

NOTICE TO CONTRACTORS
ITB # 25-004-00143
GENERATOR REPAIR AND MAINTENANCE

Bids will be received by the Loxahatchee River Environmental Control District (the “District,”) via DemandStar until **2:00 p.m.** local time on **February 27, 2025**. Any Bids received after **2:00 p.m.** local time on February 27, 2025 will not be accepted under any circumstances. Any uncertainty regarding the time a Bid is received will be resolved against the Bidder. The Bids will be publicly opened and read aloud on **February 27, 2025** at **2:00 p.m.** local time in the Governing Board room of the District, 2500 Jupiter Park Drive, Jupiter, FL 33458.

It is the District’s intent and the purpose of these specifications to secure generator service on an as needed basis for general repairs and maintenance to District’s permanent standby and portable generator fleet. Work may include but not be limited to preventative maintenance, troubleshooting, repair/replacement of consumables, parts, and equipment. All work shall be in compliance with the solicitation documents, the generator manufacturers recommendations, and all applicable local, state and Federal laws and regulations including the Occupational Safety and Health Act Administration (OSHA).

The District reserves the right to determine material elements of the Bid and to award the Contract, if at all, to the lowest, qualified, responsive, and responsible Bidder. The District further reserves the right to reject any and all Bids; to not proceed with the Project; and/or to waive any irregularities contained in a Bid.

A pre-bid conference will be held at 2:00 p.m., local time on **February 20, 2025** via Microsoft Teams. A meeting invite will be distributed to all plan holders prior to the scheduled date and time. This meeting will be recorded. If a bidder downloads Bid Documents from the District’s website the bidder must send a request to be included in the pre-bid conference meeting invite to **purchasing@lrecd.org**. All vendors planning to submit Bids on this Project are encouraged to attend.

Bid Documents may be downloaded at the District’s website, <https://loxahatcheeriver.org/governance/purchasing-bids/> or DemandStar. Bid Documents will be available on **February 5, 2025** after **8:00 a.m.** local time. The Bid Documents are made available on the above terms solely for the purpose of obtaining Bids and do not confer a license or grant for any other use.

Character and amount of security to be furnished by each Bidder are stated in the Instruction to Bidders. The Bidder shall hold its Bid open for acceptance by the District for a period of not less than ninety (90) calendar days following the date of the Bid opening.

This solicitation has been issued as an Electronic Bid with the same title on DemandStar. To submit a response for this bid electronically follow the instructions on DemandStar. Electronic responses are the only method allowed for Bidders to respond to this solicitation. Bids shall be submitted on or before the date and time specified.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT
Mr. Gordon M. Boggie, Chairman

GENERAL AND SPECIAL CONDITIONS, SPECIFICATIONS AND FORMS FOR BIDDERS

GENERAL CONDITIONS

1. GENERAL INFORMATION

Bidders are advised that this package constitutes the complete set of specifications, terms, and conditions which forms the binding contract between the District and the successful bidder. Changes to this invitation to bid may be made only by written amendment issued by the District's Purchasing Agent. Bidders are further advised to closely examine every section of this document, to ensure that all sequentially numbered pages are present, and to ensure that it is fully understood. Questions or requests for explanations or interpretations of this document must be submitted to the Purchasing Department contact in writing with sufficient time to permit a written response and, if required, will be provided to all prospective bidders, prior to bid opening. Oral explanations or instructions given by any District agent are not binding and should not be interpreted as altering any provision of this document. Bidder certifies that this bid is made without reliance on any oral representations made by the District.

The obligations of the District under this award are subject to the availability of funds lawfully appropriated for its purpose.

2. LEGAL REQUIREMENTS

- a. **COMPLIANCE WITH LAWS AND CODES:** Federal, State, County and local laws, ordinances, rules and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the bidder shall in no way be a cause for relief from responsibility. The successful bidder shall strictly comply with Federal, State and local pollution, highway, and safety regulations. Bidder certifies that all materials, equipment, processes, or other items supplied in response to this bid shall comply with all relevant Federal and State requirements. Any costs to maintain such compliance shall be borne by the bidder. In compliance with Chapter 442, Florida Statutes, any toxic substance resulting from this bid shall be accompanied by a properly completed Material Safety Data Sheet (MSDS).

The Uniform Commercial Code (Florida Statutes, Chapter 672) shall prevail as the basis for contractual obligations between the successful bidder and LRECD for any terms and conditions not specifically stated in the Invitation for Bid.

- b. **DISCRIMINATION PROHIBITED:** The District is committed to assuring equal opportunity in the award of contracts and complies with all laws prohibiting discrimination. The successful bidder is prohibited from discriminating against any employee, applicant, or client because of race, color, religion, disability, sex, age, national origin, ancestry, marital status, sexual orientation, or gender identity and expression.
- c. **INDEPENDENT CONTRACTOR RELATIONSHIP:** The successful bidder is, and shall be, in the performance of all work, services, and activities under this Contract, an Independent Contractor and not an employee, agent, or servant of the District. All persons engaged in any of the work or services performed pursuant to this Contract shall at all times, and in all places, be subject to the successful bidder's sole direction, supervision, and control. The successful bidder shall exercise control over the means and manner in which it and its employees perform the work, and in all

respects the successful bidder's relationship, and the relationship of its employees, to the District shall be that of an Independent Contractor and not as employees or agents of the District.

d. PUBLIC ENTITY CRIMES: F.S. 287.133 requires the District to notify all bidders of the following: "A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in F.S. 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list."

e. NON-COLLUSION: Bidder certifies that it has entered into no agreement to commit a fraudulent, deceitful, unlawful, or wrongful act, or any act which may result in unfair advantage for one or more bidders over other bidders. Conviction for the Commission of any fraud or act of collusion in connection with any sale, bid, quotation, proposal or other act incident to doing business with the District may result in permanent debarment.

No premiums, rebates or gratuities are permitted; either with, prior to or after any delivery of material or provision of services. Any such violation may result in award cancellation, return of materials, discontinuation of services, and removal from the vendor bid list(s), and/or debarment or suspension from doing business with the District.

f. LOBBYING: After the issuance of any bid/RFP, or during renegotiation of any existing contract, no prospective vendor, bidder, their agents, representatives, or persons acting at the request of such vendors shall contact, communicate with or discuss any matter relating to the bid/RFP or renegotiations with any District officer, agent, Board member, or employee other than the Purchasing Agent or his/her designee. This prohibition ends upon execution of the final contract or when the bid/RFP has been cancelled or the renegotiation is terminated. Renegotiation is deemed to have commenced upon a vote of the Board or written notice from the Purchasing Agent. A vendor who violates this provision may be subject to one or more of the following sanctions: (A) Written warning and reprimand; (B) Termination of contract; and (C) Debarment or suspension.

g. CONFLICT OF INTEREST: All bidders shall disclose with their bid the name of any officer, director, or agent who is also an employee or a relative of an employee of the District. Further, all bidders shall disclose the name of any District employee or relative of a District employee who owns, directly or indirectly, an interest of ten percent or more in the bidder's firm or any of its branches.

h. SUCCESSORS AND ASSIGNS: The District and the successful bidder each binds itself and its successors and assigns to the other party in respect to all provisions of this Contract. Neither the District nor the successful bidder shall assign, sublet, convey or transfer its interest in this Contract without the prior written consent of the other.

i. INDEMNIFICATION: Regardless of the coverage provided by any insurance, the successful bidder shall indemnify, save harmless and defend the District, its agents, servants, or employees from and against any and all claims, liability, losses and/or causes of action which may arise from any negligent act or omission of the successful bidder, its subcontractors, agents, servants or

employees during the course of performing services or caused by the goods provided pursuant to these bid documents and/or resultant contract.

- j. PUBLIC RECORDS: Any material submitted in response to this invitation for bid is considered a public document in accordance with F.S. 119.07. This includes material which the responding bidder might consider to be confidential or a trade secret. Any claim of confidentiality is waived upon submission, effective after opening pursuant to F.S. 119.07.

If the bidder has questions regarding the application of Chapter 119, Florida Statutes, to the bidder's duty to provide public records relating to this Contract, contact the custodian of public records at: Loxahatchee River District, 2500 Jupiter Park Drive, Jupiter, FL 33458, Phone 561-747-5700 or email at kara.fraraccio@lrecd.org.

- k. INCORPORATION, PRECEDENCE, JURISDICTION: This Invitation for Bid shall be included and incorporated in the final award. The order of contractual precedence shall be the bid document (original terms and conditions), bid response, and purchase order or term contract order. Any and all legal action necessary to enforce the award or the resultant contract shall be held in Palm Beach County and the contractual obligations shall be interpreted according to the laws of Florida.
- l. LEGAL EXPENSES: The District shall not be liable to a bidder for any legal fees, court costs, or other legal expenses arising from the interpretation or enforcement of this contract, or from any other matter generated by or relating to this contract.

3. BID SUBMISSION

- a. SUBMISSION OF RESPONSES: Bids will be received by the Loxahatchee River Environmental Control District (the "District") via DemandStar. All bid responses must be submitted electronically following the instructions on DemandStar. Electronic responses are the only method allowed for Bidders to respond to this solicitation. Bids shall be submitted on or before the date and time specified. All bid responses must be submitted on the provided Invitation for Bid "Bid Response" Form. Bid responses on vendor letterhead/quotation forms shall not be accepted. Responses must be typewritten or written in ink and must be signed in ink by an agent of the company having authority to bind the company or firm. FAILURE TO SIGN THE BID RESPONSE FORM AT THE INDICATED PLACES SHALL BE CAUSE FOR REJECTION OF THE BID.
- b. CERTIFICATIONS, LICENSES AND PERMITS: Unless otherwise directed in Special Conditions of this bid, bidder should include with its bid a copy of all applicable Certificates of Competency issued by the State of Florida or the Palm Beach County Construction Industry Licensing Board in the name of the bidder shown on the bid response page. It shall also be the responsibility of the successful bidder to submit, prior to commencement of work, a current Local Business Tax Receipt (Occupational License) for Palm Beach County and all permits required to complete this contractual service at no additional cost to District. A Palm Beach County Local Business Tax Receipt (Occupational License) is required unless specifically exempted by law. In lieu of a Palm Beach County Local Business Tax Receipt (Occupational License), the bidder should include the current Local Business Tax Receipt

(Occupational License) issued to the bidder in the response. It is the responsibility of the successful bidder to ensure that all required certifications, licenses and permits are maintained in force and current throughout the term of the contract. Failure to meet this requirement shall be considered default of contract.

- c. DRUG FREE WORKPLACE CERTIFICATION: In compliance with F.S. 287.087 attached form "Drug-Free Workplace Certification" should be fully executed and submitted with bid response in order to be considered for a preference whenever two (2) or more bids which are equal with respect to price, quality, and service are received by the District.
- d. CONDITIONED OFFERS: Bidders are cautioned that any condition, qualification, provision, or comment in their bid, or in other correspondence transmitted with their bid, which in any way modifies, takes exception to, or is inconsistent with the specifications, requirements, or any of the terms, conditions, or provisions of this solicitation, is sufficient cause for the rejection of their bid as non-responsive.
- e. PRICING:
 - (1) Prices offered must be the price for new merchandise and free from defect. Unless specifically requested in the bid specifications, any bids containing modifying or escalation clauses shall be rejected.
 - (2) The price offered must be in accordance with the unit of measure provided on the bid response page(s). One (1) space or line requires only one (1) single, fixed unit price. Anything other than a single, fixed unit price shall result in the rejection of your bid.
 - (3) All unit prices bid should be within two (2) decimal points. If bidder's pricing exceeds two decimal points, the District reserves the right to round up or down accordingly.
 - (4) Bidder warrants by virtue of bidding that prices shall remain firm for a period of ninety (90) days from the date of bid opening to allow for evaluation and award.
 - (5) Bidder warrants by virtue of bidding that prices shall remain firm for the initial and any subsequent term unless modified by a special condition.
 - (6) In the event of mathematical error(s), the unit price shall prevail, and the bidder's total offer shall be corrected accordingly. BIDS HAVING ERASURES OR CORRECTIONS MUST BE INITIALED IN INK BY THE BIDDER PRIOR TO BID OPENING. IF THE CORRECTION IS NOT PROPERLY INITIALED, OR IF THE INTENT OR LEGIBILITY OF THE CORRECTION IS NOT CLEAR, THE BID SHALL BE REJECTED.
 - (7) Bidders may offer a cash discount for prompt payment. However, such discounts shall not be considered in determining the lowest net cost for bid evaluation purposes unless otherwise specified in the special conditions. Bidders should reflect any discounts to be considered in the unit prices bid.
- f. SUBMITTING NO BID or NO CHARGE: Bidders not wishing to bid on some items sought by this solicitation should mark those items as "no bid." If some items are to be offered at no charge, bidders should mark those items as "no charge." Items left blank shall be considered a "no bid" for that item, and the bid shall be evaluated accordingly. Bidders who do not wish to submit bids on any item in this solicitation, should return a "Statement of No Bid" in an envelope plainly marked with the bid number and marked "NO BID."

- g. **ACCEPTANCE/REJECTION OF BIDS:** The District reserves the right to accept or to reject any or all bids. The District also reserves the right to (1) waive any non-substantive irregularities and technicalities; (2) reject the bid of any bidder who has previously failed in the proper performance of a contract of a similar nature, who has been suspended or debarred by another governmental entity, or who is not in a position to perform properly under this award; and (3) inspect all facilities of bidders in order to make a determination as to its ability to perform and if there is reason to believe that the offer would not result in the lowest overall cost to the District, even though it is the lowest evaluated offer. An offer is mathematically unbalanced if it is based on prices which are significantly less than fair market price for some bid line item and significantly greater than fair market price for other bid line items. Fair market price shall be determined based on industry standards, comparable bids or offers, existing contracts, or other means of establishing a range of current prices for which the line items may be obtained in the market place. The determination of whether a particular offer or bid is materially unbalanced shall be made in writing by the Purchasing Agent, citing the basis for the determination.
- h. **NON-EXCLUSIVE:** The District reserves the right to acquire some or all of these goods and services through a State of Florida contract under the provisions of F.S. 287.042 provided the State of Florida contract offers a lower price for the same goods and services. This reservation applies both to the initial award of this solicitation and to acquisition after a term contract may be awarded. Additionally, the District reserves the right to award other contracts for goods and services falling within the scope of this solicitation and resultant contract when the specifications differ from this solicitation or resultant contract, or for goods and services specified in this solicitation when the scope substantially differs from this solicitation or resultant contract.
- i. **OFFER EXTENDED TO OTHER GOVERNMENTAL ENTITIES:** The District encourages and agrees to the successful bidder extending the pricing, terms and conditions of this solicitation or resultant contract to other governmental entities at the discretion of the successful bidder.
- j. **PERFORMANCE DURING EMERGENCY:** **By submitting a bid, bidder agrees that, during and after a public emergency, disaster, hurricane, flood, or acts of God, the District shall be given "first priority" for all goods and services under this contract. Bidder agrees to provide all goods and services to the District during and after the emergency at the terms, conditions, and prices as provided in this solicitation on a "first priority" basis. Bidder shall furnish a 24- hour phone number to the District in the event of such an emergency. Failure to provide the stated priority during and after an emergency shall constitute default of contract.**
- k. **SALES PROMOTIONS / PRICE REDUCTIONS:** Should sales promotions occur during the term of the contract that lower the price of the procured item, the successful bidder shall extend to the District the lower price offered by the manufacturer on any such promotional item. Further, any price decreases effectuated during the contract period by reason of market change or otherwise, shall be passed on to the District.

4. BID OPENING/AWARD OF BID

- a. **OBSERVING THE PUBLISHED BID OPENING TIME:** The published bid opening time shall be scrupulously observed. It is the sole responsibility of the bidder to ensure that their bid submitted prior to the published bid opening time. Any bid submitted after the precise time of bid opening shall not be considered and shall be returned to the bidder unopened if bidder identification is possible without opening. This solicitation has been issued as an Electronic Bid with the same title on DemandStar. To submit a response for this bid electronically follow the instructions on DemandStar. Electronic responses are the only method allowed for Bidders to respond to this solicitation. Bids shall be submitted on or before the date and time specified.
- b. **POSTING OF AWARD RECOMMENDATION:** Notice of all District decisions or intended decisions shall be made by electronic posting on the District's Purchasing web page (e.g., <https://loxahatcheeriver.org/governance/purchasing-bids/>).
- c. **PROTEST PROCEDURE:** Any person adversely affected by a bid or request for proposal shall file a notice of protest in writing, within three (3) business days from the date on the notice of the decision. A formal written protest shall be filed within ten (10) business days after the protesting party files the notice of protest. Failure to file a protest within the time prescribed shall constitute a waiver of this Protest Provision. The District's complete protest procedures are provided in the District Procurement Policy, see <https://loxahatcheeriver.org/governance/purchasing-bids/>.

5. CONTRACT ADMINISTRATION

- a. **DELIVERY AND ACCEPTANCE:** Deliveries of all items shall be made as soon as possible. Deliveries resulting from this bid are to be made during the normal working hours of the District. Time is of the essence and delivery dates must be met. Should the successful bidder fail to deliver on or before the stated dates, the District reserves the right to CANCEL the order or contract and make the purchase elsewhere. The successful bidder shall be responsible for making any and all claims against carriers for missing or damaged items.

Delivered items shall not be considered "accepted" until an authorized agent for the District has, by inspection or test of such items, determined that they appear to fully comply with specifications. The District may return, at the expense of the successful bidder and for full credit, any item(s) received which fail to meet the District's specifications or performance standards.
- b. **FEDERAL AND STATE TAX:** The District is exempt from Federal and State taxes. The Purchasing Agent shall provide an exemption certificate to the successful bidder, upon request. Successful bidders are not exempted from paying sales tax to their suppliers for materials to fulfill contractual obligations with the District, nor are successful bidders authorized to use the District's Tax Exemption Number in securing such materials.
- c. **PAYMENT:** Payment shall be made by the District after commodities/services have been received, accepted and properly invoiced as indicated in the contract and/or order. Invoices must bear the order number. The Florida Prompt Payment Act is applicable to this solicitation.
- d. **CHANGES:** The District Purchasing Agent may make minor changes to the contract terms by written notification to the successful bidder. Minor changes are defined as modifications which do not significantly alter the scope, nature, or price of the specified goods or services.

Typical minor changes include, but are not limited to, place of delivery, method of shipment, minor revisions to customized work specifications, and administration of the contract. The successful bidder shall not amend any provision of the contract without written notification to the Purchasing Agent, and written acceptance from the Purchasing Agent.

- e. **DEFAULT:** The District may, by written notice of default to the successful bidder, terminate the contract in whole or in part if the successful bidder fails to satisfactorily perform any provisions of this solicitation or resultant contract, or fails to make progress so as to endanger performance under the terms and conditions of this solicitation or resultant contract, or provides repeated non-performance, or does not remedy such failure within a period of 10 days (or such period as the Purchasing Agent may authorize in writing) after receipt of notice from the Purchasing Agent specifying such failure. In the event the District terminates this contract in whole or in part because of default of the successful bidder, the District may procure goods and/or services similar to those terminated, and the successful bidder shall be liable for any excess costs incurred due to this action.

If it is determined that the successful bidder was not in default or that the default was excusable (e.g., failure due to causes beyond the control of, or without the fault or negligence of, the successful bidder), the rights and obligations of the parties shall be those provided in Section 5f, "Termination for Convenience."

- f. **TERMINATION FOR CONVENIENCE:** The Purchasing Agent may, whenever the interests of the District so require, terminate the contract, in whole or in part, for the convenience of the District. The Purchasing Agent shall give five (5) days prior written notice of termination to the successful bidder, specifying the portions of the contract to be terminated and when the termination is to become effective. If only portions of the contract are terminated, the successful bidder has the right to withdraw, without adverse action, from the entire contract.

Unless directed differently in the notice of termination, the successful bidder shall incur no further obligations in connection with the terminated work, and shall stop work to the extent specified and, on the date, given in the notice of termination. Additionally, unless directed differently, the successful bidder shall terminate outstanding orders and/or subcontracts related to the terminated work.

- g. **ACCESS AND AUDITS:** The bidder shall maintain adequate records related to all charges, expenses, and costs incurred in estimating and performing the work for at least three (3) years after completion or termination of this Contract. The District shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at the bidder's place of business.
- h. **EFFECTIVE:** The submission of the Bid will be deemed an offer by the Vendor. The Contract will be deemed awarded and validly entered into between the Vendor (Contractor) and the District when written Notice to Proceed has been given by the District through its authorized agent or a Purchase Order has been issued to the Contractor covering same.
- i. **DOCUMENT:** The Contract shall be comprised of the documents contained in the Invitation to Bid and all attachments thereto. These documents shall constitute the entire agreement between the Vendor and the District. The Contract will bind the District, and the Vendor and their partners, successors, assigns, and legal representatives.

SPECIAL CONDITIONS

1. GENERAL/SPECIAL CONDITION PRECEDENCE

In the event of conflict between General Conditions and Special Conditions, the provisions of the Special Conditions shall have precedence.

2. QUALIFICATION OF BIDDERS

This bid shall be awarded only to a responsive and responsible bidder, qualified to provide the goods and/or service specified. The bidder shall, upon request, promptly furnish the District sufficient evidence in order to confirm a satisfactory performance record. Such information may include an adequate financial statement of resources, the ability to comply with required or proposed delivery or performance schedule, a satisfactory record of integrity and business ethics, the necessary organization, experience, accounting and operation controls, and technical skills, and be otherwise qualified and eligible to receive an award under applicable laws and regulations.

The bidder should submit the following information with their bid response; however, if not included, it shall be the responsibility of the bidder to submit all evidence, as solicited, within a time frame specified by the District (normally within two working days of request). Failure of a bidder to provide the required information within the specified time frame is considered sufficient cause for rejection of their bid. Information submitted with a previous bid shall not satisfy this provision.

i. List references in which similar goods and/or services have been provided within the past five (5) years including scope of work, contact names, addresses, telephone numbers and dates of service. A contact person shall be someone who has personal knowledge of the bidder's performance for the specific requirement listed. Contact person must have been informed that they are being used as a reference and that the District may be calling them. DO NOT list persons who are unable to answer specific questions regarding the requirement.

ii. Submit copies of all violations issued by all regulatory agencies within the past two (2) years with the outcome of the violation, if applicable.

3. AWARD

The District may award this bid to the responsive, responsible bidder that provide the best value to the District. Best value will be based upon cost, schedule compliance, past performance and equipment quality. Award may be in the aggregate, or by line item, or by group, whichever is determined to be in the best interest of the District.

The District reserves the right to reject bids which would result in an award which is financially disadvantageous to the District. An award may be considered financially disadvantageous when it would result in an award to a bidder for less than \$1,000, or when it would result in awards of multiple small fragments. This policy is predicated on avoidance of increased administrative costs and operational complexity. Therefore, it is necessary for a bidder to bid on every item in the particular lot for which the bidder submits a bid in order to have a bid considered. It is also required that the bidder carefully consider each item, and make sure that each one meets the specifications as indicated. In

the event that one item does not meet such specifications for that lot, the entire lot will be considered non-responsive. Additionally, if a bidder enters a No Bid, or N/A for any item in that lot, they will be considered non-responsive for that lot.

4. METHOD OF ORDERING (TERM CONTRACT)

A contract shall be issued for a term of twelve (12) months beginning no later than April 1, 2025. A Purchase Order issued on the term contract shall include all preventative maintenance and inspections included in LOT 1. Additional work to be completed under LOT 2 shall be approved under separate Purchase Orders issued for specific work. Emergency work to be completed under LOT 3 shall be approved under an Emergency Not To Exceed Purchase Order issued for a specific emergency.

5. TIME FOR COMPLETION/DELIVERY

All Major Preventative Maintenance and Inspection included in LOT 1 shall be complete no later than May 31, 2025 based on a Purchase Order being issued for this work no later than April 1, 2025. All Minor Preventative Maintenance and Inspection shall commence in July 2025 and occur monthly, not less than 28 days apart, through April 2026.

Additional work to be completed under LOT 2 shall be completed within 14 days of issuance of a Purchase Order.

Emergency work to be completed under LOT 3 shall require the bidder to mobilize to the site within 4 hours of notice by the District. Emergency rates shall only apply to the initial mobilization unless agreed to otherwise by the District in writing.

If successful bidder fails or refuses to perform the service specified and in the specified time frame, the successful bidder does hereby agree to pay the District the costs for engineering and other professional fees, or awards owed by the District to others, fines or penalties imposed by regulatory agencies, and professional fees, including attorneys' fees, incurred in connection with such settlements, awards, penalties or fines determined to be a direct result of successful bidder's failure to perform the service specified in the contract within the times specified in the contract.

6. RENEWAL OPTION WITH ESCALATOR

NONE.

7. WORK SITE SAFETY/SECURITY

The successful bidder shall at all times guard against damage or loss to the property of the District, the bidder's own property, and/or that of other contractors, and shall be held responsible for replacing or repairing any such loss or damage. When applicable, the successful bidder shall provide fences, signs, barricades, flashing lights, etc. necessary to protect and secure the work site(s) and insure compliance with all applicable local, State, and Federal safety regulations. Additionally, successful bidder shall provide for the prompt removal of all damaged equipment (i.e., trailers) from District property. The District may withhold payment or make such deductions as deemed necessary to ensure reimbursement or replacement for loss or damage to property through negligence of the successful bidder or its agents.

8. INSURANCE REQUIRED

It shall be the responsibility of the successful bidder to provide evidence of the following minimum amounts of insurance coverage to the Loxahatchee River District, c/o Purchasing Department, 2500 Jupiter Park Drive, Jupiter, Florida 33458. During the term of the Contract and prior to each subsequent renewal thereof, the successful bidder shall provide this evidence to the District prior to the expiration date of each and every insurance required herein.

Commercial General Liability Insurance. Successful bidder shall maintain Commercial General Liability Insurance, or similar form, at a limit of liability not less than \$1,000,000 Each Occurrence for Bodily Injury, Personal Injury and Property Damage Liability. Coverage shall include Premises and/or Operations, Independent Contractors, Products and/or Completed Operations, Personal Injury/Advertising Liability, Contractual Liability and Broad Form Property Damage coverages. This coverage shall be endorsed to include Loxahatchee River Environmental Control District as an Additional Insured.

Business Auto Liability with Pollution Liability Endorsements. Successful Bidder shall agree to maintain Business Automobile Liability, including the MCS-90 Motor Carrier Act Endorsement and/or CA 99 48 Pollution Liability - Broadened Coverage for Covered Autos - Business Auto, Motor Carrier and Truckers Coverage Forms Endorsement, at a minimum limit not less than \$1,000,000 per occurrence providing coverage for damages against such third-party liability, remediation and defense costs. In the event the policy includes a self-insured retention or deductible in excess of \$100,000, the District reserves the right, but not the obligation, to review and request a copy of the successful bidder's most recent annual report or audited financial statements. The policy shall be endorsed to include "Loxahatchee River Environmental Control District, a Special District of the State of Florida, its Officers, Employees and Agents as additional Insured".

Workers' Compensation and Employer's Liability Insurance. Successful bidder shall maintain Workers' Compensation & Employer's Liability Insurance in accordance with F.S. 440.

A signed waiver of subrogation in favor of the District.

A signed Certificate or Certificates of Insurance, evidencing that required insurance coverages have been procured by the successful bidder in the types and amounts required hereunder shall be transmitted to the District via the Insurance Company/Agent within a time frame specified by the District (normally within 2 working days of request). Failure to provide required insurance shall render your bid non-responsive.

Except as to Business Auto, Workers' Compensation and Employer's Liability (and Professional liability, when applicable), said Certificate(s) shall clearly confirm that coverage required by the contract has been endorsed to include Loxahatchee River Environmental Control District as an Additional Insured.

Further, said Certificate(s) shall endeavor to provide ten (10) days written notice to the District prior to any adverse change, cancellation or non-renewal of coverage there under.

It is the responsibility of the successful bidder to ensure that all required insurance

coverages are maintained in force throughout the term of the contract. Failure to maintain the required insurance shall be considered default of contract. Successful bidder shall agree to provide the District with at least ten (10) days prior notice of any cancellation, non-renewal or material change to the insurance coverages. All insurance must be acceptable to and approved by the District as to form, types of coverage and acceptability of the insurers providing coverage.

Bidder shall agree that all insurance coverage required herein shall be provided by Bidder to the District on a primary basis.

9. HEALTH, SAFETY AND ENVIRONMENTAL PERFORMANCE

The District shall evaluate Bidder's health, safety and environmental performance based on the following performance metrics and documentation reviews. The selected Bidder is solely responsible for all applicable health, safety, and environmental requirements, and the health, safety, and environmental evaluation conducted by the District is not an assumption of any responsibility for health, safety, and environmental requirements by the District. Bidders which fail to submit with their Bid information demonstrating compliance with the following criteria shall be considered non-responsive/non-responsible:

U.S. Department of Labor Occupational Safety and Health Administration (OSHA) Incident Rates and Recordable Injuries:

Total Days Away, Restricted, Transferred (DART) **Benchmark 2.5**

(U.S. Bureau of Labor Statistics, Table 1). Incidence rates of nonfatal occupational injuries and illnesses by industry and case types, **2023, 25th percentile (3rd Quartile) or better for size 50-249, NAICS 811300, (Commercial and industrial machinery and equipment (except automotive and electronic) repair and maintenance). Bidder's DART must be less than or equal to benchmark.**

Total Recordable Incident Rate (TRIR) **Benchmark 3.6**

(U.S. Bureau of Labor Statistics, Table 1. Incidence rates of nonfatal occupational injuries and illnesses by industry and case types, **2023, 25th percentile (3rd Quartile) or better for size 50-249, NAICS 811300, (Commercial and industrial machinery and equipment (except automotive and electronic) repair and maintenance). Bidder's TRIR must be less than or equal to benchmark.**

Fatalities: **0** Work related fatalities resulting in OSHA citations within the last three years, OR if 1 or more work related fatalities resulting in an OSHA citation exist within the last three years, the contractor must have mitigated risk of recurrence by implementing adequate industry standard safety procedures and training as determined by OSHA by providing such OSHA determination to the District.

Bidder shall submit a health, safety and environmental plan for Construction and General Industry. The health, safety and environmental plan must address the following minimum requirements:

- Lockout/Tagout
- Excavation Trenching and Shoring
- Permit Required Confined Space
- Injury Reporting/Investigation
- Operator Qualifications
- Hot Work
- Personal Protective Equipment
- Electrical Safety
- Near Miss, Behavioral Based Safety
- Qualified, Certified and Competent Employees

OSHA Inspection Detail review must show no Serious or Willful violations in the previous 36 months and no unresolved Failure to Abate Prior Violation in the previous 36 months and no active Failure to Abate Prior Violation.

Bidder shall submit with their Bid OSHA Form 300A completed for the previous year, an Experience Modification Rating letter from its insurance carrier for the current period and a copy of its written health, safety and environmental program with training records for the previous 36 months.

10. PREVIOUS PERFORMANCE ON DISTRICT PROJECTS

The District has implemented a Contractor Evaluation Report (See Attachment E) in an effort to document contractor performance on District projects. Bidders who have received Unsatisfactory ratings on previous District projects must submit with their Bid a mitigation plan detailing previous unsatisfactory ratings and measures implemented to address the unsatisfactory performance. Bidders with unsatisfactory ratings not submitting a mitigation plan with their bid shall be deemed Non-Responsive/Non-Responsible.

11. EXPERIENCE/QUALIFICATIONS

The District shall evaluate the Bidder’s experience relative to the work to be performed based on the following requirements:

Bidder’s are required to have performed similar work for a minimum of 5 entities. Similar work experience will be confirmed through references included on the reference form.

12. CONTRACTOR PERFORMANCE REVIEWS AND RATINGS

The District has developed a Contractor performance evaluation report (See Attachment E). This report shall be used to periodically review and rate the Contractor’s performance under the contract with performance rating as follows:

Satisfactory	Meets requirements
Unsatisfactory	Does not meet requirements

The report shall also list discrepancies found during the review period. The Contractor shall be

provided with a copy of the report and may respond in writing if he takes exception to the report or wishes to comment on the report. Contactor performance reviews and subsequent reports will be used in determining the suitability of the contract extension.

13. DELETION OR MODIFICATION OF SERVICES

The District reserves the right to delete or make modifications to any portion of the Contract at any time without cause, and if such right is exercised by the District, the total fee shall be reduced in the same ratio as the estimated cost of the work deleted bears to the estimated cost of the work originally planned. If work has already been accomplished on the portion of the Contract to be deleted the Contractor shall be paid for the deleted portion on the basis of the estimated percentage of completion of such portion.

14. E-VERIFY

Bidder must comply with the Executive Order No. 12989 as amended, and Executive Order No. 11-116. Bidder agrees to utilize the U.S. Department of Homeland Security's E-Verify system, <https://everify.uscis.gov/emp>, to verify the employment eligibility of (1) all persons employed by Bidder during the contract term to perform any duties within Florida; and (2) all persons, including subcontractors, assigned by Bidder to perform work pursuant to this Agreement. Bidders meeting the terms and conditions of the E-Verify System are deemed to be in compliance with this provision.

SCOPE OF SERVICE

General Information: It is the District's intent and the purpose of these specifications to secure generator service on an as needed basis for general repairs and maintenance to the District's permanent standby and portable generator fleet. Work may include but not be limited to preventative maintenance, troubleshooting, repair/replacement of consumables, parts, equipment, and emergency repairs. All work shall be in compliance with the solicitation documents, the generator manufacturers recommendations, and all applicable Local, State and Federal laws and regulations including the Occupational Safety and Health Act Administration (OSHA).

Technical Specifications:

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1.0 GENERAL REQUIREMENTS

2.0 STANDARDS AND SPECIFICATIONS

3.0 MEASUREMENT AND PAYMENT

1.0 GENERAL REQUIREMENTS

1.01 SUMMARY OF WORK

- A. A general services contract for providing general repairs and maintenance to the District's permanent standby and portable generator fleet on an as needed. Work may include but not be limited to preventative maintenance, troubleshooting, repair/replacement of consumables, parts, equipment and emergency repairs.

1.02 WORK COVERED BY CONTRACT DOCUMENTS

- A. The work shall consist of furnishing and installing all tools, equipment, materials, supplies, manufactured articles, transportation and services, including fuel, power, water and essential communications, for the performance of all labor, work, or other operations required for the fulfillment of the Contract. The work shall be complete, and all work, materials, and services not expressly shown or called for in the Contract which may be necessary for the complete and proper construction of the work, and shall be performed, furnished and installed by the Contractor.
- B. Except as specifically noted, the Contractor shall provide and pay for:
 - 1. Copies of current valid license(s) issued in accordance with the Florida Statutes and/or appropriate local agencies as required by the Contract documents.
 - 2. Labor, materials, tools, construction equipment and machinery.
 - 3. Proper disposal of all used parts, equipment, lubricants, fluids and the like.
 - 4. Other facilities and services necessary for proper execution and completion of the work.
- C. Contractor shall comply with all codes, ordinances, rules, regulations, orders and other legal requirements in affect for the Loxahatchee River District, Palm Beach County, Martin County, Town of Jupiter, Village of Tequesta and Town on Juno Beach.
- D. Until acceptance of the work by the District, all work shall be under the charge and custody of the Contractor who shall take every necessary precaution against injury or damage to the work by the action of the elements or from any other cause whatsoever, arising either from the execution or from the non-execution of the work. The Contractor shall protect, rebuild, repair, restore and make good, without additional compensation, all injury or damage to any portion of the work occasioned by any cause before its completion and acceptance.

1.03 PRESERVATION OF PROPERTY

- A. The Contractor shall preserve from damage all property along the line of the work, or which is in the vicinity of or is in any way affected by the work, the removal or destruction of which is not called for by the plans. Wherever such property is damaged due to the activities of the Contractor it shall be immediately restored to its original condition by the Contractor at no cost to the Owner.
- B. In case of failure on the part of the Contractor to restore such property, or make good such damage for injury, the Owner may, after 48 hours notice to the Contractor, proceed to repair, rebuild or otherwise restore such property as may be deemed necessary and the cost thereof will be deducted from any monies due or which may become due the Contractor under this contract.

1.04 PRESERVING WATER QUALITY

- A. The Contractor shall exercise extreme care to minimize degradation of water quality. All necessary provisions shall be taken to insure compliance with the water quality standards of the State of Florida. Attention is called to Chapter 17-3, Florida Administrative Code, and in particular, the requirements that turbidity shall not exceed background levels, if required. Adequate silt containment procedures and equipment shall be used to control turbidity at all times at no additional expense to the Owner.

1.05 STORAGE OF MATERIALS

- A. The Contractor shall provide suitable facilities for storage and protection of materials. All equipment and materials intended for use in the work shall be suitably stored by the Contractor to prevent damage.
- B. Materials found unfit for use shall not be incorporated in the work and shall immediately be removed from the construction or storage site. Delivered materials shall be stored in a manner acceptable to the Engineer before any payment for same will be made.

1.06 SALVAGED MATERIAL

- A. Unless otherwise stated or noted on the drawings, all materials salvaged under this contract shall become the property of the Owner. Salvaged materials may not be reused in the Work except upon written approval of the Engineer. All salvaged materials not reused or desired by the Owner shall be removed from the site of the Work or otherwise disposed of by the Contractor in a manner satisfactory to the Engineer.

1.07 WORKING HOURS

- A. All work on this contract shall be conducted during normal working hours (7 A.M. to 4 P.M.) on weekdays. No work will be permitted on weekends and Owner observed holidays, without prior approval from the Owner and Engineer. Requests for approval to work outside normal working hours and weekends must be submitted in writing seven (7) days prior to scheduled construction.

1.08 ASSEMBLIES OR UNITS

- A. Where the Contractor is required to furnish and install an assembly or unit, the Contractor shall furnish all component parts as required by the manufacturer of the unit.

1.09 ACCESS TO THE WORK SITE

A. The Contractor may use only the access designated by the Owner for access to the work locations such as easements or public right of ways. The Contractor shall be responsible for maintaining, protecting and restoring the routes to the satisfaction of the Owner and Engineer.

1.10 SECURITY

A. The Contractor shall be fully responsible for the safety and security of the work and site.

1.11 FAMILIARITY WITH LAWS

A. The Contractor is assumed to be in compliance with and familiar with all federal, state and local laws, ordinances, rules, codes and regulations that may in any manner affect the work. Failure to familiarize themselves with applicable laws, etc., shall in no way relieve the Contractor from responsibility.

1.12 STANDARDS

A. All work performed on this project shall be in accordance with the Loxahatchee River Environmental Control District Manual of Minimum Construction Standards and Technical Specifications and other applicable standards.

1.13 SPECIAL CONSIDERATIONS:

A. Noise: The Contractor is advised that construction will be in close proximity to residential areas. All equipment shall be provided with minimum critical grade silencers and sound attenuating enclosures if required to meet noise pollution regulations.

B. District/County/Town/State Standards: All work on this project shall be in accordance with District/County/Town/State Standards. Where the Standards conflict, District Standards shall control.

C. Project Inspection: The Engineer will be inspecting the work on a non-full time basis. The Contractor shall provide appropriate notice of need for inspections and allow time for scheduling. No work shall be covered up, nor test results accepted unless witnessed by the Engineer or his representative. Inspections by the Engineer shall not be performed in lieu of other inspections required by County, Town, State or Federal requirements.

1.14 EQUIPMENT

A. All construction equipment necessary and required for this project shall be on site, in first-class working condition, and shall have been approved by the Engineer before construction.

1.15 HOUSEKEEPING

A. The Contractor shall perform clean-up on a daily basis to the satisfaction of the Engineer.

1.16 PUBLIC SAFETY AND CONVENIENCE

A. The Contractor shall at all times so conduct his work as to ensure the least possible obstruction to traffic, or inconvenience to the general public and residences in the vicinity of the work. No road or street shall be closed to the public, except with the permission of the Engineer and other jurisdictional governmental authority, if any. Fire hydrants on or adjacent to the work shall be kept accessible. Provisions shall be made by the Contractor to ensure public access to sidewalks, public telephones, and the proper functioning of all gutters, sewer inlets, drainage ditches, and

irrigation ditches. No open excavation shall be left overnight except during road closing. All open excavation within the roadway shall be backfilled and a temporary asphalt patch applied prior to darkness each day. A cold asphalt patch is acceptable.

1.17 SAFETY AND OSHA COMPLIANCE

- A. The Contractor shall comply in all respects with all Federal, State and Local safety and health regulations. Copies of the Federal regulations may be obtained from the U.S. Department of Labor, Occupation Safety and Health Administration (OSHA), Washington, DC 20210 or their regional offices.
- B. The Contractor shall conform to the State of Florida Trench Safety Act, 1990 House Bill 3181, requirements.
- C. The Contractor shall comply in all respects with the applicable Workman's Compensation Law.
- D. The Contractor shall be responsible for his own safety program.

2.0 STANDARDS AND SPECIFICATIONS

2.01 GENERAL

- A. The Loxahatchee River Environmental Control District Manual of Minimum Construction Standards and Technical Specifications
 - 1. All work shall comply with the Loxahatchee River Environmental Control District Manual of Minimum Construction Standards and Technical Specifications. Electronic versions are available on the District's website.
- B. Martin County
 - 1. All work within Martin County right-of-way shall comply with the Martin County Standard Details for Road and Site Construction and Public Facilities. Electronic versions are available on the County's website.
 - 2. All work within un-incorporated Martin County shall comply with 2020 Florida Building Code, 7th Edition and Martin County Building Department.
- C. Palm Beach County
 - 1. All work within Palm Beach County right-of-way shall comply with Palm Beach County Design Standards. Electronic versions are available on the County's website.
 - 2. All work within un-incorporated Palm Beach County shall comply with 2020 Florida Building Code, 7th Edition and Palm Beach County Amendments to the 2020 Florida Building Code, 7th Edition.
- D. Village of Tequesta
 - 1. All work within the Village of Tequesta shall comply with Village standards and requirements.
 - 2. All work within the Village of Tequesta shall comply with 2020 Florida Building Code, 7th Edition and Village of Tequesta Amendments to the 2020 Florida Building Code, 7th Edition.
- E. Town of Jupiter
 - 1. All work within the Town of Jupiter shall comply with the Town of Jupiter Engineering Standard Details. Electronic versions are available on the Town's website.
 - 2. All work within the Town of Jupiter shall comply with 2020 Florida Building Code, 7th Edition and Town of Jupiter Amendments to the 2020 Florida Building Code, 7th Edition.
- F. Florida Department of Transportation
 - 1. All work within Florida Department of Transportation right-of-way shall comply with

Florida Department of Transportation standards and specifications. Electronic versions are available on the FDOT's website.

G. Florida Department of Environmental Protection

1. All work shall comply with Florida Department of Environmental Protection, Florida Administrative Code, Chapter 62.

H. Town of Juno Beach

1. All work within the Town of Juno Beach shall comply with Town standards and requirements.
2. All work within the Town of Juno Beach shall comply with 2020 Florida Building Code, 7th Edition and Town of Juno Beach Amendments to the 2020 Florida Building Code, 7th Edition.

3.0 MEASUREMENT AND PAYMENT

3.01 GENERAL

- A. Measurement and payment will be based upon Work completed and accepted in accordance with the Contract Documents. No separate payment will be made for excavation, trenching, backfilling, leakage tests, surveying, density tests or other incidental items of Work not shown in the Agreement.
- B. EQUIPMENT AND MATERIALS IN STORAGE: Partial payment for materials and equipment in proper storage at the site of the Work will be made for those items for which the Contractor has submitted the following:
 1. Invoice for each item in storage. The invoice shall not exceed the value of the item stored as determined by the amount paid to the manufacturer (subcontractor fabrication costs excluded).
 2. List of items in storage.
 3. With the following pay estimate, a release of lien for 90% of each item listed as stored materials for the previous pay estimate shall be provided. Any item for which a 90% release of lien is not supplied shall be considered as having been removed from the site.
 4. No payment for any offsite storage of material will be made. Any payment for stored material shall not include labor or profit by the Contractor or any sub-contractor. The Contractor is specifically advised that this procedure may require full payment for some stored materials or shop work significantly ahead of the time when payment is issued by the Owner.

3.02 MEASUREMENT

- A. Payment for all work completed under this Contract shall be in accordance with the provisions of the Contract. Payment shall be made at the unit prices as listed in the Unit Price Bid Sheet based on measured quantities for Bid Items No. 1 through 6 as described below. Materials, equipment and sub-contractor work associated with the work performed utilizing Bid Items included in LOT 1 shall be included in the cost for that bid line item. Materials, equipment and sub-contractor work associated with the work performed utilizing Bid Items included in LOT 2 and LOT 4 shall be paid on cost plus 15% mark-up basis.
- B. Payment will be made at the lump sum or unit price for each item shown in the Unit Bid Price Schedule, installed and accepted, which price and payment shall constitute full compensation for furnishing all materials and performing all Work in connection therewith and incidental thereto. The following schedule shall be adhered to:

1. Last Day of the Month – Cut-off date, confirm quantities with inspector.
2. 5th of the Month - Pay estimate to the Engineer
3. 10th of the Month - Pay estimate to the District
4. 20th of the Month - Payment by the District

When the cut-off date occurs on a holiday or weekend, the date shall be the last workday preceding the end of the month.

- C. The Contractor will supply a pay estimate form as a shop drawing submittal for review and approval by the District. The Contractor shall make copies to be used for submittal of the pay estimates. Failure of the Contractor to sign the pay estimate or attach appropriate documentation shall be grounds for returning the pay estimate with no action by the District or Engineer.

3.03 PAYMENT ITEMS

A. LOT 1 – Bid Items No. 1 through 2:

1. Payment shall be made as a lump sum for the described services included in Attachment C and D applied to the full list of generators included in Attachment B. Lump sum cost shall include all labor, trip charges, materials, equipment, tools, machinery and disposal fees necessary to complete the work.

B. LOT 1 – Bid Items No. 3:

1. Payment shall be made as a lump sum for load bank testing using a reactive load bank tester. Load bank tests shall be performed at 80% of generator rating for a minimum 60 minutes. Load bank testing shall be performed for all Trailer Mounted generators. See Attachment B for Trailer Mounted generators.

C. LOT 2 – Bid Items No. 3 through 4:

1. Payment shall be made at the hourly rate for the Generator/Mechanic Technician. Hourly rate shall include all equipment, tools, and machinery necessary to complete the work not provided for elsewhere in the contract.
2. Payment shall be made as a lump sum for the Trip Charge. The lump sum shall include all costs associated with mobilization to the site including labor, fuel, tolls, vehicle, lodging and the like.
3. Materials, equipment and sub-contractor (excluding those included in the Trip Charge) shall be paid on cost plus 15% mark-up.
 - a. Payment for equipment required to perform the work necessary shall be based upon actual hours of running time at the job site with the unit price per hour of operation. The unit price shall be per the published FHWA Blue Book Rate, plus a 15% mark-up. Back-up documentation must be included with each payment application to support hours of equipment running time in order to receive payment.

D. LOT 3 – Bid Items No. 5 through 6:

1. Payment shall be made at the hourly rate for the Generator/Mechanic Technician. Hourly rate shall include all equipment, tools, and machinery necessary to complete the work not provided for elsewhere in the contract.
2. Payment shall be made as a lump sum for the Trip Charge. The lump sum shall include all costs associated with mobilization to the site including labor, fuel, tolls, vehicle, lodging and the like.
3. Materials, equipment and sub-contractor (excluding those included in the Trip Charge) shall be paid on cost plus 15% mark-up.
 - a. Payment for equipment required to perform the work necessary shall be based upon actual hours of running time at the job site with the unit price per hour of operation. The unit price shall be per the published FHWA Blue Book Rate, plus a 15% mark-up. Back-up documentation must be included with each payment application to support hours of equipment running time in order to receive payment.

Quantities: The quantities specified are outlined in the bid response form with their respective units of measure. Quantities are to be paid on a unit price basis for installed / operational / complete systems that meet technical specification requirements. The District reserves the right to increase or decrease the total quantities, as necessary, to meet actual requirements. A purchase order will be issued. All terms, conditions and prices of the bid are applicable. Only awarded items may be purchased. Vendor is to take all necessary steps to insure this requirement. Invoices must reference the purchase order number.

Warranties: The awarded bidder hereby acknowledges and warrants to the District that (1) materials and equipment furnished under the Contract will be new and of good quality unless otherwise required or permitted by the Contract Documents; (2) the Work will be free from defects not inherent in the quality required or permitted; and (3) the Work will conform to the requirements of the Contract Documents.

Correction of the Work: The awarded bidder shall promptly correct Work rejected by the District as failing to conform to the requirements of the Contract Documents. Contractor shall bear the cost of correcting such rejected Work, including the costs of uncovering, replacement, and additional testing. In addition to Contractor's other obligations including warranties under the Contract, Contractor shall, for a period of one (1) year after completion, correct Work not conforming to the requirements of the Contract Documents.

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT BID

ITB #25-004-00143

GENERAL ELECTRICIAN SERVICES

BID RESPONSE: In accordance with the terms, conditions, and specifications, the undersigned bidder hereby submits the following prices for supplying the Loxahatchee River District with the goods and/or services called for in ITB # 25-004-00143. This project will be awarded to the lowest responsive, responsible bidder (s) within budget.

BID ITEM NO.	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
LOT 1 – PREVENTATIVE MAINTENANCE AND INSPECTION APRIL 1, 2025 – MAY 31, 2025					
1	MINOR Preventative Maintenance and Inspection as defined in Attachment C for all Generators as listed in Attachment B. Lump Sum Unit Cost shall include MINOR Preventative Maintenance for 66 Generators.	10	LS		
2	MAJOR Preventative Maintenance and Inspection as defined in Attachment D for all Generators as listed in Attachment B. Lump Sum Unit Cost shall include MAJOR Preventative Maintenance for 66 Generators.	1	LS		
3	Reactive Load Bank Testing of all Trailer Mounted Generators	1	LS		
LOT 2 – ADDITIONAL SERVICES					
4	Generator Mechanic/Technician	1	HOUR		
5	Trip Charge	1	EA		
LOT 3 – EMERGENCY SERVICES					
6	Generator Mechanic/Technician	1	HOUR		
7	Trip Charge	1	EA		

* PAYMENT FOR ALL WORK COMPLETED UNDER THIS CONTRACT SHALL BE IN ACCORDANCE WITH THE PROVISIONS OF THE CONTRACT. PAYMENT SHALL BE MADE AT THE UNIT PRICES AS LISTED IN THE UNIT PRICE BID SHEET BASED ON MEASURED QUANTITIES FOR BID ITEMS NO. 1 THROUGH 7. MATERIALS AND SUBCONTRACTOR WORK ASSOCIATED WITH WORK UTILIZING BID ITEMS NO. 4 THROUGH 7 SHALL BE PAID ON COST PLUS 15% MARK-UP BASIS. EQUIPMENT ASSOCIATED WITH WORK UTILIZING BID ITEMS NO. 4 THROUGH 7 SHALL BE PAID AT THE PUBLISHED FHWA BLUE BOOK RATE PLUS 15% MARK-UP. A 1.5 MULTIPLIER WILL BE APPLIED TO LABOR AND EQUIPMENT ONLY FOR EMERGENCY/ON-CALL WORK.

All unit prices bid should be within two (2) decimal points. If bidder's pricing exceeds two (2) decimal points, Purchasing reserves the right to round up or down accordingly.

Is bidder's Qualification information included? YES; INITIAL _____

Is proof of ability to provide insurance provided? YES; INITIAL _____

Is licensing provided? YES; INITIAL _____

Health, Safety and Environmental submittal is provided? YES; INITIAL _____

BIDDER'S FIRM NAME: _____

BIDDER'S SIGNATURE: _____

(Failure to sign by a duly authorized representative shall result in rejection of this bid)

By signature on this document, bidder acknowledges and agrees that its offer includes and accepts all terms, conditions, and specifications of the District's bid solicitation as originally published, without exception, change or alteration of any kind, except as may have been published by the District in official amendments prior to this date of submittal.

FIRM ADDRESS: _____

FIRM TELEPHONE NUMBER: _____

FIRM E-MAIL ADDRESS: _____

APPLICABLE LICENSE(S): _____

FIRM FEDERAL ID #: _____

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT BID

ITB # 25-004-00143

STATEMENT OF NO BID

If you are not bidding on this service/commodity, please complete and return this form to: LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT Purchasing Agent, 2500 Jupiter Park Drive, Jupiter, FL 33458.

COMPANY NAME: _____

ADDRESS: _____

TELEPHONE: _____

SIGNATURE: _____

DATE: _____

WE, the undersigned have declined to bid due to the following reason(s):

____ Specifications too "tight", i.e., geared toward brand or manufacturer only (explain below)

____ Insufficient time to respond to the Invitation for Bid

____ We do not offer this product or an equivalent

____ Our product schedule would not permit us to perform

____ Unable to meet specifications

____ Unable to meet bond requirements

____ Specifications unclear (explain below)

____ Other (specify below)

____ Do you wish to be notified of future bids for similar items?

ADDITIONAL REMARKS:

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT BID

ITB # 25-004-00143

DRUG-FREE WORKPLACE CERTIFICATION

IDENTICAL TIE BIDS/PROPOSALS - In accordance with F.S 287.087, a preference shall be given to vendors submitting with their bids/proposals the following certification that they have implemented a drug-free workplace program which meets the requirements of F.S. 287.087. In the event tie bids are received from vendors who have not submitted with their bids/proposals a completed Drug-Free Workplace Certification form, the award will be made in accordance with LRECD's Procurement Policy pertaining to tie bids.

This Drug-Free Workplace Certification form must be executed and returned with the attached bid/proposal and received on or before time of bid opening to be considered. The failure to execute and/or return this certification shall not cause any bid/proposal to be deemed non-responsive.

Whenever two (2) or more bids/proposals which are equal with respect to price, quality, and service are received by Loxahatchee River Environmental Control District for the procurement of commodities or contractual services, a bid/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

- (1) Publish a statement 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 number (1).
- (4) In the statement specified in number (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of F.S. 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 on or require the satisfactory participation in a drug abuse assistance or rehabilitation program for any convicted employee.
- (6) Make a good faith effort to continue to maintain a drug-free workplace through implementation F.S. 287.087.

THIS CERTIFICATION is submitted by _____(the

Individual's Name)

_____ of _____

(Title/Position with Company/Vendor) (Name of Company/Vendor) who does hereby certify that said Company/Vendor has implemented a drug-free workplace program which meets the requirements of F.S. 287.087, which are identified in numbers (1) through (6) above.

STATE OF FLORIDA GOVERNMENT RIDER TO CONTRACT

Government: Loxahatchee River Environmental Control District, a special district of the State of Florida (“LRD” aka “District”)

Vendor:

Parties are entering into a “Government AGREEMENT” effective as of the date hereof (the “Agreement”).

Notwithstanding anything to the contrary in the Agreement: governing law shall be Florida Law, and venue shall be in Palm Beach County, Florida; the Agreement shall not be subject to automatic renewal &/or automatic extension; the District does not indemnify the Vendor; Florida’s Public Records Laws and Florida’s Sovereign Immunity Laws apply to all aspects of the Agreement, unless specifically exempted under Florida Law.

Vendor: LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT

By: _____ By: _____

Name & Title: _____ D. Albrey Arrington, Ph.D., Executive Director

Dated _____, 2025 Dated _____, 2025

ATTACHMENT A – REFERENCES

The bidder shall complete the following blanks regarding satisfactory references within the past five (5) years of similar complexity, nature, and size of this project.

REFERENCE 1

Name of Organization: _____

Address: _____

Contact Name: _____ Contact Title: _____

Telephone: _____ Email: _____

Summary of Project: _____

Consultant's Service Dates: _____

Estimated Total Project Cost: _____ Project Completion Date: _____

REFERENCE 2

Name of Organization: _____

Address: _____

Contact Name: _____ Contact Title: _____

Telephone: _____ Email: _____

Summary of Project: _____

Consultant's Service Dates: _____

Estimated Total Project Cost: _____ Project Completion Date: _____

REFERENCE 3

Name of Organization: _____

Address: _____

Contact Name: _____ Contact Title: _____

Telephone: _____ Email: _____

Summary of Project: _____

Consultant's Service Dates: _____

Estimated Total Project Cost: _____ Project Completion Date: _____

REFERENCE 4

Name of Organization: _____

Address: _____

Contact Name: _____ Contact Title: _____

Telephone: _____ Email: _____

Summary of Project: _____

Consultant's Service Dates: _____

Estimated Total Project Cost: _____ Project Completion Date: _____

REFERENCE 5

Name of Organization: _____

Address: _____

Contact Name: _____ Contact Title: _____

Telephone: _____ Email: _____

Summary of Project: _____

Consultant's Service Dates: _____

Estimated Total Project Cost: _____ Project Completion Date: _____

ATTACHMENT B
GENERATOR LIST

Asset	Description	Storage Location	Installation	Manufacturer	Serial Number	Model	Commission Date
GENPOW-GEN-010002	100KW Standby Generator	19651 North Fork Drive, Jupiter, FL	Permanent Standby	GENPOW	3008421687	SD100	8/24/2021
GENPOW-GEN-010003	100KW Standby Generator	214 Cortona Boulevard, Jupiter, FL	Permanent Standby	GENPOW	G3007034735	SD100	10/10/2020
GENPOW-GEN-010001	100KW Standby Generator	4960 Tequesta Drive, Jupiter, FL	Permanent Standby	GENPOW	3003563361	SD100	3/17/2020
WA-GEN-010401	104KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24494004	G130	6/13/2019
GENPOW-GEN-012001	120KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	301414671	MDG150DF4	8/1/2023
GENPOW-GEN-012002	120KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	301414672	MDG150DF5	8/1/2023
CAT-GEN-125001	1250KW Standby Generator	2500 Jupiter Park Drive, Jupiter, FL	Permanent Standby	CATERP	1GZ03694	CAT-3512	9/1/2016
ON-GEN-012502	125KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	ONAN	B050751312	DGDK5706138	9/1/2016
ON-GEN-012503	125KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	ONAN	B050751313	DGDK5706138	9/1/2016
ON-GEN-012504	125KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	ONAN	B050751314	DGDK5706138	9/1/2016
ON-GEN-012505	125KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	ONAN	B050749986	DGDK5705987	9/1/2016
GENPOW-GEN-013002	130KW Standby Generator	2500 Jupiter Park Drive, Jupiter, FL	Permanent Standby	GENPOW	3004835358	SD130	10/4/2019
GENPOW-GEN-013001	130KW Standby Generator	2600 Marcinski Road, Jupiter, FL	Permanent Standby	GENPOW	3002928700	SD130	11/27/2018
GENPOW-GEN-014001	140KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005233667	MDG175	9/28/2021
GENPOW-GEN-014002	140KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005233668	MDG175	9/28/2021
GENPOW-GEN-014003	140KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005233669	MDG175	9/28/2021
GENPOW-GEN-014004	140KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005233670	MDG175	9/28/2021
CAT-GEN-017501	175KW Portable Generator	850 Indiantown Road, Jupiter, FL	Trailer Mounted	CATERP	6JAO2062	3208-SR4-4W8971	9/1/2016
CAT-GEN-182501	1825KW Standby Generator	2500 Jupiter Park Drive, Jupiter, FL	Permanent Standby	CATERP	CAT3516CTSBJ00593	1825KW	1/5/2009
TEREX-GEN-024001	240 KW TEREX DIESEL GENERATOR, PORTABLE	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	TEREX	T24009-105	T240	9/1/2016
CUMNS-GEN-025001	250KW Standby Generator	850 Frederick Small Road, Jupiter, FL	Permanent Standby	CUMMINS	970645107	250DFAC-89379G	9/1/2016
WA-GEN-003801	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24325974	G50	2/2/2017
WA-GEN-003802	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24351505	G50	2/13/2017
WA-GEN-003803	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24415021	G50	2/1/2018
WA-GEN-003804	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24415026	G50	2/1/2018
WA-GEN-003805	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24415027	G50	2/20/2018
WA-GEN-003806	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24474308	G50	2/4/2019
WA-GEN-003807	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24474309	G50	2/4/2019
WA-GEN-003808	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24483893	G50	2/4/2019
WA-GEN-003809	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24483889	G50	2/4/2019
WA-GEN-003810	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24483891	G50	2/4/2019
WA-GEN-003811	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24483895	G50	2/4/2019
WA-GEN-003812	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24483888	G50	2/4/2019
WA-GEN-003813	38KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24483892	G50	2/4/2019
KOHLR-GEN-004001	40KW Standby Generator	50 Colony Road, Jupiter, FL	Permanent Standby	KOHLER	SGM32H42P	40REOZK	7/6/2018
GENPOW-GEN-004401	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215272	DGDK5705987	12/18/2019
GENPOW-GEN-004402	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215273	DGDK5705987	12/18/2019
GENPOW-GEN-004403	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215274	DGDK5705987	12/18/2019
GENPOW-GEN-004404	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215275	DGDK5705987	12/18/2019
GENPOW-GEN-004405	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215271	DGDK5705987	12/18/2019
GENPOW-GEN-004406	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215270	DGDK5705987	12/18/2019
GENPOW-GEN-004407	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215269	DGDK5705987	12/18/2019
GENPOW-GEN-004408	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3005215268	DGDK5705987	12/18/2019
GENPOW-GEN-004409	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3008421995	MMG55DF4	2/2/2022
GENPOW-GEN-004410	44KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	GENPOW	3008421996	MMG55DF4	2/2/2022
CUMNS-GEN-045001	450KW Standby Generator	850 Indiantown Road, Jupiter, FL	Permanent Standby	CUMMINS	B190503538	DFEJ-A061Z390	6/5/2020
KOHLR-GEN-004501	45KW Standby Generator	1500 Cades Bay Avenue, Jupiter, FL	Permanent Standby	KOHLER	SGM32HPWW	45REZG	8/11/2017

Asset	Description	Storage Location	Installation	Manufacturer	Serial Number	Model	Commission Date
GENPOW-GEN-005001	50KW Standby Generator	19049 SE Country Clud Drive, Jupiter, FL	Permanent Standby	GENPOW	3004312534	SD0050KG163	3/17/2020
GENPOW-GEN-006002	60KW Standby Generator	200 Country Club Drive, Jupiter, FL	Permanent Standby	GENPOW	3003563358	SD0060KG174	11/19/2018
GENPOW-GEN-006001	60KW Standby Generator	301 Old Dixie Highway, Jupiter, FL	Permanent Standby	GENPOW	3004436783	SD0060KG174	4/15/2019
CUMNS-GEN-007001	70KW Standby Generator	1170 Main Street, Jupiter, FL	Permanent Standby	CUMMINS	K070124426	70GGHF-5938006	9/1/2016
GENPOW-GEN-007002	70KW Standby Generator	2500 Jupiter Park Drive, Jupiter, FL	Permanent Standby	GENPOW	9915578	20904540100	12/3/2015
WA-GEN-008002	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20113260	G100	9/1/2016
WA-GEN-008003	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20115350	G100	9/1/2016
WA-GEN-008004	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20137518	G100	1/21/2013
WA-GEN-008005	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20224711	G100	9/1/2016
WA-GEN-008006	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20225700	G100	9/1/2016
WA-GEN-008007	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20269929	G100	1/22/2015
WA-GEN-008008	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20269930	G100	1/22/2015
WA-GEN-008009	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20273920	G100	1/22/2015
WA-GEN-008010	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20229142	G100	2/2/2016
WA-GEN-008011	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	20231046	G100	2/2/2016
WA-GEN-008012	80KW Portable Generator	2500 Jupiter Park Drive, Jupiter, FL	Trailer Mounted	WACKER	24469114	G100	2/4/2019
GENPOW-GEN-008002	80KW Standby Generator	17400 Haynie Lane, Jupiter, FL	Permanent Standby	GENPOW	3012298829	SD80	11/8/2022
GENPOW-GEN-008001	80KW Standby Generator	6474 Jupiter Landing Drive, Jupiter, FL	Permanent Standby	GENPOW	3012279669	SD80	9/19/2022

ATTACHMENT C
MINOR PREVENTATIVE MAINTENANCE AND INSPECTION

MINOR PREVENTATIVE MAINTENANCE AND INSPECTION – TO BE PERFORMED MONTHLY

ENGINE ELECTRICAL (STARTING SYSTEM)

Batteries – Check battery water level, age, specific gravity & perform load test. Clean batteries externally including cables & posts.

Alternator – Visually inspect alternator & alternator belt. Measure & record alternator DC voltage output.

Glow Plugs (where applicable) – Check for proper operation.

Battery Charger – Visually inspect, measure & record DC voltage output.

Starting Motor – Visually inspect, test for proper operation (Performed during engine start).

Spark Plugs (where applicable) – Check spark plugs & spark plug wires condition & annotate recommendations for repair or replacement.

Distributor Cap – (where applicable) – Inspect. Annotate recommendations for repair or replacement.

GENERATOR

Windings – Visually inspect windings.

Bearings – Inspect for proper lubrication.

Brushes/Diodes – Visually inspect for wear.

Leads/Connections – Visually inspect for wear.

Circuit Breaker – Test for proper operation.

Mounts/Bolts – Visually inspect for wear and/or damage.

Noise – Annotate operational noise indicators of mechanical malfunctions.

SAFETY CONTROLS/CONTROL PANEL - all checks to be made at normal operating temperature

Voltage (where applicable) – Measure & record loaded & unloaded AC voltage.

Frequency (where applicable) – Measure & record loaded & unloaded Hertz frequency.

Amperage (where applicable) – Measure & record loaded amperage.

Auto Start/Stop – Check for proper operation. If allowed, check for automatic start.

Shutdowns – Visually inspect for wiring deterioration. Verify proper operation of shutdowns.

Pre-alarms – Verify proper annunciation of pre-alarms.

Remote Annunciator (where applicable) – Inspect for proper operation.

INSTRUMENTATION - all checks to be made at normal operating temperature

Oil Pressure Gauge – Check for proper operation. Measure & record oil pressure PSI.

Water Temperature Gauge – Check for proper operation. Measure & record water temperature in degrees Fahrenheit.

Ammeter - Check for proper operation. Measure & record amperage in DC amps.

AC Electric Meters - Check for proper operation. Measure & record readings.

Hour Meter - Check for proper operation. Measure and record hours.

Control Panel Wiring – Visually inspect for signs of wear & correct observed loose connections.

Review Alarm/Event history - record problematic alarms or events and provide recommendation and pricing for correction

AIR INDUCTION & EXHAUST

Precleaner – Visually inspect condition & clean when necessary.

- Air Filter – Inspect & clean air filter. Recommend replacement when necessary. Note condition of filter housing.

- Intake – Visually inspect & note condition of intake piping & gaskets.

Turbocharger – Visually inspect turbocharger for leaks, physical condition, & annotate auditory indicators of wear.

Exhaust/Silencer – Visually inspect for leaks & proper operation including rain cap (where applicable)

Annotate anomalies in exhaust smoke.

LUBRICATION SYSTEM

Lubrication Oil – Check for proper oil level.

Crankcase Breather – Clean breather (where applicable). Annotate condition & any excessive blow by.

Governor – Check oil level.

Tubes, Lines, Seals & Gaskets – Visually inspect for deterioration or indications of wear.

COOLING SYSTEM

Radiator – Visually inspect radiator core condition, annotate indications of coolant leakage or core blockage.

Check coolant level.

Radiator Cap – Check for indications of wear.

Coolant – Measure & record antifreeze freeze point & PH level.

Hoses – Visually inspect hoses, clamps, gaskets & connections.

Fan Assembly – Visually inspect fan, fan bearing, pulleys & belts for indications of wear. Measure belt tension for proper operation.

Water Pump – Visually inspect for proper operation, leaks, or audible indications of wear.

Jacket Water Heater – Inspect for proper operation, indication of wear on heater & associated hoses &

Thermostat – Check for proper operation

FUEL SYSTEM

Fuel Lines & Connections – Visually inspect for proper operation & indications of deterioration.

Priming Pump (where applicable) – Verify proper operations & inspect for seal damage or deterioration.

Fuel Filters – Visually inspect for damage, leaks, & proper operation.

Governor & Controls – Inspect controls & linkage for proper operation.

Carburetor/Mixer – Visually inspect & verify proper operation.

Day Tank/Fuel Cell – Visually inspect for leaks & check for proper operation. Make note of water in fuel cell & level of fuel.

DIESEL EXHAUST FLUID (DEF) SYSTEM

Tank, filler tube and cap - visually inspect for proper operation & indications of deterioration

DEF fluid - sample from DEF tank and visually inspect

ATS - Automatic Transfer Switch (Permanent Standby Installations Only)

Wiring & Contacts – Visually inspect.

Connections Temp. – Check temperature of connections with infrared temperature gun.

Contactors Operation – If allowed, perform simulated power failure to test operation of contactor.

Timers & Controls – Observe all time delays during simulated test.

ATTACHMENT D

MAJOR PREVENTATIVE MAINTENANCE AND INSPECTION

**MAJOR PREVENTATIVE MAINTENANCE AND INSPECTION – TO BE PERFORMED ANNUALLY
APRIL 1 - MAY 31**

ENGINE ELECTRICAL (STARTING SYSTEM)

- Batteries – Check battery water level, age, specific gravity & perform load test. Clean batteries externally including cables & posts.
- Alternator – Visually inspect alternator & alternator belt. Measure & record alternator DC voltage output.
- Glow Plugs (where applicable) – Check for proper operation.
- Battery Charger – Visually inspect, measure & record DC voltage output.
- Starting Motor – Visually inspect, test for proper operation (Performed during engine start).
- Spark Plugs (where applicable) – Check spark plugs & spark plug wires condition & annotate recommendations for repair or replacement.
- Distributor Cap – (where applicable) – Inspect. Annotate recommendations for repair or replacement.

GENERATOR

- Windings – Visually inspect windings.
- Bearings – Inspect for proper lubrication.
- Brushes/Diodes – Visually inspect for wear.
- Leads/Connections – Visually inspect for wear.
- Circuit Breaker – Test for proper operation.
- Mounts/Bolts – Visually inspect for wear and/or damage.
- Noise – Annotate operational noise indicators of mechanical malfunctions.
- Generator – Lubricate bearings if applicable.**

SAFETY CONTROLS/CONTROL PANEL

- Voltage (where applicable) – Measure & record loaded & unloaded AC voltage.
- Frequency (where applicable) – Measure & record loaded & unloaded Hertz frequency.
- Amperage (where applicable) – Measure & record loaded amperage.
- Auto Start/Stop – Check for proper operation. If allowed, check for automatic start.
- Shutdowns – Visually inspect for wiring deterioration. Verify proper operation of shutdowns.
- Pre-alarms – Verify proper annunciation of pre-alarms.
- Remote Annunciator (where applicable) – Inspect for proper operation.

INSTRUMENTATION

- Oil Pressure Gauge – Check for proper operation. Measure & record oil pressure PSI.
- Water Temperature Gauge – Check for proper operation. Measure & record water temperature in degrees Fahrenheit.
- Ammeter - Check for proper operation. Measure & record amperage in DC amps.
- AC Electric Meters - Check for proper operation. Measure & record readings.
- Hour Meter - Check for proper operation. Measure and record hours.
- Control Panel Wiring – Visually inspect for signs of wear & correct observed loose connections.
- Review Alarm/Event history - record problematic alarms or events and provide recommendation and pricing for correction

AIR INDUCTION & EXHAUST

- Precleaner – Visually inspect condition & clean when necessary.
- Air Filter – Inspect & clean air filter. Recommend replacement when necessary. Note condition of filter housing.
- Intake – Visually inspect & note condition of intake piping & gaskets.
- Turbocharger – Visually inspect turbocharger for leaks, physical condition, & annotate auditory indicators of wear.
- Exhaust/Silencer – Visually inspect for leaks & proper operation including rain cap (where applicable)
- Annotate anomalies in exhaust smoke.

LUBRICATION SYSTEM

- Lubrication Oil – Check for proper oil level.

Crankcase Breather – Clean breather (where applicable). Annotate condition & any excessive blow by.

Governor – Check oil level.

Tubes, Lines, Seals & Gaskets – Visually inspect for deterioration or indications of wear.

Lubricating System – Replace oil filters. Inspect all gaskets & seals. Remove existing lubricating oil & dispose. Fill with fresh engine oil.

COOLING SYSTEM

Radiator – Visually inspect radiator core condition, annotate indications of coolant leakage or core blockage. Check coolant level.

Radiator Cap – Check for indications of wear.

Coolant – Measure & record antifreeze freeze point & PH level.

Hoses – Visually inspect hoses, clamps, gaskets & connections.

Fan Assembly – Visually inspect fan, fan bearing, pulleys & belts for indications of wear. Measure belt tension for proper operation.

Water Pump – Visually inspect for proper operation, leaks, or audible indications of wear.

Jacket Water Heater – Inspect for proper operation, indication of wear on heater & associated hoses &

Thermostat – Check for proper operation

Coolant Filter - Replace coolant filter if applicable

FUEL SYSTEM

Fuel Lines & Connections – Visually inspect for proper operation & indications of deterioration.

Priming Pump (where applicable) – Verify proper operations & inspect for seal damage or deterioration.

Fuel Filters – Visually inspect for damage, leaks, & proper operation.

Governor & Controls – Inspect controls & linkage for proper operation.

Carburetor/Mixer – Visually inspect & verify proper operation.

Day Tank/Fuel Cell – Visually inspect for leaks & check for proper operation. Make note of water in fuel cell & level of fuel.

Fuel System – Fuel filter(s) & fuel/water separator(s) filter replacement. Check for proper seal & operation.

Diesel Exhaust Fluid (DEF) System

Tank, filler tube and cap - visually inspect for proper operation & indications of deterioration

DEF - Drain DEF tank, flush with distilled water or new DEF and fill with new DEF

ATS - Automatic Transfer Switch (Permanent Standby Installations Only)

Wiring & Contacts – Visually inspect.

Connections Temp. – Check temperature of connections with infrared temperature gun.

Contactors Operation – If allowed, perform simulated power failure to test operation of contactor.

Timers & Controls – Observe all time delays during simulated test.

ATTACHMENT E
CONTRACTOR EVALUATION REPORT

CONTRACTOR EVALUATION REPORT

	Loxahatchee River Environmental Control District	CONTRACT NO.	
ADDRESS	2500 Jupiter Park Drive	CONTRACTOR	
CITY / STATE / ZIP	Jupiter, FL 33458	PERIOD OF PERFORMANCE	FROM _____ TO _____
CONTRACT PROJECT MANAGER		LOCATION OF PERFORMANCE	

INSTRUCTIONS: This form can be completed on the computer or printed and completed by hand. Use the mouse to navigate. To check or uncheck a box, **'double click' the box.** If further direction is required on how to complete this evaluation or where to submit it, please contact your Contracting Officer. Comment boxes are formatted to automatically wrap the entered text. Check the box that best describes the level in which the Contractor supported the area described. Comments are essential and must substantiate your rating selection. N/A = not applicable. If additional space is required, use page 2 of the form or attach additional page(s).

SEE PAGE 3 FOR EVALUATION RATINGS DEFINITIONS

1. Quality. Contractor conformed to contract requirements. Was capable, efficient and effective in supporting the programs of this contract. Provided well maintained equipment and highly qualified personnel. Finished product meets the quality requirements set forth in the contract.

N/A Satisfactory Unsatisfactory

COMMENTS: 

2. Schedule. Contractor was prepared and available to begin work on contract start date and provided daily coverage during the contract period with little to no disruption or unavailability. Contractor completed the work within the dates specified in the contract and any approved extensions of time.

N/A Satisfactory Unsatisfactory

COMMENTS: 

3. Change Orders. Contractor conformed to contract requirements, providing complete documentation and was reasonable in the negotiations for time and costs. Contractor did not engage with frivolous our unsupported change order requests. Contractor met time requirements in the contract for identification and quantification of additional or deleted work.

N/A Satisfactory Unsatisfactory

COMMENTS: 

4. Management. Contractor and on-site representatives were professional, well qualified, and committed to customer satisfaction and safety of operations. Contractor provided necessary support for key personnel and if applicable, took necessary action to correct or replace any personnel. Contractor was timely and complete with shop drawings, pay applications, releases, schedules and other required submittals.

N/A Satisfactory Unsatisfactory

COMMENTS: 

6. Regulatory Compliance. How well does the contractor comply with governing regulations such as the FDEP, FDOH, SFWMD or others.

N/A Satisfactory Unsatisfactory

COMMENTS: 

7. Safety. Contractor and on-site representatives attitude and efforts, as well as actual application, towards general safety of operations?

N/A Satisfactory Unsatisfactory

COMMENTS: 

9. Other Areas:

N/A Satisfactory Unsatisfactory

10. Other Areas:

N/A Satisfactory Unsatisfactory

11. Other Areas:

N/A Satisfactory Unsatisfactory

12. Other Areas:

N/A Satisfactory Unsatisfactory

12. Overall Contractor Rating:

N/A Satisfactory Unsatisfactory

Additional comments to support your response to any item above or other items.

Name, Title of Individual Completing this Form (include agency, phone and electronic address)

Signature

RATING	DEFINITION	NOTE
Satisfactory	Performance meets contractual requirements. The contractual performance of the element being assessed may contain some minor problems for which corrective actions taken by the Contractor were satisfactory.	To justify a Satisfactory rating, there should have been only minor problems, or major problems the contractor recovered from without impact to the contract. There should have been NO significant weaknesses identified.
Unsatisfactory	Performance does not meet most contractual requirements and recovery is not likely in a timely manner. The contractual performance of the element contains a serious problem(s) for which the contractor's corrective actions appear or were ineffective.	To justify an Unsatisfactory rating, identify multiple significant events in each category that the Contractor had trouble overcoming and state how it impacted the Government. A singular problem, however, could be of such serious magnitude that it alone constitutes an unsatisfactory rating. An Unsatisfactory rating should be supported by referencing the management tools used to notify the contractor of the contractual deficiencies (e.g. management, quality, safety, etc.)