



**INVITATION TO BID (ITB) O-02320**  
**EAST SELMON EXPRESSWAY SLIP RAMPS 2 AND 3**  
**STORM DRAIN VIDEO INSPECTION**

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*ITB Issue Date: 09/30/2020*

*ITB Response Due Date: 10/16/2020*

**RESPONSIBLE DEPARTMENT**

Brian Pickard, PE  
Director of Operations & Engineering

**PROCUREMENT DEPARTMENT**

Man Le, PMP  
Procurement Manager  
1104 East Twiggs Street, Suite 300  
Tampa, Florida 33602  
Telephone Number: (813) 272-2307  
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### Reference Drawings and Documents:

- I-4/Selmon Connector Plans EX-1 through EX-7 (Area of Slip Ramp 2)
- Reversible Express Lanes (REL) Plans EX-8 through EX-12 (Area of Slip Ramp 3)
- Attachment A (Example Video Inspection Report Sheet, Photo Log, Schematic Plans, Storm Drain Assessment Summary)

### Exhibits

- A ~ Public Entity Crime
- B ~ Drug-Free Work Place
- C ~ Bid Proposal Form
- D ~ Anticipated SBE
- E ~ Conflict of Interest
- F ~ Experience and References

**I. INTRODUCTION**

The Tampa Hillsborough Expressway Authority (THEA) is soliciting sealed bids from qualified firms to provide all the labor, equipment, materials, tools, transportation, supplies, insurance, incidentals, mobilization, demobilization and maintenance of traffic necessary to provide video inspection of certain storm drain pipes, manholes and inlets on the Selmon Expressway. The title of the project is as follows:

**EAST SELMON EXPRESSWAY SLIP RAMPS 2 AND 3  
STORM DRAIN VIDEO INSPECTION**

**II. SCOPE OF WORK**

**01010 - SUMMARY OF WORK**

**1. DESCRIPTION**

1.01 This section provides a general summary or overview of the work to be performed in the Invitation to Bid (ITB) No. O-02320. In performing the work, procedures of the Florida Department of Transportation (FDOT), District Seven (Department) shall be adhered to.

Estimated pipe and structure quantities are provided for the Vendor’s use in preparing the Bid Proposal Form (Exhibit C). The Vendor shall be responsible for the determination of final quantities.

<b>EAST SELMON RAMPS TABULATION OF PIPES &amp; STRUCTURES FOR VIDEO INSPECTION</b>			
<b>EXHIBIT SHEET</b>	<b>LENGTH (FT)</b>	<b>PIPE SIZE (IN.)</b>	<b>Number of Manholes/Inlets</b>
<b>RAMP 2</b>			
EX-1	296	42	-----
EX-2	-----	-----	-----
EX-3	134	18	2
EX-4	53	15	2
EX-5	148	18	2
EX-5	54	15	2
EX-5	80	24	2
EX-5	99	18	1
EX-6	284	8'X8' CBC	-----
EX-7	344	18	2
<b>RAMP 3</b>			
EX-8	180	15	3
EX-8	144	18	1
EX-8	296	18	-----

EX-9	237	18	2
EX-10	224	15	3
EX-10	194	18	1
EX-10	216	18	1
EX-10	41	18	1
EX-10	365	15	2
EX-11	220	15	1
EX-11	296	18	1
EX-11	297	18	1
EX-11	42	18	1
EX-11	42	18	1
EX-12	42	18	1
EX-12	328	18	1
EX-12	125	24	1
EX-12	42	18	1
EX-12	58	18	2
EX-12	180	30	2

I. OBJECTIVE

The Vendor shall perform Storm Drain Video Inspection for the Tampa Hillsborough Expressway Authority (Authority) in accordance with the procedures of the Florida Department of Transportation (FDOT), District Seven (Department) as described in this Exhibit “A” Scope of Services. These duties include video inspection of storm drain pipes, manholes and inlets. The Vendor will also make recommendations for maintenance and repair of the existing system. The Vendor shall prepare evaluation/inspection reports utilizing Department prepared forms and submit them to the Authority for review.

These duties will be required for the identified storm drains on the Selmon Expressway between approximate Stations 685+00 to 723+00, and approximate Stations 5001+00 to 5033+00 as highlighted in blue on the included Reference Documents and Drawings.

II. SERVICES TO BE PROVIDED BY THE VENDOR

The Vendor shall furnish all labor, transportation, equipment, maintenance of traffic and incidentals required to perform any of the following tasks in accordance with Florida Department of Transportation Standard Specification for Road and Bridge Construction, July 2020, and Supplemental Specifications.

A. VIDEO REQUIREMENTS

1. Provide video files via digital media (flash drive only) or by online digital distribution in Windows Media Video (WMV) format with a standard resolution of 720 x 480. Use a camera with lighting suitable to allow a clear picture of the entire periphery of the pipe. Center the camera in the pipe both vertically and horizontally and be able to pan and tilt to a 90-degree angle with the axis of the pipe and rotating 360 degrees. Use equipment that shall not obstruct the camera’s view or interfere with proper documentation of the pipe’s condition.
2. The video image shall be clear, focused, and relatively free from roll, static, or other image distortion qualities that would prevent the reviewer from evaluating the condition of the pipe. The video shall include identification before each section of pipe filmed. The identification shall include the project number, the structure number corresponding to the

structure number on the set of plans for the project, size of pipe, the date and time, and indicate which pipe is being filmed if multiple pipes are connected to the structure. Notes shall be taken during the video recording process. Provide the Director of Operations and Engineering or designee with copies of these notes along with the video.

3. Move the camera through the pipe at a speed not greater than 30 feet per minute. Mark the video with the distance down the pipe. The distance shall have an accuracy of one foot per 100 feet. Film the entire circumference at each joint. Stop the camera and pan when necessary to document and measure defects. Position the camera head perpendicular to all defects requiring measurement by the video micrometer.
4. Capture locations of manholes at beginning and end pipe runs using a Global Positioning System (GPS) data collection device with accuracy equal to or greater than two to five meters. Differential GPS correction may be conducted real-time if the GPS data collection device is integrated with a Satellite Based Augmentation System (SBAS) receiver, otherwise GPS data must be post-processed with differential correction software to meet the accuracy requirement. GPS data shall be geographically referenced by the State Plane FL West coordinate system and North American Datum of 1983, 2011 Adjustment (NAD83/2011) datum.
5. Manhole locations shall be provided to the Authority in Environmental System Research Institute (ESRI) Geographic Information System (GIS) shapefile format. The shapefile shall be named “Manhole Locations” and contain Point Geometry features. The shapefile attribute table shall be formatted as shown in Table 1. Each manhole record shall be assigned the six digits of the Authority alpha-numeric project/contract/task order number. The dash in the project number shall be ignored. Manhole ID’s shall be assigned according to manhole ID’s on existing schematic drainage plans.

Table 1. Manhole Locations Attribute Table Definition

Field Name	APN	MAN_ID	LONG_DD	LAT_DD
Description	Authority Project #	Manhole ID #	Longitude (Decimal Degrees)	Latitude (Decimal Degrees)
Field Type	Text	Text	Double	Double
Field Length	6	10	-	-
Precision	-	-	9	8
Scale	-	-	6	6

6. Run data shall be provided to the Authority in ESRI GIS shapefile format. Run data does not contain GPS coordinates. Rather, this data shall be generated in a desktop GIS application after field work is conducted. The shapefile will be named Run Video, contain Polyline geometry features, and be geographically referenced by the State Plane FL West coordinate system and NAD83/2011 datum. The shapefile attribute table shall be formatted as shown in Table 2. Run ID’s shall be assigned by the Vendor. Manhole ID’s shall correspond between the Manhole locations shapefile and the fields RUN\_BEGIN and RUN\_END in the Run Video attribute table.

Table 2. RunVideo Attribute Table Definition

Field Name	APN	RUN_ID	RUN_BEGIN	RUN_END	VIDEOLINK
Description	Authority Project #	Run ID #	Manhole ID #	Manhole ID #	MPEG2 File Name
Field Type	Text	Short Integer	Text	Text	Text
Field Length	6	3	10	10	50

B. VIDEO INSPECTION SERVICES

1. The subsurface video inspection shall include:

- a. Providing Maintenance of Traffic (MOT) in accordance with FDOT rules, regulations and policies when needed (provide 20 working days minimum advance notification to the Authority and the FDOT local maintenance offices). Coordinate with local maintenance offices, county or local governments as required for implementation. All work and incidental costs specified as being covered under Section 102 of the FDOT Standard Specification for Road and Bridge Construction, July 2020 and Supplemental Specifications shall be included in the contract unit price for the work being performed and no separate payment will be made.
- b. The Vendor is responsible for the design, approval, installation, and operation of an adequate dewatering system when necessary to perform video inspection services. Measurement shall be per each pipe segment (structure to structure) approved for dewatering. Payment shall be full compensation for all materials, labor and incidentals required to dewater each pipe section.
- c. The vendor is responsible for cleaning the existing storm drain system of debris and silt (use high- pressure jetting and commercial vacuum services to desilt drainage pipes and structures) and dispose of debris.
- d. Conducting inspection of culvert interior.
- e. Documenting findings of damaged culverts including pipe cracks, joint gaps, and leaky joints.
- f. Photographing all areas of damage observed.
- g. Providing weekly progress report for active task work orders.

- 2. When a pipe segment or structure is inaccessible for video recording, the Vendor shall request that the Authority’s Contract Manager notify the Authority’s Asset Management contractor for assistance to access the storm drain.

3. The Vendor shall provide the Authority video files and reports using low barrel distortion video equipment with laser profile technology, non-contact video micrometer, and associated software that includes:
  - a. Actual recorded length and width measurements of all cracks within the pipe.
  - b. Actual recorded separation measurements of all rigid, plastic, and metal pipe joints.
  - c. Pipe deformation/deflections measurements, leaks, debris, or other damage or defects.
  - d. Deviation in pipeline and grade, joint gaps, and joint misalignment.
4. Laser profiling and measurement technology must be certified by the company Performing the work to be in compliance with the calibration criteria. Reports Submitted in electronic media are preferred.

C. VIDEO INSPECTION REQUIREMENTS

The Video Inspection Requirements shall include:

1. Video recording segmented pipe runs, and structures of the storm drain facility as depicted on schematic plans.
2. Provide video files of all segmented runs as described in Section II, A.1, 2 and 3.
3. Provide all GIS data and digital field photographs as described in Section II, A.,4,5 and 6.
4. A "Video Inspection Report Sheet" (See Attachment A, Example 1)
5. Photo logs of each segmented run (See Attachment A, Example 2)
6. Line inspection reports for every segmented run.

D. VIDEO INSPECTION REPORT SHEET

The Video Inspection Report Sheet shall include:

1. Session information: project name, project number, segment run number, date, time, location, and operator.
2. Pipe information: pipe size, type, length and existing conditions (comments and notes).
3. Structure information (from structure to structure) include structure number, type, depth, owner (THEA, FDOT, City, other) and existing conditions (comments and notes).

E. STORM DRAIN VIDEO INSPECTION AND DRAINAGE ASSESSMENT REPORT

1. The report shall be prepared in order to provide the Authority with a subsurface inspection and condition of the existing culverts within a specified limit. This work effort also includes an evaluation of the existing storm sewer pipe culverts for structural and functional integrity.

2. The Storm Drain Video Inspection data documentation shall include a “Storm Drain Video Inspection and Drainage Assessment Report” with the following:
  - a. Table of Contents
  - b. Schematic Plans (include plan sheets see Attachment A, Examples 3 - 5)
  - c. Summary (recommended storm drain repairs, include a comprehensive “Storm Drain Assessment Summary” spreadsheet (see Attachment A, Examples 6 – 9).
  - d. Inspection Reports (include video inspection report sheets, photo logs, and line inspection reports).
  - e. Sample Storm Drain Video Inspection and Drainage Assessment Report are provided in Attachment A.
  - f. The Vendor shall submit the Storm Drainage Video Inspection and Drainage Assessment Report to the Authority for review and approval.

F. INITIAL INSPECTION REPORT

1. The Vendor shall provide to the Authority the results of the first inspection undertaken on this assignment along with the required reports, schematic plans, and recommendations in order to confirm compliance with the requirements contained herein. Proceed with remaining inspections only after receiving confirmation from the Authority that the Vendor’s inspection and reporting methods are in compliance with the requirements contained herein.

III. AUTHORITY RESPONSIBILITIES

The Authority shall appoint a Contract Manager to administer the terms of this agreement. The Contract Manager will be Mr. Brian Pickard, P.E., Director of Operations and Engineering, or his designee, Tampa Hillsborough Expressway Authority, 1104 E. Twiggs Street, Suite 300, Tampa, FL 33602, telephone: (813) 272-6740, email: [brian.pickard@tampa-xway.com](mailto:brian.pickard@tampa-xway.com). The Authority Reserves the right to change the Contract Manager at any time.

**[END OF 01010 - SUMMARY OF WORK]**



### III. INSTRUCTIONS TO BIDDERS

1. THEA must receive all submittals at the locations stated below, not later than 2:00 PM Eastern on **10/16/2020**. 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 THEA 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 THEA. Submittals received after the deadline shall not be considered and may be returned only at the firm's expense.
2. There is no Pre-Bid Meeting for this project.
3. Each firm shall examine all documents and shall determine all matters relating to the interpretation of such documents.
4. The following forms are required by THEA to be submitted as part of the Bid Proposal Package:
  - A ~ Public Entity Crime
  - B ~ Drug-Free Workplace
  - C ~ Bid Proposal Forms
  - D ~ Anticipated SBE
  - E ~ Conflict of Interest
  - F ~ Contract Qualifications Statement
5. One (1) original sealed Bid Proposal form and required forms above must be delivered to THEA's Procurement Department in one package, clearly marked on the outside, "**Invitation to Bid O-02320 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
6. THEA shall not be liable for any expenses incurred in the preparation of the bid proposals.
7. THEA 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. THEA shall be the sole judge of the submittals and the resulting negotiated agreement that is in THEA's best interest, and THEA's decision shall be final.
8. Joint proposals will not be accepted.
9. The successful firm shall be required to execute an agreement, in form and content acceptable to THEA, indemnifying and holding harmless THEA, its officials, officers, employees, and agents from all claims.
10. **Firms, their agents, or associates shall refrain from contacting or soliciting any THEA 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](mailto:Man.Le@tampa-xway.com)**

#### IV. 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. Bidder must meet the following minimum qualifications:
  - a. Been actively engaged in the type of business being requested for a minimum of two years.
  - b. Ability to provide reports using Microsoft Word and Excel software
  - c. Has performed at least three projects within the past two years of no less than 1,000 linear feet of video inspection of storm drain pipes, manholes, and inlets; providing maintenance and repair recommendations; and repair deficiencies in the existing system. Project fees should be between \$5000.00 and \$500,000.00.
  - d. The bidder shall be certified in FDOT Temporary Traffic Control.
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.

#### V. 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 total bid price**.

THEA will determine the responsive and responsible bidder, in its sole and absolute discretion, considering all relevant facts and information.

##### **FINAL SELECTION:**

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

## VI. SCHEDULE OF EVENTS

EVENT	DATE/TIME
Release of ITB	09/30/2020
Mandatory Pre-Bid Meeting @ TMC	Not Applicable.
Deadline for Questions/Request for Clarification	10/9/2020
Deadline for THEA to respond to firm's questions	10/12/2020
<b>Bid Proposal Package Due Date/Time (Deadline)</b> <i>Location:</i> Transportation Management Center (TMC) 1104 East Twiggs Street, Suite 300 Tampa, FL 33602	<b>10/16/2020 by 2 p.m. EST</b>
<b>Public Opening of Proposals</b>	
Post Notice of Intended Ranking to THEA's website and Demandstar.	10/16/2020
Board Approval of Final Ranking & Award of Contract @ TMC, Board Room	10/26/2020
Posting of Award of Contract to THEA's website and Demandstar.	10/27/2020

## VII. TERMS AND CONDITIONS

THEA 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. THEA further, reserves the right to request clarification of information submitted and to request additional information from one or more firms.

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

THEA 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 THEA staff, except as expressly permitted in the ITB.

**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 Statute 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, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is 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

**EXHIBIT C****BID PROPOSAL FORM ~ ITB O-02320**

TAMPA HILLSBOROUGH EXPRESSWAY AUTHORITY  
STORM DRAIN VIDEO INSPECTION SERVICES

Item No.	Pay Item No.	Description	Unit	(A) Quantity	(B) Unit Rate	(A x B) Total
1.	01	Field Review	ED	1	\$	\$
2.	02	Storm Drain Video Inspection and Drainage Assessment Report including the Video Inspection Report Sheets	EA	1	\$	\$
3.	03	Plug and Dewater 15" – 48"	LF	4777	\$	\$
4.	04	Plug and Dewater 49" – 72"	LF	Not Applicable	Not Applicable	Not Applicable
5.	425-74-1	Manholes & Inlets Cleaning & Sealing, <10'	EA	40	\$	\$
6.	425-74-2	Manholes & Inlets Cleaning & Sealing, >10'	EA	Not Applicable	Not Applicable	Not Applicable
7.	430-94- 1	Desilting Pipe, 0 - 24" (to facilitate Video Inspection)	LF	4301	\$	\$
8.	430-94- 2	Desilting Pipe, 25 - 36" (to facilitate Video Inspection)	LF	180	\$	\$
9.	430-94- 3	Desilting Pipe, 37 - 48" (to facilitate Video Inspection)	LF	296	\$	\$
10.	430-94- 4	Desilting Pipe, 49 - 60" (to facilitate Video Inspection)	LF	Not Applicable	Not Applicable	Not Applicable
11.	430-94- 5	Desilting Pipe, 61" OR GREATER (to facilitate Video Inspection)	LF	Not Applicable	Not Applicable	Not Applicable
12.	430-950	Desilting Concrete Box Culvert	CY	84	\$	\$
13.	E432-4-1	Storm Sewer Inspection (Video Camera) (with joint and crack measurement)	LF	5061	\$	\$
14.	E432-4-2	Storm Sewer Inspection (Video Camera) (with joint and crack measurement and laser profiling)	LF	Not Applicable	Not Applicable	Not Applicable
					<b>Total:</b>	\$

LF = Linear feet, EA= Each, ED = Each day, CY = Cubic yard

The unit rates shall contain all costs to include data collection, field reviews, mobilization, maintenance of traffic (MOT), travel, labor, materials, equipment, overhead, general and administrative, incidental expenses, operating margin and subcontractor costs, if any.

A Unit Rate must be submitted for each Item Number unless otherwise specified. Submission of a "No Bid" for any item number will result in the proposal being declared Non-Responsive and will not be considered for award.

**NOTE:** In submitting a response, the bidder acknowledges they have read and agree to the solicitation terms and conditions and their submission is made in conformance with those terms and conditions.

**ACKNOWLEDGEMENT:** I certify that I have read and agree to abide by all terms and conditions of this solicitation and that I am authorized to sign for the bidder. I certify that the response submitted is made in conformance with all requirements of the solicitation.

**WRITTEN AMOUNT:**

\_\_\_\_\_ **DOLLARS AND** \_\_\_\_\_ **CENTS**

The undersigned firm agrees to keep this offer open for acceptance for One Hundred Twenty (120) days after date of opening of Price Proposals.

Bidder: \_\_\_\_\_ FEID #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

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

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed/Typed Name: \_\_\_\_\_ Title: \_\_\_\_\_



**EXHIBIT D**

**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 E**

**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 F**

CONTRACT QUALIFICATIONS STATEMENT

THEA STORM DRAIN VIDEO INSPECTION SERVICES

RE: THEA-ITB-O-02320

I, \_\_\_\_\_ of  
(Name) (Title)

\_\_\_\_\_  
(Name of Firm)

hereby certifies that the named firm (Vendor) meets the following contract qualifications:

1. Is authorized to conduct business in the State of Florida.
2. Possesses OR has the ability to obtain any and all permits and licenses required and complies with all federal, state, and local laws and ordinances necessary to provide all services required by this ITB.
3. Has been actively engaged in the business of providing Video Inspection Services for at least two years.
4. Ability to provide reports using Microsoft Word and Excel software.
5. Has performed at least three projects within the past two years of no less than 1,000 linear feet of video inspection of the storm drain pipes, manholes and inlets: and providing maintenance and repair recommendations. Project fees should be between \$5,000.00 and \$500,000.00.

I further certify that any subcontractors that this firm may use to perform work under this ITB meets the above contract qualifications.

\_\_\_\_\_  
(Signature) (Date)

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

PERSONALLY APPEARED BEFORE ME, the undersigned authority,

\_\_\_\_\_ who, after first being sworn by me, affixed his/her  
[Name of Individual Signing]

signature in the space provided above on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

MINIMUM QUALIFICATIONS STATEMENT

How many years has your business performed the type of services being requested?

\_\_\_\_\_

Provide a written statement detailing your qualifications:

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WORK REFERENCES

List the names of three references for which your business has provided similar services.

<u>BUSINESS NAME</u>	<u>ADDRESS</u>	<u>CONTACT PERSON</u>	<u>PHONE NO.</u>
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1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_