7,500</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

SUBCONTRACTORS

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

Gary's Plumbing and Fire  
Name  
6409 2nd Terrace #1, Key West, FL, 33040  
Street City State Zip

Nearshore Electric Inc.  
Name  
5680 1st Ave., Suite 5, Key West, FL, 33040  
Street City State Zip

SBI - Mardale Specialties Direct Inc.  
Name  
4101 NW 124th Ave., Coral Springs, FL, 33065  
Street City State Zip

\_\_\_\_\_  
Name  
\_\_\_\_\_  
Street City State Zip



SURETY

Liberty Mutual Insurance Company \_\_\_\_\_ whose address is  
175 Berkeley Street \_\_\_\_\_, Boston \_\_\_\_\_, MA \_\_\_\_\_, 02116  
Street City State Zip

BIDDER

The name of the Bidder submitting this Bid is  
D.L. PORTER CONSTRUCTORS, INC. \_\_\_\_\_ doing business at  
6574 Palmer Park Circle \_\_\_\_\_, Sarasota \_\_\_\_\_, FL \_\_\_\_\_, 34238  
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:

Gary A. Loer, President \_\_\_\_\_  
C. Marshall White, Vice President \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If Sole Proprietor or Partnership

IN WITNESS hereto the undersigned has set his (its) hand this \_\_\_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
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 9th day of December 2015.

(SEAL)

D.L. PORTER CONSTRUCTORS, INC.

Name of Corporation

By \_\_\_\_\_

C. Marshall White

Title Vice President

Attest \_\_\_\_\_

Secretary

Paulette Jewell

EXPERIENCE OF BIDDER

The Bidder states that he is an experienced CONTRACTOR and has 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.)

SEE ATTACHED

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**PARTIAL LIST OF SIMILAR  
PROJECTS COMPLETED IN RECENT YEARS**

**PROJECT:** \*Key West International Airport  
**Baggage Claim Hall Renovations**  
Renovation of existing baggage area with rental agency  
Counters & public restrooms  
**LOCATION:** 3491 S. Roosevelt Blvd., Key West, FL  
**OWNER:** Monroe County Board of County Commissioners  
Key West International Airport: Larry Flowers 305-809-5208  
**ARCHITECT:** Jacobs: Kevin Regalado 305-718-0599  
**CONTRACT AMOUNT:** \$1,044,404  
**COMPLETION:** August 2013

**PROJECT:** \*Key West Fire Station #2  
Demolition of existing fire station and construction of new  
2-story, 9140sf, 3-bay fire station with phased construction.  
**LOCATION:** 616 Simonton St., Key West, FL  
**OWNER:** City of Key West: Terrence Justice 305-809-3943  
**ARCHITECT:** K2M Design: Anthony Sarno 305-292-7722  
**CONTRACT AMOUNT:** \$6,326,649  
**COMPLETION:** December 2014 / May 2015

**PROJECT:** **Freeman Justice Center Drug Court Renovation**  
Interior tenant renovations with windows, doors & restrooms  
**LOCATION:** 302 Fleming St., Key West, FL  
**OWNER:** Monroe County BOCC: Mike Nalepa 305-292-4468  
**ARCHITECT:** Currie Sowards Aguila Arch: 561-276-4951  
**CONTRACT AMOUNT:** \$512,998  
**COMPLETION:** May 2013

**PROJECT:** **Casa Marina Resort Spa**  
Convert existing office space into a spa with lobby,  
(3) treatment rooms and restrooms.  
**LOCATION:** 811 Seminole St., Key West, FL  
**OWNER:** Casa Marina Owner, LLC: Robert Rubenstein 561-447-3269  
**ARCHITECT:** Gonzalez Architects: Richard Way 912-201-9888  
**CONTRACT AMOUNT:** \$399,931  
**COMPLETION:** December 2014

<b>PROJECT:</b>	<b>MALLORY SQUARE RESTROOMS</b>
<b>LOCATION:</b>	<b>Key West, FL</b>
<b>OWNER:</b>	<b>City of Key West</b>
<b>ARCHITECT:</b>	<b>Gonzalez Architects</b>
<b>CONTRACT AMOUNT:</b>	<b>\$224,173</b>
<b>COMPLETION:</b>	<b>1994-1995</b>

**\*SEE ADDITIONAL INFORMATION ATTACHED**



## **PROJECT DESCRIPTION**

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**Project Name:** **Baggage Claim Hall Renovations at Key West International Airport**  
3491 S. Roosevelt Blvd., Key West, FL

**Client Name:** **Monroe County Board of County Commissioners**  
**Key West International Airport**

**Contact:** Larry Flowers, Director of Operations 305-809-5200

**General Contractor:** **D.L. Porter Constructors, Inc.**

**Key Personnel:** Gary Loer, Project Manager  
Tom Blatecky, Superintendent

**Architect:** **Jacobs**

**Key Personnel:** Kevin Regalado 305-718-0599

**Project Location:** Key West, FL

**Construction Cost:** \$1,044,404

**Description:** The project involved renovating the existing terminals baggage claim area, rental agency counters and public restrooms. In doing so, the layout was rearranged, new bathrooms were installed, the flooring was changed from hard tile to terrazzo, one new baggage claim carousel was installed and the existing carousel was replaced, new impact rated storefront door systems were installed at 3 locations and a new aluminum canopy rated to meet 190 mph was installed to cover the added baggage carousel. The project was completed in a period of 4 months with the facilities remaining open to the public 16 hrs a day, 7 days a week.





## PROJECT DESCRIPTION

**Project Name:** Key West Fire Station #2  
616 Simonton St., Key West, FL

**Client Name:** The City of Key West  
**Contact:** Terrence Justice 305-809-3943

**General Contractor:** D.L. Porter Constructors, Inc.  
**Key Personnel:** Gary Loer, President

**Architect:** K2M Design  
**Key Personnel:** Anthony Sarno 305-292-7722

**Project Location:** Key West, FL

**Construction Cost:** \$6,326,649

**Description:** Demolition of existing fire station and construction of new 2-story, 9140sf with 3-bay fire station with phased construction to allow existing station to remain in operation during the entire construction.



Fire Station #2  
Key West, FL

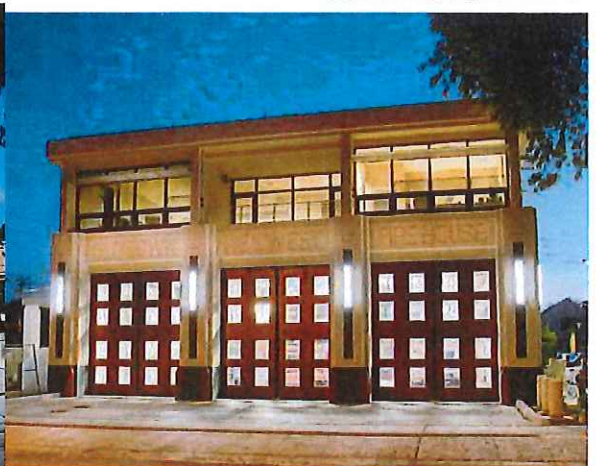
Print #150720006

Date: 07/20/15

Lot/Lon: 24.564867 - 81.800372

Order No. 40327

Aerial Photography, Inc. 954-568-0484



FLORIDA BID BOND

BOND NO. N/A BID

AMOUNT: \$ 5% of amt bid

KNOW ALL MEN BY THESE PRESENTS, that D. L. Porter Constructors, Inc.

hereinafter called the PRINCIPAL, and Liberty Mutual Insurance Company

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

having its principal place of business at 175 Berkeley Street, Boston MA 02116

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

The City of Key West FL

hereinafter called the OBLIGEE, in the sum of Five Percent of Amount Bid

DOLLARS (\$ 5% of amt bid) 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 the  
MALLORY SQUARE PUBLIC BATHROOM IMPROVEMENTS, said Bid, by reference  
thereto, being hereby made a part hereof.

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

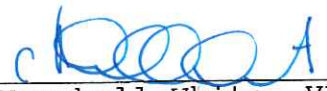
**MALLORY SQUARE PUBLIC BATHROOM IMPROVEMENTS**

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 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 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 (Not required for this contract), 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 1st day of December, 2015.

PRINCIPAL        D. L. Porter Constructors, Inc.

By   
 C. Marshall White, VP

STATE OF Florida )  
 : SS  
 COUNTY OF SARASOTA )

Liberty Mutual Insurance Company  
 SURETY

By   
 Eileen C. Heard, Attorney-in-fact and Florida Licensed Resident Agent  
 ITB # 003-16

MALLORY SQUARE BATHROOM  
 BID BOND

Inquiry: Willis of Florida 813-281-2095



**THIS POWER OF ATTORNEY IS NOT VALID UNLESS IT IS PRINTED ON RED BACKGROUND.**

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Certificate No. 7005428

American Fire and Casualty Company  
The Ohio Casualty Insurance Company

Liberty Mutual Insurance Company  
West American Insurance Company

**POWER OF ATTORNEY**

KNOWN ALL PERSONS BY THESE PRESENTS: That American Fire & Casualty Company and The Ohio Casualty Insurance Company are corporations duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Anett Cardinale; Brandy L. Baich; David H. Carr; Eileen C. Heard; Margaret A. Ginem; Robert H. Bond

all of the city of Tampa, state of FL each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 3rd day of June, 2015.



American Fire and Casualty Company  
The Ohio Casualty Insurance Company  
Liberty Mutual Insurance Company  
West American Insurance Company

By: David M. Carey  
David M. Carey, Assistant Secretary

STATE OF PENNSYLVANIA ss  
COUNTY OF MONTGOMERY

On this 3rd day of June, 2015, before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of American Fire and Casualty Company, Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute 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 have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA  
Notarial Seal  
Teresa Pastella, Notary Public  
Plymouth Twp., Montgomery County  
My Commission Expires March 28, 2017  
Member, Pennsylvania Association of Notaries

By: Teresa Pastella  
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of American Fire and Casualty Company, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

**ARTICLE IV – OFFICERS** – Section 12. Power of Attorney. Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

**ARTICLE XIII – Execution of Contracts – SECTION 5. Surety Bonds and Undertakings.** Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

**Certificate of Designation** – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

**Authorization** – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Gregory W. Davenport, the undersigned, Assistant Secretary, of American Fire and Casualty Company, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 15 day of December, 2015.



By: Gregory W. Davenport  
Gregory W. Davenport, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

ANTI - KICKBACK AFFIDAVIT

STATE OF FLORIDA )  
 : SS  
COUNTY OF SARASOTA )

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.

D.L. PORTER CONSTRUCTORS, INC.

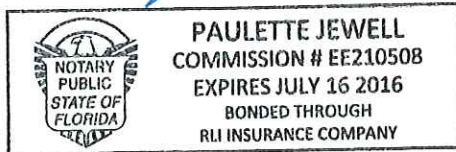
By: *C. Marshall White*  
C. Marshall White, Vice President

Sworn and subscribed before me this 9th day of December, 2015.

NOTARY PUBLIC, State of Florida at Large

My Commission Expires:

*Paulette Jewell*



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 Bid for The City of Key West, Florida  
ITB # 003-16 Mallory Square Public Bathroom Improvements

2. This sworn statement is submitted by D.L. PORTER CONSTRUCTORS, INC.  
(Name of entity submitting sworn statement)

whose business address is 6574 Palmer Park Circle, Sarasota, FL 34238

and (if applicable) its Federal Employer Identification Number (FEIN) is 65-0848440

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

3. My name is C. Marshall White  
(Please print name of individual signing)

and my relationship to the entity named above is Vice President

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 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.)

*C. Marshall White*

\_\_\_\_\_  
(Signature) C. Marshall White, VP

\_\_\_\_\_  
12/9/15  
(Date)

STATE OF FLORIDA

COUNTY OF SARASOTA

PERSONALLY APPEARED BEFORE ME, the undersigned authority,

C. Marshall White who, after first being sworn by me, affixed his/her  
(Name of individual signing)

Signature in the space provided above on this 9th day of December, 2015.

My commission expires:

*Paulette Jewell*  
\_\_\_\_\_  
NOTARY PUBLIC



**INDEMNIFICATION**


To the fullest extent permitted by law, the CONTRACTOR 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 CONTRACTOR, 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 CONTRACTOR'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 CONTRACTOR 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 CONTRACTOR or of any third party to whom CONTRACTOR may subcontract a part or all of the Work. This indemnification shall continue beyond the date of completion of the work.

CONTRACTOR: D.L. PORTER CONSTRUCTORS, INC.

SEAL:

6574 Palmer Park Circle  
Sarasota, FL 34238  
Address

  
Signature

C. Marshall White  
Print Name

Vice President  
Title

DATE: December 9, 2015

**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. Principle address as registered with the FL Department of State located within 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 50 percent of its employees from the city or within 30 miles of its boundaries.
- c. Having paid all current license taxes and any other fees due the city at least 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 D.L. Porter Constructors, Inc. Phone: 941-929-9400

Current Local Address: 302 Southard St. #209, Key West, FL Fax: 941-929-9500  
(P.O Box numbers may not be used to establish status)

Length of time at this address: 6 yrs

*C Marshall White* Date: 12/9/15  
Signature of Authorized Representative

STATE OF FLORIDA COUNTY OF MONROE

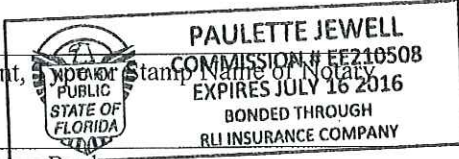
The foregoing instrument was acknowledged before me this 9th day of December, 2015.

By C. Marshall White, VP, of D.L. Porter Constructors, Inc.  
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)

or has produced identification \_\_\_\_\_ as identification  
(Type of identification)

*Paulette Jewell*  
Signature of Notary

Return Completed form with  
Supporting documents to:  
City of Key West Purchasing

Print, \_\_\_\_\_ Stamp \_\_\_\_\_  
Title or Rank \_\_\_\_\_  


# CITY OF KEY WEST, FLORIDA

## Business Tax Receipt

This Document is a business tax receipt  
Holder must meet all City zoning and use provisions.  
P.O. Box 1409, Key West, Florida 33040 (305) 809-3955



Business Name D.L. PORTER CONSTRUCTORS, INC. Ctlnbr:0004032  
 Location Addr 302 SOUTHARD ST  
 Lic NBR/Class 16-00024218 CONTRACTOR - CERT GENERAL CONTRACTOR  
 Issue Date: August 25, 2015 Expiration Date: September 30, 2016  
 License Fee \$325.00  
 Add. Charges \$0.00  
 Penalty \$0.00  
 Total \$325.00

Comments:

User: KTYW61.0 Joyce: 00 Drawer: 1  
 Date: 8/26/15 51 Receipt no: 35009  
 2/16 24218  
 LIC 00024218 RENEWAL

This document must be prominently displayed.

D.L. PORTER CONSTRUCTORS, INC.

D.L. PORTER CONSTRUCTORS, INC.  
 302 SOUTHARD ST #209

1.00 \$325.00  
 3064032  
 53113 \$325.00  
 Trans date: 8/26/15 Time: 13:30:04

KEY WEST FL 33040



**2015 / 2016  
MONROE COUNTY BUSINESS TAX RECEIPT  
EXPIRES SEPTEMBER 30, 2016**

Business Name: D L PORTER CONSTRUCTORS INC

RECEIPT# 30140-60602

Owner Name: GARY A LOER QUALIFIER  
Mailing Address: 302 SOUTHARD ST STE 209  
KEY WEST, FL 33040

Business Location: MO CTY  
KEY WEST, FL 33040  
Business Phone: 941-929-9400  
Business Type: CONTRACTOR (GENERAL CONTRACTOR  
CGC051066)

Employees 20

STATE LICENSE: CGCA51066

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 000-14-00017173 08/20/2015 50.00

THIS BECOMES A TAX RECEIPT  
WHEN VALIDATED

**Danise D. Henriquez, CFC, Tax Collector**  
**PO Box 1129, Key West, FL 33041**

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

**MONROE COUNTY BUSINESS TAX RECEIPT**  
P.O. Box 1129, Key West, FL 33041-1129  
EXPIRES SEPTEMBER 30, 2016

Business Name: D L PORTER CONSTRUCTORS INC

RECEIPT# 30140-60602

Owner Name: GARY A LOER QUALIFIER  
Mailing Address: 302 SOUTHARD ST STE 209  
KEY WEST, FL 33040

Business Location: MO CTY  
KEY WEST, FL 33040  
Business Phone: 941-929-9400  
Business Type: CONTRACTOR (GENERAL CONTRACTOR  
CGC051066)

Employees 20

STATE LICENSE: CGCA51066

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 000-14-00017173 08/20/2015 50.00

**EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT**

STATE OF FLORIDA )  
: SS  
COUNTY OF SARASOTA )

I, the undersigned hereby duly sworn, depose and say that the firm of D.L. Porter Constructors, 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: *C. Marshall White*  
C. Marshall White, VP

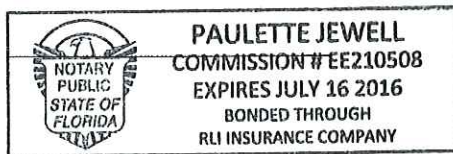
Sworn and subscribed before me this

9th Day of December, 2015.

*Paulette Jewell*

NOTARY PUBLIC, State of FL at Large

My Commission Expires:



**CONE OF SILENCE AFFIDAVIT**

STATE OF FL )  
 : SS  
 COUNTY OF SARASOTA )

I the undersigned hereby duly sworn depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of D.L. PORTER CONSTRUCTORS, 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.

D.L. Porter Constructors, Inc.

  
 \_\_\_\_\_

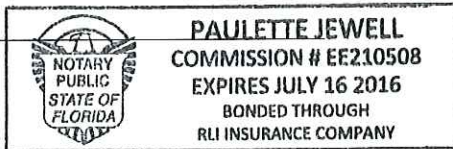
C. Marshall White, VP  
 Sworn and subscribed before me this

\_\_\_\_ 9th \_\_\_\_\_ Day of \_\_\_\_\_ December \_\_\_\_\_, 2015.

  
 \_\_\_\_\_

NOTARY PUBLIC, State of FL \_\_\_\_\_ at Large

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



## 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 thoroughly read and understood.
2. All blank spaces in Bid filled in, using black ink.
3. Total and 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.
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 (10) ten 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 labeled in conformance with the instructions in the Invitation to Bid.



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3883

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ADDENDUM NO. 1

MALLORY SQUARE PUBLIC RESTROOM IMPROVEMENTS / ITB 03-016

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

Below Number 1-9 are questions submitted in writing from a potential bidder with answers in *bold & italics*

1. Drawing P-1 indicates that fixtures are to remain if undamaged however the specs and City of Key West drawings say to replace and install new fixtures. Which drawing is correct? *All existing fixtures are to be replaced with new fixtures*
2. Note #17 on P-1 says all lighting fixtures will be replaced with new fixtures and LED bulbs. Can you please provide the make and model of existing fixtures to be replaced? *Install Lithonia Lighting LBLED Low-Profile Curved-Basket LED Wraparound (Catalogue # LBL4 LP840<sup>1</sup>, UPC# 753573917632) or equal*
3. Drawings say to remove and replace existing interior doors. What type of doors (make, model, and material), locks and hardware are we to replace the existing doors with? *Replace interior doors with Commercial Door & Frame (CDF) Hollow Metal Door with Metal Louvers 50% coverage, including frame, kick plates, wall stop, threshold, locks & stainless steel hardware (or equal). All must be ADA compliant. Install new diamond plate metal door to plumbing chase includes all appurtenances.*
4. Notes 14 & 15 on P-1 specify new signs to be installed. No specifics are given on type, size, and wording of these signs, please specify. *Please see answer below under PAGE 2 Notes*
5. Page 5, Section C: Special Bidding Requirements states "The Bidder shall submit with his Bid his experience record showing his experience and expertise in roof construction and related work." Is this correct? *No, that is not correct*

6. Is Builders Risk required? Flood will be impossible and if it can be found-the cost would be astronomical. *No, Builders risk is not required*
7. Is Builders Risk required? Flood will be impossible and if it can be found-the cost would be astronomical. *Please see answer to #6*
8. Is Bidder required to submit Part 2 Contract Documents? If so, what should the Bidder complete in this section? *No, do not submit Part 2 Contract Documents*
9. The note #1 and #2 on the referenced drawing shows replacing the existing recessed automatic flush valves with "Selectronic Automatic Flush Valves" They do not refer to a particular model or whether it will continue to be recessed or exposed. Please provide mounting type. *Please see answer below under PAGE 2 Notes*

Please *revise* the following items in the Invitation to Bid:

**Page 75 / Scope of Work Section: 1.2 CONTRACTOR'S DUTIES:**

Item A. 3. Last sentence: The units shall be new or like new condition and shall be cleaned and emptied daily.

**Revision:** The units shall be new or like new condition and shall be cleaned and *emptied twice a day. All toilet tissue and liquid hand sanitizer to be supplied and replenished by contractor twice a day and/or as needed.*

Please *add/delete/revise* the following items to the:

**CITY OF KEY WEST / MALLORY SQUARE PUBLIC BATHROOM  
IMPROVEMENTS Drawings page 1 & 2:**

**PAGE 1: *Delete:* REMOVE & REPLACE EXISTING JANITORS SINK  
*Add:* CLEAN EXISTING JANITORS SINK**

*Delete: REHANG & REPAINT EXISTING EXTERIOR DOORS*

**PAGE 2 Notes:**

**# 1&2: *Delete:* SELECTRONIC AUTOMATIC FLUSH VALVE**

*Add:* Sloan 603 & 603-1.6 Closet Flush Valve 3918196

*Add: Sloan Royal Concealed Urinal Flushometers ¾" Rear Spud  
Model 195 ES-S TMO SWB*

*Add: Sloan Royal Concealed Closet Flushometers 1½" Rear Spud  
Model 152 ES-S TMO SWB*

**# 9: *Delete:* REMOVE & REPLACE EXISTING JANITORIAL SINK  
*Add:* CLEAN JANITORIAL SINK**

**# 11: *Delete:* SELECTRONIC CAST PROXIMITY METERING FAUCTES  
*Add:* AMERICAN STANDARD METERING PILLAR TAP FAUCETS  
1.0 GPM MODEL #1340.105**

**# 11 *Delete:* ALL SINKS SHALL BE ACCOMPNANIED BY NEW MIRRORS  
(BRADLEY 781)  
*Add:* ALL SINKS SHALL BE ACCOMPNANIED BY NEW MIRRORS  
(BRADLEY 781 - 4)**

**# 14 *Add:* Two (2) 42 x 18 single sided HDU Sandblasted Painted signs mounted on  
three 4x4 posts, location & colors to be determined by City: (MALLORY SQUARE  
PUBLIC BATHROOMS)**

**#15 *Add:* Two (2) Compliance Signs.com ADA Baby Changing Area Braille Sign  
RRE-175-BLU on PRLGY Restrooms  
Two (2) Compliance Signs.com ADA Womens/Men with Symbol Braille Sign  
RRE-130-150 Pair BLU on PRLGY Restrooms**

All Bidders shall acknowledge receipt and acceptance of this Addendum No. 1 with Attachment by submitting the addendum with their proposal. Proposals submitted without acknowledgement or without this Addendum may be considered non-responsive.



C. Marshall White, Vice Pres.

Signature

D.L. PORTER CONSTRUTORS, INC.

Name of Business

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**PART 2**

**CONTRACT FORMS**

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**CONTRACT**

This Contract, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2016,

by and between the CITY OF KEY WEST, hereinafter called the "Owner", and \_\_\_\_\_

\_\_\_\_\_

hereinafter called the "Contractor";

WITNESSETH:

The Contractor, in consideration of the sum to be paid him by the Owner and of the covenants and agreements herein contained, hereby agrees at his 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 # 003-16 MALLORY SQUARE PUBLIC RESTROOM IMPROVEMENTS, Key West, Florida to the extent of the Bid made by the Contractor, dated the \_\_\_\_\_ th day of \_\_\_\_\_ 2015, all in full compliance with the Contract Documents referred to herein.

The CONTRACT DOCUMENTS, including the signed copy of the BID, BID BOND, CONTRACT FORM, SUMMARY OF WORK, SPECIFICATIONS, DRAWINGS, GENERAL & SUPPLEMENTARY CONDITIONS OF THE CONTRACT.

In consideration of the performance of the work as set forth in these Contract Documents, the Owner agrees to pay to the Contractor the amount bid 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 Contractor agrees to complete the work within ninety (90) days and to accept as full payment hereunder the amounts computed as determined by the Contract Documents and based on the said BID.

The Contractor 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 Owner, and further agrees to indemnify and save the Owner harmless from any costs encountered in remedying such defects.

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.

In the event the Contractor 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 \$250.00 per day. Sundays and legal holidays shall be included in determining days in default.

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

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

\_\_\_\_\_ Day of \_\_\_\_\_, A.D., 2016.

CITY OF KEY WEST

By \_\_\_\_\_

Title City Manager

CONTRACTOR

By \_\_\_\_\_

Title \_\_\_\_\_