

**TAMPA-HILLSBOROUGH COUNTY
EXPRESSWAY AUTHORITY**

ADDENDUM NO. 1

FOR

INVITATION TO BID (ITB)

**Construction Services Installation of
Fiber Optic Cable to DMS**

ITB No. O-01919

ADDENDUM NO. 1

PROJECT NAME: **Installation of Fiber Optic Cable to DMS**

DATE OF ADDENDUM: **November 4, 2019**

PLEASE NOTE THE FOLLOWING ADDENDUM TO THE ITB:

The following are changes (which are in red) to sections **I, II, V and Price Schedule – Base Bid** form with track changes (a CLEAN copy is also attached for your reference):

I. INTRODUCTION

The Tampa Hillsborough Expressway Authority (THEA) is seeking a qualified firm to provide ~~all~~ the labor, equipment, materials, tools, transportation, supplies, insurance, incidentals, mobilization, demobilization and maintenance of traffic necessary to furnish and install (F&I) 12-strand, Single Mode (SM), Fiber Optic Cable (~~12 SM~~ (FOC), to dynamic message sign (DMS) cabinets from nearby communications cabinets. The work sites are located within Hillsborough County, along or near the Tampa-Hillsborough Expressway Authority (THEA) Lee Roy Selmon Expressway, and including sites on adjacent surface streets.

All splicing and integration will be by others.

Included with this ITB are as-built plans containing redline mark-ups of intended path for placement of FOC. Only limited field review has occurred to verify the veracity of existing conduit and some locations may require construction of new conduit or pull boxes. To provide ~~a level playing field to all respondents~~ as much information as possible for bid preparation, the reference mark-ups include a pay item summary sheet of estimated quantities. For new conduit or pull boxes, an estimated quantity is included in the pay items summary table. All respondents shall bid based on these quantities. Quantities paid shall be per actual installed/accepted quantity per pay item. No guarantee is implied or offered of total quantities to be procured/installed. Respondent shall submit daily reports indicating quantity of each pay items completed during the previous workday. These quantities shall be inspected/verified by a THEA representative prior to invoicing.

II. SCOPE OF WORK

- 1.1 The general Scope of Work consists of, but is not limited to, providing all the labor, equipment, materials, tools, transportation, supplies, insurance, incidentals, mobilization, demobilization and maintenance of traffic necessary to install 12 SM FOC per the attached reference plans.
- 1.2 Maintenance of Traffic (MOT) / Temporary Traffic Control (TTC) is to be provided by the Contractor during all set-up and take-down activities and work activities. MOT to be performed by “MOT certified” staff in accordance with the latest edition of the Florida Department of Transportation (FDOT), Standard Specifications for Road and Bridge Construction, Section 102, Maintenance of Traffic.

~~1.3~~ Work to be performed between the hours of 7:00 am EST and 5:00 pm Monday through Friday and between the hours of 8:00 am EST and 5:00 p.m. on Saturday.

~~1.4~~ 1.3 Work performance duration is a maximum of **45 calendar days**. This includes active work only, and not material acquisition and fabrication.

~~1.5~~ 1.4 The Contractor ~~is to~~ **must** take all necessary precautions to protect the vehicular and pedestrian traffic and any appurtenant structures during all phases of construction. All claims for damage due to the activities of the Contractor and/or its sub-contractors will be the responsibility of the Contractor.

~~1.6~~ Existing structures to be removed by Contractor become the property of the Contractor and removal and disposal of these structures is borne by the Contractor.

~~1.7~~ 1.5 All conduit and/or raceways or other site improvements are to be protected during ~~demolition and reconstruction~~ FOC installation unless otherwise shown on **reference** plans.

~~1.8~~ 1.6 Any damage to existing **improvements infrastructure** that ~~are~~ **is** intended to be salvaged and re-used shall be repaired or replaced by the Contractor as determined by the Authority.

~~1.9~~ 1.7 Furnish and install 12- strand, ~~Single Mode (SM) Fiber Optic Cable (FOC SM FOC)~~ per ~~Florida Department of Transportation~~ FDOT Standard Specification 633 including supplemental specifications in effect July 1, 2019. For this project, THEA requires tight buffer construction. See attached cut sheet for specified FOC. Except as noted in the reference mark-ups or field approved change, all fiber will be placed in existing conduit. Work performed to F&I this fiber will be paid per the most recent FDOT Basis of Estimate (BoE) under pay item 633-1-121. Also see pay item notes in reference plans.

Contractor is not "required" to conduct OTDR reel tests of fiber before or after installation. However, should splicing contractor OTDR tests show damaged FOC, in the absence of contractor pre/post-installation tests, contractor will be assumed to have caused damage and replace the fiber section at no cost to THEA. It is therefore in contractor's best interest to provide pre/post-installation testing. Any testing conducted by contractor is at no cost to THEA.

~~1.10~~ 1.8 Furnish and Install HDPE, Underground (UG) Conduit per FDOT Standard Specification 630 including supplemental specifications in effect July 1, 2019. Some sites have this work clearly defined. Only limited field review has occurred to verify the veracity of existing conduit and some locations may require construction of new conduit or pull boxes. If contractor discovers existing conduit to be unusable due to capacity, damage, or FDOT standard regarding colocation of power and communications cable, the contractor shall immediately notify THEA and cooperate in assessing an approved new

path. Time spent in determining a new path whether a different existing or new installation shall be incidental to the fiber placement and **contractor will not be compensated for time**. Work performed to F&I this conduit will be paid per the most recent FDOT Basis of Estimate (BoE) under pay item 630-2-11. Also see pay item notes in reference plans.

~~1.11~~ **1.9** Furnish and Install 2 -inch, rigid galvanized steel, Above Ground (AG) Conduit per FDOT Standard Specification 630 including supplemental specifications in effect July 1, 2019. Some sites have this work clearly defined. Only limited field review has occurred to verify the veracity of existing conduit and some locations may require construction of new conduit or pull boxes. If contractor discovers existing conduit to be unusable due to capacity, damage, or FDOT standard regarding colocation of power and communications cable, the contractor shall immediately notify THEA and cooperate in assessing an approved new path. Time spent in determining a new path whether a different existing or new installation shall be incidental to the fiber placement **and contractor will not be compensated for time and will not compensated for time**. Work performed to F&I this fiber will be paid per the most recent FDOT Basis of Estimate (BoE) under pay item 630-2-14. Also see pay item notes in reference plans.

~~1.12~~ **1.10** Furnish and Install Fiber Optic Pull Box (PB) per FDOT Standard Specification 635 including Supplemental Specification in effect July 1, 2019. Some sites have this work clearly defined. Only limited field review has occurred to verify the veracity of existing conduit and some locations may require construction of new conduit or pull boxes. If contractor discovers existing conduit to be unusable due to capacity, damage, or FDOT standard regarding colocation of power and communications cable, the contractor shall immediately notify THEA and cooperate in assessing an approved new path. Time spent in determining a new path whether a different existing or new installation shall be incidental to the fiber placement **and contractor will not be compensated for time and will not compensated for time**.

General Work Conditions:

The pay items included with this ITB and shown in the reference plans represent the entirety of payment for this project. All labor, vehicles, equipment, materials, TTC, insurance, project management, supervision and administrative cost is included in the associated pay items.

If needed, THEA permits ~~routine maintenance and construction~~ **lane closures** only during off-peak hours. Coordination with THEA is required to ensure compliance with any special event or Holiday schedules that may be in effect during period of performance.

Some existing conduit (or new if needed) may be located within the interstitials of segmented bridges on the raised Reversible Express Lanes (REL). THEA representative will provide access points but contractor must provide personnel that are certified for confined space entry for work in these locations.

All work sites shall be maintained in a clean and safe condition. At the end of each work day, all sites shall be verified to be free of debris and materials. Underground work will be covered if possible. If underground work sites must be left open, contractor shall use caution tape, or other approved method to prevent injury to motorists and pedestrians. Any open ground or equipment in a travel way or clear zone shall be protected by approved barriers and in compliance with FDOT ~~TTC~~ temporary traffic control (TTC) standards.

2. SUBMITTALS

2.1 Submit the following in accordance with shop drawing submittal requirements of the General Provisions.

2.1.1 Maintenance of Traffic Plan. The Contractor shall prepare and submit to the Authority a Maintenance of Traffic Plan in accordance with the most recent edition of the Florida Department of Transportation (FDOT), Standard Plans, Indices 102.

2.1.2 Manufacturer's specification sheets for:

- Fiber optic cable
- Pull boxes
- HDPE conduit
- Rigid galvanized steel conduit and couplings/fittings

3. CONTRACT DOCUMENTS

3.1 The following is a list of contract documents. The drawings accompany and supplement this document. Should disagreements between the drawings, specifications and/or general conditions or existing field conditions be uncovered, said disagreements shall be promptly brought to the attention of the Authority.

3.1.1 Drawings – “Reference Plans”, prepared by HNTB, 10/11/2019. These are red line drawings on ITS as-builts which indicate the general path and location of existing conduit, new conduit and FOC pull boxes to be installed, and includes sheets where no work is called for as information only.

3.1.2 Tampa Hillsborough County Expressway Authority General Provisions

3.1.3 Florida Department of Transportation, July 2019 Standard Specifications for Road and Bridge Construction are incorporated by reference and can be found at the following website:

<http://www.fdot.gov/programmanagement/implemented/specbooks>

a. SECTION 101 MOBILIZATION (LUMP SUM)

b. SECTION 102 MAINTENANCE OF TRAFFIC

c. SECTION 104 PREVENTION, CONTROL, AND ABATEMENT OF EROSION AND WATER POLLUTION

- d. SECTION 107 LITTER REMOVAL AND MOWING
- e. SECTION 120 – EXCAVATION AND EMBANKMENT
- f. SECTION 125 EXCAVATION FOR STRUCTURES AND PIPES
- g. SECTION 630 CONDUIT
- h. SECTION 633 FIBER OPTIC CABLE
- i. SECTION 635 FIBER OPTIC PULL BOX

4. EXECUTION

- 4.1 Work Sequence: All active contract work shall be completed within 45 calendar days of Day One as established based on the Contractor's approved (by THEA) procurement schedule. ~~Work to be performed only between the hours of 7:00 am, EST and 5:00 pm, Mondays through Fridays and between the hours of 8:00 am EST and 5:00 pm on Saturdays.~~

5.1 Pay Items

- 101-1** Price and payment will be full compensation for all work specified in this Section. Payment will be made under:

Item No. 101-1 Mobilization – lump sum.

- 102-1** Price and payment will be full compensation for all work specified in this Section. Payment will be made under:

Item No. 102-1 Maintenance of Traffic – lump sum.

- 630-2** Price and payment will be full compensation for all work specified in this Section. Payment will be made under:

Item No. 630-2-ABC Conduit – per linear foot as measured point to point, horizontally at surface level and vertically at risers and verification by THEA representative.

- 633-1** Price and payments will be full compensation for all work specified in this Section. Payment will be made under:

Item No. 633-1-AB Fiber Optic Cable - per linear foot as evidenced by cable markings and verification by THEA representative.

- 635-2** Price and payment will be full compensation for all work specified in this Section, except grounding. No separate payment will be made for the removal of pull, splice, and junction boxes.

Payment will be made under: 6

Item No. 635- 2- Pull, and Splice Boxes - each.

5.2 Incidental work

All other work required for this project is incidental to the above pay items and will not be paid separately. This includes but is not limited to work covered under the below FDOT specification sections

- ~~a. SECTION 101 MOBILIZATION~~
- ~~b. SECTION 102 MAINTENANCE OF TRAFFIC~~
- ~~e. a. SECTION 104 PREVENTION, CONTROL, AND ABATEMENT OF EROSION AND WATER POLLUTION~~
- ~~d b. SECTION 107 LITTER REMOVAL AND MOWING~~
- ~~e c. SECTION 120 – EXCAVATION AND EMBANKMENT~~
- ~~f d. SECTION 125 EXCAVATION FOR STRUCTURES AND PIPES~~

INSTRUCTIONS TO BIDDERS

1. The Authority must receive all submittals at the locations stated below, not later than 2:00 PM Eastern on ~~12/3/2019~~ ~~10/29/2019~~ . Any submittal received after the stated time and date shall not be considered. It shall be the sole responsibility of the firm to have its package delivered to the Authority by U.S. Mail, hand delivery, or any other method available to them; however, facsimile or telegraphic submittals will not be accepted. Delay in delivery shall not be the responsibility of the Authority. Submittals received after the deadline shall not be ~~considered,~~ ~~and considered and~~ may be returned only at the firm's expense.

2. Each firm shall examine all documents and shall determine all matters relating to the interpretation of such documents.

3. Each firm shall provide at least 3 references from similar type projects.

~~4. Each firm shall have up to four wall and column material (4) Alternates to bid on. Firms may bid on one (1), two (2), three (3), or all four (4) of the Alternates. For those alternates which firms are not providing bids for, please write "Not Applicable" on the appropriate line in the table on the bid proposal form. Unless noted otherwise on the details for each bid alternate, locations, geometries, and other details are included in the plans prepared by JMT (Bid Alternate A—Solid Core Brick Wall with Cast Stone Cap). The material alternates are described below:~~

- ~~Bid Alternate A Solid Core Brick Wall with Cast Stone Cap~~
- ~~Bid Alternate B Hollow Brick Wall with Cast Stone Cap~~
- ~~Bid Alternate C Hollow Brick Wall with Brick Cap~~
- ~~Bid Alternate D 8" Concrete Block Wall with Thin Brick Veneer with Brick Cap~~

~~The Authority's estimated budget for construction for this project is \$150,000.~~

4. A Bid Security (i.e. Bid Bond) is required for this ITB process. Each Bid Proposal package must be accompanied by a bid guarantee in the form of a Certified Check, Cashier's Check, or by a Bid Bond in the amount of five percent (5%) of the base bid, but no less than \$1000. A Bid Bond must be prepared on the approved form, duly executed by the Bidder as Principal and meeting the standards specified herein.

The Authority's estimated budget for construction for this project is \$200,000.

6. 5. The following forms are required by the Authority to be submitted as part of the Bid Proposal Package:

- Public Entity Crimes Statement
- Drug Free Workplace Form
- Anticipated SBE Participation Statement
- Conflict of Interest Statement
- Certification Regarding Scrutinized Companies List
- Experience and References Form
- Bid Proposal Form
- Bid Bond Form

7. 6. One (1) original sealed Bid Proposal form and required forms above must be delivered to the Authority's Procurement Department in one package, clearly marked on the outside, "Invitation to Bid O-01919 for Construction Services Installation of Fiber Optic to DMS for the Tampa Hillsborough County Expressway Authority," with date sent or delivered to:

Man Le ~ Procurement Manager
1104 East Twiggs Street, Suite 300
Tampa, FL 33602

8. 7. The Authority shall not be liable for any expenses incurred in the preparation of the bid proposals.
9. 8. The Authority reserves the right to accept or reject any or all bid proposals, to waive irregularities and technicalities, and to request resubmission or to re-advertise for all or any part of the work. The Authority shall be the sole judge of the submittals and the resulting negotiated agreement that is in the Authority's best interest, and the Authority's decision shall be final.
10. 9. Joint proposals will not be accepted.
11. 10. The successful firm shall be required to execute an agreement, in form and content acceptable to the Authority, indemnifying and holding harmless the Authority, its officials, officers, employees, and agents from all claims.

12. 11. Firms, their agents, or associates shall refrain from contacting or soliciting any Authority staff or members of the Board directly or indirectly regarding this ITB during the selection process. Failure to comply with this provision may result in the disqualification of the firm. All requests for clarification or additional information should be made in writing via email to: Man.Le@tampa-xway.com

V. SCHEDULE OF EVENTS

EVENT	DATE/TIME
Release of ITB	10/25/2019
Deadline for Questions/Request for Clarification	11/08/2019
Deadline for THEA to respond to firm’s questions	11/13/2019
<p>Bid Proposal Package Due Date/Time (Deadline) <i>Location:</i> Transportation Management Center (TMC) 1104 East Twiggs Street, Suite 300 Tampa, FL 33602</p> <p>Public Opening of Proposals (Firms not required to attend, however, the opening is open to the public.)</p>	<p>12/03/2019 12/05/2019</p> <p>by 2 p.m. EST</p>
Post Notice of Intended Ranking to the Authority’s website and Demandstar.	12/06/2019
Board Approval of Final Ranking & Award of Contract @ TMC, Board Room	12/16/2019 @ 1:30 p.m.
Posting of Notice of Board Approval & Award of Contract to the Authority’s website and Demandstar.	12/17/2019

PRICE SCHEDULE - BASE BID

CIVIL: GENERAL CONSTRUCTION

C1. Providing all the labor, equipment, materials, tools, transportation, supplies, insurance, incidentals, mobilization, demobilization and maintenance of traffic necessary install 12 SM FOC per the attached reference plans.

Pay Item	Description	Unit	Quantity	Unit Price	Bid Price
101-1	MOBILIZATION	LS	1		
102-1	MAINTENANCE OF TRAFFIC	LS	1		
630-2-11	CONDUIT, FURNISH & INSTALL, OPEN TRENCH F&I 2-inch HDPE Conduit (open Trench)	LF	308		
630-2-12	CONDUIT, FURNISH & INSTALL, DIRECTIONAL BORE F&I 2-inch HDPE Conduit (Bore)	LF	280		
630-2-14	CONDUIT, FURNISH & INSTALL, ABOVEGROUND F&I 2-inch EMT Conduit (above ground)	LF	104		
633-1-121	FIBER OPTIC CABLE, F&I, UNDERGROUND, 2-12 FIBERS Furnish and Install 12 SM FOC	LF	34635		
635-2-12	PULL & SPLICE BOX, F&I, 24" X 36" COVER SIZE F&I Fiber Optic Pull Box 24x36	EA	7		
				Bid Total	

Name of Firm

Authorized Signature

Date

Note: THEA will provide “reference only” plans that show red lines on ITS as-builts to indicate general path of fiber and estimated pay items quantities.

Respondents will bid the quantities provide as estimate but THEA will pay actual installed per FDOT BOE:

Fiber – per linear foot as measured by markings on cable (so as to include slack coils)

Conduit – per linear foot as measured point to point horizontally (UG) and vertically (AG)

Pull boxes – EA

All other work including MOT, mobilization, etc. is incidental and not paid separately

Firms MUST acknowledge receipt of this Addendum by signing, dating and returning the completed Acknowledgement of Receipt of Addendum form **with the Firm's proposal**.

All other items, conditions, and specifications in the ELOI document not specifically changed by the Addendum remain unchanged.

Firms failing to acknowledge the addendum issued may be deemed non-responsive to the ELOI. Please send all questions to THEA's Procurement Manager, Man Le, via email at Man.Le@tampa-xway.com.

A CLEAN COPY OF THE ITB O-01919 IS ATTACHED FOR YOUR REFERENCE.

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM and/or LETTER OF CLARIFICATION

Were Addenda issued on this Solicitation?

Yes

No

Were Letter of Clarification issued on this Solicitation?

Yes

No

I (We) hereby acknowledge receipt of the following Addendum/Addenda issued in reference to this solicitation by listing the Addenda by number, date and signing the form:

Addendum _____ Date: _____

Addendum _____ Date: _____

Addendum _____ Date: _____

Letter of Clarification _____ Date: _____

Letter of Clarification _____ Date: _____

Letter of Clarification _____ Date: _____

BIDDER:

By: _____

Authorized Signature

Printed Name of Signer

Title of Signer

Date Signed

[END OF ACKNOWLEDGMENT OF RECEIPT FORM]



INVITATION TO BID (ITB) O-01919

FOR

CONSTRUCTION SERVICES

INSTALLATION OF FIBER OPTIC CABLE TO DYNAMIC MESSAGE SIGNS

ITB Issue Date: 10/25/19

ITB Addendum 1 Issue Date: 11/04/19

ITB Response Due Date: 12/03/19

RESPONSIBLE DEPARTMENT

David May, PE
Director of Expressway Operations

PROCUREMENT DEPARTMENT

Man Le, PMP
Procurement Manager
1104 East Twiggs Street, Suite 300
Tampa, Florida 33602
Telephone Number: (813) 272-2307
Email: Man.Le@tampa-xway.com

TABLE OF CONTENTS

<u>TITLE</u>	<u>PAGE</u>
I. INTRODUCTION	3
II. SCOPE OF WORK	3
III. INSTRUCTIONS TO BIDDERS	7
IV. QUALIFICATIONS	9
V. SELECTION PROCESS	9
VI. SCHEDULE OF EVENTS	10
VII. TERMS AND CONDITIONS	10
VIII. STATEMENT ON PUBLIC ENTITY CRIMES	10
IX. DRUG-FREE WORKPLACE	11
X. PRICE PROPOSAL FORM	11

- Exhibit A ~ Public Entity Crimes
- Exhibit B ~ Drug-Free Workplace
- Exhibit C ~ Bid Proposal Form
- Exhibit D ~ Bid Bond
- Exhibit E ~ Anticipated SBE Participation Statement
- Exhibit F ~ Conflict of Interest Statement
- Exhibit G ~ Experience and References

- Attachment A ~ “Reference Only” Plans
- Attachment B ~ Fiber Optic Cable Cut Sheet

I. INTRODUCTION

The Tampa Hillsborough Expressway Authority (THEA) is seeking a qualified firm to provide the labor, equipment, materials, tools, transportation, supplies, insurance, incidentals, mobilization, demobilization and maintenance of traffic necessary to furnish and install (F&I) 12-strand, Single Mode (SM) Fiber Optic Cable (FOC), to dynamic message sign (DMS) cabinets from nearby communications cabinets. The work sites are located within Hillsborough County, along or near the Tampa-Hillsborough Expressway Authority (THEA) Lee Roy Selmon Expressway, and including sites on adjacent surface streets.

All splicing and integration will be by others.

Included with this ITB are as-built plans containing redline mark-ups of intended path for placement of FOC. Only limited field review has occurred to verify the veracity of existing conduit and some locations may require construction of new conduit or pull boxes. To provide as much information as possible for bid preparation, the reference mark-ups include a pay item summary sheet of estimated quantities. For new conduit or pull boxes, an estimated quantity is included in the pay items summary table. All respondents shall bid based on these quantities. Quantities paid shall be per actual installed/accepted quantity per pay item. No guarantee is implied or offered of total quantities to be procured/installed. Respondent shall submit daily reports indicating quantity of each pay item completed during the previous workday. These quantities shall be inspected/verified by a THEA representative prior to invoicing.

II. SCOPE OF WORK

- 1.1 The general Scope of Work consists of, but is not limited to, providing all labor, equipment, materials, tools, transportation, supplies, insurance, incidentals, mobilization, demobilization and maintenance of traffic necessary to install 12 SM FOC per the attached reference plans.
- 1.2 Maintenance of Traffic (MOT) / Temporary Traffic Control (TTC) is to be provided by the Contractor during all set-up and take-down activities and work activities. MOT to be performed by "MOT certified" staff in accordance with the latest edition of the Florida Department of Transportation (FDOT), Standard Specifications for Road and Bridge Construction, Section 102, Maintenance of Traffic.
- 1.3 Work performance duration is a maximum of **45 calendar days**. This includes active work only, and not material acquisition and fabrication.
- 1.4 The Contractor must take all necessary precautions to protect the vehicular and pedestrian traffic and any appurtenant structures during all phases of construction. All claims for damage due to the activities of the Contractor and/or its sub-contractors will be the responsibility of the Contractor.
- 1.5 All conduit and/or raceways or other site improvements are to be protected during FOC installation unless otherwise shown on reference plans.

- 1.6 Any damage to existing infrastructure that is intended to be salvaged and re-used shall be repaired or replaced by the Contractor as determined by the Authority.
- 1.7 Furnish and install 12-strand SM FOC per FDOT Standard Specification 633 including supplemental specifications in effect July 1, 2019. For this project, THEA requires tight buffer construction. See attached cut sheet for specified FOC. Except as noted in the reference mark-ups or field approved change, all fiber will be placed in existing conduit. Work performed to F&I this fiber will be paid per the most recent FDOT Basis of Estimate (BoE) under pay item 633-1-121. Also see pay item notes in reference plans.

Contractor is not “required” to conduct OTDR reel tests of fiber before or after installation. However, should splicing contractor OTDR tests show damaged FOC, in the absence of contractor pre/post-installation tests, contractor will be assumed to have caused damage and replace the fiber section at no cost to THEA. It is therefore in contractor’s best interest to provide pre/post-installation testing. Any testing conducted by contractor is at no cost to THEA.

- 1.8 Furnish and Install HDPE, Underground (UG) Conduit per FDOT Standard Specification 630 including supplemental specifications in effect July 1, 2019. Some sites have this work clearly defined. Only limited field review has occurred to verify the veracity of existing conduit and some locations may require construction of new conduit or pull boxes. If contractor discovers existing conduit to be unusable due to capacity, damage, or FDOT standard regarding colocation of power and communications cable, the contractor shall immediately notify THEA and cooperate in assessing an approved new path. Time spent in determining a new path whether a different existing or new installation shall be incidental to the fiber placement and contractor will not be compensated for time. Work performed to F&I this conduit will be paid per the most recent FDOT Basis of Estimate (BoE) under pay item 630-2-11. Also see pay item notes in reference plans.
- 1.9 Furnish and Install 2-inch, rigid galvanized steel, Above Ground (AG) Conduit per FDOT Standard Specification 630 including supplemental specifications in effect July 1, 2019. Some sites have this work clearly defined. Only limited field review has occurred to verify the veracity of existing conduit and some locations may require construction of new conduit or pull boxes. If contractor discovers existing conduit to be unusable due to capacity, damage, or FDOT standard regarding colocation of power and communications cable, the contractor shall immediately notify THEA and cooperate in assessing an approved new path. Time spent in determining a new path whether a different existing or new installation shall be incidental to the fiber placement and contractor will not be compensated for time . Work performed to F&I this fiber will be paid per the most recent FDOT Basis of Estimate (BoE) under pay item 630-2-14. Also see pay item notes in reference plans.
- 1.10 Furnish and Install Fiber Optic Pull Box (PB) per FDOT Standard Specification 635 including Supplemental Specification in effect July 1, 2019. Some sites have this

work clearly defined. Only limited field review has occurred to verify the veracity of existing conduit and some locations may require construction of new conduit or pull boxes. If contractor discovers existing conduit to be unusable due to capacity, damage, or FDOT standard regarding colocation of power and communications cable, the contractor shall immediately notify THEA and cooperate in assessing an approved new path. Time spent in determining a new path whether a different existing or new installation shall be incidental to the fiber placement and contractor will not be compensated for time .

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Some existing conduit (or new if needed) may be located within the interstitials of segmented bridges on the raised Reversible Express Lanes (REL). THEA representative will provide access points but contractor must provide personnel that are certified for confined space entry for work in these locations.

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2. SUBMITTALS

2.1 Submit the following in accordance with shop drawing submittal requirements of the General Provisions.

2.1.1 Maintenance of Traffic Plan. The Contractor shall prepare and submit to the Authority a Maintenance of Traffic Plan in accordance with the most recent edition of the Florida Department of Transportation (FDOT), Standard Plans, Indices 102.

2.1.2 Manufacturer's specification sheets for:

- Fiber optic cable
- Pull boxes
- HDPE conduit
- Rigid galvanized steel conduit and couplings/fittings

3. CONTRACT DOCUMENTS

3.1 The following is a list of contract documents. The drawings accompany and supplement this document. Should disagreements between the drawings, specifications and/or general conditions or existing field conditions be uncovered, said disagreements shall be promptly brought to the attention of the Authority.

3.1.1 Drawings – “Reference Plans”, prepared by HNTB, 10/11/2019. These are red line drawings on ITS as-builts which indicate the general path and location of existing conduit, new conduit and FOC pull boxes to be installed, and includes sheets where no work is called for as information only.

3.1.2 Tampa Hillsborough County Expressway Authority General Provisions

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a. SECTION 101 MOBILIZATION (LUMP SUM)

b. SECTION 102 MAINTENANCE OF TRAFFIC

c. SECTION 104 PREVENTION, CONTROL, AND ABATEMENT OF EROSION AND WATER POLLUTION

d. SECTION 107 LITTER REMOVAL AND MOWING

e. SECTION 120 – EXCAVATION AND EMBANKMENT

f. SECTION 125 EXCAVATION FOR STRUCTURES AND PIPES

g. SECTION 630 CONDUIT

h. SECTION 633 FIBER OPTIC CABLE

i. SECTION 635 FIBER OPTIC PULL BOX

4. EXECUTION

4.1 Work Sequence: All active contract work shall be completed within 45 calendar days of Day One as established based on the Contractor’s approved (by THEA) procurement schedule.

5. MEASUREMENT AND PAYMENT

5.1 Pay Items

101-1 Price and payment will be full compensation for all work specified in this Section.

Payment will be made under:

Item No. 101-1 Mobilization – lump sum.

102-1 Price and payment will be full compensation for all work specified in this Section.

Payment will be made under:

Item No. 102-1 Maintenance of Traffic – lump sum.

630-2 Price and payment will be full compensation for all work specified in this Section

Payment will be made under:

Item No. 630-2-ABC Conduit – per linear foot as measured point to point, horizontally at surface level and vertically at risers and verification by THEA representative.

633-1 Price and payments will be full compensation for all work specified in this Section.

Payment will be made under:

Item No. 633-1-AB Fiber Optic Cable - per linear foot as evidenced by cable markings and verification by THEA representative.

635-2 Price and payment will be full compensation for all work specified in this Section, except grounding. No separate payment will be made for the removal of pull, splice, and junction boxes.

Payment will be made under:

Item No. 635- 2- Pull, and Splice Boxes - each.

5.2 Incidental work

All other work required for this project is incidental to the above pay items and will not be paid separately. This includes but is not limited to work covered under the below FDOT specification sections

- a. SECTION 104 PREVENTION, CONTROL, AND ABATEMENT OF EROSION AND WATER POLLUTION
- b. SECTION 107 LITTER REMOVAL AND MOWING
- c. SECTION 120 – EXCAVATION AND EMBANKMENT
- d. SECTION 125 EXCAVATION FOR STRUCTURES AND PIPES

INSTRUCTIONS TO BIDDERS

1. The Authority must receive all submittals at the locations stated below, not later than 2:00 PM Eastern on 12/3/2019. Any submittal received after the stated time and date shall not be considered. It shall be the sole responsibility of the firm to have its package delivered to the Authority by U.S. Mail, hand delivery, or any other method available to them; however, facsimile or telegraphic submittals will not be accepted. Delay in delivery shall not be the

responsibility of the Authority. Submittals received after the deadline shall not be considered and may be returned only at the firm's expense.

2. Each firm shall examine all documents and shall determine all matters relating to the interpretation of such documents.
3. Each firm shall provide at least 3 references from similar type projects.
4. A Bid Security (i.e. Bid Bond) is required for this ITB process. Each Bid Proposal package must be accompanied by a bid guarantee in the form of a Certified Check, Cashier's Check, or by a Bid Bond in the amount of five percent (5%) of the base bid, but no less than \$1000. A Bid Bond must be prepared on the approved form, duly executed by the Bidder as Principal and meeting the standards specified herein.

The Authority's estimated budget for construction for this project is \$200,000.

5. The following forms are required by the Authority to be submitted as part of the Bid Proposal Package:

- Public Entity Crimes Statement
- Drug Free Workplace Form
- Anticipated SBE Participation Statement
- Conflict of Interest Statement
- Certification Regarding Scrutinized Companies List
- Experience and References Form
- Bid Proposal Form
- Bid Bond Form

6. One (1) original sealed Bid Proposal form and required forms above must be delivered to the Authority's Procurement Department in one package, clearly marked on the outside, "Invitation to Bid O-01919 for Construction Services Installation of Fiber Optic to DMS for the Tampa Hillsborough County Expressway Authority," with date sent or delivered to:

Man Le ~ Procurement Manager
1104 East Twiggs Street, Suite 300
Tampa, FL 33602

7. The Authority shall not be liable for any expenses incurred in the preparation of the bid proposals.
8. The Authority reserves the right to accept or reject any or all bid proposals, to waive irregularities and technicalities, and to request resubmission or to re-advertise for all or any part of the work. The Authority shall be the sole judge of the submittals and the resulting negotiated agreement that is in the Authority's best interest, and the Authority's decision shall be final.
9. Joint proposals will not be accepted.

10. The successful firm shall be required to execute an agreement, in form and content acceptable to the Authority, indemnifying and holding harmless the Authority, its officials, officers, employees, and agents from all claims.
11. **Firms, their agents, or associates shall refrain from contacting or soliciting any Authority staff or members of the Board directly or indirectly regarding this ITB during the selection process. Failure to comply with this provision may result in the disqualification of the firm. All requests for clarification or additional information should be made in writing via email to: Man.Le@tampa-xway.com**

III. QUALIFICATIONS:

1. The bidder must include with its proposal package all completed required forms as indicated in Section III Instructions to Bidders. Failure to submit all completed forms may be cause for rejection at the sole option of THEA.
2. Personnel proposed for the project shall be available to perform the work as described. All personnel shall be considered to be, at all times, the employees, or agents of the bidder and not employees or agents of THEA. Procedures shall be in place for prompt temporary replacement of absent employees and timely permanent replacement of staff vacancies.
3. The bidder shall designate from its staff a fulltime, qualified Project Manager having at least 5 years of experience in performing and/or administering similar types of work as this project. The Project Manager shall be the single point of contact as liaison with THEA during the procurement process and during performance of the project. The Project Manager shall be the responsible person in charge of coordinating day to day work activities, schedules, payment applications, directing the firm's work forces, reports, day to day administrative matters, coordinating the SBE policy to achieve the established goals and other related items necessary to fulfill the requirements of the Contract.

IV. SELECTION PROCESS

The selection process for this ITB will consist of the following.

EVALUATION CRITERIA:

Proposals will be evaluated on whether the bidder is responsible and responsive to this solicitation, with the objective to evaluate those bids and responses and to award a contract for the work to the lowest, responsive and responsible bidder, as determined by THEA, in its sole and absolute discretion, considering all relevant facts and information.

FINAL SELECTION:

The bidder with the lowest qualified bid will be presented to THEA's Board for consideration and approval with a recommendation that the bidder be selected per the Schedule of Events in Section VI below.

V. SCHEDULE OF EVENTS

EVENT	DATE/TIME
Release of ITB	10/25/2019
Deadline for Questions/Request for Clarification	11/08/2019
Deadline for THEA to respond to firm's questions	11/13/2019
Bid Proposal Package Due Date/Time (Deadline) <i>Location:</i> Transportation Management Center (TMC) 1104 East Twiggs Street, Suite 300 Tampa, FL 33602 Public Opening of Proposals (Firms not required to attend, however, the opening is open to the public.)	12/03/2019 by 2 p.m. EST
Post Notice of Intended Ranking to the Authority's website and Demandstar.	12/06/2019
Board Approval of Final Ranking & Award of Contract @ TMC, Board Room	12/16/2019 @ 1:30 p.m.
Posting of Notice of Board Approval & Award of Contract to the Authority's website and Demandstar.	12/17/2019

VI. TERMS AND CONDITIONS

The Authority reserves the right to reject all proposals, any proposal not conforming to this Invitation to Bid, and to waive any irregularity or informality with respect to any proposal. The Authority further, reserves the right to request clarification of information submitted and to request additional information from one or more firms.

The Authority requires that the firm selected will not discriminate under the contract against any person in accordance with federal, state, and local governments' regulations. The Authority requires the firm selected make an affirmative statement to the effect that their retention shall not result in conflict of interests with respect to the Authority.

The Authority requires that the firm make an affirmative statement to the effect that they have not contacted, or attempted to contact, any member of the Board, or Authority staff, except as expressly permitted in the ITB.

VII. STATEMENT ON PUBLIC ENTITY CRIMES

Failure of the firm to certify the firm as free from any "public entity crime" as defined in the Florida Statutes, Subsection 287.133 shall result in rejection or disqualification of your proposal. (See Exhibit A)

VIII. DRUG-FREE WORKPLACE

Failure of the firm to certify the firm as a drug-free workplace in accordance with Florida Statutes, Subsection 287.087 shall result in rejection or disqualification of your proposal. (See Exhibit B).

XI. PRICE PROPOSAL FORM (See Exhibit C).

EXHIBIT A

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

1. This sworn statement is submitted by _____ as
_____ of
_____ whose business address is
_____ and (if applicable)
its Federal Employer Identification Number (FEIN) is _____.
2. I understand that a “public entity crime” as defined in Section 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 in Florida or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that “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 a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a “person” as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

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

By

Date

STATE OF
COUNTY OF

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ who is personally known to me or who produced a _____ as identification and who did take an oath.

Notary Public

My commission expires:

EXHIBIT B

DRUG-FREE WORKPLACE FORM

The undersigned firm, in accordance with Florida Status 287.087 hereby certifies that _____ does:

Name of Business

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

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

Firm's Signature

Date

Need to insert Anticipated SBE Participation Form (Exhibit C), Conflict of Interest Form (Exhibit D), Certification of Scrutinized Companies Form (Exhibit E), and Experience and References Form (Exhibit F) here.

EXHIBIT C

BID PROPOSAL FORM

(Print this page on bidder's letterhead)

Date: _____

TAMPA-HILLSBOROUGH EXPRESSWAY AUTHORITY (THEA)

Attention: Man Le

Procurement Manager

1104 East Twiggs Street, Suite 300

Tampa, FL 33602

Subject: CONSTRUCTION SERVICES INSTALLATION OF FIBER OPTIC CABLE TO
DMS ~ ITB No. O-01919

Dear THEA:

Having carefully examined the Instructions to Bidders, Supplementary Instructions to Bidders, the terms of the contract, General Provisions, Supplementary General Provisions, Special Provisions and Technical Specifications, Plans or Drawings (if issued), of the above subject project and contract, as well as the premises and the conditions affecting the work, the undersigned proposes to furnish all labor and materials called for by them and equipment necessary and to accomplish the entire work within the time period indicated in accordance with the said documents for the prices presented in the price schedules included in this Bid Proposal Form.

The undersigned acknowledges that they understand the following conditions that within the price schedules any unit prices other than lump sum (i.e. EA, Ton, LF, Day, Month, CY, SY) and extended amounts indicated with brackets around the insertion lines are considered to be deducts or credits to the overall project cost. Calculations of price schedule extensions and price totals shall appropriately account for individual deductive and additive pay items.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

PRICE SCHEDULE - BASE BID

CIVIL: GENERAL CONSTRUCTION

- C1. Providing all the labor, equipment, materials, tools, transportation, supplies, insurance, incidentals, mobilization, demobilization and maintenance of traffic necessary install 12 SM FOC per the attached reference plans.

Pay Item	Description	Unit	Quantity	Unit Price	Bid Price
101-1	MOBILIZATION	LS	1		
102-1	MAINTENANCE OF TRAFFIC	LS	1		
630-2-11	CONDUIT, FURNISH & INSTALL, OPEN TRENCH	LF	308		
630-2-12	CONDUIT, FURNISH & INSTALL, DIRECTIONAL BORE	LF	280		
630-2-14	CONDUIT, FURNISH & INSTALL, ABOVEGROUND	LF	104		
633-1-121	FIBER OPTIC CABLE, F&I, UNDERGROUND, 2-12 FIBERS	LF	34635		
635-2-12	PULL & SPLICE BOX, F&I, 24" X 36" COVER SIZE	EA	7		
				Bid Total	

Name of Firm

Authorized Signature

Date

Note: THEA will provide “reference only” plans that show red lines on ITS as-builts to indicate general path of fiber and estimated pay items quantities.

Respondents will bid the quantities provide as estimate but THEA will pay actual installed per FDOT BOE:

- Fiber – per linear foot as measured by markings on cable (so as to include slack coils)
- Conduit – per linear foot as measured point to point horizontally (UG) and vertically (AG)
- Pull boxes – EA
- All other work including MOT, mobilization, etc. is incidental and not paid separately.

EXHIBIT D
BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we _____

(Here In after called the "Principal") and _____

(Hereinafter called the "Surety"), a Corporation chartered and existing under the laws of the State of _____ with its principal offices in the City of _____ and authorized to do business in the State of Florida are held firmly bound unto the Tampa-Hillsborough County Expressway Authority, in the full and just sum of _____ Dollars (\$ _____) good and lawful money of the United States of America, to be paid upon demand of the Tampa-Hillsborough County Expressway Authority, to which payment well and truly to be made we bind ourselves, our heirs, executors, administrators, and assigns, jointly and severally by these presents.

WHEREAS, the Principal is about to submit, or has submitted to the Tampa-Hillsborough County Expressway Authority, a proposal for the _____

WHEREAS, the Principal desires to file this bond in accordance with law, in lieu of a certified check or cashier's check otherwise required to accompany this Proposal.

"NOW, THEREFORE: The conditions of this obligation are such that if the Proposal is accepted, the Principal shall, within ten (10) days after the date of receipt of a written notice of Award of Contract, execute a contract in accordance with the Proposal and upon the terms, conditions and prices set forth therein in the form and manner required by the Tampa-Hillsborough County Expressway Authority and execute a sufficient and satisfactory Public Construction Bond, payable to the Tampa-Hillsborough County Expressway Authority and deliver documents which are condition to commencing the work... ". then this obligation to be void; otherwise to be and remain In full force and virtue in law; and the Surety shall, upon failure within the time specified above, immediately pay to the aforesaid Expressway Authority upon Demand the amount thereof in good and lawful money of the United States of America, not as a penalty, but as liquidated damages.

IN TESTIMONY THEREOF, the Principal and Surety have caused these presents to be duly signed and Sealed this _____ day of 20_____.

Principal

(Seal)

BY: _____

Surety

(Seal)

BY: _____

Countersigned

CERTIFICATE AND AFFIDAVIT FOR SURETY BOND INSURER

TO: TAMPA-HILLSBOROUGH EXPRESSWAY AUTHORITY

RE: INVITATION TO BID NO. O-01919

BIDDER: Name: _____

Address: _____

Telephone: _____

AMOUNT OF BOND: _____

SURETY BOND INSURER

Name: _____

Address: _____

Telephone: _____

Before me, the undersigned authority, personally appeared, _____
on this _____ day of _____, 20____ who hereby certifies
that, in accordance with Section 287.0935, Florida Statutes, the insurer named
above:

1. Is licensed to do business in the State of Florida;
2. Holds a certificate of authority authorizing it to write surety bonds in Florida;
3. Has twice the minimum surplus and capital required by the Florida Insurance Code at the time the invitation to bid is Issued;
4. Is otherwise in compliance with the provisions of the Florida Insurance Code; and
5. Holds a currently valid certificate of authority issued by the United States Department of the Treasury under Section 9304-9308 of Title 31 of the United States Code.

Signature of Officer of Surety Insure

STATE OF: _____

COUNTY OF: _____

THE FOREGOING INSTRUMENT was sworn to, subscribed and acknowledged before me this
_____ day of _____, 20____ by who is personally known to me or
_____ has produced _____ as identification and did take an oath.

(Notary, check appropriate blank; and if obtaining identification, fill in appropriate identification number.)

Notary Public

(Printed Name of Notary)

My Commission Expires:

Serial Number, if
any)

EXHIBIT E

ANTICIPATED SBE PARTICIPATION STATEMENT

Project: _____

Prime Bidder Name: _____

It is our intent to subcontract _____% of the project to SBE(s).

Listed below are the proposed SBE sub bidders _____ (to the extent known, please indicate whether the company holds, Minority, Women or Disadvantaged Business Enterprise Status.):

<u>SBE(s) Name</u>	<u>Type of Work/Specialty</u>	<u>Dollar Amount/Percentage</u>	<u>Minority Status</u>
--------------------	-------------------------------	---------------------------------	------------------------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Submitted by: _____ Title: _____

E-mail Address: _____ Telephone number: _____

Date: _____

EXHIBIT F

CONFLICT OF INTEREST STATEMENT

Check one of the boxes below:

- To the best of our knowledge, the undersigned bidder has no potential conflict of interest due to any other clients, contracts, or property interest for this solicitation and project.

OR

- The undersigned bidder, by attachment to this form, submits information which **may** be a potential conflict of interest due to other clients, contracts or property interest for this solicitation and project.

BIDDER:

By: _____
Authorized Signature

Printed Name of Signer

Title of Signer

Date Signed

EXHIBIT G

EXPERIENCE AND REFERENCES

3.1 Experience:

3.1.1. State the total construction volume and value that your organization has been responsible for in the past five years in:

a. Total Dollar value _____

b. Number of Contracts _____

3.1.2. List the dollar volume and number of governmental projects you have completed in the past 5 years:

a. Dollar Value _____

b. Number of government projects _____

3.2 Provide information on at least three projects that Contractor has performed within the past five (5) years that were similar to this project. List chronologically, starting with the last project:

3.2.1 **Project # 1:**

a. Date Project Completed: _____

b. Project Name: _____

c. Owner Name: _____

d. Owner Address: _____

e. Owner Telephone: _____

f. Name of Reference for this Project: _____

g. Relationship of Reference to Owner: _____

h. Title and Position Reference held for this Project:

- i. Firm name where Reference was employed for this Project:

- j. Reference's Telephone: _____
- k. Dollar Amount: _____
- l. List any other special criteria _ i.e. specialized repair or equipment, etc. worked: _____
- m. Describe Your Specific Scope of Work: _____

- n. General Contract Amount: _____
- o. Your Participation was:

- p. Completion Date:

- q. Was Project completed on time?

- r. Was Project completed within budget?

- s. If not, explain: _____
- t. Penalties imposed? (Yes or No; if Yes, explain) _____

- u. Any liens, claims, or lawsuits? (Yes or No, if Yes, explain):

- v. If a D/W/MBE or Small Business Enterprise (SBE) percentage goal was required, indicate what the goal was and what success did your firm have in achieving the goal. _____

-
- w. Provide names and phone numbers of the D/W/MBE or SBE firms used on the project: _____
- _____
- _____
- x. Any other pertinent information? _____

[Use additional sheets as necessary]

3.2.2 Project # 2:

- a. Date Project Completed: _____
- b. Project Name: _____
- c. Owner Name: _____
- d. Owner Address: _____
- e. Owner Telephone: _____
- f. Name of Reference for this Project: _____
- g. Relationship of Reference to Owner: _____
- h. Title and Position Reference held for this Project:

- i. Firm name where Reference was employed for this Project:

- j. Reference's Telephone: _____
- k. Dollar Amount: _____
- l. List any other special criteria _ i.e. specialized repair or equipment,
etc. worked: _____
- m. Describe Your Specific Scope of Work: _____

- n. General Contract Amount: _____
- o. Your Participation was:

- p. Completion Date:

- q. Was Project completed on time?

- r. Was Project completed within budget?

- s. If not, explain: _____
- t. Penalties imposed? (Yes or No; if Yes, explain) _____
- u. Any liens, claims, or lawsuits? (Yes or No, if Yes, explain):

- v. If a D/W/MBE or Small Business Enterprise (SBE) percentage goal was required, indicate what the goal was and what success did your firm have in achieving the goal. _____

- w. Provide names and phone numbers of the D/W/MBE or SBE firms used on the project: _____

- x. Any other pertinent information? _____

[Use additional sheets as necessary]

3.2.3 Project # 3:

- a. Date Project Completed: _____
- b. Project Name: _____
- c. Owner Name: _____
- d. Owner Address: _____
- e. Owner Telephone: _____
- f. Name of Reference for this Project: _____
- g. Relationship of Reference to Owner: _____
- h. Title and Position Reference held for this Project:
- i. Firm name where Reference was employed for this Project:

- j. Reference's Telephone: _____
- k. Dollar Amount: _____
- l. List any other special criteria _ i.e. specialized repair or equipment,
etc. worked: _____
- m. Describe Your Specific Scope of Work: _____

- a. General Contract Amount: _____
- b. Your Participation was: _____

c. Completion Date:

d. Was Project completed on time?

e. Was Project completed within budget?

f. If not explain: _____

g. Penalties imposed? (Yes or No; if Yes explain) _____

h. Any liens, claims, or lawsuits? (Yes or No, if Yes explain):

i. If a D/W/MBE or Small Business Enterprise (SBE) percentage goal was required, indicate what the goal was and what success did your firm have in achieving the goal. ____

j. Provide names and phone numbers of the D/W/MBE or SBE firms used on the project: _____

k. Any other pertinent information? _____

[Use additional sheets as necessary]